

**MINUTES  
DAYTON CITY COUNCIL  
REGULAR SESSION  
APRIL 1, 2024**

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

**ABSENT:** Councilor Luke Wildhaber

**STAFF:** Rochelle Roaden, City Manager  
Rocio Vargas, City Recorder  
Dave Rucklos, Tourism & Economic Development Director  
Don Cutler, Public Works Supervisor  
Curt Fisher, City Planner

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

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

**B. ROLL CALL**

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

**C. APPEARANCE OF INTERESTED CITIZENS**

None.

**D. CONSENT AGENDA**

1. March 4, 2024, Regular Session Minutes.

**KITTY MACKIN MOVED TO APPROVE THE CONSENT AGENDA OF MARCH 4, 2024, MINUTES. SECONDED BY DREW HILDEBRANDT.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

**E. ACTION ITEMS**

1. **Approval of Temporary A-Board Sign for LOAM, Kim Lattig**

Kim Lattig, 1015 SW Mettle, McMinnville, local business 309 Ferry St, stated that the construction next to her business has hindered her business. She stated that she requests permission to put her A-Board sign on 3<sup>rd</sup> and Ferry on the Courthouse Square Park side.

**DREW HILDEBRANDT MOVED TO APPROVE THE TEMPORARY A-BOARD SCHEDULE TO BE PLACED ON 3<sup>RD</sup> AND FERRY ON THE CORNER OF COURTHOUSE SQUARE PARK. SECONDED BY JIM MAGUIRE.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

## **2. Donation Request - Dayton FFA Easter Egg Hunt**

Kyra Navari, 627 ½ Church St, Vice-President of Dayton FFA stated that she is requesting a donation for the annual Ester Egg Hunt at Courthouse Square Park. She stated that this event is a way to give back to the community, especially for low-income residents and their kids to have a big easter event.

Mitch Coleman, 529 Ash St, Dayton FFA Advisor stated that this is a favorite yearly event that involves all the community. He stated that the easter egg hunt is a wonderful opportunity for the kids in FFA to demonstrate leadership, teamwork, and planning skills.

**JIM MAGUIRE MOVED TO APPROVE THE DONATION REQUEST OF \$800 TO THE DAYTON FFA EASTER EGG HUNT. SECONDED BY DREW HILDEBRANDT.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

## **3. Donation Request - Dayton Volunteer Firefighters Chicken BBQ**

Rochelle Roaden, City Manager, stated Steve Hopper could not attend the meeting for his donation request of \$2,000 for the Dayton Fire Volunteer Chicken BBQ.

**KITTY MACKIN MOVED TO APPROVE DONATION REQUEST FOR DAYTON FIRE VOLUNTEER CHICKEN BBQ AND INCREASE IT TO \$2,500. SECONDED BY DREW HILDEBRANDT.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

#### **4. Approval of Resolution 2023/24-12 Declaring April 30<sup>th</sup> Vietnamese National Remembrance Day**

Thao Tu, President of the Vietnamese Community of Oregon, stated that they observe April 30<sup>th</sup> as Vietnamese National Remembrance Day in honor of US Soldiers that rescued Vietnam in the name of democracy.

**JIM MAGUIRE MOVED TO APPROVE RESOLUTION 2023/24-12 A RESOLUTION OF THE DAYTON CITY COUNCIL PROCLAIMING THE RECOGNITION OF APRIL 30<sup>TH</sup> AS VIETNAMESE AMERICAN REMEMBRANCE DAY. SECONDED BY ANNETTE FRANK.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

#### **5. Performing Arts of Dayton, Presentation, Robin Peterson**

Robin Peterson, 202 7<sup>th</sup> Street, founder of Performing Arts of Dayton (PAD). She stated that this is a non-profit organization that will work to bring the performing arts to Dayton with events that they are planning to include Vibes and Vines every 4<sup>th</sup> Sunday of the month, as well as Fiddles, Fruit, and Fungi on September 21, 2024. She stated that they are also involving the Dayton School District. She stated that they want to work with the City of Dayton, and plan to reach out for donations, or reduced fees from the City Council.

#### **6. Staff Report - Zone Change Request, Curt Fisher, City Planner**

##### **Public Hearing**

Mayor Marquez opened the Public Hearing to consider and obtain public comment on a zoning map amendment to change the subject property of 3<sup>rd</sup> and Ferry from the Commercial Residential (CR) to the Commercial (C) Zoning designation at 7:04pm.

Curt Fisher, City Planner reviewed his staff report with the City Council.

Steve Scott, Twin Towers, spoke in favor of the zone map amendment. He stated that the change in zone will allow more flexibility to reach the full potential of the investment planned for this property.

