

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, January 9, 2018 at 7:00 p.m.

Presiding: Scott Hill, Mayor

Recording Secretary: Melissa Grace

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Remy Drabkin	Alan Ruden
	Adam Garvin	Ward One Councilor – Vacancy
	Kellie Menke, Council President	
	Wendy Stassens (via Phone)	

Also present were City Attorney David Koch, Planning Director Heather Richards, Parks and Recreation Director Susan Muir, Information Systems Director Scott Burke, Police Chief Matt Scales, and members of the News Media – Dave Adams, KLYC Radio, and Tom Henderson, *News Register*.

AGENDA ITEM

1. CALL TO ORDER: Mayor Hill called the meeting to order at 7:09 p.m. and welcomed all in attendance.
2. CONSENT AGENDA
 - a. Consider the Minutes of December 12th, 2017 Dinner and Regular City Council Meetings.

Council President Menke MOVED to adopt the consent agenda as amended – removing Resolution No. 2018-01; SECONDED by Councilor Garvin. Motion PASSED unanimously.

Resolution No. **2018-01**: A Resolution authorizing an extension of the City Janitorial Service Contract.

City Attorney Koch explained that the City contracted with Qualified Rehabilitation Facilities (QRF) vendor Garten Services to provide Janitorial Services at the City's facilities, for an initial term of July 1, 2016 through June 30, 2017. The contract allowed for up to two additional one-year extensions by agreement of the parties. He noted that there are four different Qualified Rehabilitation Facilities Program vendors that provide janitorial services in Yamhill County. Mr. Koch explained that the City has been working with the contractor to improve performance and a City Staff member has been acting as a liaison for the City facilities. He also stated that the City initially agreed on a three month extension with no rate increase. He

explained that the City negotiated a 3.5% increase rather than the contractor's proposed 6.85% rate increase. Mr. Koch added that the City will continue to monitor service levels and address concerns with the contractor.

Councilor Drabkin stated that the summary provided in the Council Packet reflects that the contractor has been underperforming and that they are continuing to underperform. She stated that her concern is with giving a raise with an entity that is failing.

Mr. Koch explained that the 3.5% increase is to cover the increase in the contractor's material and supply costs as well as their costs associated with the minimum wage increase. He stated that the City has been in discussion with Garten over the past year about their service levels. He shared that some departments are happy with the service and others are not.

Discussion ensued regarding what would happen if the resolution to approve the contract was not approved. There was continued discussion regarding costs, a timeline and pathway for improved service as well as the Qualified Rehabilitation Facilities Program.

Councilor Stassens MOVED to adopt Resolution No. 2018-01; authorizing an extension to the City Facilities Janitorial Service Contract; SECONDED by Council President Menke. Motion PASSED 3-1: Councilor Garvin, Yea; Council President Menke, Yea; Councilor Stassens, Yea; Councilor Drabkin, Nay.

3. ORDINANCE

3.a. Second reading of Ordinance No. 5046: An Ordinance amending 3.10.060, Systems Development Charges, Exemptions, of the McMinnville Municipal Code.

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

City Attorney Koch read by title only for a second time Ordinance No. 5046.

Councilor Drabkin noted that Staff continues to evaluate changes made in response to looking at affordable housing and they continue to refine recommendations to the Council that not only encourage increased affordable housing but also work for the City while not putting anyone in jeopardy.

Council President Menke MOVED to adopt Ordinance No. 5046 amending 3.10.060, Systems Development Charges, Exemptions, of the McMinnville Municipal Code; SECONDED by Councilor Drabkin. Ordinance No. 5046 PASSED by a unanimous roll-call vote.

Councilor Stassens left the meeting at 7:29 p.m.

4. INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Hill invited the public to comment.

Josh Lovett, 3157 Hidden Meadow Drive, shared that there are problems with people living in RVs along Doran Drive. He stated that it is near a school bus stop. Mr. Lovett referred to a Yamhill County Ordinance that speaks to a 72 hour limit and asked if it could be enforced on Doran Drive. He also stated that there are serious parking issues as well and suggested that perhaps parking not be allowed on that side of the street.

Police Chief Scales shared the current laws that may be enforced and noted that Code Enforcement is looking into the concerns.

Margaret Cross, 1102 Russ Lane, shared that people are putting out corn for deer and explained that this is attracting rats to the area.

City Attorney Koch stated that there are nuisance ordinances that may address her concerns.

Nick Robinson, 3190 Lily Lane, spoke about concerns on Doran Drive. He said that semis have been parking on the street causing a safety issue. He noted that it is forcing cars into the middle of the street on the corner. Mr. Robinson stated that the RVs are also parking there. He noted that there are many young children in the area. He also stated that there have been dogs coming into his yard and creating messes. He shared that he has placed no trespassing signs on his property. Mr. Robinson asked to not allow vehicles over eight feet tall to park near the corner and for a no parking zone near the fire hydrant.

