

**John Day City Council Meeting
January 26, 2021
316 S. Canyon Boulevard**

**7:00 PM CITY COUNCIL MEETING
VIRTUAL ONLY**

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1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF PRIOR MINUTES**
3. **APPEARANCE OF INTERESTED CITIZENS** – At this time we will welcome the public and ask if there is anything they would like to add to tonight’s agenda.

CONSENT AGENDA

4. **CONSENT ITEMS – BUILD GRANT TRANSPORTATION STUDY**
Attachments:
 - DKS Scope of Work

ACTION ITEMS

5. **DISCUSS AND APPOINT AN IGC MEMBER**
Attachments:
 - Committee Assignments
6. **CONTINUATION OF PUBLIC HEARING FOR ORDINANCE 21-192-03, AN ORDINANCE OF CITY OF JOHN DAY ADOPTING POLICIES AND PROCEDURES GOVERNING THE DISPOSAL OF CERTAIN CLASSES OF CITY-OWNED REAL PROPERTY**
Attachments:

- Ordinance 21-192-03
- Regional Industrial and Business Park Sales
- Tax Map 13S31E27D (Airport Industrial Park)

7. STREET IMPROVEMENT STRATEGIC PLANNING & PROJECT FINANCING

Attachments:

- SW Canton Parking (original design)
- SW Canton Parking (food court alternative)
- Study Session Invitation to County Court

8. PUBLIC AGENDA REQUESTS

Participants:

- Stephanie LeQuieu – Farmer’s Market
- Bruce Ward – Mill Corner
- Alcie Moore – Recycling

OTHER BUSINESS & UPCOMING MEETINGS

9. OTHER BUSINESS & UPCOMING MEETINGS

- February 9, City Council Study Session – Fire Hall/Virtual, 5 PM
- February 9, City Council Meeting – Fire Hall/Virtual, 7 PM
- February 23, City Council Meeting – Fire Hall/Virtual, 7 PM
- March 9, City Council Meeting – Fire Hall/Virtual, 7 PM
- March 16, Planning Commission Hearing – Fire Hall/Virtual, 5 PM
- March 23, City Council Meeting – Fire Hall/Virtual, 7 PM
- April 13, City Council Meeting – Fire Hall/Virtual, 7 PM
- April 20, First Budget Committee Meeting – Fire Hall/Virtual, 7 PM

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: January 26, 2021

SUBJECT: Agenda Item #4: Consent Agenda – Build Grant Transportation Study

- DKS Scope of Work

BACKGROUND

DKS is the City's transportation engineer that worked on the Innovation Gateway area plan and transportation impact analysis (TIA). They are proposing a not-to-exceed cost of \$16,300 to perform the TIA for the 2021 BUILD Grant.

Future professional services agreements for the Benefit-Cost Analysis, Environmental Assessment, Right-of-Way Acquisition and Design will be brought to the council during subsequent meetings. These individual components/contracts do not exceed my contracting authority of \$25,000 per agreement, but in the aggregate are estimated to cost \$35,000. I am therefore requesting council approval for each agreement prior to proceeding with the awards.

DISCUSSION

The scope of this project would include the Mahogany Ridge and Ironwood Estates subdivisions, the future bridge improvements at NE 3rd Avenue, and the critical intersections for the project, which are:

1. W. Main Street (US 26) / Patterson Bridge Road
2. W. Main Street (US 26) / NW 3rd Avenue
3. E. Main Street (US 26) / NE 3rd Avenue
4. E. Main Street (US 26) / Mahogany Ridge access

RECOMMENDATION

Approval of the consent agenda will authorize the City Manager to contract with DKS using the City's standard professional services agreement for the scope of work outlined in their proposal.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: January 26, 2021

SUBJECT: Agenda Item #5: Discuss and Appoint an IGC Member
Attachment(s)

- Committee Assignments

BACKGROUND

Councilor Schuette was representing the City as its appointed member to the intergovernmental council (IGC) board of directors for the Grant County Emergency Communications Agency (9-1-1 Center). The council will need to appoint a member to fill his seat on the board.

DISCUSSION

Current committee assignments as approved during the January 12 meeting are enclosed, for reference.

