

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
June 20, 2023

PRESENT: Mayor Trini Marquez
Council President Jim Maguire
Councilor Kitty Mackin
Councilor Annette Frank
Councilor Rosalba Sandoval-Perez
Councilor Luke Wildhaber
Councilor Andrew Hildebrandt

ABSENT:

STAFF: Rochelle Roaden, City Manager
Dave Rucklos, Tourism & Economic Development Director
Denny Muchmore, City Engineer
Curt Fisher, City Planner

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Marquez called the meeting to order at 6:31 p.m. and those present gave the Pledge of Allegiance.

B. ROLL CALL

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

C. PUBLIC HEARING

Mayor Marquez opened the Public Hearing at 6:32 p.m. to obtain citizen input on the proposed 2022/2023 supplemental budget. No one was in attendance and no comments were offered.

Mayor Marquez closed the Public Hearing at 6:33 p.m.

D. APPEARANCE OF INTERESTED CITIZENS

No one in attendance wanted to comment at tonight's meeting.

E. ACTION ITEMS

1. Donation Request - Provoking Hope

Mayor Marquez introduced Amy Potter, a representative, with Provoking Hope. Amy stated that she was with Provoking Hope at 213 NE 10th Street, McMinnville.

A donation request had been submitted seeking funds to purchase various supplies that could assist with wraparound addiction treatment services to vulnerable, homeless, and individuals with additions. Provoking Hope is an organization that connects individuals to facilities that provide various treatment options.

Provoking Hope founders had lived in Dayton and 18% of individuals served by Provoking Hope were residents of Dayton.

Councilor Frank inquired about the rate of success.

Amy Potter stated that the rate of success was 78%.

Councilor President Maguire inquired about how much of the funds were received from Yamhill County.

Amy Potter explained that Provoking Hope had an operating budget of about 2.5 million per year and most of that budget came from the county and state.

KITTY MACKIN MOVED TO APPROVE THE DONATION REQUEST OF \$1,500.00 FOR PROVOKING HOPE. SECONDED BY JIM MAGUIRE. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

2. Approval of Resolution 22/23-16 - FISCAL YEAR 22/23 Supplemental Budget

Rochelle Roaden, City Manager, explained the need for a supplemental budget, reviewed each account that required an update, and explained the need for the change.

JIM MAGUIRE MOVED TO APPROVE RESOLUTION 22/23-16, A RESOLUTION ADOPTING THE FISCAL YEAR 2022/2023 SUPPLEMENTAL BUDGET. SECONDED BY ANNETTE FRANK. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

3. Approval of Resolution 22/23-17- Authorize Year End Transfers

Rochelle Roaden stated that transfers between funds were budgeted in the Fiscal Year 2022/2023 Budget. The City Council reviewed the end of the Fiscal Year 2022/2023 transfers and authorized the transfers to be made.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 22/23-17, A RESOLUTION AUTHORIZING YEAR END TRANSFER OF FUNDS IN THE FISCAL YEAR 2022/2023 BUDGET. SECONDED BY KITTY MACKIN. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

4. Approval of Resolution 22/23-18 Election to Receive State Revenue

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

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 22/23-18, A RESOLUTION DECLARING THE CITY OF DAYTON'S ELECTION TO RECEIVE STATE REVENUES FOR FISCAL YEAR 2023/2024. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

5. Approval of Resolution 22/23-19 Adoption of Budget

Rochelle Roaden explained that the presented Fiscal Year 2023/2024 budget had been approved by the Budget Committee at the May 15, 2023, Budget Committee Meeting, and there were no changes.

JIM MAGUIRE MOVED TO APPROVE RESOLUTION 22/23-19 A RESOLUTION ADOPTING THE CITY OF DAYTON BUDGET FOR THE FISCAL YEAR 2023/2024; MAKING APPROPRIATIONS; AND CATEGORIZING AND LEVYING AD VALOREM TAXES. SECONDED BY ANNETTE FRANK. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

6. Approval of Resolution 22/23-20 Police Services Contract

Rochelle Roaden explained that the city's Local Option Tax generates the revenue for this contract. The current levy was renewed in July of 2022 and has a 6-year term. The resolution renews our contract with the Sheriff's Office for Police Services for 2023/2024. The current contract expires on June 30, 2023. This year's contract includes a 3.6 percent increase from \$183,889 to \$190,547. There are no other changes to the contract.

Sergeant Eubanks and Deputy Twitchell of Yamhill County Sheriff's Office were in attendance via Zoom.

JIM MAGUIRE MOVED TO APPROVE RESOLUTION 22/23-20 A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN YAMHILL COUNTY AND THE CITY OF DAYTON FOR POLICE SERVICES FOR FISCAL YEAR 2023/2024. SECONDED BY ANNETTE FRANK. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

7. Approval of Resolution 22/23-21 Fee Schedule Updates

Rochelle Roaden stated that one of the city's strategic goals was to look at a community center rental analysis.

