

John Day City Council

June 25, 2019

7:00 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. ITEMS FOR APPROVAL ON CONSENT AGENDA**
Attachments:
 - Intergovernmental Agreement for Right of Way Use

ACTION ITEMS

- 5. RESOLUTION NO. 19-814-15 – A RESOLUTION TO ADOPT FISCAL YEAR 2019-2020 BUDGET**
Attachments:
 - Resolution No. 19-814-15
- 6. RESOLUTION NO. 19-815-16 – A RESOLUTION TO APPROPRIATE FISCAL YEAR 2019-2020 BUDGET**
Attachments:
 - Resolution No. 19-815-16
- 7. RESOLUTION NO. 19-816-17 – A RESOLUTION TO IMPOSE AND CATEGORIZE TAXES FOR FISCAL YEAR 2019-2020 BUDGET**
Attachments:
 - Resolution No. 19-816-17
- 8. RESOLUTION NO. 19-817-18 – A RESOLUTION OF THE CITY OF JOHN DAY, GRANT COUNTY, OREGON APPROVING PARTICIPATION IN THE STATE REVENUE SHARING PROGRAM**
Attachments:
 - Resolution No. 19-817-18
- 9. RESOLUTION NO. 19-818-19 – A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO THE VOLUNTEERS OF THE CITY OF JOHN DAY**
Attachments:
 - Resolution No. 19-818-19

10. RESOLUTION NO. 19-819-20 – A RESOLUTION TO TRANSFER APPROPRIATIONS BETWEEN CATEGORIES WITHIN THE 911 FUND IN THE FY 2018-2019 BUDGET

Attachments:

- Resolution No. 19-819-20

11. PUBLIC HEARING – RESOLUTION NO. 19-820-21 – A RESOLUTION OF CITY OF JOHN DAY APPROVING THE TRANSFER OF CERTAIN REAL PROPERTY LOCATED IN CITY

Attachments:

- Resolution No. 19-820-21

12. REVIEW AND APPROVAL OF WEAVER BUILDING BIDS AND PROPOSALS

Attachments:

- None

13. LOCAL STREET NAMING

Attachments:

- Oregon Pine Address Map

14. REDS DEBRIEF AND 2019 DOT BUILD GRANT

Attachments:

- None

OTHER BUSINESS & UPCOMING MEETINGS

15. OTHER BUSINESS & UPCOMING MEETINGS

- 4th Avenue street repair update
- OPRD Integrated Park System & Pool Planning Grant update
- Greenhouse update
- Collective Bargaining Agreement update
- Economic Development Planning update
- City council vacancy
- 2019 speaking engagements
- City Manager annual evaluation
- July 9 – City Council Meeting, 7:00 P.M. @ Fire Hall
- July 23 – City Council Meeting, 7:00 P.M. @ Fire Hall

TO: John Day City Council
FROM: Nicholas Green, City Manager
DATE: May 28, 2019
SUBJECT: Agenda Item #4: Items for Approval on Consent Agenda Attachment(s)

- Intergovernmental Agreement for Right of Way Use

BACKGROUND

We have three items to approve on the consent agenda – the trail construction bids for the Davis Creek and Riverfront trail systems and an IGA with Grant County for the Charolais Heights intersection improvements. All three projects are grant funded with matching funds provided by the City of John Day Street Fund. The trail system was funded through the 2018 OPRD Recreational Trails Program grant of \$191,300. The Charolais Heights intersection improvement was funded through the 2018 ODOT Special Cities Allotment grant of \$100,000.

City requested bids from multiple excavation firms on the trail system. Bids were solicited under three tasks: Davis Creek, North Trail and River Trail. Firms were asked to bid each trail section separately. Per 2017 ORS 279C.305, The policy of the State of Oregon is that contracting agencies shall make every effort to construct public improvements at the least cost to the contracting agency. We are recommending the council award the least cost bids for each trail section.

Item 1) Contract with Traverse LLC. Traverse LLC (Prairie City, OR) was the least cost bidder on the Davis Creek trail section (\$61,985) and North Trail section (\$54,885).

Recommended Action: Approve City Manager to sign the City's standard construction services agreement with Traverse LLC to build the Davis Creek and North Trail sections for a not-to-exceed price of \$134,401, which includes the contractors bid price for these sections plus 15% for weed barrier, edging and contingency (not included in original scope).

