



CITY OF
JOHN DAY

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday February 24, 2026

REGULAR MEETING: 6:30 pm

John Day Fire Station

316 S Canyon Blvd, John Day, OR 97845

(541)575-0028 www.cityofjohnday.com

This meeting is open to the public. This agenda includes a list of the principal subjects anticipated to be considered at the meeting. However, the agenda does not limit the ability of the Council to consider additional subjects. Meetings may be canceled without notice. Zoom Meeting participants should use the "raise your hand" feature during these times to alert the moderator that they would like to speak.

Join Zoom Meeting

City of John Day is inviting you to a scheduled Zoom meeting.

<https://zoom.us/j/95321822663?pwd=MmPSrbq6skunLMZ9boJNf4Y4kUbdal.1>

Meeting ID: 953 2182 2663

Passcode: 823687

Call to Order: Regular John Day Council Meeting 6:30 pm.

1. Call John Day City Council Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Amend or Accept Regular Agenda
5. Public Comments (*Please Limit to 3 Minutes*)

Public Comments are an opportunity to present information or speak on an issue that is not on the agenda. Comments are limited to 3 minutes for each person. Visitors may state their comments and should not expect the council to engage in back and forth dialogue regarding the comment, council may either choose to add it to a follow up meeting or direct City Manager to follow up with the speaker.

6. Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- a. AP through 2-17-26
- b. Minutes of CC Mtg 2-10-25 (unavailable)
- c. Minutes of CC Regular Mtg 1-13-26 (unavailable)
- d. Budget Calendar FY26-27

7. Strategic Plan - Adoption of Vision Statements; Jensen Strategies

8. Canton and Main Committee Presentation

9. Amendment to Keller & Associates Contract (Amendment no. 2) for \$15,960. for DEQ required Value Engineering (VE) Report

10. Finance Update; Gaslin Accounting

Other Business:

11. City Manager Comments

12. Mayor and Council Comments:

13. Adjournment: Next Meetings: City Council; March 10, 2026 or March 24th?

Report Criteria:

Report type: Invoice detail

Check.Type = {<-} "Adjustment" {AND} {<-} "EFT"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ALPINE ALARM							
02/09/2026	760621	1023	ALPINE ALARM	27063	01-050-62900	166.50	166.50
Total 760621:							166.50
AMAZON CAPITAL SERVICES, INC.							
02/09/2026	760622	1026	AMAZON CAPITAL SERVICES, INC.	1LXG-GVW7-	02-000-63800	58.00	58.00
02/09/2026	760622	1026	AMAZON CAPITAL SERVICES, INC.	1MGK-VQ6H-	01-000-63800	15.98	15.98
02/09/2026	760622	1026	AMAZON CAPITAL SERVICES, INC.	1PYK-DQRD-	01-050-63550	8.38	8.38
02/09/2026	760622	1026	AMAZON CAPITAL SERVICES, INC.	1QRJ-3PFR-D	03-000-63400	140.40	140.40
Total 760622:							222.76
CASELLE, INC							
02/09/2026	760623	1083	CASELLE, INC	INV-15940	06-000-64000	1,254.00	1,254.00
Total 760623:							1,254.00
CLARK'S DISPOSAL							
02/09/2026	760624	1109	CLARK'S DISPOSAL	1144JAN26	01-050-64798	145.15	145.15
Total 760624:							145.15
CODY CRISMON							
02/09/2026	760625	17880	CODY CRISMON	PER DIEM CR	02-000-63500	734.10	734.10
Total 760625:							734.10
DUCOTE CONSULTING, LLC							
02/09/2026	760626	1163	DUCOTE CONSULTING, LLC	2646	01-000-63825	2,056.25	2,056.25
02/09/2026	760626	1163	DUCOTE CONSULTING, LLC	2663	03-000-66230	2,625.00	2,625.00
Total 760626:							4,681.25
ED STAUB & SONS PROPANE							
02/09/2026	760627	1168	ED STAUB & SONS PROPANE	CL456000	26-050-63100	242.58	242.58
Total 760627:							242.58
GASLIN ACCOUNTING CPAS PC							
02/09/2026	760628	1191	GASLIN ACCOUNTING CPAS PC	02076	06-000-63825	6,479.24	6,479.24
Total 760628:							6,479.24
GRANT COUNTY FAIR							
02/09/2026	760629	1216	GRANT COUNTY FAIR	2026 VEND0	10-000-62490	300.00	300.00
Total 760629:							300.00
GRANT COUNTY TREASURER							
02/09/2026	760630	1218	GRANT COUNTY TREASURER	JDO12026	01-000-62450	8,333.33	8,333.33

