

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

October 26, 2021

COUNCILORS PRESENT:

Ron Lundbom, Mayor
Shannon Adair
Heather Rookstool
Gregg Haberly
Paul Smith
Elliot Sky (virtual)

COUNCILORS ABSENT

David Holland

CITY STAFF PRESENT

Nicholas Green, Executive Director
Lindy Berry, Secretary
Aaron Lieuallen, Senior Project Manager
(virtual)

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

Sherrie Rininger (in person)
Michele Parry
Kenley Boss
Mark Seder

Daniel Brown
Dawn
caller

Agenda Item No. 1— OPEN AND NOTE ATTENDANCE

Mayor Lundbom called the city council study session to order at 6:00 p.m., noting everyone was present except Councilor Holland who was absent and excused with Councilor Sky attending virtually.

Agenda Item No. 2— STUDY SESSION

City Manager Green reviewed the organization chart he had created based upon his meetings with the administrative committee. He briefly reviewed some of the changes and reasons for those changes. He emphasized the need for additional administrative assistance with the 43 grants submitted, completed or awarded for a total of \$44 million. He provided a brief description of each role and the purpose. The City was currently operating with 13 employees, a reduction in employees from 24 employees in 2016.

Councilor Rookstool inquired if they were to hire an additional front office staff, would City Hall be open 5 days a week? She inquired about the number of hours part time staff worked. City Manager Green noted that he believed once the Community Development Director was up and running City Hall could be open 5 days a week. Part time staff work about 32 hours per week with office hours Monday through Thursday 8:00 am- 4:00 pm.

Councilor Adair noted that the Planning Associate role had been filled previously, as well as the Community Development Director role. Mayor Lundbom shared with the council that during an

Administrative Committee meeting, City Manager Green reviewed his list of responsibilities. He felt it was important for the Council to be aware of the workload that City Manager Green had. Councilor Rookstool expressed concern about the administrative staff not being full-time roles. City Manager Green expressed the desire by staff to have more of a work-life balance. Mayor Lundbom asked staff about their perspective on work schedules. Council then debated and shared their own opinions regarding workforce problems and solutions based upon their own experiences. Councilor Sky noted that he believed it was important for the City to be flexible and think outside of the box to allow for better quality of life. Councilor Adair touched on her experience as a business owner, noting that she hired for the people, then the schedule. Mayor Lundbom inquired if the bigger issue was locating staff, or lack of a location to have a daycare. Councilor Sky shared that he felt both were difficult to address and noted that once they had completed

City Manager Green thanked the Council and noted that he had spoken with the League of Oregon Cities regarding the Community Development Director role. The Senior Account Clerk position would be posted shortly. The Planning Associate role would be posted at a later date. He noted that just in the last year, 2021, they completed 4 code amendments, 5 conditional use permits, 2 master planned developments, one site design review, as well as the upcoming site design review for the aquatic center. The amount of development activity occurring at that time was completely different from 5 years ago.

Aquatic Center

City Manager Green shared that on November 9th, they would have the design contract to review and sign for the aquatic center. They would also have the purchase and sale agreement to sell Gleason Pool to the State. He noted they were anticipating the \$1,000,000 for Kam Wah Chung that week. He briefly reviewed the budget in progress.

The budget includes \$2 million in grant proceeds from senate bill 5534. Those are 2023 lottery bonds. Once the obligations have been met for Kam Wah Chung, they're expecting \$200,000 remaining from the sale to contribute to the aquatic center. He recommended pursuing interim financing until the bond funded. He noted there was a commitment in writing from the State to reimburse the City for their costs outside of the costs associated with the interest for the interim financing. They could anticipate the pool opening 2023 if they were to do the line of credit.

Councilor Rookstool inquired when the bond would go out for a vote? City Manager Green answered that the bond would go out after July 1, 2022. He noted that the State has bonds for lottery which would be separate from the general obligation bond. The line of credit would temporarily be in place of the lottery bond. Funds would not be spent on construction without the passing of the local bond. He noted that they could provide in kind contributions and estimated \$4.5 million for the actual construction

Councilor Rookstool inquired if the bond did not pass, what would occur? City Manager Green answered that they would most likely do a smaller pool that could be utilized for swim lessons, not the lap pool that could be used for the swim team. Councilor Haberly asked if the schools and hospital were involved? City Manager Green answered that he hoped they were involved.

He shared the possibility to have the company constructing the treatment plant involved on the pool which would be a cost savings. The Park District would be present on the 9th as well. The City would be leading the construction and involved in joint financing, but Parks and Rec would be the owner/

operator. Should Parks and Recreation be unable to operate the aquatic center, it would revert to the City to manage.

City Manager Green noted that the City would collect system development charges, estimated at \$150,000. That money would come from bond and grant proceeds. Parks and Recreation has requested a waiver on sewer charges. If they were able to utilize solar power with the discussed solar array project, the pool could possibly be open year-round.

