CITY COUNCIL MEETING
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City of Dundee
City Council Meeting Minutes
February 7, 2017

Call to Order
Mayor David Russ called the meeting to order at 7:02 P.M.

Council and Staff Attendance
Present: Mayor David Russ; Councilors Jeannette Adlong, Storr Nelson, Tim Weaver, Doug Pugsley, Kristen Svicarovich, and Ted Crawford. Staff members: Rob Daykin, City Administrator; Kristin French, Attorney, Jordan Ramis, P.C.; and Melissa Lemen, Administrative Assistant.

Public Attendance
Brian Casey, Police Chief, Newberg-Dundee Police Department; Eric Ronning, Administrative Sergeant, Newberg-Dundee Police Department; and Rick Rogers, Newberg Area Habitat for Humanity.

Agenda Changes
None.

Public Comment
None.

Presentation
Brian Casey, Police Chief, Newberg-Dundee Police Department, approached the Council and provided a handout regarding department statistics for years 2014-2016 for his presentation. He reviewed this information with Council and pointed out the similar consistency over the past three years, which he noted to indicate that things are going relatively well in Dundee with regard to crime and police involvement. The following topics were discussed:

DISPATCH: Chief Casey noted that WCCCA is moving to a digital radio system and in order for Newberg to be a part of that they will need to upgrade their system at an estimated cost of $4 million. This process is quite complicated, involving towers placed in different areas; Dundee has been looked at as a place to put a tower in order to increase their radio coverage, which would also greatly benefit the Dundee Fire Department. Chief Casey advised that when the upgrade is complete it will be a spectacular system with great coverage, interoperability and efficiency. Additionally, he noted that to his knowledge the City of Dundee is not responsible for the cost of any of the radio system upgrades.

MOTOR PROGRAM: The motor program has been eliminated from the Newberg-Dundee Police Department; the Department previously had two motor officers. Chief Casey advised that there are still two traffic officers though they are now in new slick top police cars with ghost lettering (which brightens under lighting). This change was made for several reasons, but mostly financial. He noted better productivity out of the cars than they had been getting from the motorcycles for various reasons which were discussed. C. Nelson inquired as to what the initial thoughts were pertaining to the advantages of motorcycles, which Chief Casey outlined.

CANINE PROGRAM: Chief Casey informed that Steve Schoening is their canine officer; he lives in Dundee. Chief Casey informed that his police dog is nearing the end of its working lifespan. Steve is also retiring from the canine program. A new dog and a new handler will be added to the Department sometime this year. Paul Rapet will be the new officer, also a resident of Dundee. Chief Casey noted that several years ago a woman who passed away left the police department $25,000 that was dedicated strictly for the canine program.

LESS LETHAL EQUIPMENT: Chief Casey reviewed that the department has updated a lot of its equipment. Less lethal beanbag rounds were replaced with 40mm round Styrofoam tipped projectiles, which offer better target control for officers. He informed that is a good alternative to lethal force when the situation allows. These are carried in police cars now.

EMERGENCY OPERATIONS PLANNING: Chief Casey advised that the City of Newberg is in the process of updating their Emergency Operations Plan. He informed that presently there are four people on staff that are working on updating the Plan; previously the plan had been managed by the fire department staff that is no longer there to do so. Chief Casey advised that he will be discussing the Dundee Emergency Operations Plan with City Administrator Daykin to ensure it is up to date and fits together well with Newberg's plan.

C. Crawford inquired about power being obtained during an emergency. Chief Casey informed that presently there is a generator at the police department/dispatch center that holds approximately 500 gallons of diesel and has about a 72 hour runtime. He advised that Newberg is planning for a two-week time period where there is sufficient fuel supply on-hand for this length of time. He noted that Newberg does have contacts with Pacific Pride for fuel in the event of an emergency, but he added that to be independently supplied themselves would be ideal, especially with regards to fuel. C. Nelson inquired about potential additional fuel storage within their Public Works Department which Chief Casey informed does not presently exist, though there is a generator at their sewer treatment plant. Chief Casey informed that Newberg is looking to get several additional fuel tanks which would hold both gasoline and diesel fuel, and noted that they are also looking at methods of being able to do their own fuel transports in fuel bladders.

C. Crawford pointed out that Dundee has solar panels on the Fire Station as well as the WWTP that could be used as emergency power, though some configurations would need to be done to change it. He suggested this could be a potential option for Newberg to consider as well.

