



**CITY COUNCIL MEETING MINUTES ~ APPROVED  
JULY 10, 2019 AT 6:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at [www.DunesCity.com](http://www.DunesCity.com)

**1. CALL TO ORDER**

Mayor Robert Forsythe called the Wednesday, July 10, 2019, meeting of the Dunes City Council to order at 6:00 pm.

**2. ROLL CALL**

Roll Call was taken by City Administrator/Recorder Jamie Mills.

**Present:** Mayor Robert Forsythe, Council President Sheldon Meyer, Councilor Alan Montgomery, Councilor Duke Wells, Councilor Tom Mallen, and Councilor Robert Orr.

**Absent and Excused:** Councilor Susan Snow.

**Also Present:** Administrative Assistant Rapunzel Oberholtzer, several Dunes City residents, and *Siuslaw News* reporter Jared Anderson.

**3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

**4. APPROVAL OF THE AGENDA**

**Councilor Mallen made a motion to approve the Agenda. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

**5. APPROVAL OF THE CONSENT AGENDA**

**Councilor Orr made a motion to approve the Consent Agenda with amended Bills of the Session and amended Receipts of the Session. Councilor Mallen seconded the motion. The motion passed by unanimous vote.**

## **6. ANNOUNCEMENTS / CORRESPONDENCE**

City Administrator/Recorder Mills read from the list of announcements on the Agenda:

- A. The Planning Commission will deliberate on the Final Plat approval for the Little Woahink Phase III Subdivision on Thursday, July 25, at 6:00 pm. This will not be a public hearing; however, written testimony may be submitted to City Hall by July 19, 2019.
- B. Central Lincoln PUD announced that it will increase its rates by 3% beginning August 1, 2019.
- C. The Annual League of Oregon Cities Conference will be held in Bend September 26 through 28. Conference registration opened July 1.
- D. Opportunity to buy a spot on the Florence-opoly game board.

## **7. CITIZEN INPUT ON ITEMS NOT DISCUSSED IN PUBLIC HEARING**

Mayor Forsythe recognized Mr. Rory Hammond, a Dunes City resident and member of the Budget Committee. Mr. Hammond distributed copies of financial statements he had prepared to illustrate Fiscal Year 2018-2019 profit and loss, as well as month-by-month profit and loss statements. He asked Councilors if they knew how much money the City had on hand at a given time and explained that they should know that. He went on to express some concern that the City had not reconciled its bank balances every month, but it should.

### **A. Formal Complaint and Call for Action from Del Reisenhuber**

City Administrator/Recorder Mills referred Councilors to a copy of a June 17, 2019, letter from Dunes City resident, Del Reisenhuber, in which Mr. Reisenhuber complained about pollution in Woahink, called for the City to investigate the cause of the pollution, and asked the City to take action to restore the cleanliness of the lake. City Administrator/Recorder Mills explained that when she received the letter she contacted DEQ, after which a representative performed a cursory investigation and determined that the lake was in its normal state of “turnover” for this time of the year. She went on to note that the DEQ representative informed her that if anyone saw someone polluting the lake, they should immediately report the activity to DEQ.

## **8. PRESENTATIONS/TRAINING**

### **A. Presentation of Award to Central Oregon Coast Amateur Radio Club for Providing the Most Volunteers at the Triathlon**

Mayor Forsythe presented a \$250 check to Club Board of Directors President, Mr. Bob Pine, and thanked the Club for their participation. Mr. Pine thanked the City for the check and the opportunity for Club members to practice their radio skills.

B. Successful Governance for Local Officials – The Importance of Local Government, CIS Class ID 0080

City Administrator/Recorder Mills explained that CIS conducted an audit of the City's compliance with requirements for liability insurance and found that, among other things, the City was not meeting its obligation to provide Councilors with adequate training. She suggested that Councilors take the video classes, beginning with the short one presented this evening. Councilors watched a short video.

**9. PUBLIC HEARING**

A. Conditional Use Permit for Property Line Adjustment Submitted by Doris Pearson

Mayor Forsythe read from a script prepared for the public hearing on the CUP application.

"This evening we have a public hearing on an application for a Conditional Use Permit to make a property line adjustment, as applied for by Ms. Doris Pearson. These proceedings will be recorded.

