

CITY OF McMinnville
MINUTES OF CITY COUNCIL WORK SESSION
Held via Zoom Video Conference and at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, February 28, 2023 at 6:00 p.m.

Presiding: Adam Garvin, Council President

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Kellie Menke	Remy Drabkin, Mayor
	Zack Geary	
	Chris Chenoweth	
	Sal Peralta (via zoom)	
	Jessica Payne	

Also present were City Manager Jeff Towery, City Recorder Claudia Cisneros, Community Development Director Heather Richards, Parks & Recreation Director Susan Muir, Finance Director Jennifer Cuellar (via zoom), Public Works Director Anne Pagano (via zoom), Library Director Jenny Berg (via zoom), and members of the News Media – Kyle Dauterman, McMinnville Community Media, and Scott Unger, *News Register* (via zoom).

1. CALL TO ORDER: Council President Garvin called the meeting to order at 6:00 p.m.
2. PARKS AND OPEN SPACE MASTER PLAN – WORK SESSION ON SYSTEM DEVELOPMENT CHARGES (SDC’S)

Parks & Recreation Director Muir introduced the agenda topic and introduced Michaela Jellicoe consultant Senior Economist with Community Attributes Inc. to help update the SDC methodology. Ms. Jellicoe presented a PowerPoint.

There were discussions about park exemptions in SDCs.

Councilor Geary asked about change of use in staff report and the fees for the change of use. Ms. Jellicoe recommended to work with Planning Department for the implementation of this.

Parks & Recreation Director Muir stated will be bringing back for policy direction at the next presentation. Will bring back different options using comparable cities in sizing and using an equitable lenses.

3. ADJOURNMENT: Council President Garvin adjourned the Work Session at 6:45 p.m.

Claudia Cisneros

Claudia Cisneros, City Recorder

CITY OF McMinnville
MINUTES OF CITY COUNCIL MEETING
Held via Zoom Video Conference and at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, February 28, 2023 at 7:00 p.m.

Presiding: Adam Garvin, Council President

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Kellie Menke	Remy Drabkin, Mayor
	Zack Geary	
	Chris Chenoweth	
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Also present were City Manager Jeff Towery, City Recorder Claudia Cisneros, Community Development Director Heather Richards, Parks & Recreation Director Susan Muir, Finance Director Jennifer Cuellar (via zoom), Public Works Director Anne Pagano (via zoom), Library Director Jenny Berg (via zoom), Public Works Director Anne Pagano (via zoom), and members of the News Media – Kyle Dauterman, McMinnville Community Media, and Scott Unger, *News Register* (via zoom).

1. CALL TO ORDER: Council President Garvin called the meeting to order at 7:00 p.m. and welcomed all in attendance.
2. PLEDGE OF ALLEGIANCE

Councilor Geary led the pledge of allegiance.
3. PROCLAMATION
- 3.a. Women’s History Month Proclamation

Council President Garvin read the proclamation.
4. INVITATION TO CITIZENS FOR PUBLIC COMMENT: Council President Garvin invited the public to comment.

There were no public comments.
5. ADVICE/ INFORMATION ITEMS

5.a.

Reports from Councilors on Committee & Board Assignments

Councilor Chenoweth said McMinnville Economic Vitality Leadership Council (MEVLC) met and voted chair and vice chair in. There was a presentation covering potential business licensing fee. Parkway met and covered the bypass updates the focal point was what will happen with McDougal corner and the funding for projects.

Councilor Geary had nothing to report.

Councilor Payne said Landscape Review Committee had a long meeting and appointed a new chair. Work session on code amendments.

Councilor Menke reported Affordable Housing Committee sworn in a number of new members and selected chair and vice chair. Reporting on construction exercise tax. CET recommendation to use funding to improve affordable housing.

Councilor Peralta said Mid-Willamette Council of Governments (MWCOG) had their annual meeting and thanked those in attendance. Award given for stratus village. Legislative committee meets tomorrow.

Council President Garvin stated Airport Commission meets tomorrow. Yamhill Communications Agency (YCOM) hasn't met. At last Council meeting stated would be bringing a letter regarding the Fire District to this meeting but will need to bring the letter to the first meeting in March. Asked if Councilor will be missing the meeting to let him know. He and Union President Godfrey continue their speaking tour on the fire district and feedback has been positive.

5.b.

Department Head Reports

City Manager Towery said not able to reach agreement on City Attorney. Will be leaving town next Tuesday, March 7, 2023.

Community Development Director Richards sent out a postcard mailing to 12,000 property owners regarding upcoming public hearing if anyone has questions call the Planning Department to walk members through that. There was an article in paper regarding Natural Hazards program, and have screening lots of questions. Planning Commission will be holding a public hearing on April 6th and mailer will go out. Went to Yamhill County Board of Commissioners for homelessness in Yamhill County regarding Governor Kotek's Executive Order for homelessness resources. Believes the Yamhill County data meets the order and the county is considering this order at their Thursday meeting.

Susan Muir reported on summer registrations opening tomorrow.

Claudia Cisneros had nothing to report.

Anne Pagano had nothing to report.

Jennifer Cuellar said is at a conference in Seaside but keeping an eye on the weather for municipal court tomorrow. Thanked those in the streets operations department for all they do to keep the streets safe.

Noelle reported on the show the love campaign.

6. CONSENT AGENDA

a. Consider **Resolution 2023-11**: A Resolution authorizing the approval of an intergovernmental agreement between the city of McMinnville and the city of Toledo Oregon regarding Municipal Judge appointments.

b. Consider **Resolution 2023-12**: A Resolution Appointing Members to the Diversity, Equity, and Inclusion Committee.

c. Consider the Minutes of the November 22, 2022 City Council Regular Meeting.

d. Consider the Minutes of the December 13, 2022 City Council Regular Meeting.

e. Consider the Minutes of the January 24, 2023 City Council Regular Meeting.

f. Consider the Minutes of the February 14, 2023 City Council Regular Meeting.

Councilor Payne requested to remove agenda Item a.

Councilor Geary MOVED to adopt the consent agenda except for Item a; SECONDED by Councilor Menke. Motion PASSED unanimously.

6. ITEMS REMOVED FROM THE CONSENT AGENDA

6.a. Consider **Resolution No. 2023-11**: A Resolution authorizing the approval of an intergovernmental agreement between the city of McMinnville and the city of Toledo Oregon regarding Municipal Judge appointments.

Councilor Payne asked the Resolution states Judge Poole is employed as a part time Judge in Toledo and City Judge by contract in McMinnville but the Intergovernmental Agreement states Judge is a contract person for both Toledo and City of McMinnville and looking for clarification.

Item was tabled and will be brought back to Council at the March 14, 2023 City Council Regular Meeting.

7. NEW BUSINESS

7.a. Potential Council action regarding the writ of mandamus.

Community Development Director Richards introduced the topic and shared the recommend language for the motion of action.

Councilor Menke MOVED to authorize entry of order in Circuit Court case – LaGow v. City of McMinnville – 23CV00844 as recommended by staff with one revision – an amendment to Condition 3.G requiring the name and “contact information” of the emergency contact be provided to the Community Development Office, subject to no fees or costs, including attorney fees, to be sought by either party, SECONDED by Councilor Chenoweth. Motion PASSED 6-0.

ADJOURNMENT: Council President Garvin adjourned the meeting at 7:27 p.m.

Claudia Cisneros

Claudia Cisneros, City Recorder