

John Day City Council

March 26, 2019

6:00 PM

John Day Fire Hall, 316 S. Canyon Blvd., John Day

- 1. OPEN AND NOTE ATTENDANCE**
- 2. APPROVAL OF PRIOR CITY COUNCIL MINUTES.**
- 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.

CONSENT AGENDA

- 4. PROFESSIONAL SERVICES AGREEMENT**
 - Blue Mountain Telecom Services Agreement

ACTION ITEMS

- 5. EXECUTIVE SESSION – 6 P.M.**

Attachments:

 - None
- 6. EVALUATION & NOTICE OF INTENT TO AWARD FOR WASTEWATER SYSTEM IMPROVEMENTS – ENGINEERING SERVICES**

Attachments:

 - None
- 7. STATE OF THE CITY ADDRESS – 7 P.M.**

Attachments:

 - None
- 8. RESOLUTION NO. 19-805-06, A RESOLUTION OF CITY OF JOHN DAY AUTHORIZING CITY TO APPLY FOR A 2019 OREGON PARKS AND RECREATION DEPARTMENT LOCAL GOVERNMENT GRANT FOR PURPOSES OF DEVELOPMENT OF AN INTEGRATED PARK SYSTEM AND AQUATIC AND RECREATION CENTER IN CITY; AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION ON BEHALF OF CITY.**

Attachments:

 - Resolution No. 19-805-06

OTHER BUSINESS & UPCOMING MEETINGS

- 9. OTHER BUSINESS & UPCOMING MEETINGS**
 - Presentation by Taci Philbrook on Prairie City Fiber Festival – July 27-28
 - Statements of Economic Interest (SEI) due April 15
 - April 4 – City Council Study Session/EOA Public Meeting, 4-6 P.M. @ Fire Hall
 - April 9 – URA Meeting and City Council Meeting, 7 P.M. @ Fire Hall
 - April 16 – Budget Committee Meeting, 7 P.M. @ Fire Hall

- April 18 – Region 12 Small Cities Meeting, 10 A.M. @ Fire Hall – John Day Hosting
- April 23 – City Council Meeting, 7 P.M. @ Fire Hall

TO: John Day City Council
FROM: Nicholas Green, City Manager
DATE: March 26, 2019
SUBJECT: Consent Agenda Item #4: Professional Services Agreement Attachment(s)

- Blue Mountain Telecom Services Agreement

BACKGROUND

Only item on the consent agenda is approval of the fiber optic build described in Item #1.

RECOMMENDED MOTION

“I move to approve the consent agenda as submitted.”

ITEM #1) BLUE MOUNTAIN TELECOM SERVICES AGREEMENT

The City solicited quotes for the fiber optic lateral build from the John Day Fire Hall to the John Day City Hall and Police Department. Bids were submitted by four firms. The low-price bidder was Blue Mountain Telecom (Walla Walla, WA) with a bid price of \$55,743.21.

Blue Mountain Telecom was also the low-price bidder on the ESD/911 fiber optic lateral and is prepared to start work on this segment within two weeks of materials availability.

The proposed route will be constructed per bid as described in prior city council meetings. It will run north from the fire hall across the intersection at the traffic light until it reaches First Avenue, where it will turn east one block and then return to the intersection of East Main and Dayton. It will then follow the city's conduit east to an aerial attachment site where it will connect to city hall.

Recommendation: Approve the City Manager to issue a notice of intent to award and to sign the city's standard construction services agreement for \$55,743.21 as submitted.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: March 26, 2019

SUBJECT: Agenda Item #5: Executive Session
Attachment(s)

- None

NOTICE

The John Day City Council and John Day/Canyon City Parks and Recreation District will meet in executive session at 6:10 p.m. on March 26, 2019 at the John Day Fire Hall, 316 S. Canyon Blvd, John Day, Oregon 97845. This executive session will be held pursuant to ORS 192.660(2)(e), which permits the council to meet in executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Representatives of the news media and designated staff will be permitted to attend the executive session. All other persons will not be permitted to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as announced. No decision will be made during the executive session.

RECOMMENDED MOTION

Following the mayor's reading of the notice:

"I move to enter executive session pursuant to ORS 192.660(2)(e)."

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: March 26, 2019

SUBJECT: Agenda Item #6: Evaluation & Notice of Intent to Award for Wastewater System Improvements – Engineering Services
Attachment(s)

- None

BACKGROUND

City solicited requests for proposals (RFP) for the engineering of the new waste water treatment plant. The RFP closed on March 22. Only one firm, Anderson Perry, submitted a proposal.

