

**John Day City Council**  
**June 13, 2017**  
**7:00 PM**  
**Fire Station, 316 S. Canyon Blvd**  
**AGENDA**

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF MAY 23, 2017.**
3. **APPEARANCE OF INTERESTED CITIZENS** – At this time Mayor Lundbom will welcome the public and ask if there is anything they would like to add to tonight’s agenda.

**ACTION ITEMS**

4. **WELCOME TO JOHN DAY SIGN & FUNDING REQUEST**  
Attachments:
  - None
5. **RESOLUTION 17-769-05, A RESOLUTION TO ADOPT FY2017-18 BUDGET**  
Attachments:
  - Resolution 17-769-05
6. **RESOLUTION 17-770-06, A RESOLUTION TO APPROPRIATE FY2017-18 BUDGET**  
Attachments:
  - Resolution 17-770-06
7. **RESOLUTION 17-771-07, A RESOLUTION TO IMPOSE AND CATEGORIZE TAXES FOR FY2017-18 BUDGET**  
Attachments:
  - Resolution 17-771-07
8. **RESOLUTION 17-772-08, A RESOLUTION OF THE CITY OF JOHN DAY, GRANT COUNTY, OREGON, DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUE**  
Attachments:
  - Resolution 17-772-08
9. **RESOLUTION 17-773-09, VOLUNTEER WORKER’S COMPENSATION RESOLUTION FOR COVERAGE YEAR 2017-2018**  
Attachments:
  - Resolution 17-773-09
10. **RESOLUTION 17-774-10, A RESOLUTION ESTABLISHING WATER RATES, DEPOSITS, AND OTHER RELATED CHARGES**  
Attachments:
  - Resolution 17-774-10

**11. JOHN DAY SIDEWALK EXTENSION PROJECT UPDATE**

Attachments:

- Alternatives funding analysis
- Diagrams for project alternatives
- Narrative for project alternatives

**12. STREET IMPROVEMENTS FOR 2017 ECLIPSE**

Attachments:

- None

**13. MAIN STREET REVITALIZATION GRANT**

Attachments:

- Memo on Main Street Revitalization Grant
- OSFM Inspection Notice

**OTHER BUSINESS**

**14. OTHER BUSINESS AND UPCOMING MEETINGS**

- Oregon Solutions Process Update
- Oregon Pine Redevelopment Update
- No council meeting June 27 (City Manager on leave)
- Next City Council meeting – July 11
- No council meeting July 25 (City Manager on leave)
- LOC Bulletins

**ADJOURN**

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #4: Welcome to John Day Sign and Funding Request  
Attachment(s)

- None

## **BACKGROUND**

David Paddock presented a proposed *Welcome to John Day* sign for the corner of 3<sup>rd</sup> Street and Bridge Street to the City Council on April 25. He is requesting \$15,000 in funding to create the sign and place it at that location prior to the August 21 solar eclipse.

## **DISCUSSION**

The City has realized \$41,539 in profit from the eclipse campsite reservations (net of expenses). We have four RV spaces and 30 tent campsites still available. If the city sells all of its remaining sites, we will realize an additional \$5K in sales, bringing our total profit to just over \$45,000. We may also open additional dry camping / RV sites at the Oregon Pine property.

Mr. Paddock's proposed cost exceeds the small procurement threshold of \$10,000 established in the City's public contracting code. If there is a consensus from the Council to place a sign on this property, the City will have to use the intermediate procurement procedures established under ORS 279B.070.

ORS 279B.070 requires the City to seek at least three informally solicited competitive price quotes or competitive proposals from prospective contractors. The City shall keep a written record of the sources of the quotes or proposals received. If three quotes or proposals are not reasonably available, fewer will suffice, but the City shall make a written record of the effort it makes to obtain the quotes or proposals.

All public contracts or amendments to public contracts with an estimated cost of less than \$25,000 may be entered into by the city manager without Council approval. Therefore, if there is a consensus from the Council to procure the sign, the city manager can initiate and award the contract without returning for council approval.

## **NEXT STEPS**

Council should determine if they wish to purchase the sign and motion accordingly.

If council approves the sign purchase, City Manager Green will procure the sign according to the City's public contracting code requirements.

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #5: Resolution 17-769-05, A Resolution to Adopt FY2017-18 Budget Attachment(s)

- Resolution 17-769-05

**BACKGROUND**

Resolution 17-769-05 is required under Oregon Budget Law to adopt the FY17-18 budget.

**RECOMMENDED MOTION**

“I move to adopt Resolution 17-769-05, A Resolution to Adopt FY2017-18 Budget.”

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #6: Resolution 17-770-06, A Resolution to Appropriate FY2017-18 Budget Attachment(s)  
• Resolution 17-770-06

**BACKGROUND**

Resolution 17-770-06 is required under Oregon Budget Law to appropriate the FY17-18 budget.

