

**CITY COUNCIL MEETING
TABLE OF CONTENTS FOR MINUTES
January 5, 2021**

Call to Order	2
Council and Staff Attendance	2
Public Attendance	2
Agenda Changes	2
Public Comment	2
Presentation: Police Accomplishments & Goals – Chief Jeff Kosmicki	2
Consent Agenda	3
Old Business	3
Mobile Radio Purchase	3
Riverside District Code Amendment – Lindquist Development Co.	3
Sander Estate Park Update	7
Dundee Landing Interchange – Mayor Russ	7
New Business	8
Outside Water Request	8
Pavement Condition Survey Update	10
Sewer Main Repair Quote	10
Council Concerns and Committee Reports	10
Mayor’s Report	11
City Administrator’s Report	11
Public Comment	11

City of Dundee
City Council Meeting Minutes
January 5, 2021

Call to Order

Mayor David Russ called the meeting to order at 7:00 P.M. over ZOOM teleconferencing meeting platform. He welcomed City Councilor David Ford to his first meeting and thanked him for joining. Thanks and appreciation were voiced for Kristen Svcarovich and her service on the Council.

C. Adlong made a **motion** to nominate Councilor Storr Nelson for the position of Council President, which was seconded by Councilor Patrick Kelly. **The motion** passed unanimously.

Council and Staff Attendance

Attendance Via ZOOM: Mayor David Russ; Councilors Storr Nelson, Patrick Kelly, Jeannette Adlong, and Tim Weaver (7:08 pm). Absent: Councilor Ted Crawford. Staff Attendance via Zoom: Rob Daykin, City Administrator; Tim Ramis, City Attorney; Greg Reid, City Engineer; Chuck Simpson, Public Works Superintendent; Jeff Myers, Fire Station Captain; and Melissa Lemen, Administrative Assistant.

Public Attendance

Attendance Via ZOOM: Elizabeth Seeberger, Newberg Dundee Police Chief Jeff Kosmicki; Stuart Lindquist; Rodney Grinberg; John Kester; Jan Sander; Attorney Michael J. Gelardi, Gelardi Law, P.O. Box 8529, Coburg, OR 97408; Pat Roney, CEO, Vintage Wine Estates; Carson Benner, Development Project Manager, Cellar Ridge Construction; Juergen Panoscha, Architect;

Agenda Changes

Consent Agenda Item 6.4 OLCC Liquor License Application, The Dundee, was added as well as Old Business Item 7.5 Water Line Relocation Project Update.

Public Comment

Public Comment Via Zoom: Elizabeth Seeberger stated her belief that the application for City water by Firesteed should be denied. She discussed that the charm and character of Dundee is something desired but is being challenged as the number of wineries increase in the area. Seeberger read a prepared statement into record, which was added to the meeting agenda materials. Following her statement, M. Russ provided clarification that the portion of the Code regarding annexation is an agreement to future annexations should the opportunity present itself; brief discussion ensued.

Presentation: Police Accomplishments & Goals – Chief Jeff Kosmicki

Interim Chief Jeff Kosmicki referenced the 2020 Newberg Dundee Police Department (NDPD) Accomplishments Update and Project & Goals for 2021 information contained in the meeting agenda packet beginning on page 1. C. Adlong referenced the Goals for 2021 and inquired about why the NDPD has not been operating a full staffing. Chief Kosmicki discussed that many of 2021 goal items are requests he has made though he is awaiting support from the City of Newberg Budget Committee. He explained that since April 2020 the Department has not been operating at full staff; Chief Casey retired, one sergeant promoted to a different agency, and then a budgetary decision was made to drop from 35 to 33 police officers. Chief Kosmicki discussed that he would like to see a return to 35 police officers and noted that over the past three years they

have been very fortunate and have not hired anyone; they have been able to retain staff. Chief Kosmicki explained that presently there is a shortage of police officers (or those who want to be police officers) and NDPD would seek lateral police officers which will take more time to find but require less overall education/training. Detailed discussion ensued. C. Ford inquired about how many additional personnel are anticipated to be lost to retirement over the next 2-3 years. Chief Kosmicki explained that he anticipates 4-6 more to leave due to retirement over the next three years, with 2-3 of these positions being middle management Corporals or Sergeants. M. Russ voiced support of the projects and goals set forth for 2021.

