

CITY OF McMinnville
MINUTES OF WORKSHOP MEETING
of the McMinnville City Council
Held at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon
Tuesday, June 13, 2017 at 5:30 p.m.

Presiding: Scott A. Hill, Mayor

Recording: Melissa Grace, City Recorder

Councilors: Present
Adam Garvin
Kevin Jeffries
Kellie Menke, Council President
Alan Ruden
Wendy Stassens
Remy Drabkin

Also present were City Manager Jeff Towery, Planning Director Heather Richards, Finance Director Marcia Baragary and Community Development Director Mike Bisset.

CALL TO ORDER: Mayor Hill called the Meeting to order at 5:37 p.m.

PRESENTATION BY AFFORDABLE HOUSING TASK FORCE

Councilor Drabkin who also serves as Affordable Housing Task Force Chair, presented the annual report. In 2015 a panel discussion was conducted on housing and homelessness which was open to the community. Community outreach took place. In September 2016, the Affordable Housing Task Force was established through Council Resolution.

Councilor Drabkin shared the local and state statistics related to affordable housing. She noted that 33% of home owners with mortgages are in unaffordable conditions and 54% of renters are in unaffordable housing in McMinnville. She then reviewed the purpose of the Affordable Housing Task Force.

The action plan for short-term, mid-term and long-term actions were reviewed. Two of the short-term actions had been completed:

1. Memorialize Systems Development Charge discounts for affordable housing projects.

2. Offer an expedited permit process to builders including affordable housing.

Two of the short-term actions were underway:

1. Review recently adopted inclusionary zoning law and, if warranted, draft an inclusionary zoning ordinance and present to the Council for consideration.
2. Research “Cottage Codes” from other jurisdictions and, if warranted, prepare ordinance language for adoption by the Council and for inclusion in McMinnville’s zoning ordinance.

The mid-term actions include:

1. Evaluate the impact of a density bonus for developers including affordable housing units.
2. Survey the city for vacant city-owned lots. Review an affordable housing exchange to local builders for use of said land.
3. Review emergency shelter zoning ordinance provisions and revise as necessary to provide allowances for tiny homes or temporary shelter for resident suffering from homelessness.

The long-term actions include:

1. Review the City’s inventory of surplus lands to assess for possible rezoning to multi-family housing.
2. Reach out to local service groups to involve them in neighborhood stabilization programs.
3. Conduct or partner with an outside organization to complete a needs assessment in regard to housing for the City.
4. Evaluate the possibility and sources for a local match fund for nonprofit builders.

Discussion ensued regarding development incentives, inclusionary zoning, and construction excise tax. Councilor Ruden explained SB 1533 which allows for inclusionary zoning.

Planning Director Richards discussed Cottage Cluster Developments and other options for changes to the code related to measures to encourage affordable housing.

Ms. Richards discussed two pilot projects that the State is offering related to affordable housing.

Councilor Drabkin shared a sub-committee was formed to address homelessness. She shared how the sub-committee discussed subsets of homeless populations and how they can find actionable items.

Jeff Sargent, Executive Director of Yamhill Community Action Partnership, shared the action plan for homeless veterans.

Councilor Drabkin then reviewed the action plan amendments that the Affordable Housing Task Force (AHTF) will be asking Council to consider. One amendment was related to mid-term action item two. The AHTF would like to replace item two as follows: 2. Survey the City for property opportunities City-owned, County-owned, and church-owned, Research and evaluate creative programs to leverage these properties for affordable housing (Affordable Housing Exchange, land trusts, etc.) She also noted they would like a reorganization of the long-term action plan.

A question and answer session with Councilors ensued.

DINNER

The agenda for the evening was reviewed.

ADJOURNMENT: The Meeting adjourned at 6:41 p.m.

s/s Melissa Grace
Melissa Grace, City Recorder

CITY OF McMinnville
MINUTES OF REGULAR MEETING
of the McMinnville City Council
Held at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon
Tuesday, June 13, 2017 at 7:00 p.m.

