

**MINUTES**  
**DAYTON CITY COUNCIL**  
**REGULAR/EXECUTIVE SESSION MEETING**  
**December 6, 2021**

**PRESENT:** Mayor Elizabeth Wytoski  
Council President Rosalba Sandoval-Perez  
Councilor Annette Frank  
Councilor Daniel Holbrook  
Councilor Kitty Mackin

**ABSENT:** Councilor Trini Marquez  
Councilor Darrick Price

**STAFF:** Rochelle Roaden, City Manager  
Patty Ringnald, City Recorder  
Steve Sagmiller, Public Works Director  
Kiel Jenkins, City Planner

**A. CALL TO ORDER**

Mayor Wytoski called the meeting to order at 6:39 pm.

**B. ROLL CALL**

Mayor Wytoski noted there was a quorum with Councilors Frank, Holbrook, Mackin and Sandoval-Perez present virtually via Zoom. Mayor Wytoski noted the absence of Councilors Marquez and Price.

**C. APPEARANCE OF INTERESTED CITIZENS**

One person was in attendance to observe the meeting. No attendee wanted to make a comment.

**D. CONSENT AGENDA**

**DANIEL HOLBROOK MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING OF NOVEMBER 1, 2021 AS WRITTEN. SECONDED BY KITTY MACKIN. *Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Price & Marquez absent.***

**E. EXECUTIVE SESSION**

Councilor Mackin declared a conflict of interest and excused herself from the Executive Session.

Mayor Wytoski, Council and Staff left the Regular Session Zoom Meeting at 6:48 pm, Mayor Wytoski stated that Council will meet in a separate Executive Zoom Session pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Mayor Wytoski closed the Executive Session Meeting at 7:10 pm and moved back into the Regular Session Meeting.

**F. ACTION ITEMS**

**1. City Council Initiation of a Type IV Legislative Amendment.**

Rochelle Roaden, City Manager introduced City Planner Kiel Jenkin, who shared his screen and presented his staff report to the Council. Kiel Jenkins explained to the Council why the Council needs to initiate the Type IV Legislative action, stating that this will allow the City Planner to move forward with the UGB swap process. The UGB swap application will be brought before the Council in March or April of 2022, more information will be available at that time.

**KITTY MACKIN MOVED TO APPROVE THE INITIATION OF A CITY-INITIATED COMPREHENSIVE PLAN MAP AMENDMENT TO SWAP 176 ACRES OF LAND CURRENTLY WITHIN THE UGB WITH 106 ACRES OF LAND AS IDENTIFIED IN THE ATTACHED EXHIBIT A AND AS RECOMMENDED BY THE CITY'S URBAN GROWTH BOUNDARY (UGB) SWAP PROJECT ADVISORY COMMITTEE. SECONDED BY DANIEL HOLBROOK. Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Price & Marquez absent.**

**KITTY MACKIN MOVED TO APPROVE THE INITIATION OF A CITY-INITIATED COMPREHENSIVE PLAN MAP AMENDMENT TO DESIGNATE THE LAND TO BE ADDED TO THE UGB AS "RESIDENTIAL" ON THE DAYTON COMPREHENSIVE PLAN MAP." SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Price & Marquez absent.**

**2. Certify Election Results**

City Recorder, Patty Ringnalda presented her staff report to the Council, certifying the election results.

**KITTY MACKIN MOVED TO APPROVE THE ELECTION RESULTS AS PRESENTED BY THE ELECTION OFFICIAL. SECONDED BY SANDOVAL-PEREZ. Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Price & Marquez absent.**

**3. Public Safety Discussion**

Rochelle Roaden opened the public safety discussion regarding a new tax levy for police services within the City of Dayton. Past tax levy history was reviewed and discussed.

Mayor Wytoski stated that she feels the tax levy did not pass because there was a low turnout in voters and many residents voted no due to economic reasons. The Mayor asked Council to support the creation of a “Police Services Committee”, and advising that community members do not have restrictions on information that is passed onto the public that City Staff has.

