

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

March 9 ,2021

COUNCILORS PRESENT:

Ron Lundbom, Mayor
Paul Smith, Council President
David Holland
Shannon Adair
Elliott Sky
Heather Rookstool
Gregg Haberly

COUNCILORS ABSENT

CITY STAFF PRESENT

Nicholas Green, Executive Director
Lindy Berry, Secretary
Anna Bass, City Recorded (virtual)
Chantal DesJardin, Senior Acct Clerk (virtual)
Daisy Goebel, Associate Planner (virtual)

Aaron Lueallen, Project Mgr (virtual)
Monte Legg, Public Works Director (virtual)
Don Gabbard, Fire Chief (virtual)

**GUESTS PRESENT (VIRTUAL UNLESS INDICATED
AS IN-PERSON)**

Stephanie LeQuieu (in person)
Sarah Brown (in person)
Michael Durr (in person)
Joe Bellinger (in person)
Sylvia Ross (in person)
Sherrie Rininger (in person)
Lisa Weigum
Allison Field

Rich Lallatin
Didgette McCracken
Logan Bagett
Dawn DeGrande
S
ER
15416201125
15416203608
15037047541

Agenda Item No. 1—Open and Note Attendance

Mayor Lundbom called the meeting to order at 7:04p.m., noting everyone was present.

Agenda Item No. 2—Approval of Prior Minutes

The minutes from the February 9, 2021 meeting were presented for approval.

Councilor Adair moved to approve the February 9, 2021 minutes. The motion was seconded by Councilor Smith and passed unanimously.

The minutes from the February 23, 2021 meeting were presented for approval.

Councilor Adair moved to approve the February 23, 2021 minutes. The motion was seconded by Councilor Rookstool and passed unanimously.

Agenda Item No. 3—Appearance of Interested Citizens

Mayor Lundbom welcomed the audience and asked if there was any business to add to the agenda. City Manager Green noted the discussion of city vehicle policies and introduced Lindy Berry, new cashier/secretary.

Agenda Item No. 4—Consent Agenda (7:05 PM)

City Manager Green reviewed the Consent Agenda to appoint Sarah Brown to the Planning Commission and Budget Committee for a three year-term.

Councilor Holland made a motion to approve the consent agenda. The motion was seconded by Councilor Adair and passed unanimously.

Action Item No. 5—Thadd’s Place Presentation (7:06 PM)

Councilor Smith introduced Sylvia Ross, Director of Home Health and Hospice. Thadd’s Place was started in 2019 following the death of Thaddeus Thompson. Mrs. Ross provided a brief background and informed the Council that 11 volunteers have completed training and Thad’s Place began seeing clients in office, last month (February 2021). There was a need in Grant County for these services as many residents were driving to Portland or Boise. Mrs. Ross introduced board member, Joe Bellinger who shared some personal background and reiterated that there was a need in the Community for grief counseling. Mr. Bellinger shared that they will be holding a Golf and Gala fundraiser this year on June 26, 2021. Pamphlets on the Golf and Gala as well as a pamphlet on Thad’s Place were provided to the Council. Several Councilors inquired about how to utilize the services provided. Mrs. Ross recommended calling directly to schedule an appointment or to refer someone who may be in need. A few Councilors shared personal experiences and agreed they are grateful to have this service available to the community. Councilor Sky asked to clarify if the counseling was limited to grief related to death. Mrs. Ross explained they are not limited to grief in relation to death. Mayor Lundbom thanked Mrs. Ross and Mr. Bellinger.

Action Item No. 6—Destination Ready Grant / Integrated Park System / RERC Updates (7:36 PM)

City Manager Green shared that the City won the Destination Ready Grant for restrooms. Recommended ordering the restrooms for the downtown and Hill Family Park simultaneously as it may be more cost effective. The City will most likely use Public Works for utilities at the downtown location. Paused to ask for questions. Councilor Sky asked about an estimate for the cost of restrooms. City Manager Green provided information from an estimate provided a year ago, \$5,000- \$6,000 for utilities if completed by City Public Works and about \$35,000 for the modular restrooms.

