

CITY OF McMinnville  
MINUTES OF CITY COUNCIL WORK SESSION  
Held at the Kent L. Taylor Civic Hall on Gormley Plaza  
McMinnville, Oregon

Tuesday, September 25, 2018 at 6:00 p.m.

Presiding: Scott Hill, Mayor

Recording Secretary: Melissa Grace

Councilors:	<u>Present</u> Adam Garvin Kellie Menke, Council President Sal Peralta Alan Ruden Wendy Stassens	<u>Excused Absence</u> Remy Drabkin
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Also present were Program Manager Janet Adams, City Attorney David Koch, Parks and Recreation Director Susan Muir, and members of the News Media – Dave Adams, KLYC Radio, and Jerry Eichten, McMinnville Community Media.

1. CALL TO ORDER: Mayor Hill called the meeting to order at 6:05 p.m. and welcomed all in attendance.

2. PRESENTATION OF KIDS ON THE BLOCK PROGRAM

Parks and Recreation Director Susan Muir shared that Program Manager Janet Adams has over a decade working with the Kids on the Block Program (KOB). The afterschool program in McMinnville has a thirty year history.

Ms. Muir shared that the KOB program has been funded in the following ways: in-kind resources from the School District, Linfield College work study dollars, fees for the program participants, fundraising, and the City's General Fund. Several years ago there was a change in the funding structure with the economic decline, some of the fundraising declined. The Mayor's Ball and KOB Inc. 501 (c)(3) had a large reserve of money that helped with the program. In the 2016 Budget there was an assumption that there were about seven more years of the same level of funding in the reserves from those nonprofits.

Ms. Muir noted that the KOB program is 90-95% self supporting (includes a large contribution from the nonprofits). She shared that KOB Inc. funded an Assessment Study. Oregon After School for Kids (ASK) was

hired as the consultants to perform the assessment and work began in July 2018.

Susan Zundel, Oregon ASK Consultant shared that the team consists of Jan Calvin, Sonja Svenson, Kassy Rouselle, and Juan Soto. Ms. Zundel shared that it is important to note that kids spend 80 percent of their time out of school. Afterschool programs are usually between 3 – 6 p.m. She stated that the programs vary throughout the County and State and they are flexible to the community. Afterschool programs are all a safe place to go between 3-6 p.m., they provide enrichment, and inspire learning across the child's lifetime. There is an ability to build relationships between peer groups during afterschool programs. It was noted that the demand is very high for afterschool programs. There are 2,300 elementary school students in McMinnville and KOB is serving 300-500 students every year. Ms. Zundel noted that there is significant interest in public funding among community members in Oregon. Ms. Zundel commented on the limited sources of funding provided by the State. Ms. Muir clarified that there is a \$200,000 gap that the KOB program is looking to fill.

Ms. Adams provided a history of the KOB program. In 1989 the Parks and Recreation Department ran an afterschool program and it served approximately 150 children. The goal was to provide a safe and fun place for kids to be after school. Dale Tomlinson saw that there was an opportunity to build on what the Parks and Recreation Department was doing and he brought together the City, School District, Business leaders, and the community to discuss what the possibilities could be. This group formed KOB Inc. and they then hired a volunteer coordinator to work in conjunction with the Parks and Recreation Department. They brought in enriching activities. The program was such a success that the City hired the volunteer coordinator to run the program. Learning and recreation goals are a part of the program. Over the years, the program and funding have changed. Ms. Adams shared that there is a one to ten staff to student ratio. She stated that the program is now more structured; children begin with some outdoor free time, and then move to three different activity stations: Creation Station, Fit Zone, STEM and Strategy. She stated that they hope to continue the program and that it is time to be intentional.

Ms. Zundel displayed a GIS map where the schools and participants are located. She shared that they have been calling other programs throughout the State to see what their models are like. They are conducting a broad and deep assessment exploring funding, programing, community needs/ interest.

Ms. Calvin asked the City Council:

1. What does the KOB Afterschool Enrichment program mean to you? What about it is important or not as important?

Councilor Garvin stated that he recently had a son graduate that went through the program. He also attended the program as a student. Councilor Garvin felt the structured environment is a good. He also noted that the low cost is good but there should be sustainability to the project. He suggested a sliding scholarship program to bring some sustainability to the program. He felt that the program helps provides a safe environment and that there should have some sort of an enrichment program to help keep children safe.

