

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, July 11, 2023 at 6:00 p.m.

Presiding: Remy Drabkin, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Chris Chenoweth	Adam Garvin, Council President
	Kellie Menke	Zack Geary
	Jessica Payne	
	Sal Peralta	

Also present were City Recorder Claudia Cisneros, City Manager Jeff Towery, Community Development Director Heather Richards, Parks & Recreation Director Susan Muir (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: Mayor Drabkin called the meeting to order at 6:01 p.m.

2. GROWING MCMINNVILLE MINDFULLY UPDATE

Community Development Director Richards introduced the topic and shared a PowerPoint presentation and introduced Beth Goodman from Eco Northwest the consultant for this project. Stated this is a project statutorily mandated to the City and needs to be adopted at the end of December this year. Will be reviewing the draft results of the Housing Needs Analysis (HNA), Economic Opportunities Analysis (EOA), and Public Lands Needs Analysis, and then discuss the next steps. Stated this is a State Mandate based on the House Bill (HB) 2003. Provided some background and history information on this project. The council directed staff to evaluate the 2013 remand of the 2003 MGMU instead of doing a new Urban Growth Boundary (UGB) amendment. Went through the process and submitted the UGB amendment to the state. The state approved it on April 9, 2021, and there were no appeals for that. Discussed the different steps taken to update the HNA/EOA and Urbanization Study and the different components of the housing needs analysis. Discussed the different steps taken to update the buildable land inventory. Ms. Richards talked about the values that shape

the housing strategies as it's what led to some of the decisions made when talking about housing capacity. Shared the different value statements and the meaning behind each one. She shared data from 2016 regarding the existing housing conditions, 58% of housing units are owner-occupied and looked at cost-burdened or severely cost-burdened households in McMinnville. 2021 census data shows 26.5% of McMinnville households are severely cost-burdened, putting McMinnville in a new category of housing distress statewide. Shared data for housing building permits through the decades. The results show the need for 202 gross acres of housing land over the next 20 years.

There was discussion about subsidizing and talked about adding condemnation in the community. Beth Goodmen stated she hasn't seen condemnation used in a big way in other cities.

There was discussion about the outcomes if the city doesn't meet the State mandates. Ms. Richards stated it's better to look at what we want to do with our community rather than think about the state mandates. She explained what the sequential UGB process looks like.

Ms. Richards talked about the Economic Opportunity Analysis (EOA) and the five main steps that need to be followed, those steps can be done in any order, provided the McMinnville history of it, and the five different components of the economic opportunity analysis. Shared data for buildable land inventory and employment capacity. Shared the results of land need for employment as well as public land needs for parks, schools, private schools, etc. She shared how the city will meet the housing needs and the timeline for each need. Outlined the next steps for the land needs analysis along with the dates for each of the steps.

3. ADJOURNMENT: Mayor Drabkin adjourned the Work Session at 7:02 p.m.

Claudia Cisneros

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Claudia Cisneros, City Recorder

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Presiding: Remy Drabkin, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Chris Chenoweth	Adam Garvin, Council President
	Zack Geary	
	Kellie Menke	
	Jessica Payne	
	Sal Peralta	

Also present were City Recorder Claudia Cisneros, City Manager Jeff Towery, Interim City Attorney Walt Gowell, Fire Chief Rich Leipfert Community Development Director Heather Richards, 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: Mayor Drabkin called the meeting to order at 7:05 p.m. and welcomed all in attendance.

2. PLEDGE OF ALLEGIANCE

Councilor Peralta led the pledge of allegiance.

3. INVITATION TO COMMUNITY MEMBERS FOR PUBLIC COMMENT: Mayor Drabkin invited the public to comment.

There were no public comments.

4. PRESENTATION

History Books Presentation from MW&L Commissioner Ed Gormley.

Commissioner Gormley presented the Mayor and Council with copies of the History of MW&L books.

5. ADVICE/ INFORMATION ITEMS

5.a. Reports from Councilors on Committee & Board Assignments

Councilor Geary DEIAC will meet tomorrow, MURAC met and talked about electric vehicle charging infrastructures. Was not able to attend the Community Task Force meeting but will catch up and provide an update at the next meeting.

Councilor Chenoweth MELVC will meet tomorrow, and Parkway Committee will meet next week.

