



Kent Taylor Civic Hall
200 NE Second Street
McMinnville, OR 97128

City Council Meeting Agenda
Tuesday, July 10, 2018
5:30 p.m. – Work Session
7:00 p.m. – Regular Council Meeting

Welcome! All persons addressing the Council will please use the table at the front of the Council Chambers. All testimony is electronically recorded. Public participation is encouraged. If you desire to speak on any agenda item, please raise your hand to be recognized after the Mayor calls the item. If you wish to address Council on any item not on the agenda, you may respond as the Mayor calls for "Invitation to Citizens for Public Comment."

5:30 PM – WORK SESSION – COUNCIL CHAMBERS

1. Call to Order
2. Economic Development Strategy
3. Legislative Priorities – League of Oregon Cities
4. Adjournment

7:00 PM – REGULAR COUNCIL MEETING – COUNCIL CHAMBERS

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. INVITATION TO CITIZENS FOR PUBLIC COMMENT – *The Mayor will announce that any interested audience members are invited to provide comments. Anyone may speak on any topic other than: a matter in litigation, a quasi-judicial land use matter; or a matter scheduled for public hearing at some future date. The Mayor may limit comments to 3 minutes per person for a total of 30 minutes. Please complete a request to speak card prior to the meeting. Speakers may not yield their time to others.*
4. PROCLAMATION
 - a. Fill the Boot
5. PRESENTATION
 - a. Yamhill County Transit Plan
6. CONSENT AGENDA
 - a. Consider OLCC Limited on-premises license request from Sushi Kyo Express located at 877 SW Keck Drive.

Kent Taylor Civic Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made a least 48 hours before the meeting to the City Recorder (503) 435-5702 or melissa.grace@mcminnvilleoregon.gov.

7. RESOLUTION

- a. Consider Resolution No. 2018-42: A Resolution awarding the contract for the Senior Center Roof Replacement Project, Project 2018-4.

8. DISCUSSION ON ORDINANCE ADOPTION PROCESS.

9. ADVICE/ INFORMATION ITEMS

- a. Reports from Councilors on Committee & Board Assignments
- b. Department Head Reports
- c. Cash and Investment Reports – March and April 2018

10. ADJOURNMENT



**City of McMinnville
Administration**
230 NE Second Street
McMinnville, OR 97128
(503) 434-7302

www.mcminnvilleoregon.gov

STAFF REPORT

DATE: July 10, 2018
TO: Mayor and City Council
FROM: Jeff Towery, City Manager
VIA:
SUBJECT: League of Oregon Cities Legislative Priorities

Report in Brief:

The League has asked member cities to suggest priorities for the 2019 Legislative Session.

Background:

The League's eight policy committees have proposed 29 policy areas to consider as priorities for a proactive legislative agenda and have asked member cities to identify up to four top issues for the League's Board to consider. The Executive Team has reviewed the topics and has suggested six topics to consider.

Discussion:

In no order of priority, the Executive Team suggests that the Council consider select its top four priorities from the following list (or any additional items at the preference of the Council):

- Beer and Cider Tax Increase
- Permanent Supportive Housing Investment
- PERS Unfunded Liability Revenue Stream Dedication
- Property Tax Reform
- Third Party Building Inspection
- Wetland Development Permitting

The Executive Team believes that all of the topics are important for municipalities and at the very least, the League should be prepared to work to maintain local government authority in any of these areas. In particular, the following:

- Right-of-Way and Franchise Fee Authority
- Small Area Cell Deployment

Attachments:

Attachment 1: League of Oregon Cities – Legislative Priorities Ballot

Recommendation:

Identify four top priorities to present to the League of Oregon Cities for Board consideration.



1201 Court Street NE, Suite 200 • Salem, Oregon 97301
(503) 588-6550 • (800) 452-0338 • Fax: (503) 399-4863
www.orcities.org

June 6, 2018

Dear Chief Administrative Official:

For the past three months, eight policy committees have been working to identify and propose specific actions as part of the League's effort to develop a pro-active legislative agenda for the 2019 session. They have identified legislative objectives as set forth in the enclosed ballot and legislative recommendation materials. These objectives span a variety of issues and differ in the potential resources required to seek their achievement. Therefore, it is desirable to prioritize them in order to ensure that efforts are focused where they are most needed.