Presiding: Scott A. Hill, Mayor

Recording: Melissa Grace, City Recorder

Councilors: Present
Adam Garvin
Kevin Jeffries
Kellie Menke, Council President
Alan Ruden
Wendy Stassens
Remy Drabkin

Also present were City Manager Jeff Towery, City Attorney David Koch, Planning Director Heather Richards, Finance Director Marcia Baragary, Community Development Director Mike Bisset, Police Chief Matt Scales, Principal Planner Ron Pomeroy, and Information Systems Director Scott Burke.

AGENDA ITEM

1. CALL TO ORDER: Mayor Hill called the meeting to order at 7:10 p.m. and welcomed all in attendance.
2. PLEDGE OF ALLEGIANCE: Council President Menke led the Pledge of Allegiance.
3. INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Hill invited the public to comment.

Beverly McBee, McMinnville resident, expressed her concerns regarding the lack of weed control of a neighbor. She had been working with Pam Ramsey to address the issue, but had only received excuses from the neighbor. The weeds were high and went all around the house and they

were coming over the fence into her yard. She asked for assistance in getting the weeds cleaned up.

Police Chief Matt Scales said he was aware of this property and it was high on his agenda. He expected it would go to court since the property owners were not willing to remedy the situation.

Dan Hilbert, McMinnville resident, commented on a request regarding funding of Zero Waste by the City. He had called Councilor Garvin and left messages to find out how much funding they received, but stated Councilor Garvin never called him back. He received the information from the City Recorder. Councilor Garvin told him previously the City gave Zero Waste \$2,000 when the City had actually given them \$10,000 and he had tried to call and confirm the number. Councilor Garvin gave him false information and did not return his phone calls, and was not fit to serve on the Council.

Councilor Garvin responded to Mr. Hilbert by stating he tried to return the phone calls several times, but Mr. Hilbert did not have a voice mail set up and he could not leave a message.

Mark Davis, McMinnville resident, made comments regarding affordable housing. He was in support of applying inclusionary zoning to the Urban Renewal District and any new areas that would be added to the Urban Growth Boundary. He suggested the R-5 zone be brought back. It was an exclusive multi-family housing zone. The problem with the R-4 zone was that other types of housing could be built, and that was what had happened in the City.

JW Millegan, McMinnville resident, discussed the waiver of the \$100,000 System Development Charges (SDCs) for the Atticus Hotel. He asked when the public would have the opportunity to give input on the criteria that the waiver had to meet.

Planning Director Heather Richards said the Development Agreement would go to the McMinnville Urban Renewal Advisory Committee (MURAC) for approval, and public input could be given at that time.

Fred Stemmler and Amanda Harris of Recology gave a presentation on their rate review process. Last year they added yard debris and glass for all

of McMinnville residents and businesses and committed to going through a three year rate review process. It was a 5% rate adjustment last year and this year there would be a 5% rate adjustment as well. This would result in a \$1.77 increase for the standard 96 gallon weekly service. Some people participating in the yard debris, recycle, and glass options had dropped to every other week service. Discussion ensued regarding the number of people participating in the new programs and it was noted that the next year about 60% of the City would be participating. The new increase would be enacted on July 1, 2017. The transfer station was set to be done in July or August.

Councilor Jeffries asked if there was a way to let people know when the glass and compost bins should be put out. Ms. Harris said the yard debris was every other week and the glass was once a month. There were calendars available on the website.

Councilor Jeffries had introduced a draft resolution that would bar any future garbage from McMinnville from going to Riverbend. It was asked if Recology was prepared to go somewhere else if such a resolution was passed. Mr. Stemmler said they would be prepared for whatever decision was agreed upon.

City Attorney David Koch said this item would be brought back to the next Council meeting for Council action.

4. PUBLIC HEARINGS

4.a. Proposed Budget as approved by the Budget Committee

Mayor Hill opened the public hearing at 7:35 p.m.