POLICE DEPARTMENT STAFFING: Chief Casey noted Newberg to be almost at complete staffing, though there are presently two vacancies to fill which seem to be a constant with people retiring, etc. He noted that with Captain Bolek's retirement, the City opted to do some restructuring with regard to his position. They were short on patrol supervision, and their goal has been to ensure they have a patrol supervisor on duty 24 hours a day. To remedy this situation, they created two Corporal positions out of the one Captain position which provides more patrol supervision. Chief Casey further noted that Sergeant Ronning moved into an Administrative Sergeant position.

HEROIN/DRUG OVERDOSES: Chief Casey raised awareness of the fact that they are seeing an increase in the amount of heroin usage within their jurisdiction; especially concerning is to see an increased use of this drug in teenagers. Chief Casey explained that there is nothing the police can do locally to stop heroin from coming into the community or people from using it. He advised that their goal is to make sure that they catch the people locally who are using it because they are responsible for many peripheral crimes that go along with drug use. He further noted this to be a nationwide epidemic. Chief Casey informed that since December 1, 2016, they have responded to twelve drug overdoses, though not all were heroin overdoses. Discussion ensued pertaining to

the rise in heroin use. C. Nelson inquired about whether or not heroin use is a county-wide problem, and what the trend is in regards to its distribution. Chief Casey informed that it is likely coming from all directions, though a lot of it is coming out of Salem. He also informed that most of it is coming from overseas or out of Mexico, additionally pointing out that there are many drug cartels and distribution points. He further noted that no community is immune to the issue, and no community has less or more of a problem than another. Additional conversation ensued.

C. Svicarovich inquired as to what educational outreach efforts are being done at the high school level to reach students. Chief Casey clarified that it is not a high school problem, and that the issue isn't due to anything that the high school isn't doing with regard to education. He explained that to his knowledge there are no drug awareness programs presently, noting that due to some statistics nationwide it has been suggested that the previous D.A.R.E. program had a questionable effectiveness though he felt it was a great community policing tool. Due to funding issues on both sides, the program was discontinued. Conversation ensued regarding the complexity of the drug problem, especially as it pertains to teens in the community.

POLICE DEPARTMENT REACCREDITATION: Chief Casey informed that the police department was recently reaccredited. Chief Casey explained that they are an accredited police agency through the Oregon Accreditation Alliance for law enforcement in Oregon. He further noted that their police agency is one of about 40 police departments that are accredited. Chief Casey explained that being an accredited agency means that they are operating at the highest level of their profession; outside assessors have evaluated and reviewed the police department to make sure they are in compliance with all of the state and national accreditation requirements.

NEWBERG-DUNDEE POLICE FOUNDATION: Chief Casey informed that some citizens from Newberg have come forward and offered to start up a foundation called the Newberg-Dundee Police Foundation. They have already received their IRS 501(c)(3) nonprofit status. There are board members and they also have their bylaws set up. Chief Casey pointed out the importance of a Dundee representative joining this group as well. He informed that they will be fundraising for the police department as a nonprofit organization; they are not associated or attached to the City in any way. He further expressed his appreciation of the development of this Foundation as well.

C. Pugsley inquired about the new process involved when calling 911 locally. Chief Casey described the Newberg-Dundee Dispatch Center present process of handling and routing incoming 911 calls. Calls requiring police support are handled by dispatch locally, while calls for medical assistance are transferred to Washington County through a streamlined process.

C. Pugsley pointed out that last week Governor Brown put out a reminder to all law enforcement officials at all levels within the state to be aware of the law which prevents law enforcement from assisting federal immigration personnel in cases where the only crime is regarding immigration. He inquired of the Police Chief as to what their stance is on Governor Brown's message. Chief Casey expressed frustration with regard to that reminder due to the fact that is what the Newberg-Dundee Police Department has been doing for the past 30 years, and will continue to do. He further advised that the Department doesn't enforce immigration laws and never has; they are forbidden from doing so by Federal and State law. Conversation ensued regarding this and Chief Casey offered additional explanation regarding Newberg-Dundee Police practices/policies. Additionally, he pointed out that the recent Presidential Executive Order pertaining to immigration does not impact local law enforcement. C. Pugsley inquired as to whether or not Chief Casey feels that our local immigrant families are aware that their immigration status will not be questioned by police, and feel comfortable calling 911 in the case of an emergency. Chief Casey is hopeful that this information is being spread throughout the local communities, though

he has no way of knowing to what extent that information is known. C. Svicarovich inquired as to whether or not the police department strives to match the ethnic diversity of their force with the ethnic diversities of our community, thus allowing for good communication throughout. Chief Casey explained that regardless of ethnicity in the community, or of the officers on the force, Newberg-Dundee Police treat everyone equally. He noted that they are always interested in recruiting and hiring those who can speak Spanish or someone of Hispanic background, though unfortunately they don't seem to get enough Hispanic applicants. He also noted that they do have a couple of officers on the force that do know Spanish, even a couple of officers that have taught themselves the language as well.

