

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, November 28, 2023 at 7:00 p.m.

Presiding: Remy Drabkin, Mayor

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

Also present were City Manager Jeff Towery, City Attorney David Ligtenberg, Special Legal Counsel Bill Kabeiseman, City Recorder Claudia Cisneros, Finance Director Jennifer Cuellar, Public Works Director Anne Pagano, Community Development Director Heather Richards, Information Service Director Scott Burke, and *members of the News Media Phil Guzzo, McMinnville Community Media, and Scott Unger, News-Register.*

1. CALL TO ORDER: Mayor Drabkin called the meeting to order at 7:11 p.m. and welcomed all in attendance.

2. PLEDGE OF ALLEGIANCE

Fire District members led the pledge of allegiance.

3. INVITATION TO COMMUNITY MEMBERS FOR PUBLIC COMMENT

City Recorder Cisneros said the Council received an email from Jisun Lee.

Bill Bordeaux, McMinnville community member, thought Council needed to explain to citizens why they were in a deficit and clarify if there was a surplus. He thought the City Service Charge should be eliminated. Citizens wanted to vote on financial decisions, including the \$1.50 taxing authority.

Brian Zawada, Amity community member, spoke about the homeless situation on Marsh Lane and safety issues for his business. He thought they should privatize the street to remove the large homeless camp to address the issue. He requested that it be put on the December meeting agenda.

Denise Wilson, McMinnville community member, emphasized the danger on Marsh Lane, especially with the recent shootings across the street from businesses.

4. PRESENTATIONS

4.a. McMinnville Housing Rehabilitation Community Development Block Grant (CDBG) Presentation.

Community Development Director Richards and Mark Irving, Housing Rehabilitation Specialist with the Housing Authority of Yamhill County, spoke about an opportunity to apply for a \$500,000 grant for the CDBG housing rehab program for low income. These funds had been used previously for the repair of manufactured homes, but this time all housing types would be eligible. They explained the 2019 program and the repairs that were done. The true value in providing this assistance was keeping this very vulnerable population safely housed until a more sustainable form of affordable housing was developed. They discussed the household income of families served, area housing costs, what they were doing to address the issue, 2024 McMinnville CDBG program, and how life-changing the grants were.

There were questions about the grant program, allocation, and cost to the City.

5. ADVICE/ INFORMATION ITEMS

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

Councilor Peralta reported on the MCM-TV Board meeting.

Councilor Geary reported on the Affordable Housing Committee meeting. The Stormwater and Wastewater Project Advisory Committee meeting would be meeting on Tuesday.

Councilor Menke said there was a meeting tomorrow for the Fox Ridge Road Project Advisory Committee and on Thursday there was a meeting for the Third Street Project Advisory Committee. She reported on YCAP and interview process for a new Finance Director.

Mayor Drabkin announced a volunteer opportunity for the Point in Time Count.

Councilor Garvin said the Fire District Intergovernmental Agreement (IGA) would come before Council in December. They were in contract negotiations with the new Fire Chief.

5.b. Department Head Reports

City Manager Towery said this was Public Works Director Pagano's last meeting. He reported on the last Visit McMinnville meeting.

Community Development Director Richards said the tree lighting was managed by the Community Development Department in their off hours. She discussed recruitment for two planner positions.

Finance Director Cuellar said applications for Budget Committee members were due by November 30. There were two vacancies on the Committee.

City Recorder Cisneros said the Council Goal Setting Retreat was scheduled for December 9.

6. CONSENT AGENDA

- a. Consider the request from Team Spirits LLC. for a Commercial, OLCC Liquor License located at 1140 NE Alpine Ave.
- b. Consider the request from Astro-Zombie Bio-Labs, LLC dba: Astro-Zombie Bio-Labs for BreweryPublic House – Primary Location, OLCC Liquor License located at 1245 NE Alpha Drive #1-D.
- c. Consider the Minutes of the April 13, 2021, City Council Work Session & Regular Meeting.
- d. Consider the Minutes of the April 21, 2021, City Council Work Session Meeting.