RECOMMENDATION

Appoint a member to serve on the IGC board of directors.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: January 26, 2021

SUBJECT: Agenda Item #6: Continuation of Public Hearing for Ordinance 21-192-03, An Ordinance of City of John Day Adopting Policies and Procedures Governing the Disposal of Certain Classes of City-Owned Real Property
Attachment(s)

- Ordinance 21-192-03
- Regional Industrial and Business Park Sales
- Tax Map 13S31E27D (Airport Industrial Park)

BACKGROUND

The city council requested staff conduct a market assessment of the Airport Industrial Park to determine a Fair Market Value to sell the remaining subdivided parcels at the Park. The council also requested we evaluate expedited land sale procedures to streamline these sales and rezoning or adjusting the land use regulations to allow for more permissive land uses, like agricultural production and processing, including cannabis and industrial hemp, as well as office space, storage and other uses that are currently prohibited.

This topic continues the public hearing process, which began on January 12, and prepares the ordinance for adoption during our council meeting.

DISCUSSION

Ordinance 21-192-03 allows for expedited land sale procedures for certain classes of city-owned real property, including the lots at the industrial park. The ordinance allows the council to hold a public hearing related to the adoption of this ordinance, rather than having to hold separate public hearings each time we sell a parcel. The intent is to reduce the amount of workload on the city council and city staff, and expedite the sale of classes of property that are consistent and standardized that should not require repetitive public hearings.

The City hired Aaron Still Appraisal (Baker City, OR) to conduct a market analysis of similar properties sold in central and eastern Oregon (enclosed). While there is some variation, the average sale price tends to be between \$14,000 and \$20,000 per acre for lots similar in size and configuration to our Airport Industrial Park.

Lots 1-25 in the attached map could be offered for sale at a standardized price, save and except for 14-16 and 18, which are privately owned, and lots 26-27, which were deeded to the county for use by the airport. The others are the larger parcels: lot 28 is 7.21 acres and lot 29 is 54.51 acres and those could be subdivided and would have to be sold through a separate land use approval process since they are undeveloped.

Our proposed sale price of \$15,500, with \$500 of this amount being available for a commission if the buyer is working with a realtor or broker, would be adopted by a subsequent resolution of the City Council on February 9th under the authority of this ordinance. The land use regulations are being developed by our legal counsel and planning staff and will have to go through the planning commission for approval but will also be reviewed in a work session on February 9th, along with Time, Place and Manner (TPM) ordinances for the city.

RECOMMENDATION

Continuation and adoption of the final ordinance.

Recommended motions:

- (1) "I move to re-open the public hearing for Ordinance 21-192-03, An Ordinance of City of John Day Adopting Policies and Procedures Governing the Disposal of Certain Classes of City-Owned Real Property."

[After receiving public comment, if any]

- (2) "I move to close the public hearing for Ordinance 21-192-03."
- (3) "I move to read Ordinance 21-192-03 by title only."
- (4) "I move to adopt Ordinance 21-192-03, An Ordinance of City of John Day Adopting Policies and Procedures Governing the Disposal of Certain Classes of City-Owned Real Property."

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: January 26, 2021

SUBJECT: Agenda Item #7: Street Improvement Strategic Planning & Project Financing Attachment(s)

- SW Canton Parking (original design)
- SW Canton Parking (food court alternative)
- Study Session Invitation to County Court

BACKGROUND

This topic summarizes the council’s deliberations during the study session held last Tuesday (Jan. 19th) and describes further investment planning for council discussion. I am also providing a printed copy of our request to the county court for a work session.

DISCUSSION

The following projects were discussed for funding by the city council during our Jan 19th work session.