Chief Casey expressed his willingness and desire to report back to City Council more often than once yearly, and suggested providing an update in July

Consent Agenda

The motion was made and seconded to approve Consent Agenda items 6.1 City Council Minutes and 6.2 Financial Report ending December 31, 2016. **The motion** passed unanimously.

Old Business

Collector Streets Parking Restrictions

Mayor Russ reviewed the agenda report provided by C.A. Daykin. Discussion ensued regarding the importance of evaluating all collector streets in Dundee to review and ensure the consistency of imposing parking limitations, safety, and the smooth flow of traffic throughout the city. C. Pugsley expressed his appreciation for a very thorough report which reflects the complexity of the issue, and noted that there is no quick fix and that it will be an evolutionary process. M. Russ expressed his opinion that in reviewing this report, he feels there are other areas similar to the Alder Street area previously identified that are approximately as dangerous and should have no parking signs placed as well.

The following streets were noted to be of concern either presently or potentially moving forward:

Edwards Drive: Overall seems fine, though if traffic increases near the intersection of Parks, it will need to be addressed. C. Crawford pointed out that while pedestrian traffic from Eighth Street to Tenth Street isn't an issue now, it may increase as the other side of Dundee develops. M. Russ pointed out that the Tenth Street to Parks Street area is a more narrow area but at this time there is not a tremendous amount of traffic in the area, nor a lot of pedestrian traffic.

Neiderberger Road (99W to Charles Street): M. Russ noted this street to have a large amount of truck traffic which is a concern. The consensus of the Council was that this is an area that needs to be addressed.

Ninth Street: M. Russ advised that while there don't seem to be any issues at present; it is a very high traffic collector street in Dundee.

Alder Street (Eleventh Street to Ninth Street): M. Russ pointed out that the street is very narrow in this area in front of the mobile home park. C. Adlong also noted the area to be very dangerous for pedestrians as well; especially dangerous on the mobile home park side of the street with no sidewalks. C. Nelson pointed out the potential increase in traffic in the area with more businesses in the area.

C.A. Daykin advised, as Officer Ronning pointed out from an enforcement standpoint, that if a person has the means to pull off the travel way and park safely and does not, that person could be subject to violation. Officer Ronning was on-hand to offer his input on this issue and discussion ensued regarding this. Officer Ronning pointed out that in Section 2 of the Parking Statutes that issue is addressed. He advised that as long as a vehicle is parked in such a manner that there is an unobstructed lane of travel around that vehicle, it's not a sight hazard, it is visible within a certain distance up to 200 feet, and vehicles can pull around it, it's technically not a parking violation issue. However, Officer Ronning added that this doesn't mean it couldn't be an impeding traffic issue. Examples were discussed. M. Russ pointed out, and Officer Ronning agreed, that this is a situational issue on most of the streets in Dundee. Discussion ensued amongst the Council regarding various areas of potential concern in the City.

C. Pugsley inquired as to whether or not C. Adlong has noted an increase in pedestrian traffic in the section of Alder Street between Ninth Street and Eleventh Street, which she didn't feel was the case. C. Svicarovich pointed out that there is a dog area which is an attraction for some people, and noted that to get there pedestrians must walk down the street. C. Crawford noted there to be a fair amount of traffic in the area as well as pedestrians walking their dogs.

Details, thoughts and ideas with regard to the City of Dundee Transportation System Plan Map on page 38 of the agenda packet were discussed amongst the group. C. Crawford inquired whether the properties with street construction deferrals near the Ninth Street intersection at Alder should be required to improve that section of Alder Street in conjunction with proposed subdivision improvements further uphill. C.A. Daykin advised that there will be a future discussion with Council regarding that, noting that this was also discussed last year when he received permission from Council to make application for a grant; the City wasn't eligible at that time but could apply again this summer. C.A. Daykin noted that even though the City has construction deferral and nonremonstrance agreements with these individual property owners for street improvements, they are very large lots and thus any assessment (even though they are obligated) of street improvement costs would be quite sizeable, and suggested the possibility that a grant could help ease that by sharing part of that cost. Discussion ensued regarding improvements to Alder Street as a condition of subdivision approval from Seventh Street to where Eighth Street would be, as well as desired improvements for the more narrow 300+ feet of street area downhill from the end of the subdivision to Ninth Street. The consensus of the Council was to place no parking signs on the west side of the street at this time.

