

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 25, 2023 at 6:00 p.m.

Presiding: Remy Drabkin, Mayor

Recording Secretary: Claudia Cisneros

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

Also present were City Manager Jeff Towery, City Recorder Claudia Cisneros, Parks & Recreation Manager Susan Muir, Finance Director Jennifer Cuellar, Library Director Jenny Berg (via Zoom), and members of the *News Media – Phil Guzzo, McMinnville Community Media and Scott Unger, News-Register (via Zoom)*.

1. CALL TO ORDER: Mayor Drabkin called the meeting to order at 6:00 p.m.
2. NEXT STEPS ON LIBRARY AND RECREATION FACILITIES PLANNING:

Parks & Recreation Director Susan Muir introduced the topic and shared a PowerPoint. Stated the last time talked about this project was February of 2022. Said will talk about what has happened in the last eighteen months and the next steps. Provided a project timeline of the project. After the results of the recreation building feasibility study, the Council directed staff to plan to replace the Aquatic Center and Community Center with one new building, update the Senior Center, and bring the Library into the conversation. In 2021 THE Community Advisory Committee (MACPAC) was formed and provided their recommendation to the Council in 2022. She talked about the City Finances in 2022, the planning project was placed on hold and the money reserved for this project got shifted over to the fire district conversation.

Ms. Muir shared some of the opportunities and challenges facing this project. Provided property/location updates including some of the

MACPAC recommendations for location. Described the three partnership agencies for the possible location which included Linfield, MW&L, and MSD, and the status of those partnership locations. Went through other updates and next steps including the four components of engaging architects/consultants. From the February 2022 conversation talked about bringing green buildings to the conversation and how much to invest and what the trade-offs would be and will be looking at that as part of this project. Also keeping the equity and inclusion lens component and the work that MACPAC did and conversations about outdoor amenities.

There was discussion about delaying the maintenance of existing buildings. As well as re-evaluating adding Upper City Park and the armory as potential sites.

Ms. Muir talked about the financial sub-committee analysis and talking about not worrying about the capital dollars but the operational dollars.

Mr. Towery talked about the possibilities of capital bonds and reviewing the systems development charge methodology and having different options open.

There was discussion about waiting to see the data for dollars and sense before moving forward with this project.

3. ADJOURNMENT: Mayor Drabkin adjourned the Work Session at 6:42 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, July 25, 2023 at 7:00 p.m.

Presiding: Remy Drabkin, Mayor

Recording Secretary: Claudia Cisneros

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

Also present were City Recorder Claudia Cisneros, City Manager Jeff Towery, Interim City Attorney Walt Gowell, Finance Director Jennifer Cuellar, Community Development Director Heather Richards, Parks & Recreation Manager Susan Muir, Library Director Jenny Berg (via Zoom), and members of the *News Media – Phil Guzzo, McMinnville Community Media and Scott Unger, News-Register (via Zoom)*.

1. CALL TO ORDER: Mayor Drabkin called the meeting to order at 7:00 p.m. and welcomed all in attendance.

2. PLEDGE OF ALLEGIANCE

Councilor Chris Chenoweth led the pledge of allegiance.

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

City Recorder Claudia Cisneros stated Kim Morris on behalf of the McMinnville Community Task Force submitted a public comment letter to Council. Ms. Cisneros will enter the letter into the record on the amended agenda packet tomorrow. There were no further public comments.

4. CONSENT AGENDA

a. Consider the request from Green Grove Cellars, LLC dba: La Randonnée Wines for Winery Primary Location, OLCC Liquor License located at 475 NE 17th Street.

b. Consider the Minutes of the April 18, 2023, Special Called City Council Meeting.

c. Consider the Minutes of the April 19, 2023, Special Called City Council Meeting.

d. Consider the Minutes of the May 5, 2023, Special Called City Council Meeting.

e. Consider the Minutes of the May 8, 2023, Special Called City Council Meeting.

f. Consider **Resolution No. 2023-48**: A Resolution awarding the contract for the Landscape Maintenance Project, Project 2023-8.

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

5. RESOLUTIONS

5.a. Consider **Resolution 2023-46**: A Resolution authorizing city staff to apply for a Transportation Growth Management grant to help fund updating the McMinnville Transportation System Plan.

Community Development Director Heather Richards stated they've been updating the transportation system plan on the growth management work plan for Planning. Said they applied for the biennium's transportation growth management program for grant funds. Asking to submit a grant application for \$225,000 with a match from the city at 50%, anticipate the cost for the plan to be about \$450,000 with an added \$25,000 for in-kind staffing. Will be doing a much more in-depth look at vehicular transportation projects to support growth planning and in-depth evaluation analysis and planning for other modal infrastructure systems.

Councilor Geary MOVED to approve Resolution No. 2023-46, Authorizing city staff to apply for a Transportation Growth Management grant to help fund updating the McMinnville Transportation System Plan; SECONDED by Councilor Peralta. Motion PASSED 5-0.

5.b. Consider **Resolution 2023-47**: A Resolution authorizing city staff to apply for a Department of Land Conservation and Development Technical Assistance grant to help fund state-mandated housing growth planning.

Ms. Richards stated this is another grant to help with the current work plan for housing planning. By mandate from the state, the city needs to do a housing production strategy and submit it to the State by December 31, 2024. Entering a work task program with the State to work on the land use efficiencies by the end of 2024 and the UGB amendment by the end of 2025.

Councilor Peralta MOVED to approve Resolution No. 2023-47, Authorizing city staff to apply for a Department of Land Conservation and Development Technical Assistance grant to help fund state-mandated housing growth planning; SECONDED by Councilor Menke. Motion PASSED 5-0.

6. ADVICE/ INFORMATION ITEMS

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

Councilor Geary had nothing to report.

Councilor Chenoweth said the Parkway committee has not met, MEVLC met and working through priorities for the next year.

Councilor Peralta had nothing to report.

Councilor Menke stated AHC will meet tomorrow at 10am. Will be talking about Fox Ridge Road on August 3rd and will report on YCAP at the next Council meeting.

Council President Garvin stated YCOM and Airport Commission have not met. There will be some sky jumpers at the airport today, tomorrow, and Thursday from 9 a.m. – 3 p.m. The Fire District is working on the Fire Chief recruitment process.

Mayor Drabkin looking forward to visits from the Congressional Delegation, Congresswoman Salinas will be visiting McMinnville twice over the next month. Reminded Council about the MW&L Watershed tour on August 9th.

6.b. Department Head Reports

City Manager Jeff Towery will be on personal leave the week before Labor Day.

Interim City Attorney Walt Gowell had nothing to report.

Community Development Director Heather Richards updated the City Council on the Third Street Improvement Project. The contract will be presented to Council at the August 8th meeting.

Finance Director Jennifer Cuellar had nothing to report.

City Recorder Claudia Cisneros reminded Council about Tuesday, August 1st National Night Out at 5:00pm at Discovery Meadows Community Park.

7. ADJOURNMENT: Mayor Drabkin adjourned the meeting at 7:27 p.m.

Claudia Cisneros

Claudia Cisneros, City Recorder