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total 760630:							8,333.33
HUTCH'S PRINTING							
02/09/2026	760631	1242	HUTCH'S PRINTING	11251	03-000-63400	434.64	434.64
Total 760631:							434.64
JD RENTS & POWER EQUIPMENT INC							
02/09/2026	760632	1258	JD RENTS & POWER EQUIPMENT INC	1-513265	26-000-64700	24.50	24.50
Total 760632:							24.50
JOHN DAY AUTO PARTS							
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	279683	26-050-64701	6.99	6.99
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	279684	26-000-64700	66.12	66.12
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	279685	26-000-64700	12.49	12.49
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	279834	26-000-64700	12.49	12.49
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	279863	01-050-62900	5.58	5.58
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	279915	01-050-62900	6.49	6.49
02/09/2026	760633	1273	JOHN DAY AUTO PARTS	281551	26-000-64700	10.44	10.44
Total 760633:							120.60
JOHN DAY FIREFIGHTERS ASSOC							
02/09/2026	760634	1276	JOHN DAY FIREFIGHTERS ASSOC	JDFJ-JAN 26	01-050-62950	240.00	240.00
Total 760634:							240.00
JOHN DAY TRUE VALUE HARDWARE							
02/09/2026	760635	1280	JOHN DAY TRUE VALUE HARDWARE	636780	26-000-64700	43.95	43.95
02/09/2026	760635	1280	JOHN DAY TRUE VALUE HARDWARE	637477	02-000-63800	39.45	39.45
Total 760635:							83.40
KELLER ASSOCIATES							
02/09/2026	760636	1742	KELLER ASSOCIATES	0254375 DEC	03-000-66230	271,041.10	271,041.10
Total 760636:							271,041.10
KJDY							
02/09/2026	760637	1305	KJDY	CC-126011793	06-000-62100	349.00	349.00
Total 760637:							349.00
MILL SUPPLY, INC							
02/09/2026	760638	1359	MILL SUPPLY, INC	275694	02-000-63800	95.40	95.40
Total 760638:							95.40
NLE SYSTEMS INC							
02/09/2026	760639	17875	NLE SYSTEMS INC	359098	03-000-63500	7,290.64	7,290.64
Total 760639:							7,290.64
NYDAM'S ACE HARDWARE							
02/09/2026	760640	1381	NYDAM'S ACE HARDWARE	1681948	03-000-63400	7.99	7.99

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
02/09/2026	760640	1381	NYDAM'S ACE HARDWARE	1682813	01-050-62900	8.99	8.99
02/09/2026	760640	1381	NYDAM'S ACE HARDWARE	1683944	01-050-63800	26.56	26.56
Total 760640:							43.54
OR ASSOC OF WATER UTIL-OAWU							
02/09/2026	760641	1390	OR ASSOC OF WATER UTIL-OAWU	60516	02-000-62650	514.00	514.00
Total 760641:							514.00
PECK RUBANOFF & HATFIELD PC							
02/09/2026	760642	1418	PECK RUBANOFF & HATFIELD PC	11211	06-000-63450	75.00	75.00
Total 760642:							75.00
QUILL CORPORATION							
02/09/2026	760643	1432	QUILL CORPORATION	QUILL012126	01-000-63800	386.32	386.32
Total 760643:							386.32
SAIF CORPORATION							
02/09/2026	760644	1461	SAIF CORPORATION	1002193212	06-000-63300	1,545.61	1,545.61
02/09/2026	760644	1461	SAIF CORPORATION	SAIF10003506	06-000-63300	763.97	763.97
Total 760644:							2,309.58
TEC COPIER SYSTEMS LLC							
02/09/2026	760645	1500	TEC COPIER SYSTEMS LLC	221793	06-000-62900	99.82	99.82
Total 760645:							99.82
VISA							
02/09/2026	760646	1540	VISA	VISA 0548-JA	03-000-63200	825.00	825.00
02/09/2026	760646	1540	VISA	VISA 2957-JA	01-000-63800	100.97	100.97
Total 760646:							925.97
WILLIAM SHAW							
02/09/2026	760647	17885	WILLIAM SHAW	SHAW PER DI	03-000-63200	360.00	360.00
Total 760647:							360.00
Grand Totals:							306,952.42