While the attached ballot reflects the top policies developed in each of the policy committees, each undertook a broad look at a range of issues impacting cities. Many issues reflect the League's ongoing mission to support cities' work and their home rule authority to develop and use a variety of tools to meet the needs of residents but were not included in the ballot. Additional issues, such as addressing the housing shortage and the opioid crisis, are multifaceted and did not fit concisely into policy priorities. However, they remain as work the League intends to accomplish as it works with large groups of stakeholders in search of solutions.

Each city is being asked to review the recommendations of the policy committees and provide input to the LOC Board of Directors as it prepares to adopt the League's 2019 legislative agenda. After your city council has had the opportunity to review the proposals and discuss them with your staff, please return the enclosed ballot indicating the top four issues that your city council would like to see the League focus on during the 2019 session. **The deadline for response is August 3, 2018.** The board of directors will then review the results of this survey of member cities, along with the recommendations of the policy committees, and determine the League's 2019 legislative agenda.

Your city's participation and input will assist the board in creating a focused set of specific legislative targets that reflect the issues of greatest importance to cities. Thank you for your involvement, and thanks to those among you who gave many hours of time and expertise in developing these proposals.

Do not hesitate to contact me or Craig Honeyman, Legislative Director, with questions.

Sincerely,

Mike Cully
Executive Director

Craig Honeyman
Legislative Director

P.S. If you are reviewing the hard copy of this ballot and would like to view the linked material please visit the following web address and click on the links there:

<http://www.orcities.org/Portals/17/Legislative/2019PolicyBallotInformation.pdf>

INSTRUCTIONS

1. Each city should submit one form that reflects the consensus opinion of its city council on the **top four** legislative priorities for 2018.
2. Simply place an **X or a check mark** in the space to the left of the city's top four legislative proposals (last pages of the packet).
3. The top four do not need to be prioritized.
4. Return by **August 3rd** via mail, fax or e-mail to:

Jenna Jones
League of Oregon Cities
1201 Court St. NE, Suite 200
Salem, OR 97301
Fax – (503) 399-4863
jjones@orcities.org

Thank you for your participation.

City of: _____

Please check or mark 4 boxes with an X that reflects the top 4 issues that your city recommends be added to the priorities for the League's 2019 legislative agenda.

Legislation

| | |
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| A. 9-1-1 Tax | |
| B. Annexation Flexibility | |
| C. Auto Theft | |
| D. Beer and Cider Tax Increase | |
| E. Broadband Infrastructure | |
| F. Carbon Cap-and-Invest Program Adoption | |
| G. City Comparability for Compensation | |
| H. Green Energy Technology Requirement Changes | |
| I. Infrastructure Financing and Resilience | |
| J. Least Cost Public Contracting | |
| K. Local Control Over Speed Limits on City Streets | |
| L. Lodging Tax Definition Broadening | |
| M. Mental Health Investment | |
| N. Permanent Supportive Housing Investment | |
| O. PERS Reform | |
| P. PERS Unfunded Liability Revenue Stream Dedication | |
| Q. Place-Based, Water Resource Planning (Program Support) | |
| R. Property Tax Reform | |
| S. Qualification Based Selection (QBS) | |
| T. Right-of-Way and Franchise Fee Authority | |
| U. Safe Routes to School Match | |
| V. Small Area Cell Deployment | |
| W. Speed Cameras | |
| X. Speed Limit Methodology | |
| Y. Third Party Building Inspection | |
| Z. Tobacco Taxes Share Increase | |
| AA. Waste Water Technical Assistance Program | |
| BB. Wetland Development Permitting | |
| CC. Wood Smoke Reduction Program Support | |

In addition to your ranking of the priorities shown above, please use this space to provide us with any comments (supportive or critical) you may have on these issues, or thoughts on issues or potential legislative initiatives that have been overlooked during the committee process.):

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A. 9-1-1 Tax

Legislation:

Support legislation enhancing the effectiveness of the state's emergency communications system by increasing the 9-1-1 tax and/or seeking other sources of revenue and prohibiting legislative "sweeps" from emergency communications accounts managed by the Oregon Office of Emergency Management.

Background:

The League worked with other stakeholder groups in 2013 to extend the sunset date on the statewide 9-1-1 emergency communications tax to January 1, 2022 ([HB 3317](#)). In 2014, the League also worked to pass legislation including prepaid cellular devices and services under the 9-1-1 tax ([HB 4055](#)). As concerns mount with regard to disaster preparedness and recovery and as upgrades to communications technology become available, it is apparent that state and local governments do not have the resources necessary to address challenges or take advantage of opportunities (see an analysis in the League's 2018 State Shared Revenue Report, [here](#), and the Oregon Office of Emergency Management's "Emergency Communications Tax" webpage, [here](#)). Additional funding is needed and the practice of periodically sweeping funds out of the state's emergency management account for other uses must cease. It is worthy of note that the practice of "sweeps" disqualifies the state from receiving federal funds for emergency communications. It is unknown how many federal dollars have been foregone as a result of this policy.

