

**CITY COUNCIL MEETING  
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May 21, 2019**

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**City of Dundee**  
**City Council Meeting Minutes**  
**May 21, 2019**

**Call to Order**

Mayor David Russ called the meeting to order at 7:01 P.M.

**Council and Staff Attendance**

Present: Mayor David Russ; Council President Tim Weaver; Councilors Jeannette Adlong, Patrick Kelly; Ted Crawford; Kristen Svicarovich and Storr Nelson. Staff members: Rob Daykin, City Administrator; Dan Olsen, City Attorney; Greg Reid, City Engineer; and Melissa Lemen, Administrative Assistant.

**Public Attendance**

Erik Andersson, President, SEDCOR; and Abisha Stone, Yamhill County Business Retention and Expansion Manager, SEDCOR.

**Agenda Changes**

None.

**Public Comment**

None.

**Presentation: SEDCOR, Abisha Stone**

Abisha Stone, Yamhill County Business Retention and Expansion Manager, introduced herself and Erik Andersson, President, SEDCOR. A PowerPoint presentation was provided, a copy of which has been included in the record. Andersson discussed SEDCOR and informed that they have a membership of approximately 450 inclusive of communities, nonprofits, businesses, etc. He explained that SEDCOR also receives funding directly from the counties with which they work; there is a contract as of February of 2018 with Yamhill County to provide services. Andersson discussed that 70-80% of their job focuses on going out and talking with existing business to identify what their needs are and provide assistance if there are issues. Stone discussed the work SEDCOR does with regard to business retention and expansion. Andersson noted that their headquarters office is located in Salem at the Chemeketa Center for Business & Industry; Stone also has an office located in McMinnville. Stone explained that recruitment is only approximately 15% of the work they do; their main focus is on working with existing businesses to keep them locally, keep them strong and keep them growing. She discussed recruitment and noted that they work best when they understand what available lands there are, what zoning direction a City is striving for and the types of businesses they are trying to attract. Stone discussed the importance of SEDCOR understanding the community strategic plan when they are looking to recruit businesses to an area. Anderson discussed the Launch Mid-Valley initiative in detail, and explained that this is a way for SEDCOR to tie all of its resources together; discussion ensued.

C. Crawford inquired about how what SEDCOR does works with the Accelerator program in Newberg that the Chamber started. Andersson discussed that they have reached out to them with regard to potential businesses involved which might benefit from some of their resources as well. Detailed discussion ensued and Stone pointed out that Accelerator is part of the network that SEDCOR is developing. C. Crawford inquired as to whether SEDCOR has taken a look at

Dundee's community vision, especially with regard to the Urban Renewal District goals & objectives. Andersson and Stone discussed that they have not viewed the information though expressed interest in doing so. Detailed discussion ensued and Stone offered that any documents or plans which the City has that represent the future direction of the City they would like to review and potentially discuss with Council; this would allow SEDCOR to have open dialogue about how best SEDCOR can support the City. M. Russ inquired about whether SEDCOR can provide an Economic Opportunity Analysis. Andersson discussed that though they haven't done those directly (he is more familiar with this going through the land use process when a community is trying to identify land for industrial/residential growth), it is something they can take a look at. Stone offered that they can help the City find the resources for the right type of assessment that is desired, though stressed the importance of the City having a vision as well.

Stone discussed SEDCOR's work with community development. She discussed that SEDCOR has been working on developing a Business Retention and Expansion (BRE) program for Yamhill County. Stone discussed the Economic Development Advisory Council (EDAC) and explained that this is SEDCOR's approach to bringing together a County-wide group to advise the work that SEDCOR is doing in the County and also to start creating some collective works to propel things forward in creating a County-wide strategic plan. She discussed that the EDAC group is comprised of City representatives from each community and from the Grand Ronde Tribe; Rob Daykin is a participant. The group was also noted to include business owners and CEO's of industry sectors which are targeted in a broad swath around the County; each region, City and each of the main traded sector industry groups are represented. Stone discussed that EDAC has created a subcommittee that will be reviewing and providing recommendation to the Board of Commissioners for the County grant program. She explained that the goal of the County grant program is to spur economic development to grow to capacity. It was noted that last year the program was under redevelopment; it was re-envisioned and strengthened to make sure it contained very clear and strong parameters. Additional discussion ensued and Stone pointed out that the program is now open and accepting applicants; it will be open until June 30, 2019 and Cities are welcome to apply. Stone discussed that there are three grants in the program now including a start-up grant (two separate \$25,000 grants issued per year to start-up businesses who participate in the Launch Mid-Valley Initiative with the Oregon Entrepreneurs Network), a small grants program (grants up to \$10,000 for any project), and a strategic investment fund which can grant an award as high as \$100,000. Stone noted that the strategic investment fund is intended to be focused on bigger initiatives with a bit of an emphasis on traded sector industries and creating jobs. Additionally, she informed that detailed information pertaining to the grants is posted on the County website.