Dave Rucklos, Tourism & Economic Development Director, also investigated park rentals and vendor participation fees.

Rucklos stated that during his research he looked at surrounding cities within Yamhill County, but that he also looked at a few cities outside of Yamhill County.

Highlights of his research were presented, and a discussion took place regarding the community center rental analysis, the park rental analysis, and the vendor participation fees.

Rochelle Roaden gave a recap of City Council input. The Council asked that vendor participation rates commence October 1, 2023, that a \$5.00 fee be assessed for park electrical use, that public safety entities be exempted from rate assessment, and that a \$35.00 per hour rate be charged for reservation of the entire park.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 22/23-21 A RESOLUTION AMENDING THE CITY OF DAYTON FEE SCHEDULE TO UPDATE DAYTON COMMUNITY EVENT CENTER RATES, TO INCLUDE OUTDOOR FACILITY RENTAL FEES, AND TO INCLUDE VENDOR PARTICIPATION FEES AS AMENED. SECONDED BY KITTY MACKIN. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt and Marquez voting aye.

8. Approval of Resolution 22/23-22 Intergovernmental Agreement with the Oregon Department of Transportation (ODOT) for the Relocation of the HWY 221 Sewer Lift Station

Rochelle Roaden stated that this had to do with the city's sewer lift station being relocated from one end of the bridge to the other end of the bridge.

Denny Muchmore, City Engineer, stated that the Agreement with ODOT essentially states that the Agreement is good for seventy-five (75) years if the pump station is still in the right-of-way. It will automatically renew in twenty (20) year increments until the sewer pump station is replaced at a location outside of the state right-of-way.

The project would be advertised in July, opening bids would be accepted as early as August 2nd, and the recommendation of the award would be brought to Council at the August 7th City Council meeting.

A discussion took place regarding projected construction timelines, tentative schedules, and about having the contractor provide a generator for the project.

KITTY MACKIN MOVED TO APPROVE RESOLUTION 22/23-22, A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE OREGON DEPARTMENT OF TRANSPORTATION (ODOT) AND THE CITY OF DAYTON FOR THE RECLOATION OF THE HIGHWAY 221 SEWER LIFT STATION AS AMENDED. SECONDED BY ANNETTE FRANK. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt and Marquez voting aye.

9. Approval of Resolution 22/23-23 and 22/23-34 - Department of Land Conservation and Development Department (DLCD) Grant Application Approval

Curt Fisher, City Planner, stated he would like City Council support authorizing the Mid-Willamette Valley Council of Governments to submit grant applications to the Department of Land Conservation and Development Department (DLCD) Technical Assistance program to update Chapter 7 with a Housing Capacity Analysis (HCA) and Chapter 10 of the Dayton Comprehensive Plan with an updated Transportation System Plan.

DLCD is currently awarding grants to assist cities to develop, adopt, and implement plans needed to support housing production, affordability, and choice, including Housing Capacity Analysis. The projections for Dayton's housing supply contained in the Comprehensive Plan are based on outdated population projections and demographic information. Consequently, the city does not have an accurate estimate of the housing needs of the city for the next 20-year planning period. The HCA will update these projections with current data to ensure that the city can meet its needs for future housing supply, affordability, and choice.

The HCA will be particularly relevant to the application of appropriate zoning designations within the areas of the recent UGB swap. DLCD is also awarding grants through its TGM program to update Transportation System Plans. The current Transportation System Plan was last updated in 2001. The update will result in a current analysis of the City's transportation needs and make recommendations to ensure that current and future residents of Dayton have a range of transportation choices.

Denny Muchmore stated that there was an advantage of having an updated and current Transportation System Plan that could serve as background in applying for grants that could go towards physical infrastructure.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 22/23-23, A RESOLUTION OF THE DAYTON CITY COUNCIL SUPPORTING THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS FILING APPLICATIONS ON BEHALF OF THE CITY OF DAYTON FOR TECHNICAL ASSISTANCE GRANTS TO PROVIDE AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN. SECONDED BY ANDREW HILDEBRANDT. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt and Marquez voting aye.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 22/23-24, A RESOLUTION OF THE DAYTON CITY COUNCIL SUPPORTING THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS FILING APPLICATION ON BEHALF OF THE CITY OF DAYTON FOR TRANSPORTATION GROWTH MANAGEMENT GRANTS TO PROVIDE AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN. SECONDED BY KITTY MACKIN. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt and Marquez voting aye.

10. Initiate Code Amendment to the Land Use Development Code to Update the Design Code in the Central Business Overlay Zone

City Manager Rochelle Roaden indicated that a Council Strategic Goal B with a priority level 1 objective is to update the Dayton Municipal Code

relative to the Design Code in the Central Business Overlay Zone. For the City Planner to begin work on the process, the City Council would need to initiate the text amendments for work to begin on that goal.

