

**CITY COUNCIL MEETING  
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July 19, 2022**

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**City of Dundee**  
**City Council Meeting Minutes**  
**July 19, 2022**

**Call to Order**

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

**Council and Staff Attendance**

Mayor David Russ; Councilors Tim Weaver, David Ford, Jeannette Adlong, and Ted Crawford (7:03 P.M.). Attendance Via Zoom: Councilor Storr Nelson.

Staff Attendance: Steve Dahl, City Administrator; Brandon Hamilton, Fire Chief; Greg Reid, City Engineer; and Melissa Lemen, Administrative Assistant. Attendance Via Zoom: Chuck Simpson, Public Works Superintendent

**Public Attendance**

Molly Baily, Creative Director, Yellow Cactus, 2698 SE Territorial Road, Canby, OR 97013; Mike Sherwood, 876 SW Alder Street; and Alex Chiper, 520 SW Fifth Street.

**Agenda Changes**

None. It was noted that the Travel Dundee Marketing Plan was provided to City Council as an addendum item for meeting agenda Item 6.2 Tourism Committee Marketing Plan.

**Public Comment**

None.

**Consent Agenda**

A **motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, June 21, 2022; Item 4.2 Financial Report Ending May 31, 2022; Item 4.3 Update – Council Goals; and Item 4.4 Riparian Area Planning Assistance Proposal. There was brief discussion pertaining to the financial report, as well as a brief review of the Council goals. C.A. Dahl addressed Council questions and noted that he will be speaking with the riverside property owner on Friday regarding ideas for a potential future paddle launch site. Council requested the addition of an agenda item for the August 16, 2022 to review the end of fiscal year budget information; a quarterly review of the budget moving forward was also requested. **The motion** passed unanimously.

**Old Business**

**SW Alder Street Improvements**

C.E. Reid discussed information contained in his meeting agenda report beginning on page 45 of the packet. Detailed discussion ensued and the topic of the bulb outs was discussed at length, as well as the connections required. The pros and cons of two street design options (as shown on pages 47 and 49) were discussed at length. C.E. Reid addressed Council questions. It was noted that the present width of the asphalt section of Alder Street is likely 20-21 feet in width, though C.E. Reid offered to measure it to be certain. He also noted that the travel lanes on the regular collector option are 11 feet wide, with parking on both sides as well. C.E. Reid noted that he discussed these potential revisions with the grant agency and that they indicated that the conditions of the grant would be met as long as a sidewalk is being provided. He discussed that as a part of this project the city would still be providing a sidewalk to the street, which benefits

both sides; Staff has made the determination that the sidewalk costs would be divided between property owners on both sides of the street. C.E. Reid discussed the benefits of combining this work with the Ninth Street widening and waterline upgrade project; better bidding prices would be anticipated due to the larger scale project. It was noted that construction material costs are still on the rise at present. C.A. Dahl explained that the city was provided two years to complete the work from the date the grant was provided; starting the project in the spring of 2023 would provide an adequate timeframe. C.E. Reid explained that the grant agency is making an exception this year in the grant process; the City would still be able to reapply as long as the grant money is being spent. **A motion** was made and seconded to authorize the City Staff to move forward with the modified constrained collector design. C. Nelson voiced that he is not in favor of the constrained collector design. He discussed what he felt to be a similar situation on Edwards with regard to bulb-outs which were placed; traffic in this area veers out away from the bulb-outs. C. Nelson explained that his concern is that traffic may veer out away from a bulb-out on Alder Street and into the other lane (without the bulb-out on the other side). He voiced support of the original design which he felt would provide a better traffic calming effect.

Mike Sherwood, 876 SW Alder Street, approached Council and thanked them for their consideration of the modified plan. He discussed that C.E. Reid has spent a lot of time on Alder Street and he felt has a real sense of the project at-hand which is reflected in the design provided. Sherwood detailed his thoughts and voiced support of the site plan on page 47. He discussed that many cars do speed whether traveling up or down Alder Street; if the bulb out is removed from the design then there is nothing which addresses this issue.

The addition of a speed bump/hump was suggested as a potential traffic calming measure to replace the bulb-out. Discussion ensued and different styles of speed bumps/humps were reviewed. A hybrid type of option was also suggested where the original design would be utilized from the bulb-outs uphill, and the modified design used from the bulb-outs downhill. Conversation ensued.

M. Russ expressed concern about the TSP and pointed out that it was written with Alder Street identified to be the alternate to Highway 99W in the case of emergency; to constrain it further or make the street more complicated for a large amount of traffic to travel through he does not feel would be the best plan. Sherwood discussed that this was a plan which was known could be modified. He pointed out that the capacity of the street is not the issue and would not change; the modifications involve the parking and sidewalk areas and thus the capacity of the street would not change in the event of an emergency. Discussion ensued. A suggestion was made that Council view the street/project in-person as a group at an upcoming Council meeting if time allows. C.E. Reid pointed out that the goal is not for vehicles to travel fast on Alder Street; providing an alternate route that has good turning movements, along with traffic calming, would be appropriate in this location. He discussed that uphill on Alder the full width street will not be attainable without some major modifications which may not even work to connect to the existing houses and driveways (especially north of Seventh Street). Brief discussion ensued.

