

**MINUTES**  
**DAYTON CITY COUNCIL**  
**WORK/SPECIAL SESSION**  
**June 21, 2022**

**PRESENT:** Mayor Elizabeth Wytoski  
Council President Daniel Holbrook  
Councilor Annette Frank  
Councilor Kitty Mackin  
Councilor Jim Maguire  
Councilor Trini Marquez *arrived at 6:41 pm*  
Councilor Rosalba Sandoval-Perez

**ABSENT:**

**STAFF:** Rochelle Roaden, City Manager  
Patty Ringnalda, City Recorder  
Denny Muchmore, City Engineer *arrived at 6:57 pm*

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Wytoski called the meeting to order at 6:38 pm and those present gave the Pledge of Allegiance.

**B. ROLL CALL**

Mayor Wytoski noted there was a quorum with Councilors Holbrook, Maguire and Sandoval-Perez present in person and Councilors Frank and Mackin present virtually. Mayor Wytoski noted the absence of Councilor Marquez. Also present virtually was Sergeant Bob Eubanks from the Yamhill County Sheriff's Office.

**C. PUBLIC HEARINGS**

**1. Public Hearing for Ordinance 654 – Amending Chapter 2.15 and 3.11 of the Dayton Municipal Code.**

Mayor Wytoski opened the Public Hearing at 6:30 pm to obtain citizen input on proposed Ordinance 654 an Ordinance of the Dayton City Council amending Dayton Municipal Code Chapter 2 regarding drinking in public places and Chapter 3 regarding definitions of food trucks and push carts and declaring an emergency.

No one was in attendance and no comments were offered.

Mayor Wytoski closed the Public Hearing at 6:40 pm.

**2. Public Hearing for the FY21/22 Supplemental Budget**

Mayor Wytoski opened the Public Hearing at 6:41pm to obtain citizen input on the proposed 2021/2022 supplemental budget.

No one was in attendance and no comments were offered.

Mayor Wytoski closed the Public Hearing at 6:42 pm.

**D. APPEARANCE OF INTERESTED CITIZENS**

There were no attendees present to comment.

**E. CONSENT AGENDA**

1. Regular Session Meeting Minutes – June 6, 2022

**DANIEL HOLBROOK MOVED TO APPROVE THE CITY COUNCIL MEETING MINUTES OF THE REGULAR SESSION MEETING OF JUNE 6, 2022 AS WRITTEN. SECONDED BY JIM MAGUIRE.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**F. ACTION ITEMS**

1. **Certify Election Results – Patty Ringnalda, City Recorder**

Patty Ringnalda, City Recorder certified the May 17, 2022 elections results to the Council, stating that the levy passed with 415 yes votes and 265 no votes with 680 total votes.

2. **Approval of Resolution 2021/22-22 Police Services Contract for 2022/2023**

City Manager, Rochelle Roaden reviewed the proposed police services contract, stating that the proposal is asking for a 2% increase with no other changes.

**DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 21/22-22 A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN YAMHILL COUNTY AND THE CITY OF DAYTON FOR POLICE SERVICES FOR FY 2022/2023. SECONDED BY ANNETE FRANK.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

3. **Approval of Resolution 2021/22-23 Agreement for Land Use Planning Services with the Mid-Willamette Valley Council of Governments (MWVCOG)**

Rochelle Roaden reviewed the proposed contract for Land Use and Planning and stating that there are no changes to the contract other than the City Planners fee will go from \$90 per/hour to \$94 per/hour, which is a 4% increase.

**KITTY MACKIN MOVED TO APPROVE RESOLUTION 21/22-23 A RESOLUTION APPROVING A CONTRACT FOR LAND USE PLANNING SERVICES WITH THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS, JULY 1, 2022 THROUGH JUNE 30, 2023. SECONDED BY ANNETTE FRANK.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**4. Approval of Resolution 2021/22-24 Supplemental Budget**

Rochelle Roaden reviewed the need for a supplemental budget, going over each account that required a change and explaining why the change is needed.

**DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 21/22-24 A RESOLUTION ADOPTING THE FISCAL YEAR 2021/2022 SUPPLEMENTAL BUDGET. SECONDED BY ROSALBA SANDOVAL-PEREZ.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**5. Approval of Resolution 2021/22-25 Authorizing Year End Transfer of Funds in the FY 2021/2022 Budget.**

**DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 21/22-25 A RESOLUTION AUTHORIZING YEAR END TRANSFER OF FUNDS IN THE FY 2021/2022 BUDGET. SECONDED BY KITTY MACKIN.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**6. Approval of Resolution 2021/22-26 Election to Receive State Revenues**

Rochelle Roaden reviewed the requirement for the City of Dayton's election to receive state revenues.

**JIM MAGUIRE MOVED TO APPROVE RESOLUTION 21/22-26 A RESOLUTION DECLARING THE CITY OF DAYTON'S ELECTION TO RECEIVE STATE REVENUES FOR FISCAL YEAR 2022/2023. SECONDED BY ROSALBA SANDOVAL-PEREZ.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**7. Approval of Resolution 2021/22-27 Adopting the FY 2022/2023 Budget**

Rochelle Roaden explained that the presented adopted budget has a couple of corrections from the proposed budget that was approved by the Budget Committee on May 16, 2022. In the Transient Lodging Tax Fund, unappropriated ending fund balance corrected total is \$94,644 instead of the \$138,595 as calculated in the budget meeting after transferring the \$136,806 to the park capital fund. In the street capital fund \$100,000 was budgeted for the 7<sup>th</sup> Street Overlay Project and the missing line item was created, which changed the outlay total to \$985,000. Both corrections were Excel calculation issues.

