

**John Day City Council Meeting
Tuesday, July 26th, 2022
316 S. Canyon Boulevard**

7:00 PM Council Meeting

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Suggested Public Meeting Process per League of Oregon Cities

1. The Mayor will begin an agenda item
2. Staff and/or the presenter will provide context
3. City Council will deliberate
 - a. City Council may ask questions of Staff and/or the presenter
4. The Mayor may solicit public comment
 - a. Members of the public will then be invited to the podium to speak for no more than 3 minutes on the topic. Members of the public must address the Mayor in their comments
 - b. The Mayor may then direct comments towards other members of Council or City Staff
5. The Mayor will request a motion on the topic if applicable

1. **OPEN AND NOTE ATTENDANCE**
2. **APPEARANCE OF INTERESTED CITIZENS** – At this time we will welcome the public and ask if there is anything they would like to add to tonight’s agenda.
3. **APPROVAL OF PRIOR MINUTES** – None

CONSENT AGENDA

4. **CONSENT AGENDA ITEMS**

ACTION ITEMS

5. **RESOLUTION No 22-896-17 FAÇADE IMPROVEMENT GRANT PROGRAM**
Attachments:
5a - RESOLUTION 22-896-17

6. RESOLUTION No. 22-897-18 - A RESOLUTION OF THE CITY OF JOHN DAY AUTHORIZING CITY STAFF TO ISSUE WATER AND SEWER CREDITS TO JOHN DAY BUSINESSES IMPACTED BY THE COVID-19 PANDEMIC; AND RELATED MATTERS

Attachments:

6a - Resolution No. 22-897-18

7. CITY FINANCIAL STATEMENTS UPDATES

Attachments:

7a - May 2022 Revenue Statement to Council

7b - May 2022 Expenditures Statement to Council

8. CENTRAL GRANT COUNTY POOL/GLEASON POOL PURCHASE AND SALE

Attachments:

8a Purchase and Sale Agreement for Gleason Pool

8b Letter to the John Day – Canyon City Parks and Recreation Board

9. OTHER BUSINESS & UPCOMING MEETINGS

Other Business:

- Straw to Gold Updates

TO: John Day City Council
TO: John Day City Council
FROM: Corum Ketchum, Interim City Manager
DATE: July 26, 2022
SUBJECT: Agenda Item #4: Consent Agenda Items
Attachment(s)

BACKGROUND

The consent agenda includes changes to City operating procedures

Item 1) Changes in Operating Hours

After undergoing significant leadership changes, the City is hiring for two open positions: Senior Accounts Clerk and Secretary/Cashier.

In light of staffing constraints during the hiring process, the City Manager is recommending adjusting open hours to reflect limited capacity until the new positions begin. The positions are expected to be filled by August 22nd, 2022. Some time may be needed for training, but the City Manager expects the City to have regular business hours Monday through Thursday by the end of August or sometime in September.

Passing the consent agenda allows the City Manager to work with staff to set new operating hours until capacity improves. These hours will be posted on the City website, on Google search and on the entrance to the building.

Recommendation: Approve the consent agenda, as submitted.

TO: John Day City Council
FROM: Corum Ketchum, Interim City Manager
DATE: July 26th, 2022
SUBJECT: Agenda Item #5: RESOLUTION NO. 22-896-17 Facade Improvement Grant Program Resolution
Attachments:
5a - RESOLUTION 22-896-17
5b - RESOLUTION 22-896-17 Exhibit A – John Day Main Street Area Map

BACKGROUND

Council has appropriated \$300,000 from the Community Development Fund and dollars granted to the City on behalf of Kam Wah Chung developments. Twelve (12) Main Street businesses were selected for funding during FY22/23, totaling approximately \$290,000.

Legal counsel has drafted a resolution to enact this program with requirements as listed in attachment 5a. The eligible businesses are fronting the area shown in attachment 5b.

DISCUSSION

Staff will draft forms pursuant to the Resolution and provide those to those entities that were selected during the March 27th executive session for award in early August.

Passing the motion below creates the Façade Improvement Program as an initiative of the City of John Day and allows the City Administer to execute the program.