City Manager Green presented bridge designs and quotes. Images of designs were provided to Councilors in their packets to review. City Manager Green presented the truss style bridge, rail car (RFC) and rolling barge. Councilor Sky inquired about the total cost. City Manager Green invited Aaron Leiualien to share cost estimates. The foundation cost would be similar for all styles, install costs would vary. Staff and engineers are recommending the RFC bridge. It has the highest gross vehicle weight (GVW) and the foundation for the rail car can be poured in advance. It would need to be set with a

crane. Once set, the bridge is bolted on and can be used immediately. RFC will sandblast and paint the bridge in any color the Council chooses- powder coat it or leave it unpainted. CNC metal work can be added to the bridge rails and they will customize any attachments needed for utilities (i.e. reclaimed water, sewer) that can attach to the bridge. This is a functional design that will be low maintenance but can still be made to look unique with the addition of metal work and/or landscaping at the bridge entrances. It can also be used for emergency ingress/egress if needed. Councilors agreed the bridge from RFC appears more durable and could be made more attractive. Mayor Lundbom called for a motion.

Councilor Adair made a motion to approve the purchase of the RFC. The motion was seconded by Councilor Sky and passed unanimously.

Councilor Sky asked when to expect completion. City Manager Green would reach out to Joe to have it ordered the next day. The estimated timeline is 6 weeks to receive after ordering. He also recommended using the crane that is currently here to remove the current bridge and clean up the site. The debris catch could be removed and the deck secured. Mayor Lundbom clarified if the Johnsons' would be helping. City Manager Green explained they would assist with the re-decking. Councilors agreed with the recommendations made.

Mayor Lundbom stated there should be discussion regarding procurement of the restrooms. Councilor Holland recommended bidding out both options. There was no opposition.

City Manager Green briefly discussed the idea of a Vision Group for the RERC. Mayor Lundbom invited Sherrie Rininger to comment on the vision for involvement from The Chamber. She expressed a desire to be involved and collaborate. City Manager Green suggested a study session and welcomed community involvement. There was discussion about involving a diverse group from the community to have continued involvement. Councilors agreed seven to ten community members would be ideal and suggested requesting a letter from interested people.

Mayor Lundbom asked if there was any other business. *None appeared.*

Action Item No. 7— EDA Grant Update & Recommendations (7:45 PM)

City Manager Green shared that the application was adjusted multiple times at the request of the IRC. The changes to the application included removing Ironwood Estates jobs and requiring OTC to competitively bid the application. Doing so eliminated half of the required match and removed the private sector job creation. The application was resubmitted on January 7th and City Manager Green received a carry forward letter in response. This letter detailed changes that should be made to meet the requirements of the grant. City Manager Green and Valerie Maynard consulted with FirstNet for a quote to make the consoles and radios compliant for FirstNet. The FCC licensing requirement has been met and proof will be submitted in the response to the carry forward letter. The response will clearly lay out the need for broadband providing examples from businesses. While there is no legal limit to the amount of debt that can be taken on, repayment is a concern.

City Manager Green asked for direction from the Council regarding the location, whether or not to sign a 15-year lease or to purchase and hold title of a building. The City would be responsible for procurement of the property on behalf of the Cyber Mill as the Cyber Mill does not exist as a nonprofit yet. Mayor

Lundbom asked if it would be best to sign a lease to see if the award can be secured. City Manager Green stated that the lease or purchase could be made contingent upon securing the Grant. He also explained that his calculations show leasing the building for 15 years would equate to almost double the purchase price in addition to making improvements. It is a better overall value to purchase the building. Councilor Sky asked about the costs that could be recouped if the property was purchased then sold. City Manager Green said the budget of \$100,000 for tenant improvements would provide for upgrading bathrooms, new paint, new flooring, windows, and lighting on the first floor. All funds would be coming from the grant. City Manager Green clarified the match provided by the City would be \$20,000 all in. Several councilors agreed this would be a wonderful way to clean up a building downtown and provide for the community. Audience member, Mrs. Lequieu asked about the response to the application in regards to COVID nexus, looking for some additional clarification. City Manager Green stated he believes providing some very explicit examples for the impact on the community would help.

