

**CITY COUNCIL MEETING  
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September 17, 2013**

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**City of Dundee  
City Council Meeting Minutes  
September 17, 2013**

**Call to Order**

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

**Council and Staff Attendance**

Present: Mayor Crawford, Councilors Adlong, Munson, Pugsley, Russ, and Weaver. Excused  
Absence: Councilor Nelson. Staff members: Rob Daykin, City Administrator, Peter Watts, City  
Attorney, Chuck Eaton, City Engineer, and Jessica Nunley, Planner.

**Public Attendance**

Chris Bolek, NDPD, Todd Baltzell, NDPD, and Gary Rodney, DCC.

**Agenda Changes**

Item 8.2 Bids for Lagoon 2 Site Work was added to New Business.

**Public Hearing: Comprehensive Plan Map, File No. CMA 13-06**

Mayor Crawford called the hearing to order at 7.03 P.M. for the hearing to consider the adoption  
of a Comprehensive Plan map.

**Objections to jurisdiction by any members of this body:**

None.

**Call for Declarations of Conflict or Bias by any members of this body:**

None.

**Staff Report:**

City Planner Nunley noted the lack of an adopted Comprehensive Plan Map; while the  
Comprehensive Plan references a map. Staff recommendation:

- 1) Consider the staff memo and any public testimony
- 2) Deliberate and make findings showing that the proposal is consistent with city and state  
policies.
- 3) Make a motion to adopt Ordinance 524-2013; the proposed Comprehensive Plan map as  
shown in Exhibit "A".

Mayor Crawford questioned why one eastern area is zoned agricultural and not part of the  
Riverside Master Plan. City Administrator Daykin advised the area, while zoned Agricultural, is  
developed with residences and was excluded from the Riverside District planning process.

Councilor Adlong asked for a clarification in the change of zoning for the Riverside Master Plan  
District. Planner Nunley advised the zoning remains the same until a Riverfront District zone is  
ready to implement.

**Proponents:**

None.

**Opponents:**

None.

The hearing was closed at 7:10 P.M.

**Deliberations:** No further deliberations.

### **Public Comment**

None.

### **Consent Agenda**

**The motion** was made and seconded to approve Consent Agenda items 6.1 City Council Minutes, September 3, 2013 and 6.2 Financial Report Ending August 31, 2013. **The motion** passed unanimously.

### **Old Business**

#### **Ordinance No. 524-2013, Comprehensive Plan Map**

**The motion** was made and seconded to adopt Ordinance 524-2013, an ordinance adopting a new Dundee Comprehensive Plan map. **The motion** passed unanimously.

#### **TGM Code Assistance Grant Agreement**

Planner Nunley applied for the TGM grant, which was deferred for the update of the Development Code. The grant will fund the consultant's cost (Angelo Planning Group) on the code assistance project. The primary focus will be design standards for commercial zones, traffic impact analysis thresholds, park land dedication, and evaluation of land uses and policies to facilitate development opportunities along the Highway 99W corridor. A site meeting with the consultant is scheduled for Wednesday, September 18th, subject to Council's approval of the contract. The Councilors were asked to identify ten individuals for the stakeholder committee and submitted their responses to Planner Nunley. Planner Nunley will tabulate the submissions and email the results to the Council. **The motion** was made and seconded to authorize the City Administrator to execute the intergovernmental agreement with ODOT for planning assistance through the TGM program. **The motion** passed unanimously.

#### **Planning Commission Appointment**

No applications were received for the vacancy on the Planning Commission. The vacancy has been re-noticed with applications due by October 8th with appointment at the October 15th Council meeting.

#### **Dundee Community Committee Funding Request**

The Dundee Community Committee (DCC) has requested funding from the city. Gary Rodney replied to the Council's request at the September 3rd meeting to submit a formal request for funding. He advised it would be very hard for the DCC to get matching funds as the bottle/can drive is currently their only fund raiser. They are looking for a donation of \$600 to \$800. They would like to expand their community support, but are lacking funding.

Mayor Crawford inquired the attendance at the Party in the Park. Rodney advised attendance was down. He estimated 300 to 350; where a normal attendance would run about 600 to 700. The school district has changed their policy and is not allowing notices to go home with the students. The committee has six members. There are several pieces of equipment used for the Party in the Park which are in need of repair. C.A. Daykin noted the State Shared Revenue Funds have been allocated. A portion of the General Fund can be transferred into the State Shared Revenues to provide funding.

**The motion** was made and seconded to transfer \$600 from the General Fund to the State Revenue Fund for the Dundee Community Committee. C.A. Daykin noted the contribution is to support the Party in the Park event. The DCC was asked to submit further funding requests through the normal budget process. **The Vote:** Mayor Crawford-aye, Adlong-aye, Pugsley-aye, Russ-aye, Weaver-aye, and Munson-nay. **The motion** passed five to one in favor.

