



Location: City Hall – Council Chambers
Date: April 14, 2020
Time: 6:30 PM

City Council Meeting Agenda

Mayor Steve Uffelman, Council Members Jason Beebe, Janet Hutchison, Patricia Jungmann, Gail Merritt, Jeff Papke, Teresa Rodriguez and City Manager Steve Forrester

This meeting will be open to the public by telephonic communications due to commitment to eliminate the exposure and spread of COVID-19. This meeting can be attended by calling 346-248-7799 Meeting ID 698 371 053. Please visit our website for additional meeting information.

Call to Order

Flag Salute

Additions to Agenda

Consent Agenda

- [1.](#) Regular Meeting Brief 3-24-2020
- [2.](#) Special Meeting Brief 4-7-2020

Visitors, Appearances and Requests

- [3.](#) Third Street Access Plan Update - Mike Darling ODOT

Council Business

- [4.](#) Consideration of a Proclamation - Older Americans Month - Councilor Merritt
5. Consideration of the Sale of Real Property - Eric Klann

Staff Reports and Requests

6. COVID - 19 Update / Discussion - Mayor Uffelman

Committee Reports

Ordinances

Resolutions

- [7.](#) Resolution No 1434 - Approving Personal Services Agreement with MIG - Eric Klann

Visitors, Appearances and Requests

Adjourn

Agenda items maybe added or removed as necessary after publication deadline



CITY OF PRINEVILLE
Regular Meeting Brief
387 NE Third Street – Prineville, OR 97754
541.447.5627 ph 541-447-5628 fax

Full Meeting Recordings Available at:
<http://cityofprineville.com/meetings/>

City Council Meeting Brief
March 24, 2020

Council Members Present:

Gail Merritt

Teresa Rodriguez

Janet Hutchison

Steve Uffelman

Patricia Jungmann

Jason Beebe

Jeff Papke

Council Members Absent

None.

Additions to the Agenda

None.

Consent Agenda

1. Regular Meeting Brief 3-10-2020
2. Emergency Meeting Brief 3-13-2020

Councilor Rodriguez made a motion to approve the Consent Agenda as presented. Motion seconded. No discussion on motion, motion carried.

Visitors, Appearances and Requests:

Public Appearances

There were no written comments submitted to read into the record.

Council Business

Mayor Uffelman asked Council to expect a special council meeting in the next week to consider the extension of the emergency declaration.

3. Reading of Proclamation – International Data Center Day – Mayor Uffelman

Mayor Uffelman read the proclamation into the record.

4. Intent to Award Police Department Adaptive Reuse Project – James Wilson / Chief Cummins

James Wilson, Public Safety IT Manager and Chief Dale Cummins presented the staff report. Mr. Wilson explained that they provided the last update on this project in January and the building permits have been approved and ready to be issued. The city bid the project in February and the site walk was actually on February 26th not March 26th as stated in the staff report. Five contractors attended and a bid was submitted by 2KG Contractors.

There were questions regarding having five alternates for the project and the Chief explained that there were concerns of how costly the project could become so they were broken into modules in case he had to sacrifice any items to stay within the estimate.

Councilor Hutchison made a motion to approve the intent to award the Police Department Adaptive Reuse Project to 2KG Contractors Inc. in the amount of \$2,844,500.00. Motion seconded. No discussion on motion. All in favor, motion carried.

Staff Reports and Requests:

5. Manager's Report

Steve Forrester, City Manager reported: There is no Manager's Report at this time.

There were no questions.

Committee Reports

Councilor Merritt does not have a committee report however, is grateful for our recreational space and solitude.

Mayor Uffelman added that we will be putting up signs to emphasize social distancing and is also grateful for the golf course.

There were no questions.

Ordinances:

None.

Resolutions:

6. Resolution No. 1430 – Ratifying City Manager's Actions in Response to Declaration of Emergency – Jered Reid

Jered Reid, City Attorney provided the background information and stated this resolution is based upon actions taken by city administration as a result of the COVID-19 pandemic. This allowed the City Manager to take measure to minimize the effects of pandemic. The city also

adopted a temporary city policy which has recently been updated regarding the Governor's order on 3-23-2020 and Families First Act by Congress. The City Manager has powers, however this needs to be ratified by Council at the next meeting after the policies have been issued.

There were no questions from Council. Mr. Forrester had nothing to add except that this will likely come back to council as revisions are made, as well as the changing environment.

Councilor Merritt made a motion to approve Resolution No. 1430. Motion seconded. No discussion on motion. All in favor, motion carried.

7. Resolution No. 1431– Regarding City Policy of COVID-19 and Contractual Obligations – Jered Reid / Steve Forrester

Mr. Reid explained that this pandemic is unprecedented and has impacted businesses around the globe. There is a standard clause in all city contracts, however this pandemic could cause delays in projects across the city though we hope that is not the case. This is meant to put contractors at ease because it allows for the stoppage of project if needed, and to work through it.

Mr. Forrester added that it provides certainty to contractors that the city will not come back on contractors for delays due to COVID-19.

There were no questions from Council.

Councilor Jungmann made a motion to approve Resolution No. 1431. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors Appearances and Requests:

There were no written comments submitted to enter into the record.

Adjourn

Councilor Rodriguez made a motion to adjourn the meeting. Motion seconded. No discussion on motion. All in favor, motion carried.

Meeting adjourned at 6:55 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Merritt	Papke	Rodriguez	Uffelman
Consent Agenda	PASSED	Y	Y	Y	Y	Y	Y	-
Approve the Intent to Award the Police Department Adaptive Reuse Project to 2KG Contractors Inc. in the Amount of \$2,844,500.00	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1430 – Ratifying City Manager’s Actions in Response to Declaration of Emergency	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1431– Regarding City Policy of COVID-19 and Contractual Obligations	PASSED	Y	Y	Y	Y	Y	Y	Y
Adjourn Meeting	PASSED	Y	Y	Y	Y	Y	Y	Y

Public Records Disclosure

Under the Oregon public records law, all documents referred to in this session are available at the City’s website. www.cityofprineville.com. An electronic copy of the meeting packet is available for download at www.cityofprineville.com/packets. A full recording of this meeting is available at www.cityofprineville.com/meetings



CITY OF PRINEVILLE
Special Meeting Brief
387 NE Third Street – Prineville, OR 97754
541.447.5627 ph 541-447-5628 fax

Full Meeting Recordings Available at:
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City Council Special Meeting Brief
April 7, 2020

Council Members Present:

Gail Merritt
Teresa Rodriguez
Patricia Jungmann
Steve Uffelman

Jason Beebe
Janet Hutchison

Council Members Absent

Jeff Papke

Additions to the Agenda

None.

Consent Agenda

None.

Visitors, Appearances and Requests:

There were no written comments received to read into the record.

Council Business

None.

Staff Reports and Requests:

None.

Committee Reports

None.

Ordinances:

None.

Resolutions:

6. Resolution No. 1432 – Authorizing Financing of a Project and Refinancing of An Outstanding Borrowing – Liz Schuette

Liz Schuette present the staff report highlighting that it could save the city money due to lower interest rates to refinance existing debt for the building, in addition to fully completing the police department project

Mayor Uffelman added that the reason we included this on the special meeting agenda since we had to act quickly because of the low interest rates that are available to us.

There were no questions or concerns expressed.

Councilor Jungmann made a motion to approve Resolution No. 1432. Motion seconded. No discussion on motion. All in favor, motion carried.