Presented by the Telecom, Broadband & Cable Committee and endorsed by the Finance & Taxation Committee

B. Annexation Flexibility

Legislation:

The League will work to increase the flexibility for cities to annex residential areas and to encourage voluntary annexations, with a primary focus on improving the island annexation process.

Background:

There is a significant disconnect between the state's land use process and the [process of annexation](#), which has created issues for a variety of cities. The annexation process requirements are particularly difficult for areas known as "islands". Even though cities can involuntarily annex islands, most cities have adopted a policy to only engage in voluntary annexation. This has left significant islands un-annexed. In addition, waiting for surrounding properties to voluntarily annex often means the process and order of annexation does not necessarily match the plans for infrastructure development. Unannexed lands remain on the buildable land supply but much of it will contain some level of development that was approved by the county, but is often underdeveloped when compared to the comprehensive plan.

However, there have been bills that have been introduced over the last few sessions that aim to make non-voluntary annexation more difficult (see e.g., [HB 2039](#) and [HB 2040](#)). As these bills have gotten hearings, the League has taken the opportunity to discuss how annexation and land use are very disconnected. This is particularly of interest as interest in housing development remains at the top of the list of legislative priorities. If local governments have greater control over the annexation process and can better incentivize voluntary annexation, they can better meet the development expectations of the land use system and their comprehensive plans. It also assists in the orderly development of infrastructure.

Tools that were recommended to consider included partial island annexation in residential areas, relaxation of the limit of 10 years to bring a property fully onto the city's property tax level, changing the boundary requirements for islands, and looking at how the withdrawal of special district territory can be better regulated.

Presented by the Community Development Committee

C. Auto Theft

Legislation:

Address the deficiencies in the Unauthorized Use of a Motor Vehicle statute that were created after an adverse court ruling.

Background:

A 2014 Oregon Court of Appeals ruling requires that prosecutors prove beyond a reasonable doubt that a person driving a stolen car knew they were in violation of the law prohibiting the unauthorized use of a motor vehicle. Because of this ruling, unless confesses to the crime, obtaining a conviction for stealing a car is near impossible. The National Insurance Crime Bureau's 2017 "Hot Spots" report stated that Oregon experienced a 19 percent increase in auto theft over 2016. News stories on this issue may be found [here](#), [here](#) and [here](#).

Because of the ruling, auto theft has increased exponentially across rural and urban Oregon. A legislative fix was proposed in 2018 and was generally agreed to but was never voted on by either chambers due to the fiscal impact it would have on the state. A copy of the legislation can be found [here](#). This issue was brought to the Committee by a representative of the Oregon Association of Chiefs of Police and they have requested the League's supported in seeking to fix this issue. Of particular concern to the General Government Committee was the fact that vehicles being stolen tend to be older cars and trucks that are more likely to be owned by people of more modest means who would be unable to readily replace their vehicles without considerable impact.

Presented by the General Government Committee

D. Beer and Cider Tax Increase

Legislation:

The League proposes increasing the state taxes on malt beverages and cider to assist with rising public safety costs, improve public health, reduce alcohol consumption by minors, and provide alcohol tax equity with wine and liquor.

Background:

Oregon's tax has not been increased since 1978 and is currently \$2.60 per barrel which equates to about 8 cents on a gallon of beer. The tax is by volume and not on the sales price. (Yes, the bottle deposit is 60 cents and the tax is only about 4 cents on a six-pack!) Oregon is tied with Kentucky for the lowest beer taxes of all [states](#) (see page 98 in link). To get to the middle, Oregon would need to raise the tax to 80 cents per gallon (10-fold increase). Cities are [preempted](#) from imposing alcohol taxes. In exchange, cities receive approximately [34% of the state alcohol revenues](#) (see page 9 in link)(beer and wine taxes, license fees, and liquor profit sharing) as state shared revenues. However, because the tax is so small on beer, the share is also small. The beer tax brings in only about \$7 million per year state-wide; thus, the city share is about \$2.3 million of the total shared revenues. The total share for cities for all alcohol-based state shared revenues is estimated at over \$86 million. The League anticipates that excise tax increases including those on alcohol will be a part of revenue package discussions in 2019, and the League sees this concept as an important leveraging tool.