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-000-20000	.00	15,935.44-	15,935.44-
01-000-62100	104.70	.00	104.70
01-000-62450	8,333.33	.00	8,333.33
01-000-62900	29.94	.00	29.94
01-000-63300	288.71	.00	288.71
01-000-63450	22.50	.00	22.50
01-000-63800	584.94	.00	584.94

GL Account	Debit	Credit	Proof
01-000-63825	2,543.77	.00	2,543.77
01-000-64000	2,781.33	.00	2,781.33
01-000-64798	36.28	.00	36.28
01-050-62900	187.56	.00	187.56
01-050-62950	240.00	.00	240.00
01-050-63300	577.39	.00	577.39
01-050-63550	8.38	.00	8.38
01-050-63800	135.22	.00	135.22
01-050-64000	25.08	.00	25.08
01-050-64798	36.31	.00	36.31
02-000-20000	.00	7,253.10-	7,253.10-
02-000-62100	104.70	.00	104.70
02-000-62650	257.00	.00	257.00
02-000-62900	29.94	.00	29.94
02-000-63300	577.39	.00	577.39
02-000-63450	22.50	.00	22.50
02-000-63500	1,146.60	.00	1,146.60
02-000-63800	328.50	.00	328.50
02-000-63825	1,943.77	.00	1,943.77
02-000-64000	2,806.42	.00	2,806.42
02-000-64798	36.28	.00	36.28
03-000-20000	.00	280,473.64-	280,473.64-
03-000-62100	104.70	.00	104.70
03-000-62360	257.00	.00	257.00
03-000-62500	29.94	.00	29.94
03-000-62710	577.39	.00	577.39
03-000-62850	22.50	.00	22.50
03-000-63200	772.50	.00	772.50
03-000-63400	257.05	.00	257.05
03-000-63450	1,943.77	.00	1,943.77
03-000-63500	2,806.41	.00	2,806.41
03-000-64301	36.28	.00	36.28
03-000-66230	273,666.10	.00	273,666.10
06-000-20000	.00	1,976.93-	1,976.93-
06-000-62100	34.90	.00	34.90
06-000-62900	10.00	.00	10.00
06-000-63300	288.70	.00	288.70
06-000-63450	7.50	.00	7.50
06-000-63825	1,510.43	.00	1,510.43
06-000-64000	125.40	.00	125.40
10-000-20000	.00	300.00-	300.00-
10-000-62490	300.00	.00	300.00
26-000-20000	.00	419.56-	419.56-
26-000-63100	172.53	.00	172.53
26-000-64700	169.99	.00	169.99
26-050-63100	70.05	.00	70.05
26-050-64701	6.99	.00	6.99
34-000-20000	.00	593.75-	593.75-
34-000-63825	593.75	.00	593.75
Grand Totals:	<u>306,952.42</u>	<u>306,952.42-</u>	<u>.00</u>

Report Criteria:

Report type: Invoice detail

Check.Type = {<-} "Adjustment" {AND} {<-} "EFT"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ANALYTICAL LABS							
02/17/2026	760649	1030	ANALYTICAL LABS	2600914	03-000-63450	278.96	278.96
Total 760649:							278.96
BRYANT, LOVLIE, & JARVIS, PC.							
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26898	03-000-62850	1,090.00	1,090.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26899	02-000-63450	1,133.50	1,133.50
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26900	01-000-63450	60.00	60.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26901	01-000-63450	50.00	50.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26902	01-000-63450	120.00	120.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26903	34-000-63450	4,915.00	4,915.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26904	34-000-63450	5,801.68	5,801.68
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26906	34-000-63450	250.00	250.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26907	34-000-63450	15,545.00	15,545.00
02/17/2026	760650	1067	BRYANT, LOVLIE, & JARVIS, PC.	26909	34-000-63450	690.00	690.00
Total 760650:							29,655.18
CIVICPLUS LLC							
02/17/2026	760651	1108	CIVICPLUS LLC	358607	06-000-64000	1,720.00	1,720.00
Total 760651:							1,720.00
CwM-H20, LLC							
02/17/2026	760652	1125	CwM-H20, LLC	3152	03-000-66230	376.17	376.17
Total 760652:							376.17
DAVID PADDOCK							
02/17/2026	760653	1139	DAVID PADDOCK	PADDOCK 02	10-000-63877	25,000.00	25,000.00
Total 760653:							25,000.00
ED STAUB & SONS PROPANE							
02/17/2026	760654	1168	ED STAUB & SONS PROPANE	13715654	01-050-64798	862.65	862.65
02/17/2026	760654	1168	ED STAUB & SONS PROPANE	CL460920	26-050-63100	587.48	587.48
Total 760654:							1,450.13
GENERAL PACIFIC, INC.							
02/17/2026	760655	1198	GENERAL PACIFIC, INC.	1536639	02-000-66400	528.00	528.00
02/17/2026	760655	1198	GENERAL PACIFIC, INC.	1536782	02-000-66400	14,256.00	14,256.00
Total 760655:							14,784.00
HIGH DESERT OFFICE EQUIPMENT							
02/17/2026	760656	1238	HIGH DESERT OFFICE EQUIPMENT	120673	03-000-63400	59.00	59.00
Total 760656:							59.00
JENSEN STRATEGIES							
02/17/2026	760657	17730	JENSEN STRATEGIES	1689	06-000-63825	7,348.16	7,348.16