**The motion** stated previously was redacted. **A motion** was made and seconded to remove the bulb-out on the east side of the street and add a traffic calming bump/hump. C. Adlong discussed that it has always been City policy to not have traffic calming speed bumps; previously the fire department had opposed them. Chief Hamilton discussed that though he not a fan of them, he does understand what is trying to be accomplished. He discussed another option of installing “pillows” which include travel lanes through the speed bump which are the width of the fire engine. **The motion** was amended to utilize the drawing from page 47, remove the bulb-out, and place a speed bump/hump. **The motion** passed with M. Russ, C. Weaver, C. Adlong, C. Ford and C. Crawford voting in favor; C. Nelson voted nay. C.E. Reid discussed that he is going to be

working on the Ninth Street design and the roundabout; he will be able to see how things function with that connectivity.

C. Crawford expressed concern about trees growing out and over Alder Street between Seventh & Upland Drive; the overhanging branches interfered with walkers participating in the Fueled By Fine Wine Event. It was noted that trees growing into the public right-of-way can be addressed.

## **New Business**

### **SCADA Computer Replacement**

C.A. Dahl reviewed that the present SCADA system has been breaking down and has not been responsive to a couple of calls recently. He pointed out that there have been two overflows since his arrival in the past two months. Discussion ensued and it was noted that bids were received from two different companies. C.A. Dahl reviewed that Staff is recommending accepting the less expensive bid from The Automation Group to complete the SCADA replacement. C.A. Dahl confirmed that funds are available for the replacement cost (from water and sewer funds), though this was not specifically budgeted for in the current fiscal year. **A motion** was made and seconded to authorize the City Administrator Dahl to accept the quote of \$56,453 from The Automation Group for replacement of the SCADA computer. **The motion** passed unanimously.

### **Tourism Committee Marketing Plan**

C. Crawford referenced The Travel Dundee Marketing Plan and highlighted some of the information provided. C. Crawford felt that given the budget over the past couple of years, the Travel Dundee brand has been built successfully through digital assets (rather than heavy print media); the marketing and media budget is gradually increasing as the budget grows. Brief discussion ensued. Molly Baily, Creative Director, Yellow Cactus, introduced herself via Zoom. Baily discussed that if they can be agile with the marketing and more intentional with the seasonal campaigns, positive results will be seen while also building up that fund so that some bigger tourism projects or matching grants can be obtained in the future. Discussion ensued. **A motion** was made and seconded to approve the proposed Marketing Plan for the City of Dundee that was approved by the Tourism Committee. C. Adlong voiced appreciation of the detailed information provided in the marketing plan; brief discussion ensued. C. Crawford discussed that in the future they will be seeking a grant to do more thorough planning and visioning for the Tourism Committee. **The motion** passed unanimously.

### **Water Repair Trench Patching**

C. Nelson voiced that he will abstain from participating in this agenda item due to a conflict of interest. Chuck Simpson, Public Works Superintendent, was in attendance via Zoom. He affirmed that he does have documentation supporting that he has reached out to other companies without return responses. Simpson addressed brief Council questions pertaining to the proposed work to be completed. **A motion** was made and seconded to authorize City Administrator Dahl to accept the quote of \$9,697.00 from Signature Paving to complete water repair trench patching. **The motion** passed with M. Russ, C. Weaver, C. Adlong, C. Ford and C. Crawford voting in favor; C. Nelson abstained from voting.

### **WWTP Lab/Office Air Conditioner Quote**

Council reviewed the information provided beginning on page 127. **A motion** was made and seconded to authorize City Administrator Dahl to accept the quote from Portland Mechanical in the amount of \$5,326.94 for a replacement compressor unit at the WWTP lab and office. **The motion** passed unanimously.

### **City Hall Air Conditioner Quote**

Council briefly discussed the quote and C.A. Dahl noted that he will discuss warranty information with Oregon Heating and A/C. A **motion** was made and seconded to authorize City Administrator Dahl to approve up to \$9,000 to replace the air conditioner at City Hall with a new SEER Daikin 5-ton Air Conditioner. **The motion** passed unanimously.

### **League of Oregon Cities Legislative Agenda**

C.A. Dahl discussed that the LOC publishes its legislative agenda for cities in Oregon in the September or October issue of the LOC magazine. Discussion ensued. The consensus of Council was to add this as an agenda item for the City Council meeting on August 2, 2022. C.A. Dahl encouraged Council to consider attending the Small Cities meeting in Detroit next month where legislative priorities, etc., will be discussed.

### **New City Councilor**

The consensus of Council was to move forward with filling the vacancy by appointment at the August 16, 2022 meeting; applicants will be invited to attend and interviews will be conducted.

### **Council Concerns and Committee Reports**

C. Crawford voiced his belief that the recent Fueled By Fine Wine event in Dundee went well. Brief discussion ensued. It was noted that there were three races involving approximately 800 people; there were additional attendees at the park event with a total attendance of perhaps 1000.

C. Adlong requested that water bags be placed around the trees along the pathway at Viewmont Greenway. She also expressed concern about one dead kousa dogwood tree and two which are stressed at tipsu palach park; they should be replaced. The trees were noted to be located on the Niederberger Road side of the park. She also noted that when the in-ground watering devices are turned on at the park that there is water sprinkling up and pools of water; there are apparently breaks in the watering system. C.A. Dahl indicated that he will ask public works to check into the concern, and also will check into the contract with the landscaper.

C.A. Dahl explained that he contacted State Parks about the small parks grant; grant decisions will be made at their meeting in the middle of August. It was noted that CPRD did apply for the large parks grant though were not selected as a recipient. Brief discussion ensued.

C. Weaver discussed that one of their neighbors had recently praised Chuck Simpson, Public Works Superintendent, for his excellent public service.

### **Mayor's Report**

None.

### **Public Comment**

None.

The meeting was adjourned at 8:34 P.M.



David Russ, Mayor

Attest:



Steve Dahl, City Administrator/Recorder