

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, May 13, 2025, at 7:00 p.m.

Presiding: Kim Morris, Mayor

Recording Secretary: Claudia Cisneros

| | | |
|-------------|--------------------------------|---------------|
| Councilors: | <u>Present</u> | <u>Absent</u> |
| | Sal Peralta, Council President | |
| | Zack Geary | |
| | Chris Chenoweth | |
| | Jessica Payne | |
| | Scott Cunningham | |
| | Dan Tucholsky | |

Also present were City Manager Jeff Towery, City Recorder Claudia Cisneros, City Attorney David Ligtenberg, Senior Planner Tom Schauer, Associate Housing Planner Evan Hietpas, Planning Manager David Berniker, Chief of Police Cord Wood, Special Projects Manager Jody Christensen, City Engineer James Lofton, Library Director Jenny Berg, Parks & Recreation Director Susan Muir, Public Works Director Geoff Hunsaker, Human Resources Director Vicki Hedges, Information Systems Director Scott Burke, Josh Reusser Aquatic Center Manager, Community Center Manager Katie Noyd, Associate Planner Matt Deppe and *members of the News Media – Kyle Dauterman McMinnville Community Media and Scott Unger News-Register (via Zoom)*.

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

2. PLEDGE OF ALLEGIANCE

McMinnville Area Chambers of Commerce President/CEO John Olson led the Pledge of Allegiance.

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

City Recorder Claudia Cisneros stated the city received four additional emailed written comments from Community Members for the City Council, which have been emailed to the City Council and will be entered into the record on the amended packet posted tomorrow.

Kitri Culbertson, McMinnville Community Member on behalf of the Culture, Parks, & Recreation Political Action Committee (PAC), has volunteered since 2019, working toward a modern recreation and aquatic center for McMinnville. Despite facing delays, the PAC has remained committed, and the group is now asking the council to place the measure on the ballot to let the community decide. The PAC is also ready to help inform voters if it does end up on the ballot.

Andrew Larkin, McMinnville Community Member and president of McMinnville Soccer Club, spoke about the critical need for improved facilities in the community. He emphasized the urgent need for repairs and renovations to parks and community centers. He advocated moving forward with the Mac Plan, which has been in development for five years and offers multiple options with a reduced financial burden.

Tracy Palmer/Ames Bierly, McMinnville Community Members, advocated for the continuation of recognizing June as LGBTQIA Pride Month by issuing a formal proclamation and raising the Pride flag at City Hall. Have a petition signed by over 1,000 individuals. Asked to continue the tradition started in 2020 by past recognition of Pride Month under both Republican and Democratic mayors, and pointed out that the city was named the second most LGBTQ-friendly small town in the U.S. just two years ago. They also acknowledged the historical significance of the LGBTQIA rights movement, noting that Pride Month serves as an important recognition of this ongoing struggle for equality, encouraged others to sign the petition via [Change.org](https://www.change.org) and expressed their desire to celebrate Pride Month together with everyone.

Cheryl Shockey, A lifelong McMinnville Community Member, retired schoolteacher, and avid pickleball player, provided support for the modified Parks and Recreation bond. The pickleball community has increased by 29 members since January, bringing the total to 336 members but there are only six public courts available, creating a shortage of space. Surrounding communities like Dallas, Amity, and Newberg are building or have already built new courts to accommodate the growing popularity of the sport. She urged the Council to move forward with the modified Parks and Recreation bond to allow the public to vote on the proposal.

Stacey Mayhew, McMinnville Community Member, expressed gratitude for the swift response from Mayor and City Police in handling the issue involving two rogue dogs that killed six of her chickens and ducks. One dog was impounded, and the owner has shown remorse, offering apologies and restitution. She then raised concerns about the city's plan to build a high-speed biking facility, which would include jump tracks, gravity zones, and pump tracks on Quarry Park. The well-established park is already used and enjoyed by hundreds but receives minimal maintenance. She suggested low-cost improvements to Quarry Park, such as adding native plants, improving accessibility, and clearing fire hazards, could be made with the help of the community, at no cost to the city.