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total 760657:							7,348.16
JOHN DAY AUTO PARTS							
02/17/2026	760658	1273	JOHN DAY AUTO PARTS	279858- COR	01-050-62900	99.74	99.74
Total 760658:							99.74
LEN'S PHARMACY							
02/17/2026	760659	1322	LEN'S PHARMACY	1-3339331	03-000-63460	32.14	32.14
Total 760659:							32.14
LES SCHWAB TIRES							
02/17/2026	760660	1323	LES SCHWAB TIRES	1400476223	26-000-64700	240.99	240.99
Total 760660:							240.99
MILLS BUILDING SUPPLY							
02/17/2026	760661	1360	MILLS BUILDING SUPPLY	INV 275694	02-000-63800	95.40	95.40
Total 760661:							95.40
NocTel Communications Inc							
02/17/2026	760662	17825	NocTel Communications Inc	260162	03-000-64798	291.88	291.88
Total 760662:							291.88
TRIANGLE OIL							
02/17/2026	760663	1524	TRIANGLE OIL	130349	03-000-63400	463.79	463.79
Total 760663:							463.79
VERIZON							
02/17/2026	760664	1538	VERIZON	6135610703	02-000-64798	158.40	158.40
Total 760664:							158.40
Grand Totals:							82,053.94

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-000-20000	.00	4,550.43-	4,550.43-
01-000-63450	593.34	.00	593.34
01-000-63825	2,204.44	.00	2,204.44
01-000-64000	516.00	.00	516.00
01-000-64798	215.66	.00	215.66
01-050-62900	99.74	.00	99.74
01-050-64798	921.25	.00	921.25
02-000-20000	.00	19,253.65-	19,253.65-
02-000-63450	1,496.83	.00	1,496.83
02-000-63800	95.40	.00	95.40
02-000-63825	2,204.44	.00	2,204.44



CITY OF
JOHN DAY

FY26-27 PROPOSED BUDGET CALENDAR

Approve Budget Calendar	February 24, 2026
Appoint Committee members (up to two)	March 10, 2026 (reg council meeting)
Publish budget meeting notices	April 1 and 15, 2026
Publish budget meeting notice (website)	April 1, 2026
1 st Budget meeting 5:00-6:30 p.m.	April 28, 2026 (Before Council mtg)
2 nd Budget meeting 5:00 – 6:30 or ?p.m.	May 14, 2026 (Thursday)
3 rd Budget meeting and public hearing 5:00 p.m	May 26, 2026 (Before Council mtg)
Published notice for Council Hearing	June 3, 2026
Budget Adoption (Council)	June 23, 2026

FY25-26 URBAN RENEWAL BUDGET CALENDAR:

Approve Budget Calendar &	March 10, 2026
Appoint budget officer and Committee members	March 10, 2026 (URA before CC mtg)
Published budget meeting notices	April 1 & 15, 2026
1 st Budget Meeting 5:00	April 28, 2026 (Before Council Budget)
2 nd Budget meeting and public hearing 5:00	May 14, 2026 (Before Council mtg)
3 rd Budget meeting (if needed)	May 26 th , 2026 (Before Council mtg)
Publish URA Board Hearing	June 3, 2026
Budget Adoption (URA Board) 5:30 p.m.	June 23, 2026 (Before Council Mtg)



JOHN DAY 2045 COMMUNITY VISION STATEMENT

Revised Final Community Vision Statement for Council Adoption

February 24th, 2026

BACKGROUND

The revised John Day 2045 Community Vision Statement is presented for City Council adoption on February 24th, 2026. The statement and focus areas were developed and refined using input gathered from over 250 John Day community members through surveys and meetings between August 2025 and January 2026.

