

John Day City Council
February 27, 2018
7:00 PM
Fire Station, 316 S. Canyon Blvd
AGENDA

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF FEBRUARY 13, 2018.**
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. **PRESENTATION OF PUBLIC SAFETY ANNUAL REPORT FOR 2017**
Attachments:
 - 2017 Public Safety Report
5. **9-1-1 CENTER TRANSITION UPDATE**
Attachments:
 - Invitation Letter to 9-1-1 Users
6. **U.S. HIGHWAY 395 SIDEWALK EXTENSION UPDATE**
Attachments:
 - None

OTHER BUSINESS

7. **OTHER BUSINESS AND UPCOMING MEETINGS**
 - March 12 – Pre-evaluation Meeting for TGM Grant Award (Contract Review Board)
 - March 13 – City Council Meeting (7PM) – State of the City Address
 - March 14 – Community Advisory Committee Meeting #2 (4PM)
 - March 20 – TGM Selection Meeting (Contract Review Board)
 - March 20 – 911 User Board Meeting (7PM, Fire Hall)
 - March 27 – CANCELLED (No City Council Meeting)

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: February 27, 2018

SUBJECT: Agenda Item #4: Presentation of Public Safety Annual Report for 2017
Attachment(s)

- 2017 Public Safety Report

SUMMARY

The 2017 public safety report is enclosed for council review and approval. Our public safety department heads will be present to answer any questions the council may have.

DISCUSSION

The report highlights the significant accomplishments as well as the financial constraints facing our public safety departments, specifically police and dispatch. We currently employ 10.5 full time public safety staff and sixteen reserves (3 police and 13 fire). 2017 saw the largest increase in 9-1-1 call volume the City has experienced. All public safety departments except for fire had increased calls for service.

At the same time, the financial constraints facing our departments have never been greater. Over the past twenty years, the annual cost to provide police and emergency communications services increased 3.5 times faster than the City's property tax base. The City spent \$1,050,493 on public safety in fiscal year 2017. Excluding the offsets from outside revenue, the net expense incurred by John Day taxpayers was \$572,106.

The rising cost of service was offset this year by the state appropriation for 9-1-1 services. However, due to increased PERS and healthcare costs, we are forecasting significant increases in our cost per police officer. The City's total PERS liability at the end of FY17 was \$1,009,128. The FY17 pension expense was \$205,149 across all departments.

Staffing changes in police were reported for 2017 and continued into 2018. Officer Durr left for the Baker City PD and Reserve Officer Sherman retired in 2017. Sergeant Damon Rand also submitted his resignation effective March 5, 2018. Zach Carpenter has been sworn in as a reserve officer; however, the City currently has only two certified police officers (Chief Gray and Officer Moore) while Officer Martin completes his field training.

Our agreement with Prairie City to provide police services is subject to review every March and requires 90-day notice for termination. I met with Mayor Hamsher on Wednesday, February 21, to update him on the status of our police department staffing.

RECOMMENDATIONS

Due to the combination of budget constraints and staff attrition, I am recommending the following courses of action to the City Council related to police coverage. Subject to council approval, I will carry these recommendations forward to the budget committee in April.

- 1) Police staffing should remain at our current level (three full-time officers) with paid reserves beginning July 1, 2018. Reserve pay equivalent to 0.5 FTE (1,040 hours) will reduce our

coverage level to two officers per thousand residents (equivalent to the average for eastern Oregon). The estimated cost for this coverage level is \$319,000 (a \$110K reduction in spending).

- 2) Notice should be given to the Prairie City council that due to reduced police staffing, the City of John Day will no longer be able to provide them with contract police services. We will only be responsible for police services within the incorporated city limits of John Day; however, we will continue to support OSP and the Sheriff's Office per our mutual aid agreements.
- 3) Hours for police coverage and scheduling will need to be adjusted to accommodate the smaller police force. These changes will also need to be negotiated with the Grant County Peace Officer's Association. Impacts to officer benefits as a result of those negotiations could result in a decrease in reserve coverage in order to balance the budget. During the transition to three full-time officers and paid reserves, the City will coordinate with GCSO and OSP to communicate when our officers are on duty and available for backup.
- 4) Throughout the remainder of 2018 and in to 2019, the City should evaluate the operational effectiveness of a three-person department. The City should also explore the possibility of converting to a Department of Public Safety and shifting the emphasis from traditional law enforcement activities toward a broader public safety focus.

TO: John Day City Council
FROM: Nicholas Green, City Manager
DATE: February 27, 2018
SUBJECT: Agenda Item #5: 9-1-1 Center Transition Update
Attachment(s)

- Invitation Letter to 9-1-1 Users

BACKGROUND

The city council approved a 9-1-1 Task Force in November 2017 to evaluate options for the 9-1-1 Center transition. The Task Force consists of the following agencies and individuals:

- Nick Green (Task Force Lead, John Day)
- Scott Myers (Grant County)
- Valerie Maynard (9-1-1 Emergency Communications Center Director)
- Ron Smith (Rural Fire Defense Board)
- Derek Daly / Rebekah Rand (Hospital/Emergency Medical Services)
- Roy Walker (U.S. Forest Service)

The Task Force is evaluating three options for the future 9-1-1 Center:

- Option A) Consolidating our department with Frontier Regional 911*
- Option B) Creating a bi-county cooperative 9-1-1 Center with Harney County*
- Option C) Replacing our current agency with a new agency at the county level and a new local cost sharing agreement under ORS 190.*

DISCUSSION

The Task Force developed five evaluation criteria to assess each transition option, summarized below.

