

CITY OF MCMINNVILLE  
MINUTES OF DINNER MEETING of the McMinnville City Council  
Held at the Civic Hall on Gormley Plaza  
McMinnville, Oregon

Tuesday, January 28, 2014, at 6:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors: Present

Scott Hill	Kellie Menke
Kevin Jeffries	Alan Ruden
Paul May	Larry Yoder

Also present were City Manager Kent L. Taylor, City Attorney Candace A. Haines, Planning Director Doug Montgomery, Community Development Director Mike Bisset, Finance Director Marcia Baragary, Bob Wells of Wells Consulting, Library Director Jenny Berg, McMinnville Downtown Association Manager Cassie Sollars, and a member of the news media, Nicole Montesano of the *News Register*.

DINNER

CALL TO ORDER: Mayor Olson called the Dinner Meeting to order at 6:27 p.m. and stated that following the regular City Council Meeting, the Urban Renewal Agency Board would convene for a short meeting.

REVIEW AGENDA: Mayor Olson briefly reviewed the agenda. He noted that Finance Director Baragary and Consultant Bob Wells would lead the financial report discussion and that Library Director Berg would have members of the Library Foundation on hand for the Library Plaza Enhancement Project discussion.

Mayor Olson advised that Police Chief Noble would introduce the medical marijuana dispensaries within the city limits of McMinnville topic. He reminded the City Council that this discussion was not a public hearing and no public comment would be taken. Following Chief Noble's presentation, the City Council could determine whether they were comfortable moving forward with the recommendations as forwarded by staff or if they wished to hold a public hearing. If a public hearing were held, it would be scheduled for the February 11, 2014 City Council meeting.

McMINNVILLE DOWNTOWN ASSOCIATION (MDA) UPDATE: Mayor Olson welcomed MDA Manager Cassie Sollars. Ms. Sollars briefed the Council on recent MDA activities. She noted that the Board had just completed its annual goal-setting session and all are looking forward to the Annual Dinner on February 20, 2014. She advised that the MDA has put together a task force to work on downtown vagrancy issues. Their main concerns are people blocking entrances, illegal activities, and homelessness, while remembering that all of the people downtown are not homeless. She advised that the group understood that there was no funding to add Police Officers for the downtown area, but they wondered whether the Police Department could provide Cadets. She stated that

it might be possible for business owners to help offset the cost of the Cadets and it might also be possible to obtain grant money for this project.

Mayor Olson thanked Ms. Sollars for her very thoughtful and informative report.

ADJOURNMENT: Mayor Olson adjourned the Dinner Meeting at 6:45 p.m.

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Rose A. Lorenzen, Recording Secretary

CITY OF MCMINNVILLE  
MINUTES OF REGULAR MEETING of the McMinnville City Council  
Held at the Civic Hall on Gormley Plaza  
McMinnville, Oregon

Tuesday, January 28, 2014, at 7:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors: Present

Scott Hill	Kellie Menke
Kevin Jeffries	Alan Ruden
Paul May	Larry Yoder

Also present were City Manager Kent L. Taylor, City Attorney Candace A. Haines, Planning Director Doug Montgomery, Community Development Director Mike Bisset, Finance Director Marcia Baragary, Bob Wells of Wells Consulting, Library Director Jenny Berg, and a member of the news media, Nicole Montesano of the *News Register*.

AGENDA ITEM

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

PLEDGE OF ALLEGIANCE: Councilor Hill led in the recitation of the Pledge of Allegiance.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mark Davis, 652 SE Washington, thanked the City Council for inviting the

two groups to discuss the issues surrounding garbage and the landfill. He thought the meeting went really well and that as a community, all are beginning to understand the need to come to some sort of consensus regarding the reduction of garbage.

Tim Svenson, 682 E 16<sup>th</sup> Street, Lafayette, came forward to introduce himself as a candidate running for the position of Yamhill County Sheriff. He noted that currently he is a Captain at the Sheriff's Office and that the current Sheriff, Sheriff Crabtree, has endorsed his candidacy. He thanked the Council for the opportunity to stop by and introduce himself.

Debra Bridges, P O Box 1142, Newberg, introduced herself and advised that she is one of two candidates who are currently vying for Yamhill County Commissioner Mary Stern's position. She stated that she appreciated the opportunity to stop by and introduce herself.

Marvin Black, Jr., 2875 NE Evans Street, stated that he is the owner of Yamhill County Transportation Services, a new taxi business in McMinnville. He advised that his taxi operation would give the Police Department an extra option for transportation. He noted that he has a five-year plan to serve all of Yamhill County.