Ken Wilson, McMinnville Community Member on behalf of the Friends of Quarry Park, is in opposition to the development of the BMX Slash high-speed biking facility, addressing two points: development and maintenance. First is addressing the cost to develop the bike park with the PROS Park Plan budgeting to be \$650,000 but the Yamhill County Bike Club, has been involved in similar concept for years and estimates the build-out of the biking facility at 1.5 to 2 million dollars. The second is maintenance; currently there is no maintenance of the park, by adding a biking facility will require increased maintenance. Asking the Council to do what 90% of the people want and maintain it and claim it as an undeveloped nature park.

Shannon Dunn, McMinnville Community Member, spoke passionately in support of placing the proposed recreation and community center project on the ballot for a public vote. Using a humorous analogy comparing the original comprehensive plan (developed by the MAC PAC) to a "full meal deal," she expressed concern that the current pared-down proposal is now just a "burger" without the extras. Despite disappointment at the reduced scope, she urged the Council to honor the significant volunteer effort behind the plan and let the public decide its fate. She concluded with a renewed call to revisit tennis court improvements when the budget allows.

William Barlow, McMinnville Community Member, provided an in-depth explanation of the term "needed housing" to inform Council discussions. Citing Oregon's Land Use Planning Act of 1974 and related statewide goals (especially Goal 10), he referenced the McMinnville Housing Needs Analysis, updated in 2023, which aligns with applicable state statutes including HB 2001, ORS 197.296, and ORS 197.307. They emphasized that "needed housing" includes only housing on land zoned for residential or mixed residential/commercial use that meets forecasted need within the urban growth boundary (UGB). According to the analysis, the needed housing mix for McMinnville is projected at 55% single-family detached, 12% single-family attached, and 33% multifamily, with an overall average density of 5.46 units per gross acre. He cautioned against narrow interpretations of "needed housing," stressing that mix, density, and type must comply with state planning requirements. Not all housing qualifies as "needed housing" under state law, and assumptions about where and how housing is built must reflect this. He stated the importance of equitable neighborhood planning and statutory obligations to adjust forecasts if housing demand patterns shift.

4. ADVICE/ INFORMATION ITEMS

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

Councilor Cunningham mentioned for Affordable Housing Committee Evan led through hopefully final draft of the Construction Excise Tax grant application. HLC continued to work with property owners who are encouraging to take care of these landmarks. Was not able to attend the MCM11 meeting but they discussed budget and talked about revenue alternatives.

Councilor Chenoweth reported testifying before the Oregon Transportation Commission (OTC) on behalf of MWCAT in Salem. Providing the narrowed-down work plan and pointing out the three priorities they want funding. Those projects being:

1. Center Street Bridge in Salem, redone for seismic upgrades that will create a traffic fund from this side.
2. The Bypass.
3. 22, and 51 interchange in Polk County.

Council President Peralta stated Planning Commission meeting was canceled and Councilor Cunningham already spoke on Affordable Housing Committee so had nothing else to report.

Mayor Morris stated she spent the day at the Capitol advocating for the City and getting additional funding to finish the paving and stormwater work on Alpine Avenue, will be attending again to testify on Friday. Attended the April Fire District Meeting and talked about the budget, met with Sheriff Elliott and he expressed his concerns on budget cuts to MPD. Toured the Westwater and Public Works Department. Participated in the Thursday morning downtown clean-up with the Chamber of Commerce, Visit McMinnville, and MDA. Toured EMPWR with MEDP staff, and John from the Chamber of Commerce. Attended the McMinnville High School Hall of Fame. Met with Commissioner Johnston this morning talked about the budget and his concerns on the strains of budget cuts.

Councilor Geary had no MURAC meeting for the Third Street Improvement summary on wrapping up the plan, which will be coming before the Council on June 10th. Stormwater hasn't had a meeting.

Councilor Payne mentioned DEIAC has an item on the agenda tonight for a proposed name change of the Committee to the Diversity, Equity, Inclusion, and Accessibility Committee following the League of Oregon City's recommendation. They also reviewed annual goals. The Yamhill County Equity Action Work Group meets tomorrow, missed the last Landscape Review Committee meeting.

