

John Day City Council
July 11, 2017
7:00 PM
Fire Station, 316 S. Canyon Blvd
AGENDA

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF JUNE 13, 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. **PUBLIC STIMULUS REQUEST**
Attachments:
 - None
5. **TRAFFIC / PEDESTRIAN MANAGEMENT – 2017 ECLIPSE**
Attachments:
 - Map of downtown traffic recommendations
6. **STREET MAINTENANCE PRESENTATION – ODOT**
Attachments:
 - None
7. **WASTEWATER TREATMENT PLANT FEASIBILITY STUDY CONTRACTS**
Attachments:
 - Draft Statements of Work – Anderson Perry & Sustainable Water
8. **EMERGENCY DOG DECLARATION**
Attachments:
 - Emergency Declaration for Lost or Abandoned Dogs
9. **OREGON SOLUTIONS SURVEY AND FY17-18 INVESTMENT PRIORITIES**
Attachments:
 - Five Bold Steps chart

OTHER BUSINESS

10. **OTHER BUSINESS AND UPCOMING MEETINGS**
 - Main Street Revitalization Grant Status Update
 - 1188 Economic Expansion/Funding Request
 - Kam Wah Chung Sign Placement
 - Planning Commission Decisions from July 6 public hearing
 - No council meeting July 25 (City Manager on leave)

ADJOURN

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: July 11, 2017

SUBJECT: Agenda Item #4: Public Stimulus Funding
Attachment(s)

- None

BACKGROUND

The state legislature approved House Bill 5006 on July 6, 2017. Section 85 of the bill included a \$2.256M public stimulus package for the City of John Day: \$1.836M for fiber optic broadband and \$420,000 for 9-1-1 service.

The stimulus package was requested by Senator Ferrioli on behalf of the City of John Day and Grant County. The broadband funding will allow us to create high-speed internet options for nearly 70% of county residents that are currently underserved. The 9-1-1 funds provide a critical bridging solution to provide us with time for the County Court to refer a local option levy to voters and to create a sustainable public safety solution to retain local 9-1-1 dispatch capabilities.

DISCUSSION

On January 24, 2017, the John Day City Council met with Senator Ted Ferrioli (District 30 Senator) and Representative Cliff Bentz (District 60 Representative) in regular session to discuss the City's *Strategy for Growth* and the fiscal impacts of state tax policy on John Day and the other frontier communities in Grant County. Council discussed the challenges with funding 9-1-1 services and the economic impacts of inadequate broadband capacity for John Day residents and outlying communities.

Following that meeting, I met with local community leaders and on February 3, we organized the Grant County Internet Task Force, an informal working group organized to study and make policy recommendations with regard to our area's broadband infrastructure needs. ITF members are:

- Nick Green, John Day City Manager (Task Force Lead)
- Scott Myers, Grant County Judge
- Taci Philbrook, Prairie City Administrator
- Josh Walker, Seneca City Administrator
- Robert Waltenburg, Grant ESD Superintendent
- Chris Wall, Blue Mountain Hospital Chief Information Officer
- Ken Olson, Old West Federal Credit Union President/CEO

In addition to leading the task force, I met on several occasions with Senator Ferrioli and Representative Bentz in Salem to discuss policy and funding options to address our broadband and public safety needs. On February 7, I also met in Salem with the League of Oregon Cities Intergovernmental Relations staff and our local representative. On March 9, I met with Senator Ferrioli and the Senate Republican staff. I also testified before the Joint Committee on Ways and Means Subcommittee on Transportation and Economic Development to discuss John Day's economy and the challenges with our current broadband infrastructure.

Following these efforts, I presented an overview of the City's economic challenges and our need for enhanced broadband infrastructure to the Oregon Broadband Advisory Council (OBAC). OBAC was created in 2009 to help ensure the implementation of statewide broadband strategies and includes members of the telecommunications industry, Public Utility Commission of Oregon, state legislators including Senator Ferrioli and others.

The result of our collective efforts was the inclusion of the \$2.256M public stimulus request in House Bill 5006, which passed by a majority vote in the House (48-11) and in the Senate (26-4).

