

**City of Dundee**  
**City Council Meeting Minutes**  
**July 16, 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 Councilors Bruce Starr (7:21 P.M.), Tim Weaver (7:01 P.M.), David Ford, David Hinson and Jeannette Adlong. Via Zoom: City Council President Storr Nelson.

Staff Attendance: City Administrator, Steve Dahl; City Attorney, Matthew Kahl; City Planner, Doug Rux; Administrative Assistant, Melody Osborne and Administrative Assistant/City Recorder, Kenzie Nagel.

Public Attendance:

Alex Chiper, 520 SW 5<sup>th</sup> Street.

**AGENDA CHANGES**

Resolution No. 2024-11.

**PUBLIC HEARING**

Mayor Russ opened the public hearing and began by reading the statement of interest into the record. He asked if there were any declarations of ex-parte, bias, or conflict of interest from the Councilors. There were no declarations. There were also no objections to the jurisdiction.

City Planner, Doug Rux approached Council and began summarizing the staff report for the record. A detailed report was provided starting on page three of the agenda packet. A lengthy discussion ensued regarding monitoring and maintenance requirements. C.E. Reid noted that on page 42 of the agenda packet, in Section 7, the year should reflect two years instead of one. Rux also noted some minor grammatical errors within the staff report. Concluding the staff report, M. Russ inquired whether this public hearing would need a second hearing. City Atty. Kahl said that another public hearing wouldn't be necessary and can start the approval process and be read through a second meeting to approve the Ordinance pertaining to this topic.

**ACTION: Motion to an Ordinance Approving a Development Code Amendment for Riparian Corridor Standards to Section 17.202.020 Allowed Uses, Section 17.202.030 Lot and Development Standards by Zoning District, Chapter 17.204 Overlay Zones, Section 17.401.010 Purpose and Applicability, and Section 17.501 Definitions.**

Motion: C. Ford  
Second: C. Nelson

C. Ford mended his motion to include the amended staff report pertaining to the year change on page 42 of the agenda packet and any grammatical errors.

Vote: Unanimous in favor

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

**Motion to approve the Consent Agenda**

**5.1 City Council Minutes, July 2, 2024**

**5.2 Police Report Ending June 2024**

**ACTION: Motion to approve the Consent Agenda with the agenda change of the addition of Resolution No. 2024-11.**

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

**OLD BUSINESS:**

**TOURISM PROJECT COORDINATOR APPROVAL**

**ACTION: Motion to Approve the Request for Proposal for Tourism Project Manager.**

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

**NEW BUSINESS:**

**ORDINANCE 586-2024, AMENDMENT TO THE DEVELOPMENT CODE**

Ordinance 586-2024 was presented at the first reading during the public hearing.

## LAND USE FEE INCREASE

C.A. Dahl explained that the city was looking to increase the land use and Type B engineering fees. He reiterated the report provided on page 148 of the agenda packet. C.A. Dahl also noted that city staff, Melody Osborne was available and present to answer any questions Council may have; discussion ensued about different avenues of permitting application fees. C. Starr inquired about short-term rental application fees. Osborne explained the financial process for short-term rentals. C. Ford inquired about Terrain's application process and Osborne confirmed that Terrain has had multiple reapplications due to multiple changes. C.A. Dahl asked that Council read through the report and email him regarding any concerns or questions they may have and would bring it back for approval at the next meeting. C. Ford asked if this fee increase would benefit the budget; to which C.A. Dahl noted that it would but not by much, approximately a 2 or 3% increase.

## RESOLUTION NO. 2024-11

C.A. Dahl explained that he would like to be able to get more traffic into the City of Dundee versus the bypass and applying for the Oregon Transportation and Growth Management (TGM) grant would allow that to happen. He stated that while there was no guarantee of the grant being successful, having support from the Council would play a crucial role.

**ACTION: Motion to approve Resolution No. 2024-11, A Resolution Supporting an Application to the Transportation and Growth Management Program for a Code Assistance Grant to Update the City of Dundee's Transportation System Plan and Address Issues Concerning New Development Within the City.**

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

C. Adlong noted the "ands" with periods, should be fixed; a quick discussion followed:

## COUNCIL CONCERNS AND COMMITTEE REPORTS

- C. Hinson inquired about when the school zone signs would be taken out on 5<sup>th</sup> Street and the highway would be moved to the new school area. C.A. Dahl noted that ODOT would be overseeing the removal and putting back up around the new property.
- C. Adlong asked about the property across from the old school; what would be built on that corner. C.A. Dahl said potentially a shopping center.
- C. Ford noted that the property on 9<sup>th</sup> Street finally got mowed. He then asked C.A. Dahl if there was an update regarding the old school property; a brief discussion ensued.

## MAYOR'S REPORT

None.

## CITY ADMINISTRATOR'S REPORT

- C.A. Dahl received an email from Fire Chief Hamilton that he has been taken out of one area of fires and moved to another area: along with two firefighters out on the fires as well.
- Saj Jivanjee signed his development agreement
- Spoke to Tim Hinckle with GSI Water Solutions regarding water rights
- The new school will be open for teachers on August 15<sup>th</sup> or 16<sup>th</sup> and officially open for the upcoming school year in September; the only thing that will be needed to work on is vegetation.

## PUBLIC COMMENT

None.

## EXECUTIVE SESSION

The Council met in Executive Session in accordance with ORS 192.660 (2) (d) to conduct deliberations with persons designated by the governing body to negotiate labor transactions.

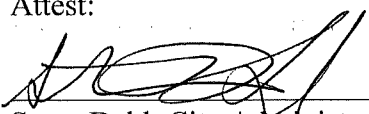
The Council met in Executive Session in accordance with ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection.

The City Council did not reconvene, and the Executive Session was adjourned at 9:00 P.M.

The meeting was adjourned at 9:00 P.M.

  
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Storr Nelson, City Council President

Attest:

  
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Steve Dahl, City Administrator/Recorder