City Recorder Cisneros stated the Ordinance for DEIAC is not on the agenda tonight; it will be on the agenda for May 27th.

Councilor Tucholsky reported on Airport Commission, mentioned the airport operates with one full-time employee (FTE) position and airports of similar size have 5 FTE's, underscoring the scale of support typically required to operate a facility and is currently looking for a new airport manager. The general fund contributes about \$90k annually to support the airport and currently losing an estimated \$50k in revenue due to the loss of leasing the Comcast building as it currently has unrepaired water leaks and is not rentable, exploring potential partnership with the County.

4.b.

Department Head Reports Continued

City Manager Jeff Towery have made the decision this week to repost the Parks and Recreation Director position. Jenny Berg has agreed to be the interim Parks & Rec Director along with supervising the library. Have some personal appointments and will be out of the office the morning of May 21st.

City Attorney David Lightening had nothing from the Legal Department.

Planning Manager David Berniker highlighted two projects working on in Planning. First, they have established the Project Advisory Committee for the Southwest Area Plan, and on Thursday, they will be bringing the Housing Production Strategy to the Planning Commission and will come to Council on June 10th.

Chief of Police Cord Wood said the Police Department has been working on traffic enforcement project, it is not 100% complete but is working with partners like YCOM. Looking at data-driven approaches to traffic enforcement across the city identifying the top 10 traffic crash locations across the city so PD officers can focus traffic enforcement efforts at those locations to reduce crashes. Still reviewing the data to understand the problem locations, likely won't result in more traffic enforcement but will result in more meaningful traffic enforcement.

Special Project Manager Jody Christensen wrapped up the 30% streetscape for the Third Street Improvement Project and will have a work session with the Council on June 10th. In preliminary discussion with MDA to have demonstration block that will live over the summer. It will be taped off areas on blocks to show the community where the improvements will take place. Launched the Americans with Disability Act transition plan RFP opened May 2nd and will close on June 5th then will go through the review process and bring contract for consideration to Council in August.

City Engineer James Lofton is here to answer any questions on the two items he has on the Consent Agenda.

Library Director Jenny Berg mentioned the success of the El Día de los Niños celebration, which had over 400 people show up for the various activities. Hosted the Chambers Greeters this past Friday and had 92 people show up for that. Attended along with a volunteer the Edible Landscape Festival.

Parks & Recreation Director Susan Muir stated received a \$20k anonymous donation this week and has been earmarked for programming at the senior center. Introduced the new Aquatic Center Manager Josh Russer. Not a lot of good news regarding the elevator at the Community Center, estimated work would take 10 months from when the project starts so optimistically the elevator would be running in March of 2026, the optimistic cost for that repair is around \$200k.

Public Works Director Geoff Hunsaker mentioned James Lofton covering engineering, for Park Maintenance Operations said it's prime grass growing season so lots of mowing and getting the soccer and baseball fields ready. In the Streets Department crews are out doing crack sealing in the roadways and repairing the steps at the front of City Hall. Wastewater was contacted by permit writer for DEQ, they last renewed the NPDES or National Pollution Discharge Elimination System permit in 2004 and it's time to renew that permit so will be working on that this summer.

Human Resources Director Vicki Hedges has been working on implementing performance evaluations for each department in the city. Has converted their background check provider to a new company and are receiving those much quicker. Regarding Councilor Payne's request on employee annual training stats: 25% of employees have completed them for 2025, 36% of employees are in progress of completing their trainings, and 29% have not yet started their trainings, which is an improvement from last year.

Information Systems Director Scott Burke mentioned for the Finance Department about 200 letters were mailed to property owners in the Downtown Economic District informing them of the Downtown Economic Improvement District (DEID) renewal rate discussion and public hearing held on June 10th City Council meeting. FAQ's for Budget meetings have been posted and working on an additional FAQ this week. On the IS side working on a grant-funded project involving city data backup system improvements. Working on a shared records management system project with the County Sheriff's office.