C. Weaver praised the annual report and inquired about the Peer Support Team and their needs. Chief Kosmicki discussed that though the Peer Support Team has been a functioning program it has not been as robust as it needs to be. He discussed that it has been a goal of his for the past 2-3 years; funding had not been available though he was able to get a grant this year to cover most of the costs. Chief Kosmicki discussed the benefits of the program for the officers and dispatch. C. Weaver inquired about the radio system. Chief Kosmicki discussed that the radio system has been delayed due to COVID; though the system has been tested and works; WCCCA is still waiting for some other installations to make sure that the whole system is complete. Brief discussion ensued. C. Weaver acknowledged that there could be potential upcoming changes with regard to the Dundee Fire Department, and Chief Kosmicki offered that they are open to discussion about any potential future needs. M. Russ inquired about the process of hiring a new Chief for the NDPD. Interim Chief Kosmicki discussed his belief that the process will open up in February with possibly a process in March. He explained that Finance Director and Assistant Finance Director for the City of Newberg both left for other positions; he is unsure how this will impact the hiring process for the Police Chief position. He suggested contacting City Manager Dan Weinheimer directly for additional information. C. Ford expressed concern about the delay in hiring and also inquired about what role the City of Dundee will play in the process of hiring a police chief. C.A. Daykin indicated that he will contact City Manager Weinheimer and report back to Council. C. Weaver pointed out that since the Department has been Newberg Dundee Police there hasn't been a selection process for a Chief. Chief Kosmicki briefly discussed their robust succession plan for the future of the Department which he is hopeful will also be considered.

Consent Agenda

A motion was made and seconded to approve Consent Agenda Item 6.1 City Council Minutes, December 1, 2020; Item 6.2 Special City Council Minutes, December 15, 2020; Financial Report Ending November 30, 2020; and Item 6.4 OLCC Liquor License Application, The Dundee. **The motion** passed unanimously.

Old Business

Mobile Radio Purchase

C.A. Daykin discussed the importance of this upgrade though it was an unbudgeted expense. He discussed that the proposal is to fund the purchase through the equipment reserve fund. C. Adlong voiced appreciation of Captain Myers' comprehensive explanation and history provided, as well as the great price received for the purchase. Captain Myers briefly discussed the background and acknowledged that they have been very fortunate. **A motion** was made and seconded to authorize the purchase of a mobile radio upgrade an installation using \$15,100 from the Capital Reserve Fund. **The motion** passed unanimously.

Riverside District Code Amendment – Lindquist Development Co.

C.A. Daykin provided background information and an overview of his agenda report beginning on page 59 of the packet materials. M. Russ pointed out that the City Attorney provided advice

that Council should adhere to Oregon law which states that the Master Plan could not be approved without financing for the infrastructure planned. M. Russ also stressed the importance of the Riverside District Master Plan which provides a vision for the future of Dundee.

Sewer Collection/Water Supply: Lindquist referenced the Study completed for the sewer plant and suggested that they could bring the sewer line to Subsection C so that they can develop this portion of their land, along with an agreement that if anyone attaches to the system in the future that they will share in the cost of the implementation of that line. He discussed his belief that the pumping substation should be paid for by the City, though the developers could pay for it but would need to receive credit back on the System Development Charges (SDC's) that are charged on the building permits as development occurs. Lindquist discussed that water in Eighth Street is sufficient to supply their development. He acknowledged Council has concern about the development all of that property, though he does not believe all of the property will develop in the near future. He pointed out that Subarea C is the best area to begin with given it is the closest proximity to town and to the rest of the urban development within the City of Dundee. Lindquist explained that at the Planning Commission meeting they were provided suggestions which have been added their project plans. He voiced that they are anxious to begin the project and request Council support and adoption of their suggestions and plan.