NEXT STEPS

The City has drafted ORS 190 intergovernmental agency agreements for both broadband and 9-1-1 funding. These agreements will allow local tax jurisdictions to share revenue and expenses on the broadband and public safety funds. Adopting the IGA's is necessary before the Oregon Department of Administrative Services can distribute the funding. The City of John Day will be the fiduciary agent for both intergovernmental agreements and will administer the funding.

9-1-1 Center. A local option levy for 9-1-1 funding was a requirement of receiving the state public safety funds. The Grant County Court will need to refer a ballot measure to voters this fiscal year in order to create a sustainable funding source for the department. The state funds will bridge the 9-1-1 center until local funding can be received. If the local option levy does not pass by voters and the state does not choose to increase the 9-1-1 funding in the 2019 biennium, the funding received this year will serve as a two-year bridging solution until the department can be consolidated with another dispatch center.

Broadband. The internet task force will convene in August to review the draft ORS 190 and develop a set of recommendations and requirements for local jurisdictions that will participate in the effort. These recommendations and the ORS 190 interagency agreement will be formally presented in September for approval. I have also submitted a request for joint attachment of a future aerial fiber optic line along OTECC's long-haul transmission line that extends from John Day to Burns. Contracts will be solicited for the network design and for construction of the fiber optic line, which could begin as early as next spring.

In addition to the significant public benefits this stimulus funding will provide, it will also free up \$150,000 over the next two years in additional investment capital for the City of John Day to deploy on community development projects. This cost savings is the amount of money the City has budgeted in prior years to pay for 9-1-1 services for John Day and the other cities in the county. We will discuss options for deploying funding for these projects as part of the City's investment strategy later tonight.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: July 11, 2017

SUBJECT: Agenda Item #5: Traffic / Pedestrian Management – 2017 Eclipse
Attachment(s)

- Map of downtown traffic recommendations

BACKGROUND

This memo provides options for the Council to consider with regard to traffic management / pedestrian management during peak visitation period of the 2017 Eclipse (Thursday Aug 17 – Tuesday Aug 22).

DISCUSSION

The City has realized \$45,000 in profit from the eclipse campsite reservations (net of expenses). We have leased 100% of our RV and campsites at the Industrial Park and many of the newly created dry RV sites at Oregon Pine. Our expectation is that we will realize \$50,000 net of expenses when all sites are sold.

The population of John Day will likely double based on the reservations that have already been issued by public agencies for camping within city limits. This does not include hotel reservations, private owner reservations, guests staying with friends and family in the area or daytime traffic on the day of the eclipse. It is difficult to estimate traffic and pedestrian volumes for an event of this nature, however, a reasonable expectation is an additional 10,000 visitors either staying within or traversing our city limits.

One of our biggest challenges will be traffic management and pedestrian safety, particularly in the downtown corridor. The following procedures are being implemented or are recommended for discussion:

- **Restripe** all collector streets and approved crosswalks
- **Close** Airport Road and SW 4th Street to RV and truck access
- **Restrict** Skyline Drive to no through traffic to prevent switchback turns through neighborhood
- **Downtown parking restrictions:** Option A) Restrict all on-street parking from NW Canton to SE Elm on US Hwy 26 and from intersection to SE Dayton on US 395 (ODOT recommendation); Option B) Limit parking to one-hour with no overnight parking
- **Restrict** SW 1st Ave to no through traffic to prevent cueing onto and off of highway and to improve pedestrian access
- **Close** SE 1st Ave except to emergency vehicles (no traffic or on-street parking)
- **Conical barrier** along double yellow lines on 395 S from 1st Ave to intersection and US 26 W from intersection to SW Brent Street (requires ODOT permit but will be approved if requested).

We are coordinating with local business owners to ensure high traffic businesses do not increase vehicle congestion in the downtown corridor. Parking spaces for downtown business owners' staff will be available at the old city hall parking lot (following demolition of old city hall in July). See map enclosed for additional discussion.

NEXT STEPS

Council should determine if they wish to implement these traffic restrictions and motion accordingly.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: July 11, 2017

SUBJECT: Agenda Item #6: Street Maintenance Presentation - ODOT
Attachment(s)

- None

BACKGROUND

Mike Barry, ODOT Region 5 Local Agency Liaison, will be in John Day on May 11 and will survey the condition of our local streets. Mr. Barry plans to make a presentation to the city council on street preservation and maintenance recommendations.

