

**CITY COUNCIL MEETING
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July 3, 2018**

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City of Dundee
City Council Meeting Minutes
July 3, 2018

Call to Order

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

Council and Staff Attendance

Present: Mayor David Russ; Council President Kristen Svicarovich; Councilors Tim Weaver, Storr Nelson and Ted Crawford. Absent: Councilors Jeannette Adlong and Doug Pugsley. Staff Members: Rob Daykin, City Administrator; Jacob Zahniser, City Attorney; Greg Reid, City Engineer; and Melissa Lemen, Administrative Assistant.

Public Attendance

None.

Agenda Changes

Item 7.3 2019 Special City Allotment (SCA) Grant Program was added to new business.
Item 7.4 Settlement Structure, Fire Station Litigation was added to new business.

Addition of Executive Session: In accordance with ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Public Comment

None.

Consent Agenda

The motion was made and seconded to approve Consent Agenda Item 5.1 City Council Minutes, June 5, 2018. **The motion** passed unanimously.

Old Business

Bike/Ped Grant Agreement – Amendment No. 2

C.A. Daykin reviewed the details of the Agreement as noted in the agenda report on page 15. **A motion** was made and seconded to approve Amendment No. 2 to the Walkway/Bikeway Project Agreement. **The motion** passed unanimously.

Locust Street Construction Bids

C. Nelson noted that it might be a good idea to review projected costs on future projects to make sure the cost information is up to date. C.A. Daykin acknowledged the rising costs as well and reviewed that though this did impact the bidding process, D&D Concrete & Utilities, Inc. did provide a bid reasonably close to the project estimate. Discussion ensued with regard to the potential addition of one mid-block street light along Locust Street between 7th and 8th Streets at an estimated cost of \$8,500. C.E. Reid discussed the details related to his suggested placement of the light on the house side of the street; it was felt that this placement would provide better lighting towards the park. The consensus of Council was to move forward with the placement of the light.

C.A. Daykin reviewed the LID cost update and C.E. Reid discussed the details of the bids received. Some of the increased costs are due to the additional driveways for the three new residential lots that were created since the formation of the LID. C.E. Reid suggested that doing a more detailed preliminary design for projects in the future may provide a more accurate cost estimate. C. Nelson pointed out that the timing on collecting bids was not in the City's favor as most contractors already have their summer season schedules set. **A motion** was made and seconded to accept the bid from D&D Concrete & Utilities, Inc. in the amount of \$407,203.00 for Locust Street Improvements. It was noted that the LID cost to each property owner will increase by about \$3,286; a decision will need to be made by Council in the future with regard to whether that increase will be paid by the property owners or whether the City will help offset those costs. **The motion** passed unanimously.

League of Oregon Cities Legislative Survey

Council members present discussed the legislative objectives identified by the League of Oregon Cities (LOC). The consensus of Council was to select Lodging Tax, PERS Reform, Property Tax Reform, and Right-of-Way and Franchise Fee Authority as their top four issues they would like to see the League focus on during the 2019 session. Council's least favorite issues for League focus were noted to be Speed Limit Methodology, Speed Cameras, Green Energy Technology Requirement Changes, and Beer & Cider Tax Increase. This information will be provided to the League of Oregon Cities.

New Business

Parks Advisory Committee Appointment

A motion was made and seconded to appoint Jill Bilka to the Parks Advisory Committee. **The motion** passed unanimously.

Tourism Committee Appointment

A motion was made and seconded to appoint Matt Daley to the Tourism Committee. **The motion** passed unanimously.

2019 Special City Allotment (SCA) Grant Program

C.A. Daykin reviewed some of the details from the agenda report provided to Council tonight. Information on the grant application was provided to the City recently and has a due date of August 1. The grant amount per project was increased from \$50,000 to \$100,000, and a city is now able to have two open projects concurrently. He indicated that once Council provides Staff direction on their project preferences, he will then bring a resolution back to the next meeting for formal approval. C.A. Daykin reviewed his recommendation that Council select a primary project as well as a secondary project, which could be possibly be phased or cut back in scope if there are not enough funds to fully cover it if excess funds were available.

C. Nelson reviewed and discussed the projects that he and C.A. Daykin inspected and felt were suitable candidates for the SCA program. He reviewed that they looked at the Walnut Street section, the Red Hills Drive section, as well as Myrtle and Charles Streets. With regard to Alder Street, C.A. Daykin pointed out that the City has already received approval from the State twice for that segment; the benefits of this were discussed, as well as potential options for including project in the grant process if Council desires. Detailed discussion ensued and C. Nelson shared his thoughts and recommendations with Council; various potential scenarios of improvements coordinated with private development were discussed at length. The consensus of Council was to select Charles Street improvement as the primary project with ADA improvements or the pedestrian improvements on Niederberger Road as the add-on projects. C.E. Reid will complete a cost analysis on both projects and provide the information to Council at the next meeting. Back up projects were noted to be the lower part of Walnut Street and the lower part of Red Hills

Drive. C.A. Daykin shared his belief that the increased grant opportunities in this program are going to likely make the process more competitive this year.