Councilor Rookstool stated concerns about purchasing a building after hearing concerns from residents about the progress on the Weaver Building. City Manager Green stated the property was abated from harmful materials and the new owner is continuing to make improvements as required within the 5-year timeline for the URA. Audience member, Mrs. Rininger said she had looked at the building and they received bids to renovate. From her experience, she has concerns about the cost. City Manager Green clarified some of the financials and explained that because of the grant the City has access to funds that the private sector does not have. Private investors are not getting involved at this time and City Manager Green reiterated this is not a City project, but on behalf of the Cyber Mill.

Mayor Lundbom invited Allison Field to speak. She stated the EDA Grant would bring John Day “to the table” and be a premiere location to improve the downtown area. It is a better overall value to purchase the building. The long-term plan would be to improve the upstairs as well while using the first floor for the cyber Mill. She also stated this is something the Cyber Mill is requesting of the City. She welcomed Didgette McCracken to comment. Mrs. McCracken agreed this is how a John Day site could be established to help the community. Councilor Adair clarified, the Council would be using their tools to access the grant, but the Cyber Mill would be taking on the risk to fund the project and sustain the operation. Councilor Smith asked about the funds already used towards the project. Manager Green explained that the funds were used towards the design work for the space and the brand. Plans have been created for tenant improvement. Councilor Rookstool asked if the County has completed their portion. Mrs. Field stated they are waiting on the County, but should have a response in a few weeks. Councilor Smith asked about where the funding would come from for daily operations. Mrs. Field explained that they presented on this and they have sample budgets available. The ultimate goal is to be sustainable and operational. Councilor Adair asked if they’ve raised money already. Mrs. McCracken answered that they have, and they are working towards funding the site to be sustainable. Councilor Smith reviewed a survey stating a large percentage of community members feel this is needed in the community. Audience member, Mrs. LeQuieu spoke about Oregon Rain assisting in staffing the Cyber Mill as that was a concern presented. Councilor Smith circled back to the discussion about renting for the 15 years. Councilor Holland stated it would not be cost effective to lease the building and with the grant covering a substantial percentage of the cost, this is a great opportunity.

Audience member, Mrs. Rininger asked how many people received the survey in regards to the Cyber Mill. What age group? What are the actual numbers? Mrs. McCracken stated that the survey went out on social media, and out to many physical locations throughout the community. She explained that an effort was made to distribute the survey as far and wide as possible. They received 300 responses with

no limitations on age ranges or socioeconomic status. Mrs. Field added that they have attempted to get the most accurate response to serve the community.

City Manager Green reiterated that only putting in 10% of the cost and helping a local nonprofit is a great opportunity. Several councilors agreed. Mayor Lundbom stated that it seems everyone agrees to purchase the property.

Councilor Adair made a motion to incorporate the purchase of the building into the EDA grant contingent on the grant being awarded. The motion was seconded by Councilor Sky and passed unanimously.

Action Item No. 8— USDA Grant– Oregon Rain (8:31 PM)

City Manager Green invited Stephanie LeQuieu to present. Stephanie LeQuieu stated the RBDG program would allow for funding some other projects as well. The City needs to be the applicant for the RBDG Grant as the County has previously taken advantage of this. City Manager Green stated the city would have minimal involvement and that it would be a great opportunity to keep Rain in the community. He stated that he would add a \$49,000 revenue and expenditure to the community development fund for next fiscal year.

Mayor Lundbom and City Manager Green thanked Mrs LeQuieu.

