

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, August 14, 2018 at 7:00 p.m.

Presiding: Mayor Scott Hill

Recording Secretary: Erica Thomas

Councilors:	<u>Present</u> Remy Drabkin Adam Garvin Kellie Menke, Council President Sal Peralta Alan Ruden Wendy Stassens (via Telephone)	<u>Excused Absence</u>
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Also present were City Manager Jeff Towery, City Attorney David Koch, Community Development Director Mike Bisset, Finance Director Marcia Baragary, and members of the News Media, Jerry Eichten of McMinnville Community Media, Dave Adams of KLYC Radio, and Tom Henderson of the News Register.

AGENDA ITEM

1. CALL TO ORDER: Mayor Hill called the meeting to order at 7:10 p.m. and welcomed all in attendance.

Councilor Peralta led the Pledge of Allegiance.
2. INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Hill invited the public to comment. There were no public comments.
3. CONSENT AGENDA
 - a. Consider OLCC Off-Premises Sales license request from McMinnville Grocery Outlet located at 568 N Highway 99W.
 - b. Consider OLCC Limited Off-Premises Sales license request from The Gallery at Ten Oaks, LLC at 801 SW Baker Street.
 - c. Consider OLCC Winery license request from Balanza Vineyard located at 2803 NE Orchard Avenue.

- d. Consider OLCC Winery license request from Stone Wolf Vineyards, LLC located at 2155 NE Lafayette Avenue.

Councilor Ruden MOVED to adopt the consent agenda; SECONDED by Councilor Drabkin. Motion PASSED unanimously.

4. RESOLUTIONS

- 4.a. Resolution No. **2018-43**: A Resolution approving Task Order No. 1 to the Personal Services Contract for the design of the Old Sheridan Road Improvements Project, Project 2017-6.

Community Development Director Mike Bisset presented. He stated that the Task Order amends the Personal Services Contract with Harper Houf Peterson Righellis, Inc to include final design work for the Old Sheridan Road Improvements Project. The work includes: include completion of the final design and construction documents for the proposed improvements, project permitting, property acquisition, and engineering services during construction. He stated that the funds are from the 2014 transportation bond proceeds.

Councilor Ruden commented on the large cost of the project. Mr. Bisset shared the details of the project sharing that it is a complex project. It includes widening and other improvements between Highway 99W and Cypress Lane, including traffic signal upgrades, new turn lanes, bridge reconstruction, bike lanes and pedestrian improvements to improve traffic flow and safety.

Mayor Hill asked if the County will be assisting financially in any way with improvements on Hill Road or on Old Sheridan Road. Ms. Bisset stated that there was not a funding agreement with the County for Hill Road. He stated that there has not been a jurisdictional transfer request and that the scope of work figures in obtaining County permits.

Discussion ensued regarding the use of System Development Charges (SDC) and the allocation of SDC funds on the projects. Mr. Bisset stated that the Transportation Bond proceeds, gas tax allocations and SDC funds will allow all of the work to be completed.

Councilor Garvin asked about the contingency money for acquisition of properties. It was noted that there are 14 properties that there may need to be discussion with. Mr. Bisset shared the process for acquisition and eminent domain.

Councilor Garvin asked about completion date. Mr. Bisset stated that the project will likely go into 2020.

Councilor Drabkin asked if there has been any outreach with property owners in the area. Mr. Bisset shared that a project information sheet was shared initially. He stated that individual discussions will begin to take place as the design work begins. She asked about the people who live near the bridge and commented that there is not an easy detour around the bridge. Mr. Bisset responded that he does not currently have an answer but there will be discussion on feasibility and impact as the project moves forward. Discussion ensued regarding bridge construction.

City Attorney Koch commented on how property acquisition has taken place recently, noting that there has been success in cooperative acquisition.

Councilor Ruden MOVED to adopt Resolution No. 2018-43 approving Task Order No. 1 to the Personal Services Contract for the design of the Old Sheridan Road Improvements Project, Project 2017-6.; SECONDED by Councilor Garvin. Motion PASSED unanimously.

4.b.

Resolution No. **2018-44**: A Resolution accepting the grand offer and authorizing the City Manager to execute an agreement with the Federal Aviation Administration (FAA) for the Airport Improvement Project.

Community Development Director Bisset stated that in May, 2018, the Council awarded consulting services for the Airport Apron Rehabilitation Project to Century West Engineering, Inc. He stated that those services would be funded 90% by FFA Funds and the City is responsible for the 10% match which will be funded by an Oregon Department of Aviation (ODA) Critical Oregon Airport Relief (COAR) grant the City was awarded on February 13, 2018. Grant funding will be accounted for in the Airport Fund. The FAA Grant Offer proposes to fund the environmental and design services, surveying, project management, geotechnical investigations, inner agency coordination, FAA reporting, and bidding services for the Apron Rehabilitation Project.

Councilor Garvin asked about ability to do business at the Airport during the construction. Mr. Bisset shared that it is too early on in the project to know for certain. Mr. Bisset stated that impacts will be clearly explained. Councilor Gavin stated that the work is needed.

Councilor Drabkin MOVED to adopt Resolution No. 2018-37 accepting the grand offer and authorizing the City Manager to execute an agreement with the Federal Aviation Administration (FAA) for the Airport Improvement Project; SECONDED by Councilor Peralta. Motion PASSED unanimously.

5.

ADVICE/ INFORMATION ITEMS

Councilor Garvin shared that there will be a YCOM meeting on Thursday. He stated that he has been working with Oregon Bottle Drop and trying to get a facility in McMinnville.

Councilor Peralta explained that Bottle Drop is a cooperative that sets up a single recycling center for grocery stores. He stated that MEDP has helped identify possible locations within the City. He stated that Mid-Willamette Valley of Governments is asking for legislative priorities. He stated that he would go with the same suggestions that the Council decided on recommending to the League of Oregon Cities. He stated that they are also asking for recommendations for City Staff Member of the Year recognition. Councilor Peralta stated that from 2015-2017 most of the homelessness growth has happened in the rural west in population centers below 50,000. He stated that this comes with a series of challenges from a funding standpoint because a lot of the funding is attached to larger cities rather than smaller ones. He stated that he has been having conversations about increasing permanent supportive housing. He would like to bring the information to the Affordable Housing Task Force. He also noted that Federal Government has released their four year strategic plan on addressing homelessness and he would like to bring the information to the Affordable Housing Task Force as well.

Council President Menke stated that the Parkway Committee Meeting is coming out. She shared that the Visit McMinnville meeting was cancelled.

Councilor Ruden shared that there is an Airport Commission meeting coming up.

Councilor Drabkin shared that there is an Affordable Housing Task Force meeting coming up and they are in need of more applicants. She stated that they are Council appointed positions and explained the make-up of the members.

6.

ADJOURNMENT: Mayor Hill adjourned the Regular City Council Meeting at 7:55 p.m.

s/s Melissa Grace
Melissa Grace, City Recorder