Discussion followed regarding the importance of the sewer collection system being brought to a proper depth and size capacity in order to provide service to Subarea A as well. C.A. Daykin discussed that there is no issue with the water distribution system; the issue is concerning the overall supply for the full build out of the Riverside District. C.A. Daykin reviewed that Mr. Lindquist has suggested being reimbursed by other developers that would attach to the new sanitary sewer collection system. He described in detail the information provided in the Dundee Development Code which outlines this technical process, there would be costs involved in establishing a reimbursement district. Regarding the sanitary lift station, C.A. Daykin pointed out that this only benefits the four subareas north of the WWTP and would not benefit any other property in the City of Dundee. He explained that the City does not have funds to build that lift station, nor was the SDC methodology designed to reimburse for costs related to the lift station. C.A. Daykin discussed that there are different ways to approach this, one of which would be to include the costs of the lift station along with the sanitary collection line as one complete project, and again portion that cost out to those benefitted areas through the reimbursement district method. He noted that there are additional infrastructure requirements needed as well. C.A. Daykin discussed that if the City were to build the lift station a loan would need to be obtained. C. Ford asked Lindquist for his rationale on why he feels the City should pay for the pump station. Lindquist voiced his belief that anyone who benefits from the pump station should pay their share of it; the developer could install the pump station but it is his belief that the costs be repaid to the developers out of SDC's that come from the development of that property. Lindquist pointed out that the City would also benefit from the development with an increase to their tax base by a considerable amount of money. C.A. Daykin discussed that the SDC methodology will not work because the pump station would serve a greater area than Subarea C exclusively. Discussion ensued and C.A. Daykin suggested that a good option might be to wrap up the pump station and sanitary sewer collection system as one project in a reimbursement district per the Dundee Development Code. He explained that the caveat to that is that the term is good for ten years, but City Council could extend it for an additional ten years. Discussion ensued regarding required improvements. Rod Grinberg affirmed that they would post performance bonds for all improvements and build the infrastructure; they would seek reimbursement for everything that is oversized or serves other properties and the rest of the community. C.A. Daykin explained that the way this method can be facilitated is through a reimbursement district and to impose that requirement on others that are not present in this discussion tonight.

Neighborhood Park: Grinberg noted that he talked to Chehalem Park & Recreation District (CPRD) who he indicated would pay for the improvements; he explained that they would work that out with them. C. Adlong expressed concern about a park being developed by CPRD in a timely manner without a written agreement detailing how the parks would be built and when. She expressed concern about having a heavily dense area built without having a park by the time a reasonable number of units have been developed. C.A. Daykin explained that Mr. Lindquist offered to provide land for the park but expects either the City or another agency to build the park amenities. C.A. Daykin discussed that if Council accepted that premise, the City would need to enter into some sort of agreement with CPRD; the proposed regulations of the code amendment were discussed in detail. C.A. Daykin offered that he could move forward with conversations with CPRD if Council wishes to proceed. He described another potential option is that the developer builds the park amenities as well as donate the park land. Clarification was provided that in the 2011 Riverside District Master Plan, it is inferred that the one neighborhood park (shown in figure 1) is intended to serve both Subarea A and Subarea C because both properties would have a significant amount of residential development. The size of the park is proposed to be based on the size of the population served. C.A. Daykin explained that what has been proposed is the minimum size under the proposed standard of 2 acres, though he cannot confirm whether this would be sufficient for the full build out of Subarea A and Subarea C. Additionally, he explained that the biggest hurdle in this task is that the two owners do not have a good working relationship. Grinberg pointed out that in their latest conceptual plan the park is located at the north end of the property closer to the bypass with 2.5 acres outside of the 200 foot buffer zone; including the buffer zone the area is well over 3 acres. He offered that they are willing to adjust and be flexible to make it very well sized for both Subareas C and A. C.A. Daykin noted that this latest described plan was not the same one submitted with their letter. He pointed out that the projected population is based on the number of dwelling units proposed, which could be calculated for Subarea C though is unknown for Subarea A as there is such a wide range of what can be done. Discussion ensued regarding the potential population range and C.A. Daykin offered that he could provide an averaged population figure at a future date. C. Adlong again expressed concern about the importance of having a written agreement from CPRD regarding a potential future park. C.A. Daykin expressed a similar concern as well and discussed the complexities involved with establishing an agreement with CPRD that guarantees they will have a park built when this new development is in place; he suggested Council may have to work from a matter of faith or potentially a different solution. C. Adlong suggested that another option would be the City developing the park property after its dedication. C.A. Daykin noted that the City could maintain a park with appropriate resources. He discussed that if the City were donated the land by the property owner, and the City were to expend resources to develop the park, the park could then either be turned over to CPRD to maintain it or potentially maintained by the City. Regarding building the park, C.A. Daykin explained that it could be done with an overlay of a new SDC for parks; discussion ensued. C. Ford suggested that if the City wants to move in that direction that they could perhaps complete a reasonable amount of work for the park, then if CPRD later takes over at some point they could make improvements over time on that property.