C. Crawford explained that he has been participating in Visit Yamhill County and indicated that part of the focus had been on moving more transient tax to support a permanent Executive Director to orchestrate all of the tourism activities throughout the County. He discussed that Commissioner Olson had seemed to feel that the politics weren't good for the County to try to do a ballot measure to pass a new tax, even though it would be a tourist tax which none of the residents would pay. C. Crawford suggested that perhaps an economic development person would be able to assist in this area though expressed concern that a person such as this may not have the marketing skillset required. He requested their opinion about SEDCOR potentially leading and helping orchestrate the various different City tourism promotion efforts to do a County-wide push for tourism. Andersson discussed his personal experience in the tourism industry and pointed out that not all of those who work in economic development view tourism in the same way. He voiced an understanding of the importance of the tourism industry to the economy in this region. Additionally, Andersson offered that if there are things that SEDCOR could be doing to help strengthen businesses in this industry it would be worth discussing. Discussion ensued and Andersson noted that he had in fact reached out to Travel Oregon just

today to initiate discussions with them about agritourism. C. Crawford discussed that there is a new Executive Director who was hired in Newberg, along with two people in McMinnville, who could potentially be the Destination Management Organization (DMO) that could assist the City's obtain grants. It was noted that someone from the County would still be needed to help the smaller cities who don't have the funds to hire an Executive Director. Stone acknowledged the benefits of having a regional approach and detailed discussion ensued. Andersson pointed out that what sells a region to visitors ultimately is what sells the region to residents as well. C. Nelson discussed his opinion that a consistent message with direct focused marketing is important for our local area. M. Russ stressed the importance of unity within the County as well.

C. Crawford inquired as to how much FTE is dedicated to Yamhill County's economic development to which Stone explained that she is a full-time employee who is 100% devoted to Yamhill County. She noted that she also supports some additional projects within the region, though she is 100% devoted to Yamhill County. Stone offered that once the County needs and expectations were understood, she could then better assess what the requirements for completing the work would be. She offered to explore this question if it were requested.

In closing, Stone voiced her appreciation of their time and provided Council with copies of their quarterly magazine, annual report from 2018 and their business cards as well.

## **Consent Agenda**

**A motion** was made and seconded to approve Consent Agenda Item 6.1 City Council Minutes, May 7, 2019 and 6.2 Financial Report ending April 30, 2019. **The motion** passed unanimously.

## **Old Business**

### **Dundee Community Center Parking Lot**

Joyce Colling, Dundee Women's Club (DWC), approached Council and provided a brief history regarding the parking lot improvements project. She pointed out that the costs to complete the project are continuing to rise. M. Russ inquired as to whether or not the DWC would have the capacity to make any kind of payments over time. Colling discussed that their budget is somewhere around \$27,000 a year (which is flat), and noted that they have also been trying to upgrade the building as well. She discussed that their restoration fund has approximately \$11,000 in it, though they are planning to take \$10,000 out and pay another bill with the remaining funds. Colling explained that though they could probably make payments over time, she has discussed this with the DWC group who are adverse to that idea.

C.A. Daykin explained that the DWC is a separate nonprofit entity who acts as caretaker of the Community Center for the community. It was noted that that Community Center was donated approximately 100 years ago to the community of Dundee to be used for a community gathering facility. C.A. Daykin pointed out that the DWC has been willing to raise funds to try to maintain the building, including paying for utilities, which is therefore not a direct expense on the City's budget. He also discussed that this is a community asset which provides a greater benefit to the community; there is not any other similar building in Dundee. C. Nelson pointed out that before the new fire station was built, there were several City meetings held in the DWC, which provided a nice larger area to have a public meeting. He also shared his belief that the building is an asset to the community.