7. Resolution No. 1433 – Extending the Local State of Emergency as a Result of COVID – 19 – Steve Forrester / Jered Reid

Steve Forrester, City Manager explained that we wanted to extend the State of Emergency out to the May timeframe to see what will develop at the State and Federal levels.

Mayor Uffelman explained we had to have a special meeting because the current one would have expired prior to the 14th Council meeting.

Mr. Reid explained that the new expiration date would extend it out to the 30th and the council could revisit this at the 28th Council meeting if it needed another extension.

There were no questions.

Councilor Hutchison made a motion to approve Resolution No. 1433. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors Appearances and Requests:

There were no written comments received to read into the record.

Mayor Uffelman asked Council members if they had heard any questions or concern in town and none were reported.

Councilor Rodriguez talked about how Crook County will be purchasing flags so each student can have one at their home desk and will be working with the School District to get them distributed.

Councilor Jungmann would like to recognize our local quilters who are busy making face masks.

Councilor Hutchison wanted to know how Chief Cummins and staff are doing through all of this. The Chief explained there is an underlying stress; kids are getting out at night; they have broken their response into three phases and right now are in phase 1. If number of cases increase they will go into phase 2.

Adjourn

Councilor Rodriguez made a motion to adjourn the meeting. Motion seconded. No discussion on motion. All in favor, motion carried.

Meeting adjourned at 3:17 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Merritt	Papke	Rodriguez	Uffelman
Resolution No. 1432 – Authorizing Financing of a Project and Refinancing of An Outstanding Borrowing	PASSED	Y	Y	Y	Y	-	Y	Y
Resolution No. 1433 – Extending the Local State of Emergency as a Result of COVID – 19	PASSED	Y	Y	Y	Y	-	Y	Y
Adjourn Meeting	PASSED	Y	Y	Y	Y	-	Y	Y

Public Records Disclosure

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Oregon

Kate Brown, Governor

Department of Transportation
Region 4 Project Delivery
63055 N. Highway 97, Bldg. M
Bend, OR 97703-5765

March 26th, 2020

PRINEVILLE CITY OF
400 NE THIRD
PRINEVILLE, OR 97754

Subject: *Draft Access Management Methodology*
US26: Meadow Lakes Ave – Combs Flat Rd. (Prineville) Project
151605AA-02600-08104
UNDETERMINED SITUS ADDRESS UNDETERMINED CITY, OR

Dear Prineville City Of:

As part of the Oregon Department of Transportation (ODOT) mission to create and maintain a safe and efficient transportation system, we manage access to properties that are next to state highways. Our goal is to work towards achieving the highest level of safety possible for both highway travelers and for those accessing neighboring properties to and from state highways. You are receiving this letter because you own neighboring property, which also includes a driveway, connecting to US26 (Ochoco Hwy No. 041) or Combs Flat Road (Paulina Hwy No. 380) in Prineville.

I am writing you because we at ODOT along with the City of Prineville are seeking your input as we work together on major improvements for US26 and Combs Flat Road. The improvements the project will focus on include:

- Upgrading existing traffic control signals with new traffic signals including mast arms, poles, lights, controllers, and detection devices;
- Upgrading all ADA curb ramps and pedestrian activated signals to current ODOT requirements;
- Removing barriers to make the downtown corridor easier and safer to use for bicyclists, pedestrians, and people with disabilities;
- Improving safety at all intersections in the downtown corridor by replacing and upgrading signs and other systemic safety improvements;
- Improving storm water management;
- Implementing streetscape improvements in the City's downtown business core and Old Town District; and
- Implementing short-term safety improvements for motorists and pedestrians at the intersection of Hwy380/Combs Flat Rd with Lynn Blvd.

As part of the project, ODOT and the City will be evaluating access to the highway to ensure that we can provide the safest possible access from the highway to properties such as yours. A first step in this evaluation is establishing an *Access Management Methodology* that will be used to guide decisions regarding access to the highway. It will provide the evaluation criteria and decision-making process ODOT and the City will apply in determining what if any resultant changes might be needed to private property driveways, access, and circulation to accommodate the proposed sidewalk and streetscape improvements.

In representing ODOT and the City, I am providing you this opportunity to review our enclosed *Draft Access Management Methodology* for the Project. If after reviewing the enclosed *Draft Methodology*, you have questions or wish to provide input, I encourage you to contact our Senior Right-of-Way Agent Caleb Stephens (see his contact information below):

- You can give Caleb a call, send him an email, or write to him anytime to cover any questions, comments, suggestions, ideas, or suggested edits you might have

- You can request of Caleb to set up a more formalized review through either a Collaborative Discussion or a Dispute Review Board (see enclosed Methodology Formal Review Process Details). We would need such a request by written letter from you no later than 21 calendar days from the date of this letter to you.

I encourage you to give Caleb a call or send him an email, especially if you have questions or concerns about these more formal review options.

If the draft Methodology is acceptable to you, then no follow-up input is needed, but please feel free to get in contact with Caleb if you have questions about the Project. You may also get more information about the project on our website (see link below).

Please note with these review and input choices, we are also interested in the perspectives of any tenants or business owners you may have, and Caleb will likely follow-up and ask for your help in sharing how they might best become engaged in the review process as well.

I can reassure you that no decisions have been made about how any existing driveways might be affected by the project. We are only seeking your input on the draft Methodology, which ODOT and City expect to have finalized by sometime in April 2020. Our goal is to continue involving you in all decisions about the Project that have any potential effects to your driveways, access, and site circulation.

We value your input and thank you for your time in helping make this a successful project. Here is Caleb Stephens contact information:

Caleb Stephens
Sr. Right-of-Way Agent
ODOT Region 4 Project Delivery
63055 N. Highway 97, Bldg. M
Bend, OR 97703-5765
(541) 388-6431
caleb.c.stephens@odot.state.or.us

Sincerely,

Bob Townsend
Area Manager, ODOT Region 4

Project Web Page: <https://www.oregon.gov/odot/projects/pages/project-details.aspx?project=20268>

Enclosures: Methodology Formal Review Process Details
Access Management Draft Methodology

Methodology Formal Review Process Details

Affected property owners may make a written request for review of the Access Management *Methodology* prior to ODOT finalizing it (not later than 21 calendar days following ODOT notice), through either of the following:

Collaborative Discussion

If an affected property owner requests a *Collaborative Discussion* to review the *Methodology*, it will take place within 45 calendar days from the date of written request, unless the ODOT Region Manager and the property owner both agree to a time extension in writing.

The Region Manager may include any ODOT staff they find appropriate or necessary in the *Collaborative Discussion*. The Region Manager will also invite local government representatives, and may include other highway users, economic development representatives, or other parties which the Region Manager believes will contribute to finding appropriate solutions. The *Collaborative Discussion* will be conducted under Oregon's *alternative dispute resolution model*, unless a different process is agreed upon by the Region Manager and the property owner.

The Region Manager will consider the information presented as part of the *Collaborative Discussion* and make the final decision. Within 21 calendar days following the *Collaborative Discussion*, the Region Manager will notify the property owner in writing of the final decision to:

- Modify the *Access Management Methodology*; or
- Finalize the *Access Management Methodology* without modifications.

Dispute Review Board

If an affected property owner requests an Access Management *Dispute Review Board* to review the *Methodology*, it will take place within 45 calendar days from the date of written request, unless the Region Manager and the property owner both agree to a time extension in writing. Where more than one property owner with the same or similar concerns requests review of the *Methodology* by a *Dispute Review Board*, ODOT may consolidate the reviews.