Item 2) Contract with Brad Armstrong. Brad Armstrong (John Day, OR) was the least cost bidder on the River trail section (\$51,500).

Recommended Action: Approve City Manager to sign the City's standard construction services agreement with Brad Armstrong to build the River Trail section for a not-to-exceed price of \$ \$59,225, which includes the contractors bid price for these sections plus 15% for weed barrier, edging and contingency (not included in original scope).

Item 3) Intergovernmental Agreement for Right of Way Use. The IGA between the City of John Day and Grant County has been reviewed by the city, county attorneys and by both agencies road departments and is ready for signature. The IGA will be approved by the Grant County court at their June 26 meeting. Upon approval of the IGA, ODOT will finalize our SCA grant and issue the notice to proceed.

Recommended Action: Approve Mayor Lundbom to sign the intergovernmental agreement.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #5: Resolution No. 19-814-15 – A Resolution to Adopt Fiscal Year 2019-2020 Budget
Attachment(s)
• Resolution No. 19-814-15

BACKGROUND

This resolution adopts the FY2019-2020 Budget. Budget worksheet remains unchanged from the budget hearing.

RECOMMENDED MOTIONS

“I move to adopt Resolution No. 19-814-15, A Resolution to Adopt Fiscal Year 2019-2020 Budget.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #6: Resolution No. 19-815-16 – A Resolution to Appropriate Fiscal Year 2019-2020 Budget
Attachment(s)
• Resolution No. 19-815-16

BACKGROUND

This resolution appropriates the FY2019-2020 budget. The appropriation's resolution is \$520,000 less than the budget adoption resolution because the appropriations resolution does not include the unappropriated costs in the budget.

RECOMMENDED MOTION

“I move to approve Resolution No. 19-815-16, A Resolution to Appropriate Fiscal Year 2019-2020 Budget.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #7: Resolution No. 19-816-17 – A Resolution to Impose and Categorize Taxes for Fiscal Year 2019-2020 Budget
Attachment(s)
• Resolution No. 19-816-17

BACKGROUND

This resolution imposes and categorizes taxes for FY2019-2020.

RECOMMENDED MOTION

“I move to approve Resolution No. 19-816-17, A Resolution to Impose and Categorize Taxes for Fiscal Year 2019-2020 Budget.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #8: Resolution No. 19-817-18 – A Resolution of the City of John Day, Grant County, Oregon Approving Participation in the State Revenue Sharing Program Attachment(s)

- Resolution No. 19-817-18

BACKGROUND

This resolution authorizes the City to receive state revenue during the FY2019-2020 budget year.

RECOMMENDED MOTION

“I move to approve Resolution No. 19-817-18, A Resolution of the City of John Day, Grant County, Oregon Approving Participation in the State Revenue Sharing Program.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #9: Resolution No. 19-818-19 – A Resolution Extending Workers' Compensation Coverage to the Volunteers of the City of John Day
Attachment(s)

- Resolution No. 19-818-19

BACKGROUND

This resolution extends workers comp coverage for city volunteers during the FY2019-2020 budget year.

RECOMMENDED MOTION

“I move to approve Resolution No. 19-818-19, A Resolution Extending Workers' Compensation Coverage to the Volunteers of the City of John Day.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #10: Resolution No. 19-819-20 – A Resolution to Transfer Appropriations Between Categories within the 911 Fund in the FY 2018-2019 Budget
Attachment(s)
• Resolution No. 19-819-20

BACKGROUND

This resolution adjusts the FY2018-19 budget due to cost allocation variances between personnel services and capital outlay in the 9-1-1 fund. The FY19 budget was an estimate based on projected expenditures for the 9-1-1 transition, which were lower in Personnel Services and higher in capital outlay than anticipated when the budget was adopted. Total expenditures across the department remained within the budgeted amount.

RECOMMENDED MOTION

“I move to approve Resolution No. 19-819-20, A Resolution to Transfer Appropriations Between Categories within the 911 Fund in the FY 2018-2019 Budget.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #11: Public Hearing – Resolution No. 19-820-21 – A Resolution of City of John Day Approving the Transfer of Certain Real Property Located in City
Attachment(s)
• Resolution No. 19-820-21

BACKGROUND

Resolution No. 19-820-21 approves the sale of 0.18 acres (7,745 +/- SF) of the city-owned Oregon Pine property to J.D. Rents, including improvements thereon. The proposed purchase and sale agreement is included in the resolution along with the legal description and depiction of the property.

