

MINUTES
DAYTON CITY COUNCIL
WORK SESSION – VIRTUALLY VIA ZOOM
August 17, 2020

PRESENT: Mayor Elizabeth Wytoski
Council President Daniel Holbrook
Councilor John Collins
Councilor Kitty Mackin
Councilor Trini Marquez *arrived at 6:36 pm*
Councilor Darrick Price *arrived at 6:50 pm – left meeting at 7:57 pm*

ABSENT: Councilor Sandoval-Perez

STAFF: Rochelle Roaden, City Manager
Patty Ringnald, City Recorder

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Wytoski called the meeting to order at 6:35 pm and those present gave the Pledge of Allegiance.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Collins, Holbrook, Mackin and Marquez. Mayor Wytoski noted the absence of Councilors Price and Sandoval-Perez.

C. APPEARANCE OF INTERESTED CITIZENS

No one was in attendance to comment.

D. WORK SESSION ITEMS

1. City Survey Discussion

Rochelle Roaden, City Manager opened the survey discussion stating that she would like to start with survey goals and then move onto the survey questions, keeping the survey to 20 or fewer questions. Rochelle Roaden advised that the survey will be housed through Survey Monkey and can be published in several different languages. Focus of the survey was discussed in length.

Survey Goals Discussion and Ideas:

1. Allow residents to rank city projects in order of importance.
2. Create a platform for two way interaction. Impart information about the administration of the City through contextualized questions. Contextualized question to convey information.
3. Demographics – basic information.
4. Gauge residents/public's desire to be engaged with City government.
5. Identify the public/residents priorities for budgetary purposes and potential funding options. Inform the council for budgetary purposes. What does the public want and how does the City pay for it.
6. Receive feedback on municipal services.
7. Receive feedback on staff interactions.
8. Acquire highest response rate as possible through multiple survey formats.
9. Gauge use of resident's interaction with City/public resources.
10. Define survey target audience-residents, business owners, property owners, non-residents.

Council reviewed the provided sample questions. The following questions/subjects are to be reworded and brought back to the Council for review:

1. City Services – Select/rate City provided services (give choices).
2. Communication – Combine options B & C, receive/access information from the City.
3. Community Engagement – Use of City services and City event attendance.
4. Livability/Environment – Rate/List 3 characteristics as they relate to Dayton that need improvement.
5. Project Prioritization – Prioritize the projects the City should address in the next 5 years.
6. Public Safety – Rate the overall feeling of safety in Dayton.
7. Demographics – What is your age?
8. Demographics – Ethnic background/choose all that apply.
9. Demographics – How long have you lived/worked/owned property within the City of Dayton.

E. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Holbrook advised that the murals across the street from City Hall located at 411 Ferry Street have been renovated and are looking much better.

Councilor Collins inquired as to who has filed for the three open City Councilor position, stating that he will run if not enough candidates file. Patty Ringnalda, City Recorder advised that Councilors Marquez and Mackin have filed to run for Council. Filing deadline is Friday, August 21, 2020 at 4:00 pm.

Councilor Mackin thanked Rochelle Roaden for her help with a worker employed by a City franchise who refused to wear a mask while working in her home.

Mayor Wytoski advised that she attended the Oregon Mayors Association (OMA) conference which was held virtually, she feels that the conference information was much more accessible. The Mayor encouraged the Council to attend the upcoming League of Oregon Cities (LOC) conference that will be held virtually as well.

F. INFORMATION REPORTS

1. City Manager's Report.

Rochelle Roaden advised that the City's Charter dictates the dead line date for filing for an election and reiterated that the dead line date to file for the November 3, 2020 election is Friday, August 21, 2020 at 4 pm.

Financial Audit - Auditors were at City Hall for one day and the audit went smoothly. DEQ regulations for the sewer project, require a separate single audit for the project and the auditors are in the process of completing that audit.

The Yamhill County Hazard Mitigation Plan draft has been updated and is posted on the City's website. There is a two week public comment period which is required by FEMA (August 14th – the 28th) and notice was posted in the News Register as well.

Safe Routes to School Grant – Rochelle Roaden asked those Councilors who have not stopped by City Hall to sign the letter of support to please do so by August 31, 2020.

Joint Well Field water report shows that Dayton and Lafayette are even in their use of the water from the well field.

The two Street Overlay Projects (5th Street and Main Street) are anticipated to start August 31, 2020. The contractor will begin work on the Main Street Overlay from 3rd to 5th Street first and then will move to the 5th Street Overlay project which will start on September 14th and end by September 29th. The streets will be open in the evenings and weekends, there will be a couple of days when the streets will be closed for paving. Residents affected by the street closures will be notified by door hangers and street signs are positioned in the streets to advise of the upcoming road work. Street closure information is posted on the City's website and app.

G. ADJOURN

There being no further business, the meeting adjourned at 8:48 pm.

Respectfully submitted:

APPROVED BY COUNCIL on September 8, 2020.

By: Patty Ringnalda
City Recorder

As Written As Amended



Elizabeth Wytoski, Mayor