The *Dispute Review Board* will include the following:

- The ODOT Director, or a designee of the Director, who is familiar with the location of the project;
- A representative of the local jurisdiction for which the state highway is located;
- An independent professional engineer with education or experience in traffic engineering; and
- A representative from the economic or business sector.

The *Dispute Review Board* will make its recommendation to the Director not later than 14 calendar days following the conclusion of its deliberations. The Director will consider the recommendations of the *Dispute Review Board* and make the final decision. The Director will notify in writing all parties participating in the review of the final decision to either:

- Modify the *Access Management Methodology*; or
- Finalize the *Access Management Methodology* without modifications.

The Director's decision will be issued not later than 21 calendar days after receiving the recommendation of the Access Management Dispute Review Board. The actions and recommendations of the *Dispute Review Board* are not land use decisions, and may not be appealed to the *Land Use Board of Appeals*.

[Note: A property owner who requests a review of a *Methodology* by *Collaborative Discussion* may also request a review by an Access Management *Dispute Review Board* after completion of the *Collaborative Discussion*. The request for review by a *Dispute Review Board* must be made not later than 21 calendar days after the date of the final decision issued by the Region Manager following the *Collaborative Discussion*.]



Draft Access Management Methodology **US 26: Meadow Lakes Avenue - Combs Flat Road (Prineville) Project**

Access Management Project Limits:

**US 26/3rd Street: NW 2nd Street to SE Combs Flat Road
(Ochoco Hwy 041 MP 18.057 to 19.750)**

**OR380/Combs Flat Rd: SE Hylton Lane to SE Lincoln Road
(Paulina Hwy 380 MP 0.48 – 0.70)**

Project Description/Background

Highway 26 classified as a Statewide Highway in the 1999 Oregon Highway Plan and a critical part of the state's transportation system as a major east-west corridor between Oregon and Idaho. Within the city of Prineville, the highway – also referred to as 3rd Street - is a Principal Arterial and extends from the western to the eastern city limits. 3rd Street serves as the main corridor through the city's core business district.

Highway OR380 (Paulina Hwy) is classified as a District Highway in the 1999 Oregon Highway Plan. Highway OR380 serves as a connection between Prineville and the community of Paulina. The highway continues east of Paulina as a county road, until it eventually connects to US395 between Seneca and John Day. The portion of the highway within the City of Prineville is also known as Combs Flat Road. Combs Flat Rd/Hwy OR380 provides the main connection from Prineville to SE Juniper Canyon Rd, which is the primary access to the Juniper Canyon community and Prineville Reservoir. The Combs Flat Rd segment of Hwy OR380 is classified in the City of Prineville's Transportation System Plan (TSP) as a Principal Arterial.

The Oregon Department of Transportation (ODOT) and the City of Prineville are partnering together through a series of coordinated improvements in the US26/3rd St corridor and on OR380/Combs Flat Rd. These improvements are necessary in order to replace an aging infrastructure, improve safety, and mobility. These improvements include updated urban roadway design, upgraded traffic management, and improved access to active transportation infrastructure and facilities, and functional and aesthetic streetscape improvements. The current project limits are on Hwy US26 from Meadow Lakes Ave at the west to Combs Flat Rd intersection at the east, and on Hwy OR380 from Hylton Lane south to Lincoln Rd.

Specifically, the project has several key objectives, including:

- Replace aging span wire supported traffic control signals with new traffic signals including mast arms, poles, lights, controllers, and detection devices.
- Upgrade all ADA curb ramps and pedestrian activated signals to current ODOT requirements.
- Remove barriers to make the corridor easier and safer to use for bicyclists, pedestrians, and people with disabilities.
- Improve safety at the signalized intersections and at the un-signalized intersection of US26 at NW Maple Ave by replacing and upgrading signs and other systemic safety improvements.
- Improve stormwater management.
- Reinforce an accessible and friendly downtown business district by identifying and implementing streetscape improvements in City's downtown business core and Old Town District, as described in the City's "Third Street Redevelopment Plan" dated December 2017.
- Implement short-term safety improvements for motorists and pedestrians at the intersection of Hwy380/Combs Flat Rd with Lynn Blvd, and identify longer-term safety construction improvements.

This project has three (3) distinct corridors. Although the Access Management Methodology and criteria the project team has used to develop the methodology is the same for all the corridors, each corridor has its own project priorities and construction timing and phasing. These corridors are:

1) The "Y" Interchange Corridor, beginning at NW 3rd St/NW 2nd St intersection (west edge of the "Y" interchange) to SW Meadow Lakes Ave. This portion of the US26/3rd St corridor, is outside of the current project's current construction limits but is included in the overall Access Management Strategy for the project through a Preliminary Engineering (PE) phase. The "Y" Interchange Corridor is part of a larger transportation evaluation of possible alternatives to the existing interchange of OR126, US26, and 3rd Street. Much of the "Y" Interchange Corridor is open frontage. ODOT and City staff will work together on identifying and defining approaches to the highway, for potential future phases of construction. Any decisions to construct, modify, or close an access will be recorded only.

2) The Urban Infrastructure and Safety Improvements Corridor, beginning at SW Meadow Lakes Ave to Combs Flat Rd. In this urban corridor, which includes the City's Downtown Core Area and Prineville's Old Town District, the evaluation will include a consideration of how to address any potential or proposed changes to a property's existing access to the State highway. The project will provide upgrades to urban infrastructure including upgrading and replacing traffic signals, upgrading signs, constructing sidewalks, building ADA curb ramps, stormwater management, and installing ITS improvements.

3) The Combs Flat Road/Lynn Blvd Intersection Corridor, beginning at the intersection of Hwy 380/Combs Flat Rd with Hylton Lane, extending south to the intersection of Lincoln Road. The evaluation will consider improvements to this corridor that enhance the safety of pedestrians crossing at the intersection by reducing conflicts.

The following access management methodology applies to the project limits as defined above and follows ODOT's Access Management in Project Delivery Rules (OAR 734-051-5120).

Access Management

The Oregon Department of Transportation (ODOT) has the responsibility of providing the traveling public with a safe and efficient transportation facility, and therefore is expected to manage highways in the best interest of

the public for the protection of the highway and the traveling public. Access management is balancing access to developed land while ensuring movement of traffic in a safe and efficient manner.

Access Management Decision Context and Criteria

The Access Management Methodology is comprised of the criteria used for evaluating highway approaches (private driveways and public streets) for no changes, potential modification, relocation or closure.

The specific access management methodology for the Project area will be developed as follows:

Overall Corridor Access Management Context - Goals and Objectives

- Replace an aging infrastructure with modern traffic control devices that can operate more efficiently and are designed with integrated intermodal operability.
- Improve safety throughout the corridor for the traveling public, including motor vehicles, pedestrians and bicyclists, by reducing the frequency and severity of crashes.
- Balance the economic development objectives of properties abutting the highway with the transportation safety, access management objectives, and mobility of the State highway, in a manner consistent with state and local transportation system plans and the applicable land uses permitted in the local comprehensive plan.

Specific Access Management Criteria for the Project

To fulfill the access management goals and objectives of the project, the Project Team (made up of City and ODOT staff) has developed the following decision criteria to determine whether changes are needed to highway approaches (private driveways and public streets) in collaboration with adjacent property owners and other stakeholders.