Colling discussed that over the past ten years the DWC has contributed approximately \$300,000 in grant funds and other solicited funds that they've worked hard to get because of the building's age and deterioration. She explained that most of that money has gone into improving the infrastructure, which she described in detail. Colling emphasized that they have done a lot to make the facility a more attractive venue for the community to use; they charge a very nominal

rental fee compared to other nearby facilities. Colling discussed that the City has been helping fund the community dinner program which began about two years ago. She discussed events which take place at the facility which include a community clothes closet on the second floor (noted to be very popular), as well as a craft night and food basket prep time. Colling explained that the DWC was formed because there was a need for a building at that time, and indicated that the Club/members are the care takers of the building.

Colling clarified that eight parking spaces will be added as a result of the parking lot improvement project. Colling discussed that they had originally tried to work with the property owner to the South with regard to the project and sharing a parking facility, but the new owner received approval from the State and for a new driveway approach going right down the middle of his 50 foot wide connection to the highway; there will therefore be two exits side by side in that location. Additional discussion ensued.

C. Crawford inquired as to whether one possibility to cover a portion of the gap in funds might be a three-year loan from tourism funds in which the Community Center would then repay over that time. Colling reiterated that though she has brought this up to the DWC group as a possibility, they do not wish to pursue funding in this manner; if there were no other way than this to obtain funding, Colling indicated that she may have to try to convince them otherwise. Colling emphasized that time is of the essence with regard to the current bid for the project, and she expressed concern that they don't want to miss the opportunity to have the work done at the current price.

C. Svicarovich asked for C. Nelson's opinion with regard to the scope of the bid work included on the bid proposal. C. Nelson reviewed the proposal and noted that he has no specific concerns if the work is completed during the summer months. Much of the verbiage on the bid proposal was noted to be standard information; discussion ensued.

C. Weaver pointed out that the City has invested a tremendous amount into the Community Center already, and emphasized the importance of the building to the community. He voiced strong support for the parking lot project. **A motion** was made and seconded to contribute an additional \$16,900 from the Dundee Façade Improvement program, and \$6,000 from the tourism fund (a total of \$22,900), for parking lot improvements at the Dundee Community Center. C. Svicarovich offered comment with regard to recent discussion pertaining to the Jan Sander estate property and what the future will hold for that space. She voiced that, given the City's investment in the Dundee Community Center property, her hope is that there is some sort of collaboration that happens so that there are not duplicating efforts and that the City is making sure that needs are being met with the different spaces that are available to the public in the community. C.A. Daykin inquired as to whether the DWC has ever considered building a relationship with CPRD to provide some type of services based out of the Community Center building which would be a benefit to the general community. Colling confirmed that though not recently, they have talked with CPRD in the past though did not reach an agreement. Discussion ensued and she offered that the DWC could open discussion again with CPRD. C.A. Daykin noted that the City will be having discussions with CPRD this Thursday as well. M. Russ inquired as to whether the DWC would charge CPRD for the use of the facility to which she said they would not. **The motion** passed unanimously. Colling expressed gratitude to the City for their assistance and indicated that the DWC will now sign the contract and return it so the project can get underway as soon as possible.

### **City Utility Rate Review**

M. Russ voiced that he is unsure about raising volume rates equally across the tiered rates, and suggested that a smaller increase for Tier 1 than Tiers 2 and 3 seems more appropriate. He

discussed that a Tier 1 increase would apply to average residents while increases to Tiers 2 and 3 would impact the more heavy users. C. Kelly concurred with this opinion as well. Detailed discussion ensued and M. Russ suggested that potentially increasing 5-10% for Tier 1, and between 14-25% on Tiers 2 and 3 might be a better option. C.A. Daykin provided a detailed explanation of the incremental rate increase information provided on page 38 of the agenda packet.

C. Kelly pointed out that if rates were increased for those with very high usage, this might encourage them to purchase a water reclamation system. He explained that cleaning a single tank in a winery uses anywhere from 300-500 gallons of water, along with the caustic and citric waste components they contribute to the sewer system.