A public hearing is needed before council may approve the sale.

RECOMMENDED MOTIONS

“I move to open the public hearing on Resolution No. 19-820-21, A Resolution of City of John Day Approving Transfer of Certain Real Property Located in City.”

[After evaluating public comments and moving to close the public hearing]

“I move to adopt Resolution No, 19-820-21, A Resolution of City of John Day Approving Transfer of Certain Real Property Located in City.”

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #12: Review and Approval of Weaver Building Bids and Proposals
Attachment(s)

- None

BACKGROUND

City advertised the sale of the Weaver building online following the public hearing held on May 28. I will bring the sealed bids to the city council meeting and they will be opened in the order they were received.

The bid proposals will then be reviewed and discussed by council. Council may ask any questions of the bidders before deciding to approve a bid. Council should consider the total bid price for the building and the proposed plans when deciding which bid is in the best interests of the city.

RECOMMENDATION

Council should authorize the city manager to negotiate for the city with the winning bidder on any specific terms that need to be included in the purchase and sale agreement. Council may also reject all offers if they do not feel they are competitive or meet the city's objectives in selling the property.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #13: Local Street Naming
Attachment(s)

- Oregon Pine Address Map

BACKGROUND

The public buildings at Oregon Pine need an address assignment, which requires the city council to approve a street name for the local street connecting to Highway 26.

The numbers assigned for the buildings are NW numbers, as required by the city code “All numbers allotted to houses and buildings north of Main Street and west of Canyon Boulevard shall be northwestern numbers.”

RECOMMENDATION

City staff recommended naming the local street “Johnson Drive” abbreviated Johnson Dr., in recognition of D.R. Johnson as the last owner of the mill site and the family’s role in making the property and riverfront available to the public. Council may also offer other naming options and may choose to follow a different naming convention.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #14: REDS Debrief and 2019 DOT Build Grant Attachment(s)

- None

BACKGROUND

Over 40 participants attended the City's Regional Economic Diversification Summit (REDS) on June 11, with representatives from about 30 different organizations including federal, state, local and non-profits as well as elected officials. Several recommendations were made by participants during the event, including that the city should apply for the U.S. Department of Transportation's 2019 Build Grant.

EVENT SUMMARY

The summit was hosted by the City with funding provided by the U.S. Economic Development Administration and Business Oregon through the Local Economic Opportunity Fund.

The event was facilitated by Rhys Roth, Director of the Center for Sustainable Infrastructure, with presentations by Walker Macy and EcoNorthwest.

The purpose of the REDS was to introduce federal funding agencies and permitting agencies to the city and the strategic investments we are making in housing, broadband, our riverfront recreation areas and economic development. The event introduced elements of our comprehensive economic development strategy, which builds on the city's 2017 Strategy for Growth by identifying opportunities for economic expansion and population growth.

Walker Macy (Ken Pirie, Mike Zilis, Aaron Maples) provided an overview of our area plan concept <https://www.cityofjohnday.com/planning/page/concept-takes-shape-oregon-pineinnovation-gateway-area-plan> and the design work the city team has done for the riverfront redevelopment.

City staff then gave the participants a tour of the Innovation Gateway, the greenhouse, and the future integrated park system, including a stop Kam Wah Chung and a brief history of the site by Dennis Bradley.

EcoNorthwest (Matt Craigie, Bob Parker) presented the economic context for our economic development strategy and the focus areas.

Participants then had the opportunity to work in teams to identify funding opportunities and discuss ways the city could pursue various aspects of our strategy.

Governor Brown called in and gave the concluding remarks, thanking the participants and re-emphasizing the state's ongoing support for the work we're doing.

2019 DOT BUILD GRANT

Participants from the Federal Highway Administration and ODOT met with city staff during breakout sessions and recommended the city apply this year for the 2019 Build Grant.

The Better Utilizing Investments to Leverage Development, or BUILD Transportation Discretionary Grant program, allow project sponsors at the State and local levels to obtain funding for multi-modal, multi-jurisdictional projects that are more difficult to support through traditional DOT programs.