Councilor Peralta MOVED to adopt the consent agenda as presented; SECONDED by Councilor Menke. Motion PASSED unanimously.

7. RESOLUTIONS

- 7.a. Consider **Resolution No. 2023-63**: A Resolution of the City of McMinnville, Electing to Use the Sequential Urban Growth Boundary Amendment Process in ORS 197.626(3).

Community Development Director Richards said this resolution stated the City would elect to use the sequential Urban Growth Boundary amendment process, which was a new process in Oregon. She had created a draft work program and DLCDC supported it. She discussed the cost and a grant from the State to help. It also had to be approved by the Yamhill County Commission.

Councilor Menke MOVED to adopt Resolution 2023-63; SECONDED by Councilor Chenoweth. Motion PASSED unanimously 6-0.

- 7.b. Consider **Resolution No. 2023-65**: A Resolution adopting a budget amendment for fiscal year 2023-24 in the General Fund and Information Services Fund

Finance Director Cuellar said this was a budget amendment for the Fiscal Year 2023-24 budget for a half-time Emergency Manager position and Community Development grants.

Councilor Menke MOVED to adopt Resolution 2023-65; SECONDED by Councilor Geary. Motion PASSED unanimously 6-0.

8. ORDINANCE

- 8.a. Consider the first reading with a possible second reading of **Ordinance No. 5139**: An Ordinance Adopting the November 2023 “McMinnville Urbanization Report”, and Updating the McMinnville Comprehensive Plan, Volume I, by Adopting the November 2023 “McMinnville Housing Needs Analysis” and the November 2023 “McMinnville Economic Opportunities Analysis”, and Repealing Ordinances No. 4746 and 4976.

OR

Consider the first reading with a possible second reading of **Ordinance No. 5141**: An Ordinance Adopting the November 2023 “McMinnville Urbanization Report”, and Updating the McMinnville Comprehensive Plan, Volume I, by Adopting the November 2023 “McMinnville Housing Needs Analysis” and the November 2023 “McMinnville Economic Opportunities Analysis”, and Repealing Ordinances No. 4746 and 4976.

Mayor Drabkin asked if any Councilor needed to declare an actual or potential conflict of interest or recuse themselves regarding this ordinance. There was none.

Community Development Director Richards said tonight the Council would consider adoption of the Housing Needs Analysis and Economic Opportunities Analysis to become part of the Comprehensive Plan Volume 1. The Council would choose one ordinance to approve. She explained what each ordinance adopted and the differences between them. Ordinance 5139 removed the commercial acreage land need associated with the “retail leakage” and “other needed sites calculated separately from average employment densities” which reduced the commercial land need by 61 acres. Ordinance 5141 retained the commercial acreage land need. She gave a background on the past Council direction for what action to pursue, Planning Commission recommendation, population forecast and planning horizon, document review, growth planning steps, decision making process, public engagement, Planning Commission hearings, two additional items for consideration from the Planning Commission, response to Friends testimony, potential costs of defending an appeal, and ordinance exhibits.

There was discussion regarding potential litigation costs and risk, how the amount of commercial did not take into account the Three Mile Lane Area Plan, and differences between the ordinances.

Councilor Chenoweth MOVED to move forward with Ordinance No. 5141; SECONDED by Councilor Payne. Motion PASSED 4-2 by the following vote:

Aye – Councilors Garvin, Menke, Chenoweth, and Payne
Nay – Geary and Peralta

City Attorney Ligtenberg read by title only Ordinance No. 5141.

Councilor Chenoweth MOVED to pass Ordinance No. 5141 to a second reading; SECONDED by Councilor Garvin. Motion PASSED 4-2 by the following vote:

Aye – Councilors Garvin, Menke, Chenoweth, and Payne
Nay – Geary and Peralta

Mayor stated Ordinance No. 5141 passed with dissent on its first reading and will be brought back for a second reading at the December 12th City Council Meeting.

9. ADJOURNMENT: Mayor Drabkin adjourned the Regular City Council Meeting at 8:34 p.m.

Claudia Cisneros
Claudia Cisneros, City Recorder