Council Concerns and Committee Reports

C. Crawford informed that he has had email contact with Lisa Nell regarding the property underneath the bypass bridge next to Parks Drive. He indicated that he is attempting to set up a meeting to discuss at least a temporary public restroom option for this area. He expressed concern about the present gravel parking lot located in this area at the gateway to the City of Dundee.

C. Crawford shared that the Fueled by Fine Wine event is taking place at Stoller Vineyards on July 8, 2018.

C. Crawford inquired as to whether the City of Dundee is having any water issues. He reviewed that the Cities of Carlton and Lafayette now have water restrictions in place. C.A. Daykin confirmed that there are no issues in the City of Dundee.

C. Svicarovich inquired about the previously discussed marking of the parking spaces on Seventh Street between Ponzi's driveway and Highway 99W. C.A. Daykin reviewed that at the last Council meeting it was requested that five parking places be marked off. He explained that since that meeting he was informed that once spaces are marked off, one space may need to be reserved for ADA only parking which would eliminate one space. Therefore, it was decided that marking six spaces would be the best option, which C.A. Daykin noted seems to be functioning well at this time. If an ADA space is required, the space next to the driveway by Ponzi's will be selected for that use.

C. Weaver shared that he has received positive feedback with regard to the City leaf logo on the new street signs next to Highway 99W. C.A. Daykin informed that this same logo will be used for recently ordered replacement signs for other areas of the city.

Mayor's Report

M. Russ discussed the recent patch paving that ODOT has done on Highway 99W. C.E. Reid noted that they are also conducting a survey of post-construction work completed by the City so that they can build Phase B. M. Russ discussed his opinion that it appears that more maintenance will be required on Highway 99W prior to winter; he will communicate his concerns to ODOT.

City Administrator's Report

C.A. Daykin reviewed that he attended Yamhill County's Water Task Force meeting which is chaired by Mary Starrett. He reviewed some of the details from the meeting and brief discussion ensued regarding the potential future idea of McMinnville Water & Light being a major hub of treated water on the Willamette River with potential extended distribution systems as far up as Newberg. C.A. Daykin mentioned Dundee's existing river water right of 4.0 cfs and brief discussion ensued.

C.A. Daykin informed that City Staff had a kickoff meeting with Telfer with regard to the upcoming slurry seal work. He noted that July 24th was selected as the date they do work in Dundee though this was noted to be garbage pick-up day. Telfer was encouraged to select another day or work with Waste Management to make July 24th work, though C.A. Daykin noted that he has not heard back from them since. Notices will be sent out to residents affected by the work on this project. Information will also be provided in the City newsletter.

C.A. Daykin reviewed that CPRD Superintendent Don Clements stopped by his office last week to make him aware of a new agenda item for the CPRD Board of Directors. C.A. Daykin explained that the agenda item was with regard to an email from Rod Grinberg, representing the Lindquist family. Lindquist is asking the Board to pass a resolution that supports the position that new neighborhood parks are not needed in the Riverside area. C.A. Daykin noted that he and C. Adlong were present at the Board meeting and discussed information pertaining to parks in Dundee and the Riverside District Master Plan. C.A. Daykin pointed out that the Plan does discuss collaborating with CPRD for development of three neighborhood parks to serve future development.

C.E. Reid informed that he recently completed the five-year plan for DEQ's water quality and TMDL's. He discussed some of the details related to the survey he completed on behalf of the City in this process. C.E. Reid explained that he is expecting DEQ to ask the City to provide more goals related to habitat protection and restoration, wetlands, protection of water sheds, and reestablishment of damaged habitats. He pointed out that the Riverside area provides an opportunity for the City to participate in some of these types of projects based on Council's preferences and funding availability. Brief discussion ensued with regard to thoughts and ideas pertaining to potential projects.

Executive Session

The City Council entered Executive Session at 8:00 P.M. in accordance with ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Executive Session ended at 8:20 P.M. and Council reconvened.

New Business

Settlement Structure, Fire Station Litigation

M. Russ reviewed that Staff has recommended that City Council accept the proposed settlement of \$930,000 from Baldwin Construction Company. **A motion** was made a seconded to accept the proposed settlement of \$930,000 from Baldwin Construction Company. **The motion** passed unanimously.

M. Russ reviewed that Staff has recommended that City Council authorized the City Administrator to sign letters of intent to work with CBC Design and Porter Construction. **A motion** was made and seconded to authorize the City Administrator to execute letters of intent to work with CBC Design and Porter Construction. **The motion** passed unanimously.

Public Comment

None.

The meeting was adjourned at 8:23 P.M.



David Russ, Mayor

Attest:



Rob Daykin, City Administrator/Recorder