Shared-Use Path: C.A. Daykin discussed that the City would likely have the expectation that the right-of-way (ROW) for the path be turned over to the City and the City would be responsible for maintaining the facility. Lindquist discussed that this could be done with an easement going through the property and they could build the improvements so that the City could operate it. Additional discussion ensued.

Discussion ensued and C. Atty Ramis supported moving in the direction of forming a Development Agreement; this is authorized by statute and allows the City to enter into agreements with developers on what's going to be built, how it will be built and how it will be financed. C.

Atty Ramis noted that what he hears in discussion is that while the thinking is more advanced on some of the elements of the infrastructure, it is not very far along on others. Conversation ensued and C. Atty Ramis explained that whether all infrastructure decisions are made now is up to Council. Lindquist provided additional discussion on the process and stressed the importance of moving forward in a timely manner given the many unknowns with regard to the upcoming bypass project. C.A. Daykin discussed his belief that he has a good understanding of the direction Council wishes to go. He discussed that the issue is that all of the discussed information needs to be put in the legal format of an agreement so there is a clear understanding of obligations; negotiations need to be made and then the final agreement under State law sent back to City Council for their final approval. Once approved by Council, then moving forward with zoning application can be pursued.

Storm Water: C.A. Daykin pointed out that the applicant did not propose a type of system that would benefit multiple subareas, so any future development in Subarea C would just adhere to the City's normal storm water improvement regulations which is acceptable. C. Adlong recalled that at one point the City was going to add some type of special code for the Riverside Development requiring more progressive storm water facilities onsite, though she noted that this refining to the Storm Water code was not done which C.A. Daykin confirmed.

There was discussion about legal fees which will be incurred during the process of forming an Agreement and who should be responsible for those costs. The option of sharing the costs of legal fees was discussed at length. Lindquist offered that he is willing to pay his share of the costs though pointed out that the City will receive additional revenue once things are completed; the tax base will increase tremendously. Lindquist suggested that his attorney along with the City Attorney could work out an Agreement though C.A. Daykin pointed out that the principles of what will be in the agreement need to be discussed and negotiated first. C. Adlong voiced her opinion that the City should not be subsidizing development. She voiced an understanding that there will be increased tax revenues down the road, though the City will also have a lot of increased costs in the future due to development. M. Russ suggested determining a base cost which the City would split with Lindquist 50/50, and any costs incurred above that would be paid for in full by Lindquist. M. Ford felt that it is not unreasonable for the City to pay for part of the costs (within a reasonable amount) to facilitate development because it's in the best interest of the City in the long run in his viewpoint. C. Nelson voiced support of the Mayor's formula for a sharing of the fees; this would be an incentive for everyone to get the project and the agreement completed in a short amount of time with the least amount of effort. C. Weaver agreed with C. Adlong's viewpoint but also voiced support of the discussed shared option if this will assist the City to help Lindquist develop the property. C.A. Daykin offered clarification that the discussed legal fee expense will be for the costs of putting together an Agreement to form a district and complete other associated work. C. Atty Ramis discussed that every situation of this nature is unique and difficult to predict exactly what it will take; he offered to work with C.A. Daykin to develop a basic scheme that they can discuss with Mr. Lindquist. The consensus of Council was to contribute up to \$5,000 of shared fees for the initial negotiations and contract writing for the first phase of project development.