City Recorder Claudia Cisneros reminded the Council of a couple of dates, starting with Budget Meeting this Thursday, May 15th at 6pm followed by three additional budget meetings next week on May 21st, 22nd and 23rd at 6pm in Council Chambers. City offices will be closed on May 26th in observance of Memorial Day then have a regularly scheduled City Council meeting on May 27th.

Councilor Chenoweth MOVED to put on the agenda a discussion and vote to fund the elevator at the Community Center; SECONDED by Councilor Tucholsky.

*AYE: Councilors Cunningham, Tucholsky, Chenoweth, Payne, Geary, Peralta
NAY: NONE*

*Motion **PASSED** unanimously by a vote of 6-0.*

There was discussion regarding the elevator and its funding.

Councilor Tucholsky MOVED to reallocate the designated \$60,000 from the ARPA DEIAC signage project to fix the Community Center elevator; SECONDED by NONE.

*Motion **FAILS** as it was not seconded.*

There was consensus from the Council to go through the RFQ process for the elevator and then revisit the discussion once the RFQ process has been completed.

5. CONSENT AGENDA

- a. Consider the request from Juniper Bar dba Conservatory Bar for Retail on-premises sales and consumption, OLCC Liquor License located at 830 SE 1st Street.
- b. Consider **Resolution No. 2025-14**: A Resolution awarding the contract for the American Rescue Plan Act (ARPA) Midtown Basin Stormwater Project 2023-3.
- c. Consider **Resolution No. 2025-16**: A Resolution authorizing the City Manager to execute a contract for the 2025 Pavement Patching project, Project 2025-1, with Roy Houck Construction LLC.

Councilor Cunningham MOVED to adopt the consent agenda as presented; SECONDED by Councilor Geary.

AYE: Councilors Cunningham, Tucholsky, Chenoweth, Payne, Geary, Peralta
NAY: NONE

*Motion **PASSED** unanimously by a vote of 6-0.*

6. NEW BUSINESS

- 6.a. Discussion & Possible Action – Request from the Culture, Parks & Recreation (CPR) Political Action Committee (PAC).

Mr. Towery introduced the topic and handed it over to Ms. Muir, who provided a detailed background on the project and its timeline. The PAC is recommending the Council consider placing this on the November ballot with a dollar amount of under \$100 million for the project.

Councilor Geary MOVED to direct staff to bring forward the necessary framework and required City Council action to put a general obligation bond in alignment with the CPR PAC recommendation of a project under \$100 million on the ballot in November 2025; SECONDED by Council President Peralta.

AYE: Councilors Cunningham, Tucholsky, Payne, Geary, Peralta
NAY: Councilors Tucholsky, Chenoweth

*The motion **PASSED** by a vote of 4-2.*

7. RESOLUTION

- 7.a. Consider **Resolution No. 2025-17**: A Resolution authorizing the termination of an Intergovernmental Grant Agreement between the City of McMinnville and the Oregon Department of Transportation (ODOT) for the Safe Routes to School (SRTS) Program: Suel Buel Elementary & Patton Middle Schools Pedestrian Safety Projects, Agreement No SRTS23-08.

Councilor Cunningham MOVED to approve Resolution No. 2025-17, Authorizing the termination of an Intergovernmental Grant Agreement between the City of McMinnville and the Oregon Department of Transportation (ODOT) for the Safe Routes to School (SRTS) Program: Suel Buel Elementary & Patton Middle Schools Pedestrian Safety Projects, Agreement No SRTS23-08; SECONDED by Councilor Chenoweth.

*AYE: Councilors Cunningham, Tucholsky, Chenoweth, Payne, Geary, Peralta
NAY: NONE*

*Resolution No. 2025-17 **PASSED** unanimously by a vote of 6-0.*

8. ORDINANCES

Mayor Morris stated she needed to recuse herself from Ordinance No. 5159 as she has an actual conflict of interest, her husband represents the property owner, Council President Peralta would lead the Council through this agenda item and she stepped off the Dias.

- 8.a. Consider the second reading of **Ordinance No. 5159**: An Ordinance Approving a Comprehensive Plan Amendment and Zone Change from an Industrial Designation to a Residential Designation and M-1 Zoning (Light Industrial) to R-4 (Medium, High Density, 5000 SF Lot Residential) Zoning for Property of Approximately 5.8 Acres Located at 2320 SE Stratus Ave (Tax Lots R442700600 & R442700604), Docket CPA 1-24/ZC 4- 24.