"This hearing will be held in accordance with the land use procedures required by the City and the State of Oregon. This is a Type III, Quasi-Judicial Procedure.

"Staff will identify the applicable substantive criteria which have been listed in the staff report. These are the criteria the City Council must use in making its decision. All testimony and evidence must be directed toward these criteria, or other criteria which you believe apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the City and parties involved an opportunity to respond to the issue would preclude an appeal to the Oregon Land Use Board of Appeals based on that issue.

"Any party interested in a land use matter may challenge the qualification of any Councilor to participate in such hearing and decision. Such challenge must state facts relied upon by the party relating to a Councilor's bias, prejudgment, conflict of interest, or other facts from which the challenging party has concluded that the Councilor will not make a decision in an impartial manner."

Mayor Forsythe asked if any member of the public wished to challenge a Councilor's impartiality. No one did. Mayor Forsythe asked if any Councilor wished to declare a conflict of interest, bias or ex-parte contact. None did, and Mayor Forsythe closed the regular meeting to open the public hearing for the Conditional Use Permit at 6:25 pm.

Mayor Forsythe asked for the staff report and Rapunzel referred Councilors to copies of a memo she prepared to summarize the application and a copy of the staff report, both of which were included in the Councilors' meeting packets.

Rapunzel explained that the property owner, Ms. Pearson, wanted to consolidate two small lots to create a larger, more conforming lot in order to sell the property. She went on to note that City Code requires a Conditional Use Permit approval because, in this case, both lots involved are less than one acre in size.

Rapunzel reported that the Planning Commission held its public hearing on Ms. Pearson's application on June 27, during which the Commission reviewed the applicable criteria and found that all of them were met. She went on to note that after the Commission's public hearing, Commissioners voted unanimously to accept the Staff Report and Findings of Fact as presented, and to recommend that the City Council approve the application with one Condition of Approval suggested by the Commission: Within fifteen (15) days of final recording with the County, the applicant shall submit to the City a paper copy of the recorded final property line adjustment which must occur prior to the issuance of any building permits on the reconfigured lots.

*A COPY OF THE STAFF MEMO AND THE STAFF REPORT AND FINDINGS OF FACT ARE ON FILE AT CITY HALL.*

Mayor Forsythe asked if any Councilors had questions for Staff. None did. Rapunzel pointed out that the applicant was not present to offer additional testimony. Mayor Forsythe asked if there was anyone present to testify in favor of or in opposition to the application. No one did and Mayor Forsythe closed the public hearing to return to the regular meeting at 6:36 pm.

**Councilor Mallen made a motion to approve the Conditional Use Permit with the Condition that within fifteen (15) days of final recording with the County, the applicant shall submit to the City a paper copy of the recorded final property line adjustment which must occur prior to the issuance of any building permits on the reconfigured lots. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

**B. Variance Application Submitted by Don Lofy Construction LLC**

Mayor Forsythe read from a script prepared for the public hearing on the Variance application.

"This evening we have a public hearing on an application for a Variance to build a deck extension within the Riparian Zone, as applied for by Dan Lofy Construction LLC. These proceedings will be recorded.

"This hearing will be held in accordance with the land use procedures required by the City and the State of Oregon. This is a Type III, Quasi-Judicial Procedure.

"Staff will identify the applicable substantive criteria which have been listed in the staff report. These are the criteria the City Council must use in making its decision. All testimony and evidence must be directed toward these criteria, or other criteria which you be-

lieve apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the City and parties involved an opportunity to respond to the issue would preclude an appeal to the Oregon Land Use Board of Appeals based on that issue.

“Any party interested in a land use matter may challenge the qualification of any Councilor to participate in such hearing and decision. Such challenge must state facts relied upon by the party relating to a Councilor’s bias, prejudgment, conflict of interest, or other facts from which the challenging party has concluded that the Councilor will not make a decision in an impartial manner.”

Mayor Forsythe asked if any member of the public wished to challenge a Councilor’s impartiality. City Administrator/Recorder Mills referred Councilors to a copy of a letter from Dan Lofy, Lofy Construction LLC, that was distributed to them prior to the start of the meeting. Mayor Forsythe read the letter into the record, “To whom it may concern, I understand that in compliance with the Dunes City rules and or bylaw, Councilor Mallen will recuse from any discussions or vote on the matter with the Gary Ream project represented by Daniel Lofy from Lofy Construction LLC and I specifically request that he do so.”