C.A. Daykin explained that a portion of the plan that was presented by the Lindquist team includes property that is not inside of the Riverside District Plan. He explained that after 2011, they acquired additional property next to and adjacent to the Riverside District Plan though it's technically not in the Plan itself. He noted that the property is zoned agricultural at this time. M. Russ inquired about whether there would be an option to absorb the property into the District. C.A. Daykin explained that if the Plan is modified it becomes a land use process. M. Russ voiced support of the Lindquist team using the property to accommodate the requests of the Council. It was noted that the discussed property is approximately an acre in size and is located adjacent to

Edwards Drive on the southwestern most corner of the overall property. Grinberg pointed out that the property is contiguous and would be a simple add-on as the M. Russ noted. The consensus of Council was that the property should be included in the Riverside District and C.A. Daykin indicated that he would provide the information to the City Planner.

Sander Estate Park Update

C. Adlong reviewed that there were two public meetings held by CPRD regarding Sander Estate Park. She discussed the information provided in C.A. Daykin's meeting agenda report beginning on page 79 of the packet. She pointed out that water features are very popular feature in parks now and there is not a feature of that type nearby, other than a very small feature at Rotary Park in Newberg. C. Adlong explained that she had a conversation with Jan Sander who voiced support of having this type of feature located at the park. Though this was suggested to CPRD at the meetings held, they only acknowledged that they might begin thinking about the addition of that feature to Sander Estate Park; it was not voiced that they would put a water feature it in the park. C. Adlong discussed that at the end of January there is a CPRD Board meeting where they will be discussing the comments from the public meetings. She pointed out that a water feature is the top feature favored by the local community to be included in the park, and expressed concern that if this feature is not included in the park it may not be a feature in a Dundee park for many years. M. Russ voiced support of the water feature and discussed the importance of sharing the Council viewpoint with the Board. C.A. Daykin described the course that CPRD has taken with regard to the water feature idea up to this point. He also discussed that the proposed concept plan includes an amphitheater, a feature that in the Dundee citizen survey was only supported by two people for that location. Furthermore, the Parks Advisory Committee recommends against it as they feel it to be too much of an intrusion with neighboring properties and not a good location for an amphitheater. C.A. Daykin felt that this feature was selected because CPRD was looking for a way to balance out the building heavy improvements at the downhill side with an improvement on the uphill side that would also take advantage of the distant views. He voiced support of still including the restroom shelter feature at the top of the hill along with the addition of water feature rather than an amphitheater. The distant views could still be enjoyed while the restrooms and shelter areas would also be utilized. Conversation ensued.

C.A. Daykin discussed that the City has a number of infrastructure requirements associated with the improvement of the Sander Estate Park site, including the completion of Fifth Street improvements, dedication of land to complete those improvements, undergrounding of the overhead utilities, creation of a new Graystone extension and full dedication of ROW, and dedication of ROW for a future street between the post office and subject property. C.A. Daykin discussed his thoughts that CPRD may feel these requirements are disproportionate to the impacts. He voiced support of having a negotiated agreement with CPRD prior to them submitting the application so both parties have a good understanding of what is being agreed to. Other considerations were briefly discussed. C.A. Daykin explained that the Tourism Committee has also voiced support for a water feature and meeting area at the park which are conducive to their mission. He briefly discussed that assistance from urban renewal could be another consideration.

The Council provided their unanimous support of a water feature at Sander Estate Park and offered to provide their support in the form of a letter or resolution. Discussion ensued. C. Adlong and C.A. Daykin confirmed that they will plan to attend the CPRD Board meeting at the end of January.