Sidewalk

- Provide continuous sidewalks along the corridor complete with upgraded, ADA accessible pedestrian ramps and improve bicycle/pedestrian safe access on US 26 and OR380 (e.g., modify driveways to address conflict points, and construct new driveway approaches within the new sidewalk sections where there is currently open frontage, etc.).
- Modify the location of and/or consolidate driveways as necessary to allow the installation of ADA compliant pedestrian curb ramps and any curb extensions or bulb-outs.

Safety

- Evaluate the frequency, severity and location of all crashes, with an emphasis on pedestrian and bicycle crashes.
- Evaluate driveways for adequate sight distance, as well as safe entrance, exit, and circulation.
- Define the width of undefined driveways (approaches) within open frontage using guidance from the Oregon Highway Design Manual to a width that will serve the planned use of the property.
- In general, evaluate the safety impacts and benefits of any proposed changes in access/connections for all users relative to the function of US26 or OR380.

Economic Objectives of the Property Owners

- Consider the type of existing business: e.g., destination-oriented business vs. businesses that rely on pass-by traffic.
- Consider the number of trips generated by the business, including the number of vehicles turning left in to or out of the property.
- Consider the location of the access reservations and permits and design the approaches to adequately serve the volume and type of traffic reasonably anticipated to enter and exit the property, based on the uses for the property. Place priority on preserving access as it exists today if it serves the remainder property use.
- The driveway(s) [approach (es)] to the property must be safe to enter and exit.
- Consider existing driveways and the reasonable ability to take advantage of alternate access.
- Consider site circulation and parking affected by potential driveway consolidation opportunities, only in response to other access management goals, objectives, and methodology points, as associated with specific driveways, and/or based on documented agreements with affected property owners.

Access Management Rights/Existing Conditions

- Determine locations where ODOT has acquired the access rights of properties abutting the highway.
- Determine status and ensure that existing driveways are consistent with the properties' access rights.
- Consider the width of driveways shown in deeded access rights as part of the decision-making for driveway approach designs.

Corridor Context and Mobility/Safety

- Evaluate the Access Management goals and objectives and the other above Methodology points against the function of US 26 as a Statewide Highway and Reduction Review Route, which emphasizes the important service it provides for freight mobility, regional tourism, regional commuting, and safety. Note: A Reduction Review Route is any designated State highway that requires review and approval from the freight industry if there is any proposed change in width or height capacity of the highway (e.g. the "hole in the air").
- Evaluate the Access Management goals and objectives and other above Methodology points against the function of OR380 as a District Highway, with emphasis on the local connections and multi-modal facilities. Specifically, pedestrian safety related to existing and planned crossings, and the completion of the multi-use path on the east side of the roadway and from SE Hylton Ln. to SE Lynn Blvd.
- Evaluate the Access Management goals and objectives and the other above Methodology points with respect to travel safety in general, and to the congested conditions such as during peak hours.
- Evaluate the Access Management goals and objectives and the other above Methodology points with respect to local land use plans (e.g., commercial and residential zoning).

Access Management Decision Making Process

In collaboration with affected property owners (and their lessees, according to expectations of the applicable property owner), City and ODOT staff will apply and analyze information they gather against all of the above criteria points (e.g., traffic, economics, benefit-cost, identified "fatal flaws," decision matrices, etc.) to make recommendations on the locations and design of private approaches to the highway.

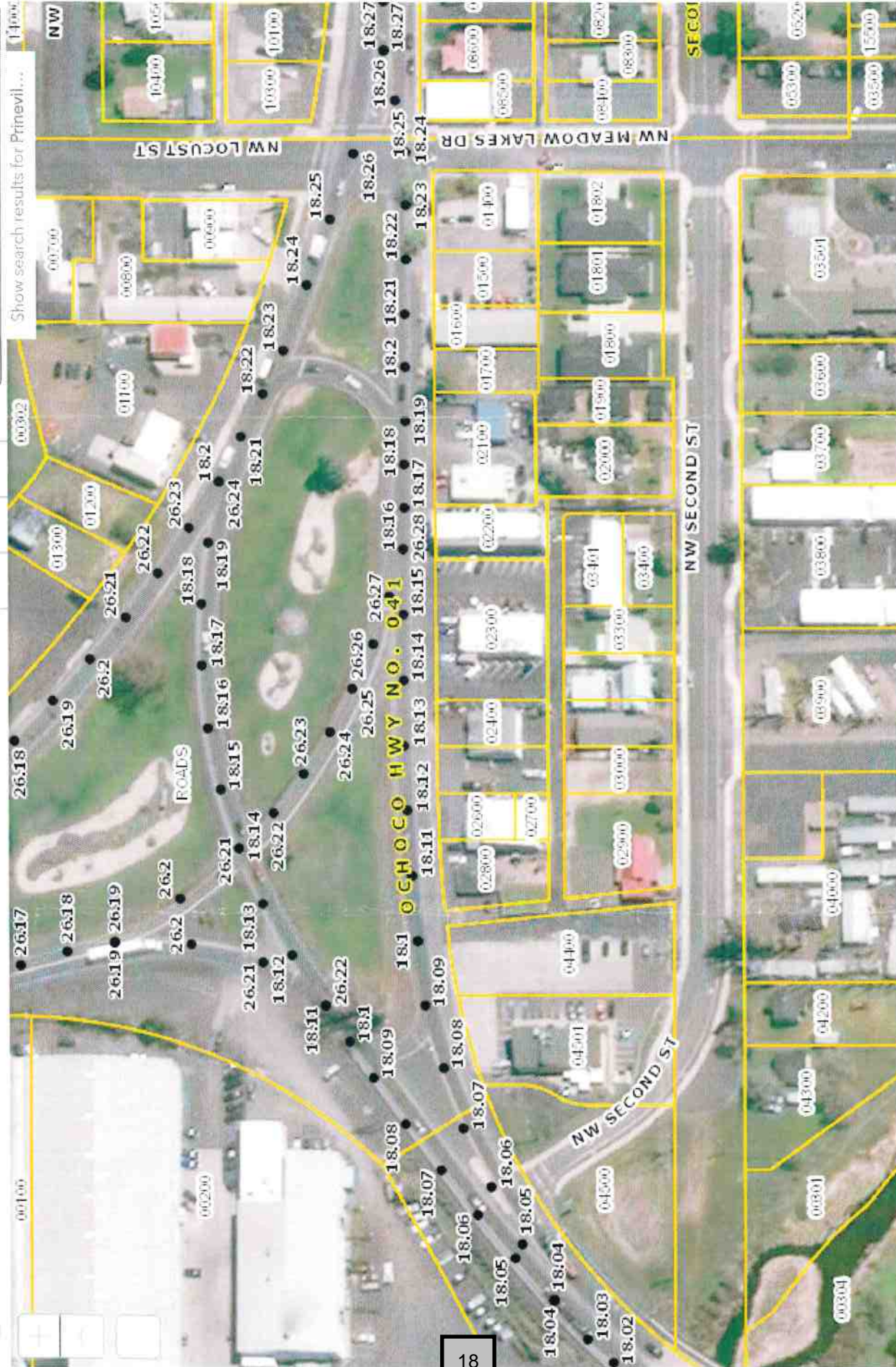
In this decision-making process, City and ODOT will focus on balancing the economic development objectives of the affected properties owners with the safety and operational expectations for US26 and OR380 as state

highways, consistent with the City's transportation system plan and the land uses permitted in the City's comprehensive plan. Safety concerns and issues will be documented by a Professional Traffic Engineer.