C. Crawford discussed that previously the minimum sewer base rate was set amount to provide a consistent amount of revenue on a monthly basis; this was done to satisfy some of the conditions of the loan. He inquired as to whether those same kind of limitations are present for water as for sewer. C.A. Daykin discussed that with regard to the sewer charges, the City Council elected to have the fixed charge represent at least a minimum of 78% of overall revenue. He explained that this same discussion was not had with regard to water, though he pointed out that on the water side the fixed rate brings in approximately 54% of overall revenue which he indicated is not untypical. C.A. Daykin explained that many of the communities in Yamhill County, though they may not have quite as high of a fixed base fee, will charge for the first cubic foot including the base fee; some even charge for volume use only. Additional detailed discussion ensued. It was noted that the average household uses approximately 600 cubic feet in the winter. C.A. Daykin pointed out that the vast majority of residences would fit within the Tier 1 as it is structured right now.

M. Russ suggested that if the Tier 1 rate was increased to 0.0310, and Tier 2 and 3 by 15% each, this would bring total revenue higher than C.A. Daykin's recommendation of going with 0.0320 for Tier 1, while leaving Tier 2 and 3 incrementing upward by the same number as in the past. M. Russ pointed out that this would result in a difference of approximately \$11,000 in annual revenue while providing a little bit of a break to the standard residential property. C. Crawford noted that it's a good idea to keep the base rate at a set amount as some will curb their consumption. It was noted that there are only a couple of customers who fall within Tier 3, and they are either a system (several residents on one meter) or more often a non-residential customer. C.A. Daykin reviewed that one of the incentives to change the rates last August was to encourage the residential customers outside of the City limits that appear to be using water for irrigation to use less, which is why Tier 2 targets that group more.

C. Nelson voiced support of M. Russ' proposed rate increase, and clarified that he is in favor of only a small increase, if any, on Tier 1, a moderate increase on Tier 2, and a much larger increase on Tier 3. C. Adlong voiced support of the same and pointed out that Tier 1 includes up to 1375 CF of water which she feels is a reasonable amount for most households.

C.A. Daykin explained that the structure of the rate, which the City Council adopted, was only Tier 1 originally. Then Tier 2 was created to be 25% higher than Tier 1, and next Tier 3 was created to be 50% higher than Tier 1. C.A. Daykin suggested adjusting the ratio between the tiers. He offered that if Council is targeting a particular revenue amount on an annualized basis, he could use his worksheet and bring back the ratio information for their approval. He emphasized that the projected annual revenue may not be the most important part as far as the projected annual revenue as this is speculative information based on one year's pattern of consumption; consideration for how the various tiers are structured may be more important. C. Svicarovich supported that it might be helpful if C.A. Daykin provided Council with a table to

review at a future meeting to which he offered to provide. Detailed discussion ensued and C.A. Daykin indicated that he will bring back a variety of calculations for Council's review in a table format to the next meeting on June 4, 2019.

With regard to sewer, C.A. Daykin discussed the proposed rate increase as shown on page 39 of the agenda packet. He discussed that the increase retains the current structure that was adopted originally for the various strengths of sewer and the I&I component. C. Nelson inquired as to why the I&I charges are equally distributed to which C.A. Daykin explained that it was adopted that way with a fixed amount per account. C. Nelson voiced support of a review of this in the future which M. Russ voiced support of as well. C.A. Daykin discussed that the basis for the fixed I&I rate on accounts. He explained that this figure has nothing to do with strength and nothing to do with flow coming from individual customers. The consensus of Council was to support the proposed rate increase for sewer charges; C.A. Daykin will prepare a resolution to bring back to the next meeting.

C.A. Daykin confirmed that there are no proposed changes with regard to storm water rates at this time.

### **Ninth Street Construction Design**

City Engineer Reid reviewed that Ninth Street serves as a primary gateway in and out of wine country and could provide a unique opportunity for the City to welcome guests. He reviewed information contained in his report beginning on page 43 of the agenda packet. C.E. Reid explained that at this time staff requests Council to consider the opportunities and determine what streetscape concept they prefer. The three concepts reviewed included the bike lane concept, median concept and parking concept, which all fit into the 60 foot right-of-way space.