CONSIDER MINUTES: Councilor May MOVED to approve the minutes of the January 14, 2014 Dinner and Regular Meetings as submitted: SECONDED by Councilor Yoder.

1 NEW BUSINESS

1 a PRESENTATION OF MID-YEAR REPORT BY FINANCIAL CONSULTANT BOB WELLS: Finance Director Baragary directed the Council's attention to her memorandum and Mr. Wells' report in the Council packets. She pointed out that the review was favorable - with no unpleasant surprises. She advised that they had recently discussed the Evergreen and Cascade Steel property tax losses with Yamhill County Assessor Scott Maytubby and they felt that because the City assumes an eight percent "not to be received" figure from property tax revenues, this loss would not have a significant impact on revenues.

Ms. Baragary discussed the PERS rates and stated that the PERS Board anticipates about a ten percent increase in PERS rates, which will be manageable. She stated her appreciation of Mr. Wells' assistance through this difficult financial period.

Mr. Wells thanked the City Council for the opportunity to present the Mid-Year Report and advised that many of the tools that the City uses are considered best practice and the forecast modeling is certainly one of those. The modeling has done an exemplary job of moving the City through the worst recession since the depression.

Mr. Wells discussed the differences in the ways communities and the state are funded. Because cities are funded through property taxes, there is about an 18-month lag in assessment cycles. Assessments are slow to follow in both development and recession periods. He cautioned that the City is most likely where it will be financially for a while longer. He suggested the need to make sure revenue is in hand before decisions are made to spend. He pointed out that financial challenges will begin in the 2015 - 2016 fiscal year. He reminded the Council that reserves are supposed to equal at least 25 percent of expenditures.

Mr. Wells congratulated the City, staff, and citizens on being in such a strong financial position and he urged the City Council and staff to keep "doing what you have been doing."

City Manager Taylor stated his appreciation of Mr. Wells' insights and cautioned that while the City does not want to cut services, staff and the Council also need to think about the City's bond rating. He stated that he does not want to have to recover from having just a 25 percent reserve.

Finance Director Baragary stated that as they go through the budget process for 2014 - 2015, they will advance the forecast and bring it back to the Council.

Each of the Councilors expressed their appreciation of and thanks to Ms. Baragary and her staff and to Mr. Wells for their excellent work.

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DISCUSSION / PRESENTATION ON THE LIBRARY PLAZA ENHANCEMENT PROJECT: Library Director Berg thanked the City Council for the opportunity to present the Library's Plaza Enhancement Project. She introduced Library Foundation member Teresa Smith and Ford Institute Leadership Program of McMinnville member Zack Geary. She stated that they were in attendance to talk about an improvement/enhancement project for the front entrance to the Library.

Ms. Berg outlined the steps in the project's scope and advised that it all began last October when the Library Foundation agreed to put speakers for music in the plaza area. From there, Mr. Geary invited her to speak to the Ford Institute and that group jumped on board in terms of moving forward with a plan to enhance the plaza. She and City Manager Taylor have spoken to two architect firms and came up with initial ideas of how the space might look. She stated that they hope to work with Waterleaf Architects.

Ms. Smith, on behalf of the Library Foundation, stated that the Foundation was very excited to be a part of the project and has committed \$21,000, plus another \$25,000 from other sources.

Mr. Geary echoed Ms. Smith's sentiments and explained that the Ford Institute Leadership Program is dedicated to the vitalization of rural communities. The group has had four sessions over the past six months and is dedicated to community building and the world development initiative. The culmination of the class is a project whereby the group puts together the skills they have learned. They bring many resources to the table. Part of the program is a matching grant and they have set a goal of raising \$7,000 on their own for maybe a total of \$12,000 and a great deal of enthusiasm.

Responding to questions from Councilors, Ms. Berg explained that the \$4,800 is for the conceptual design phase of the project design and is part of the funds that the Foundation has approved. The Foundation has approved a total of \$21,000; the Ford Leadership Institute has approved \$12,000; and, the Estate of Dr. VanZyl has donated another \$12,000.

City Manager Taylor added that they are putting together a group of City staff and others from the Library to assist and they hope the conceptual work will be done in early spring.

Following additional Council discussion, Councilor Hill MOVED to adopt Resolution No. 2014-1 awarding the contract for Professional Services for the Library Plaza Concept Design; SECONDED by Councilor Menke. Motion PASSED unanimously.