Access Management decisions will be made by the ODOT Region 4 Manager with support by the City of Prineville and its community.

City and ODOT staff will also provide a Public Involvement process for highway users, real property owners, property lessees, and business operators affected by the project, which will assist with establishing and finalizing this Methodology (by which private connections will be considered for modification, relocation, or closure) and ultimately for Access Management recommendations to be made. For more on-line information about this project please go to:

<https://www.oregon.gov/odot/projects/pages/>





Older Americans Month 2020

A PROCLAMATION

Whereas, Central Oregon includes a growing number of older Americans who enrich our community through their diverse life experiences; and

Whereas, the City of Prineville and the Council on Aging of Central Oregon are committed to strengthening our community by connecting with and supporting older adults, their families, and caregivers and acknowledging their many valuable contributions to society; and

Whereas, the City of Prineville and the Council on Aging of Central Oregon recognize the importance of bringing together all generations and engaging in activities that promote physical, mental, and emotional well-being for the benefit of all; and

Whereas, the City of Prineville and the Council on Aging of Central Oregon can enhance the lives of older Americans in our community by:

- promoting home- and community-based services that support independent living;
- involving older adults in community events and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

Now, therefore, we of Prineville, Oregon do hereby proclaim May 2020 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as essential and valuable members of our community.

Dated this [day] day of [month], 2020

[Name of person/entity approving proclamation]

[Seal, if applicable]

**RESOLUTION NO. 1434
CITY OF PRINEVILLE, OREGON**

**A RESOLUTION APPROVING A PERSONAL SERVICES AGREEMENT WITH MIG,
INC. TO PROVIDE PERSONAL SERVICES FOR CONSULTATION SERVICES
REGARDING THE ADA SELF-EVALUATION AND TRANSITION PLAN**

Whereas, the City of Prineville (“City”) requires the completion of an ADA self-evaluation and transition plan (“SETP”) that meets the City’s obligations under Title II of the Americans with Disabilities Act (“ADA”).

Whereas, the City requires the assistance of a consultant to assist with reviewing the City’s work completed to-date and assist the City in compiling, refining and finishing the tasks needed to develop a comprehensive ADA SETP.

Whereas, City’s Council serves as the Local Contract Review Board for the City and pursuant to City Resolution 1266 Section 8(C), may award personal services contracts according to specific criteria that are applicable to the services provided.

Whereas, Consultation services are considered personal services pursuant to City Resolution 1266.

Whereas, MIG, Inc. has provided the attached material marked as Exhibit A and incorporated herein.

Whereas, City Counsel finds that MIG, Inc., meets the following applicable criteria as set out in City Resolution 1266, Section 8(C): (1) Total costs to the City for delivery of services; (2) expertise of the contractor in the required area of specialty; (3) references regarding prior work done by the Contractor; (4) capacity and capability to perform the work, including any specialized services within the time limitations for the work; (5) educational and professional records; (6) availability to perform the assignment and familiarity with the area in which the specific work is located; (7) timeliness of delivery of service; (8) experience in working with the City; and (9) knowledge of City’s needs and desires related to the contract.

Now, Therefore, the City of Prineville Resolves as follows:

1. That the City Council, serving in its role as the Local Contract Review Board for the City, hereby approves the City entering into a personal services contract with MIG, Inc. to provide consultation services related to the City’s ADA SETP and authorizes the City Manager to execute, on behalf of the City, such contract and any other related documents.

Approved by the City Council this ____ day of April, 2020.

Stephen P. Uffelman, Mayor

ATTEST:

Lisa Morgan, City Recorder



(1) Fee

Total cost to the City for delivery of services.

Based on MIG's understanding of the project, to complete an ADA self-evaluation and transition plan, we believe the project will cost less than \$100,000.

(2) About MIG, Inc.

Expertise of the contractor in the required area of specialty.

Since our founding in 1982, MIG, Inc. has focused on planning, designing, and sustaining environments that support human development. Our team of professionals have assisted public and private agencies with projects that enhance accessibility, support community livability, and connect people with places. For each endeavor—in planning, design, management, sciences, communications, or technology—our approach is strategic, context-driven, and holistic, addressing social, political, economic, and physical factors to ensure our clients achieve the results they want—on time and within budget.

MIG, Inc. has a specialized practice in developing ADA Self-Evaluation and Transition Plans for public agencies and in designing environments for all people. Since the adoption of the ADA, we have produced more than 100 Self-Evaluation and Transition Plans throughout the West Coast, evaluating over a million square feet of public buildings and sites, and thousands of miles of public rights-of-way. Our Plans provide strategic guidance on policies and programs, and evaluate public rights-of-way and facilities including but not limited to parks, courts, jails, stadiums, shelters, airports, transportation facilities, parks, offices, restaurants, recreation facilities, sidewalks, curb ramps, pedestrian signals, and recreational boating facilities.

With more than 260 professionals on staff, MIG offers a comprehensive range of in-house services—from planning to construction supervision. Our in-house multidisciplinary team of access specialists, planners, civil engineers, architects, landscape architects, public involvement specialists, and GIS specialists can address all your project needs from policy to construction.

MIG was founded on the philosophy that meaningful community engagement is critical to a project's success. We engage participants in active dialogue to identify the issues, values, and priorities that are most important and will have the greatest impact on access and mobility in the future.

Title II Self-Evaluation and Transition Plan Experience

MIG has a thorough understanding of the ADA Self-Evaluation and Transition Plan process through our work with over 100 public agencies. Our approach always meets the requirements of the ADA mandate, but it is individualized for each agency.

The Self-Evaluation of Policies, Programs, and Activities begins with collecting and evaluating information about existing plans, procedures, and policies. This is coupled with an assessment of agency staff comprehension of ADA policies and practices. This analysis results in recommendations for modifications to City services, policies, and practices.

The ADA Transition Plan Evaluations of public facilities include the standards that are appropriate for individual agency facilities. In Oregon, for parks and buildings, we use the ADA Standards, Oregon Structural Specialty Code, and if desired, the ABA Standards for Outdoor Developed Areas. For pedestrian facilities in the public right-of-way, we include the ADA Standards, the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way, the Oregon Specialty and the Manual on Uniform Traffic Control Devices.

We work closely with public agencies to clearly establish and confirm the standards of evaluation. We are careful to collect not only the data that is required, but also the data that will be helpful and effectively support the development of an ADA Transition Plan.

Our experience has taught us that a successful ADA Self-Evaluation and Transition Plan must be focused on implementation as well as the unique circumstances of each public agency. Community involvement, data collection, prioritization, scheduling, monitoring, and reporting tools must reflect the agency's needs and resources.

For example, the schedule of improvements required in an ADA Transition Plan can range from a simple list with dates to a sophisticated matrix of barriers, responsible parties, and target dates. Some agencies elect to publish the schedule listing facility barriers and an associated range of years when identified barriers will be removed. We tailor our work plans to meet the agency's unique needs in moving forward with the development and implementation of an ADA Self-Evaluation and Transition Plan.

MIG's data collection and monitoring tools are modified to work with existing asset management tools. The resulting barrier and condition information assists agencies with capital improvement project planning, scheduling, tracking barrier removals, and maintaining the information necessary for keeping the ADA Self-Evaluation and Transition Plan up to date.

Sample ADA Self-Evaluation and Transition Plan Projects

The following is a list of current and completed ADA Self-Evaluation and Transition Plan projects.