DISCUSSION

A portion of our city streets are in poor or very poor condition and cannot be maintained by chip sealing. These roads will eventually need to be replaced. Those roads that are in fair or good condition can be preserved and maintained, however, the city will need an asset management strategy to determine the cost of preservation and to develop a schedule for funding these costs.

Once the pavement assessment and cost estimates are received, we will need to weigh the projected cost and benefit of preservation against the cost of street repair and improvements for our roads that are in poor and very poor condition. These costs will also have to be balanced against the cost for new road construction and capital improvements like the sidewalk extension and future 7th Street extension.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: July 11, 2017

SUBJECT: Agenda Item #7: Wastewater Treatment Plant Feasibility Study Contracts Attachment(s)

- Draft Statements of Work – Anderson Perry & Sustainable Water

BACKGROUND

The City intends to award two contracts for professional services related to the new wastewater treatment plant feasibility study: a \$40,000 contract to Anderson Perry to update the City's 2009 Wastewater Facilities Plan and a \$50,000 contract to Sustainable Water to develop a conceptual design and perform lifecycle economic analysis for the water reuse facility.

The John Day Public Contracting Code requires approval by the City Council for any contract over \$25,000 in value. Anderson Perry and Sustainable Water were both accepted as professional services firms through the City's FY17-18 general solicitation for professional services in accordance with OAR 137-048-0120.

DISCUSSION

The draft statement of work for both professional services firms are enclosed. The scope may be revised prior to award based on feedback from the respective firms but will not change substantially from what is shown in the enclosed drafts.

The funding for these projects was awarded by the Infrastructure Finance Authority (IFA) and the Oregon Water Resources Department (OWRD). The net cost to the City for the projects is \$20,000 and was included in the approved FY17-18 budget.

Work on these studies will begin immediately upon award of the recommended contracts. A kickoff event and detailed site survey in John Day will take place in September.

RECOMMENDATION

Recommended motions:

"I move to authorize the City Manager to award the \$40,000 professional services agreement to Anderson Perry as outlined in the enclosed statement of work, subject to final review and approval by the City Manager and City Attorney."

"I move to authorize the City Manager to award the \$50,000 professional services agreement to Sustainable Water as outlined in the enclosed statement of work, subject to final review and approval by the City Manager and City Attorney."

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: July 11, 2017

SUBJECT: Agenda Item #8: Emergency Declaration for Lost or Abandoned Dogs
Attachment(s)

- Emergency Declaration for Lost or Abandoned Dogs

BACKGROUND

The non-profit organization Hope 4 Paws and the Director of Shelter and Investigations, Oregon Humane Society, have arranged to receive and place lost or abandoned dogs recovered within city limits as a result of the increase in tourism this summer. Because the City of John Day does not have a local dog ordinance, the Humane Society cannot accept any dogs turned in within city limits. The Grant County Court also lacks a local ordinance and passed an emergency ordinance last week to address this gap.

DISCUSSION

The language in the enclosed emergency declaration would be sufficient to allow the Humane Society to receive animals recovered in John Day. Hope 4 Paws will provide food, water and shelter for the animals. They have requested a temporary location from the City to place kennels for recovered dogs but otherwise will cover all costs associated with their lodging until the owner can be identified or the animal transferred to the Human Society for placement.

RECOMMENDATION

Given the potential for an increase in lost or abandoned animals and the willingness of the Human Society and Hope 4 Paws to care for these animals, it is recommended that the city council motion to approve the emergency declaration.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: July 11, 2017

SUBJECT: Agenda Item #9: Oregon Solutions Survey and FY17-18 Investment Priorities Attachment(s)

- Five Bold Steps chart

BACKGROUND

The Oregon Solutions survey process was completed on June 29. Results will be made available on the city website at the end of July.

The survey consisted of 330 participants and was offered online and on paper in English. Survey invitations were sent through Oregon's Kitchen Table, the different members of the Grant County team, and a number of partners. It was also promoted through social media channels. About half of all participants identified John Day as their primary community with 14% stating their primary community was outside of Grant County and 10% from Prairie City. The majority of participants either live in John Day or visit John Day more than once a week.