The bike lane concept was discussed in detail. C.E. Reid explained that the 36 foot width from curb to curb would provide two 12-foot travel lanes and two 6-foot bike lanes. This would create a very spacious area for the cars and the bikers, though doesn't provide well for pedestrians who may want to cross.

The median concept presented was noted to not currently be an option in Dundee's TSP. C.E. Reid explained that it enhances pedestrian safety and experience by providing more landscaping opportunities, and also provides a median within the middle which offers a refuge for pedestrians crossing the street. The median concept was noted to be a much safer for pedestrian flow and would also assist with traffic transitioning into left turn movement. C.E. Reid pointed out that this concept also provides enough width that breaks could be provided away from pedestrian crossings to provide for U-turns (so that people can get to various driveways without having lots of breaks in the median).

C.E. Reid reviewed that the third option is the standard Dundee collector with the street parking option. C. Svicarovich inquired as to what the width of the parking area would be to which C.E. Reid confirmed would be approximately 8 feet for parallel parking; the travel lanes would be 10 feet. C. Svicarovich discussed that she feels that a 10 foot travel lane for the volume of traffic on this collector street is really not adequate. C.E. Reid explained that according to the American Association of State Highway & Transportation Officials (AASHTO) a collector can be from 10-12 feet wide, with the 12 foot width recommended for speeds over 45 mph. He reviewed that the Transportation System Plan (TSP) now defines the standard collector with a 10 foot travel lane. Concerns were expressed regarding the fact that large tour buses and trucks will also be utilizing this street. Discussion ensued and it was noted that this concept is really not conducive to bikers. The consensus of Council was to eliminate the parking concept option.

The median concept was discussed in detail. C.E. Reid explained that this concept provides for two 14 foot travel lanes, a 9 foot median (1 foot for curbs with 8 foot for plantings), 6 foot sidewalks, and approximately 5.5 feet for curb and side planters. He also explained that the 14 foot travel lane could either have sharrows indicating the path of a bicycle in the roadway, which would have a more spacious width for vehicles and bikers, or a 10 foot travel lane and a 4 foot bike lane could be provided (which is fairly tight for both lanes). It was noted that an 8 foot median helps accommodate the transition down to a turn lane; 9 feet is wide enough to be a turn lane. Discussion ensued and C.E. Reid reviewed that he would plan for some breaks in the median to provide for U-turns.

Photos of all three concepts were reviewed and the options discussed in detail. M. Russ inquired as to how many pedestrian crossings would be placed in the project area. C.E. Reid discussed that there would be a minimum of one crossing between the Highway and Linden Lane. It was noted that the median concept provides more opportunity for landscaping and is much more pedestrian friendly. C. Nelson pointed out the need for a pedestrian friendly area at Highway 99, and voiced support of a transition area to a more car and bicycle friendly roadway towards Alder Street. Detailed discussion ensued and C. Svicarovich suggested that the placement of a dedicated bike lane uphill and a sharrow downhill may be another option to consider.

C.A. Daykin offered discussion regarding potentially utilizing the median concept at the lower portion, terminate the medians at Linden Lane, and then from that point onward create dedicated parking on the side for the residents in that area. Detailed discussion ensued. M. Russ shared his opinion that the parking concept doesn't fit with the "gateway to wine country" concept. C.E. Reid explained the importance of receiving Council's feedback as right now the TSP instructs that parking be placed if development occurs in this area. C. Nelson offered that another option to consider would be the median concept up to Alder Street so that visually the residential area is separated from industrial. C. Svicarovich discussed that though she is leaning towards the median concept, she supported reducing the planter strip on either side from 6 feet to 4 feet and potentially adding some tree pockets in an effort to create a wide pedestrian sidewalk. M. Russ voiced concern that if there is no dedicated bike lane there will potentially be bikes utilizing the sidewalk. C. Adlong voiced concern about this as well and pointed out the popularity of biking and felt that the City should accommodate that need. It was noted that the minimum width of a bike lane is 4 feet though a 5 feet width is more ideal. C.E. Reid discussed options of adjustment with regard to the width of the planter strips and/or the median to achieve a 5 foot bike lane on each side. C. Svicarovich discussed her belief that a sharrow is not recommended to be used on a roadway (even with a lower speed) if there is a vehicle volume of over 3000 vehicles per day; depending on what the travel volume is on Ninth Street, a dedicated bike lane may in fact be required as opposed to a sharrow.