Dundee Landing Interchange – Mayor Russ

M. Russ provided an update on the Dundee Landing Interchange. He explained that C.A. Daykin has provided ODOT with some preliminary information to start their traffic study. He discussed

the importance of projects being shovel ready for consideration of future federal funding. M. Russ discussed that the Parkway Committee is considering presenting just the bypass leg from Dayton to Dundee, as he referenced on a map presented on Zoom. He provided brief additional discussion regarding his support of this option.

Water Line Relocation Project Update

C.E. Reid discussed that during the water line installation work done at Arco some unforeseen conditions were encountered along the back of the walkway and behind the future walkway in that area. He explained that the first required a change order for under \$5,000 for unconsolidated and unforeseen fill along the back of the walkway; it was not compacted and full of steel and other debris, making it unable to bore through. C.E. Reid explained the process by which they had to trench through the area and then bore from both sides to get through it, though while boring through that area an old underground water line was hit. He explained that a 4-inch stub of old pipe with a cap on it was left where it was unanticipated to be; this was subsequently repaired though the City has not yet received cost information. Detailed discussion ensued. C.E. Reid described that another issue of concern is the fact that the existing water line is approximately 2 feet over from where he thought it was, which on the ODOT plan places it right under the planter box which will be placed. He explained that this creates a new conflict that he will need to resolve; he has emailed ODOT to ask them if they can reduce the size the planter so that the pipe can be left in place, though it likely an old 6 inch cast iron pipe which needs to be replaced eventually anyway. C.E. Reid explained that he's also provided a request to the contractor for a change order cost to extend the new water line to keep it behind the planter box also. He discussed that one final issue is that at Tenth Street and Eleventh Street there are problems being able to snake between the storm and the sewer pipes without having to trench through; they will now have to go under them. C.E. Reid explained that the Oregon Administrative Rules have a problem with going under sewer with water though he is going to their engineers to try to get approval because they will be using a HDPE completely sealed pipe. He noted that he is still investigating that and trying to avoid a change order to have to trench through those areas. C.A. Daykin explained that at this time the exact costs are not known. C.E. Reid provided an initial rough estimate calculation of a \$15,000 potential change order just to get the pipe extended and keep the contractor moving. C. Nelson inquired about when ODOT is anticipated to start their work. C.E. Reid explained that Kerr Construction has been awarded the project and they have been seen completing their field work. He explained that though the timeline urgency is not huge, there are open pits at Arco and C.E. Reid needs to keep the contractor going or incurring more delay and change order costs. It was noted that a special meeting of the City Council may be required at some point to keep things moving forward. M. Russ supported authorizing up to \$20,000 specifically for this part of the project (the extension of the pipe) to ensure things do not get shut down. C.A. Daykin pointed out that there are additional costs which have also been incurred though the exact costs are not yet known. The consensus of Council was to authorize up to \$20,000, if required, to extend the water line further south to avoid the conflict with the ODOT project.

New Business

Outside Water Request

Attorney Michael Gelardi introduced himself and provided an overview of their request as provided in Exhibit A Application Narrative beginning on page 87 of the meeting agenda packet. He offered response to Seeberger's comment that they had committed to a ground water supply on the property and that they would drill a new well to do that which he explained is not accurate. Atty Gelardi explained that what they told the County in the land use process was that they were exploring City water for the property as well as exploring potentially drilling a well or expanding the current water supply (a spring) on the property. He explained that the idea that they are

changing the plan is not accurate; they had always intended to pursue the process with the City and he has been in discussion with C.A. Daykin for some time. Atty Gelardi discussed that the land use approval was granted in March 2020, just prior to the pandemic, and Vintage Wine Estates decided at that time to pause and evaluate their business operations which is why some time has passed. He discussed the water use projections and explained that at present the B&B is approved to have 7 rooms though it only has 5 at this point. Atty Gelardi discussed that as part of the land use permit, they are also allowed to have small events at the location; the plan is to have approximately 1 per month. Discussion ensued regarding overall water use for the property, which they have indicated would total an estimated 15,000 per month. Atty Gelardi discussed the hardship presented to his client as outlined in the materials provided. He pointed out that the City really has nothing to lose by connecting this property to the City system because under the City Code, if there is ever a shortage of water the first to be cut off would be those users outside of the City which is up to the discretion of City Council.