A summary of key themes from input received during the John Day 2045 Community Vision input process that informed the draft statements was presented to City Council on December 3rd, 2025, and may be viewed on the City of John Day website. The draft statements were presented for additional community feedback, and the resulting revisions to the draft Vision and Focus Area statements are presented below.

The following document summarizes the input received, a markup of the revisions made, and final proposed statements. Please note, some valuable input that arose from this process was too specific for representation in the vision statement but is documented for consideration in future City efforts including but not limited to the City Strategic Plan.



JOHN DAY 2045 COMMUNITY VISION STATEMENT

A majority of community members expressed enthusiasm and affirmed this was a desirable vision for John Day's future. Small word changes were suggested to (1) increase sense of place, (2) highlight John Day's role as the center and pacesetter for Grant County, and (3) to go beyond noting the City's past and instead celebrate the overall cultural legacy.

ORIGINAL

"In 2045, John Day is a safe, thriving, and welcoming place where families flourish, businesses succeed, and visitors discover the spirit of Eastern Oregon. Nestled in the Southern Blue Mountains along the free-flowing John Day River, our town is the hearthub of Grant County, with affordable living, well-paying jobs, and quality schools and healthcare access that make this an exceptional place to call home. Rooted in our rich historyheritage yet forward-looking, we embrace opportunity while maintaining our unique character to preserve the small-town warmth, community cohesion, and connection to the land that defines us."

REVISED CLEAN

In 2045, John Day is a safe, thriving, and welcoming place where families flourish, businesses succeed, and visitors discover the spirit of Eastern Oregon. Nestled in the Southern Blue Mountains along the free-flowing John Day River, our town is the hub of Grant County, with affordable living, well-paying jobs, and quality schools and healthcare access that make this an exceptional place to call home. Rooted in our rich heritage yet forward-looking, we embrace opportunity while maintaining our unique character to preserve the small-town warmth, community cohesion, and connection to the land that defines us.



VISION FOCUS AREA STATEMENTS

In 2045 John Day Has: **A Thriving Economy**

Promoting economic and business development was definitively the most mentioned priority throughout the input collection process. To enhance the draft statement, community suggested additional emphasis on supporting existing and developing a varied array of businesses as well as specifically highlighting a desire for collaboration and connection in the development of an attractive downtown.

ORIGINAL:

“John Day is home to a steadfast and sustainably growing population, distinct and varied local businesses, and a resilient economy that ~~offers-provides~~ opportunity and long-term prosperity. A vibrant and active downtown ~~supports local entrepreneurship, attracts new investment, and~~ offers residents and visitors a variety of shops, services, and places to gather by collaboratively supporting local entrepreneurship and attracting new investment. Recreation-based tourism, strong local industries, and strengthened retail and options make John Day a regional destination where people experience the energy of a flourishing rural town.”

REVISED:

“John Day is home to a steadfast and sustainably growing population, distinct and varied local businesses, and a resilient economy that provides opportunity and long-term prosperity. A vibrant and active downtown offers residents and visitors a variety of shops, services, and places to gather by collaboratively supporting local entrepreneurship and attracting new investment. Recreation-based tourism, strong local industries, and strengthened retail and options make John Day a regional destination where people experience the energy of a flourishing rural town.”



In 2045 John Day Offers: Family Friendly, Excellent Quality of Life

Community members affirmed the vision of this focus statement and offered a refinement and suggestion of additional attractive elements of future community assets and activities. Primarily this included emphasizing the need for more offerings and more variety in entertainment and gathering spaces that offer year-round, activities suitable for the seasons. Finally, in discussion it was noted community held a variety of perceptions about the impact of the word 'frontier' so that was amended to 'country living.'

ORIGINAL

"John Day provides well-paying jobs, affordable cost of living, and access to housing that ~~welcomes~~ inspire families and people of all generations to celebrate frontier-country living and build their futures here. A variety of community amenities including shops and restaurants, parks and ~~recreational opportunities, entertainment and public gathering places, and local services supports~~ residents year-round, enriching in their daily lives and strengthenings our sense of small-town ~~sense of~~ connection. Activities and programs for all ages make John Day a vibrant place to enjoy a balanced and fulfilling quality of life."