C.A. Daykin reviewed Council's preferences to include a median concept but with a wider 38 foot curb-to-curb to provide for a minimum 5 foot dedicated bike lane. It was noted that some of the landscape strip will likely be reduced with trees placed close to the curbside. C.A. Daykin discussed that this is enough information to begin putting together a plan and cost estimates to be brought back to Council at a future meeting, along with some updated visuals. C.A. Daykin also discussed that, with Council's approval, application would be made to the Oregon Transportation Infrastructure bank (OTIB) to finance the improvement, but the City will pay back the loan. He explained that once cost information is available, Staff would recommend that Council consider a combination of Local Improvement District (LID) and use of urban renewal, though finding the appropriate balance would be up to Council and could be challenging given the many different circumstances presented. C.A. Daykin also discussed that he would propose adding the completion of Alder Street on this funding loan application, along with applying for the grant as well. C. Svicarovich inquired as to whether or not the TSP would need to be amended to provide

for the discussed section. Discussion ensued and Atty Olsen clarified that if right-of-way would not need to be acquired, typically the City would not be required to change the TSP if it is a City project. Additional detailed conversation ensued with regard to potential funding options. M. Russ noted that completing the project could spur development in the area. C. Crawford pointed out that lowering the infrastructure costs could potentially help move development forward. He also discussed that while OTIB funds are still at a historic low he anticipates that will begin to change moving forward. He voiced support of taking advantage of the low interest rates while they are still available. C.A. Daykin noted that though the City has been successful, the OTIB funds are provided on a first come, first serve basis, and they do have limited funding.

C. Adlong reviewed that previously there had been a discussion regarding a potential roundabout at Alder and Ninth Streets. C.A. Daykin discussed that Saj Jivanjee had originally suggested the idea though recalled that Council had not been keen on the idea. C.A. Daykin explained that he had communicated to Jivanjee that if more detailed engineered information regarding the roundabout could be provided he could present that to Council, though this information has never been received. Brief discussion ensued regarding the complexities of a roundabout at the discussed intersection.

## **New Business**

### **PGE Street Light Options**

C.A. Daykin reviewed his memo and explained that Council now has options that weren't previously available when the LED lights were presented by PGE. He discussed the details of Option B, which would require a developer to be financially responsible for the street light installation and therefore provide the City a lower monthly rate. Photos of the decorative products available from PGE were reviewed. C.A. Daykin explained that the products can be mixed and matched to Council's specifications. C. Svicarovich discussed that she is in favor of the HADCO option on page 70 as it matches best to the lighting on Highway 99W. She explained that with regard to the Acorn lights on pages 68 and 69, there is no longer glass placed around the lights which can allow for birds to nest inside them. Although these lights would likely require more maintenance, it was noted that PGE provides the maintenance for the lights. C. Crawford expressed concern that the Hadco utilizes 4000K rather than 3000K. C.A. Daykin offered that he could look into the matter to see if the 3000K is available as this is what Council would prefer. Conversation ensued. Consensus of Council was to use Hadco Westbrooke style lights in the Ninth Street area, and looking into the possibility of 3000K for these fixtures.

C. Svicarovich pointed out that the mounting heights for the Town & Country and the acorn lights are 14 or 16 feet (a more pedestrian scale mounting light), while the Hadco lights are mounted at 22 feet which is more appropriate for a collector or arteriole type street. She discussed that one benefit of a taller mounted light in a residential area is that the number of poles will be reduced by a certain percentage which reduces overall costs. C.A. Daykin suggested that Council consider what look they want for residential versus commercial areas; revisiting that standard is necessary so that City Staff have a better understanding of what is desired for residential areas. The consensus of Council was to use primarily the Hadco Westbrooke LED lights in the Riverside District; if an alternative light is desired it would need to be approved by Council. Council also voiced support for the Cobra head style lighting to continue to be used for the infill development in Dundee.