Mark Davis, McMinnville resident, commented on the franchise fee for McMinnville Water and Light. The McMinnville Water and Light budget that was already approved had the franchise cost at \$2,017,658, but in the City's budget it was \$1,850,000. He thought it should be the same number. He would also like to see some funds dedicated to affordable housing. The funds could come from the Transient Lodging Tax. The money should be used to leverage incentives to developers to build affordable housing units. Mayor Hill explained the Council wanted flexibility for using those funds and they would be going into the General Fund to be used for the

Council's priorities, and affordable housing was one of those priorities. He and the Finance Director would look into the difference between the franchise cost.

Mayor Hill closed the public hearing at 7:39 p.m.

- 4.b. Proposed Uses of State Revenue Sharing for Fiscal Year 2017-2018 as approved by the Budget Committee

Mayor Hill opened the public hearing at 7:39 p.m.

Mayor Hill said the City would receive \$315,000 in revenue sharing funds.

There was no public testimony.

Mayor Hill closed the public hearing at 7:40 p.m.

- 4.c. Public Hearing regarding Vacation of a Portion of NE Macy Street between NE 14th Street and NE 13th Street (RV 1-17)

Mayor Hill opened the public hearing at 7:40 p.m.

There was no public testimony.

Mayor Hill closed the public hearing at 7:40 p.m.

5. CONSENT AGENDA

- 5.a. Consider the Minutes of the August 9, 2016 and September 6, 2016 meetings.

Council President Menke MOVED to adopt the consent agenda; SECONDED by Councilor Stassens. Motion PASSED unanimously.

6. RESOLUTIONS

- 6.a. **Resolution No. 2017-36**: A Resolution appointing representatives of the McMinnville Planning Commission.

Mayor Hill said Councilors Menke and Stassens were the subcommittee of the Council to hold the interviews.

Planning Director Richards stated there were two vacancies on the Planning Commission due to resignations. The Ward 2 position would expire on December 31, 2019 and the Ward 3 position would expire on December 31, 2018. Two applications were received for the Ward 2 position and three applications for the Ward 3 position. All five candidates were interviewed.

Council President Menke stated that there were very qualified candidates for both vacancies. They recommended appointing Roger Lizut for the Ward 2 position and Gary Langenwalter for the Ward 3 position.

Councilor Drabkin MOVED to adopt Resolution No. 2017-36 appointing Roger Lizut for Ward 2 and Gary Langenwalter for Ward 3 to the McMinnville Planning Commission; SECONDED by Councilor Ruden. Motion PASSED unanimously.

- 6.b. **Resolution No. 2017-37:** A Resolution making a budgetary transfer of appropriation authority for fiscal year 2016-2017.

Finance Director Baragary explained the need for making a budgetary transfer of appropriation authority for fiscal year 2016-2017. The total budget that was adopted for the Administration Department was \$1,107,286. She estimated the department would exceed that amount by about \$55,000. The reasons were when the former City Manager resigned in October of 2016, some unanticipated personnel costs were incurred and materials and services expenditures for interview candidates' travel and lodging expenses. She noted that the transfer was from contingency.

Councilor Stassens MOVED to adopt Resolution No. 2017-37 making a budgetary transfer of appropriation authority for fiscal year 2016-2017; SECONDED by Council President Menke. Motion PASSED unanimously.

- 6.c. **Resolution No. 2017-38:** A Resolution awarding the contract for the Ford Street Sidewalk Improvements Project, Project 2015-15.

Community Development Director Bisset explained that the bids for the project were opened on June 1. Eight bids were received and the low bid from Banzer Construction in the amount of \$397,430 was chosen. The project was being funded by the 2014 Transportation Bond proceeds. The work would happen this summer and would be completed by the end of September.

Councilor Ruden MOVED to adopt Resolution No. 2017-38 awarding the contract for the Ford Street Sidewalk Improvements Project, Project 2015-15; SECONDED by Councilor Garvin. Motion PASSED unanimously.

- 6.d. **Resolution No. 2017-39:** A Resolution approving Task Order No. 2 to the Personal Services Contract for the design of the Ford Street Sidewalk Improvements and Pedestrian Safety Improvements transportation bond measure projects.