### **Ordinance No. 522-2013, Noise**

Captain Chris Bolek and Sergeant Todd Baltzell, NDPD, were present to provide the demonstration of decibel levels requested by the Council. Sergeant Baltzell noted the meter had been running during the meeting and the conversation range was 51 to 67 decibels (when all were speaking). The code notes a fifty foot distance.

C. Adlong inquired if the decibel restriction referred to day and night. C.A. Daykin advised both; the table in section 8.28.040 (A) of the proposed chapter reflects the proposed day (upper) and night (lower) limits. Dundee's ordinance will mirror Newberg's for ease of regulation by the police department. Adlong noted two properties, built close to each other, could experience a violation of the ordinance.

Captain Bolek demonstrated conversation, noise, and music from inside and outside of the building. Baltzell updated the Council on a recent case, which clarified the need to address repeat nuisances. Judge Ross, Dundee Municipal Court, suspended the sentence subject to no further violations over the next six months. It appeared the defendant is trying to comply. Bolek stressed the need to have a decibel limit for an enforceable city code ordinance. The reasonable standard is not recognized by the courts. Baltzell shared the department's intent is to reasonably enforce the ordinance.

Councilor Russ expressed concerns: that people do not think about requesting a permit for a party, how the police will enforce the ordinance, and questioned if the proposed decibel levels are a nuisance. He suggested increasing the limits by 10 dBA during daytime hours and amending the hours from 7:00PM to 10:00PM.

**The motion** was made and seconded to adopt Ordinance 522-2013, an ordinance relating to noise and amending the Dundee Municipal Code. **The motion** was made and seconded to amend the motion to change section 8.28.040 to change the hours on both categories from 7:00PM to 10:00PM. C. Adlong opposed 10:00PM and suggested 9:00PM to accommodate the differences in people's schedules. **The Vote on the amending motion:** Mayor Crawford-aye, Adlong-nay, Munson-aye, Pugsley-aye, Russ-aye, and Weaver-nay. **The amending motion** passed four to two in favor. **The Vote on the amended original motion:** Mayor Crawford-aye, Adlong-nay, Munson-aye, Pugsley-aye, Russ-nay, and Weaver-aye. **The amended original motion** passed four to two in favor. The ordinance will return to the October 1st meeting for a second vote.

### **TE Sidewalk/Streetscape Project Update**

City Engineer Eaton referred to the handout on light poles: page 1 is the standard pole with a Domia fixture, page 2 illustrates the bracket options, and pages 3 and 4 illustrate the dual fixture appearance. Council was questioned as to preference of the Shepherd's hook or straight arm; the cost difference is negligible. The original pole spacing consideration was for ninety foot spacing at a sixteen foot height; the Shepherd's hook places the height at seventeen feet.

Councilor Pugsley expressed his preference for bracket M206, the straight arm. C. Adlong asked if the M206 light fixture could be placed lower to match the height of the M230. Eaton confirmed sixteen feet would be the goal; which might mean use of a different pole. He stressed the intent to have the same attachment and arm for ease of maintenance.

Councilor Weaver questioned if banners could be hung from the poles. Eaton replied mounts are available and the poles can handle the weight.

City Engineer Eaton asked the Council's preference of pole color. A color pallet will be brought back for consideration.

Page 5 represents the Parks Drive/Neiderberger Road intersection. ODOT will not pay for the island at the intersection; they are working with staff on a new design. Eaton reminded the Council that the exchange with the County would make Neiderberger Road a City street. ODOT's traffic staff is completing the crosswalk design in preparation for bids. ARCO has not attended the open house on the concept plan nor given any feedback on the proposed median island across from their entrance. ODOT may not fight access issues if challenged by ARCO; which could result in a smaller island at that location.

### **Ordinance No. 525-2013, Prohibited Parking**

The ordinance would allow painted yellow curbs to designate no parking areas. If Council passes the ordinance; a motion to designate no parking on the eastside of Edwards Drive between Fifth and Eighth streets as no parking would be appropriate. Eaton referred to page six of the handout showing the proposed striping for Eight and Fifth streets. Both of the streets are thirty-six feet wide with parking on both sides: eleven foot lanes and seven foot (or ten and eight) parking lanes. The corner vehicle occupies nine feet; decreasing the driving lane to nine feet. He suggested adding fog lines to delineate the parking areas. The Edward's bulb outs accommodates an eight foot parking space and the side streets accommodates a seven foot parking space.

