

**John Day City Council
February 26, 2013
7:00 PM
Council Chambers
AGENDA**

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF FEBRUARY 12, 2013**
3. **APPEARANCE OF INTERESTED CITIZENS – At this time Mayor Lundbom will welcome the general public and ask if there is anything they would like to add to tonight’s agenda.**

ACTION ITEMS:

4. **INTERVIEW CANDIDATES FOR VACANT CITY COUNCILOR POSITION**
Attachments:
 - Application from Gregg Haberly
 - Application from Paul Smith
5. **REVIEW AND DISCUSS ODOT CONCEPTUAL DESIGN FOR THE JOHN DAY MAIN STREET & S. CANYON BLVD.: SIDEWALK & BEAUTIFICATION PROJECT SCHEDULED FOR CONSTRUCTION IN 2014**
6. **DISCUSS FOR APPROVAL PREPARATION OF AN EDUCATIONAL FLYER FOR THE PROMOTION OF THE NEW FIRE STATION**
Attachments:
 - Bid from Blue Mountain Eagle
 - Bid from Commercial Print
7. **DISCUSS DONATION REQUEST TO GRANT UNION HIGH SCHOOL GRAD NIGHT 2013**
Attachment:
 - Letter from GU Grad Night 2013

OTHER BUSINESS:

8. **OTHER BUSINESS AND UPCOMING MEETINGS**
Attachments:
 - February 15, 2013 LOC Bulletins
 - Revised Budget Schedule

ADJOURN

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: February 22, 2013

SUBJECT: Interview Candidates for Vacant City Councilor Position
Attachments:

- Application from Gregg Haberly
- Application from Paul Smith

BACKGROUND:

At your February 12, 2013 council meeting you directed me to schedule interviews for the vacant City Council position. I have scheduled the interviews as follows:

- 7:00 p.m. Gregg Haberly
- 7:30 p.m. Paul Smith

RECOMMENDATION:

The Council will begin the first interview with Mr. Greg Haberly. Mr. Paul Smith will arrive at 7:30 p.m. and wait upstairs until someone comes for him. The interview questions will be handed out to the council at the council meeting.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: February 22, 2013

SUBJECT: Review and Discuss ODOT Conceptual Design for the John Day Main Street & S. Canyon Blvd.: Sidewalk & Beautification Project Scheduled for Construction in 2014

BACKGROUND:

At your February 12, 2013 council meeting you reviewed the first draft of the ODOT conceptual design for the City's TE project scheduled for construction in 2014. It appeared the most concerns were regarding the pedestrian handicap safety landings (curb extensions); especially the ones located on SW 2nd Street.

Mayor Lundbom requested the City Council think about the design and be prepared to discuss this further at this council meeting in order to have comments prepared for the ODOT public open house to be held on Thursday, February 28, 2013 at the Outpost Pizza Pub & Grill, 6 p.m.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: February 22, 2013

SUBJECT: Discuss for Approval Preparation of an Educational Flyer for the Promotion of the new Fire Station

Attachments:

- Bid from Blue Mountain Eagle
- Bid from Commercial Print

BACKGROUND:

At your last council meeting Stan Foster of PARC Resources informed the City Council that the Advisory Committee wanted to prepare and print an educational flyer to be used to educate the public about our fire station project. Mr. Foster stated he received a bid from the Bend Bulletin in the amount of \$556; this bid did not include the insertion cost to the Blue Mountain Eagle or the design cost. I called Marissa Williams of the Blue Mountain Eagle for a printing and insertion bid. Both of the bids are attached.

The John Day Rural Fire Protection District Chairman Rob Batten and John Day Fire Chief Ron Smith and I discussed the importance of having the flyer printed locally. At their board meeting on February 19th, the John Day Rural Fire Protection District voted to go out for the bond measure at the November 2013 general election; support the duration of the PARC Resources contract; authorized to share the cost of the development, printing and distribution costs of the flyer; and authorized the Citizen's Advisory Committee to work with Eloise Boren of ER Printing and Designs of Dayville to design the flyer. ER Printing and Designs cost is estimated to be between \$175 -\$250 depending on the number of changes that will need to be made; the fewer the changes the lower the cost.

RECOMMENDATION:

I have a message into Marissa for a bid of 5,000 copies versus the 3,000 in order to have extra copies after the newspaper insertion for direct mailing and door-to-door solicitation. I don't believe there will be much difference in the cost because once you have it set up the cost decreases. Rural Chair Rob Batten, John Day Fire Chief Ron Smith and I recommend we have the flyers printed locally using Eloise Boren for the design, Blue Mountain Eagle for the printing. 3,000 copies will be inserted in the Blue Mountain Eagle; the rest will be distributed through direct mailing from the County Assessor's list of property owners and door-to-door solicitation.

I recommend the John Day City Council give the Citizen's Advisory Committee for the new fire station the authority to design and distribute the educational flyer as they see fit and agree to split the cost of the development and distribution of the flyer between the City of John Day and the Rural Fire Protection District.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: February 22, 2013

SUBJECT: Discuss Donation Request to Grant Union High School Grad Night 2013
Attachment:
• Letter from GU Grad Night 2013

BACKGROUND:

For the past several years the City of John Day and the John Day Police Department have donated to Grant Union High School's "Grad Night Party". As you know this function gives our graduating seniors and their friends an alcohol and drug-free environment on graduation night thus keeping our graduates safe to begin the next chapter of their lives.

In previous years we have donated \$100 to this important event.

RECOMMENDATION:

The John Day City Council donates \$100 to GUHS grad night.

TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: February 2, 2013
SUBJECT: Other Business and Upcoming Meetings
Attachments:

- February 15, 2013 LOC Bulletins
- Revised Budget Schedule

OTHER BUSINESS:

1. The February 15, 2013 LOC Bulletin is included in your council packets.
2. Certain members of the Budget Committee were unavailable for the first meeting of the Budget Committee that was originally scheduled on March 19, 2013. In order to make certain we have a quorum of the Budget Committee we have rescheduled the first meeting of the Budget Committee to Tuesday, April 2, 2013. The revised budget schedule is included in your council packets. Please mark your calendars.
3. Police Chief Tirico, Dispatch Manager Valerie Luttrell and City Manager Gray will update the Council on the CIS Conference they attended in Portland.

UPCOMING MEETINGS:

February 28, 2013	6:00 p.m. Outpost Pizza	Open House Meeting Main Street & Canyon Blvd. Sidewalk & Beautification Project
March 12, 2013	7:00 p.m.	Regular City Council meeting