Action Item No. 9— CDBG Small Business & Microenterprise Program (8:35 PM)

City Manager Green explained that the CDBG reached out directly to the City as there is an available grant for this area. The City must work with a 501(c)(3) non-profit organization as a sub-recipient to administer the program. There are two different programs- microenterprise and small business. Microenterprise means a commercial enterprise that has five (5) or fewer FTE, including one (1) or more who owns the enterprise; Small Business means a business that is independently owned and operated. He recommended the Grant County Economic Council to administer the program. Councilor Sky inquired about the time period. City Manager Green explained that there is a 12-month period and the nonprofit would be tasked with assigning use of the funds. Application for the program can be made more than once.

Councilor Adair asked what the cost to the City would be. City Manager Green stated he believes the cost would be about \$5,000. The cost would not be reimbursed to the City. Council agreed that this is a good idea for the community to keep businesses open. Stephanie LeQuieu provided an example of a grant they've worked on and that the need is still there. Councilor Adair asked if one program would encompass both microenterprise and small business. City Manager Green recommended speaking with Allison Field to further evaluate possible options as it may be possible to apply for both. Several Councilors agreed this would be a great opportunity to help businesses in the Community. Councilor Smith expressed some concerns, but agreed this would be beneficial for the Community. City Manager Green reiterated that the City would have some work, but the nonprofit would be taking on the majority of the work. Mayor Lundbom asked if the \$2,500 would be enough to make a difference. City Manager Green clarified the \$2,500 is per employee. City Recorder, Anna Bass asked about the cost to employ a grant specialist and where the money would come from. City Manager Green estimated \$2,500 to \$5,000, but he would need a quote. He added that he just recently learned the City will be receiving about \$350,000 from legislation that has recently passed. This money is specifically for infrastructure,

staff and programs. City Manager Green recommended having a study session and circled back to the idea of the money coming from this new legislation that has passed.

Councilor Smith asked about the status of the Grant County Economic Council. City Manager Green stated that the GCEC is looking to add more members. He would like to see more nonprofits in the Community and have more Community led projects. Councilor Adair asked when a decision needs to be made. City Manager Green will be researching and requested to come back to the Council meeting on the 23rd with additional information. Councilor Smith asked if the Grant County Economic Council is a 501C3. City Manager Green confirmed this and stated this could benefit the Grant County Economic Council and allow them to grow. Mayor Lundbom asked for a consensus. Councilors agreed to review at a study session.

Action Item No. 10— Housing & Community Development Study Session— Next Steps (8:55 PM)

City Manager Green stated that if the 100 homes are built, everyone will benefit. There would be a reduction in waste water rates by \$15 per month. The City is incurring costs as we see a reduction in the population. To keep things affordable, it is important to have stable revenue. Councilor Sky was disappointed in the reception of the plan by the County Court. Councilor Smith agreed and shared an excerpt from an article stating COVID19 has been an accelerant for people seeking the simplicity of a small-town lifestyle. Several Councilors shared personal insights and beliefs. Councilor Haberly agreed that people are relocating to the area because they like the way of life here. Councilor Adair shared that she had reached out to the County and has yet to receive a response. Councilors agreed it is important to continue to ask for action. Mayor Lundbom suggested having a group of Community members to approach the County. He expressed that there is a need for broadband and for more housing.

City Manager Green stated the City is back at the population they had in 1970. The County has lost about 1,000 residents, 350 residents from John Day alone. Looking at the financials, the declining population cannot be responsible for the costs. The school board is below 600 and could benefit greatly as well. Councilor Smith stated there seemed to be 3 issues brought forward from the County including other Cities would need to be helped if John Day received help, confusion about the idea of public-private partnerships and confusion regarding taxes. Council agreed that it would be great for the County if all Cities were to receive assistance from the County if needed. City Manager Green clarified when he stated taxes go up, it was in regards to the tax money for the County, not the cost to individual taxpayers, but the amount of taxes collected. He expressed some concern that leaving the Economic Development Office may have created conflict. The City left for budget reasons, but as a goodwill gesture the City could contribute. Councilors discussed the dollar amount requested from the County and City Manager Green reiterated that it was 1% being requested from the County. He explained it was an invitation to a study session. Councilor Rookstool asked about getting the community involved and meeting with the school board regarding decreasing enrollment. Councilor Smith recommended creating a proactive professional team to prioritize projects and make progress. City Manager Green shared the City has some partnerships that could greatly benefit the Community. He provided an example of a 3D home printer that has expressed interest in building 3D homes in John Day. Councilor Rookstool expressed that it's important for the Council to go out into the Community and truly represent the people that elected them while encouraging their involvement. Councilor Haberly stated it should be published that water and sewer rates would go down if there were most residents. Councilor Rookstool agreed that community members should see the costs laid out to simplify and create an understanding. City Manager Green said it's important to provide specific examples that services that people may want are not always sustainable to provide.

Councilors agreed for a need to pivot to a new approach- get the community to lead, so that the government is not always leading. Councilor Smith touched on his personal experiences and insight after joining the Council. He empathized with residents of the City in regards to the utility bill increases. City Manager Green brought up getting back to identifying sources of revenue. Creating more housing is a great avenue for this. He explained the City will lose market share to cities that are working together. He provided examples of cities in Oregon currently utilizing the URA and benefitting greatly. Councilor Smith asked the new Secretary, Lindy Berry to share about her reasons for relocating to the area. She provided a brief explanation that her family was seeking a slower paced lifestyle that Grant County allowed for. Councilor Sky agreed and shared his own experiences and desire for the City and County to work together to provide for the quality of life that residents of Grant County desire. Councilor Adair asked to move forward with a plan. City Manager Green tasked with working on finalization of the plan for the County. Councilor Sky reiterated that if we care about quality of life, we need to build more homes. City Manager Green felt that opening up the first 17 lots would allow for some much-needed growth. The Council again discussed the need for community involvement to move this forward. Mayor Lundbom confirmed there was no need to finalize bill grant that evening

Action Item No. 11— Other Business and Upcoming Meetings (9:41 PM)

Mayor Lundbom confirmed the Council had received the evaluation documents for City Manager Green. It was confirmed that evaluations would be due back by the next council meeting, March 23rd.

Mayor Lundbom invited Councilor Rookstool to discuss her addition to the agenda. Councilor Rookstool asked City Manager Green what he had learned. He shared that the City handbook does not prohibit nonemployees from riding in city vehicles. There may be changes and they will be addressed as needed.

The Council thanked City Manager Green for all of his hard work and encouraged him to continue to pursue grant opportunities.

City Manager Green expressed the need for a study session regarding the ordinance on enforcement. He pointed out there seems to be a misunderstanding about what the City does. It is complaint driven or an obvious violation. Councilor Smith stated they've struck a lot of the language from what was previously written and it's being revamped. City Manager Green stated that the Council does need to listen to the public and what they want. Several Councilors agreed.

Mayor Lundbom invited Chief Michael Durr to speak. He shared that the newest recruit just returned from the academy. He explained that he would have some things to present at a later date.

City Manager Green requested a study session prior to April 10th. Councilor Smith asked for clarification on what is going to be covered. City Manager Green stated the direction of the police department needs to be discussed, RERC strategy, the transient lodging tax and the budget. Council agreed to have a study session March 31st at 7:00 pm.

Mayor Lundbom asked if there was any other business. *None appeared.*

Councilor Adair moved to close the meeting at 9:53 PM. The motion was seconded by Councilor Sky and passed unanimously.

Respectfully Submitted:

Nicholas Green, City Manager

ACCEPTED BY THE CITY COUNCIL ON MARCH 23, 2021.

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

Ron Lundbom, Mayor