Redmond, Oregon - ADA Transition Plan

MIG prepared the ADA Transition Plan for the City of Redmond. The Plan is a comprehensive plan for the City that addresses City buildings, the airport, parks, and the public right-of-way. With a constrained budget for completing the Transition Plan, MIG developed a process for evaluating the right-of-way that was cost-effective and provides the information needed to develop a Transition Plan phasing schedule that meets the federal requirements. The approach involves the detailed evaluation of the right-of-way adjacent to City facilities and a rapid assessment of the remaining curb ramps and sidewalks within the public rights-of-way.

The results of the evaluation provide public works with a comprehensive picture of the curb ramps and sidewalks that need full replacement versus maintenance to bring the facilities up to ADA standards. The data collected is in a GIS format and is integrated into the City's existing data tracking systems.

Working with City staff, MIG developed a transition plan phasing schedule based on current and future workloads, available financing and prioritization of identified barrier removals. The ADA Plan identifies and documents goals and an action plan to address and schedule of barrier removal at City facilities.

Tualatin, Oregon – ADA Self-Evaluation and Transition Plan

MIG worked with the City of Tualatin to develop an ADA Self-Evaluation and Transition Plan that addresses parks, buildings, parking lots, curb ramps, sidewalks, and pedestrian signals. MIG reviewed policy documents to identify issues that should be addressed to ensure that programs, activities, and services are non-discriminatory to people with disabilities. MIG also evaluated all City facilities used by the public and identified physical barriers in each facility that limits accessibility. Barrier information was collected using cloud-based tablet GIS data collection.

The City was provided with a barrier report for each type of facility as well as an Excel and GIS data containing identified barrier information, transition plan phasing schedule information, along with planning level cost estimates for barrier removal. The tool has been customized for the City for tracking the implementation of the Plan. The tracking tools assist the City with documenting barrier mitigations, tracking programmatic solutions, identifying interim solutions, and adjusting costs to include escalation factors as needed.

Tigard, Oregon – ADA Self-Evaluation and Transition Plan

MIG prepared the ADA Self-Evaluation and Transition Plan for the City of Tigard, including a physical audit of City buildings, parks, and the public right-of-way. The audit identifies barriers to accessibility and makes recommendations for barrier removals. MIG worked with City staff

and public stakeholders to prioritize barrier removal and develop a transition plan phasing schedule.

MIG completed a self-evaluation of all City policies, activities, and services to determine policy and program barriers to accessibility. The self-evaluation is based on the results of a questionnaire distributed to City personnel and an analysis of city policy documents, administrative procedures, planning documents, and the City's standards and specifications. The resulting report includes analysis and recommendations for program modifications that affect the policies, services, and activities the City provides to the public.

The resulting ADA Self-Evaluation Transition Plan is intended to provide a flexible framework for the continuous improvement of City facilities for people with disabilities. Barriers in City facilities will be removed strategically, systematically, City-wide, and based on program priorities shared by the community and staff. MIG is still working with the City to provide training on a variety of topics including customer service, maintenance and design of accessible facilities, and ADA liaison training.

Ada County Highway District (ACHD) – ADA Self-Evaluation and Transition Plan

The goal of this project was to develop a strategic plan with flexibility and implementation as its core objective. MIG reviewed District policy documents to identify issues that should be addressed to ensure that programs, activities, and services are non-discriminatory to people with disabilities.

MIG evaluated all portions of the exterior and interior of the District's buildings used by the public. The assessment identified physical barriers in each facility that limits accessibility. MIG provided the District with a barrier report for each facility as well as an MS Excel spreadsheet containing all information within the facility barrier reports. This tracking tool will assist the District document when ADA barriers are removed or when equivalent solutions, are achieved, identify interim solutions and adjust costs to include escalation factors as needed.

MIG also assisted the District in developing a Transition Plan Update for the public right-of-way. This involved evaluating the District's existing right-of-way facility GIS data and conducting a series of field checks to ensure the quality and accuracy of the information. A methodology for prioritizing and scheduling right-of-way barrier improvements was developed. The final Plan documents current and future projects, initiatives, capital improvement plans and ongoing maintenance activities that contribute to an accessible pedestrian environment.

City of Portland, OR – ADA Transition Plan

MIG prepared the update for the City of Portland's ADA Title II Transition Plan. MIG worked with the City Bureaus that own and manage facilities and the Portland Commission on Disability to establish prioritization criteria, review barrier reports and to provide key insights in the development of the Transition Plan which was accepted by Council in November of 2014, with a parks supplement adopted in August 2015.

The project included the evaluation of 342 facilities ranging from neighborhood parks to City Hall as well as spectator facilities, such as the Veterans Memorial Coliseum. The facility evaluations identified barriers to meeting federal and state accessibility standards. Each facility report listed potential barriers, provided information about the relevant state and federal codes, included a planning level cost estimate to remove the barrier, provided a barrier removal recommendation and indicated a barrier removal priority.

The City of Portland was focused on Plan implementation. Working with the City's ADA Coordinator and the individual Bureaus, MIG tailored the facility analysis tracking tool to meet their needs. MIG also provided ADA training for City staff to familiarize staff with the standards, guidelines, and regulations governing accessibility for persons with disabilities.

MIG facilitated meetings at the beginning of the Transition Plan process. For the adoption process, MIG created outreach materials for the City's public involvement process leading to the adoption, and incorporated the City's edits and public comments into the final Transition Plan.

City of Santa Clara, CA - ADA Self-Evaluation and Transition Plan

The scope of work for this current project in the City of Santa Clara, California involves meetings with staff and the public, facility evaluations of buildings, parks, trails, and pathways, parking both on- and off-street, sidewalks, curb ramps, crosswalks, and pedestrian pushbutton crossings at signalized intersections. MIG has evaluated all interior and exterior elements of City sites and facilities that are available for public access, as well as pedestrian facilities in the right-of-way to identify physical barriers and to determine recommendations and alterations needed to meet state and federal accessibility standards. MIG is also completing a self-evaluation of all City programs to determine policy and program barriers to accessibility.

The self-evaluation is based on the results of an online questionnaire and analysis of policies, programs, and activities. The resulting facility assessments and self-evaluation will fold into a comprehensive ADA Self-Evaluation and Transition Plan. The self-evaluation has also included a redline of the City's standards and specifications focusing specifically on accessible design standards. As part of the planning process, MIG is presenting the project at public meetings to receive input and comments on the Draft Plan.

City-County Denver-ADA Title II Functional Gap Assessment

MIG completed an organizational analysis that provides a recommended, holistic citywide framework for ensuring that ADA compliance is achieved and continuously met in the City and County of Denver (CCD), along with an implementation plan to successfully make the recommended changes. The project was completed over an intensive six-month timeline.

CCD recognized an opportunity to develop, coordinate, and implement a stronger, more coordinated approach to addressing the ADA and undertook an organizational and functional assessment of accessibility efforts. The evaluation of CCD structures, functions, and processes included:

- Questionnaire, in-person interviews, and phone interviews were completed by a sample of over 100 CCD staff;
- In-person and phone interviews of a sample of staff across more than a dozen departments, elected offices, and independent agencies;
- Review of CCD documents and organizational structures; and
- Interviews with peer cities and assessments of other city models.

