

**John Day City Council  
January 14, 2014  
7:00 PM  
Council Chambers  
AGENDA**

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF DECEMBER 10, 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. 14-715-01, A RESOLUTION EXERCISING THE POWER OF EMINENT DOMAIN EXHIBIT D**  
Attachment:
  - Resolution No. 14-715-01 with Exhibit A
5. **DISCUSS AND ACCEPT RECOMMENDATION FROM THE CITIZENS ADVISORY COMMITTEE FOR THE NEW FIRE STATION REGARDING THE SELECTION OF A BOND COUNSEL**  
Attachments:
  - Proposals to Provide Bond Counsel Services from:
    - ❖ Hawkins Delafield & Wood LLP
    - ❖ Orrick, Herrington & Sutcliffe LLP
    - ❖ Sussman Shank LLP
6. **DISCUSS AND APPOINT A BUDGET OFFICER**  
Attachment:
  - FY 2014-2015 Budget Process Schedule
7. **REAPPOINT CHRIS CRONIN, MIKE COSGROVE AND MIKE MILLER TO THE JOHN DAY BUDGET COMMITTEE**  
Attachment:
  - Current Budget Committee Roster
8. **DISCUSS SETTING A DATE FOR A COUNCIL GOAL SETTING WORK SESSION**  
Attachments:
  - Minutes of the January 22, 2013 Goal Setting Session

**OTHER BUSINESS:**

**9. OTHER BUSINESS AND UPCOMING MEETINGS**

Attachments:

- LOC Bulletins
- Public Works Department 2013 Report

**ADJOURN**

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** January 9, 2014

**SUBJECT:** Discuss for Adoption Resolution No. 14-715-01, a Resolution Exercising the Power of Eminent Domain Exhibit D  
Attachment:  

- Resolution No. 14-715-01with Exhibit A

**BACKGROUND:**

In October, 2013 the John Day City Council adopted a resolution exercising the power of eminent domain pursuant to statues conferring authority and the Law of the State of Oregon. The City has a project that is federally funded known as US26 Main St. and Canyon Blvd. Sidewalks.

ODOT Right of Way Region 5 Tech Center Leslie Hasse has informed the City that they have four revisions to legal descriptions that need to be included in the resolution. The four descriptions (Exhibit A) are attached along with the resolution. These revisions have been negotiated with the property owners and have various reasons for the changes as follows:

- 7659009 is correcting the calls in the variable width table;
- 7659015 is increasing the temporary easement to allow concrete matching in the breezeway;
- 7659017 is increasing the temporary easement to move a utility;
- 7659018 is removing the permanent easement and increasing the size of the temporary easement.

In my conversation with Ms. Hasse earlier in the week, ODOT planned to do the final inspection on Thursday, January 9, 2014; they expect to start making offers to the property owners by the end of this month.

**RECOMMENDATION:**

The John Day City Council adopts Resolution No. 14-715-01.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** January 9, 2014

**SUBJECT:** Discuss and Accept Recommendation from the Citizens Advisory Committee for the new Fire Station regarding the selection of a Bond Counsel

Attachments:

- Proposals to Provide Bond Counsel Services from:
  - ❖ Hawkins Delafield & Wood LLP
  - ❖ Orrick, Herrington & Sutcliffe LLP
  - ❖ Sussman Shank LLP

**BACKGROUND:**

The City of John Day sent out solicitations for a qualified bond counsel to assist the City with the issuance of bonds to finance the capital construction of a new fire station to six firms on November 22, 2013. We received proposals from the following three firms:

- Hawkins Delafield & Wood LLP
- Orrick, Herrington & Sutcliffe LLP
- Sussman Shank LLP

On January 7, 2014 the Citizens Advisory Committee for the new fire station reviewed the proposals and picked the top two candidates being Hawkins Delafield & Wood LLP and Orrick, Herington & Sutcliffe LLP. It was the consensus of the Committee to conduct a telephone interview with the top two candidates on Thursday, January 9, 2014. The Committee selected Fire Chief Ron Smith, Rural Fire Board Chair Rob Batten and the city manager to conduct the telephone interviews. Rural Fire Board Chair Rob Batten was directed to call the references and clients of the two candidates. City Manager Gray and Rob Batten stated they would develop a list of interview questions for the two candidates.