**JIM MAGUIRE MOVED TO APPROVE RESOLUTION 21/22-27 A RESOLUTION ADOPTING THE CITY OF DAYTON BUDGET FOR THE FISCAL YEAR 2022/2023; MAKING APPROPRIATIONS; AND CATEGROIZING AND LEVYING AD VALOREM TAXES. SECONDED BY ANNETTE FRANK.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**8. Approval of Resolution 2021/22-28 Equipment Surplus**

Rochelle Roaden advised that the City has a surplus vehicle with a value of \$2,000, due to the purchase of a new Public Works vehicle. The surplus vehicle will be sold once it has been surplused.

**ANNETTE FRANK MOVED TO APPROVE RESOLUTION 21/22-28 A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS TRANSFER, SALE, OR OTHER DISPOSITION. SECONDED BY JIM MAGUIRE.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**9. Approval of Resolution 2021/22-29 Public Works Design Standards Update No. 12**

Denny Muchmore, City Engineer was in attendance to review the changes to the Public Works design standards. Denny Muchmore stated that there were no major changes, only clarifications. Discussion continued regarding the changes to the design standards and the enforcement of those standards.

**DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 21/22-29 A RESOLUTION ADOPTING PUBLIC WORKS DESIGN STANDARDS UPDATE NUMBER 12. SECONDED BY ROSALBA SANDOVAL-PEREZ.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**10. Dayton Fireworks Committee Discussion**

Rochelle Roaden stated that she and the Mayor previously discussed the creation of a Fireworks Committee to add a fireworks program to the City of Dayton. Rochelle Roaden advised that the City has added a pancake breakfast to Saturday morning of Old Timers Weekend to help fund the fireworks. Details have not been finalized. The Council was in agreement to proceed with forming a Fireworks Committee.

Councilor Holbrook volunteered to be on the newly formed committee.

**11. Second Reading and Adoption of Ordinance 653 Comprehensive Plan Amendments for Dayton's Urban Growth Boundary.**

Jim Maguire performed the second reading of Ordinance 653.

**KITTY MACKIN MOVED TO THE SECOND READING OF ORDINANCE 653 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING THE DAYTON COMPREHENSIVE PLAN MAP TO CHANGE A PROTION OF THE CITY URBAN GROWTH BOUNDARY. SECONDED BY JIM MAGUIRE.** *Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**JIM MAGUIRE MOVED TO ADOPT ORDINANCE 653 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING THE DAYTON COMPREHENSIVE PLAN TEXT AND COMPREHENSIVE PLAN MAP TO CHANGE A PROTION OF THE CITY BURBAN GROWTH BOUNDARY. SECONDED BY ROSALBA SANDOVAL-PEREZ.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**12. First Reading and Adoption of Ordinance 654 – Amending Chapters 2 and 3 of the Dayton Municipal Code**

Rosalba Sandoval-Perez performed the first reading of Ordinance 654 by title.

**JIM MAGUIRE MOVED TO APPROVE THE FIRST READING OF ORDINANCE 654 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING DAYTON MUNICIPAL CODE CHAPTER 2 REGARDING DRINKING IN PUBLIC PLACES AND CHAPTER 3 REGARDING DEFINITIONS OF FOOD TRUCKS AND PUSH CARTS AND DECLARING AN EMERGENCY. SECONDED BY ANNETTE FRANK.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**DANIEL HOLBROOK MOVED TO APPROVE TO ADOPT ORDINANCE 654 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING DAYTON MUNICIPAL CODE CHAPTER 2 REGARDING DRINKING IN PUBLIC PLACES AND CHAPTER 3 REGARDING DEFINITINS OF FOOD TRUCKS AND PUSH CARTS AND DELCARING AN EMERGENCY. SECONDED BY JIM MAGUIRE.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**G. CITY COUNCIL COMMENTS AND CONCERNS**

Mayor Wytoski updated the Council on the City of Dayton’s request to the Dayton School Board for a real property donation of the School District’s portion of Legion Field to be donated to the City of Dayton. The School Board discussed the request at their last board meeting and Mayor Wytoski was in attendance representing the City of Dayton. The School Board was in favor of selling the property with some stipulations. Some members of the school board were concerned that the City would sell the property for residential use, making a large profit.

A new draft of the proposal will be discussed with the City’s attorney, adding the school boards requests and will be brought back to the school board for approval. Discussion continued with the Council in agreement to adding the school boards requests to the proposed real property donation request.

Denny Muchmore advised that the Legion Field property is actually 12 legal lots of record and once the City obtains possession of the property a lot consolidation into one single lot of record should be executed.

**H. INFORMATION REPORTS**

**City Manager's Report**

Rochelle Roaden advised that ODOT's Small City Allotment Grant has been increased to \$250,000 per project.

The 9<sup>th</sup> Street to Flower Lane sidewalk project has started with ODOT giving the City an exception to continue construction during the month of July. This project will continue for the next 90 days.


The City is still in talks with ODOT regarding the 7<sup>th</sup> Street sidewalk crossing and adding that project into the Safe Route to School Project if the City has remaining funds.

The management staff has completed their JEDI training and she has asked staff to present a presentation to the Council regarding their training.

**I. ADJOURN**

There being no further business, the meeting adjourned at 7:57 pm.

Respectfully submitted:

By:   
Patty Ringnalda  
City Recorder

**APPROVED BY COUNCIL on July 18, 2022**

As Written  As Amended

  
Elizabeth Wytoski, Mayor