C. Pugsley inquired of Officer Ronning as to his opinion from a patrol point of view as to whether it is more effective for a City to have more clearly identified areas with no parking signs up, or does patrolling the area help eliminate those safety problems as they arise. Officer Ronning replied that indeed when officers are on patrol they are looking for those types of issues, especially hazard issues and impeding traffic issues. Regarding no parking signs, Officer Ronning pointed out that he feels it is important to consider for any expense (road improvement, traffic signs, etc.) the history of what sort of parking problems there have been in those areas over time. Officer Ronning expressed his support of the no parking signs that were placed on Alder Street, noting the site distance from the stop sign being an issue as well as school bus traffic issues, and the fact that it is a collector street which likely has congestion and thus creates a hazard area. As C.A. Daykin previously mentioned, and Officer Ronning noted as well, looking ahead to the proposed subdivision development further downhill on Alder, the required street frontage improvements will allow on-street parking on the east side. Officer Ronning shared his feeling that there is also some right-of-way in between some of the houses on the west side of Alder Street south of Seventh that are graveled and available for parking off the roadway even at this time. He is not aware of any parking issues to date in that area. C.A. Daykin explained that

the concern is that as Alder Hill subdivision is developed, and parking allowed on the one side, over time some parking may be seen migrated to the other side from those new residents.

Mayor Russ advised that the above mentioned areas show a strong consistency and there is an understanding that Alder is a concern. C. Pugsley also pointed out that these issues make good sense because Alder Street is also a bypass around congestion on the highway coming from the McMinnville direction. M. Russ noted that motorists also bypass through Parks Street to Edwards Street to Fifth Street which was not selected as a concern. M. Russ suggested the idea of reviewing and reconsidering these and other potential areas of concern in the City.

C.A. Daykin informed that at the time that the no parking signs were placed on the one side of Alder Street, the City did notify the residents in advance of this action. The consensus of the Council was to notify the adjacent residents of the Council's intent to place no parking signs on the west side of Alder Street between Seventh and Eleventh and on Neiderberger. C. Svicarovich suggested placement of the no parking signs near property lines to minimize their appearance to the residents. Discussion ensued regarding additional sign placement details.

C. Crawford noted that he read in the newspaper that Newberg High School is getting a plasma cutting table through a grant which will allow them to make street signs. He suggested that this would also be a good idea for the City of Dundee.

C.A. Daykin informed that Officer Ronning will be helping him with the recently ordered radar display speed sign that will be placed somewhere on Ninth Street as traffic comes from the County into the City limits.

Ordinance No. 555-2017, Tourism Committee

C. Nelson pointed out that this will likely be beneficial due to previous attendance issues. C. Crawford pointed out that the Dundee resident positions are the most difficult positions to fill, and with this amendment there will be five tourism representatives and four citizens on the Committee.

The motion was made and seconded to adopt Ordinance No. 555-2017, an ordinance relating to the Tourism Committee and amending the Dundee Municipal Code. **The motion** passed unanimously.

Tourism Committee Appointments

C. Crawford briefly reviewed the three new applications for the Tourism Committee, as presented in the agenda packed on pages 45-48. C. Adlong inquired as to the amount of duplication between the Dundee and Newberg Tourism Committees; she advised that Megan Carda is also on the Newberg Tourism Committee. C. Crawford responded that Ms. Carda would be the second Committee Member on both, though when he addressed this with the Dundee Tourism Committee they okay with it. C. Adlong expressed her opinion that maintaining individuality in the decision making process on the Committees is important, which C. Crawford supported as well. **A motion** was made and seconded to approve the appointments of Megan Carda, Joy Walker and Marque Wright to the Tourism Committee per the recommendation of Chair Crawford. **The motion** passed unanimously.