Presented by the Finance and Tax Committee and endorsed by the General Government Committee

E. Broadband Infrastructure

Legislation:

Seek additional state support and funding for increased and equitable broadband infrastructure deployment, especially in rural areas. Oppose legislative efforts to restrict existing municipal authority to provide broadband services.

Background:

The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to be linked to their governments. Mapping research shows large areas of the state either not served or underserved by competitive broadband technology. A significant barrier to the deployment of broadband infrastructure is funding. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new broadband infrastructure, especially for fiber connections to schools, community libraries, and public safety buildings. Also, oppose efforts by private internet service providers to restrict local efforts to make broadband technology available within their jurisdiction.

Presented by the Telecom, Broadband & Cable Committee

F. Carbon Cap-and-Invest Program Adoption

Legislation:

The League's Energy & Environment Policy Committee has recommended support, if specific principles are recognized and codified, of legislation that would implement a statewide cap on carbon emissions over time and that would generate revenues for strategic investments that further Oregon's greenhouse gas reduction goals. The cap on emissions would apply to certain "regulated entities" with carbon emissions over 25,000 metric tons annually. Regulated entities would receive allowances, or would generate offset credits, to emit carbon. The revenue from the purchase of allowances would be invested in specified programs aimed at furthering GHG reductions and mitigating program impacts. It is anticipated that funds generated from a cap on the transportation fuel industry may be subject to use per state Constitutional requirements related to the state highway fund. The statewide cap on carbon would be reduced over time to meet updated greenhouse gas reduction goals for Oregon.

For the League to support a statewide cap on carbon, the following principles would need to be recognized and codified in any legislation:

- The legislation and subsequent rulemaking processes would need to establish a forum to generate meaningful dialogue with rural Oregon communities and those with energy-intensive, trade-exposed industries. Equity considerations should be considered throughout this process by including cities and counties representing a variety of populations, regions of the state, and community demographics (e.g. low-income and underserved populations). Specific action should be taken to have representation from cities with populations of less than 1,500.
- The cap would need to apply to all sectors including utilities, industry and the transportation fuels sector (e.g. fuel producers) if annual carbon emissions exceed 25,000 metric tons.
- The program should be designed to link to the Western Climate Initiative which has a multi-jurisdictional carbon market (linking with programs in California, Ontario and Quebec)
- The revenue from the purchase of allowances would be invested in evidence-based technologies to reduce emissions from regulated sectors with excess revenues being invested in statewide programs to support climate resilience and rural Oregon economies. Requiring the reinvestment of allowance revenue will help regulated sectors become more efficient over time and less carbon intensive.

- In addition, LOC will advocate that additional revenues generated be dedicated to support programs including:
 - Technical assistance grants that local governments could access to help fund the adoption and implementation of local climate action/sustainability plans.
 - Funding for local woodstove smoke reduction programs to help communities in, or at risk of, non-attainment from woodstove smoke.
 - Funding to study and incentivize an expanded, yet sustainable, cross-laminated timber industry in Oregon with the intent of stimulating job creation in rural Oregon communities.
 - Funding for drought mitigation planning and resilience for Oregon water systems.

Background:

The League anticipates that the Legislature is very likely to pass legislation during the 2019 session that would implement a “cap-and-invest” program in Oregon, similar to the program adopted by California. Similar legislation has been considered by the Oregon Legislature during previous legislative sessions, but has failed to be brought for a vote. The political will to pass such a policy/program for Oregon appears to be incredibly strong; the Speaker of the House and President of the Senate are co-chairing the Joint Interim Committee on Carbon Reduction and the Governor’s team is staffing a new Carbon Policy Office to assist in the Committee’s efforts. The League’s Energy & Environment Committee has spent considerable time discussing this policy, including how best to craft a policy recommendation that makes both environmental and economic sense for the state and cities.

Presented by the Energy & Environment Committee

G. City Comparability for Compensation

Legislation:

The League will seek legislation to ensure that cities are compared only with cities of a similar cost of living when negotiating with strike prohibited bargaining units.

Background:

Oregon labor law doesn’t allow police officers, firefighters, emergency communicators and other public safety critical employees to strike. Instead when an impasse is reached when bargaining with labor unions that represent those workers, the state proscribes a set procedure involving an outside arbitrator to resolve those contract disputes. In that process the arbitrator will compare the city to other cities of similar size. As a result, the cities in rural areas are being compared with cities in metropolitan areas that have different economic circumstances. Klamath Falls with 20,000 people in it and a median home value of \$160,000 could be compared to Tualatin with a similar population and a median home value of \$355,000. This is not a reasonable comparison.