Community Development Director Bisset said this was Task Order No. 2 to the WH Pacific contract which was the design engineering for the Ford Street project and the pedestrian safety improvements project. He explained what was included in the Task Order.

Councilor Garvin MOVED to adopt Resolution No. 2017-39 approving Task Order No. 2 to the Personal Services Contract for the design of the Ford Street Sidewalk Improvements and Pedestrian Safety Improvements transportation bond measure projects; SECONDED by Councilor Stassens. Motion PASSED unanimously.

- 6.e. **Resolution No. 2017-40:** A Resolution awarding the contract for the Pedestrian Safety Improvements Project, Project 2017-5.

Community Development Director Bisset said on May 25 the bids were opened for the project. Three bids were received and the bid from Haworth Inc. in the amount of \$482,658.53 was chosen. The project would be funded by the 2014 Transportation Bond proceeds. Work would occur this summer and should be completed before school started in the fall.

Councilor Jeffries said there were large decorative rocks on Star Mill Way that would be impacted by the sidewalks and the property owner requested help with moving them. Community Development Director Bisset replied

the project manager had coordinated with all of the homeowners on the corridor, but he would follow up on the request.

Council President Menke MOVED to adopt Resolution No. 2017-40 awarding the contract for the Pedestrian Safety Improvements Project, Project 2017-5; SECONDED by Councilor Ruden. Motion PASSED unanimously.

7. ORDINANCES

- 7.a. **Ordinance No. 5025:** An Ordinance vacating a portion of NE May Street between NE 14th Street and NE 13th Street (RV 1-17).

Community Development Director Bisset explained the legal process that was followed regarding the proposed vacation of Macy Street. The City had received a vacation request from the Yamhill County Gospel Rescue Mission and HR Birch Limited Partnership, the property owners adjacent to the property to be vacated. At the Council's May 9 meeting the Council adopted a resolution setting tonight as the public hearing for the request. Staff had followed the appropriate notification process for the proposed vacation and no objections had been received. There was a comment from McMinnville Water and Light indicating there were utilities in the corridor. The City had public sanitary sewer and storm water lines in the corridor as well. The ordinance requested the retention of a public utility easement over the vacated area which would satisfy the utility needs.

City Attorney Koch read by title only Ordinance No. 5025 vacating a portion of NE May Street between NE 14th Street and NE 13th Street (RV 1-17). (No Councilor present requested that the Ordinance be read in full.) The title of the ordinance was read for the second time. Ordinance No. 5025 PASSED by a unanimous roll-call vote.

- 7.b. **Ordinance No. 5022:** An Ordinance approving a zone change from R-2 (Single Family Residential) to R-4 (Multiple-Family Residential) on approximately two (2) acres of land and a zone change from LDR-9000 (Low Density Residential – 9,000 square foot minimum) to R-4 (Multiple-Family Residential) on approximately 2.6 acres of land.

Planning Director Richards stated the Planning Commission recommended approval of this application. She explained the site location

