

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
OCTOBER 2, 2023

PRESENT: Mayor Trini Marquez
Councilor Annette Frank
Councilor Drew Hildebrandt
Councilor Kitty Mackin
Councilor Rosalba Sandoval-Perez
Councilor Luke Wildhaber

ABSENT: Council President Jim Maguire

STAFF: Rochelle Roaden, City Manager
Rocio Vargas, City Recorder
Dave Rucklos, Tourism and Economic Development Director
John Lindow, Public Works Supervisor
Curt Fisher, City Planner
Denny Muchmore, City Engineer

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Marquez called the meeting to order at 6:31pm and those present recited the Pledge of Allegiance.

B. ROLL CALL

Mayor Marquez noted that there was a quorum with councilors Frank, Hildebrandt, Mackin, Sandoval-Perez, and Wildhaber attending the meeting in person and Council President Maguire was absent.

C. APPEARANCE OF INTERESTED CITIZENS

None

D. CONSENT AGENDA

Approval of Meeting Minutes

1. Regular Session Meeting Minutes of September 5, 2023

**COUNCILOR FRANK MOVED TO APPROVE THE MINUTES OF
THE REGULAR SESSION MEETING MINUTES OF SEPTEMBER
5, 2023 AS WRITTEN. SECONDED BY LUKE WILDHABER.**

Motion carried with Frank, Hildebrandt, Mackin, Sandoval-Perez, Wildhaber and Marquez voting aye. Councilor President Maguire absent.

E. PUBLIC HEARING

The City Council held a Public Hearing to obtain citizen input on text amendments to the Dayton Land Use Development Code Chapters 1.16, 7.1.2 and 7.3.1

F. ACTION ITEMS

1. Staff report presentation - LUCA 24-01, Curt Fisher, City Planner

Mayor Marquez opened the public hearing at 6:35 pm for the approval of the decision-making criteria legislation found in Section 7.3.112 of the Dayton Land Use and Development Code. Mayor Marquez gave procedural instructions for the public hearing.

Curt Fisher, City Planner, presented the proposed amendments to the Dayton land Use Development Code, Chapters 1.16, 7.1.2, and 7.3.1.

A discussion on how the new amendments would affect new and established development occurred.

Mayor Marquez invited members of the public to testify.

There were none.

Mayor Marquez gave a final opportunity to anyone who would like to testify before closing the public hearing. After closing only, the council and staff may bring up concerns.

There were none.

Mayor Marquez closed the public hearing at 6:58 pm.

Mayor Marquez entertained a deliberation.

COUNCILOR FRANK MOVED TO ADOPT THE FINDINGS IN THE STAFF REPORT AND RECOMMEND THE CITY COUNCIL APPROVE THE AMENDMENTS AS PRESENTED BY STAFF AND RECOMMENDED BY THE PLANNING COMMISSION. SECONDED BY COUNCILOR HILDEBRANDT. Motion carried with Frank, Hildebrandt, Mackin, Sandoval-Perez, Wildhaber and Marquez voting aye. Councilor President Maguire absent.

2. First Reading of Ordinance 656

City Manager reviewed the process to approve Ordinance 656. A first reading of title only is necessary, then a second reading before it is adopted.

Councilor Mackin proceeded to the first reading of Ordinance 656 by title only.

COUNCILOR FRANK MOVED TO APPROVE THE FIRST READING OF ORDINANCE 656. SECONDED BY COUNCILOR HILDEBRANDT. Motion carried with Frank, Hildebrandt, Mackin, Sandoval-Perez, Wildhaber and Marquez voting aye. Councilor President Maguire absent.

3. Urban Renewal Presentation - Elaine Howard, EH Consulting LLC

Dave Rucklos, Tourism and Economic Development Director gave an introduction of Elaine Howard.

Elaine Howard, EH Consulting, presented Urban Renewal/Tax Increment Financing Basics and gave examples of surrounding cities that have adopted Urban Renewal plans.

The council discussed the pros and cons of an urban renewal plan for the City of Dayton. The council inquired about the financial benefits to the City and other taxing districts. The council agreed to continue to review establishing an Urban Renewal Plan for the City of Dayton.

No further discussion ensued today. Will revisit.