## **Council Concerns and Committee Reports**

C. Adlong announced that she and C.A. Daykin will attend this Thursday's CPRD Board meeting. She discussed their goal is to make sure there is an understanding about the financing for the Riverside District Parks following the previous joint meeting with City Council. C.

Adlong reviewed that there had previously been some conflicting statements with regard to how CPRD felt about the parks in the Riverside District, and she stressed the importance of having a mutual understanding and communicating as well. C.A. Daykin discussed that one purpose of this conversation is to determine whether a Developer Agreement would be a potential option for this infrastructure; a four party agreement between the two major developers, the City and CPRD that would cover the dedication of land, ownership, construction and maintenance of a neighborhood park.

### **Mayor's Report**

M. Russ provided an update on the bypass. He explained that that Bypass Committee is very focused on the next step, completing Phase 2. M. Russ discussed that in both Federal and State government right now there are monies available, and a big push is being made for the \$150 million in funding needed. He encouraged Council to reach out to their local representatives to encourage them. M. Russ explained that the bypass is a Federal high priority corridor and pointed out that as things stand now an almost worse traffic situation has been created south of Dundee. He also explained that \$30 million in funding for engineering and right-of-way from the ODOT budget directly has already been provided, though \$50 million is being sought. C. Crawford pointed out that the \$150 million will make the project shovel ready though not complete it; the goal is to make it shovel ready for the federal government to come in and fund the next \$100 million+ to finish the project. Additional conversation ensued. C. Crawford offered to provide Council with the four-page brochure which was sent to the Parkway Committee. It was noted that Council should review this information and utilize the key points when speaking with local representatives. C. Svicarovich suggested that obtaining the crash data after the first couple of years would be valuable information to review; discussion ensued.

### **City Administrator's Report**

C.A. Daykin discussed that he and C.E. Reid had a phone conversation with PGE and their staff regarding the forced undergrounding on Highway 99W. He noted that it was a good detailed discussion lasting approximately an hour and fifteen minutes. C.A. Daykin explained that they will follow up with a site visit. City Staff will follow up again to bring back issues for City Council to consider in defining the scope of work.

C.A. Daykin discussed that the City received a resignation from Don Webb from the Planning Commission. He explained that Mr. Webb took a position which requires him to be out of town frequently. The Planning Commission vacancy is being advertised and the hope is that applications will be received so that appointment can be made at the June 18, 2019 meeting. If no applications are received, advertising of the vacancy will continue.

C.A. Daykin discussed that because the Planning Commission just came off of a fairly intense body of work, they will take the month of June off. At this time it was noted that there are no pending applications for their review, which provides an opportunity for the City to start some work that has been put on hold for a number of years including review of the exterior lighting regulations (to make it more clear) as well as some policy issues which will become more apparent to the City moving forward. He explained that on March 1, 2021 the current regulation states that everyone must comply with the regulations. C.A. Daykin also pointed out that there is a huge laundry list of other corrective measures that have been found throughout the Code, including some more recent determinations by the City Council; the exterior lighting regulation really needs to be addressed to provide enough lead time to give notice to people on what the requirements are.

C.A. Daykin discussed that that new crosswalk markings completed at Ninth and Eleventh Streets by ODOT maintenance crews are appreciated. A thank you note was sent to Cole Mullis. C.A.

Daykin discussed that markings were not done at Seventh Street because the Traffic Safety Engineer made a determination that they cannot mark that crosswalk without a pedestrian island; it has gone on record that this is not a safe crosswalk without a pedestrian island so they're not going to place a marked crosswalk until the island is put in. C. Svicarovich inquired about the pedestrian crossing sign on Seventh Street which C.A. Daykin confirmed was hit and has since been replaced.

C.A. Daykin discussed that ODOT announced that the Draft Design Acceptance Package has been released and the City has until the end of May to provide comments back to them. He pointed out that things are still moving along towards that next phase of work.

### **Public Comment**

None.

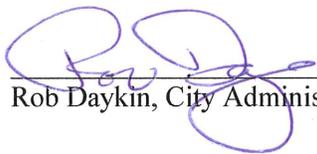
The meeting was adjourned at 9:05 P.M.



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David Russ, Mayor

Attest:



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Rob Daykin, City Administrator/Recorder