New Business

Ordinance No. 556-2017, SDC Exemptions

Mayor Russ briefly reviewed the ordinance and expressed his concern regarding Item A.5. in subsection 15.16.060. C.A. Daykin explained that the intent in this ordinance is that it be the first

step in providing a process to waive SDCs for houses intended for eligible low and moderate income persons. This step would modify the regulation to give the authority to provide for this special exemption, and then the rules would be adopted by resolution which would be brought back at a future meeting. C. Pugsley pointed out that Rick Rogers from Habitat For Humanity is present at the meeting tonight and available to answer any questions. M. Russ expressed his interest in whether there are any other cities adopting similar ordinances and, if so, what rules/criteria are they using that our City could potentially use as an outline. C.A. Daykin pointed out that Silverton, Portland and Eugene all have similar programs. Rick Rogers advised that McMinnville just passed a similar ordinance as well. C. Pugsley reviewed the fact that the Dundee Council prefers to have final say in a lot of issues. His fear would be that if the draft proposals were to have the final say be voted on by Council in each case, especially given the fact that there hasn't been a Habitat Build in Dundee for many years, if a proposal was reviewed and for whatever reason the Council at that time did not support it that would be very unfortunate. C. Pugsley advised that he would like Council to at least consider the idea that this be an administrative rule rather than a Council rule. He inquired as to what Rick Martin's thoughts are with regard to this. Mr. Rogers noted that their only experience is working with the City of Newberg, where it is an administrative rule which has worked fairly efficiently. Additionally, he noted that they tend to know in advance when they are going to build, and put an application in. M. Russ advised that they will definitely take that into consideration and review the possibilities when the Council arrives at that point.

M. Russ expressed a concern with regard to Item 6-C on the proposed ordinance, and inquired as to whether there is some special notice given to a property owner at the time that they are disconnecting, so that they are fully informed regarding this process. C.A. Daykin confirmed property owners will be execute a document that fully discloses the rules of this new policy. C.A. Daykin pointed out that the situation does not arise all that often. If a property owner knows that they are going to abandon a facility where there is a dilapidated house or a tear-down of another building, and their option would be to pay to keep those services in place even though they're not using it (paying the $31.00 a month for the standby charge), or they could opt to having those services removed. C.A. Daykin noted that the caveat is that the City is going to have them sign an agreement which states that if they wish to have those services brought back, then it will be handled as if they are brand new; there will not be a preexisting exemption for the SDC fee calculation. M. Russ explained his desire that there is an effective noticing regarding the termination of the pre-existing condition credit. C. Nelson asked for clarification regarding whether this pertains to properties which have paid SDC's previously. C.A. Daykin informed that it doesn't distinguish between that, and discussion ensued further regarding this.

Mr. Rogers advised that Habitat for Humanity would love to build in Dundee, and asked for notification if the City becomes aware of any surplus or available property. He expressed his appreciation for their consideration and pointed out that this is a great incentive; he believes it also shows that the City of Dundee is interested in the issue of affordable housing and realizes that it is a challenge everyone.

A motion was made and seconded to adopt Ordinance No. 556-2017, and ordinance relating to system development charges and amending the Dundee Municipal Code. **The motion** passed unanimously.

Kennedy/Jenks Engineering Services Agreement

Brief discussion ensued regarding the rate information provided in the proposal on pages 54-56 of the agenda packet. C.A. Daykin noted that most of the other rates increased 9% with the exception of Michael, whose rate increased 20%; this includes the 9% plus a pay grade increase for his higher attained level since 2012. It was also noted that these rates are effective through

December 31, 2017. **A motion** was made and seconded to approve the February 2, 2017 proposal for engineering services and to authorize the city administrator to execute a contract with Kennedy/Jenks Consultants in the form approved by the city attorney. **The motion** passed unanimously.

C. Svicarovich expressed her concern that as our designated engineer, she feels it important that Michael Humm also be training someone else in the event that he is no longer at Kennedy/Jenks; it would be beneficial to have someone in position to step in and be able to fill that role. C.A. Daykin informed that he is aware that Mr. Humm has had other people who have been involved in some of the more recent projects, and advised that he will be visiting with him further next week.