SURVEY RESULTS

The top five investment priorities identified by the community leaders and stakeholders were as follows:

- 1) The Innovation Gateway
- 2) Recreation Center
- 3) Housing
- 4) High Speed Internet
- 5) Marketing Campaign

The community voted with a strong endorsement for the City's vision and its *Strategy for Growth*. Improved access to high speed internet, an innovation center with commercial scale greenhouses using reclaimed water, and additional recreation facilities were all listed as the top priority projects, followed by improving access to higher education, new and renovated homes for families and a new educational campus. There was also strong support for additional outdoor recreational opportunities and for increasing the variety of shops and restaurants in the community.

Participants were given the opportunity to leave additional comments on what else they thought was important to consider in drawing visitors to John Day and many cited the Kam Wah Chung museum and increasing the emphasis on arts and culture.

Reliable jobs in a new industries like controlled-environment agriculture was the overwhelming top choice for what might draw people to live in John Day, followed by a desire to live in a rural community and schools with robust educational offerings, including electives. Lack of child care, specifically for infants to three-year-olds, was also identified as a significant gap and detriment to growth.

Respondents felt strongly that John Day should become a hub for outdoor recreation and adventure travel in Eastern Oregon (36%) and that John Day should become an innovation center for agriculture, food

production, and education (35%). There was also support for John Day to make aggressive efforts to recruit internet entrepreneurs who can work from anywhere in the world (17%).

DISCUSSION

The City is working on a strategic investment plan that places our investments into five categories:

1. Broadband Network Modernization
2. Innovation Gateway
3. Recreation
4. Housing and Community Development
5. Core Infrastructure

Each of these areas of investment categories will have specific projects and plans.

Broadband Network Modernization

- Design, Build, Operate and Maintain a publicly-owned fiber line from Burns to John Day
- Wireless and wireline extensions within the City for residential use

Innovation Gateway

- Area development plan
- Greenhouses
- Farmers market
- Public Works shop
- Academic campus
- Trails
- Gardens
- Lakes and streams (reclaimed water distribution and storage)
- Restaurant
- Infrastructure system within the facility (water, reclaimed water, sewer, streets, broadband)
- Food processing and growing at the Industrial Park

Recreation

- 7th Street Area Development Plan (with designated functional areas)
- Bike park (trails area and flow track/skills area)
- Discovery park (with restrooms)
- Aquatics Center
- Parks and Recreation Office

Housing and Community Development

- Housing plan and policies
- Housing incentive package
- Urban renewal district
- TRT tax and auditing system (in future)
- Downtown parking / accessibility
- Nonprofit capacity building (economic development, day care, etc.)
- Property tax reform

Core Infrastructure

- GIS utility mapping
- Asset management strategy

- Street maintenance and improvement strategy
- New wastewater treatment plant
- Water system management
- Wastewater/Stormwater system management
- Floodplain map updates

The broadband network and innovation gateway have the potential to generate revenue. They create new revenue sources from broadband utility bills and from produce/cash crop sales. The greenhouses in particular are very promising because we can run them at higher profit margins if we can get the right crops and the right distribution channels and branding. We also have the industrial park for food processing, packaging and distribution.

The housing and community development investments can also generate revenue by increasing our property tax base. This will only happen if we build more homes and make real property improvements in our downtown area, and/or through property tax reform that removes the artificial property tax rates and assessed values of Measure 50.

Core infrastructure and recreation are expenses. Both have a modest tax base or enterprise funds but they can only be spent on those specific purposes. Recreation does have the ability to create indirect benefits by attracting new residents and increasing business sales. There are grants for these expenditures primarily because they are expenses that add value but do not typically generate revenue.

NEXT STEPS

The survey results will help inform our investment portfolio and investment strategy for the city. We need to raise funds across all five investment areas and prioritize projects within each category. The nearly \$3M in external funds raised this year will significantly accelerate our strategy, but these are large expenditures and will require us to become more sophisticated about how we manage capital improvement expenditures and how we work with public, private and non-profit investment partners.

TO: John Day City Council
FROM: Nicholas Green, City Manager
DATE: July 11, 2017
SUBJECT: Agenda Item #10: Other Business
Attachment(s)

- LOC Bulletins

OTHER BUSINESS

- Main Street Revitalization Grant Status Update
- 1188 Economic Expansion/Funding Request
- Kam Wah Chung Sign Placement
- Planning Commission Decisions from July 6 Public Hearing

UPCOMING MEETINGS

1. 8/8 – Next City Council Meeting