**The motion** was made and seconded to adopt Ordinance No. 525-2013, an ordinance relating to prohibited parking and amending Section 10.04.210 of the Dundee Municipal Code. **The motion** passed unanimously. **The motion** was made and seconded to designate the eastside of Edwards Drive between Fifth and Eighth streets as no parking area. **The motion** passed unanimously. Discussion followed on fog line or lane striping. Daykin suggested a half block striping of the fog line from Edwards Drive to Locust Street. The majority Council consensus favored both the fog line and lane striping with eleven foot traffic lanes.

### **Resolution No. 2013-13, Formation of LID No. 2013-1**

This resolution creates the Local Improvement District and orders the initiation of work. The resolution requires the City Council to review the final assessments to consider if more City funds will be applied to lower the assessments. **The motion** was made and seconded to approve Resolution No. 2013-13; a resolution authorizing and establishing the formation of Local Improvement District No. 2013-1 and ordering the construction of sidewalks and other public improvements along Highway 99W from First Street to Parks Drive. **The motion** passed unanimously.

### **City Hall Sign**

C.A. Daykin acknowledged the help of Scott Picker, Aspen Creek Landscaping, Bryan Stewart, CPRD, Public Works staff, Peter Siderius and the students from George Fox University for the installation of a new landscaping next to the City Hall parking lot. The estimated cost of installation of a new steel sign at City Hall is \$2,670. Staff asked for approval of the project and allocation of funds from the contingency of the General Fund. He referred to the proposed draft in the packet and noted the address is incorrect. Daykin shared the beginning fund balance in the General Fund is higher than anticipated. **The motion** was made and seconded to authorize the installation of a new City Hall entry sign, Option A, to be funded with a transfer from General Fund Contingency. **The motion** passed unanimously.

## **New Business**

### **SDC Pre-existing Use Allowance**

Item 8.1 SDC pre-existing use allowance was tabled to the October 1 council meeting.

### **Bids for Lagoon 2 Site Work**

Three quotes were received from Mealue, West Coast Excavating, and Willamette Valley for site work at Lagoon 2; which consists of breaking up the eastern berm and reconfiguring the landfill material on site. Staff recommended awarding the project to the low bidder, Willamette Valley, at \$25,000.

C. Adlong expressed concern for the loss of water features on the site. The engineer suggested the time to address water features would be when the grant for development of the nature park project is awarded. Adlong inquired if the only water area would be Lagoon 1. Daykin replied that lagoon has been divided. Weather has not permitted dewatering the east side of Lagoon 1; it will be addressed next year. The intent is to have properly lined water features. Adlong questioned if water features would be included on the rest of the site. Staff reminded the Council of Lagoon 4. Adlong suggested water be allowed back into the lagoons after they have been decommissioned to support the natural habitat. Councilor Pugsley suggested the possibility of refilling Lagoon 1 with clear water after it is decommissioned. Daykin clarified Lagoon 2 was under consideration tonight; it has problematic banks. Lagoon 1 could be allowed to continue as a lagoon until the City is ready to move forward with the nature park plan. The issue will be brought back for further discussion at a future meeting.

**The motion** was made and seconded to accept the low bid from Willamette Valley in the amount of \$25,000 for moving the stockpiled fill material, grading and removing the east bank of Lagoon 2 as indicated in the September 17, 2013 memo from Michael Humm. **The motion** passed unanimously.

## **Council Concerns and Committee Reports**

C. Munson questioned the email from the proposer on the Public Works shop for use of a recycled metal building. C.A. Daykin advised notice of rejection of all the bids was mailed to the bidders. The configuration submitted would not work for the site. Consideration is being given to include a recycle building option in a future bid packet.

## **Mayor's Report**

The Tiger Grant V application for improvements to the Bypass project was unsuccessful. Funding is still being sought to address the fishhook connection in Dundee. CPRD will have to seek funding elsewhere for the trail improvement between Newberg and Dundee.

## **City Administrator's Report**

C.A. Daykin met with the electrician on the new "Welcome to Dundee" sign project. A quote will follow. The sign contractor is scheduled to start work on September 30th.

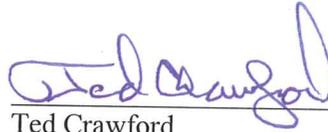
Scott Moore, Mackenzie, will attend the October 1st meeting to provide a status report on the fire station construction project. Fees are being negotiated for Moore to update the Council on the project's status on a periodic basis. Consideration is being given to bring a recommendation to provide additional compensation for an extended construction schedule.

Gail Nies has asked for the old "Welcome to Dundee" sign. Her family was very involved with making and placing the sign. The majority consensus was in favor.

**Public Comment**

None.

The meeting was adjourned at 9:35 PM.



Ted Crawford  
Mayor

Attest:



Debra L. Manning, CMC  
Assistant City Recorder