

City of Dundee
City Council Meeting Minutes
April 2, 2024

CALL TO ORDER

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

COUNCIL AND STAFF ATTENDANCE

Attendance Mayor David Russ, City Council President Storr Nelson, City Councilors David Hinson, Bruce Starr, Tim Weaver, David Ford, and Jeannette Adlong.

Staff Attendance: City Administrator, Steve Dahl; City Engineer, Greg Reid; Fire Chief, Brandon Hamilton; Accountant/Payroll Specialist, Melissa Lemen and Administrative Assistant / City Recorder, Kenzie Nagel. Via Zoom: City Attorney, Matthew Kahl.

Public Attendance:

Alex Chiper, 520 SW 5th Street; John Southgate, Tourism Consultant, 88 S 4th Street, City of Independence; Saj Jivanjee, 32230 NE Old Parrett Mtn Road; Jeff Wisot, SoFar LLC; Shawn Barney, 216 SW 11th Street.

AGENDA CHANGES

Community project funding form.
Add another Executive Session.

PUBLIC COMMENT

- Saj Jivanjee approached, regarding getting an agreement put together for his most current project on 9th Street. Discussion ensued about his project and the process of approval for projects within the city. Discussion about scheduling the next Dundee Urban Renewal Agency meeting was initiated to ensure the progress of his project.
- Shawn Barney then approached Council and expressed frustration with the noise from the Gun Club and would like to open a dialogue with the county or whomever to get the noise and times of shooting under control.

CONSENT AGENDA

Action: To approve the Consent Agenda

4.1 City Council Minutes, January 16, 2024

4.2 City Council Minutes, March 19, 2024

4.3 Financial Report Ending February 29, 2024

Action Required: Motion to Accept the Consent Agenda

ACTION: Motion to accept the Consent Agenda, including the agenda changes - the discussion of the Community Project Funding and the addition of a second Executive Session.

Motion: C. Adlong
Second: C. Nelson
Vote: Unanimous in favor.

OLD BUSINESS:

UPDATE ON MARCH 7 TOURISM OPEN HOUSE – JOHN SOUTHGATE

John Southgate gave an update regarding the March 7th open house and emphasized the massive public attendance. He explained the summary of comments from the community, with a detailed description starting on page 36 of the agenda packet. Southgate mentioned that on April 24th at 6:30 P.M. another open house will take place at the fire station. He then stated that on May 21st, he plans to come back to Council to present a rough draft of all the ideas from the community on paper and form a plan, with a final date of June 4th to Council for formal approval.

C. Ford inquired about the budgeting aspect to Southgate. Discussion ensued about the budgeting process and its estimated costs. C. Nelson asked Southgate if the next open house would be similar or different than the last, to which Southgate mentioned that official details would be finalized when the consulting team meets next. It was anticipated, however, that it would be a presentation type of style with a more community driven opportunity to get public input.

RESOLUTION NO. 2024-04, PARKS RISK MANAGEMENT

C.A. Dahl informed Council that the city received a grant from CIS for \$5,000 to reduce the city's recreational immunity exposure. A detailed explanation was provided on page 41 of the agenda packet. Clarification of legislature language from C. Ford, from the agenda packet, was discussed.

ACTION: Motion to pass Resolution No. 2024-05 opting in to the recreational immunity provided in ORS 105. 668.

Motion: C. Ford
Second: C. Starr
Vote: Unanimous in favor

UPDATE ON 9TH STREET

C.E. Reid confirmed that the boring under the highway has been completed, however the boring on SW 7th Street was not yet finished. M. Russ inquired about SW 7th Street and C.E. Reid explained that he never received plans for it. A discussion followed regarding SW 7th Street as well as the progress from PGE. A detailed memo regarding the matter was provided on page 44 of the agenda packet.

C.E. Reid discussed three species of street trees, in accordance with the Council's preference for diversity. He sought out any comments or suggestions from Council regarding the recommended tree types. C. Starr inquired about the potential interference between the trees and street lighting, to which C.E. Reid affirmed that there would be no such interference. C. Adlong voiced concern about the presence of evergreen trees, noting the potential issues with fallen leaves. C.E. Reid clarified that the evergreen trees would be situated on the north and south side, with the Chinese Pistache for the center median. C. Starr suggested the idea of maintaining consistency in street tree selection. Discussion was initiated, focusing on the importance of cohesive aesthetics across the entire city.