To help assess CCD’s organizational approach to accessibility, staff were identified by CCD leadership and peers based on their active engagement with ADA responsibilities or were recommended by their colleagues during the assessment process. The intention was to gain a broad, citywide understanding of existing responsibilities, roles, resources, processes, systems, and structures pertaining to the ADA and accessibility to help inform the development and achievement of a consistent, effective, citywide approach. To this end, a sample of over 100 staff across more than a dozen departments, independent agencies, and elected offices participated in the assessment. The assessment uncovered many opportunities for improving CCD’s organizational approach to accessibility.

The assessment demonstrated that some ADA efforts are already embedded in CCD’s organizational structures and processes and identified specific actions that could be taken to provide a comprehensive approach to accessibility across CCD. Developing this intentional and comprehensive organizational approach will help CCD efficiently and sustainably achieve its vision for accessibility.

Additional Title II ADA Self-Evaluation and Transition Plan Projects

The following is a list of projects within the last 10-years

- | | | |
|---|--|---|
| • Amador County, CA | • Galt, CA | • Reedley, CA |
| • Angels Camp, CA | • Hanford, CA | • Riverbank, CA |
| • Burlingame, CA | • Healdsburg, CA | • Rohnert Park, CA |
| • Campbell, CA | • Lancaster, CA | • San Bruno, CA |
| • California Coastal Conservancy, CA | • Larkspur, CA | • San Leandro, CA |
| • Concord, CA | • Lathrop, CA | • Selma, CA |
| • Contra Costa Community College District, CA | • Longmont, CO | • Sonoma County, CA |
| • Cupertino, CA | • Los Altos, CA | • South San Francisco, CA |
| • Daly City, CA | • Lynnwood, WA | • Troutdale, OR |
| • Edmonds, WA | • Madera, CA | • Tualatin Hills Park and Recreation District, OR |
| • El Dorado Irrigation District, CA | • Medford, OR | • Truckee, CA |
| • Fresno, CA | • Midpeninsula Open Space District, CA | • Wilsonville, OR |
| | • Napa County, CA | • Yountville, CA |
| | • Novato, CA | |
| | • Petaluma, CA | |

(3) References

- Redmond, OR - Mike Caccavano, City Engineer, Mike.Caccavano@ci.redmond.or.us, (541) 504-2011
- Tualatin, OR - Jeff Fuchs, City Engineer, jfuchs@tualatin.gov, (503) 691-3090
- Tigard, OR - Lori Faha, City Engineer, LoriF@tigard-or.gov, (503) 718-2759
- Ada County Highway District, ID - Justin Lucas, AICP, Manager – Planning & Programming Ada County Highway District, Jlucas@achdidaho.org, (208) 387-6156
- Portland, OR - Danielle Brooks, Civil Rights Title VI and ADA Title II Program Manager, danielle.brooks@portlandoregon.gov, (503) 823-2259
- Santa Clara, CA - Vincent Luchessi | Senior Civil Engineer, Public Works Department, vluchessi@SantaClaraCA.gov, (408) 615-3048
- City-County of Denver, CO - Charissa Murphy, Project Manager II, Department of Finance | Capital Planning and Programming, charissa.murphy@denvergov.org, (720) 913.0879

(4) Capacity and Capability

Capacity and capability to perform the work, including any specialized services within the time limitations for the work

The key personnel identified for this project is available to conduct the work required to complete the tasks needed to develop a comprehensive ADA self-evaluation and transition plan. The personnel identified have worked as a team on numerous ADA projects that assist public agencies in meeting their title ii obligations.

(5) Resumes

Educational and professional records.

Resumes are provided on the following pages.

AREAS OF EXPERTISE

- » ADA Assessment
- » ADA Self-Evaluations
- » ADA Monitoring
- » ADA Transition Plans
- » GIS Analysis
- » Mapping
- » Policy Analysis
- » Data Visualization Planning

EDUCATION

- » Master of Urban and Regional Planning, Portland State University
- » Graduate Certificate, Geographic Information Systems (GIS), Portland State University
- » BS, Geography (GIS specialization and Minor in Public Policy, Planning and Management) with honors, University of Oregon, Eugene

REGISTRATIONS

- » Accessibility Inspector/Plans Examiner, ICC/#8308172
- » ODOT ADA Certification for Inspectors 2017 to 2019

AWARDS

- » The State of Washington Governor's 2012 Smart Communities Award

Heather K. Buczek, ICC**PRINCIPAL / ADA SPECIALIST**

Heather Buczek is an expert in accessibility evaluation, planning, and compliance with highly refined skills in geographic information systems (GIS) analysis, cartography, and data visualization. Her early nonprofit work in independent living services for people with disabilities informs her perspective on planning for people with disabilities in the public realm. With her collection, analysis, and presentation of data, Heather makes a very complicated process like assessing and coding an entire city's public facilities simple and understandable. She is dedicated to developing new tools for clients to facilitate decision-making and implementation. Her depth of understanding of the Americans with Disabilities Act (ADA) legislation, policies, and implications makes her an asset to her clients, as well as to the people with disabilities that they serve. Heather's attention to detail, efficient use of resources, and clarity of reporting allow her to assist agencies of every size according to their needs and budget.

RELEVANT EXPERIENCE

- Self-Evaluation and Transition Plan, Troutdale, OR
- Self-Evaluation and Transition Plan, Tigard, OR
- Self-Evaluation and Transition Plan, Medford, OR
- Self-Evaluation and Transition Plan, Tualatin, OR
- Transition Plan, Redmond, OR
- Transition Plan, Tualatin Hills Park and Recreation District, Beaverton, OR
- Title II Transition Plan, Portland, OR
- Self-Evaluation and Transition Plan for the Right-of-Way, Edmonds, WA
- Self-Evaluation and Transition Plan, Lynnwood, WA
- Self-Evaluation and Transition Plan, Ada County Highway District, ID
- City-County of Denver ADA Functional Organizational Assessment Report, Denver, CO
- Self-Evaluation and Transition Plan, City of Santa Clara, CA
- Self-Evaluation and Transition Plan, Lancaster, CA
- Self-Evaluation and Transition Plan, California Coastal Conservancy, CA
- Self-Evaluation and Transition Plan, Santa Clara County Parks, CA
- Self-Evaluation and Transition Plan, Los Altos, CA
- Self-Evaluation and Transition Plan, Daly City, CA
- Self-Evaluation and Transition Plan, South San Francisco, CA
- Self-Evaluation and Transition Plan, Napa County, CA
- Self-Evaluation and Transition Plan, San Bruno, CA
- Self-Evaluation and Transition Plan, Midpen Open Space District, CA
- Self-Evaluation and Transition Plan, Lancaster, CA
- Self-Evaluation and Transition Plan, South San Francisco, CA

AREAS OF EXPERTISE

- » ADA-Self-Evaluation
- » ADA Transition Planning
- » GIS Analysis
- » Cartography
- » Data Visualization
- » Graphic Communications

EDUCATION

- » BA, Environmental Studies,
Hobart College,
Geneva, NY

REGISTRATIONS

- » Accessibility Inspector/
Plans Examiner,
ICC/#89228363

Patrick Ware, ICC

GIS SPECIALIST / ADA SPECIALIST

Patrick Ware offers expertise in GIS analysis, cartography, planning, policy analysis, and data visualization. Patrick has provided data to support decision-making, policies, and implementation strategies for a variety of projects and clients, including city, county, and state agencies. His critical approach to both qualitative and quantitative data is focused on connecting people to their environments in a meaningful way.