Council President noted the ordinance did not have unanimous support at the April 22nd meeting, requiring the second reading to be conducted at this meeting.

Council President asked if any other Councilor needed to declare any conflict of interest or recuse themselves. There was none.

Council President asked if any Councilor wished to make any disclosure or abstain from participating or voting on this application. There was none.

Council President asked if any Councilor needed to declare any contact prior to this meeting with the applicant, any other party involved in this application, or any other source of information (outside of staff) regarding the subject of this application.

No Councilor present requested that the Ordinance be read in full.

City Attorney David Ligtenberg read by title only for a second time Ordinance No. 5159.

*Councilor Geary MOVED to **adopt** Ordinance No. 5159, Approving a Comprehensive Plan Amendment and Zone Change from an Industrial Designation to a Residential Designation and M-1 Zoning (Light Industrial) to R-4 (Medium, High Density, 5000 SF Lot Residential) Zoning for Property of Approximately 5.8 Acres Located at 2320 SE Stratus Ave (Tax Lots R442700600 & R442700604), Docket CPA 1-24/ZC 4- 24; SECONDED by Councilor Chenoweth.*

AYE: Councilors Cunningham, Chenoweth, Geary, Peralta

NAY: Councilors Tucholsky, Payne

Ordinance No. 5159 was **ADOPTED** by a vote of **4-2**.

Council President turned the meeting back over to Mayor Morris.

- 8.b. Consider the first reading with a possible second reading of **Ordinance No. 5156**: An Ordinance Amending Title 17 (Zoning) of the McMinnville Municipal Code, Chapter 17.57 “Landscaping” and Chapter 17.58 “Trees,” and Approving the Decision, Findings, and Conclusionary Findings for Docket G 2-24.

Mayor Morris asked if any Councilor needed to declare any conflict of interest or recuse themselves. There was none.

No Councilor present requested that the Ordinance be read in full.

City Attorney David Ligtenberg read by title only Ordinance No. 5156.

*Councilor Payne MOVED to **pass** Ordinance No. 5156 to a second reading; SECONDED by Councilor Tucholsky.*

AYE: Councilors Cunningham, Tucholsky, Chenoweth, Payne, Peralta

NAY: Councilors Geary

Motion PASSED WITH DISSENT by a vote of **5-1** on its first reading and will be brought back for a second reading on **May 27, 2025 City Council meeting**.

- 8.c. Consider the first reading with a possible second reading of **Ordinance No. 5161**: An Ordinance Amending Chapter 2.21 of the McMinnville Municipal Code to Adopt Procedures for Surplus and Sale of Personal Property Owned by the City.

Mayor Morris asked if any Councilor needed to declare any conflict of interest or recuse themselves. There was none.

No Councilor present requested that the Ordinance be read in full.

City Attorney David Ligtenberg read by title only Ordinance No. 5161.

*Councilor Geary MOVED to **pass** Ordinance No. 5156 to a second reading; SECONDED by Councilor Payne.*

*AYE: Councilors Cunningham, Tucholsky, Chenoweth, Geary, Payne, Peralta
NAY: NONE*

*Motion **PASSED** unanimously by a vote of **6-0**.*

City Attorney David Ligtenberg read by title only for a second time Ordinance No. 5161.

*Councilor Chenoweth MOVED to **adopt** Ordinance No. 5156, Amending Chapter 2.21 of the McMinnville Municipal Code to Adopt Procedures for Surplus and Sale of Personal Property Owned by the City; SECONDED by Council President Peralta.*

*AYE: Councilors Cunningham, Tucholsky, Chenoweth, Geary, Payne, Peralta
NAY: NONE*

***Ordinance No. 5161** was **ADOPTED** unanimously by a vote of **6-0**.*

9. ADJOURNMENT: Mayor Morris adjourned the meeting at 9:30 p.m.

s/s Claudia Cisneros
Claudia Cisneros, City Recorder