

**CITY COUNCIL MEETING
TABLE OF CONTENTS FOR MINUTES
February 18, 2014**

Call to Order2
Council and Staff Attendance2
Public Attendance2
Agenda Changes2
Public Comment.....2
Consent Agenda.....2
Old Business.....2
 TSP Update.....2
 WWTP Performance Evaluation Scope of Work.....4
 Keeping Chickens4
New Business4
 Ordinance No. 528-2014, Municipal Court4
 ODOT Agreement- 2014 SCA Grant5
Council Concerns and Committee Reports.....5
Mayor’s Report.....5
City Administrator’s Report5
Public Comment.....5

City of Dundee
City Council Meeting Minutes
February 18, 2014

Call to Order

Mayor Crawford called the meeting to order at 7:00 P.M.

Council and Staff Attendance

Present: Mayor Ted Crawford, Councilors Jeannette Adlong, Storr Nelson, Doug Pugsley, David Russ and Tim Weaver. Excused Absence: Jennifer Munson. Staff members: Rob Daykin, City Administrator, Charles Eaton, City Engineer, Peter Watts, City Attorney, and Debra Manning, Assistant City Recorder.

Public Attendance

Carl Springer, DKS Associates.

Agenda Changes

None.

Public Comment

None.

Consent Agenda

Correction to 5.1 City Council Minutes, February 4, 2014, page 4, paragraph 6 to correct to Van Nice in lieu of Van Nuys. **The motion** was made and seconded to approve Consent Agenda items 5.1 City Council Minutes, February 4, 2014 as amended, 5.2 Financial Report Ending January 31, 2014, and 2014 Council Goals and Objectives. **The motion** passed unanimously.

Old Business

TSP Update

City Administrator Daykin referred to the draft memorandum for the Dundee Transportation System Plan Update; which will be brought to the Project Advisory Committee (PAC). There will be an open house for public input on the project; this is Council's opportunity for input. It is expected there will be another workshop prior to preparation of the draft TSP, and that there will be opportunities for updating the recommended project list prior to the adoption of the final TSP.

Carl Springer, DKS Associates, reviewed the memorandum on project alternates evaluation included in the packet. The focus was to develop criteria to measure the goals and prioritize the projects which will help when considering funding.

Councilor Adlong expressed concern with the proposed new streets between Third and Fifth Streets and their effect on Billick Park, in particular the inclusion of D19 may provide justification for the removal of park facilities located on the school property. C.A. Daykin clarified the street next to the school would only be built to accommodate a change in use. Should the school relocate, he suggested the street would provide improved traffic circulation for commercial development in the highway corridor between Third and Fifth Streets. Daykin added the streets could be constructed without taking away from the existing park uses. Springer suggested noting the connection from Third to Fifth streets and letting development and the street standards determine placement.

C. Adlong questioned why the D21 on Figure, page 3 doesn't match S1 on Figure 4, page 10, noting there isn't a direct route to the river. Engineer Eaton advised this is the proposed walking path connection noted in the Riverside Master Plan. This is not an actual representation of alignments, just a notation of the need for a connection. S1 can be amended to a better alignment to the D21 alignment.

Mayor Crawford noted that S7 alignment needs to be corrected also; it will run under the bypass and connect to D25, the North-South parkway.

C. Adlong questioned why roundabout (D33) at 5th/8th streets in the riverside. Daykin noted this is what Edwards have proposed for access to their property in the Riverside Master Plan. Eaton explained the proposed roundabout has four connections: 1) Eighth Street, 2) Fifth Street, 3) overpass bridge, and 4) unnamed street connection to the northeast of the roundabout.

Springer stated the estimate to complete all the sidewalk projects was \$24 million, which includes construction of infill sidewalks on both sides of existing streets where sidewalks are missing. Eaton noted the city is required to meet ADA standards for streets which currently have sidewalks, which may include sidewalk extension for eliminating gaps. He suggested determining connectivity routes to help prioritize projects; with low priority areas addressed upon a complaint basis. Daykin clarified that a sidewalk doesn't have to be built to meet ADA if there are no sidewalks in place now. Figure 2 will be amended to reflect the sidewalk priority score: low in green and high in red.

C. Adlong expressed concern for pedestrian safety; noting the area of Upland Drive between Alder Street and Walnut Avenue. Springer suggested amending the criteria for safety to include grade, speed, width, alignment, and traffic count.

Mayor Crawford suggested adding new Goal 9 to bring depth to the downtown commercial core.

Traffic Control, page 44, represents mainly crosswalks and traffic signals along the highway, including RRFBs and other elements proposed in the Transportation Enhancement grant project. Other projects include rail crossing gates, mid-block crosswalk on Fifth Street west of the post office and a west bound right turn lane on Fifth Street to the highway. Councilor Weaver expressed the need for a crosswalk at the intersection of Tenth Street and Highway 99W.

Bicycle and Shared-Use Path Projects, page 46: S9 are recommended accesses between the Black Family Development in the county which could become future pedestrian connections to the Viewmont Greenway. Daykin noted the access from Dogwood Drive is currently designated on the plat as an emergency access to the street within the subdivision. Councilor Adlong suggested the addition of path connectivity through the school property with a path if the property is developed. Daykin suggested showing the existing park pedestrian loop with connections to Third and Fifth streets. He clarified S8 is a proposed connection between Dogwood Drive and Brier Place; between lot lines along a utility easement. The easement would have to be modified to allow for pedestrian access.

