

**CITY OF JOHN DAY
CITY COUNCIL MINUTES
JOHN DAY, OREGON**

October 8, 2019

COUCILORS PRESENT:

Ron Lundbom, Mayor
Shannon Adair, Councilor
Gregg Haberly, Councilor
David Holland, Councilor
Elliot Sky, Councilor
Paul Smith, Councilor

COUNCILORS ABSENT:

Steve Schuette, Council President

STAFF PRESENT:

Nicholas Green, City Manager
Aaron Lieuallen, Senior Project Manager
Chantal DesJardin, Secretary

Monte Legg, Public Works Director
Anna Bass, Solutions CPAs (City Recorder)
Daisy Goebel, Associate Planner

GUESTS PRESENT:

Rudy Diaz, Blue Mtn. Eagle
Heather Rookstool, Java Jungle
Allison Field, GC Economic Development
Nancy Moffit, Clarks Disposal
Farrell & Kahli Clark, Clarks Disposal

Hannah Hinnman
Sherrie Rininger, etc.
Darin Toy
Alva & Margie Conlee, John Day

Agenda Item No. 1—Open and Note Attendance

Mayor Lundbom called the meeting to order at 7:00 pm, noting everyone was present except Councilor Schuette who was absent and excused.

Agenda Item No. 2—Approval of Prior City Council Minutes

There were several grammatical changes noted. Paul ask to include the estimated time of adjournment.

Councilor Holland moved to approve the August 27th minutes, as amended. The motion was seconded by Councilor Sky and passed unanimously.

Councilor Adair move to approve the September 10th minutes, as presented. The motion was seconded by Councilor Holland and passed unanimously.

Agenda Item No. 2—Appearance of Interested Citizens

Mayor Lundbom welcomed the audience and asked if anyone would like to add anything to the agenda. *None appearing.* Mayor Lundbom noted the city hired Daisy Goebel as Associate Planner in the planning department due to the increasing number of land use applications. Daisy introduced herself and noted she is excited to come on with the city. Lundbom also noted that it was requested they move Item 5 before Item 4.

Agenda Item No. 5—Clark’s Rate Increase

Green noted the request letter was included in the agenda; Nancy Moffitt asked if anyone had any questions. Mayor Lundbom asked how it was going, particularly with recycling. Moffitt reported they accept recycling at the transfer station including: cardboard, newspaper, paper, oil, and e-cycle. Councilor Sky asked if they had plans to do residential recycling; she stated they do not because it would cost too much, they do not have enough customers.

Consensus among the council was to move forward with drafting a Resolution to approve the rate increase, effective in the coming January, noting it had been three years since the last increase.

Agenda Item No. 4—Consent Agenda

Councilor Adair moved to approve the consent agenda. The motion was seconded by Councilor Smith and passed unanimously.

Agenda Item No. 6—Resolution No. 19-825-26 – A Resolution Approving a Loan Between the City of John Day and John Day Urban Renewal Agency

City Manager Green reviewed the information included in the agenda memo.

Councilor Holland moved to approve Resolution No. 19-825-26, A Resolution Approving a Loan Between the City of John Day and John Day Urban Renewal Agency. The motion was seconded by Councilor Haberly and passed unanimously.

Agenda Item No. 7—Housing & Community Investment Strategy / Final Logo & Branding Package -- ECONorthwest

City Manager Green reviewed the information presented in the agenda memo and highlighted information in the attachments. In the Community Investment Strategy, he reviewed the additional Focal Areas and Actions in Exhibit 1: greenhouse industry and existing business development and support, along with those included in the strategy for growth and explained ways Arts and Culture are considered throughout. Green briefed through the Housing and Community Development Analysis, noting it would come back for discussion in the future. He touched on the objectives of a housing policy and what kind of takeaways each chapter focuses on. Green emphasized a few charts that guide some of the parameters including: constraints to buildable land in Exhibit 3 (a typo was noted), which helps shape the important figures in Exhibit 9 showing maximum growth. Green reviewed the statistics included in Section 3; several people noted that there were more government assisted housing units than reported. Green noted they should look into what additional units that are single family dwellings might exist and update the report. Green also reviewed the growth scenarios outlined in Exhibit 49. He highlighted how the assumptions in Exhibit 45 guided the analysis in Exhibit 47. Councilor Sky asked how that was determined; Green replied it is based on a federal formula based on what share of income could affordably be devoted to housing, around thirty percent. Noting the modifications that were mentioned about available housing types, Green reviewed the implications included from Exhibit 47. He stated the remedial action is to provide market rate housing, which the URA Housing Program incentivizes; they also need to address how they will provide adequate affordable housing at the low end of the spectrum. They could reconfigure the existing housing stock to get greater density and higher