Councilor Stassens agreed with Councilor Garvin's comments. She stated that the program is well thought through. She mentioned that childcare is expensive and this is an option for Citizens to keep their children safe and have an enriching program that gives them a different experience than what is offered in school. She noted that long term strategies that work for the financing need to be looked at in order to look at sustainability. She stated that she is in full support.

Mayor Hill shared that education is very important to him and that he believes that education, fun and intuitive learning models should happen in the program. He stated that he is a firm supporter of going to the Mayor's Ball and has been on the Committee. He stated that the program fits well within the parameters of the community of taking care and providing quality. He reiterated that funding sources, curriculum and needs have changed over time. Mayor Hill stated that it is good to be asking the tough questions: What is the Cost? What is the demand? What can we provide? Who should be a part of it? How do we get sustainable funding? Mayor Hill shared that he is very supportive of the program. He stated that the City is positioned and desirous to continue to the program.

Councilor Ruden echoed Mayor Hill's comments. He stated that Ms. Adam's passion has driven the program and that it is a great and worthwhile project.

Ms. Calvin asked the City Council:

2. You know now that we are looking at income levels and populations as part of the assessment. Given that, is there a particular population that should be prioritized for participation on Kids on the Block Afterschool Enrichment?

Councilor Peralta noted that the Ward he represents has been tagged as a high poverty area in Yamhill County. He stated that ¼ people he represents are Hispanic. Because childcare is so expensive and KOB

provides a leg up for people who are in the lower economic scale he felt that prioritizing serving both of those populations is critical. He stated that he has seen a lot of data that suggests early investment in these types of program have long-term benefits throughout the child's life.

Councilor Stassens added that it makes sense to make sure that that the community that does not have other options can afford to have enriching experiences. She commented on taking down barriers.

Mayor Hill stated that it's just the need. Mayor Hill noted that the City and the Schools do not have the kinds of monies to take out of their General Funds for this type of funding. He stated that the program does need to have consistent funding.

Councilor Garvin stated that sustainable funding needs to be looked at. He explained that it is a time where kids get to be kids. He shared that there should be a matrix so there is a broad group of children participating. He felt having the structure for the kids is important and the people that run the program leave long lasting impacts.

Councilor Stassens shared that there is also a need for dual income families that have a time burden but they may find it an attractive program and be willing to pay full price and therefore assist in the sustainability of the program.

### 3. How should KOB program success be measured?

Mayor Hill stated there is a history of a program that works. He said what he has heard is that people can't get their kids in because there is such a great need and there is a waiting list.

Council President Menke stated that the increases of kids attending the program is one indicator of success. She also noted that the satisfaction of the community in wanting to fund it through the Mayor's Ball for many years.

Councilor Ruden stated that how to measure success is very subjective. He stated that the testimonials are valuable in measuring the success.

### 4. Lastly, you heard us describe current financial realities and the fact that this assessment process will result in recommendation for sustainable funding. Do you have any questions, ideas, or suggestions for us to consider as we gather additional information and prepare those fiscal recommendations?

Ms. Muir stated that they will be back by the end of the calendar year with a presentation and final recommendation.

Councilor Garvin asked about the one to ten ratio. Ms. Adams responded that the one to ten ratio has been most successful in maintaining program quality. It was noted that the State the minimum is one to fifteen and that the Program is operating above State standards.

Councilor Stassens asked about how changes were made to the curriculum over the years. Ms. Adams responded that she had the opportunity to go to a couple of national conference and would come back and implement ideas as well as research she conducted. It has been a mostly an organic process.

It was noted that Oregon ASK will have surveys that will go out to kids and parents.

3. ADJOURNMENT: Mayor Hill adjourned the Work Session Meeting of the City Council at 6:54 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, September 25, 2018 at 7:00 p.m.