REVISED

"John Day provides well-paying jobs, affordable cost of living, and access to housing that inspire families and people of all generations to celebrate country living and build their futures here. A variety of community amenities including shops and restaurants, parks and recreational opportunities, entertainment and public gathering places, and local services support residents year-round, enriching daily life and strengthening our sense of small-town connection. Activities and programs for all ages make John Day a vibrant place to enjoy a balanced and fulfilling quality of life."



In 2045 John Day Provides: Support and Safety for Residents

Throughout the feedback process, community members affirmed the importance of maintaining reliable access to healthcare and high levels of public safety. Healthcare in particular was noted as vital for supporting residents of all ages and needs who wish to call John Day home. Minor revisions are offered to emphasize this desire.

ORIGINAL

“John Day ~~provides features~~ strong schools, accessible and sustainable healthcare, and essential services, that help residents of all ages stay healthy, supported, and prepared for the future. High-quality educational opportunities with pathways into trades and technical careers prepare students for bright futures without needing to leave the community. A safe, peaceful, and secure environment supported by responsive public safety agencies, ensures that John Day remains a place where people are protected, healthy, and cared for.”

REVISED

“John Day features strong schools, accessible and sustainable healthcare, and essential services, that help residents of all ages stay healthy, supported, and prepared for the future. High-quality educational opportunities with pathways into trades and technical careers prepare students for bright futures without needing to leave the community. A safe, peaceful, and secure environment supported by responsive public safety agencies, ensures that John Day remains a place where people are protected, healthy, and cared for.”



REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED:			
Ordinance <input type="checkbox"/>	Resolution <input type="checkbox"/>	Motion X	Information <input type="checkbox"/>
Date Prepared: 2/18/26		Dept.: City Manager's Office	
SUBJECT: Amendment No. 2 Keller & Associates WWTP		Contact Person for this Item: Melissa Bethel, City Manager, bethelm@johnday-org.gov 541 575 0028 ex 4224	

SUBJECT: Approval of Amendment No. 2 to Keller & Associates contract to add cost of Value Engineering Report for DEQ

BACKGROUND:

The purpose of this agenda item is to request Council approval of Amendment No. 2 to the Owner–Engineer Agreement (dated August 14, 2024) with Keller Associates, Inc. This amendment adds scope and compensation necessary to complete a Value Engineering (VE) Study required by the Oregon Department of Environmental Quality (DEQ) as part of the City’s infrastructure financing application.

DEQ has notified the City that a formal Value Engineering Study must be completed to satisfy funding requirements for the Wastewater Treatment Facility Improvements Project. As stated in the amendment:

The VE Study evaluates the function and cost of major project components to ensure the City receives the best overall value. Keller Associates will lead the VE process, prepare the VE Study Report, and develop an Implementation Technical Memorandum documenting recommended improvements. Amendment No. 2 modifies the scope of work, compensation, and contract terms to incorporate this requirement.

The amendment updates Task 5.4 – Contingencies to include:

- Conducting a DEQ-approved Value Engineering Study based on the 30% design.
- Leading a VE workshop with a minimum six-member multidisciplinary VE Team.
- Utilizing Value Methodology and the VE Job Plan.
- Evaluating cost-saving alternatives, performance improvements, and constructability.
- Preparing a VE Study Report (no presentation to Council included).
- Preparing an Implementation Technical Memorandum summarizing recommended proposals.

The amendment clarifies that the VE Team will use selected analysis tools (e.g., cost models) but not all methods listed in DEQ’s checklist.



FINANCIAL IMPACT:

The amendment increases the total contract amount by \$15,960, bringing the overall contract value to \$3,835,569. This cost is necessary to meet DEQ funding requirements and is eligible for reimbursement under the project's financing structure.

ATTACHMENTS:

Keller and Associates Amendment

**WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT
AMENDMENT TO MAIN AGREEMENT (DATED 8/14/24)**

Amendment No. 2

Owner: **City of John Day**
Engineer: **Keller Associates, Inc.**
Effective Date of _____

Amendment:

Nature of Amendment: (Check those that apply)

- Modifications to responsibilities of Owner
- Modifications of payment to Engineer
- Modifications to term of Main Agreement
- Modifications to other terms and conditions of the Main Agreement

Description of Modifications:

Nature of Amendment:

The Department of Environmental Quality (DEQ) has requested that a formal Value Engineering (VE) Study be conducted to satisfy their funding requirements. A VE Study examines the function and cost of the chief project components, with the goal that the improvements provide the best overall value to the City. The City would like Keller Associates (Engineer) to perform the VE Study to satisfy DEQ's infrastructure financing application requirements. The scope of this VE Study is the 30% Design provided by Flagline Engineering and Kennedy Jenks. The implementation decisions on the VE Proposals identified in the VE Report will be documented in a technical memorandum.