Snow Plow Quotes

M. Russ expressed his support for the City having their own snow plow. Discussion ensued regarding the pros and cons of the purchase of the snow plow and sander. C.A. Daykin pointed out that there would be some degree of improved efficiency, as well as operator comfort. C. Pugsley pointed out that safety would also be improved. Further discussion ensued regarding the present method of clearing show that is practiced using a backhoe. C. Pugsley pointed out the potential danger in Public Works working on the roads in open equipment; he believes a new plow would provide a higher degree of safety for employees. C. Nelson expressed his support and pointed out that having a plow would free up the backhoe for projects that it's meant to do. C. Crawford inquired as to whether or not the fire district had been approached regarding assisting in the purchase of this new equipment. C.A. Daykin advised that the City could approach them regarding this. C. Nelson pointed out that if the fire district does not want to contribute, the City could sell the service to them if they desired. C. Pugsley pointed out that in the midst of a weather event, often with limited time to take care of snow/ice, there likely wouldn't be time to provide service to others. C. Weaver expressed his support of the proposed, and pointed out that this will also make the citizens of Dundee happy.

C. Crawford inquired as to whether or not the street sweepers were onsite in Dundee last month as he still notes a lot of sand and debris on the roads. C.A. Daykin is unaware of whether or not they came though they are scheduled to do so on a monthly basis. C. Nelson pointed out that they may have opted to hold off with the snow and ice that we've had; they may have elected to wait until the weather has settled out.

A motion was made and seconded to approve Dundee Public Works Department to purchase a snow plow in the amount of $6611.00 and a sander in the amount of $3700.00 + $500.00 freight from Pacific Truck Colors, Inc. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Pugsley raised a concern regarding blocks in Dundee that have 50% or more sidewalks and, therefore, being required to be completed construction of sidewalks for the entire block. C.A. Daykin confirmed that requirement to be in the Development Code. C. Pugsley suggested that Dundee likely has quite a few locations of that same nature presently, and C.A. Daykin offered to help identify those locations if desired. Discussion ensued regarding potential areas of concern throughout the City, and the consensus of the Council was to look into this further and specifically identify those areas. C.A. Daykin informed that when the Sidewalk Maintenance Regulation was developed a few years ago, the idea of requiring construction of sidewalks was discussed but not included. Daykin believes Council may adopt a regulation providing authority to order the construction of sidewalks without necessarily forming a Local Improvement District (LID). C.A. Daykin led a detailed discussion regarding options for possibly updating or changing

the Ordinance if the Council desired. The consensus of the Council was to delay this conversation and decision making process until the sidewalk information is gathered and reviewed at a future date. C. Crawford pointed out that the timing may be good now because Market Real Estate Values are increasing which may allow residents to obtain a home equity loan to cover sidewalk expenses.

C. Crawford advised that the Taste of Dundee, a wine tasting and food event in the City, had previously been organized by local businesses the first weekend in May. He noted that last year the event was pretty successful. C. Crawford advised that the local businesses have asked whether the Tourism Committee or the Chamber would be willing to organize and take over the event. He advised that the Chamber elected to take it on as they have a larger volunteer base; they will use it as a fundraiser. It is still scheduled for the first week of May, and the Chamber has asked for approval of the Tourism Committee to fund the $1500 advertisement in 1859 Magazine to promote the event which the Committee supported. C. Crawford further noted that additional details pertaining to the event are also moving along nicely.

With regard to the Paddle, Bike & Run event on the bypass route, C. Crawford noted that he has had some discussions with the Kristen Kibler, PR from ODOT. The event is being discussed and some concerns were raised regarding the transition points of the bicycle and run; the contractor has expressed concerns with regard to where people will be on the route. Restricting the run portion was discussed which C. Crawford isn't in favor of as he would like to be able to run the entire route. He advised they were looking to plan the event for mid-September whereas C. Crawford was thinking mid-October to make sure that the bypass is complete enough to ensure that people can run on it. Though the date still has not been set, C. Crawford has agreed that he will move the race to match up with the ribbon cutting ceremonies that they are also trying to plan. Conversation ensued regarding additional festivities that may be taking place as well. M. Russ pointed out that he had heard Kelly Amador, ODOT mention previously that the road surface won't be finalized until December. Discussion ensued regarding additional finishing details with regard to the bypass.

Jeannette Adlong reported that the Park Advisory Committee met this month. She informed that the Committee is putting together what has evolved into a Community Clean-Up Day on Saturday, April 22nd, which is also Earth Day. She informed that Jennifer Munson is going to help the Committee publicize it, so hopefully the event will draw people to do some projects around our local parks and possibly other projects in the community as needed.

