

**MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
AUGUST 5, 2024**

PRESENT: Mayor Annette Frank
Councilor Scott Hover
Councilor Kitty Mackin
Councilor Jim Maguire
Councilor Rosalba Sandoval-Perez, via Zoom

ABSENT: Councilor Drew Hildebrandt
Council President Luke Wildhaber

STAFF: Cyndi Park, Interim City Manager
Rocio Vargas, City Recorder
Dave Rucklos, Tourism & Economic Development Director
Don Cutler, Public Works Supervisor
Curt Fisher, City Planner

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Annette Frank called the meeting to order at 6:31pm and all those present gave the Pledge of Allegiance.

B. ROLL CALL

Mayor Annette Frank made note that there was a quorum with Councilors Hover, Mackin, and Maguire present in person and Councilor Sandoval-Perez present via Zoom. Councilors Hildebrandt and Wildhaber were absent.

C. APPEARANCE OF INTERESTED CITIZENS

None.

D. CONSENT AGENDA

KITTY MACKIN MOVED TO APPROVE THE CONSENT AGENDA OF JULY 15, 2024, WORK/SPECIAL SESSION MINUTES AND JULY 22, 2024, WORK SESSION MINUTES AS AMENDED. SECONDED BY JIM MAGUIRE.

Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

E. PUBLIC HEARING

Mayor Annette Frank opened the Public Hearing at 6:33pm to obtain citizen input on the text amendments to Ch. 7.4.1 of the Dayton Land Use and Development Code to update standards for the placement of temporary signs.

Curt Fisher, City Planner, presented the staff report.

There was a discussion on how the updated code defines flags as temporary and the definition of ORS Chapter 167 for obscene language signs and how will the code be enforced.

Mayor Frank closed the Public Hearing at 6:44pm

F. ACTION ITEMS

1. Staff Report - Text Amendments to Chapter 7.4.1 of the DLUDC to Update Standards for the Placement of Temporary Signs

JIM MAGUIRE MOVED TO ADOPT THE STAFF REPORT AND APPROVE THE AMENDMENTS. SECONDED BY SCOTT HOVER. Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

2. First Reading of Ordinance 661 Amending Chapter 7 of the DLDC

Councilor Maguire performed the first reading of Ordinance 661 by title only.

KITTY MACKIN MOVED TO APPROVE THE FIRST READING OF ORDINANCE 661 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING TITLE 7 (DAYTON LAND USE AND DEVELOPMENT CODE) OF THE DAYTON MUNICIPAL CODE. SECONDED BY JIM MAGUIRE. Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

3. Adopting City Manager Profile and Recruitment Schedule

JIM MAGUIRE MOVED TO APPROVE AND ADOPT THE FINAL DRAFT OF THE CITY MANAGER PROFILE AND RECRUITMENT SCHEDULE. SECONDED BY KITTY MACKIN. Motion carried with Frank, Hover, Mackin,

Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

4. Approval of Resolution 24/25-01 Amending the Dayton Fee Schedule for Water Meter Installation

Kitty Mackin moved to approve resolution 24/25-01 amending the Dayton Fee Schedule for water Meter installation.

Councilor Maguire inquired about the cost of part and city staff time to connect meters, if the new cost covers everything. He requested to table this item and requested staff to come back with more information.

Councilor Mackin inquired if the staff time is already paid for this service, and if there would be a double charge adding staff time to the water meter costs. She agrees on charging for the materials, but not on passing more costs to the citizens.

This item will be discussed at another meeting with more information from staff.

5. Approval of Resolution 24/25-02 Authorizing Personal Services Agreement for Legal Services with Beery, Elsner & Hammond, LLP

KITTY MACKIN MOVED TO APPROVE RESOLUTION 24/25-02 APPROVING A PERSONAL SERVICES AGREEMENT FOR LEGAL SERVICES STARTING JULY 1, 2024, UNTIL SUCH TIME AS EITHER PARTY DECIDES TO TERMINATE THE AGREEMENT. SECONDED BY JIM MAGUIRE. Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

6. Approval of Resolution 24/258-03 Authorizing an IGA with Department of Land Conservation and Development (DLCD) assisted by Winterbrook Planning

JIM MAGUIRE MOVED TO APPROVE RESOLUTION 24/25-03 A RESOLUTION APPROVING THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT (DLCD) AND THE CITY OF DAYTON FOR TECHNICAL ASSISTANCE FROM WINTERBROOK PLANNING IN UPDATING THE COMPREHENSIVE PLAN. SECONDED BY KITTY MACKIN. Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

7. Approval of Resolution 24/258-04 Authorizing an IGA with Department of Land Conservation and Development (DLCD) assisted by MIG

KITTY MACKIN MOVED TO APPROVE RESOLUTION 24/25-04 A RESOLUTION APPROVING THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT (DLCD) AND THE CITY OF DAYTON FOR TECHNICAL ASSISTANCE FROM MIG IN UPDATING THE COMPREHENSIVE PLAN. SECONDED BY SCOTT HOVER.

Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

8. Urban Renewal Plan Income Allocation Negotiation Discussion

Dave Rucklos, Tourism and Economic Development Director recapped the results of the meeting with the Dayton Fire District. He stated that the consensus made with the DFD was to establish a percentage amount that the DFD would benefit from the Urban Renewal District Plan.

Councilor Maguire shared more information that was learned from the meeting.

Councilor Hover inquired about the financial information presented by the DFD.

There was a discussion about the financial information the DFD presented.

JIM MAGUIRE MOVED TO AUTHORIZE CITY STAFF TO NEGOTIATE WITH THE DFD A PERCENTAGE OF URBAN RENEWAL DISTRICT TAX THAT WOULD BE ALLOCATED TO THE DFD OVER THE 25-YEAR LIFE OF THE PLAN. SECONDED BY KITTY MACKIN. Motion carried with Frank, Hover, Mackin, Maguire and Sandoval- Perez voting aye. Councilors Hildebrandt and Wildhaber were absent.

G. COUNCILOR COMMENTS AND CONCERNS

Councilor Hover thanked staff for working with the Dayton Fire Department to come to consensus on the URD.

Councilor Maguire agreed with Councilor Hover and expressed his desire for other taxing districts to understand the challenges the City has with the lowest tax base in the County and having to update the infrastructure in the City to properly service the City.

Councilor Mackin inquired about Alderman Park reopening. Stated that she would make an appearance at National Night Out as clown Beverly Bookmark.

Councilor Sandoval-Perez stated that due to personal and medical reasons she will not be able to fulfill her role in the recruitment of a new Dayton City Manager. She stated that she will be resigning her position today to allow for a new council person to fill her position and participate in the recruitment process. She expressed her appreciation to the council.

KITTY MACKIN MOVED TO ACCEPT COUNCILOR ROSALBA SANDOVAL-PEREZ RESIGNATION AND DECLARED HER SEAT VACANT. SECONDED BY JIM MAGUIRE. Motion carried with Frank, Hover, Mackin, and Maguire voting aye. Councilors Hildebrandt and Wildhaber were absent. Councilor Sandoval-Perez abstained.

Mayor Frank stated that she expects to see Council helping at National Night Out.

H. INFORMATION REPORTS

1. TED Director

Dave Rucklos, Tourism and Economic Development Director updated the Council on the Parks Master Plan Grant award decision would be made next week.

The small cities allotment grant is complete and ready to be turned in at the end of the month.

The asphalt shavings on the entrance of HWY18 have been moved to the other lot and he filed for a permit to mow the grass in the area and to allow the City to beautify the area.

The date for the Yamhill Small Cities County Dinner for Dayton to host has been moved from June to February and the plan is to hold it at the new Evergreen Conference Center.

TED Director presented Kitri McGuire from Scarlet Communications to present Discover Dayton marketing and branding update.

Kitri McGuire, presented tourism spending trends and the importance of marketing the City of Dayton as a tourist destination.

I. CITY MANAGER'S REPORT

Cyndi Park, Interim City Manager, reported that the City hired DeAnna Ball-Karb as the new Finance Manager. DeAnna's first day was July 1, 2024.

The Historic Brookside Cemetery Story Map has been created with grant funds from the Oregon State Historic Preservation Office with searchable inventory will be available online.

There was a discussion about the possibilities of cemetery tours.

There is going to be a Library event at Courthouse Square Park on Thursday.

There was a discussion about Old Timer's Weekend next year.

J. ADJOURN

There being no further business to discuss the meeting was adjourned at 7:57pm.

Respectfully submitted:

APPROVED BY COUNCIL on **September 3, 2024**

By:

As Written

As Amended

Rocio Vargas, City Recorder

Annette Frank, Mayor