Councilor Holbrook stated that he thought the timing was off and that there would be a better turnout at the general election in May.

Rochelle Roaden suggested that future tax levy’s for police service be four year proposals instead of the previous requested 5 years to coincide with general elections.

Councilor Frank and Councilor Mackin both volunteered to participate on the “Police Services Committee”. Mayor Wytoski asked the City Manager to add the proposed committee to next month’s agenda.

#### **4. Approval of Resolution 2021/22-13 Amending the Fee Schedule-Sign Permit Fees.**

Rochelle Roaden advised that ordinance 652 adopted September 2021, added sign regulations that require a permit process for all signs. The cost of processing these types of permits still needs to be established. Staff research was presented to the Council and reviewed in length.

After Council discussion it was agreed that there will be a \$125 fee for all permanent sign applications. At this time there will not be a fee assessed for temporary sign applications, however the permit process will stay in place, for now. Exempted signs will be revisited by the Council at a later date.

**DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 2021/22-13 A RESOLUTION AMENDING THE CITY OF DAYTON FEE SCHEDULE TO INCLUDE SIGN PERMIT FEES AS AMENDED. SECONDED BY ROSALBA SANDOVAL-PEREZ.**  
*Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Price & Marquez absent.*

#### **5. Annual City Survey Discussion/Approval**

Rochelle Roaden reviewed the proposed survey questions, with the Council making suggestions. The new survey questions were agreed upon and will be made available to the residents of the City of Dayton via the city’s website and app. A flyer advertising the survey will be mailed out to all residents who live within the city limits of Dayton.

### **G. CITY COUNCIL COMMENTS AND CONCERNS**

Rosalba Sandoval-Perez advised that the City’s App still has John Collins listed as a City Councilor.

Kitty Mackin was notified that ODOT fixed the handicap ramps in Dayton and she was very happy with the results. Councilor Mackin advised that she will be reaching out to other small cities to help them with their ramps as well.

Mayor Wytoski advised that she attended her last meeting as OMA President and she has handed off the gavel to the new president elect. The Mayor advised that the meeting was held in the Air Museum in McMinnville and that it was a wonderful experience for the State wide event, she even got the opportunity to show off the City of Dayton.

**H. INFORMATION REPORTS**

**City Manager's Report.**

Rochelle Roaden thanked Public Works for their fantastic job with the Christmas decorations and thanked staff for their help with the Christmas Tree Lighting and noted that Isaac built the collar for the Christmas tree that was lighted in the park.

Rochelle Roaden requested volunteers to be on the Dayton Emergency Joint Response Team. The Joint Response Team is comprised of City and School District Staff. Councilor Frank and Mackin volunteered to serve on the committee. The emergency generator is now ready to be connected to the Dayton High School gym. Rochelle Roaden advised that she will be attending the FEMA Emergency Response training and that a new grant cycle will be starting again in January and she will be applying for funding.

Rochelle Roaden, Denny Muchmore, City Engineer and Steve Sagmiller, Public Works Director met with Jodi Christensen with the Governor's Office and other agency department head's via zoom to discuss the City's infrastructure projects.

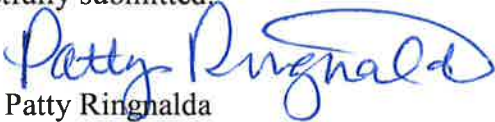
The Federal Grant Cycle for the Utility Bridge with Infrastructure and Hwy 221 Lift Station will open after the New Year and Rochelle advised that she will be applying for funding.

A Joint Planning Commission meeting is scheduled for the second Thursday in January to discuss the UGB swap.

**I. ADJOURN**

There being no further business, the meeting adjourned at 8:22 pm by Mayor Wytoski.

Respectfully submitted:

By:   
Patty Ringnalda  
City Recorder

**APPROVED BY COUNCIL on January 3, 2022**

As Written  As Amended

  
Elizabeth Wytoski, Mayor