The council briefly discussed ideas for Parks and Recreation to fundraise for the remaining costs. Before going to ballot, Parks and Recreation would be able to provide all of the information about the funds needed and the design and plans.

Councilor Haberly inquired about the lost revenue for the community from not holding swim meets? Several councilors noted that they did not have a dollar amount, but felt it had negatively impacted the community.

Councilor Rookstool moved to close the study session at 7:00 PM. The motion was seconded by Council President Smith and passed unanimously.

Agenda Item No. 3— APPROVAL OF PRIOR MINUTES

The minutes from the October 12, 2021 council meeting were presented for approval.

Councilor Rookstool motioned to approve the October 12, 2021 minutes. The motion was seconded by Councilor Haberly and passed unanimously.

Agenda Item No. 4— APPEARANCE OF INTERESTED CITIZENS

Mayor Lundbom invited guests to share items not on the agenda. *None appeared.*

Agenda Item No. 5— CONSENT AGENDA ITEMS (7:01 PM)

City Manager Green reviewed the grant agreement.

Council President Smith motioned to authorize Mayor Lundbom to sign the contract on behalf of the city for the 4th street repairs. The motion was seconded by Councilor Adair and passed unanimously.

Agenda Item No. 6— TRICITIES CONSORTIUM (7:02 PM)

City Manager Green introduced the City Manager of Burns, Daniel Brown and City Manager of Lakeview, Michelle Parry. The three cities filed jointly for the DLCD grant for the 3D homes. For the first project, they would create a package design to be utilized for concrete 3D printed homes that could be leverage by all three cities. He clarified they are not building housing, they are creating a package that benefits the private sector. It is not government housing, publicly owned housing or publicly subsidized housing. They are providing cost incentives to the private sector. All of the lots would be privately owned and operated.

City Manager Green invited Mrs. Parry to present. Mrs. Parry noted that all three cities were facing similar difficulties. Without increased infrastructure, reliable access to water, quality education and housing, they cannot attract a workforce to rural communities. They are in socioeconomically stressed counties. The ORS will allow for innovation to help local governments save money, create better services, and encourage sustainable living. She noted that they hope to address the decline in population while honoring the cultural differences of each city. With a tricities agreement, they would be eligible for larger sums of funding. She was hopeful that they would set an example for other small rural communities throughout Oregon.

City Manager Green reviewed the progress on the broadband project. And noted that the unreliable internet was a common problem for all three cities. Zayo was working on a project from Lakeview to Burns. He was hopeful they may be able to establish some stability for their local network. Mr. Brown shared that the City of Lakeview had motioned to approve the MOU, as well as the grant and had appointed a councilor to serve on the committee.

Councilor Rookstool felt it was a “no- brainer” to share amongst the three cities. Mr. Brown applauded City Manager Green and shared that what was happening in John Day needed to be replicated in other small cities. Mr. Brown noted that the ORS formed from a brief conversation regarding a need for a planning associate. He expressed excitement about the ideas being shared and the partnership being created.

Council President Smith motioned to approve the Consortium for Public Improvement Projects MOU and authorize Mayor Lundbom to sign the MOU on behalf of the city. The motion was seconded by Councilor Adair and passed unanimously.

Councilor Sky motioned to appoint Councilor Adair to the planning committee for the tricities consortium. The motion was seconded by Councilor Rookstool and passed unanimously

Councilor Adair motioned to approve 2021-2023 HB 2001 & HB 2003 Planning Assistance Grant No. HA-23-172 and authorize Mayor Lundbom to sign the agreement on behalf of the city. The motion was seconded by Councilor Haberly and passed unanimously.

Council President Smith motioned to approve the Professional Services Agreement with Seder Architecture + Urban Design LLC for a not to exceed price of \$60,000 and authorize the city manager to sign the agreement on behalf of the city pursuant to legal review. The motion was seconded by Councilor Adair and passed unanimously.

Councilor Rookstool shared the Grant Union had received 3D printers that week and the computer teacher had expressed some excitement about the possibility of involvement with the upcoming projects.

City Manager Green shared that Straw-to-Gold had offered to do an introduction to cinematography for local students during the 3D build as well.

Action Item No. 7 - ORDINANCE NO. 21-199-10, AN ORDINANCE EXTENDING THE SOLID WASTE MANAGEMENT AND RECYCLING SERVICE FRANCHISE GRANTED TO CLARK'S DISPOSAL, INC. PURSUANT TO CITY OF JOHN DAY ORDINANCE NO. 11-149-02; AND DECLARING AN EMERGENCY. (7:33 PM)

City Manager Green reviewed that the amendment had been amended as recommended by the Council.