Per the CDBG rules, firms bidding on the contract are not allowed to submit pricing data. They can only be evaluated based on their qualifications. The RFP included scoring criteria, however, as only one bid was submitted it is not necessary to score the application.

DISCUSSION

Anderson Perry's proposal will be provided to the council to review and provide any feedback. I have evaluated their submission for compliance with the RFP and they have met each requirement for a valid submission.

Once the City issues a notice of intent to award, we will begin formal negotiations with AP to determine the price and scope for their services to engineer the new facility.

Key constraints in the engineering timeline include: finalizing a permitting pathway with DEQ for waste water disposal; design of the gray water line from the current treatment plant to the site of the new treatment plant (through or adjacent to the existing percolation ponds); right of way acquisition (if needed) for the utilities to service the new plant; environmental permitting, including floodplain development and wetland delineation.

These constraints will not impact the engineering process per se but could extend our timeline for construction because all permits and all non-CDBG funds must be secured and approved before applying for CDBG funding. We will need to discuss these constraints in detail with AP before finalizing our engineering tasks and milestones.

RECOMMENDED MOTION

"I move to issue a notice of intent to award to Anderson Perry for the wastewater facility engineering and authorize the City Manager and Public Works Committee to negotiate pricing and delivery milestones on behalf of the city."

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: March 26, 2019

SUBJECT: Agenda Item #7: State of the City Address
Attachment(s)

- None

BACKGROUND

During this year's state of the city address, I will discuss the theory and principles behind the work the city is doing. My address will specifically discuss:

- Our staffing model;
- Efforts we're making to strengthen our financial position;
- Creating opportunities for expansion in the form of strategic capital investment;
- The need to identify investment partners to syndicate risk; and
- Barriers to success.

The state of the city address will take about 30 minutes, after which council should feel free to ask any questions or comment.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: March 26, 2019

SUBJECT: Agenda Item #8: Resolution No. 19-805-06, A Resolution of City of John Day Authorizing City to Apply for A 2019 Oregon Parks and Recreation Department Local Government Grant for Purposes of Development of an Integrated Park System and Aquatic and Recreation Center in City; and Authorizing the Mayor to Sign the Application on Behalf of City.
Attachment(s)
• Resolution No. 19-805-06

BACKGROUND

Resolution 19-805-06 is required to submit the application to OPRD for the integrated park system. The integrated park system will connect five existing parks to the John Day River and make each location accessible from the others. We will also discuss timing and sequencing for the pool and rec center.

We are proposing a multi-phase development. Phase 1 will consist of core infrastructure investments (site development, parking, accessibility, and restrooms). Phase 2 and beyond will be the landscaping, picnic and recreation areas, campsites and the future aquatics/rec center. If funded, Phase 1 would be constructed in 2020-2021 and future phases would begin once the city has secured financing for the new facilities and upon completion of the new treatment plant and demolition of the old.

DISCUSSION

We're proposing to create an "Integrated Park System" that connects our public spaces in John Day and improves social determinants of health. This proposal deals entirely with lands and public right of way owned by our public agencies: the City of John Day, Grant County, Grant School District 3, JDCC Parks & Rec District and Oregon State Parks & Rec (Kam Wah Chung). The proposal also makes the John Day River a more central planning feature with significant improvements to riverfront access and recreation opportunities within the city limits.

OPRD 2019 Large Grant Scope and Funding (Phase 1). Our estimated construction cost for Phase 1 of this project is \$685,453.18. Phase 1 includes the following elements:

- New 7th Street Complex Parking Lot (west end accessible from Bridge Street)
- Grading a level pad for the new aquatics/rec center
- New trail from 7th Street Complex to the John Day River
- Drop off parking lot along John Day River (north of Hill Family Park)
- Restrooms (north of Hill Family Park)
- John Day River Bridge
- Hill Family Park trails

City is required to provide 20% cost match on this application, which will be in the form of the recent land acquisitions and land appraisal costs. No cash match is anticipated.

Pool and Recreation Center (Phase 2). The pool replacement is a multifaceted process. Specific components of the project are described below.