C.A. Daykin reviewed information contained in his agenda report on page 83 with regard to potential safety concerns on the north side of Worden Hill Road from the city limits to Fairview Road. He discussed with Atty Gelardi that if they were willing to include (in the improvements included in his project) something to improve or enhance those pedestrian safety improvements this might go a long way towards what the Council would like to see. Atty Gelardi discussed that they would like to work with the other neighboring wineries on a program to move people safely among the wineries and back and forth to town. He discussed that though they would like to encourage that but noted that it's a much broader program than this property alone. Discussion ensued and he explained that at this point the most practical thing they could do would be to work with neighboring wineries.

C. Adlong inquired about the impacts to the pathway with the development of the winery. Atty Gelardi discussed that there will be no change to the bike lane on Worden Hill that is adjacent to the property; there will be a new access on Fairview instead of Worden Hill. With regard to the original parking lot design, C.A. Daykin discussed that he had felt some concern about the design of the facility having two entrances and felt having one might be safer. Carson Benner, Development Project Manager, Cellar Ridge Construction, discussed that when he met with the County they had pushed them towards two entrances due to visibility concerns. C. Adlong discussed that Fairview is a really narrow road that is a popular route for walkers; she voiced that she had hoped they would be willing to assist the City with the pathway system if they would be willing to provide water. Pat Roney, CEO, Vintage Wine Estates, discussed that once a more comprehensive plan is developed they would be very supportive of it and would be willing to contribute funds towards developing a walking path; a clear plan does not yet seem to be solidified. Atty Gelardi explained that he did look into CPRD's plans and their doesn't seem to be a plan along Fairview. C. Adlong pointed out that though it may be fragmented, the City seeks to obtain improvement work as it can be accomplished. M. Russ discussed that they would likely receive additional local community support if they were to consider placing a walking path along Fairview. Roney noted that he has no objection to that. **A motion** was made and seconded to authorize a City water service request for 8380 NE Worden Hill Road. C.A. Daykin discussed that the applicant has offered to contribute an additional \$22,000 to the City's water system, which would be used to complete periodic upgrades to the water line. C. Kelly asked for additional clarification regarding water consumption associated with the winery. Roney discussed that the facility will only be receiving the juice (it will be crushed at another facility) which will be fermented. Kelly inquired about how many tanks will be located at the facility to which Roney explained it is in the plans but recalled there to be 4 tanks and 16-24 barrels (2,000 cases). Discussion ensued with regard to their cleaning processes following wine production. **The motion** was amended and seconded to include the condition for the application to pay an

additional \$22,000 for the Water Line Improvement Fund (in addition to the standard SDC fees). **The motion** passed unanimously.

Pavement Condition Survey Update

C.A. Daykin provided an overview of his agenda report on page 113. C. Nelson felt this was a reasonable price for this service and had no further questions. C.A. Daykin pointed out that the cost is also inclusive of GIS mapping feature that Council felt they would like to have with the original software acquisition. Brief discussion ensued. **A motion** was made and seconded to accept the proposal in the amount of \$10,000 from Capitol Asset & Pavement Services, Inc. for pavement management services, including the GIS mapping integration fee of \$3,500. **The motion** passed unanimously.

Sewer Main Repair Quote

Chuck Simpson, Public Works Superintendent, explained that this repair is for a lateral crack at the top of the pipe; the concern is that the pipe could collapse when ODOT begins their construction work. Simpson indicated that he believes the pipe is about 9 feet deep in that area. Simpson pointed out that though the estimate provided includes two 48" pipe patch sleeves, though the repair may only require one. He explained that the idea is to cover the long crack with two patches. Additional detailed questions were addressed regarding the work to be completed. **A motion** was made and seconded to authorize the City Administrator and public works to accept the repair quote from Underground Tech for needed repairs in the amount of \$7,550.00. **The motion** passed unanimously.

