

**MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
FEBRUARY 5, 2024**

PRESENT: Mayor Trini Marquez
Councilor Annette Frank
Councilor Kitty Mackin, via Zoom
Council President Jim Maguire
Councilor Rosalba Sandoval-Perez

ABSENT: Councilor Drew Hildebrandt
Councilor Luke Wildhaber

STAFF: Rochelle Roaden, City Manager
Rocio Vargas, City Recorder
Dave Rucklos, Tourism & Economic Development Director
Don Cutler, Public Works Lead

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Marquez called the meeting to order at 6:30pm.

B. ROLL CALL

Mayor Marquez noted that Councilors Wildhaber and Hildebrandt were absent. Councilors Frank, Maguire, and Sandoval-Perez were present in person, and Councilor Mackin was present via Zoom.

C. APPEARANCE OF INTERESTED CITIZENS

None.

D. CONSENT AGENDA

1. Regular Session Minutes of January 2, 2024.

ANNETTE FRANK MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED. SECONDED BY JIM MAGUIRE.

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

E. ACTION ITEMS

1. Fireworks Committee Update.

Mike Billings from 1980 Gibbs Court, McMinnville, presented an update on the locations the Fireworks Committee was researching for fireworks show. Informed the Council of the location the Western Display Fireworks consultant recommended the field behind the Dayton Grade School. Mike informed the council that a 15-minute show will cost approximately \$10,000.00. The Fireworks Committee has approximately \$4,100.00 to date. Asked for feedback from the council on the dates in July for the show.

There was a discussion about the dates for the first fireworks show, and what other permissions are required to use the area recommended. Parking and ADA accommodation were discussed.

Mr. Billings informed the council that there will be a spaghetti dinner and silent auction with bingo fundraiser Saturday February 10, 2024, and other fundraisers the committee will work on.

2. Appointment of Dayton Fireworks Committee Members

The Fireworks Committee is asking to remove Isidro Amaral from the committee as he has not attended any meetings, contacted the committee, or responded to correspondence. The committee requests Wendy Stec as voting member in Mr. Amaral's place.

ANNETTE FRANK MOVED TO REMOVE ISIDRO AMARAL FROM THE FIREWORKS COMMITTEE AS A VOTING MEMBER DUE TO INACTIVITY AND APPOINTING WENDY STEC AS A VOTING MEMBER WITH A TERM ENDING DECEMBER 31, 2026. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Frank, Mackin, Maguire, Marquez, and Sandoval-Perez voting aye. Hildebrandt and Wildhaber were absent.

3. Appointment of Dayton Community Events Committee Members

City Council approved Resolution 23/24-06 establishing the Dayton Community Events Committee. There were 3 applications turned in: two applicants live in Dayton; one lives in McMinnville but owns/runs a business in Dayton.

Mayor Maquez appointed Kimberly Lattig, Rachel Williams, and Beth Wytoski as 3 of the 5 voting positions for a three-year term ending December 31, 2026.

ANNETTE FRANK MOVED TO APPROVE APPOINTING REACHEL WILLIAMS, KIMBERLY LATTIG, AND BETH WYTOSKI TO THE DAYTON COMMUNITY EVENTS COMMITTEE AS VOTING MEMBERS WITH TERMS ENDING DECEMBER 31, 2026. SECONDED BY JIM MAGUIRE. Motion carried with Frank, Mackin, Maguire, Marquez, and Sandoval-Perez voting aye. Hildebrandt and Wildhaber were absent.

4. Approval of Resolution 23/24-09 Oregon Parks and Recreation local Government Grant Application

A City Council Strategic Goal is to complete a Parks Master Plan. The State of Oregon Parks and Recreation Department manages a Local Government Grant Program (LGGP) has a planning grant. City staff are required to attach a resolution approval to apply for the grant.

JIM MAGUIRE MOVED TO APPROVE RESOLUTION 23/24-09 A RESOLUTION OF THE DAYTON CITY COUNCIL AUTHORIZING THE CITY MANAGER OR DESIGNEE TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT TO UPDATE THE DAYTON PARKS AND RECREATION MASTER PLAN. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Mackin, Maguire, Marquez, and Sandoval-Perez voting aye. Hildebrandt and Wildhaber were absent.

5. Second Reading of Ordinance 657 - Chapter 7 Update - Design Overlay in the Business Overlay Zone

On January 2, 2024, the council was presented with the staff report, held a public hearing, and approved the first reading of Ordinance 657. There were amendments to the Staff Report.

The second reading of Ordinance 657 by title only was completed by Council President Jim Maguire.

JIM MAGUIRE MOVED TO APPROVE THE SECOND READING OF ORDINANCE 657 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING TITLE 7 (DAYTON LAND USE AND DEVELOPMENT CODE) OF THE DAYTON MUNICIPAL CODE AS AMENDED. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Mackin, Maguire, Marquez, and Sandoval-Perez voting aye. Hildebrandt and Wildhaber were absent.

ANNETTE FRANK MOVED TO ADOPT ORDINANCE 657 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING TITLE 7 (DAYTON LAND USE AND DEVELOPMENT CODE) OF THE DAYTON MUNICIPAL CODE AS AMENDED. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Frank, Mackin, Maguire, Marquez, and Sandoval-Perez voting aye. Hildebrandt and Wildhaber were absent.