JIM MAGUIRE MOVED THAT THE CITY COUNCIL INITIATE TEXT AMENDMENTS TO SECTION 7.2.111 OF THE DAYTON LAND USE DEVELOPMENT CODE TO UPDATE THE DESIGN STANDARDS THAT WILL APPLY TO FUTURE DEVELOPMENT IN THE DAYTON CENTRAL BUSINESS OVERLAY ZONE. SECONDED BY ANNETTE FRANK. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt and Marquez voting aye.

11. Approval of Andrew Smith Bathroom Purchase

City Manager Rochelle Roaden explained that there is a Council Strategic Goal C with a priority level 1 objective to install a bathroom at Andrew Smith Park.

Staff gathered quotes from 3 manufacturers of a precast concrete restroom because it is the most durable type of building given the amount of anticipated use and potential for vandalism. One-hundred thousand dollars (\$100,000) has been budgeted for the project.

There is a current lead time of 6 months for delivery of the manufactured bathroom once the order is placed. Due to the building being delivered prefabricated on a trailer, a park tree would need to be removed. Final steps will include water and sewer being plumbed and concrete poured for the sidewalk to the entrances.

Annette Frank inquired if there would be greenery between the sidewalks to the building and if a tree could be replanted.

Rochelle Roaden confirmed that there would be greenery between the sidewalks to the building and she could investigate replanting a tree.

Councilor President Jim Maquire inquired if the bathrooms were gendered or gender neutral.

Rochelle Roaden stated she could confirm if the bathrooms were gendered or gender neutral and let them know.

Discussion continued.

ANNETTE FRANK MOVED TO APPROVE PURCHASING A TWO-ROOM FLUSHING BATHROOM UNIT FROM CXT CONCRETE BUILDINGS WITH A NOT-TO EXCEED PRICE OF \$96,000 WHICH INCLUDES DELIVERY AND INSTALLATION. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber,

Hildebrandt and Marquez voting aye.

F. CITY COUNCIL COMMENTS/CONCERNS

Council Hildebrandt explained that he had two personal experiences with stray roaming dogs. One was an aggressive dog and the other was not. YCOM had been notified and he was told that Homeward Bound was at capacity and that there was no room for the dog.

Councilor Hildebrandt expressed that he was seeking clarification on how to better address these types of situations.

Rochelle Roaden stated that if a code concern was submitted to the city during work hours, the Code Enforcement Officer could contact the dog owner and explain the situation to him or her. A citation could be written for a code violation for a dog(s) roaming at large and a fine amount could be presented.

YCOM would need to be contacted for a dog at large that is aggressive, and they can check with Homeward Bound if space is available for said dog(s).

Sergeant Eubanks shared the history of a previous animal control facility in Yamhill County and that funding had been cut for that facility years ago by county commissioners. The county currently partners with Homeward Bound Pets which provides 3 beds and 1 emergency bed.

Eubanks stated that Homeward Bound has been at capacity for over 3 months without bed availability. The Yamhill County Sheriff's Office does its best to locate the homes of stray dogs.

Councilor President Maguire stated that the City of Dayton had incorporated the Yamhill County Dog Control Ordinance as the City's Ordinance, read section 8 of the Yamhill County Dog Control Ordinance, and felt clarification was needed as to the best protocol in addressing the dog at large issues.

Sergeant Eubanks stated that since funding had been cut for such facilities, limited options were available. Homeward Bound was the only facility in the area that could accommodate the specific needs.

Rochelle Roaden stated that an informational bilingual (English/Spanish) Every Door Direct Flyer could be mailed out to every address in the Dayton 97114 area code.

Councilor Frank inquired when Homeward Bound would be in their new facility.

Sergeant Eubanks stated that Homeward Bound was currently working on their new facility, however, they have stated that they could only offer the current 3 bed and 1 emergency bed arrangement even in their new facility.

Discussion continued.

Councilor Mackin stated that on Thursday, July 6th, the Red Cross would be at the Fire Hall to draw blood. She met with LOC and discussed strategic goals for the next two years that would include various accessibility.

G. INFORMATION REPORTS

City Manager's Report

Rochelle Roaden stated that at the 7th and 9th Street Overlay, the ADA ramps had been poured and should be completed in July.

Bridge work was ramping up activity and traffic was being rerouted to Commerce.

YCOM Fiscal Year 2023/2024 Budget had been approved and included a 4% increase on the YCOM dues.

Fisher Farms is property owned by the City. This area contains four city wells and a manufactured home. The home is considered a caretaker facility and Don Cutler, a public works city employee, is a Dayton resident and will be moving into the home soon. He will rent the property at a reduced rate and will serve as the caretaker of the facility and provide maintenance of the property.

The Planning Commission still has one open seat available.

The City Recorder position has been posted in the Salem newspaper, LOC website, and OAMR website.

The Utility Bridge Project was not included in the Christmas Tree Bill. The Ways and Means Committee simply did not select the project.

H. ADJOURN

There being no further business, the meeting adjourned at 8:43 p.m.

Respectfully submitted:

APPROVED BY COUNCIL on July 17, 2023.

As Written As Amended

By:

Trini Marquez, Mayor