Mayor Forsythe asked if any Councilor wished to declare a conflict of interest, bias or ex-parte contact. Councilor Mallen stated that he did not know Mr. Gary Ream, and had no issues with him, but he had pending litigation personally with Dan Lofy and Lofy Construction. Councilor Mallen requested to be recused from discussion of the Ream project.

Mayor Forsythe closed the regular meeting to open the public hearing for the Conditional Use Permit at 6:35 pm and requested the staff report. Rapunzel referred Councilors to copies of a memo she prepared to summarize the application and a copy of the staff report, both of which were included in the Councilors’ meeting packets.

Rapunzel explained that the property owner, Gary Ream wanted to build a deck extension on the side of his home to allow for better fire egress. She went on to note that City Code requires a Variance approval because, in this case, the proposed deck extension intrudes into the 50-foot setback area of the Riparian Zone, a violation of Dunes City Code Section 155.2.6.600(A)(1) which prohibits, “Placement of structures or impervious surfaces, including fences, decks, etc.’ She also explained the purpose of a Variance application by quoting from City Code that stipulates, in part, “The variance procedures provide relief from specific code provisions when they have the unintended effect of preventing reasonable development in conformance with other codes. The standards for non-conforming uses and development are intended to provide some relief from code requirements for older developments that do not comply”

Rapunzel reported that the subject lot is a steeply sloped, non-conforming lot of record in an approved subdivision platted in 1965 and the existing dwelling, built in 1973, may have encroached into the 50-foot shoreline area at the time it was built. She also noted that most adjoining lots in the neighboring area are less than one acre in size, which makes it difficult to comply with local and State setback requirements.

Rapunzel reported that the Planning Commission held its public hearing on the Variance application on June 27, during which the Commission reviewed the applicable criteria and found that all of them were met or satisfied. She went on to note that after the Commission's public hearing, Commissioners voted, with two in favor and one opposed, to recommend that the Council approve the Variance application with Conditions of Approval suggested by the Planning Commission. The Conditions of Approval were: 1) Applicant must submit a No State Permit Required application to DSL and U.S. Army Corps of Engineers, and provide the City with a copy of the approved application before a City building permit will be issued, and 2) Contractor is to identify, mark and protect the neighbors' water lines during construction, notify the three water line owners when work on the project is to start and when it is finished, and to assume responsibility for any damage to the water lines.

Mayor Forsythe asked if any Councilors had questions for Staff. None did. Rapunzel pointed out that the applicant was not present to offer additional comments. Mayor Forsythe recognized Mr. John Colwell, who signed in to provide comments on the proposed project. Mr. Colwell expressed concern about his and his neighbors' water lines that run through an easement on subject property about ten feet from the proposed construction area. His concern was that the lines are old, brittle PVC, somewhat delicate and easily damaged. Councilor Montgomery asked Mr. Colwell if the Planning Commission's recommendation for identifying and protecting them was adequate. Mr. Colwell said that it was.

There being no additional questions for Staff, or anyone else signed in to comment, Mayor Forsythe closed the public hearing at 6:44 pm and returned to the regular meeting for deliberation and decision.

Councilor Orr expressed some concern about the need for the deck and its possible impact on the sloped ground in the Riparian Zone. He also noted concern about any further encroachment into the Riparian Zone. City Administrator/Recorder Mills explained that none of the existing decks provided access to the ground but the proposed new deck would and would also provide egress from the house to the rear of the dwelling and property.

**Councilor Montgomery made a motion for approval with the Planning Commission's recommended Conditions of Approval. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

## **10. NEW BUSINESS**

### **A. Set Goal Setting Meeting**

City Administrator/Recorder Mills reminded Councilors that they requested a meeting in July to further discuss the established goals for 2019-2020.

Following discussion, it was agreed to set the date for Wednesday, July 24, beginning at 6:00 pm.

B. Consideration of Request for Participation of the City in Maintenance Project on Ocean Boulevard

City Administrator/Recorder Mills referred Councilors to copies a Settlement Agreement and photos that were included in their meeting packets. Referring Councilors to the photos, she pointed out that a portion of a wooden retaining wall had collapsed, allowing dirt and debris to spill onto the right-of-way of Ocean Boulevard. She went on to explain that this matter was before the Council because the estimate for a more permanent concrete retaining wall was \$4,000 to \$5,000 and there is some question about who is responsible for paying for the repairs.