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REPORT FROM POLICE CHIEF RON NOBLE REGARDING MEDICAL MARIJUANA DISPENSARIES: Mayor Olson advised that this topic was meant as a work session for this meeting, not as a public hearing. The Council may adopt the draft ordinance as presented, or may amend it, or they may call for a public hearing. If the consensus of the Council is to call for a public hearing, it will be scheduled for the Council's February 11, 2014 meeting.

Police Chief Noble referred to the memorandum in the Council packets from City Manager Taylor, City Attorney Haines, Planning Director Montgomery, and him regarding the location of medical marijuana dispensaries. He noted that there has been a great deal of controversy on this topic and the role of local government. He explained that despite personal feelings, staff felt that the policy would better serve the community if it were more aligned with the middle, rather than the fringe. They identified the safety aspect of the community's children and agreed that a buffer of a minimum of 1,000 feet between each dispensary and from public and private primary and secondary schools would be required. He emphasized that staff's concern was the safety of the children. He advised that the group had identified an additional three locations that should be included in the 1,000 foot buffer - the Library, the

Aquatic Center, and the Community Center. He explained that these three locations attracted a great many children.

Following Chief Noble's PowerPoint presentation and his report, Council discussion ensued. Council concerns included the fact that marijuana, in any form, is considered illegal under federal law and whether federal grants would be jeopardized if there was not an outright ban on medical marijuana dispensaries. Additionally, the Council felt that it was prudent to move slowly and conservatively on this matter.

Additional discussion ensued regarding a temporary ban on the placement of medical marijuana facilities in the City. Following the discussion, Councilor Menke MOVED to hold a public hearing on the matter of medical marijuana dispensaries within the city limits of McMinnville on February 11, 2014; SECONDED by Councilor May. Motion PASSED unanimously.

City Manager Taylor clarified that staff will also craft a draft ordinance enacting a temporary ban on the placement of medical marijuana dispensaries in McMinnville.

1 d DRAFT 2014 CITY COUNCIL GOALS AND OBJECTIVES: City Manager Taylor referred the Councilors to their informational packets and stated that the draft goals were the result of the recent Goals and Objectives session. Councilor Yoder MOVED to adopt the 2014 City Council Goals and Objectives as submitted; SECONDED by Councilor Jeffries. Motion PASSED unanimously.

1 e COMMITTEE AND COMMISSION REAPPOINTMENTS: Councilor Hill MOVED to reappoint Committee members Dodge, Parker, and Stubberfield to the Budget Committee; Committee members Rob Stephenson and alternate Rosemarie Caughran to the Landscape Review Committee; Mark Davis to the Citizens' Advisory Committee; Waldo Farnham to the Board of Appeals; Committee members Drabkin and McCann to the Historic Landmarks Committee; Commission Member Mollahan to the Airport Commission; and Commissioner Tankersley to the Water and Light Commission; SECONDED by Councilor Ruden. Motion PASSED unanimously.

1 f CITY COUNCIL LIAISON APPOINTMENTS: Mayor Olson distributed his list of Council Liaison Appointments and advised that there was one addition to the list. He noted that Councilor Jeffries had agreed to be the liaison to the Mayor's Charity Ball Advisory Board. He advised that Councilor Menke's appointment to the YCOM Board must be approved by the Council.

Councilor May MOVED to appoint Councilor Menke to serve on the YCOM Board; SECONDED by Councilor Hill. Motion PASSED unanimously.

3 RESOLUTIONS

- 3 a ESTABLISHING REVISED SANITARY SEWER USER FEES, AND  
REPEALING RESOLUTION NO. 2013-7: Community Development  
Director Bisset referred to his memorandum in the Council  
packets and stated that the draft resolution is a  
continuation of the Wastewater Financial Plan that was  
adopted last year. This will result in a 2.8 percent  
increase in the sanitary sewer rates. Staff will re-run  
models for Council this coming summer/fall.
- Councilor Menke MOVED to adopt Resolution No. 2014-2  
establishing revised sanitary sewer user fees; and  
repealing Resolution No. 2013-7; SECONDED by Councilor  
Ruden. Motion PASSED unanimously.
- 4 ADVICE / INFORMATION ITEMS
- 4 a and b REPORTS FROM COUNCILORS ON COMMITTEE AND BOARD ASSIGNMENTS  
AND DEPARTMENT HEAD REPORTS: Because of the lateness of  
the hour, no reports were heard.
- 5 ADJOURNMENT: Mayor Olson adjourned the Regular Meeting at  
8:38 p.m.

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Rose A. Lorenzen, Recording Secretary