C. Adlong reported that she and C. Crawford have attended three Trail meetings sponsored by CPRD. She informed that CPRD has hired a consultant to put together a strategy to build a countywide trail system. They have narrowed down two or three of the main trails that are thought to be advantageous to build to begin the countywide trail system. The first would be a trail along the bypass route. A second would be from Dundee to Carlton, which would connect to another trail that is going to be constructed called the Yamhelas Westsider Trail (which goes north to Washington County), and then the third segment would go from Carlton over to McMinnville. C. Adlong advised that the federal government has a funding source for a very low interest loan that wouldn't be required to be paid back for 30-35 years. The idea of borrowing $10 million dollars is being discussed, as well as paying that back with future funds. She further advised that CPRD is going to be sending out Resolutions to all of the Cities to see if they would support the notion of doing this type of project, although funding details and commitments would not yet be discussed; the objective would be to see if the idea of the countywide trail system would be supported. C. Adlong expressed her support and pointed out the uniqueness of the present opportunity, potentially giving us the means to do something that we won't be able to have 5-10 years from now. C. Crawford pointed out that within the Resolution, CPRD is also

trying to gauge interest in the Cities to help pay for the lobbyist to handle the Department of Transportation grant; submitting an application to the Department of Transportation typically requires a lot of effort. It is estimated to cost $200,000 for the Park Trail Advisor to get enough detail to move the application forward, plus an approximate $20,000-$30,000 in lobbying fees to shepherd it through the process. He further noted that CPRD is hoping to share some of those expenses throughout the county. C. Crawford advised that Dundee, Newberg, McMinnville, Carlton and some other cities have shown interest to help; the effort is to try and share the costs of this application process. C. Nelson inquired as to whether Grand Ronde would be included in this effort. Discussion ensued regarding the fact that the Committee is attempting to get someone from the Tribe involved though the majority of the population density is in the eastern side of the county, thus potentially making it difficult to get a trail system out to them. C. Svicarovich pointed out that Grande Ronde has recently had their Train Depot added on the National Registry; there is also likely a rail corridor. C. Crawford discussed additional details pertaining to the complexity of the project. C. Adlong pointed out that the trail system would run along roads when possible, as well as run along properties only when land owners are agreeable; there would be no takings or eminent domain issues. She further noted that the people on the Committee, as well as the Consultants, are very sensitive to the needs of the property owners in the area, especially with regard to agricultural concerns. C. Adlong also pointed out the importance of there being a balance between roads and properties used in an effort to keep costs down and allow this trail system to happen. Further discussion ensued. C. Weaver pointed out that he's seen some Facebook pages in opposition of the trail system.

C. Svicarovich advised that there was a Town Hall meeting held recently in which Ron Noble, Bill Post, and a few Councilors were in attendance. She advised that it was heavily attended with over 150 people. C. Svicarovich, as well as C. Crawford, pointed out that all who spoke were very supportive of completing the bypass and passing a bill to ensure that will happen. Discussion ensued regarding the wide range of support and unified message presented. C. Pugsley inquired as to how their messages were received. M. Russ advised that while Bill Post is in favor of it, the democratic side is not as much. The complexity of the issue and additional concerns pertaining to potential funding were discussed in detail. C. Svicarovich advised that she has begun listening to the Transportation Committee meetings online, which she will continue; additional details pertaining to the group and their four subject areas of focus were discussed. C. Crawford pointed out that there is great representation in Bill Post, Ron Noble, and Brian Boquist. C. Svicarovich pointed out that she felt ODOT did a good job presenting where things stand with regard to the present status of the project.

Mayor's Report

One month into his second term as Mayor, M. Russ shared his State of the City Report with the Council. He advised that he is very honored, thankful and proud to be a part of the Council. He noted that he often tells people about the perfect balance present on the Council; each Councilor provides a unique and experienced perspective on some aspect of City operations, and as a body are very equipped to handle any issue presented. He added that the Councilors also get along reasonably well. With regard to operations, M. Russ advised that everything seems to be running pretty smoothly. M. Russ noted that he doesn't lose sleep worrying about how he would have to deal with a rogue Councilor or if the stormwater is going to get backed up due to the fact that it hasn't been maintained properly. He advised that he is very thankful and proud of his fellow Councilors as well as Staff; Dundee is a great running City. From an infrastructure perspective, M. Russ pointed out that Dundee is definitely doing very well. He noted his belief, that for a town the size of Dundee, there is a great transportation system and some very good public utilities. Current development and urban renewal plans will help Dundee move to the next stage with style and grace. In closing, M. Russ complimented in the Councilors and encouraged them to keep up their great work.