Councilor Adair motioned to read Ordinance No. 21-199-10 by title only. The motion was seconded by Council President Smith and passed unanimously.

Mayor Lundbom read the Ordinance by title only.

Council President Smith motioned to approved Ordinance No. 21-199-10, An Ordinance extending the solid waste management and recycling service franchise granted to Clark’s Disposal Inc pursuant to City of John Day Ordinance No. 11-149-02, and declaring an emergency. The motion was seconded by Councilor Adair and passed unanimously.

Action Item No. 8— PUBLIC SAFETY / ROAD FUND EXCHANGE AGREEMENT (7:35 PM)

City Manager Green shared that the agreement was being drafted by the attorneys and would be presented to the County. They would request a response by November 9, 2021 in order to pass the supplemental budget. Council President Smith inquired if there was anything different than what had been presented or discussed? City Manager Green stated there were no changes.

Guest, Sherrie Rininger inquired if the offer made at the County Court had been previously discussed by the Council? She was surprised by the offer made and felt it came across as an ultimatum. Mayor Lundbom answered that the offer had been discussed at a prior meeting with Councilors present. It was based upon a committee decision. City Manager Green noted that it was mischaracterized as an ultimatum. Councilor Adair added that there had been a discussion regarding the offer at prior meetings.

Action Item No. 9— PROJECT UPDATES (7:38 PM)

City Manager Green explained that the approval of the grant that evening would allow them to move into final design for 4th street repairs.

He expected within the next month to present development agreements for Holmstrom, Ironwood Estates, and the Ridge. He noted much of the work being completed at that time would create material to be used as road base. They anticipated the street improvements and sidewalks to be completed by next Spring. As well as the trails paved along the riverfront.

The council briefly reviewed presented ideas for the road currently referred to as Government Way Rd. **The council came to a consensus to hold a Facebook poll for residents to select a name.**

Mayor Lundbom inquired if Mrs. Rininger felt the proposal was a bad option, or if she just felt that it sounded like an ultimatum? Mrs. Rininger felt that it was presented as an ultimatum and she did not recollect a discussion about the public safety funding being used for roads and housing. Councilor Haberly noted that even after the infrastructure was put in, Ironwood Phase One created minimal growth for the tax base. City Manager Green added he had apologized to the County Court and was not as professional as he should have been. He addressed the argument that developers should be investing into the infrastructure to build nothing that it may work for larger cities and communities, there aren’t developers building homes to scale in rural areas. The goal of these programs is to entice developers to

invest in the community by taking the negative equity out. Councilor Haberly noted that the streets in John Day are a part of Grant County. They need to work together as a community. City Manager Green added that the public had not been privy to all of the behind the scenes. The County had declined to assist in multiple projects. He provided multiple examples of denial to assist by the County or a lack of follow through when funds had been committed. Councilor Rookstool emphasized that the Road Department had worked well with Public Works Director, Monte Legg and she felt the issue was at the upper level. City Manager Green agreed with Councilor Rookstool and noted that they should all be working together towards widening the tax base to benefit public safety for the entire County.

Council President Smith called the meeting to order noting the council was discussing action item 7.

Council President Smith inquired about an act of goodwill to transfer assets to the County. City Manager Green noted that if the City were awarded the COPS Grant, they could explore transferring the funds to the County. Councilor Haberly noted that the City was not legally obligated to provide anything to the County. Mayor Lundbom shared that he felt many residents did not want to pay for public safety even if it was a service they desired.

Council President Smith shared concerns from residents regarding Charolais Heights Dr. He inquired about placing reflectors on the corner. City Manager Green noted there may be some unfinished work that would alleviate concerns of residents.

Action Item No. 10— OTHER BUSINESS & UPCOMING MEETINGS (8:11PM)

Mayor Lundbom reviewed the upcoming meetings.

City Manager Green asked the council to complete the survey from GRO if they had the time.

Councilor Rookstool motioned to close the meeting at 8:12 PM. The motion was seconded by Councilor Adair passed unanimously.


Action Item No. 11 - EXECUTIVE SESSION -- ORS 192.660(2)(e) - TO CONDUCT DELIBERATIONS WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE REAL PROPERTY TRANSACTIONS

The John Day City Council will meet in executive session at 8:00 p.m. (or upon conclusion of the city council meeting, whichever comes later) on October 26, 2021 at the John Day Fire Hall, 316 S. Canyon Blvd, John Day, Oregon 97845. This executive session will be held pursuant to ORS 192.660(2)(e), which permits the council to meet in executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Representatives of the news media and designated staff will be permitted to attend the executive session. All other persons will not be permitted to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as announced. No decision will be made during the executive session.

Respectfully Submitted:

Nicholas Green, City Manager

ACCEPTED BY THE CITY COUNCIL ON NOVEMBER 9, 2021.

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

Ron Lundbom, Mayor