These are highly competitive grants that use a rigorous merit-based process to select projects with exceptional benefits. DOT may award \$1 million up to \$25 million per project. Roughly \$900 million is available this year, with half of the grant funds reserved for rural communities. A 20 percent match is required from the applicant, but DOT has the option to waive this match for rural communities.

Following the summit, city staff began working with our design and engineering teams to scope a potential application that would allow us to develop the 7th Street Extension, opening access to two bridges across the John Day River, with the connecting road to Valley View Drive. Staff are also evaluating the option to construct additional street improvements that would allow us to repair Bridge Street and Patterson Bridge road in the future, both of which are rated in “Fair” condition (see scale below).

VG = Very Good

GD = Good

FR = Fair

PR = Poor

VP = Very Poor

As noted in ODOT’s 2018 Bridge Condition Report, bridge preservation or rehabilitation actions generally cannot raise a bridge rating to good condition. Bridge replacement is the primary action that results in a good rating. In addition, there is a recent trend showing that new bridge decks are slipping from good to fair much earlier than normal that reflects a construction quality issue in concrete mixtures and placement.

Connecting our two existing city bridges is essential before any bridge maintenance or replacement of either bridge can take place. Improved flood conveyance through these reaches of the John Day River and opening additional lands for residential development outside of the special flood hazard area can also be accomplished under this grant and would increase the safety and economic benefits of the application.

RECOMMENDATION

We are still evaluating the costs and benefits and we do not have a final recommended scope currently, but we are recommending the city apply for the grant. We will review the recommended scope at our next council meeting.

If we do not win, the DOT will typically provide recommendations on how to make our application more competitive in future rounds.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: June 25, 2019

SUBJECT: Agenda Item #15: Other Business and Upcoming Meetings
Attachment(s)

- None

OTHER BUSINESS

- **4th Avenue street repair update.** City submitted a post-damage assessment form to the Oregon Office of Emergency Management (OEM) on June 4 for the flood damage to 4th Avenue and other flood-related expenses. City estimated total flood damage costs at \$473,377, which includes \$396,904 for road replacement; \$71,418 for public utilities and additional costs for debris clearance and protective measures. OEM compiled regional damage from throughout the state to submit to FEMA for evaluation.
- **OPRD Integrated Park System & Pool Planning Grant update.** I presented our integrated park system proposal to the OPRD review committee on June 19. OPRD typically announces funding recommendations within two weeks of the presentations.
- **Greenhouse update.** Seed propagation in the greenhouse is now underway. We are now going through the final review and post-construction inspections for the facility.
- **Collective Bargaining Agreement update.** Our third and last bargaining session was held on April 17. City's labor attorney from LGPI provided the redlined collective bargaining agreement for the John Day Police Department on June 20. The attorneys are now finalizing the agreement for ratification by the City and union.
- **Economic Development Planning update.** Johnson Economics is finalizing the Economic Opportunity Analysis (EOA), which was reviewed by council during the last council meeting's study session. We have issued a no-cost time extension to EcoNorthwest through September 2019 to complete the city's economic development strategy and final deliverables. City planning staff are also in the process of developing the timeline for adoption of the TGM area plan in August.
- **City council vacancy.** Councilor Brandon Smith and his family are moving from the area. His last day on council will be July 23. We will begin advertising for a replacement council position to be appointed at the conclusion of the July 23 council meeting.
- **2019 speaking engagements.** I have been invited to present at several regional and national conferences this year. We will briefly discuss these during our meeting.
 - 2019 Oregon Association of Clean Water Agencies (ACWA) Summer Conference, July 24-26, Mt. Bachelor Village, Bend OR
 - 92nd Annual Water Environment Federation Technical Exhibition and Conference (WEFTEC), September 21-25, McCormick Place, Chicago IL
 - 2019 Oregon Infrastructure Summit, October 20-21, Salem Convention Center, Salem OR
- **City Manager annual evaluation.** Councilors have been provided forms in the packets.

UPCOMING MEETINGS

- July 9 – City Council Meeting, 7:00 P.M. @ Fire Hall
- July 23 – City Council Meeting, 7:00 P.M. @ Fire Hall