4. Approval and Authority to Apply for Additional Financing for the Highway 221 Lift Station Project through Business Oregon

City Manager requested city council to approve and authorize the application for financing for the lift station project from Neck Rd to the Pump Station. The City received a \$511,000 grant from Yamhill County ARPA, and \$511,000 from the city's ARPA allocation from the federal government for this project. The bid came back at \$1,699,896, adding an additional \$250,000 for engineering management and \$100,000 contingencies for a total of \$2,050,000.

City Manager stated that working with Business Oregon is an option to borrow up to \$1,028,000 on a 30-year loan and perhaps a grant. The exact rates would be determined after applying for the financing. The Yamhill County grant was extended, but if additional funding isn't secured the project grant may be lost.

Councilor Hildebrandt inquired about the \$100,000 being enough for contingencies considering the rise of inflation. City Engineer stated that the amount for contingencies was enough. The contractor agreed to extend the time that the City must award the contract. The contingency amount is to cover any unexpected costs once underground work begins.

Councilor Hildebrandt inquired about the amount of time the bid is held. City Manager stated that bids expire at 60 days, but they are holding it until November 7, 2023.

Councilor Wildhaber inquired about how the bidder is chosen. City Engineer stated that there are regulations for how government agencies must choose a bidder.

COUNCILOR HILDEBRANDT MOVED TO APPROVE AND AUTHORIZE THE CITY MANAGER TO APPLY FOR FINANCING ON THE HIGHWAY 221 LIFT STATION PROJECT THROUGH BUSINESS OREGON'S WATER/WASTEWATER FINANCING PROGRAMS. COUNCILOR SANDOVAL-PEREZ SECONDED.

Motion carried with Frank, Hildebrandt, Mackin, Sandoval-Perez, Wildhaber and Marquez voting aye. Councilor President Maguire absent.

5. Approval of Resolution 23/24-02 Hands and Words Are Not For Hurting

City Manager presented the "Hands And Words Are Not For Hurting Project ®" . Ann Kelly is the Founder/Executive Director and has asked the Mayor and City Council to approve a new proclamation to declare the week of October 15th through 21st, 2023, to be the 26th Annual National Hands and Words Are Not For Hurting Week. The organization asked Councilor Mackin to accept the proclamation on behalf of the "Hands And Words Are Not For Hurting Project":

Councilor Mackin accepted the proclamation and stated her strong support for the "Hands and Words are Not for Hurting Project". Councilor Mackin stated that she would abstain from voting as she was receiving the proclamation and invited any questions.

Councilor Hildebrandt inquired about making the proclamation in perpetuity.

City Manager stated that it could be done, however, the executive director will go to different locations to present and prefers a yearly proclamation.

Councilor Mackin presented a banner, brochures, and stickers from the organization to be available for public display.

COUNCILOR HILDEBRANDT MOVED TO APPROVE RESOLUTION 23/24-02 PROCLAIMING THE WEEK OF OCTOBER 15TH THROUGH 21ST ,2023 TO BE THE 26TH ANNUAL NATIONAL HANDS AND WORDS ARE NOT FOR HURTING WEEK. SECONDED BY COUNCILOR FRANK. Motion carried with Frank, Hildebrandt, Sandoval-Perez, Wildhaber and Marquez voting aye. Mackin abstained. Councilor President Maguire absent.

6. Approval of Resolution 23/24-03 Surplus Equipment

City Manager presented equipment that are no longer of use to the city to be approved for surplus. There is a 2011 F350 truck, a F350 truck bed, an OWL audio system, and two Christmas wreaths.

COUNCILOR HILDEBRANDT MOVED TO APPROVE RESOLUTION 23/24-03 DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS TRANSFER, SALE OR OTHER DISPOSITION. SECONDED BY COUNCILOR WILDHABER. Motion carried with Frank, Hildebrandt, Mackin, Sandoval-Perez, Wildhaber and Marquez voting aye. Councilor President Maguire absent.

7. Approval of Resolution 23/24-04 Community Events Committee

City Manager stated that upon research found the historic mentions of a Community Events Committee, however, not a formal resolution establishing the committee. Resolution 23/24-04 would establish this committee and invite the public to volunteer as voting members. The committee would work directly with the Mayor and City Council to approve city events for the community.

Councilor Frank inquired if the Community Events Committee would just be dedicated in putting on City hosted events. She inquired how would it be different from DCDA.

City Manager stated this committee would be directed by the Mayor and City Council.