The Human Resources Committee notes that the Legislature created a variable minimum wage in Oregon in recognition of the different costs of living across the state. Each Oregon county is assigned to one of three wage zones with one being the Portland Metropolitan area, that second are less populous regions and the third are rural counties. The Committee recommends that cities only be compared to cities in the same wage zones. A detailed explanation and graphics of the proposal may be found [here](#).

Presented by the Human Resources Committee

H. Green Energy Technology Requirement Changes

Legislation:

Advance legislation to statutorily modify the existing “1.5 percent green energy technology for public buildings” requirement to allow for alternative investment options such as offsite solar or energy efficiency projects.

Background:

Oregon statute currently requires public contracting agencies to invest 1.5% of the total contract price for new construction or major renovation of certain public buildings on solar or geothermal technology. The requirement allows for offsite technology, but only if the energy is directly transmitted back to the public building site and is more cost-effective than onsite installation. Removing the requirement that an offsite project be directly connected to the public building project could result in increased flexibility for local governments to invest in solar projects that are more cost-effective and provide for increased solar energy generation. In addition, the League will advocate to allow 1.5 percent funds to be invested in alternative projects that provide a greater economic or social return on investment including energy efficiency.

Presented by the Energy & Environment Committee

I. Infrastructure Financing and Resilience

Legislation:

The League will advocate for an increase in the state’s investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, and Regionally Significant Industrial Site loan program. The advocacy will include seeking an investment and set aside through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.

Background:

A key issue that most cities are facing is how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments.

The funds are insufficient to cover the long-term needs across the state. While past legislative sessions have focused on finding resources for transportation infrastructure, the needs for water, wastewater, and storm water have not been given the same attention. A LOC survey of cities in 2016 identified a need of \$7.6 billion dollars over the next 20 years to cover water and wastewater infrastructure projects for the 120 cities who responded. This shows a significant reinvestment in the Special Public Works Fund (SPWF) is needed to help meet the needs of local governments. Without infrastructure financing options, cities cannot meet the needs of new housing or new business – high priorities for cities across the state.

In addition, there is a critical need to improve upon the seismic resilience of public drinking water and wastewater systems. The Oregon Resilience Plan (2013) identified Oregon’s water and wastewater systems as especially vulnerable to damage resulting from a Cascadia subduction zone earthquake. The plan recommended all public water and wastewater systems complete a seismic risk assessment and mitigation plan for their system. This plan would help communities identify and plan for a backbone water system that would be capable of supplying critical community water needs after a significant seismic event.

However, there is currently no dedicated funding to assist communities with this planning effort and the funding needed to repair/retrofit water infrastructure is significantly inadequate. Investments have been made in Oregon to seismically retrofit public safety facilities and schools, but without planning for infrastructure resilience, communities may not have access to water for critical needs, including drinking water and water for fire suppression, in the immediate aftermath of a seismic event.

This priority will focus on maximizing both the amount of funding and the flexibility of the funds to meet the needs of more cities across the state to ensure long-term infrastructure investment.

Presented by the Community Development Committee and endorsed by the Finance & Taxation and Water/Wastewater committees

J. Least Cost Public Contracting

Legislation:

Introduce and/or support legislation repealing Section [45\(2\)\(a\)\(G\)](#) and Section [45\(3\)\(a\)\(G\)](#) of HB 2017 (enacted in 2017) relating to compliance with least cost public contracting requirements as a condition for fuel tax increases after 2020.

Background:

As a matter of public policy, the League fundamentally disagrees with this linkage of transportation projects funding with public contracting standards applicable to specific local projects. Under HB 2017 (enacted in 2017) cities must comply with least cost public contracting standards set forth by [ORS 279C.305](#) for subsequent the two-cent increases in the state gas tax to occur in 2020, 2022 and 2024. Literally interpreted, one recalcitrant city *might* be able to stop the next gas tax increase by its failure to comply with this statute.

Presented by the Transportation Committee and endorsed by Finance and Taxation Policy Committee

K. Local Control Over Speed Limits on City Streets

Legislation:

Introduce legislation that allows Oregon cities to opt-in (voluntarily) to adjust their speed limits on residential streets 5 mph lower than the statutory speed limit.