Mayor Marquez closed the Public Hearing at 7:28pm.

**JIM MAGUIRE MOVED TO ADOPT THE STAFF REPORT AND RECOMMEND THE CITY COUNCIL APPROVE THE ZONE CHANGE 2023-06. SECONDED BY DREW HILDEBRANDT.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

### **7. First Reading of Ordinance 660 Zoning Map Amendment**

City Planner explained that although this is an applicant initiated request, it triggers a code change.

Annette Frank completed the first reading of Ordinance 660 by title only.

**JIM MAGUIRE MOVED TO APPROVE THE FIRST READING OF ORDINANCE 660 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING THE DAYTON ZONING MAP. SECONDED BY KITTY MACKIN.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

### **8. Budget Committee Appointment**

Rochelle Roaden, City Manager stated that per ORS 294.414 the local governing body must establish a budget committee. Staff advertised in the News Register, on social media, and in the Ferry Street News quarterly newsletter. She stated we received one application from Larry Pederson. She stated that the Mayor is in favor of appointing him to the Budget Committee.

**KITTY MACKIN MOVED TO APPOINT LARRY PEDERSON TO THE BUDGET COMMITTEE WITH A THREE-YEAR TERM ENDING 12/31/2026. SECONDED BY ANNETTE FRANK.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

### **9. FY 24/25 Budget Calendar**

Rochelle Roaden, City Manager presented the 2024-2025 Budget Calendar.

### **10. Parks Master Plan Request for Proposals - Intent to Proceed**

City Manager referred to Dave Rucklos, Tourism and Economic Development Director (TED) to present the Request for Proposal for a Parks and Recreation Master Plan. The proposal received is from Conservation Technix a Portland based business and the intention to proceed is contingent on receiving funding from an Oregon Parks and Recreation Local Government Grant.

**DREW HILDEBRANDT MOVED TO SELECT CONSERVATION TECHNIX AS THE FIRM TO CREATE A NEW PARKS AND RECREATION MASTER PLAN FOR THE CITY OF DAYTON SUBJECT TO SECURING FUNDING. SECONDED BY KITTY MACKIN.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

### **11. Approval of FY 2024-25 Strategic Goals**

City Manager stated that the City Council needs to approve the Strategic Goals to move forward with the projects and the budget. She stated that changes could be made to the goals before approval.

Councilor Frank requested to include mindfulness in the Strategic Goals about native plants, clean water, and air education.

City Planner stated that the Housing Policy Update is missing from Goal B.

**JIM MAGUIRE MOVED TO APPROVE THE CITY COUNCIL STRATEGIC GOALS FOR FY 2024-2025 AS AMENDED. SECONDED BY ANNETTE FRANK.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

### **12. Second Reading of Ordinance 658 - Establishes Urban Renewal Agency**

Drew Hildebrandt completed the second reading of Ordinance 658 by title only.

**JIM MAGUIRE MOVED TO APPROVE THE SECOND READING OF ORDINANCE 658, AN ORDINANCE OF THE DAYTON CITY COUNCIL DECLARING THAT BLIGHTED AREAS EXIST IN THE CITY OF DAYTON ESTABLISHING THE NEED FOR AN URBAN RENEWAL AGENCY IN THE CITY AND ELECTING A METHOD FOR EXERCISING THE POWER OF AN URBAN RENEWAL AGENCY WITHIN THE**

**CITY. CREATING SECTIONS 1.19.00-1.19.12 OF THE DAYTON MUNICIPAL CODE. SECONDED BY ANNETTE FRANK.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

**DREW HILDEBRANDT MOVED TO ADOPT ORDINANCE 658, ORDINANCE 658, AN ORDINANCE OF THE DAYTON CITY COUNCIL DECLARING THAT BLIGHTED AREAS EXIST IN THE CITY OF DAYTON ESTABLISHING THE NEED FOR AN URBAN RENEWAL AGENCY IN THE CITY AND ELECTING A METHOD FOR EXERCISING THE POWER OF AN URBAN RENEWAL AGENCY WITHIN THE CITY. CREATING SECTIONS 1.19.00-1.19.12 OF THE DAYTON MUNICIPAL CODE. SECONDED BY KITTY MACKIN.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

### **13. Second Reading of Ordinance 659 - Community Events Alcohol Permit and Park Policy**

Jim Maguire performed the second reading of Ordinance 659 by title only.