C.A. Daykin explained that this leak was captured because the City did a systematic video inspection of the entire sewer collection system in the highway so that the City has a before condition documentation; a follow up will be done after the highway project just to see if any problems occur. He discussed that in the course of this process another defect was also uncovered; originally it was thought that it was part of the City's sewer main (it is a 6 inch pipe that comes into the main at the Seventh Street intersection) though when additional research was completed it was discovered that when Seventh Street was vacated to the "nut house" at that location at that time they had assumed ownership of that line. C.A. Daykin explained that they are sending a letter out tomorrow to the owner (now Argyle) to let them know they are responsible for that repair.

Council Concerns and Committee Reports

C. Kelly inquired about the process moving forward regarding decisions pertaining to the bypass and whether there will be opportunity for public comment. M. Russ affirmed that there will be opportunity for public input; the only scenario that would not require public input would be if the Fox Farm exit option was selected. Brief discussion ensued. M. Russ confirmed that traffic studies will begin being completed which could take approximately 6 months.

C. Kelly inquired about whether the City of Dundee reaches the Willamette River or cuts off before the river. C.A. Daykin explained that the city limits do reach all of the way to the river but the urban growth boundary does not. Brief discussion ensued.

C. Adlong inquired about the land use process involved if the Eighth Street Dundee Landing Interchange option were selected. C.A. Daykin confirmed that the land use process would involve and update to the City's Transportation System Plan (TSP) and Comprehensive Plan. Brief discussion regarding that process ensued. Regarding the TSP, C. Adlong discussed that there had been discussion about a plan for a walking path between Fifth and Seventh Streets, though she believes a decision was not made about that. She voiced support of deciding about a

potential pathway; if the Sander Estate Park will be developed this will affect what is set aside for the park. M. Russ voiced support of revisiting this topic as well. C.A. Daykin discussed that CPRD has already proposed providing for the dedication of the ROW, but actual improvements will be deferred.

C. Weaver reviewed that ODOT sent out postcards regarding the paving projects going on south of town through Lafayette and out through McMinnville. He pointed out that these projects will be going on at the same time as the ODOT project in Dundee beginning this summer.

Mayor's Report

M. Russ announced that he has filed to run for Oregon First Congressional District in 2022.

City Administrator's Report

C.A. Daykin discussed that within the last week of December the City of Newberg adopted a resolution that accepted Phase 2 of their Water Safety & Reliability Project. He explained that they are authorized to go to Phase 3 which would involve acquiring surface water rights and working with the City of Dundee on perhaps a possible partnership going forward in the future. C.A. Daykin informed that they would begin more serious conversations with the Newberg staff hopefully at the end of January to begin moving forward on that possible project.

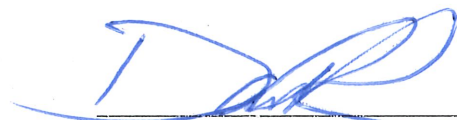
C.A. Daykin discussed that the new City website format is now live though it is still a work in progress. He encouraged Council to view the website and provide their feedback.

C.A. Daykin informed that the City has lost their main vendor who has provided the City newsletter; LaserQuick has closed. He explained that there is not another local vendor who could provide the same level of service. C.A. Daykin informed that the decision was made to provide the newsletter in an electronic e-newsletter format. He explained that this information was provided to the customers in a flyer that went out in their utility bills. Additional paper copies will also be made on the copy machine and available at City Hall for those who would like one. C. Adlong voiced her belief that there are still a lot of people in the community who value the newsletter being mailed to them; this may be too sudden of a change. She explained that a lot of people have commented over the years and appreciate the newsletter. Conversation ensued and additional vendor options were suggested as potential options to provide printed copies. C. Ford suggested one option might be to mail out a postcard to residents which would allow them to opt-in for a hard copy of the newsletter if they desire.

Public Comment

None.

The meeting was adjourned at 9:34 P.M.



David Russ, Mayor

Attest:



Rob Daykin, City Administrator/Recorder