Councilor Peralta the Historic Landmark Committee has met twice, met about an application to the Mini Super Hidalgo and the second related to steps on a residential property that may come before Council at some point. The Council of Governments met and passed the budget for this fiscal year and did receive the 5 million dollars from the legislative for planning and development.

Councilor Payne had nothing to report.

Councilor Menke stated has been working on a subcommittee of the Affordable Housing Committee to work on public and private partnerships. Still working on the construction excise tax. YCAP passed its budget at the last meeting.

Mayor Drabkin reported at the last Affordable Housing Committee has expressed her intent to resign as chair. It has turned practices into policies, created expedited processes to bring affordable housing, expanded its infrastructures, and expanded the scope of the committee. Has been an honor to serve on the committee. Will be reshuffling some committee assignments.

5.b. Department Head Reports

City Manager Jeff Towery had nothing to report.

Interim City Attorney Walt Gowell has had a busy month but nothing special to report.

Community Development Director Heather Richards vacancy on the planning commission in Ward 1, receiving applications through July 31, 2023, contact her if anyone is interested.

Fire Chief Rich Leipfert stated the McMinnville Fire District just passed its budget and taxing authority for the year. Will have the air show at the end

of September and as the date gets closer will send invitations to participate in the events.

City Recorder Claudia Cisneros had nothing to report.

Public Works Director Anne Pagano had nothing to report.

6. CONSENT AGENDA

a. Consider **Resolution 2023-42**: A Resolution authorizing the City Manager to enter into a contract with Haworth, Inc. for the procurement, construction and installation of the Orchard Ave Storm Main Replacement, Project 2023-5.

*Councilor Chenoweth MOVED to adopt the consent agenda as presented; SECONDED by Councilor Menke. Motion PASSED unanimously 5-0.*

The Council took a short break to meet in Executive Session.

7. CITY COUNCIL EXECUTIVE SESSION – (NOT OPEN TO THE PUBLIC)

7.a. Executive Session pursuant to ORS 192.660(2)(e): To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The Council reconvened from Executive Session at 8:00 pm.

8. RESOLUTIONS

8.a. Consider **Resolution 2023-43**: A Resolution approving and authorizing the execution of a Purchase and Sale Agreement or certain real property located within the City.

Mr. Towery stated with the consensus of the Council, for the last couple of months the City staff have been negotiating to buy the former RB rubber property now owned by Northwest Rubber in the Alpine District. The resolution also contemplates contracting for additional environmental work to assess the property and come up with recommendations in remediation plans for a future public meeting.

Mr. Gowell stated the agreement contains a substantial number of terms and conditions similar to real estate transactions of this scope. The

proposed sale price at 4.25 million, the sale is to take place on or before October 31, 2023 subject to numerous conditions.

Mr. Towery stated for the record Council received a hard copy of Resolution No. 2023-43 and the purchase and sale agreement and the City Recorder will amend the electronic packet to include it for the record.

*Councilor Geary MOVED to approve Resolution No. 2023-43, Approving and authorizing the execution of a Purchase and Sale Agreement or certain real property located within the City; SECONDED by Councilor Chenoweth. Motion PASSED 5-0.*

- 8.b. Consider **Resolution 2023-44**: A Resolution Approving an Intergovernmental Agreement Between the City of McMinnville, Oregon, and McMinnville Fire District and For Temporary Fire and Emergency Response Services for a Specified Term.

Mr. Leipfert stated this is the agreement that was just passed by the Fire District this is the contract was worked out between the City and District Attorneys and Fire District. This agreement would allow the City to provide services for the next six months and was budgeted in the adopted City Budget.

City Recorder stated for the record that two copies of the agreement were placed on the Dias one being a redline version and one a clean version provided by Interim City Attorney Walt Gowell and is aware of the date issue to be corrected to state 2024 instead of 2034 in the Resolution.

Mr. Gowell stated the agreement calls for a follow-up IGA to be worked on and finalized between the district and City relating to the transfer of assets.

*Councilor Peralta MOVED to approve Resolution No. 2023-44 as amended, Approving an Intergovernmental Agreement Between the City of McMinnville, Oregon, and McMinnville Fire District and For Temporary Fire and Emergency Response Services for a Specified Term; SECONDED by Councilor Menke. Motion PASSED 5-0.*

9. ADJOURNMENT: Mayor Drabkin adjourned the meeting at 8:12 p.m.

*Claudia Cisneros*

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Claudia Cisneros, City Recorder