

**John Day City Council
June 11, 2013
7:00 PM
Council Chambers
AGENDA**

1. OPEN AND NOTE ATTENDANCE
2. APPROVAL OF CITY COUNCIL MINUTES OF MAY 28, 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. DISCUSS FOR ADOPTION RESOLUTION NO. 13-704-08, A RESOLUTION OF THE JOHN DAY CITY COUNCIL ADOPTING LEXIPOL'S STANDARD OPERATING PROCEDURES FOR THE JOHN DAY POLICE DEPARTMENT/911 CENTER
Attachments:
 - Resolution No. 13-704-08
5. DISCUSS FOR SIGNATURE SPECIAL EVENT AGREEMENT BETWEEN THE CITY OF JOHN DAY AND JIM BAY, D/B/A JOHN DAY FARMERS MARKET
Attachment:
 - Special Event Agreement

OTHER BUSINESS:

6. OTHER BUSINESS AND UPCOMING MEETINGS
Attachments:
 - May 31, 2013 LOC Bulletin

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TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: June 7, 2010

SUBJECT: Discuss for Adoption Resolution No. 13-704-08, a Resolution of the John Day City Council Adopting Lexipol's Standard Operating Procedures for the John Day Police Department/911 Center

Attachments:

- Resolution No. 13-704-08

BACKGROUND:

This resolution formalizes an action that the City has already taken by signing the subscription agreement with Lexipol. The City has appropriated money for this service and this policy streamlines the standard operating procedures (SOP) for the Police/911 Center.

The Police/911 Center has always operated under an SOP which has been amended from time to time. However, it is very difficult to keep up with that process because court decisions are constantly coming down that cause municipalities and counties to have to amend their SOPs to keep them in compliance with current law.

Lexipol is a service that does that through a subscription that is web-based. CIS encourages its member to subscribe. This manual will essentially replace the Standard Operating Procedure Manual for the John Day Police Department and the 911 Center.

This new manual is extremely broad which is good because police departments are constantly being sued under all kinds of theories. What these standard operating procedures try to do is set in place policies and procedures that have been sanctioned, not only by the legislature, but by the courts. They are up to date and are good from a public policy point of view. What this resolution does is adopt all of those operating procedures and subscribe to its ongoing updates and training materials.

Due to the size of the policy manual (437 pages); I emailed the Mayor and Councilors a copy of the policy manual on June 5, 2013 for your review. A hard copy of the policy manual will be available at the June 11, 2013 council meeting.

RECOMMENDATION:

The John Day City Council adopts Resolution No. 13-704-08.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: June 7, 2013

SUBJECT: Discuss for Signature Special Event Agreement between the City of John Day and Jim Bay, d/b/a John Day Farmers Market
Attachment:

- Special Event Agreement

BACKGROUND:

The Farmers Market will begin their fourth season on June 15, 2013. Included in your council packet is the Farmers Market Special Event Agreement for the Council's consideration. The agreement is exactly the same as last year's agreement with only the dates updated on Exhibit A as follows:

Event Time(s) and Date(s)

The Event will be held each Saturday during the following period: June 15, 2013 – October 19, 2013. On each Saturday, the Event will start at 7:30 a.m. and will end at 2:00 p.m.

RECOMMENDATION:

Mr. Bay has reviewed and signed the Special Event Agreement. The event will be held at the same location as in previous years at the City block of SW Brent Street between Sterling Bank and the Bank of Eastern Oregon. Mr. Bay has provided the proof of insurance as required in the agreement.

This event grows more popular each year and draws people not only from within the community but as well as from the surrounding counties to downtown John Day. I recommend the John Day City Council allows City Manager Gray to sign the Special Event Agreement between the City of John Day and Jim Bay, d/b/a John Day Farmers Market.

TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: June 7, 2013
SUBJECT: Other Business and Upcoming Meetings
Attachments:

- May 31, 2013 LOC Bulletin

OTHER BUSINESS:

1. The May 31, 2013 LOC Bulletin are included in your council packets.
2. Wastewater Treatment Plant Operator John Robison is retiring and has submitted his resignation effective June 27, 2013. This position requires a Level III Certification; our backup operator Shelby Essex received his Level III Certification in May 2013.

UPCOMING MEETINGS:

June 12, 2013	9:00 – 11 a.m. 1:00 – 3:00 p.m. Airport	CIS Harassment and Discrimination in the Government Workplace Training; all City employees will be attending
June 12, 2013	2:00 p.m. City Hall	City Manager meets with Scot Fairley of the Governor's Office
June 12, 2013	5:30 p.m. Interpretative Center	Friends of the KWC Board meeting
June 19, 2013	1:00 p.m. City Hall	Meet with DEQ
June 25, 2013	7:00 p.m.	Regular City Council meeting