Project	Priority	Funding Committed	Additional Funding Needed	Project Deadline (Milestone)
Tier 1				
4 th Street Repairs		\$266,147 + 75% FEMA match	\$330,000 (est.)	Fall 2021
Hill Family Park		\$366,840	\$0	10/31/2021
Gateway Business Park / Gov’t Entry Road		\$595,000	\$2.3 million	1/20/2024
395 S. Sidewalks		\$3 million	TBD (utility relocates)	Fall 2022
Charolais Heights		\$100,000	TBD	9/23/2021
2021 BUILD Grant		\$35,000	TBD	4/26/2021 (NOFO)
Tier 2				
7 th Street Extension			\$3.7 million	
Ironwood Estates Phase 2/3		20 percent match	\$2 million	
Mahogany Ridge		20 percent match	\$1.6 million	
Oregon Pine Bridge		Design complete	TBD	
NW Johnson Drive			\$450,000	
Holmstrom Road and Bridge			ROW Acquisition	
Downtown Parking			\$300,000	
Hwy 26 Improvements (Hotel/Event Center)			\$2 million	

These projects will need to be prioritized by the city council. I have separated them into two tiers. Tier 1 = projects with funding committed, contracts issued and/or contractual deadlines. Tier 2 = long-range capital improvements with designs and partial or incomplete funding and/or right-of-way acquisition.

Staff have also been working with local residents on an alternative design for the SW Canton Street parking lot (former Wright Chevrolet) acquired by the City. The original concept and food court alternative concept are enclosed. The alternative design would remove three single-vehicle spaces and converts the center area from pull-through to single-vehicle, resulting in a net gain of four parking spaces (14 total). This alternative would create up to four spaces for food trucks with full service hookups. The site could also be configured for use by the Farmer's Market with power connections at strategic locations to allow for both Saturday markets and evening markets to be held here.

This alternative proposal would be eligible for funding through Travel Oregon's *Destination Ready* grant program, which includes funding for projects in the BUSINESS DISTRICT / MAIN STREET IMPROVEMENT category that create outdoor public spaces for people to eat, drink and patronize businesses safely, following state guidelines. Projects are eligible for up to \$50,000 in funding and must be shovel ready (capable of completion within six months of award). **Applications are open until 12 p.m. PST on Wednesday, Feb. 3.**

NEXT STEPS

In addition to potentially applying for the *Destination Ready* grant, the following activities still need to be completed:

- (1) At the Council's request, I have asked the county court to participate in a work session to discuss these projects (email enclosed).
- (2) We will need to prioritize each project in Tier 2 and evaluate them as part of the benefit-cost analysis prior to submitting the 2021 BUILD grant.
- (3) Specific roads will require names to be approved by the city council prior to submitting the 2021 BUILD grant. They are identified by working name as:
 - Government Entry Road (road from Patterson Bridge Road to Valley View Drive)
 - Iron Triangle Place (Innovation Gateway Business Park cul-de-sac)
 - Valley View Court (upper cul-de-sac in Ironwood Estates Phase 2)
 - Ironwood Drive (middle road in Ironwood Estates Phase 2)
 - Loggers Loop (lower loop in Ironwood Estates Phase 3)
 - Holmstrom Road (north-south road from NE 3rd Street to NE Charolais Heights)
 - Mahogany Ridge Access Roads (three roads within Mahogany Ridge development)
- (4) Both the Mahogany Ridge and Ironwood Estates master planned communities will need to go before the John Day Planning Commission for approval, as will the proposed land partition of Holmstrom's property, prior to submitting the 2021 BUILD grant.

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: January 26, 2021

SUBJECT: Agenda Item #8: Public Agenda Requests
Attachment(s)/Visitors

- Stephanie LeQuieu – Farmer’s Market
- Bruce Ward – Mill Corner
- Alcie Moore – Recycling

BACKGROUND

Three individuals have requested time on the council’s agenda to discuss community projects.

- Stephanie LeQuieu – Farmer’s Market
- Bruce Ward – Mill Corner
- Alcie Moore – Recycling

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: January 26, 2021

SUBJECT: Agenda Item #9: Other Business and Upcoming Meetings
Attachment(s)

- None

OTHER BUSINESS

- Future work sessions needed
 - February 9, 5 PM Fire Hall/Virtual (Marijuana TPM Ordinance, Zoning Changes)
 - TBD Transient Room Tax Ordinance / Tourism Capital Improvement Funding

UPCOMING MEETINGS

- February 9, City Council Meeting – Fire Hall/Virtual, 7 PM
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