RECOMMENDATION

“I make a motion to approve Resolution No. 22-896-17 A Resolution of City of John Day Establishing A Facade Improvement Grant Program”

TO: John Day City Council

FROM: Corum Ketchum, Interim City Manager

DATE: July 26th, 2022

SUBJECT: Agenda Item #6: Resolution No. 22-897-18 - A Resolution of The City of John Day Authorizing City Staff to Issue Water and Sewer Credits to John Day Businesses Impacted by The Covid-19 Pandemic; And Related Matters
Attachments:
6 - Resolution No. 22-897-18

BACKGROUND

During the June 2nd City Council work session and related Budget Committee and City Council, Council directed staff to create a program to provide Covid-19 related relief regarding business water and sewer accounts. The Resolution (attachment 6) permits staff to provide water and sewer credits for the days businesses were closed to the public between January 2020 and June 2022.

DISCUSSION

Council is being asked to consider issuing credits against the existing balances of the water and sewer funds. The amounts to be credited are not expected to exceed available funding of those accounts.

Passing the motion below permits staff to issue credits to business water and sewer accounts with the following stipulations (Section 2 of the attached Resolution):

- a. Accounts must be verified to belong to a licensed business operating in John Day.
- b. Business account owner shall provide City Manager with a certified statement of dates during the Covid-19 pandemic, from January 2020 through June 2022 inclusive, for which their business was closed to the public as a result of the pandemic.
- c. City Manager shall issue Credits on a prorated basis for each day the business was closed, up to but not exceeding the monthly base rates, as established in the Rate Resolutions.

RECOMMENDATION

“I make a motion to pass Resolution No. 22-897-18 - A Resolution of The City of John Day Authorizing City Staff to Issue Water and Sewer Credits to John Day Businesses Impacted by The Covid-19 Pandemic; And Related Matters”

TO: John Day City Council
FROM: Corum Ketchum, Interim City Manager
DATE: July 26th, 2022
SUBJECT: Agenda Item #7: City Financial Statement Updates
Attachment:
7a - May 2022 Revenue Statement to Council
7b - May 2022 Expenditures Statement to Council

BACKGROUND

Anna Bass, Solutions CPAs, will give an overview of the financial statements Council receives monthly, and where the City stands in its year-end auditing process.

RECOMMENDATION

None needed.

TO: John Day City Council

FROM: Corum Ketchum, Interim City Manager, and;
Nicholas Green Contract City Chief Financial Officer

DATE: July 26th, 2022

SUBJECT: Agenda Item #8: Central Grant County Pool/Gleason Pool Purchase and Sale
Attachment:
8a – Gleason Pool Site Purchase and Sale Agreement
8b – Letter to John Day – Canyon City Parks and Recreation Board “In Support of Referring the ‘Pool for All’ Ballot Initiative”

BACKGROUND

The City’s work on the demolition, site preparation, and sale of the former Gleason Pool site was accepted by the State of Oregon on July 19th and Mayor Lundbom has signed the final purchase and sale agreement (attachment 8a). The sale will close within 30 days and the agreement is fully executed. Per the agreement, a memorial to Gleason Pool and the place it held in the community will be erected sometime around the construction of the new Kam Wah Chung Visitors Center. The memorial will stand for no less than five (5) years.

Related to the matter of the pool, the John Day – Canyon City Parks and Recreation Board will be considering referring the Central Grant County Pool back to their voters during their Thursday July 28th meeting.

Attachment 8b is a letter drafted on behalf of John Day City Council underlining the City’s commitment to the Central Grant County Pool, also known as the “Pool for All” project, and outlining an argument for referring the measure back to the voters once more

DISCUSSION

Council is being asked to consider adding their signatures to the letter to demonstrate the City’s commitment and good faith in the project.

Passing the motion below asks approving Councilors to sign the letter, directs staff to send the letter to the John Day – Canyon City Parks and Recreation Board, and directs one Councilor to attend their board meeting to present the letter.

If passed, City staff will continue to work with the Board to prepare for the November 2022 election, and provide continued project support as well as organize a joint meeting with the Board and Council.

RECOMMENDATION

“I make a motion to sign the letter “In Support of Referring the ‘Pool for All’ Ballot Initiative” and nominate (John Day City Councilor) to present the letter to the John Day – Canyon City Parks and Recreation Board.

TO: John Day City Council
FROM: Corum Ketchum, Interim City Manager
DATE: July 26th, 2022
SUBJECT: Agenda Item #9: Other Business and Upcoming Meetings
Attachment(s)

- None

OTHER BUSINESS

- Straw to Gold Updates

UPCOMING MEETINGS

- August 9th, City Council Meeting – Fire Hall, 7:00 PM
- August 23rd, City Council Meeting – Fire Hall, 7:00 PM
- September 13th, City Council Meeting – Fire Hall, 7:00 PM