C.E. Reid provided a cost update, indicating that the current payout was roughly 2.8 million dollars. He elaborated on the various change orders listed on page 45 of the agenda packet. He noted that the overall contract amount, inclusive of the change orders, was approximately 3.3 million dollars. C. Ford pointed out that there were no updates regarding the project on the city website, with the latest information dated December 2023. C.E. Reid confirmed that he would get that updated.

NEW BUSINESS:

DISCUSSION ON 5TH STREET

C.E. Reid noted that Chehalem Parks and Recreation District (CPRD) has started on the design for the Sander Estate Park along SW 5th Street. He asked for input about the street lighting and the potential inclusion of sidewalks, as well as the addition of street trees on the north side. He explained that, because of the school property, there may be a potential need for a new architectural street plan to align with these modifications to 5th Street. Discussion evolved about the various street designs and to determine the optimal solution to enhance the existing layout, taking into consideration the placement of sidewalks for any upcoming projects.

A brief discussion followed regarding the project's cost and whether it would be included in the upcoming budget meeting. C.E. Reid stated he would compile an estimate for consideration. C.A. Dahl emphasized that it would need to be on the agenda for the next council meeting. C.A. Dahl also clarified that the distribution of budget books would be April 12th and that this wouldn't be in the initial budget but could be subject to alteration. Further deliberation was redirected to discuss the installation of sidewalks.

COMMUNITY PROJECT FUNDING

C.A. Dahl mentioned to Council about a form provided in their mail folders of a community project funding submission for any projects they would like to support or ask for, with a deadline of April 12th. C. Nelson asked about 8th Street, sparking a brief discussion. C. Ford asked about what projects would need money and the appropriations included with different types of projects. He suggested putting together a list of projects to pursue with the Budget Committee. Discussion continued about different projects throughout the city.

COUNCIL CONCERNS AND COMMITTEE REPORTS

- C. Adlong mentioned the Parks Advisory Committee meeting tomorrow night and highlighted the ongoing discussion of CPRD's plans to install a splash pad and extended an invitation to anyone interested in attending. She also mentioned that the budget for tipsu palach Park was currently undergoing revision.
- C. Ford emphasized the significance of updating the city website, particularly pertaining to any minutes and agendas readily accessible for viewing. Additionally, he suggested reviewing the staff list as part of the website update process.
- C. Ford mentioned that he had a meeting with Dundee Hotel earlier in the week about expanding their property.
- C. Starr raised the topic of the gun club and whether council should open a dialogue with the gun range. It was deliberated that, given its jurisdiction as a county matter, the council could potentially explore discussion with the county regarding possible courses of action. C. Starr suggested writing a letter on behalf of the community about the noise. C. Adlong mentioned that it was brought up in the past potentially by the county that Thursday and Sundays were grandfathered in days for the gun club. There was a discussion about conducting research and gaining a thorough understanding of the bylaws and rules. It was also expressed that this knowledge would enable the Council to provide accurate information in the future to the community regarding this issue.

MAYOR'S REPORT

M. Russ mentioned the CPRD meeting and asked about the school property and what the agreement was pertaining to them. A prompt discussion ensued about the school property and the zones associated with the school and Billick Park.

CITY ADMINISTRATOR'S REPORT

- C.A. Dahl brought a physical water study sheet to show Council the upcoming potential water rates. Tim Tice will be coming to the next council meeting to better explain the water study sheet and how the numbers were calculated.
C. Ford asked for clarification on the water study and C.A. Dahl used an example involving the given base rates. Discussion ensued about the potential proposed budget.
- A copy of the audit report to review before the auditor comes to the May 7th meeting to answer any questions.
- Budget binders will be handed out April 12th.
- April 7th starting at 7 A.M. there will be a pancake breakfast at the fire station.
- C.A. Dahl provided a three-month landscaping schedule.
C. Adlong mentioned the importance of maintaining the Harvey Creek Trail.

- April 11th – a meeting with CPRD about Sander Estate.
- April 18th – the first Budget Committee meeting
- April 24th - Tourism Committee meeting.
- April 25th – the second Budget Committee meeting
- April 17th – Planning Commission meeting.

PUBLIC COMMENT


None.

EXECUTIVE SESSION:

City Council entered into Executive Session at 8:42 P.M. in accordance with ORS 192.660 (2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Executive Session ended at 8:54 P.M.

City Council entered into Executive Session at 8:54 P.M. in accordance with ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection. Executive Session ended at 9:04 P.M. City Council did not reconvene.

The meeting was adjourned at 8:41 P.M.



David Russ, Mayor

Attest:



Steve Dahl, City Administrator/Recorder