quality through various methods. Green noted the report also includes a summary of projected demand under the various growth scenarios and how to implement a concerted housing policy, which the council needs to look into at a later date. Green emphasized they would have to work hard in order to achieve the higher growth scenario and the more likely outcome is that they will get back to the population of the 1980's. There was discussion about the various factors that have contributed to the lack of housing development and the data that is used to determine population forecasts. Green noted the prospectus is a story of the community, including history and forward-looking efforts. There was discussion about utilizing the prospectus, noting they are costly to print but could be made available such as to realtors for prospective home buyers. Green stated they actually used the PowerPoint template to discuss the new brand and walked through that presentation that was included in the agenda packet. He suggested the idea is to get the logo out to local businesses to use, if they choose, in order to further facilitate getting John Day brand awareness. There were several comments about support of this logo compared to previous versions. Green noted they will continue to work and tweak the logo to keep stride with the city's efforts.

Agenda Item No. 8—Aquatic Center Study Professional Services Agreements

City Manager Green reviewed the grants recently awarded from OPRD and how they anticipate expending those funds as detailed in the agenda memo. The smaller planning grant will fund the final analysis including assessment of Gleason pool, along with associated options and options for a new aquatic center. This information will be used to determine the best approach forward and impact who exactly will be voting, but make sure that voters have a clear picture of what they are voting on, the financial impacts, along with potential gains and losses. Green noted in Walker Macy's proposal, the option to add up to \$5,000 to do a more professional end product to help capture the vision like the prospectus did. Councilor Sky asked when the optional add on would be decided; Green noted it would be at the end after they have received the technical memo. Councilors noted it was the professional course to go in order to address the questions regarding the future of Gleason Pool and they appreciated the work Green did to receive the grant. Green highlighted that, as outlined in the agenda memo, they are continuing to work towards figuring out exactly "gaining an interpretive center" means- what it would look like, how would it be structured and what benefits it would provide to the community in addition to a new pool. There was discussion about including language regarding the sale of city land to the state for building an interpretive. Green noted it cannot be included in the ballot measure but rather in the sale agreement. Mayor Lundbom noted all the state parties involved in efforts as outlined in the agenda memo.

Councilor Smith moved to approve the professional services agreement with SDAO and authorize the City Manager to sign all future contract documentation as appropriate/required to execute the agreement. The motion was seconded by Councilor Sky and passed unanimously.

Councilor Sky moved to approve the professional services agreement with Walker Macy and authorize the City Manager to sign all future contract documentation as appropriate/required to execute the agreement. The motion was seconded by Councilor Haberly and passed unanimously.

Agenda Item No. 9—Oregon RAIN

Allison Field from Grant County Economic Development noted RAIN stands for Regional Accelerator and Innovation Network and is a non-profit organization. She noted that she met the Executive Director at a training she attended and recapped some of the background information included in the agenda memo.

She added that their office is able to assist but their capacity is limited, and local entrepreneurs need so much help and the expertise that Oregon RAIN offers is a wonderful opportunity. Field reviewed the funding needed to supplement the Ford Family Grant outlined in the agenda and the attached PowerPoint presentation. It will be the venture catalyst's job to find those who may not even know their entrepreneurs and create an entrepreneurial culture in the Grant County area. They suggest trying the approach out for a couple years then reassessing whether it works in the community. The catalyst will compile data about the culture in our area to help cater to each communities' entrepreneurial needs for success. City Manager Green reviewed their "Impact" slide that outlined the culmination of their efforts across four counties over the last four years. Field noted they had previously been doing work in rural areas, but this will be their first effort on the east side and a good opportunity for the region. For success start ups and entrepreneurship a larger collaboration is needed to help overcome barriers.

Councilor Adair moved to recommend funding the program for a not-to-exceed amount of \$10,000 in this fiscal year and evaluate the program and its cost-sharing for FY21 based on local participation rates. The motion was seconded by Councilor Sky and passed unanimously.