Mayor Hill stated that the City will be looking into the concerns and suggested that Mr. Robinson call the Police Department if laws are being broken.

Phil Doran, 3142 NE Doran Drive, stated that he is a business owner on Doran Drive stated that it is difficult for customers to pull in with the semi trucks being parked on the street. He reiterated the squatter issues. He asked why semis were allowed to park on Doran Drive and asked if it was a safety issue. Mr. Doran asked if an ordinance could be passed that would restrict vehicles over eight feet from parking on Doran Drive. Mr. Doran requested that there be a no parking area on Doran Drive.

Police Chief Scales noted that he will look into whether or not the semi-trucks are permitted and address the concerns. He stated that the City will try and identify the owners of the semis.

Councilor Garvin noted that the issue has been discussed and stated that the Municipal Code needs to be revisited and more properly defined to address the concerns presented. He also stated that homelessness is an issue effecting the entire nation. Councilor Garvin shared that the subcommittee of the

Affordable Housing Task Force is also looking at homelessness. He noted that he will not let the issue of the bad actors be ignored.

Discussion ensued regarding parking areas in the City for semis and permitted parking.

City Attorney Koch stated that the City will look into the concerns.

Marshall Crites, 3487 Lily Lane, stated that he hasn't heard any Staff or Council give a time frame for action or a plan. He stated that he would like to hear a time frame of when they can hear an update. Mr. Crites asked for direct steps.

Mayor Hill stated that there will be a report back at the next Council meeting regarding the semi-trucks. He explained that the process takes time.

Councilor Drabkin shared the approach that the Homeless subcommittee has taken is to focus on micro populations of the homeless community. She explained that there are complexities to the issues. She shared that the Committee is doing their homework on solutions. Councilor Drabkin noted the variety of ways that the City is working on the issues.

5. PRESENTATION: Strategic Planning Update

City Manager Jeff Towery stated that the strategic planning consultant team will be in McMinnville next week. There will be a City Council Work Session on February 13th to discuss organizational values. Mr. Towery reviewed the timeline for the strategic planning process.

6. ADVICE/ INFORMATION ITEMS

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

Councilor Garvin stated that the Downtown Safety Task Force is going well and that they will be checking in at the next City Council Meeting.

Council President Menke stated that she attended a meeting with Jeff Sargent from Yamhill Community Action Partnership and County Commissioner Starrett to discuss how everyone can work together as a team. She noted that although they have facilities, publicity is an issue.

Councilor Drabkin stated that a housing needs analysis will be conducted as a result of a grant received. She mentioned that this will be useful information to the Affordable Housing Task Force. She shared that construction excise taxes be looked at again. Councilor Drabkin stated that the smaller subcommittees of vehicular homeless, sheltering youth, sheltering women, and sheltering veterans have recently met and actions have come out of those subcommittees.

Councilor Drabkin stated she would like to discuss the timing, structures, and efficiencies of the City Council meetings. She proposed that the structure of the meetings become a Work Session followed by a Regular Session. She stated that she sees a negative effect from the dinner meeting because questions that were asked during the dinner meeting do not often get asked again during the regular meetings. She noted that the dinner meetings are irregularly attended by the press and there are often very few citizens present. She stated that there may be transportation and accessibility issues getting to meetings at a later start time. She stated that the timing of the meetings may be difficult for parents of school age children. She suggested there may be some of the same issues for Council and Staff. Councilor Drabkin stated that the Council goals included process improvement and that this is a good time to look at how these meetings look including how they look with public participation. She recommended that the Work Session begins at 5 p.m. and that the Council Session begins at 6 p.m. and include a two-hour limit to the meeting. She felt with the suggested changes, there would not be a need for an additional meeting night per month.

Discussion ensued regarding changing the City Council meeting time.

Councilor Garvin expressed concerns with being able to make a 5 p.m. start time. There was agreement among the Council to use the dinner meetings more efficiently.

Mayor Hill stated that the format of the meetings could be changed. He proposed that the dinner meetings be changed to work sessions where there are opportunities to hear reports from committees. He felt there is a benefit to having the dinner together. Mayor Hill suggested that the Council discuss the changes at the next meeting. Mayor Hill felt that it is important to have special time in work sessions set aside as the City goes through the strategic planning process.

Mayor Hill stated Charles Hillestad dropped off a letter and a Council calendar that contains pictures of McMinnville.

Mayor Hill noted that the Inaugural Mayor's Awards Reception will be taking place on January 30th, 2018 at 4:30 p.m. in Civic Hall.

7.b. Department Head Reports

No reports were presented.

8. ADJOURNMENT: Mayor Hill adjourned the Regular City Council Meeting at 8:36 p.m.

s/s Melissa Grace
Melissa Grace, City Recorder