

**City of Dundee  
City Council Meeting Minutes  
May 7, 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 Councilor President, Storr Nelson, City Councilors David Hinson, Bruce Starr, David Ford, and Jeannette Adlong. Absent: Tim Weaver

Staff Attendance: City Administrator, Steve Dahl and Administrative Assistant / City Recorder, Kenzie Nagel. Via Zoom: City Attorney, Matthew Kahl.

Public Attendance:

Alex Chiper, 520 SW 5<sup>th</sup> Street; Pam Barrett, Dundee Hills Resort; Sara Jivanjee, Dundee Hills Resort; Heather Gamel, 726 SE 6<sup>th</sup> Street; Michael Caruso and Bethany Caruso, 179 SW 9<sup>th</sup> Street and Ryan Pasquarella, REDW.

**AGENDA CHANGES**

Removal of the Executive Session.

**PUBLIC HEARING**

**3.1 Resolution No. 2024-04, Supplemental Budget**

Mayor Russ called the supplemental budget public hearing to order. C.A. Dahl mentioned an increase of total expenditures of over 10% that needed to be included into the supplemental budget. C.A. Dahl explained where this increase would show within the general fund; discussion ensued. C. Hinson asked if this was reflected in the current budget. C.A. Dahl confirmed it was. C. Ford inquired about the ending balances. C.A. Dahl explained the reasoning for the proposed percent increase. Discussion continued regarding projected ending balances within the budget spreadsheet.

**ACTION: Motion to pass Resolution No. 2024-04 adopting a supplemental budget for fiscal year 2023-2024.**

Motion: C. Starr

Second: C. Nelson

Vote: Unanimous in favor

**PUBLIC COMMENT**

None.

## CONSENT AGENDA

Action: To approve the Consent Agenda

5.1 City Council Minutes, April 16, 2024

5.2 Approval Tourism Committee Member

5.3 OLCC License Application, Jin's Chinese Restaurant

5.4 Fire Department Report – April 2024

Action Required: Motion to Accept the Consent Agenda

**ACTION: Motion to accept the Consent Agenda, including the agenda change of removing the Executive Session.**

Motion: C. Starr

Second: C. Nelson

Vote: Unanimous in favor

## OLD BUSINESS:

### AUDIT PRESENTATION

Ryan Pasquarella approached Council and discussed the audit report for the fiscal year of 2022/2023. Pasquarella noted page 86 of the agenda packet and indicated multiple errors within last year's budget process. Discussion ensued about the detected errors and budget law. Pasquarella confirmed that there was a list of suggestions to fix the identified errors. Pasquarella briefly went over the rest of the report.

## NEW BUSINESS:

### APPROVAL OF MID-WILLAMETTE VALLEY COUNCIL OF GOV. CONTRACT

C.A. Dahl explained that Mid-Willamette Valley Council of Governments developed a master service agreement that would allow the city to utilize specific services as needed instead of one specific contract. A detailed copy of the agreement was provided on page 103 of the agenda packet.

**ACTION: Motion to approve the Master Service Agreement between the City of Dundee and the Mid-Willamette Valley Council of Governments.**

Motion: C. Starr

Second: C. Nelson

Vote: Unanimous in favor

## **CLOSING 5<sup>TH</sup> STREET AND ALLOWING A NOISE VARIANCE**

C.A. Dahl stated that Fueled by Fine Wine 5k and Half Marathon is scheduled for July 14, 2024. He recommended the closure of 5<sup>th</sup> Street and partial closure through traffic until the race concludes. A detailed report as well as a route map was provided on page 125 of the agenda packet. Discussion ensued about the marathon.

**ACTION: Motion to authorize the temporary closure of 5<sup>th</sup> Street and grant the noise variance for the Fueled by Fine Wine 5k and Half Marathon as requested.**

Motion: C. Adlong

Second: C. Nelson

Vote: Unanimous in favor

## **NEWBERG GUN CLUB**

C.A. Dahl explained that after having a conversation with the gun club's president regarding the noise complaint, it was noted that there had been an increase in the number of shooters due to the shooting clubs at the high school. C.A. Dahl clarified that the noise level is expected to decrease significantly once the school year concludes. A copy of the email response from the gun club president, along with a copy of the Yamhill County noise ordinance, was provided in the packet starting on page 132. C.A. Dahl noted that the city may face limitations in its ability to address the issue. A comprehensive discussion ensued regarding the noise matter and potential ideas to align both county and city ordinances aimed at noise reduction. The consensus of council was to undertake further research on this issue.

## **COUNCIL CONCERNS AND COMMITTEE REPORTS**

- C. Ford voiced concern regarding the proposed budget allocation for fire personnel in the supplemental budget, suggesting a need for doublechecking the amount. Subsequent discussion focused on expenditure matters.
- C. Adlong mentioned the 9<sup>th</sup> Street project thus far and its overall appearance. A brief discussion took place regarding the timeline for the completion of the 9<sup>th</sup> Street project.

## **MAYOR'S REPORT**

M. Russ noted that he was interviewed on Mayor Monday this past week. The interview aired on KOIN 6 that evening.

## **CITY ADMINISTRATOR'S REPORT**

- A copy of the DEQ Letter acknowledging the overflow in council mail folders
- May 16<sup>th</sup> – Goal Setting Session #1

- September 9<sup>th</sup> – Waste Management Event – residents can drop off any garbage/waste.

**PUBLIC COMMENT**

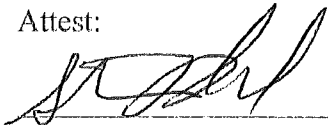
None.

The meeting was adjourned at 8:03 P.M.



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David Russ, Mayor

Attest:



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Steve Dahl, City Administrator/Recorder