Agenda Item No. 10—Grant County Fairground Proposal

City Manager Green reviewed the information included in the agenda memo. Green noted to create a recreation area and central attraction around the John Day River, the fairgrounds book ends the city's property and is an integral part of town. This is exactly the kind of co-investment with the county that they have discussed and expressed interest in pursuing. Councilor Sky asked what the county has brought forward in terms of desire to make improvements and changes; if they do the study, what money is there to invest. Allison Field noted the county is on board with co-investing in the assessment and her office can assist in securing grant funding. She isn't sure about other available funds that are currently being set aside from the general fund; but they are continuing to have conversations about how money could be spent. Mayor Lundbom noted the concern is that another roll of plans will sit on a shelf, thousands of dollars were spent, and no action followed. Field noted that this assessment will give them the information to move forward in a phased-out project and prioritizing aggressive fundraising efforts. Councilor Adair noted the damage to the pavilion is putting pressure on the court to take actions; it was noted the flooring and lighting are currently being addressed. Mayor Lundbom reported comments that had been made regarding concerns that the county has not made significant contributions for the facilities and that most investments have been by private investors. Field noted they are collaborating to move forward. Green noted they should do what they can to help the county to facilitate impact on the ground. Councilor Smith noted that the current staff are initiation progress and it speaks to a good outcome with the whole property, including the east end. There was discussion about the current revenue generated from the Grant County Fair and the positive impact on John Day, let alone the opportunities for greater revenues with the right investment.

Councilor Sky moved that the City of John Day share in the cost, approximately \$15,000, for the fairgrounds project to create a development plan with EcoNorthwest. The motion was amended to include clarification that the total shared cost would be \$31,500. The motion, as amended, was seconded by Councilor Adair and passed unanimously.

Agenda Item No. 11—Downtown Parking & Report on Main Street Conference

Councilor Adair reported that the conference was great, Kim Randleas and Allison Field also attended so they were able to split up and make the most of it. She commented that the grant the city has received

in the past is a small part of the program. She was able to attend a session on parking; from that, she surmised that currently the capacity exists, it's just a matter of knowing where it is, so addressing signage and concerns while still planning for growth is what she feels they should work on. The goal isn't to create a lot of parking right on main street, but rather encourage people to stop and walk around the downtown experience rather than create total capacity parking at each business. City Manager Green added that investments in parking should have a purpose and facilitate those outcomes—increasing foot traffic downtown therefore increasing customers at businesses. The two options currently on the table include the old Wright's parking lot, which is clearly visible from the highway and provides a stopping point. Due to its size and location it would be a good spot for public restrooms, which the city doesn't currently have; there is a willing seller for \$60,000 so they could move forward. The other place that is in process is the reconfiguration and sell of the old city hall lot to OTECC. There will be some parking and up to two electric charging stations from OTECC's investment following the sale; this addresses travelers from the south. The city also has a poorly configured large parking lot at city hall which could provide parking on the east side of downtown. They could improve signage, create public restrooms, and improve the customer visiting experience. The other vacant lot that has been discussed is the one behind Dreamer's Lodge and could be utilized for employee parking. Additionally, there were ways to utilize the alley space without additional land acquisitions to provide more parking. Green concluded that as it stands both the west and north lot have property owners that are willing to discuss selling, so the city could move forward if they move some money around. Councilor Smith commented on the impact that appropriate signage could have on addressing current issues. Councilor Adair also spoke about how they could incorporate social media and technology, in addition to physical signs. There was discussion about the Elk's Lodge parking lot, Green emphasized the city should let the current proceedings run their course and is not currently an option and the city should not be directing the public to utilize a private parking lot. Mayor Lundbom asked if the intention would be to just purchase or also develop the lots; Green advised they acquire with the intent to develop. There are options through a local improvement district, city funds, and grant funds to improve then decide as a collective community what they should be. Councilor Adair noted there is not yet a clear consensus from the merchants, they have been able to gather a lot of information recently, but it has been difficult to disseminate. An improvement district could require merchants to pay in, so they need to be involved and informed; they will continue to work on finding the best way to communicate with merchants. Green proposed the city do a Phase 1 environmental on the properties they are interested in acquiring, finalize a price, do a purchase and sale agreement, finalize a funding package, and once closed, use that investment to apply for grants to do improvements, then recover a portion of the loan costs through a local improvement district and potentially other local revenue options so the street fund is not the only source of repayment on the loan. The street fund is not healthy, and they should avoid that situation. Councilor Adair asked if he thought it was prudent to spend money on a parking needs assessment; Green replied they are small acquisitions and the alternative is the properties stay vacant or business development exacerbates the parking and traffic issues. There was general support of moving forward, some councilors seemed hesitant to acquire the north lot just to provide employee parking. Councilor Holland noted the city has done a lot over the years for downtown businesses that has gone unappreciated and many of which have not reciprocated with co-investment in the past; he would be in support of moving forward with it was a joint effort. Councilor Smith asked Sherrie Rininger what the Chamber's position was on the parking as an integral partner; she replied the old Wright's property is an excellent place. The problem she foresees with the downtown businesses is there are some that can't afford to chip in and pay for improvements and some that don't want to; there was a lot of push back when they discussed the cost of parking improvements. She feels that anything the city can do that is not going to incur a huge cost to the merchants, could alleviate some of the problems downtown. As a business owner downtown, she would really appreciate it and can't think of a better use of funds than