Description of Modifications:

- ❖ **REPLACE the table in Section 2.05B with the following:**

Description of Service	Amount	Basis of Compensation
Basic Services (Article 1 of Exhibit A and Tasks 1-4 in Attachment A)	\$	3,835,569
Resident Project Representative Services	\$	N/A
Additional Services (Article 2 of Exhibit A)		N/A

- ❖ **UPDATE Section 4.01E:**

Compensation Cap REPLACE \$3,819,109.00 with \$3,835,569.

Appendix 2: Standard Hourly Rates Schedule.

Exhibits to Main Agreement. EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
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For Exhibit A EDJDC, Scope of Work MODIFY as follows:

❖ **MODIFY Task 5.4 Contingencies to:**

- **Objective:** “Consultant will work with the DEQ to approve a Value Engineering (VE) Study to meet their funding requirements. The scope of this VE Study is the 30% Design provided by Flagline Engineering and Kennedy Jenks.”
- **Deliverables:**
 - VE Study Report
 - Implementation Technical Memorandum

Assumptions:

- The Engineer will lead a workshop meeting with the VE Team, which will include a minimum of six members who are experienced in wastewater treatment design, operations, construction, and value engineering. The VE Team will be from different disciplines within the Engineer’s staff, including the Team Facilitator. Since this is for a new plant, a tour is not a part of the workshop.
- The VE Study will utilize Value Methodology and the VE Job Plan. It is understood that there are several analysis examples included in the DEQ’s Value Engineering Methodology Checklist; however, the VE Team will utilize some but not all the analysis methods. For example, the VE Team will utilize cost models, but not SWOT Analysis, RACI Matrix, Process Flowchart, Voice of Customer, Balanced Scorecard, Scheduled Time Models, Risk Models, etc.
- The VE Team will evaluate components and recommend cost-saving alternatives and/or approaches to achieve similar or better performance.
- The VE Team will also review constructability and provide recommendations related to improved constructability.
- The VE Team will document their recommendations in the VE Study Report. A presentation to the City is not included in this scope of work.
- The Engineer’s Design Team will review the VE Study Report and prepare an Implementation Technical Memorandum to document the proposals recommended for implementation. The City will review the technical memorandum, but no additional stakeholder feedback, VE Proposal Disposition, Status Report, or Value Improvement will be noted.
- The Engineer intends to provide a draft VE Study Report for City review within 45 days of receiving approval.

Compensation Summary:

The following budget summary is provided as the existing total under the current contract to show remaining totals for client tracking purposes.

Task	Original Agreement	Amendment 1 Value	Amendment 2 Value	Total
<i>Task 1: Project Management</i>	564,152			
<i>Task 2: Engineering Services</i>	2,556,965.42	480,000		2,906,965.40
<i>Task 3: Engineering Additional Services</i>	9,280			9,280
<i>Task 4: Engineering Pre-Development</i>	81,118.60			81,118.60
<i>Task 5: Contingency for DEQ</i>	12,420	3,500	15,960	31,880
<i>Subcontractor Markup*</i>	242,173	(130,000)		
Total	3,466,109	353,500	15,960	3,835,569

LS = Lump Sum; T&M = Time and Materials

Schedule:

If NTP for this amendment extends beyond 30 days from the date of submittal, the design team will request equal time added to the contract for items noted within this amendment.

Owner and Engineer hereby agree to modify the above-referenced Main Agreement as set forth in this Amendment. The Effective Date of the Amendment is _____.

Owner

Engineer

(typed or printed name of organization)

(typed or printed name of organization)

By: _____
(individual's signature)

By: _____
(individual's signature)

(Attach evidence of authority to sign.)

(Attach evidence of authority to sign.)

Date: _____
(date signed)

Date: _____
(date signed)

Name: _____
(typed or printed)

Name: _____
(typed or printed)

Title: _____
(typed or printed)

Title: _____
(typed or printed)