Councilor Frank inquired if the committee is the only liaison to the DCDA.

City Manager clarified that the Community Events Committee would put on city hosted events, work with volunteers and the City Council, and would work with DCDA on the Friday Nights event that the City participates in.

Councilor Frank commented on the last DCDA meeting.

City Manager stated that the goal of this committee would be to have more community involvement and volunteers to help the city staff with city hosted events.

Councilor Frank commented that the DCDA has a vision to expand to more than just the Friday Nights event. She expressed concern on how the two different committees can co-exist.

City Manager stated that there are specific City hosted events such as Breakfast with Santa, the Holiday Bazaar, City Wide Clean-Up week, National Night Out and Christmas Tree lighting. The Community Events Committee would manage Old Timers Weekend and Cinco de Mayo and have volunteers instead of city staff doing all the event work.

Councilor Frank urged the City Council to step up and be at City hosted events to foster more community connections.

City Manager commented that having community volunteers working with the council helps create a connection.

Councilor Frank reinforced the need for the connection between City Council and the community.

Councilor Hildebrandt expressed concern on the co-existence of two event committees and having enough volunteers for both.

City Manager reinforced that the City has events and there will some events that could crossover with DCDA events and the goal would be to work together on those with the Community Events Committee.

Councilor Frank expressed concern on misinterpretation of the new committee.

Councilor Hildebrandt inquired if there would be a direct liaison between the Community Events Committee and the DCDA. City Manager stated that direct liaison would be a member of the Community Events Committee.

Mayor Marquez commented that prior to the COVID contingency there were more events hosted by the DCDA which hopefully will continue with the development of new business. She agreed that the Council should be more involved with the city hosted events.

City Manager reinforced that city staff's responsibility is to close roads, not coordinate and staff events. The goal with the committee is to fill the need for volunteers for the benefit of the City and to liaison with the DCDA on Dayton Friday Nights.

Councilor Mackin inquired if the Tourism and Economic Development Director Dave Rucklos would coordinate and manage volunteers.

Dave stated that volunteers are difficult to keep without community engagement. The Community Event Committee may serve as a mediator between the city and DCDA and as way to have the City Council connect with the community, recruit more volunteers, and work with the DCDA to reduce or avoid hardship with event load.

Councilor Wildhaber stated that each committee should have their separate events to work on and not have any crossover. It was suggested to continue the discussion at another time.

COUNCILOR WILDHABER MOVED TO TABLE THE ADOPTION OF RESOLUTION 23/24-04 TO THE NOVEMBER 6, 2023

MEETING. SECONDED BY COUNCILOR FRANK. Motion carried with Frank, Hildebrandt, Mackin, Sandoval-Perez,

Wildhaber and Marquez voting aye. Councilor President Maguire absent.

8. Shade Tree Discussion

City Manager recognized that there was historic information about the conversation of trees on the playground at the Courthouse Square Park.

Dave reported research he did on how the decision was reached to not have the trees that would create shade for the playground. He discovered the trees were replaced by the "merry-go-round" from the original plans. According to records the community requested the "merry-go-round" to be relocated and kept at the park after the old one was removed. It was then placed in the location of the shade trees.

Dave shared a personal story of the dangers of heated metal playgrounds.

Dave researched fast growing trees that would accommodate the shade needed, however the bulb size would require a relocation of the "merry-go-round". The other option would be an overhead shading that would cover the playground. Both options would cost money and City Council would have to add to the strategic goals for next fiscal year.

Councilor Hildebrandt brought up another shading option that wouldn't retain so much heat and allow a breeze. Dave agreed that other options can be reviewed and presented before a decision is made.

Councilor Frank stated that she likes the idea of moving the "merry-go-round" away from the sidewalk for safety reasons.

City Manager stated that if the City Council is in support of this option, costs can be researched and then reviewed by council.

Councilor Frank stated she would like to see the research on the relocation of the "merry-go-round" regardless of the shade option considered.

City Manager Roaden stated that this is a project to add to the Strategic Goals in February so staff can complete the research on the options including relocation of the merry go round.

G. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin reported she was classified as the Peace Ambassador as part of the Rotary Club. Councilor Mackin will be attending a conference next week with Mayor Marquez in Eugene. She hopes to bring back good information.

Councilor Mackin expressed concern about the tree on Flower Lane and Ferry that is blocking visibility.