RELEVANT EXPERIENCE

- Self-Evaluation and Transition Plan, Tigard, OR
- Self-Evaluation and Transition Plan, Medford, OR
- Self-Evaluation and Transition Plan, Tualatin, OR
- Self-Evaluation and Transition Plan, Troutdale, OR
- Self-Evaluation and Transition Plan, Ada County Highway District, ID
- Self-Evaluation and Transition Plan, City of Santa Clara, CA
- Self-Evaluation and Transition Plan, Santa Clara County Parks, CA
- Self-Evaluation and Transition Plan, Daly City, CA
- Self-Evaluation and Transition Plan, Napa County, CA
- Self-Evaluation and Transition Plan, San Bruno, CA
- Self-Evaluation and Transition Plan, Midpen Open Space District, CA

AREAS OF EXPERTISE

- » Universal Design
- » Public Access
- » Landscape Architecture
- » Outreach and Facilitation
- » ADA Self-Evaluation and
Transition Planning

EDUCATION

- » BS, Forest Engineering,
University of Washington

REGISTRATIONS

- » Registered Professional
Engineer, Washington
#45225
- » ADA Certification for
Inspectors, ODOT #50764

Vanessa Hostetter, PE

CIVIL ENGINEER / ADA SPECIALIST

Vanessa is a civil engineer with 18 years of experience, including extensive experience with the Americans with Disabilities Act (ADA) requirements. Her experience designing and bringing projects into compliance with ADA standards include components such as: paths of travel, ramp slopes and widths, transfer points, loading zones, landings at turning points, plazas, and site feature accessibility.

RELEVANT EXPERIENCE

- Self-Evaluation and Transition Plan, Tigard, OR
- Self-Evaluation and Transition Plan, Medford, OR
- Self-Evaluation and Transition Plan, Tualatin, OR
- Self-Evaluation and Transition Plan, Troutdale, OR
- Self-Evaluation and Transition Plan, Ada County Highway District, ID
- Self-Evaluation and Transition Plan for the Right-of-Way, Edmonds, WA
- Self-Evaluation and Transition Plan, Lynnwood, WA
- Self-Evaluation and Transition Plan, City of Santa Clara, CA
- Self-Evaluation and Transition Plan, Daly City, CA
- Self-Evaluation and Transition Plan, San Bruno, CA
- Self-Evaluation and Transition Plan, Napa County, CA

AREAS OF EXPERTISE

- » ADA-Self-Evaluation
- » ADA Transition Planning
- » ADA Assessments
- » ADA Monitoring
- » Policy Analysis

EDUCATION

- » BS, Environmental Science, University of North Carolina at Chapel Hill

Hayden Agnew-Wieland

DEPUTY PROJECT MANAGER / ADA SPECIALIST

Hayden Agnew-Wieland is an ADA assessment specialist with a background in environment science and analysis. He has successfully applied his keen analytical and technical skills from environmental sciences to facility ADA assessments and reports. He has over seven-years of experience completing ADA site evaluations on a variety of projects. He is proficient in completing site surveys for buildings, parking areas, and buildings.

RELEVANT EXPERIENCE

- Self-Evaluation and Transition Plan, Troutdale, OR
- Transition Plan, Redmond, OR
- Transition Plan, Tualatin Hills Park and Recreation District, Beaverton, OR
- Title II Transition Plan, Portland, OR
- Parks and Facilities ADA Assessments, Burlingame, CA
- Self-Evaluation and Transition Plan, City of Santa Clara, CA
- Self-Evaluation and Transition Plan, Santa Clara County Parks, CA
- Self-Evaluation and Transition Plan, Daly City, CA
- Self-Evaluation and Transition Plan, Napa County, CA
- Self-Evaluation and Transition Plan, Midpen Open Space District, CA

AREAS OF EXPERTISE

- » Project Management
- » Meeting Facilitation
- » Policy Analysis

EDUCATION

- » Master of Community and Regional Planning, University of Oregon
- » Bachelors of International Affairs, University of Nevada

Jon Pheanis, AICP

PROJECT MANAGER / PLANNER

Jon Pheanis provides project management and administrative support to MIG's large-scale ADA projects. He brings a diversity of project management from his 10 years of experience working for MIG and his prior experiences working for a city agency. Jon's responsibilities for this project include the coordination and completion of project tasks. He has a long history of ensuring projects are on time and on budget. He will monitor the progress of the project tasks and keep the team of apprised of the project progress.

RELEVANT EXPERIENCE

- Self-Evaluation and Transition Plan, Ada County Highway District, ID
- Transition Plan, Tualatin Hills Park and Recreation District, Beaverton, OR
- Title II Transition Plan, Portland, OR

(6) Workload Understanding

Availability to perform the assignment and familiarity with the area in which the specific work is located

The personnel identified for this project, in particular, Heather, Patrick, Vanessa, and Hayden, spend 100 percent of their professional time assisting public agencies with their ADA title II obligations from both a policy and design perspective. The MIG Team has worked with a variety of agencies at various scales and our work is always tailored to meet the needs and demands of each of the clients we serve.

(7) Timeliness

Timeliness of delivery of service

The MIG Team for this project takes pride in their ability to come in on budget and on schedule. We have a track record of meeting deadlines, coming in on budget, and having flexibility if circumstances change over the course of a project.

- Redmond, OR - \$64,988 | 12/2015 to 11/2016 | On schedule and budget
- Tualatin, OR - \$133,032 | 3/2017 to 6/2018 | On schedule and budget
- Tigard, OR - \$220,000 | 2/2018 to 6/2018 | On schedule and budget
- Ada County Highway District, ID - \$158,630 | 11/2017 to 4/2019 | On schedule and budget
- Portland, OR - \$641,558 | 6/2012 to 6/2015 | On schedule and budget
- Santa Clara, CA - \$452,794 | 12/2018 to present | On schedule and budget
- City-County of Denver, CO - \$107,151 | 1/2019 to 6/2019 | On schedule and budget

(8) City Experience

Experience in working with the City

MIG is currently working with the City of Prineville and Crook County Parks and Recreation District to develop the Unified Parks and Recreation System Plan. MIG has a unique understanding that parks and recreation is provided by many different partners. For parks and recreation, the City, CCPRD, Crook County, and Crook County Fairgrounds all provide services to the public including the local community, residents throughout the larger region, and non-local tourists. For this project, MIG will continue our working relationship with staff and local leadership, working collaboratively to evaluate and gather data, document and describe existing barriers, and identify steps to make parks and public spaces more accessible.

Since the summer of 2019, MIG has met with City, District, and Fairgrounds staff and leadership, as well as area stakeholders and the larger community to understand needs and ideas for the future. During this time, MIG has worked closely with City staff from Community Development and Public Works to coordinate efforts related to community events and team meetings, project deliverables, scope progress and budget status. MIG has completed an inventory and assessment of all public parks and recreation facilities throughout the City and District, including local parks, campgrounds, and other special use sites. This includes the 120-acre Wetlands Complex and the city-owned 460-acre Barnes Butte site (currently being planned through a partnership with the National Park Service).

(9) Knowledge

Knowledge of City's needs and desires related to the contract

The City of Prineville intends to complete an ADA self-evaluation and transition plan (SETP) that meets the City's obligations under title II of the ADA. The City has already completed most of the work required to develop a comprehensive ADA self-evaluation. MIG will review the work completed to-date and assist the City in compiling, refining, and finishing the tasks needed to develop a comprehensive ADA SETP.