Mayor Forsythe invited Mr. Fred Hilden, one of the owners of the property involved, to comment. Mr. Hilden read from a prepared statement dated July 9, 2019:

*“On Friday, June 21, 2019, the retaining wall on Ocean Boulevard adjacent to our property failed and collapsed into the street. We immediately notified the City Administrator by phone at her home as City Hall was closed for the weekend. We then cleaned up the debris that presented an immediate hazard for traffic on this relatively lightly traveled city street. We also placed 3 orange traffic cones to warn drivers and pedestrians. Photo attached.*

*“We purchased this property in 1999 and from all the information we have been able to find, the retaining wall was built by the city shortly after the section of Ocean Boulevard adjacent to our property was paved, about 1994. From what we have been able to ascertain, there is quite a “back story” to the street paving and retaining wall.*

*“Clearly, the retaining wall is required to prevent our property from sloughing off onto the pavement and its current condition is both a traffic and pedestrian hazard. It is our intention to fully cooperate with the city in replacing it. It is worth noting, that approximately half of the length of the wall has failed, but it is only reasonable that the remainder is not far behind and should be replaced at the same time the failed section is rebuilt.”*

*A COPY OF MR. HILDEN'S COMPLETE STATEMENT IS ON FILE AT CITY HALL.*

There was some discussion about who built the retaining wall, who was responsible for maintaining it, and some discussion about the terms of the Settlement Agreement. City Administrator/Recorder Mills pointed out that Mr. Richard Palmer was also present to answer questions. Mr. Hilden noted that if the current owners wished to add enhancements to a retaining wall built by the City, such as steps, those enhancements would be paid for by the owners of the property. City Administrator/Recorder Mills conferred with Mr. Palmer and announced a correction to the estimated cost she presented earlier: \$12,000 - \$15,000 for 2-foot by 6-foot concrete blocks stacked to about 4 feet high and the work involved to remove dirt and build a bed for the blocks.

Mr. Palmer went on to explain the construction process involving the pre-engineered blocks.

**Councilor Montgomery made a motion to split the cost between the City and the property owners 50/50. Councilor Mallen seconded the motion. The vote was two votes in favor, two votes against and one abstention. Mayor Forsythe voted against the motion. The motion failed.**

**Councilor Orr made a motion for the City to pay the cost with the exception of any enhancements, such as steps, requested by the property owners. Council President Meyer seconded the motion. The motion passed with four votes in favor (Orr, Meyer, Wells, and Montgomery) and one against (Mallen).**

C. Consideration of Appointment of Applicant to the Planning Commission – Rodd Bench

**Council President Meyer made a motion to approve Mr. Rodd Bench to the Planning Commission. The motion was seconded by Councilor Wells. The motion passed by unanimous vote.**

D. Consideration of Appointment to Water Quality Committee – Aaron Bowen

**Council President Meyer made a motion to approve Mr. Aaron Bowen to the Water Quality Committee. Councilor Mallen seconded the motion. The motion passed by unanimous vote.**

E. Consideration of Appointment to Water Testers – Steve Ciffone and James McDonald

Staff pointed out that Mr. McDonald's application was not received in time to be included in the Councilors' meeting packets.

**Council President Meyer made a motion to approve Mr. Steve Ciffone for water sample collection. Councilor Montgomery seconded the motion. The motion passed by unanimous vote.**

F. Appointment of Council Member to City Enterprise Risk Management Team

City Administrator/Recorder Mills explained that the City was recently audited by CIS and failed. One of the recommendations by CIS was to form a committee to assess all of the City's assets, determine which ones need repairs or improvements, and make a prioritized list. She noted that if the City has a list on file with CIS and is attempting to make the improvements, CIS will cover liability incurred by the City. Councilor Wells volunteered for the position.

**Councilor Mallen made a motion to accept Councilor Wells' appointment to the City Enterprise Risk Management Team. Councilor Orr seconded the motion. The motion passed by unanimous vote.**



G. Consideration of Adoption of Floodplain Development Permits

City Administrator/Recorder Mills reported that FEMA is requiring the City to adopt and use certain forms and permits, as well as an Operating Procedures guide for Staff to use when processing building permits for properties within the Floodplain. Copies of the forms and the Operating Procedures were included in the Councilors' meeting packets.