Councilor Frank asked for an update of the arborist visit and the report from the arborist. John Lindow Public Works Supervisor confirmed the visit of the arborist to the park and that they completed the work that the budget allowed. The arborist did state that there is more maintenance work to be done, but otherwise the trees look good. City Manager stated that more work will be budgeted for next year.

Councilor Wildhaber inquired about the speed-reading sign being placed on ODOT right of way. He stated that he saw a permanent speed-reading sign one on highway 47 and

questioned how they were able to place it on ODOT right-of way. City Manager stated they likely have a permit to place the speedometer there. Councilor Wildhaber wanted to clarify if there was a possibility of getting a similar permit in future goals. City Manager stated that the mobile speedometer has been placed where people request it.

Councilor Wildhaber inquired about what is going on with the lot next to Lone Star. City Manager stated that is the staging for the renovation of buildings on 300 Ferry. She added that the PGE transformer is being placed on the corner of Ferry and 4th.

Councilor Sandoval-Perez had no comments or concerns.

Councilor Hildebrandt commented on speed violations next to the high school on Ferry Street. He stated that he would like to make it a priority to address in next year strategic goals. City Manager stated that the City Engineer did attempt to get a crosswalk in the area. City Engineer stated a House Bill was passed that would give cities more authority over streets within the city limits. However, implementation has not been defined yet, but once it is defined the city can review if Ferry Street should be considered a state road within the city.

Councilor Hildebrandt expressed concern for the construction on 8th street is blocking the sidewalk and kids walking on the road. Asked if the speedometer could be placed there.

Additional discussion of the 8th street sidewalks and speeding ensued.

H. INFORMATION REPORTS

1. CITY MANAGER'S REPORT

City Manager reported that Dayton received a Transportation Plan Grant for \$200,000 to update the City Transportation Plan.

City Manager also reported another grant secured for the City Comp Plan Update of \$35,000 - \$40,000.

City Manager reported the city applied for sewer, water, and civic center allocations through Congressional Direct Spending. We did not get sewer or water, but did get \$500,000 for the civic center. If congress passes the bill, then the city will receive the money to begin designing and planning the construction of a new civic center.

Councilor Frank excused herself from the meeting.

Dave gave an update on the Christmas decorations. The city will own the new decoration.

Dave stated that he will give a presentation on the survey results at the next work session.

City Manager noted that there will be a tour of the city facilities.

City Manager updated on the bandstand state. It is currently deteriorated and will need to be replaced.

Dave gave information on the work the bandstand needs and the cost efficiency of rebuilding versus repairing the bandstand.

City Engineer gave an update on the footbridge. The contractor is behind schedule and there is concern of falling further behind. The Coast Guard that issued the permit for the temporary bridge had a provision on the height and time the temporary bridge is allowed

due to possible flood event. The proposed solution is to raise the work bridge four feet to meet the provision requirements and continue to work through the winter.

Councilor Hildebrandt inquired if there would be an increase in cost to add the height.

City Manager stated that the cost isn't going to be a large cost increase and the contractor agreed to split the cost.

City Manager mentioned that due to the construction of the bridge the dog park would be closed October 12th, 16th, and 17th, and a social media announcement would be sent out.

City Manager updated that the Fireworks Committee will be meeting the 3rd Thursday of the month.

City Manager stated that she would be at The Oregon Main Street Conference Thursday and Friday the current week. Next week she will attend the LOC conference in Eugene Wednesday through Saturday. Dave and Rochelle attended the Business Oregon conference in Corvallis. More information on the conferences will come to council.

City Manager asked the council about involving the school district in putting on a Spanish Town Hall.

Councilor Mackin agreed.

Councilor Sandoval-Perez agreed and added that it would have to be marketed in a way that would include residents that don't have kids in the school system.

City Manager gave an update on upcoming events. The Library and City Hall will be closed from 3-5pm for the Halloween Party. The Fall into Christmas Craft Faire November 10-11th at the Community Center.

City Manager reported that they city hired Rebecca Eastman for the position of Maintenance Worker.

City Manager stated she is on Jury Duty for the month of October.

I. ADJOURN

There being no further business the meeting was adjourned at 9:29pm.

Respectfully submitted:

APPROVED BY COUNCIL on November 6, 2023

As Written

As Amended

By:



Trini Marquez, Mayor