**DREW HILDEBRANDT MOVED TO APPROVE THE SECOND READING OF ORDINANCE 659 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING CHAPTER 2 OF THE DAYTON MUNICIPAL CODE ALLOWING THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN COURTHOUSE SQUARE PARK DURING COMMUNITY EVENTS AND ADDING A PARKS OPERATING POLICY. SECONDED BY ANNETTE FRANK.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

**DREW HILDEBRANDT MOVED TO ADOPT ORDINANCE 659 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING CHAPTER 2 OF THE DAYTON MUNICIPAL CODE ALLOWING THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN COURTHOUSE SQUARE PARK DURING COMMUNITY EVENTS AND ADDING A PARKS**

**OPERATING POLICY. SECONDED BY ANNETTE FRANK.**

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

**14. Approval of Resolution 2023/24-13 Fee Schedule Update to Include Alcohol Permit Fee**

City Manager stated that with the adoption of Ordinance 659 the Dayton Fee Schedule needs to be updated, adding a \$75.00 fee to cover staff time.

**ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2023/24-13 A RESOLUTION AMENDING THE CITY OF DAYTON FEE SCHEDULE TO ADD FEE FOR SPECIAL EVENT ALCOHOL PERMIT HELD AT COURTHOUSE SQUARE PARK. SECONDED BY JIM MAGUIRE.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

**15. City Council Meetings Live on Zoom/YouTube Discussion**

City Manager stated that by request of the Council President Maguire the discussion of having City Council Meetings live on YouTube was added to the agenda.

Council President Maguire stated the reasons why it would be good to have the meetings live on YouTube including security reasons, avoiding Zoom bombing, and transparency.

There was a discussion on having the City Council Meetings live stream on YouTube.

**JIM MAGUIRE MOVED TO DIRECT CITY STAFF TO BEGIN LIVE STREAM CITY COUNCIL MEETINGS ON THE CITY YOUTUBE CHANNEL. SECONDED BY DREW HILDEBRANDT.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Marquez and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

**F. COUNCILOR COMMENTS AND CONCERNS**

Councilor Mackin state the Red Cross will be at the Dayton Fire District Hall on Thursday from 1-6 with a blood drive. She stated that the ramp into the playground is no longer level with the woodchips and requested to have them moved around.

City Manager stated that woodchip refill is due this year and done every three years due to cost.

Councilor Mackin inquired about Alderman Park closure and re-opening.

Councilor Frank thanked staff for filling the hole and painting the yellow curb on 8<sup>th</sup> and Ash.

City Manager stated that once the rain stops public works will be able to make a better fix to the pothole.

Councilor Hildebrandt inquired about the code enforcement report.

Mayor Marquez stated that there was a safety issue in her area with teenagers playing the game "Fugitive" and speeding.

Council President Maguire inquired if historically the city has allowed block parties or if there is anything in the Municipal Code that would prevent block parties. He stated that on Halloween Joel Palmer is full of kids trick-or-treating and it would be nice to be able to close the streets for the kids safety.

## **G. INFORMATION REPORTS**

### **1. Dave Rucklos, Tourism and Economic Development Director**

Dave Rucklos, Tourism and Economic Development Director (TED) stated that the grant from Oregon Parks and Recreation is completed, and a decision will be made in September.

The EV Charging station will be installed in the coming weeks at Courthouse Square Park and behind the Annex.

The carpet in the Community Center will be replaced in May in the entryway and downstairs.

The City will be hosting the Yamhill River Recreation Discussion Tuesday April 9<sup>th</sup> at the Community Center.

TED Director will be attending a Hospitality Forum at George Fox on April 4<sup>th</sup>.

TED Director will be making a presentation to the 3<sup>rd</sup> grade class at the Dayton Grade School about TMDL.

Park Reservation frames will be installed at the band stand.

TED Director had an advertisement posted in the Yamhill County Visitors Guide that will have all the year-round events for the City.

The Facebook and Instagram domain are secured for "Discover Dayton".

The City contracted with Scarlet Communications to establish video and photo content for the website and social media.

## **H. CITY MANAGER'S REPORT**

The City Manager gave bridge infrastructure project updates- Stellar J stated that the foundation work would be completed and begin setting the truss tentatively by the end of the month.



The HWY 221 Pump station construction is advancing but will not be complete until the generator is received and installed.

The City has a new application that offers an enhanced Code Enforcement reporting system.

The Community Events Committee meets on the 3<sup>rd</sup> Wednesday of each month.

The Fireworks Committee meets the 3<sup>rd</sup> Thursday of each month, and they are having a Tamale Fundraiser on April 26.

The City-Wide Clean-up is coming up, starting with City Wide Garage Sale, Free Swap, and Clean-up Day.

## **I. ADJOURN**

There being no further business meeting adjourned at 8:46pm.

Respectfully submitted:

APPROVED BY COUNCIL on **June 3, 2024**

By:

As Written       As Amended

Rocio Vargas, City Recorder



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Annette Frank, Mayor