Transit and Parking Projects, page 49: C.A. Daykin suggested identifying the railroad bed as a potential future pedestrian/bike trail. Eaton suggested considering upgrading the railroad bed to a street to get the downtown connectivity. Daykin noted the inner core of Eighth Street, between Linden Lane and Highway 99W is only 40 feet wide; this would accommodate only one lane of parallel parking with a separated pedestrian/bike path and landscaping. Eaton noted diagonal parking would work without the landscaping. The Mayor suggested adding wording to consider purchasing additional land for a wider street.

Downtown connectivity options, pages 51-55: Springer noted this would be a one option choice. A lot of negative feedback was received about the proposed Linden Lane extension between Ninth and Eleventh streets from property owners. Mart Storm has concerns with option 2, the curved street by the Maple Street swale. It appears he is not aware that this would be in lieu of building Eleventh, Elm and Thirteenth streets in the existing rights of way. Daykin noted when the Riverside area is developed the bulk of the population will be located south of the sewer treatment plant using the Fulquartz overpass connection to Parks Drive. Eaton suggested continuing Parks Drive to Eleventh Street offers an option to handle the increased traffic and it would act as a divider between industrial and residential zones.

Councilor Russ cautioned to prepare for increased traffic off of Ninth Street/Worden Hill with the conclusion of the County's Worden Hill pavement project to Highway 240.

Engineer Eaton suggested that options 2 and 4 could be done together. Springer inquired if there were additional criteria which should be considered which DKS had missed. Impact to the neighborhoods and the number of driveways will be considered. The majority consensus favored option 2 for the downtown connectivity.

Neiderberger Road-Parks Drive Realignment, page 57: slip lanes are islands which provide the radius needed by trucks for a conventional right turn. The higher ranked option would have Neiderberger and Parks offset in order to connect to the highway at right angles.

WWTP Performance Evaluation Scope of Work

The additional information requested at the February 4th meeting, page 62, delineates the amount of hours by the type of work and engineer involved. **The motion** was made and seconded to approve the scope of work proposal by Kennedy/Jenks Consultants for the Wastewater Treatment Plant Performance Evaluation Review (PER) for a lump sum of \$34,500. **The motion** passed unanimously.

Keeping Chickens

The owners of Babica Hen would like to add chickens to their garden landscape. Current regulation allows chickens only on lots with single family residential dwellings. The property under consideration is currently undeveloped and zoned residential, but the zoning is expected to be amended to commercial in the future. Council was asked for direction. C. Pugsley expressed concern for the care of the chickens during inclement weather/facility closures when there isn't staff around to address their care. Daykin inquired if the intent is to eliminate restriction on the property usage; e.g. commercial or residential. City Attorney Watts questioned if the Council wanted to open it up to multi-family or apartments. Daykin suggested a restriction of no more than six chickens per parcel. He suggested wording for either a single family residence or properties with an active garden of a minimum size. Staff will bring back an amendment.

New Business

Ordinance No. 528-2014, Municipal Court

Section 26 of the Dundee Charter does not address how the judge is appointed and explicit authorities such as bail schedule, fines, fees, and the Violations Bureau. The City Attorney noted this ensures there are no jury trials and no court appointed attorneys. **The motion** was made and seconded to adopt Ordinance 528-2014, an ordinance relating to the Dundee Municipal Court and amending the Dundee Municipal Code. **The motion** passed unanimously.

ODOT Agreement- 2014 SCA Grant

This is the agreement from the State of Oregon for \$50,000 Special City Allotment grant for Dogwood Drive improvements. There is utility work which will have to be completed prior to the street work; which may be combined with other utility and street improvements at Canyon Drive/First Street for greater efficiency. This is expected to go out to bid in 2015. C. Pugsley asked which side of the street the pedestrian way will be placed. The City Engineer replied probably on the west side to align with the other subdivision's sidewalk. Daykin noted parking is on the opposite side. **The motion** was made and seconded to authorize the Mayor and the City Administrator to sign the 2014 Special City Allotment agreement with ODOT. **The motion** passed unanimously.

Council Concerns and Committee Reports

Councilor Pugsley thanked the city crews for plowing the streets after the snow storm.

Mayor's Report

Babica Hen restaurant opens on Wednesday.

City Administrator's Report

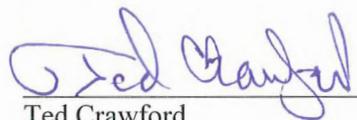
The difference in Superior Electric (the fire station project subcontractor) hourly rates in change order 3 is that one hourly rate did not include their 12% fee while it was embedded in the other rate. Daykin confirmed that the embedded hourly rate did not have the 12% fee added on separately.

It will soon time for the City Administrator's annual review. Nancy Boyer, Mid-Willamette Valley Council of Governments has helped with the previous reviews. This will be scheduled as an Executive Session for the March 18th meeting. C. Nelson inquired if the City Administrator's term could be amended from an annual to a two-year basis in line with the Mayor's term. City Attorney Watts counseled that three to five years is normal. A copy of the City Administrator's employment agreement will be provided to the Council members to allow further discussion with Nancy Boyer. The City Administrator was asked to provide the Council a list his accomplishments during his tenure at the city.

Public Comment

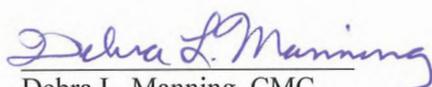
None.

The meeting was adjourned at 9:27 PM.



Ted Crawford
Mayor

Attest:



Debra L. Manning, CMC
Assistant City Recorder