**Councilor Orr made a motion to approve the permit forms as presented. Council President Meyer seconded the motion. The motion passed by unanimous vote.**

H. Resolution Series 2019, No. 8 Setting Fees for Floodplain Development Permits and Processes

Mayor Forsythe read aloud the content of Resolution Series 2019, No 8:

*WHEREAS, Dunes City Code, Title XV, Chapter 153, entitled Flood Damage Prevention, Section 35, requires a development permit to be obtained before construction or development begins within any area of special flood hazard; and*

*WHEREAS, Dunes City Code, Title XV, Chapter 151.024, provides that permit fees shall be assessed in accordance with the provisions of this Section (151.024) or shall be set forth in the fee schedule adopted by the Dunes City Council; and*

*WHEREAS, no fee schedule has ever been adopted by the City with regard to permits issued in conjunction with floodplain development; and*

*WHEREAS, the Federal Emergency Management Agency (FEMA) and the Oregon Division of Land Conservation and Development (DLCD) are requiring actions be taken by the City that have not necessarily been done in the past that require significant time investments and recordkeeping associated with the development of lands located within an area designated a floodplain by FEMA; and*

*WHEREAS, the City desires to be reimbursed for time and resources committed by staff in the completion of the actions being requested by FEMA and DLCD;*

***NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNES CITY THAT:***

- 1. The following fees will be added to the permit fee schedule of Dunes City;*
  - A. Floodplain Development Permit Overview - \$35.00;*
  - B. Floodplain Development Permit - \$150.00;*
  - C. Floodplain Development Permit Substantial Improvement Review - \$50.00*
- 2. This Resolution takes effect immediately upon adoption.*

**Council President Meyer made a motion to approve Resolution Series 2019, No. 8. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

- I. Resolution Series 2019, No. 9 Adopting Enterprise Risk Management Policy, Rules and Procedures

Mayor Forsythe read aloud the proposed Resolution:

*WHEREAS, Dunes City desires to promote a safe and productive work environment for citizens and staff that focuses on early identification of all risk exposures, prevention, training, and mitigation through progressive risk management; and*

*WHEREAS, Dunes City's insurance company, City/County Insurance Services, recommends cities adopt Enterprise Risk Management Policy, Rules and Procedures as part of each City's efforts to reduce claims; and*

*WHEREAS, Enterprise Risk Management will enhance the ability of the City to manage its business and financial risks;*

*NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNES CITY THAT:*

*1. The Enterprise Risk Management Policy, Rules and Procedures attached hereto as Exhibit A and incorporated by reference herein is hereby adopted.*

*2. This Resolution takes effect immediately upon adoption.*

**Councilor Wells made a motion to adopt Resolution Series 2019, No. 9. Councilor Mallen seconded the motion. The motion passed by unanimous vote.**

- J. Resolution Series 2019, No. 10 Adopting Cyber Security Policy

City Administrator/Recorder Mills explained that the City has policies and procedures for protecting paper records but not computerized records. She went on to explain that this policy, recommended by CIS, is intended to bring the City into compliance with requirements to protect computer records.

Mayor Forsythe read aloud the proposed Resolution:

*WHEREAS, Dunes City recognizes that information and the protection of information is required to serve our citizens and meet the City's objectives; and*

*WHEREAS, Dunes City desires to ensure appropriate measures are implemented to protect our citizen's information, and to clearly communicate the City's security objectives and guidelines to minimize the risk of internal and external threats while taking advantage of opportunities that promote our objectives; and*

*WHEREAS, all Oregon public entities must comply with the Oregon Identity Theft Protection Act, ORS 646A.600 to 628 [sic], and further, ORS 646A.622(d) [sic] requires the implementation of a Cybersecurity program; and*

*WHEREAS, failure to comply may result in failure to obtain organizational objectives, legal action, fines, and penalties;*

*NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNES CITY THAT:*

- 1. The City of Dunes City Cybersecurity Policy attached hereto as Exhibit A and incorporated by reference herein is hereby adopted.*
- 2. This Resolution takes effect immediately upon adoption.*

**Councilor Orr made a motion to pass Resolution Series 2019, No 10. Councilor Mallen seconded the motion. The motion passed by unanimous vote.**

K. Request from Planning Commission to Pursue Ordinance Regarding Outdoor Lighting

Mayor Forsythe recognized Ms. Bonnie Allen, Planning Commission Chairman, who was present in the audience. Referring to a copy of a letter from the Planning Commission that was included in Councilors' meeting packets, Ms. Allen explained that the Commission has become aware of citizen concerns and complaints about outdoor lighting that is infringing on neighboring properties. She asked the Council to give the Commission permission to work on a lighting ordinance.