on N Baker Street and NE Evans Street. The existing zoning on the property was two acres of R-2 and 2.6 acres of County LDR-9000. The proposed zone change was to make the whole property R-4. She described the process for zone change review as outlined in Section 17.74.020 of the City's Municipal Code. There was a caveat to this section that said when the proposed amendment concerned needed housing, criterion 2 would not apply to the rezoning. Criterion 2 said the review would consider the pattern of development in the area, surrounding land uses, and any changes which might have occurred in the neighborhood or community. The 2001 housing needs analysis identified the need for additional R-4 land, about 140 acres, and since that time 48 acres had been rezoned. She stated the caveat applied to this request. In terms of the Comprehensive Plan policies and goals, this would be high density residential which allowed for townhouses, condominiums, and apartments as well as single family dwelling units. There was no project proposed for this property yet; this was only a zone change request. Staff recommended not allowing direct access to Baker Street, but that the access would be on Evans. The area was not subject to flooding or poor drainage, there were adequate services from existing facilities, there was access to public transit within a quarter mile, it was not geographically constrained, and it could be buffered from low density residential development. She reviewed the surrounding land uses, street classification map, and modeled intersections for traffic impact. Rezoning to R-4 did not create any significant changes to the nearby intersections. She discussed the public testimony that was received by the Planning Commission. The concerns raised were: traffic and parking on NE Evans and North Baker Streets, elimination of the County LDR zone decreased diversity, future multi-family development would not comply with buffering requirements, the capacity of McMinnville schools and impacts on classroom size and education quality, and the R-4 zoning would create a different type of neighborhood with increased traffic. The Planning Commission asked staff to look at conditions to address these concerns. Some of the recommended conditions included: sidewalks would be required on Evans, development would be designed to allow for a future bike and pedestrian connection, vehicular access to the site from Baker would be prohibited, side yard setbacks would be increased one foot for each foot of building height over 35 feet, and buffering would be required along the northern and southern boundaries of the site and the proposed buffers would be submitted to the McMinnville Landscape Review Committee for review and approval. Staff recommended approval with conditions.

Councilor Ruden asked if there would be improvements on Baker. Planning Director Richards said no, it was a County road and was not serving as an urban road.

Councilor Drabkin asked if the applicant and opponents responded to the conditions. Planning Director Richards said the applicant accepted the conditions. She had not heard from any of the opponents, although they did know what the conditions were.

Mayor Hill asked if there were parking requirements in R-4. Planning Director Richards explained the development standards would be specific to the type of product that was proposed on the site.

Community Development Director Bisset noted the Transportation System Plan outlined how Baker would be improved in the future. Since this site would not access Baker and it was inefficient to make minor improvements to an unimproved corridor, they were not requiring any improvements to be made on Baker. Neither the City Council nor County Commission had discussed the proposition of changing the jurisdiction of the road. Staff recommended not taking jurisdiction until the road was improved.

Planning Director Richards said it also had to do with proportionality in what they could require the developer to do.

Councilor Garvin asked if it was common to rezone a property without a proposed development. Planning Director Richards said it was. If there were businesses there that were not allowed in the new zone, they would be considered non-conforming.

City Attorney Koch read by title only Ordinance No. 5022 approving a zone change from R-2 (Single Family Residential) to R-4 (Multiple-Family Residential) on approximately two (2) acres of land and a zone change from LDR-9000 (Low Density Residential – 9,000 square foot minimum) to R-4 (Multiple-Family Residential) on approximately 2.6 acres of land. (No Councilor present requested that the Ordinance be read in full.) The title of the ordinance was read for the second time.

Councilor Ruden MOVED to adopt Ordinance No. 5022; SECONDED by Council President Menke. Ordinance No. 5022 PASSED by a unanimous roll-call vote.

7.c.

Ordinance No. 5023: An Ordinance Amending The McMinnville Zoning Ordinance Specific To Section 17.53.101(L) Land Division Standards – Street Grades And Curves) To Allow Local Street Grades Up To And Including Fifteen (15) Percent.

Planning Director Richards said the majority of the Planning Commission recommended approval of the steep streets standards. This was a City staff initiative for a proposed text amendment to the Zoning Ordinance to look at modifications to residential street grade standards. In recent years more residential development was occurring in McMinnville's West Hills. Steeper slopes and ravines were encountered in the West Hills resulting in street designs with greater street grades and for longer distances than had historically occurred. The topography of this area was very challenging to design streets to current street grade limitations. The current requirements limited street grades to 6% on arterials, 10% on collectors, and 12% on any other streets. She shared the research that was done for maximum standards related to street grades. A maximum standard of 15% was not unusual. Tigard allowed up to 18%. She noted that several departments provided input on 12–15% street grades. Fire engines could safely navigate 15% grade in most weather situations and could provide service for grades up to 12% without risking damage to their pumping systems. Fire hoses could be pulled a distance of just over 100 feet. Consequently, any street section between 12% and 15% grade could be longer than 200 feet in length. A street section less than 12% grade must be provided between steeper sections to enable safe equipment operations. A refuge area less than 12% grade was needed by the Fire Department and must be at least 75 feet in length. The Building Department could require sprinklers in homes that were accessed by street grades exceeding 12%. The Engineering Department recommended requiring street intersection grades to not exceed 5%, which also helped create the needed Fire Department operational refuges. Ms. Richards reviewed the supportive and oppositional testimony received by the Planning Commission. Staff recommended amending the Zoning Ordinance to allow street grades to exceed 12%. Any local street grades exceeding 12% would be reviewed for approval by the Fire Code Official during the land use application review process. When a local residential street was approved to exceed