Presiding: Scott Hill, Mayor

Recording Secretary: Melissa Grace

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Adam Garvin	Remy Drabkin
	Kellie Menke, Council President	
	Sal Peralta	
	Alan Ruden	
	Wendy Stassens	

Also present were Program Manager Janet Adams, City Attorney David Koch, Parks and Recreation Director Susan Muir, and members of the News Media – Dave Adams, KLYC Radio, and Jerry Eichten, McMinnville Community Media.

AGENDA ITEM

1. CALL TO ORDER: Mayor Hill called the meeting to order at 7:02 p.m. and welcomed all in attendance.

2. PLEDGE

Council President Menke led the Pledge of Allegiance.

3. PROCLAMATION: MADE – National Manufacturing Day

Mayor Hill presented the proclamation to Jody Christensen, McMinnville Economic Development Partnership President. Ms. Christensen stated that National Manufacturing Day is an important day that supports manufacturers locally and nationally. It elevates the values that manufacturing brings to a community. She stated that to have strong economic vitality in a community there needs to be a strong manufacturing base and noted that McMinnville is lucky to have a strong manufacturing base.

McMinnville is a great place to have a business and grow a business. She distributed a bottle of beer that was McMinnville made and was designed to promote bringing business to McMinnville. She commented on McMinnville's history of agriculture and innovation.

4.

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

Leanna Gautney, P.O. Box 1262, McMinnville., stated that she received a notice from the postmaster and provided the Council with the notice. She stated that her concern was brought up last year to Council members. Ms. Gautney stated that she has spoken with the postmaster in McMinnville and in other cities and that it's been an issue with other residents. She stated that it is a federal crime to open up someone's mail and that you should not obstruct mail from being delivered. She stated that postal workers can't get to some mail boxes. There used to be a 30 feet regulation and now mail carriers need fifteen feet on each side of the mailbox. She stated that because the mail is being prevented from being delivered, she asked why the City is not applying a simple fix. She stated that the curbs could be easily painted. Ms. Gautney added that the mail carriers are delivering mail every day and that the mail boxes to be unobstructed every day. She stated that this should be considered a priority. Ms. Gautney suggested that proper resolution should take place to meet the needs of the residents. She stated that this falls under the City to enforce.

Denise Murphy, 841 SW Goucher, McMinnville, thanked the Council for passing the Ordinance 5053 pertaining to the parking garage. She stated that it has been a mess for about two years. She thanked Chief Scales for his work on the Ordinance and shared that it is like an entirely different building noting that the tents, trash and bottles are gone and that she can pull into a space in the parking garage without worrying about running someone over that is sleeping under a blanket. She stated that she appreciates this every day.

Scott Thorkildson, 700 Wintergreen, McMinnville, Manager of the Fastenal Store in the industrial park. He stated that he was commenting on the free RV Park that he goes by 6-7 times per day. Mr. Thorkildson commented on safety. He stated that the street that goes by Mac Water and Light is one of two ways to get down to Joe Dancer Park and that thousands of children play there, and with only two exits he has seen 30-40 cars lined up to get out. He shared that when he was going there to pick up his children there was a person with a casserole dish coming from her RV to a structure where there was a community gathering. Mr. Thorkildson stated that he started recording the group and that the entire group started say "F-You, F-You". He added that the group is brazen and

empowered. He commented on sanitation and that there are no restrooms there and that people should not be urinating outside. He stated that everyone knows that they will not be towed and that the tickets are a big joke. He stated that no one lives in the industrial park. Security was his third concern. Mr. Thorkildson shared that his fuel line was cut in one of his work trucks. He stated that he has a water issue where people were taking water from his company. He shared that someone came to him asking for security signs and that the business owner has a concrete tower that people are climbing on. He shared that owner spent \$25,000 on a new fence to keep people out. Mr. Thorkildson stated that when the MEDP does tours he is certain they are being careful not to go to that area. He stated that there are lots of vacancies in the industrial park. He commented on reputation and image and then suggested a solution – Poor Farms. He stated that there some be some land and if you have an RV then you work for an hour or if you have a tent you can stay there. He stated that people need to take responsibility.