6. Dayton Village Affordable Housing Project Presentation

Teresa Smith from Community Home Builders presented the proposal with the outline of the financial terms and conditions of the sale of the Dayton Village property for affordable housing. There was a discussion about terms and conditions of the proposal. There was a question about the use of the \$60,000 reduction request being used for HOA Roof Improvements. Neal Andrews

explained that the purpose of offering the roof improvements as an incentive to sign a new HOA agreement and get current with dues for the homeowners already living in Dayton Village. Council wanted to clarify that the money was not being used without any accountability from the homeowners that will benefit from the new roof.

No decision was made at this time.

7. Notice of Intent to Award Lobbying Services Contract

City of Dayton advertised Request for Proposals for Lobbying Services on December 15, 2023. CFM Advocates was the only firm to submit a proposal. CFM assisted the City in 2023 with Congressional Direct Spending (CDS) requests to obtain funding for replacing the water main transmission line from the watershed to the Footbridge, North Main Trunk Sewer Replacement, and to develop a 5 year plan for the construction of a new civic center.

JIM MAGUIRE MOVED TO APPROVE THE ISSUANCE OF AN "INTENT TO AWARD" FOR LOBBYIST SERVICES TO CFM ADVOCATES (CFM) AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE CONTRACT. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Mackin, Maguire, Marquez, and Sandoval-Perez voting aye. Hildebrandt and Wildhaber were absent.

8. Courthouse Square Park Event Alcohol Permit Discussion

Dave Rucklos, Tourism and Economic Development Director (TED) stated that currently the City of Dayton does not allow alcohol use at any of its municipal parks. There is anticipation for commercial growth around Courthouse Square Park and citizen interest for special events that include alcohol served at public spaces. Staff inquired to the City Council about their position on allowing alcohol in public spaces during Community Events.

There was a discussion on what events alcohol could be allowed and what conditions could be required for a permit. The Council reviewed the information provided of other cities that allow special events to have alcohol.

City Manager will return with proposal for code change and ordinance for the City Council to review.

9. Council Rules Review/Update Discussion

Every even year the City Council reviews City Council Rules. The City Attorney reviewed the rules and recommended changes. All changes were reviewed, and council changes were discussed. Councilor Frank requested research on censure language of other cities and council reviewed the information provided.

Staff will bring back a resolution with the proposed rule changes to be adopted.

F. EXECUTIVE SESSION

Mayor Marquez closed the Regular Session at 8:05 pm and stated that *City Council will meet in Executive Session per ORS 192.660(2)(e) to conduct deliberations with designee on real property transaction negotiations.*

Mayor Marquez closed the Executive Session at 8:18 pm and moved back into the Regular Session Meeting.

JIM MAGUIRE MOVED TO AUTHORIZE THE CITY MANAGER OR DESIGNEE TO ENTER NEGOTIATIONS WITH YAMHILL COMMUNITY DEVELOPMENT CORPORATION DBA COMMUNITY HOME BUILDERS TO SELL THE PROPERTY OF DAYTON VILLAGE OWNED BY THE CITY OF DAYTON. SECONDED BY ANNETTE FRANK.

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

G. COUNCILOR COMMENTS AND CONCERNS

Councilor Frank inquired if there would be concrete and walkway up to the new bathroom at 11th street Park.

No further comment or concerns from council.

H. INFORMATION REPORTS

1. Tourism and Economic Development

Dave Rucklos, Tourism and Economic Development Director (TED) stated that after research on the EV Charging bids Flo was selected to install the charging stations in Dayton. Installation should begin in the next 30-60 days.

Market Research and website development conversations have begun with Scarlett Communications.

TED updated on Dayton sign on HWY18; ODOT is requesting a design proposal to move forward with the consideration of allowing the sign and removing the asphalt pilings on the property.

TED stated that he is researching with contractors on upgrading the bandstand in Courthouse Square Park, as well as upgrading the electrical infrastructure of the park.

There is a \$30,000 budget for Palmer Creek Lodge Community Events Center improvements. The plan is to remove the carpet and replace it with alternate flooring.

I. CITY MANAGER'S REPORT

Rochelle Roaden, City Manager updated on the footbridge she stated that the foundation is being tested if results come back positive then 50% of the foundation will be complete. Stellar J requested to keep Alderman Park closed.

New splits have been installed at Palmer Creek Lodge Community Events Center in the Auditorium and the anteroom.

The 11th Street (Andrew Smith) bathroom is waiting on PGE to connect the electrical vault and inspection from McMinnville.

The City was awarded a Transportation Plan Grant. City Manager, City Engineer, and City Planner are working with ODOT on the plan.

City Manager stated that the City applied for Comprehensive Housing Grant that will help create a housing requirement master plan.

The Annex got a new roof installed.

Sunday May 5th will be the Cinco de Mayo Festival from 1pm-7pm.

The next council meeting will be on Tuesday February 20th, it will be a work/special/executive session.

City Manager stated that she will be at an LOC Board Meeting in Condon, Oregon February 22-23. She will be going to Washington DC in the first week of March.

February 28th is the Mid-Willamette Council of Government Awards Dinner, RSVP with Rocio.

February 15th is the City County Dinner in Amity.

There will be Silent Auction, Spaghetti and Bingo Night Fundraiser hosted by the Fireworks Committee at Palmer Creek Lodge.

J. ADJOURN

There being no further business to discuss the meeting adjourned at 8:51pm.

Respectfully submitted:

By: 
Rocio Vargas, City Recorder

APPROVED BY COUNCIL on FEBRUARY 20, 2024

As Written

As Amended



Trini Marquez, Mayor