**Council President Meyer made a motion to ask the Planning Commission to delve into coming up with an outdoor lighting ordinance. Councilor Orr seconded the motion. The motion passed by unanimous vote.**

L. Request for Approval to Remove Dying Tree by City Hall

City Administrator/Mills explained that a tree on City property next to City Hall appears to be dying and dangerous to neighboring buildings.

**Councilor Montgomery made a motion to have the tree removed. Councilor Orr seconded the motion. The motion passed by unanimous vote.**

M. Consideration of Financial Review by Auditor Agreement Letter

City Administrator/Recorder Mills referred Councilors to a copy of an engagement letter from CPAs Wall & Wall.

**Councilor Mallen made a motion to allow City Administrator/Recorder Mills to**

**enter into the agreement letter with Wall and Wall. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

## **11. EXECUTIVE SESSION**

There was none.

## **12. OLD BUSINESS**

- A. **Consideration of Plan for Replacement of Water Meters to Drive-By Radio or Wifi-Read Water Meters**

City Administrator/Recorder Mills referred Councilors to copies of the plan for conversion to radio-transmitted water meters and the cost comparison for the two companies under consideration. She explained that she could determine which meters are the oldest and should be replaced first.

**Council President Meyer made a motion to approve the conversion plan. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

Mayor Forsythe asked City Administrator/Recorder Mills to add Council decision on the software and meter provider to the August Council meeting agenda.

## **13. REPORTS**

- A. Mayor's Report: Mayor Forsythe reported that Darlings put on another great fireworks display on July 6.
- B. Community Center Report: Councilor Wells asked if City Administrator/Recorder Mills could arrange for someone to come in more than once a month to mow. She agreed to do so.
- C. Water Quality Report: No report was submitted by Councilor Snow or the water testers.
- D. Public Works Maintenance Supervisor's Report: City Administrator/Recorder Mills reported that she is applying for a grant for work on Parkway Drive to correct line-of-sight issues. Mr. Richard Palmer reported that there are ongoing flooding problems on Leavitt Loop; he has done some work to alleviate the problem. He went on to explain that he would like to put in more drainage but some residents are prone to complain about any work. Mayor Forsythe suggested that this could be a subject for the next goal setting meeting, but it is the City Administrator/Recorder's role to oversee which projects are done. There was some discussion about notifying residents in advance of doing work and inviting residents to attend Council meetings to express their concerns.
- E. Emergency Services Report: City Administrator/Recorder Mills reported that it is time to consider the appointment of a WLEOG representative and an alternate. Councilors agreed

to re-appoint City Administrator/Recorder Mills as the representative and Councilor Orr and Mayor Forsythe agreed to alternate.

- F. City Administrator/Recorder/Planning/Staff Report: City Administrator/Recorder Mills reported that went to Salem on June 19 to make a presentation on the grant application for funding to acquire land for Rebecca's Trail. She went on to report that the State Legislature did not make a decision on the Building Codes Division issues, there will be more information coming at a later date. She also reported that she is continuing to work with attorney Laura Schroeder on the City's water right permits, and a draft ordinance to establish the process by which the City can divest itself of assets has been submitted to City Counsel.

#### **14. FOR THE GOOD OF THE ORDER**

There was no discussion.

#### **15. ADJOURNMENT**

**Councilor Mallen made a motion to adjourn. Councilor Montgomery seconded the Motion. The motion passed by unanimous vote.**

Mayor Forsythe adjourned the meeting at 8:17 pm.

**APPROVED BY THE DUNES CITY COUNCIL ON THE 14<sup>h</sup> DAY OF AUGUST 2019**

[Signed copy available at City Hall]  
Sheldon Meyer, Council President

ATTEST:

[Signed copy available at City Hall]  
Jamie Mills, City Administrator/Recorder