**RECOMMENDED MOTION**

“I move to adopt Resolution 17-770-06, A Resolution to Appropriate FY2017-18 Budget.”

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #7: Resolution 17-771-07, A Resolution to Impose and Categorize Taxes for FY2017-18 Budget  
Attachment(s)

- Resolution 17-771-07

**BACKGROUND**

Resolution 17-771-07 is required under Oregon Budget Law to impose and categorize taxes for the FY17-18 budget.

**RECOMMENDED MOTION**

“I move to adopt Resolution 17-771-07, A Resolution to Impose and Categorize Taxes for the FY2017-18 Budget.”

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #8: Resolution 17-772-08, A Resolution of the City of John Day, Grant County, Oregon, Declaring the City's Election to Receive State Revenue Attachment(s)

- Resolution 17-772-08

**BACKGROUND**

Resolution 17-772-08 is required under Oregon Budget Law to receive state shared revenue during the FY17-18 fiscal year.

**RECOMMENDED MOTION**

“I move to adopt Resolution 17-772-08, A Resolution of the City of John Day, Grant County, Oregon, Declaring the City's Election to Receive State Revenue.”

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #9: Resolution 17-773-09, Volunteer Worker's Compensation Resolution for Coverage Year 2017-18  
Attachment(s)  
• Resolution 17-773-09

**BACKGROUND**

Resolution 17-773-09 is required by City/County Insurance Service (CIS) to provide workers compensation for city volunteers during fiscal year 2017-18.

**RECOMMENDED MOTION**

"I move to adopt Resolution 17-773-09, Volunteer Worker's Compensation Resolution for Coverage Year 2017-18."



**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #10: Resolution 17-774-10, A Resolution Establishing Water Rates, Deposits, and other Related Charges  
Attachment(s)

- Resolution 17-774-10

**BACKGROUND**

Resolution 17-774-10 adds the \$6 community development fee to the city's water accounts and reduces the base water rate for all accounts by \$6. This is a revenue neutral measure needed to establish the community development fund approved by the John Day Budget Committee as adopted by the City Council. Changes to the prior year resolution are highlighted for the council.

**RECOMMENDED MOTION**

"I move to adopt Resolution 17-774-10, A Resolution Establishing Water Rates, Deposits, and other Related Charges."

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #11: John Day Sidewalk Extension Project Update  
Attachment(s)

- Alternatives funding analysis
- Diagrams for project alternatives
- Narrative for project alternatives

## **BACKGROUND**

The Public Works Committee met with ODOT and the City Manager on May 24 to discuss options for the sidewalk extension project. All four options exceed the original cost estimate due to the ADA compliance settlement and other project specifications that happened after the original scoping for the project in 2013.

## **DISCUSSION**

The Public Works Committee is recommending Option 3. It is consistent with the sidewalk design in front of the fire station and will remove future issues with regard to stormwater injection into Canyon Creek since the stormwater will be absorbed in the bioswale.

ODOT has identified an additional \$80,000 in funding. The City will need to identify additional revenue sources to complete the project. This could be accomplished with additional federal and state funding or by phasing the sidewalk extension.

## **RECOMMENDATION**

Council needs to select an option so that ODOT can continue with its preliminary engineering.

**TO:** John Day City Council  
**FROM:** Nicholas Green, City Manager  
**DATE:** June 13, 2017  
**SUBJECT:** Agenda Item #12: Street Improvements for 2017 Eclipse  
Attachment(s)

- None

**BACKGROUND**

I will provide the council with maps of recommended street improvements during regular session.

**TO:** John Day City Council

**FROM:** Nicholas Green, City Manager

**DATE:** June 13, 2017

**SUBJECT:** Agenda Item #13: Main Street Revitalization Grant  
Attachment(s)

- Memo on Main Street Revitalization Grant
- OSFM Inspection Notice

**BACKGROUND**

The enclosed memorandum and inspection report were prepared following the City's due diligence on the purchase of the building located at 135 W. Main Street.

**TO:** John Day City Council  
**FROM:** Nicholas Green, City Manager  
**DATE:** June 13, 2017  
**SUBJECT:** Agenda Item #14: Other Business and Upcoming Meetings

#### **OTHER BUSINESS**

- Oregon Solutions surveys were sent out via email and posted to the city website on June 5. Surveys will remain open until June 17. To take the survey, visit <https://consultations.oregonskitchentable.org/>. A summary of the survey findings will be given to the working group that convenes on June 29 and then sent to the public.
- The City has submitted a Transportation Growth Management (TGM) grant application for \$200K to do the area development strategy for the innovation gateway. Awards will be announced in August. The City's match will be \$27K.
- No city council meetings on June 27 or July 25 (city manager on leave)
- LOC Bulletins are included in the council packets

#### **UPCOMING MEETINGS**

1. 7/11 – Next City Council Meeting