Cost of Service/Financial Sustainability (today and tomorrow)

(Does the option result in a significant and sustainable cost for our users? Is it financially sustainable now and in the future?)

Level of Control

(Do our users have a voice in the operation of the center, service delivery and budgeting/investment priorities?)

Quality of Service

(Does quality of service and responsiveness improve, stay the same, or decline? Quality can be measured by tactic knowledge of the area, responsiveness of the dispatchers, and accessibility of dispatch to users)

Economic Cost-Benefit

(Do the benefits of consolidation outweigh the costs in terms of local jobs, loss of state revenue, etc.)

Fairness

(Does the option distribute costs fairly between users and cities/county?)

All three options are viable from a technical standpoint. An engineer from Day Wireless did a site assessment of our 9-1-1 Center and our communications infrastructure for Frontier Regional 911. No costs are known for this option at present, but they are expected prior to the March 20 meeting. We expect the cost would be about the same for the Grant-Harney option (excluding our fiber project). Once the fiber project is completed, we would have a direct link to Harney's 911 center.

From an operational standpoint, Harney County is still interested in pursuing the discussion around the joint center. Members of our Task Force met with their user board on January 11. They are not willing to relocate here. They are, however, evaluating the possibility of creating a joint use facility with their forest service partners. Both our 9-1-1 center and theirs are in need of equipment upgrades, so the new center they are proposing would have to start with a fresh set of equipment and a new location.

The office of emergency management handles 9-1-1 center transitions. OEM confirmed that they will pay for movement of equipment and trunk lines for new facilities and will do the maximum allowed under law. This is for the 9-1-1 side and not the radios, which is a separate cost. OEM gave us a couple of examples of local relocations they have done. For example, they moved Astoria out when they did a retrofit of their existing site and they moved Washington County when they built a new building. OEM will not pay for buildings or renovations to buildings, but they will help with the cost of moves for a variety of reasons.

There is a general consensus from the task force that we will need a new local cost sharing agreement regardless of which option we select, because all of them will have some cost associated with them.

The Task Force has created a hybrid cost model based on the Umatilla 9-1-1 Center model. In this cost sharing agreement, local user agencies would pay \$10 per call; ambulance calls would be \$25 per call; and call volumes would be adjusted based on a five-year rolling average to reduce major swings in cost. Cities and the county would pay the balance based on their assessed property values (ability to pay). The model works out to about a 60/40 split, where users pay 40% of the cost and cities/county pay 60%.

Under this model, the small cities combined would pay about 11% of the total budget deficit for 9-1-1. The Hospital would pay 8%. John Day would pay 22% and the County picks up 58%. The rest is allocated to the other users. This cost model will be recommended to the users at our March 20 meeting. Every agency pays something, and payments are roughly proportionate to use and ability to pay. The budget deficit may fluctuate up or down, but the cost for each agency relative to other agencies should stay about the same under this model. On the revenue side, the current 9-1-1 tax of 75-cents will sunset on December 31, 2021. The tax must be addressed by the state legislature prior to that date.

The Task Force is concerned about the need to stabilize disruptions to our current staff during the transition process. Because the staff are union employees, the receiving agency (if it remains local) will have to negotiate their new agreement, and that typically takes several months. We also want to make sure our various budget committees and boards understand what their future cost will be based on these scenarios so they can make an informed decision. For these reasons, we need to reach an agreement early in 2018 (preferably by April) on which transition option we are selecting. In order to encourage our current staff to remain employed through the transition, I recommend we budget for a three-month severance package for staff who lose their positions as a result of the transition. The estimated cost in the event all dispatchers lose their positions would be \$75,000. The severance package would need to be approved by the budget committee and negotiated with the Grant County Peace Officer's Association.

These transition options and their associated impacts will be discussed at the 9-1-1 User Board meeting scheduled for March 20, 7PM at the John Day Fire Hall (see invitation letter enclosed).

TO: John Day City Council

FROM: Nicholas Green, City Manager

DATE: February 13, 2018

SUBJECT: Agenda Item #6: U.S. Highway 395 Sidewalk Extension Update
Attachment(s)

- None

BACKGROUND

Subsequent to the February 13 city council meeting, I spoke with Sean Maloney at ODOT about the possibility of suspending our sidewalk project. ODOT is evaluating this option with the Federal Highway Administration. I will provide more information during the council meeting on what this may entail. No decision has been reached, however, a stop work order has been placed on the project while we evaluate this possibility.

TO: John Day City Council
FROM: Nicholas Green, City Manager
DATE: February 13, 2018
SUBJECT: Agenda Item #7: Other Business and Upcoming Meetings
Attachment(s)

- LOC Bulletins

OTHER BUSINESS

- None

UPCOMING MEETINGS

- March 12 – Pre-evaluation Meeting for TGM Grant Award (Contract Review Board)
- March 13 – City Council Meeting (7PM) – State of the City Address
- March 14 – Community Advisory Committee Meeting #2 (4PM)
- March 20 – TGM Selection Meeting (Contract Review Board)
- March 20 – 911 User Board Meeting (7PM, Fire Hall)
- March 27 – CANCELLED (No City Council Meeting)