12%, the following shall be required: a maximum of 200 feet of roadway length would be allowed with a grade between 12% and 15% for any one section, the roadway grade must reduce to no more than 12% for a minimum of 75 linear feet of roadway length between each section for firefighting operations, and fire sprinklers would be installed in all residential and commercial structures whose access road was constructed at a grade higher than 12%.

Councilor Garvin asked if there was input from the School District about school buses going up and down the steep streets. Principal Planner Ron Pomeroy said the School District did not share any concerns with the City. Councilor Garvin asked if the Fire Department's ladder truck would be capable of serving these steep areas. Planning Director Richards said the Fire Department did not bring up any concerns regarding the ladder truck.

Councilor Jeffries expressed his concerns with a 15% street grade from a risk management standpoint. Not all slopes were the same and he had difficulty allowing a 15% across the board. He thought it should be a case by case basis. There was no insurance coverage for landslides.

Community Development Director Bisset noted that 15% street grade was within national norms. He did not think the minor isolated land slide in this area was indicative of the entire hill. There would be minimal change to the City's maintenance standards. The snow and ice removal routes would be amended to make sure the steeper areas receive priority.

City Attorney Koch read by title only Ordinance No. 5023 amending the McMinnville Zoning Ordinance specific to Section 17.53.101(L) Land Division Standards – Street Grades And Curves to allow local street grades up to and including fifteen (15) percent. (No Councilor present requested that the Ordinance be read in full.)

Councilor Ruden MOVED to adopt Ordinance No. 5023; SECONDED by Council President Menke. Ordinance No. 5023 PASSED 5-1 by roll-call vote with Councilor Jeffries opposed. The ordinance would be brought back to Council on June 27th for second reading.

7.d.

Ordinance No. 5024: An Ordinance Amending Planned Development Ordinance No. 4868 To Allow Exceptions To Current Street Grade, Block Length, Block Circumference And Lot Depth To Width Standards And To

Amend An Approved Residential Subdivision And Phasing Plan On Approximately 132 Acres Of Land.

Planning Director Richards said this ordinance amended an existing Planned Development. The Planning Commission recommended approval. She explained the site location north of West 2nd Street and west of Mt. Mazama. She reviewed the existing planned development of 164.1 acres which was approved in April of 2007. She showed the existing approved phased development plan and the areas that had already been developed. There were 132.2 acres that were left to develop. She discussed the proposed phased subdivision plan and topographical challenges and noted key intersection points proposed for removal. She reviewed the variances proposed for the street grades, block lengths, block circumference, and lot depth to width standards. She gave a comparison of the lots by phase. The total lots in the existing approved planned development were 512 and the total lots in the proposed amended planned development were 552, which meant 40 more lots proposed for the development. She reviewed the lot sizes and densities. The maximum density allowed was six units per acre for this development. The minimum lot size was 5,292 square feet and the maximum was 35,305 square feet due to wetlands. The average lot size would be 9,547 square feet. Total single family units were 551 and total multi-family units were 68. The multi-family units had already been built. She then discussed the planned development amendment process as outlined in Section 17.74.070 of the Municipal Code and reviewed the supportive and oppositional testimony received by the Planning Commission on May 18, 2017. A new condition of approval was added that stated it was the Building Official's prerogative to require a geotechnical report for all new residential permits pulled for this development. Another condition added pedestrian connectivity to the development.