going into downtown improvement. Green added that an example of ways businesses can contribute would be if for example the city provided employee parking across from US Bank, they could change the direction of their parking, move employee parking spaces and open up parking to those beyond bank customers. Working within the existing spaces to make them more functional and better serve everyone would be the goal. Councilor Adair expressed concern that the north lot development would remove the space that is currently used frequently by long trucks staying at the motel. Council asked Green to come back with a notional development package that includes costs, for the three properties discussed. There were comments made that merchants likely would not contribute \$25 per month, because several had balked at \$25 per year in previous discussions. Several merchant representatives suggested talking to those property owners who have open lots that could be better utilized for parking. Green noted it's important to remember the street fund must be invested in all thirteen miles of street they manage and it's important to balance their investments throughout town. Councilor Sky asked Councilor Adair for a consolidated summary of information they gathered at the conference. Hannah Hinman asked if any of the sites are just a portion of a bigger opportunity and by purchasing to partially develop now would be followed by a need for redevelopment as the other portions came available in the future, leading to potential waste. Green noted the opportunity cost, similar to investing in Fairground planning, leads to a good argument for making investment now. Councilor Smith asked about the transient room tax, asking if it was a fully committed fund, to whom and for what. City Manager Green noted the city could implement their own transient room tax to invest in parking and signage; a moderate rate of four percent could garner \$50,000 a year towards improving tourism related infrastructure.

Agenda Item No. 12—Wastewater Treatment Plant Update & Report on WEFTEC

City Manager Green reviewed the information included in the agenda. He noted it was a planned investment, but they are a little ahead of schedule so he will bring the necessary supplemental budget forward at the November meeting, that will also include the changes discussed tonight. Green reported on some of the experiences and information gathered at the conference; he recommending they send people in the future; it was worth attending and offered courses for continued education that can be hard to get. Mayor Lundbom emphasized that Green was asked to speak on a platform he shared with the World Bank and the country of New Zealand.

Agenda Item No. 13—Resolution No. 19-826-27 – A Resolution to Increase System Development Charges for Calendar Year 2020

City Manager Green reviewed the information included in the agenda memo. He clarified for Councilor Holland that the rates included maintains a sewer SDC's at sixty percent of an ERU; but they should up it to the full amount along with any recommended adjustments based on changes and assumptions garnered in the update to the study. It is clear the SDC rates were not determining growth.

Councilor Smith moved to approve Resolution No. 19-826-27, A Resolution to Increase System Development Charges for Calendar Year 2020. The motion was seconded by Councilor Adair and passed unanimously.

Agenda Item No. 14—Other Business & Upcoming Meetings

Mayor Lundbom reported on the LOC Conference; John Day received an award for excellence. He highlighted some of the information learned about the planning for Cascadia and anticipated impact on central and eastern Oregon. He also reviewed the upcoming meetings. City Manager Green reported the

city was one of the ten awarded, out of over 200 nationwide, the Recreation for Rural Communities Grant. He gave a brief summary of the scope of work the national planning team would be doing; a wonderful opportunity for John Day and good indicator they are on the right track. The team should be on the ground in March or April. Mayor Lundbom encouraged everyone to attend the November 12th meeting and checked in with staff. *There were no further comments.*

Adjourn

There being no further business before the council, Councilor Haberly moved to adjourn the meeting at 9:12PM. The motion was seconded by Councilor Holland and passed unanimously.

Respectfully Submitted:

Nicholas Green
City Manager

ACCEPTED BY THE CITY COUNCIL ON NOVEMBER 12, 2019

A handwritten signature in black ink, appearing to read 'Ron Lundbom', written over a horizontal line.

Ron Lundbom, Mayor