Kira Barsotti, 235 NW 8<sup>th</sup> Street, works for a local nonprofit. She stated that her husband has been a firefighter for McMinnville for five years and a firefighter for the past decade. She was encouraged when KOIN 6 came to town and was doing a story on the staffing shortages at the Fire Station. The *News Register* expanded upon the story. She was excited because she has known about these shortages for a while. Ms. Barsotti stated she was disappointed because she felt that was nothing done. She stated that the Public Safety structure is stuck in the past. She stated that she was not representing the firefighters but representing herself as a wife, a mother and a citizen. She stated that the number of first responders in the City has not increased since 2009 yet the number of calls and incidents, of business and tourism has increased steadily over that time. She stated that there is inadequate staffing of Fire Stations, of personnel and their ability to meet the demands. She stated that she knows first hand that firefighters are exhausted and burnout and trying to meet unrealistic demands being put on the public safety system and that it was the reason for high turnover. She believes the turnover doesn't have much to do with the fact that Portland, Clackamas, and Tualatin Valley are hiring, it is that the firefighter's home life and their health that is being put at increased risks and that those that have left because they can't continue to operate under the current conditions. She stated that the firefighters run so many calls that they are on track to run 8,500-9,000 this year alone. She stated that it is the City Council's responsibility to know the facts and act diligently. Ms. Barsotti stated that the current model is not adequate for the size and needs of the community. She asked what has come of the Strategic Plan with regards to EMS and Fire Safety and what is being done now. She concluded by telling Council they need Council to listen, do the right thing, and act.



5. CONSENT AGENDA

- a. Consider approval of the minutes from the July 10, 2018 City Council Work Session and Regular Meeting and July 18, 2018 City Council Work Session.
- b. Consider OLCC license request (Winery – New Outlet) from Muddy Frogwater County LLC located at 323 SE Baker Street.

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

6. RESOLUTION

**Resolution No. 2018-53:** A Resolution approving the dedication of right-of-way from City property for the construction of a portion of NW Yohn Ranch Road.

Parks and Recreation Director Muir stated that the road frontage needs to be dedicated to serve the Park.

They have retooled the design of the park and will be going out to the neighborhood meeting to let the neighborhood see the new plans. The City will be going out for bids in November and is hoping for better responses to the Request for Proposals.

Councilor Ruden asked about the high bid that was originally received. Ms. Muir shared that they have made modifications to the design to hopefully attain a better bid. Councilor Ruden stated that the Park in that area is important. It was noted that there have been lots of contributions and fundraising to keep the park project moving forward.

Discussion ensued regarding funding for the project and the timeline.

Councilor Garvin MOVED to adopt Resolution No. 2018-53; approving the dedication of right-of-way from City property for the construction of a portion of NW Yohn Ranch Road; SECONDED by Councilor Ruden. Motion PASSED unanimously.

7. ADVICE/ INFORMATION ITEMS

- a. Reports from Councilors on Committee & Boards Assignments

Councilor Garvin shared that YCOM met and there is a module that will need to be picked up related to the City's EMS system. There will be an ongoing service fee associated with the technology. The initial go live

date was October 1<sup>st</sup>; however, it will not happen until the end of the year. Councilor Garvin stated that there will need to be something done for Fire Department staffing levels before the next fiscal year. He stated that it should be top of mind for Council.

Councilor Peralta agreed with Councilor Gavin's suggestion that something should be done for Fire Department staffing levels.

Council President Menke stated that Visit McMinnville will be hosting the Oregon DOM Association meeting in December. She stated that Visit McMinnville is focused on a branding effort.

Mayor Hill shared that Visit McMinnville is on track fiscally. He recently attended the Landscape Review Committee and they have highly qualified committee members. Mayor Hill and Council President Menke will be attending LOC conference through Saturday. Mayor Hill shared he attended a meeting with the Parks and Recreation District and the McMinnville School District Superintendent to discuss KOB.

b. Department Head Reports

Ms. Muir shared that Eagle Scout, Oliver Heady dug holes for sign posts, and had new signs created for each tee box on the disc golf course. She stated that he did a great job and the work was appreciated.

8. ADJOURNMENT: Mayor Hill adjourned the Regular City Council Meeting at 7:39 p.m.

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Melissa Grace, City Recorder