Discussion ensued regarding water service and a future additional water reservoir. Community Development Director Bisset confirmed there would be no development above a certain line until the system was built out. These improvements were in the McMinnville Water and Light master planning process. About half of the lots would be above the line. There was further discussion regarding the open drainage areas and pedestrian access ways.

Councilor Jeffries expressed his concerns with developing on steep slopes due to the risks.

City Attorney Koch read by title only Ordinance No. 5024 amending Planned Development Ordinance No. 4868 to allow exceptions to current street grade, block length, block circumference and lot depth to width standards and to amend an approved residential subdivision and phasing plan on approximately 132 acres of land. (No Councilor present requested that the Ordinance be read in full.)

Councilor Ruden MOVED to adopt Ordinance No. 5024; SECONDED by Councilor Stassens. Ordinance No. 5024 PASSED 5-1 by roll-call vote with Councilor Jeffries opposed. The ordinance would be brought back to Council on June 27th for second reading.

7.e.

Ordinance No. 5026: An Ordinance amending the McMinnville Municipal Code provisions incorporating a Local Transient Lodging Tax (Ordinances No. 5003, 4994, 4974 and 4970).

City Manager Towery explained that the Council had directed staff to draft the ordinance. The ordinance would incorporate two changes to the Code. One was to apply the City's current Transient Lodging Tax (TLT) to RV parks and campgrounds and the other was to increase the rate from 8% to 10%. These changes would be effective August 1.

Councilor Garvin suggested the collection of the TLT from RV parks and campgrounds begin on January 1, 2018 instead. This would be consistent with the process for the current TLT partners who came on board on January 1, 2014.

Councilor Drabkin expressed concerns that the 10% was at the top compared to other jurisdictions, and she would like to see the additional money go to affordable housing and addressing homelessness. City Manager Towery noted that the new revenue would go into reserves so it could not be expended on other purposes at this time.

City Attorney Koch read by title only Ordinance No. 5026 amending the McMinnville Municipal Code provisions incorporating a Local Transient Lodging Tax (Ordinances No. 5003, 4994, 4974 and 4970) with the change that the collection of the TLT for RV parks and campgrounds

would begin on January 1, 2018. (No Councilor present requested that the Ordinance be read in full.) The title of the ordinance was read for the second time.

Councilor Ruden MOVED to adopt Ordinance No. 5026 as amended; SECONDED by Council President Menke. Ordinance No. 5026 PASSED by a unanimous roll-call vote.

8. ADVICE/ INFORMATION ITEMS

8. a. Reports from Councilors on Committee and Board Assignments

Councilor Garvin reported on the last Yamhill Communications Agency (YCOM) meeting where their budget was adopted with a 3% increase.

Council President Menke reported on the latest Wayfinding Committee meeting. The Parkway Committee went to the legislature to discuss funding for phase 2 of the Bypass.

Mayor Hill met with Senator Boquist and Representative Noble regarding funding for the project as well. They would be receiving \$22 million for the Bypass, which was not enough to complete the next phase of the project.

Commissioner Stassens reported on the Urban Renewal Advisory Committee meeting where façade improvement grants were awarded. They also received updates on the Alpine Avenue project, Atticus Hotel, parking study, and Third Street improvement project.

Councilor Drabkin reported on the subcommittee on homelessness meeting where ideas were discussed with members of the faith based community.

Councilor Ruden announced the retirement party for Jay Pearson on June 21.

8.b. Department Head Reports

Planning Director Richards announced the University of Oregon's Green Cities program had chosen the City of McMinnville to focus their

curriculum on this summer. They would be looking at the design for the Three Mile Lane corridor. She also applied for a grant to look at that corridor as well.

Community Development Director Bisset said the bid opening for the Hill Road project would be on Thursday. He encouraged the Council to put in a plug for the bridge replacement.

10. ADJOURNMENT: Mayor Hill adjourned the Regular City Council Meeting at 9:40 p.m.

There was no Executive Session.

s/s Melissa Grace
Melissa Grace, City Recorder