

**John Day City Council  
February 28, 2012  
7:00 PM  
Council Chambers**

**AGENDA**

1. OPEN AND NOTE ATTENDANCE
2. APPROVAL OF CITY COUNCIL MINUTES OF FEBRUARY 14, 2012
3. APPEARANCE OF INTERESTED CITIZENS – At this time Mayor Quinton will welcome the general public and ask if there is anything they would like to add to tonight's agenda.

**ACTION ITEMS:**

4. DISCUSS FOR ADOPTION RESOLUTION NO. 12-680-04, A RESOLUTION TO DECLARE AN ACCOUNT UNCOLLECTIBLE AND TAKE OFF THE BOOKS AS RECEIVABLE  
Attachment:
  - Resolution No. 12-680-04
5. DISCUSS CITY MANAGER'S ANNUAL EVALUATION  
Attachment:
  - City Manager Evaluation Form

**OTHER BUSINESS:**

6. OTHER BUSINESS AND UPCOMING MEETINGS  
Attachments:
  - LOC Bulletin - February 17, 2012
  - 2012 Legislative Session update from Rep. Cliff Bentz
  - February 21, 2012 letter to Judge Cramer from Richard J. Kuhn, Order Granting Defendant's Motion for Summary Judgment; Defendant's Cost Bill

**ADJOURN**

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** February 24, 2012

**SUBJECT:** Discuss for Adoption Resolution No. 12-680-04, a Resolution to declare an Account Uncollectible and take off the books as receivable

Attachment:

- Resolution No. 12-680-04

**BACKGROUND:**

Resolution No. 12-680-04 is a resolution to declare an account uncollectible and takes it off the books as a receivable and turns it over to the collection agency.

**RECOMMENDATION:**

The John Day City Council adopts Resolution No. 12-680-04 a Resolution to declare an account uncollectible and take off the books as receivable.

**TO:** John Day City Council  
**FROM:** Peggy Gray, City Manager  
**DATE:** February 24, 2012  
**SUBJECT:** Discuss City Manager's Annual Evaluation  
Attachment:

- City Manager Evaluation Form

**BACKGROUND:**

According to my contract the City Council shall review and evaluate my performance at least once annually in advance of the adoption of the annual operating budget but no later than March 31<sup>st</sup> of each year. Attached is a copy of the evaluation form used in the past.

**RECOMMENDATION:**

Staff recommends the John Day City Council sets a date to complete the City Manager's annual evaluation before March 31, 2012.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** February 24, 2012

**SUBJECT:** Other Business and Upcoming Meetings

Attachments:

- LOC Bulletin - February 17, 2012
- 2012 Legislative Session update from Rep. Cliff Bentz
- February 21, 2012 letter to Judge Cramer from Richard J. Kuhn, Order Granting Defendant's Motion for Summary Judgment; Defendant's Cost Bill

**OTHER BUSINESS:**

1. Attached is the February 17, 2012 LOC Bulletin for your information and review.
2. Attached are newsletters from Rep. Bentz with an updates on the 2012 Legislative Session.
3. At our last Council meeting, the City Council received a letter from Judge Cramer stating he dismissed the Opera House Claim against the City of John Day. In your agenda binders you will find a letter to Judge Cramer from Richard J. Kuhn dated February 21, 2012; Defendant's Cost Bill and General Judgment and Money Award.

**UPCOMING MEETINGS:**

February 29 – March 2, 2012	Portland	CIS Conference – Risk Management Coordinator Training; city manager attending
March 13, 2012	9:00 a.m. – 4:00 p.m. John Day	Oregon Planning Procedures Training; city manager attending
March 13, 2012	7:00 p.m.	Regular City Council meeting