City Administrator's Report

C.A. Daykin shared that this morning he met with the administrators of the Chehalem Valley Focus Group and with Renata Wakeley as well as Andy Parks, who are helping the City with the Dundee Urban Renewal Plan. Ms. Wakeley and Mr. Parks presented the draft plan. There were representatives from CPRD, the Newberg School District, PCC, which are some of the taxing districts that would be affected, as well as the City Manager from Newberg. Of note, C.A. Daykin advised that Newberg is looking at developing their own urban renewal plan for the riverside area and tying it back into the City downtown. C.A. Daykin informed that it was a good presentation; a lot of good questions came out of it. He shared his opinion that Ms. Wakeley did a fantastic job and Mr. Parks answered a lot of questions regarding the tax process, revenue projections, and how that works and what impacts it has to individual districts as well as other aspects of the law. C.A. Daykin informed that a meeting needs to be set up with the County Commissioners, which Ms. Wakeley will hopefully be doing later this month.

C.A. Daykin also informed, with regard to the above meeting but pertaining to park SDC charges, that CPRD is already under review for increasing their SDC's. Presently the fee is approximately $2,017 per single family home; they don't know where it will end up but it's projected to be between the $6,000 and $11,000 range. He noted that they are using a very reputable consultant, FCS Group. C. Svicarovich noted that she had heard that CPRD closed on purchase of the nut orchard property in Dundee across from the school, the Sander property, which C.A. Daykin confirmed.

C.A. Daykin advised that the mediation process for the fire station is going to be starting sometime later this spring. He informed that the City Attorney will come to a future meeting to provide an update; an executive session will be held and discussion on where the City's position might want to be on certain issues when we get into mediation, as well as delegating responsibility for responding to that process can be discussed.

Regarding the cell phone tower lease arrangement, C.A. Daykin informed that though the representative came back and indicated they were having second thoughts regarding the $2500 a month fee, and offered $1500 instead, they have now confirmed that they will accept the proposal and begin the land use application process. A draft lease agreement will be provided by Verizon to the city attorney for review.

C.A. Daykin provided Council with a letter urging state legislators to fund the completion of the bypass project to be signed by all Councilors and delivered by Jeannette Along, who will be attending the City Day event in Salem tomorrow. C. Adlong will be provided with additional extra copies to take with her and distribute as well. M. Russ requested that Dave Haugeberg be provided a copy of the letter as well.

C.A. Daykin advised that he met with Tony Snyder from ODOT today, along with City Engineer Greg Reid, and reviewed prior costs associated with the $900,000 funding agreement with the City. He advised that they have agreed to reimburse the City of Dundee for some of the costs associated with the Highway 99W and Tenth Street improvements project that are eligible for reimbursement. Regarding the permit process, C.A. Daykin advised that C.E. Reid expects to submit his final comments tomorrow. One of the comments that came back which was very surprising pertained to ODOT not wanting the City to have the 2 x 2 foot grids because it was felt they would be disruptive for people in wheelchairs. C.A. Daykin advised that they are in disagreement with that; it meets ADA standards and it is not known where this concern is coming from. Tony Snyder advised that he will follow up with this. C.A. Daykin informed that they

expect to be able to go out to bid on February 15, 2017, and then bring back bids a month from now for possible award at the March 21st meeting.

In closing, C.A. Daykin informed that he will be meeting with Michael Humm, Kennedy/Jenks next week regarding the control panel repair project and I&I issues. Staff will meet with the representatives of CIS and the provider of excess insurance to CIS in advance of another meeting on Friday with those parties that would have a financial interest in the repairs to the control panel; as they may be asked to pay for part of that cost. C.A. Daykin noted that on top of that, as far as operations go, there was heavy rainfall this past weekend (almost 4 inches) which did have an impact at the WWTP that they managed very well; they had to move some water around and had to take some excess water off of FSL North to put it into former Lagoon 1 as has been done in the past. Todd Miller informed that things could have gone better but Train 1 is not performing as well as it should. Train 2 is the one that had the manual clean on because it had been the worst performing one. Cleaning Train 1 had been deferred until this coming summer. C.A. Daykin noted that Michael Humm is having concerns about trying to do the manual clean at the same time as the control panel repairs which is becoming a more complex procedure with trying to keep the plant operating. C.A. Daykin noted that they will be coming back to Council with bids on a manual clean process this summer.

Public Comment

None.

The meeting was adjourned at 8:59 PM.

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder