

**John Day City Council  
February 24, 2015  
7:00 p.m.  
Council Chambers  
AGENDA**

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF FEBRUARY 10, 2015.**
3. **APPEARANCE OF INTERESTED CITIZENS – At this time Mayor Lundbom will welcome the general public and ask if there is anything they would like to add to tonight’s agenda.**

**ACTION ITEMS:**

4. **DISCUSS AND ADOPT 2015 JOHN DAY CITY COUNCIL GOALS**
5. **DISCUSS FOR ADOPTION RESOLUTION NO. 15-736-01, A RESOLUTION TO DECLARE ACCOUNT UNCOLLECTIBLE AND TAKE OFF THE BOOKS AS RECEIVABLE**  
Attachment:
  - Resolution No. 15-736-01
6. **DISCUSS ODOT ENHANCE GRANT APPLICATION FOR NEW COLLECTOR AND BRIDGE PROJECT AND SCHOOL DISTRICT’S CONTRIBUTION**  
Attachments:
  - Electronic message from Josef Hitz, Sisul Engineering
  - Electronic message from Mark Witty, Superintendent, Grant School District #3
7. **DISCUSS CITY MANAGER’S ANNUAL EVALUATION**  
Attachment:
  - City Manager Evaluation Form

**OTHER BUSINESS:**

8. **OTHER BUSINESS AND UPCOMING MEETINGS**  
Attachments:
  - LOC Bulletins
  - Quarterly Staff Report

**ADJOURN**

**TO:** John Day City Council  
**FROM:** Peggy Gray, City Manager  
**DATE:** February 20, 2015  
**SUBJECT:** Discuss and Adopt 2015 John Day City Council Goals

**BACKGROUND:**

At our last City Council meeting the Council wanted to include our goal setting work session as part of our regular city council meeting. The City Council goals from last year are as follows:

1. Continue working on the new fire station
2. US26/Main St. & 395 S. Canyon Blvd. Street Sidewalk Beautification Project; Enhance Project sidewalks from 6<sup>th</sup> Ave. to Grant Union-Junior High School
3. Charolais Heights/NW Bridge Street Intersection Realignment
4. Continue to market the industrial park
5. Seek funding to update the Wastewater Facilities Plan
6. Seek funding for city street maintenance

**RECOMMENDATION:**

The John Day City Council discusses and adopts their 2015 City Council goals.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** February 20, 2015

**SUBJECT:** Discuss for Adoption Resolution No. 15-736-01, a Resolution to Declare Account Uncollectible and Take off the Books as Receivable  
Attachment:  

- Resolution No. 15-736-01

**BACKGROUND:**

Resolution No. 15-736-01 is a resolution to declare account uncollectible and take it off the books as a receivable and turns it over to the collection agency.

**RECOMMENDATION:**

The John Day City Council adopts Resolution No. 15-736-01, a resolution to declare account uncollectible and take off the books as receivable.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** February 20, 2015

**SUBJECT:** Discuss ODOT Enhance Grant Application for New Collector and Bridge Project and School District's Contribution

Attachments:

- Electronic message from Josef Hitz, Sisul Engineering
- Electronic message from Mark Witty, Superintendent, Grant School District #3

**BACKGROUND:**

Last Thursday Public Works Director Dave Holland and I met with School Superintendent Mark Witty and Sisul Engineer Joe Hitz to discuss Joe's fees for cost estimates for the new collector from 3<sup>rd</sup> Avenue to 7<sup>th</sup> Street.

Below is Joe's scope of work and cost estimate for Enhance Application (see attached email):

- 1) Cost Estimate for the project but, also breaking it into identified pieces / phases that the County, City, School, Land Owner, etc. could contribute.
- 2) Vicinity Map
- 3) Site Maps
- 4) X-section Drawings
- 5) Probably at least 2-3 meetings with some or everyone involved in project.

And to get this accomplished Joe estimates between 14-20 hours of labor involved; depending on how things go. The cost would be in the \$1200-\$1500 range.

Superintendent Mark Witty met with his school board on Wednesday, February 18<sup>th</sup>; they agreed to pay 50% of Joe Hitz engineering fees to develop the information needed for the grant application for the new collector from 3<sup>rd</sup> Avenue to 7<sup>th</sup> Street with a cap of \$750.

At our last City Council meeting informed you of a used bridge from Umatilla County that could possibly work for this project. Public Works Director David Holland checked on the availability of the bridge with ODOT; it appears the bridge is very popular and they already had two other requests and we're third in line. They award on a first come, first serve basis, so our chances of getting the bridge is very small.

**RECOMMENDATION:**

Staff believes this is a good project that would be very beneficial to the City of John Day and our community for the following reasons:

1. NW Bridge Street was not developed to handle as much traffic as it has seen with the development of the Iron Wood Estates Subdivision, the Assisted Living

Facility, and the 7<sup>th</sup> Street Complex over the past several years. This project would help relieve traffic on NW Bridge Street and NW 7<sup>th</sup> Street;

2. A couple of years ago we had a situation when the wild land fires came into the City above Iron Wood Estates and Charolais Heights Subdivisions to the 7<sup>th</sup> Street complex. We had a serious bottleneck situation at the bridge on NW Bridge Street due to residents who were voluntarily evacuating and people wanting to go into the affected area. A new bridge would help relieve that congestion;
3. This project would open up the possibility for future housing developments above Charolais Heights;
4. This project would provide a new and better access for future development of a new school. The John Day Planning Commission could not allow a new school to be built on 7<sup>th</sup> Street Complex without a new access.

With the collaboration between the City, School District #3, Grant County Road Department and private citizens, staff believes applying for this grant will open doors for possible future funding avenues. Staff recommends the John Day City Council allows staff to work with School District #3 and Joe Hitz of Sisul Engineering to apply for the 2018-2021 STIP Enhance grant for a new collector from 3rd Avenue to 7<sup>th</sup> Street.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** February 20, 2015

**SUBJECT:** Discuss City Manager's Annual Evaluation  
Attachment:  
• City Manager Evaluation Form

**BACKGROUND:**

According to my contract the City Council shall review and evaluate my performance at least once annually in advance of the adoption of the annual operating budget but no later than March 31<sup>st</sup> of each year. Attached is a copy of the evaluation form used in the past.

**RECOMMENDATION:**

Staff recommends the John Day City Council sets a date to complete the City Manager's annual evaluation before March 31, 2015.

**TO:** John Day City Council  
**FROM:** Peggy Gray, City Manager  
**DATE:** February 20, 2015  
**SUBJECT:** Other Business and Upcoming Meetings  
Attachments:

- LOC Bulletins
- Quarterly Staff Report

**OTHER BUSINESS:**

1. LOC Bulletins are included in your council packets.
2. I contacted Thad Labhart to see if he was interested in being on the John Day Planning Commission or the John Day Budget Committee, he said he would like to talk with John Day Planning Commission Chairman Ken Boethin and then he would get back to me.
3. My quarterly staff report is included in the council packets for your review and information. Please let me know if you have any questions or concerns.

**UPCOMING MEETINGS:**

March 10, 2015	7:00 p.m. Council Chambers	Regular City Council meeting
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