The interviews were scheduled for Thursday, January 9<sup>th</sup> at 9:30 a.m. and 4:00 p.m., as such the interview committee has not completed their interview process at the time of this agenda. The interview committee will, however, have a recommendation for you at Tuesday's council meeting.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** January 9, 2014

**SUBJECT:** Discuss and Appoint a Budget Officer  
Attachment:

- FY 2014-2015 Budget Process Schedule

**BACKGROUND:**

Oregon Budget Law requires taxing districts to appoint a budget officer each year. The John Day City Charter states the city manager shall prepare and transmit to the council an annual city budget.

Attached is the FY 2014-2015 Budget Process Schedule, the first meeting of the John Day Budget Committee has been scheduled on April 1, 2014.

**RECOMMENDATION:**

The John Day City Council appoints City Manager Peggy Gray as the budget officer for the fiscal year 2014-2015.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** January 9, 2014

**SUBJECT:** Reappoint Chris Cronin, Mike Cosgrove and Mike Miller to the John Day Budget Committee

Attachment:

- Current Budget Committee Roster

**BACKGROUND:**

Chris Cronin, Mike Cosgrove and Mike Miller's terms on the John Day Budget Committee expires on the 1<sup>st</sup> council meeting in January 2014. Chris Cronin, Mike Cosgrove and Mike Miller have agreed to serve another term to expire January 2017.

Carolyn Stout's term also expires on the 1<sup>st</sup> council meeting in January 2014; I have left her a message asking her if she is interested in seeking another 3-year term.

**RECOMMENDATION:**

The John Day City Council reappoints Chris Cronin, Mike Cosgrove and Mike Miller to the John Day Budget Committee terms to expire January 2017.

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** January 9, 2014

**SUBJECT:** Discuss Setting a Date for a Council Goal Setting Work Session  
Attachments:

- Minutes of the January 22, 2013 Goal Setting Session

**BACKGROUND:**

It has been a year since our last goal setting session. I've attached the minutes from last year's goal setting work session for your information and review.

Last year we held the work session before the regular council meeting of January 22, 2013.

**TO:** John Day City Council  
**FROM:** Peggy Gray, City Manager  
**DATE:** January 9, 2014  
**SUBJECT:** Other Business and Upcoming Meetings  
Attachments:

- LOC Bulletins
- Public Works Department 2013 Report

**OTHER BUSINESS:**

1. Attached is the December 13, 2013, December 20, 2013 and the January 3, 2014 LOC Bulletins for your information and review.
2. Public Works Director David Holland will give an update on the survey completed by Benchmark Surveyors regarding the gravel lot east of City Hall. Attached you will find a report showing the activities completed by the Public Works Department for 2013.
3. Sergeant Richard Gray was sworn in as Police Chief in front of his family at City Hall on December 26, 2013. Effective January 1, 2014 Richard Gray is officially John Day's new Police Chief. Police Chief Richard Gray will be attending the annual Police Chief's Conference in Seaside, Oregon the week of January 13<sup>th</sup>.
4. As Police Chief Gray will be at the Police Chief's conference; Dispatch Supervisor Valerie Luttrell will give the City Council a report on the activities of their respective departments for the 2013 calendar year at this council meeting.
5. The City of John Day will be hosting the LOC Small Cities Meeting on Thursday, January 16, 2014 from 11:00 a.m. to 1:00 p.m. All City Councilors are invited to attend; lunch will be served.
6. The City has advertised to fill the vacant police officer's position. We received ten applications for the position and will be interviewing four applicants. Due to conferences and training schedules, the interviews will not be conducted until the last week of January.

**UPCOMING MEETINGS AND EVENTS:**

January 16, 2014	11:00 a.m. – 1:00 p.m. Council Chambers	LOC Small Cities Meeting
January 27, 2014	10:00 a.m. – 2:00 p.m. Burns	SEACT meeting
January 28-30, 2014	tentative dates for police officer interviews	
January 28, 2014	7:00 p.m. Council Chambers	Regular City Council meeting