- *Project financing.* City intends to sell Gleason Park/Pool prior to July 1 of this year, with an operating agreement that extends it through the 2020 season for the Parks & Recreation District to continue operating the facility. We expect at least \$250,000 from that sale, which will be held in reserve for the future pool. John Day is simultaneously pursuing state and federal grant funding for riverfront restoration in conjunction with the financing package for the new sewer treatment plant in the form of grants and forgivable loans. A portion of these funds could be used to defer capital costs on the pool, depending on its location. Other public agencies may need to consider a monetary contribution toward operations and maintenance during the initial operating years depending on the scale of the design. Finally, a capital improvement bond will likely be necessary to construct the facility and complete the final design package.
- *Facility Location.* We'll need to finalize a location for the proposed pool/rec center but that doesn't have to happen prior to submission of our grant on April 1st. The two locations available in John Day are shown on slide 35 and also on slide 28 and 33 (zoomed in view) of the Walker Macy slides presented during the March 12 public meeting. Both are located outside the 100-year floodplain on flat, buildable ground with publicly owned land for access and right of way.
- *Service Area.* The service area is still to-be-determined but would likely need to include the main urban corridor (Prairie to Mt. Vernon, John Day to Canyon City) and could extend as far as Dayville and Seneca. The defined service area matters because of the bond and financing (i.e. who gets to vote on it) and it also affects the timeline for putting it in front of the voters because the service area has to be defined before submitting a ballot measure.
- *Operating Model & Governance Structure.* We have proposed three distinct operating models the public agencies may choose from. They are:
 1. Shared resourcing. The five public tax jurisdictions could work together to fund the operations and maintenance for the first five years by contributing to the annual O&M costs (as described above). The reason we would consider this model is to give us some time to better understand what the annual expenditures really are and how much revenue the new pool/rec center generates on its own, but eventually we'd need to go out for a more permanent funding base. The pro to this approach is that it would not require voter approval for annual operating expenses in the first five years, but it would still require voter approval to bond for the new facility.
 2. Five-year operating levy. We can accomplish the same approach with a five-year operating levy, but that would require voter approval. This is the approach Madras used. They did a local option levy for the first five years and then established a permanent tax jurisdiction, an aquatics district, to manage their facility.
 3. Permanent district or expansion. We could put the option in front of the voters in November to bond for a new pool and create a new jurisdiction to oversee the pool. The John Day/Canyon City Parks and Rec District also has the option to annex additional territory if they were to operate the new facility. Either way, a permanent district or an expansion of an existing district requires voter approval.
- *Timeline.* The OPRD Large Grant will be submitted April 1. It gets us some seed funding for the new pool. The sale of Gleason also funds the preliminary design costs. A ballot measure would then be prepared by end of August and submitted to voters in November 2019 for the proposed facility. Any O&M funding commitments from public agencies towards operations would not take effect until the first year of operations (FY20-21 or after July 1st, 2020) and would only take effect if the voters approve the bond and construction proceeds on schedule.

Future phases. Upon demolition of the treatment plant, the City and County could pursue expansion of the existing campground spaces at the fairgrounds and the area surrounding the current treatment plant. These in-city campsites would provide a broader range of accommodations for visitors to John Day. Future phases would fund these expansions as well as leisure and recreation improvements at the adjacent parks. The purple pipe irrigation system for landscape watering would also be complete during this phase.

SUMMARY

The City's resolution to apply for the ORPD Large Grant is the first in a series of fundraising efforts and financial commitments that will be needed to create an integrated park system with a new pool and rec center. Financial commitments from other public agencies in Grant County and our residents will also be needed to see these projects through to completion. Voters will ultimately choose whether these projects will move forward as submitted or will need to be revised. Which voters will also be determined largely by the scope of the projects and the County's willingness to refer a ballot measure to the voters this fall.

TO: John Day City Council
FROM: Nicholas Green, City Manager
DATE: March 26, 2019
SUBJECT: Agenda Item #9: Other Business and Upcoming Meetings
Attachment(s)

- LOC Bulletins

OTHER BUSINESS

- Statements of Economic Interest (SEI) due April 15
- Presentation from Taci Philbrook on Prairie City Fiber Festival, July 27-28

UPCOMING MEETINGS

- April 4 – City Council Study Session/EOA Public Meeting, 4-6 P.M. @ Fire Hall
- April 9 – URA Meeting and City Council Meeting, 7 P.M. @ Fire Hall
- April 16 – Budget Committee Meeting, 7 P.M. @ Fire Hall
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