Background:

[HB 2682](#) (enacted in 2017) allows the city of Portland to establish by ordinance a designated speed for a residential street under the jurisdiction of the city that is five miles per hour lower than the statutory speed provided the street is not an arterial highway. This authority should be extended to all cities and be considered permissive (not required). Cities should be able to determine speeds that are adequate and safe for their communities.

Presented by the Transportation Committee

L. Lodging Tax Definition Broadening

Legislation:

The League proposes adjusting and broadening the definitions of tourist, tourism promotion, and tourism-related facility as those terms are defined in the lodging tax statutes to ensure state-wide continued tourism and related [economic](#) (see page 17 of link) and [tax growth](#) (see page 223 of link), assist with city tourist costs, and provide local choice and revenue flexibility.

Background:

In 2003, when the state imposed a state lodging tax, the Legislature preempted cities by imposing restrictions on the use of local lodging tax revenues. (The percentage of restricted revenues varies by city.) Restricted tax revenues must be used for tourism promotion or tourism-related facilities. While the League will support all legislation that provides more flexibility on local tax usage, the League will advocate for lodging tax legislation that broadens those terms to clearly cover city costs of tourist events, tourism-related facility maintenance, tourist amenities, tourist attraction enhancement and public safety costs for special tourist events. Language from Section 3 of the [dash 1 amendment to HB 2064](#) (2017) and [Section 1 of HB 2064 \(2017\)](#) will likely serve as a starting place. See also this [power point presentation](#) and this [LOC testimony](#) (supporting HB 2064) for further information.

Presented by the Finance and Tax Committee

M. Mental Health Investment**Legislation:**

The League will seek to protect and enhance the investments made to Oregon's treatment of the mentally ill.

Background:

In 2015, the Legislature funded rental and housing assistance for persons suffering from mental illness, specialized training for police officers to assist people in mental health crisis, multi-disciplinary crisis intervention teams and expanded access to treatment. While providing direct mental health services is not a standard city service, the state of care for persons in crisis had deteriorated to the point city police officers were regularly the primary public employee to provide interventions. The December, issue of Local Focus was devoted to cities and mental health, those articles may be found [here](#).

Because of the anticipated budget shortfalls in 2019, the General Government Committee would like the League to ensure that services established in 2015 are not cut and to capitalize on any opportunities that may exist or be created to enhance those investments.

Presented by the General Government Committee

N. Permanent Supportive Housing Investment**Legislation:**

The League will support increased investments in the services that are provided to people who are living in permanent supportive housing.

Background:

[Permanent supportive housing](#) serves specific populations that traditionally face difficulty in remaining in housing due to additional, complex needs by providing housing and other services at the same time. A [variety of populations](#), such as seniors, veterans, families, and those with mental health conditions, have different services that accompany their housing support. Permanent supportive housing models that use a Housing First approach have been proven to be highly effective for ending homelessness, particularly for people experiencing chronic homelessness who have higher service needs. Investment in the services is as important as the housing because residents that do not receive these additional supports often end up returning to homelessness based on issues related to their other issues.

However, in many areas the funding for housing is not well matched with the funding for the services. The state is the primary funding source for these services. However, there is some disconnect between the housing support provided by the [Oregon Housing and Community Services Department \(OHCS\)](#) and the [Oregon Health Authority \(OHA\)](#).

To help communities that are working to provide opportunities for permanent supportive housing and those seeking to find long-term solutions to local homelessness issues, better investment in the services is vital to success of these programs. By supporting appropriations to OHCS and OHA for these services, more support services can be provided to those that are in permanent supportive housing and lead to better outcomes.

Presented by the Community Development Committee

O. PERS Reform

Legislation:

The League will seek legislation to modernize the PERS investment pool, ensure proper financial controls are adhered to, and give cities a greater voice in how their monies are invested. The League will also seek legislation that shares the risk and costs of the pension benefit with employees but does so in a manner that impacts employees based on the generosity of the benefit plan they will retire under.

Background:

Oregon's Public Employee Retirement System (PERS) is a three-tiered program that provides a defined benefit pension (a pension that pays a retiree and their beneficiary a set amount for the length of their retirement) and a deferred compensation program that is funded through employee contributions. Each of the three tiers pays a different benefit and an employee's placement in a given tier is based on the date they were hired. Tier I is the most generous benefit and has an option for an annuity based retirement that has been incredibly expensive to maintain. Tier I was replaced by Tier II in 1996. Tier II costs, though reduced, were also unsustainable and were replaced with a third tier, known as the Oregon Public Service Retirement Plan (OPSRP) which is designed to provide a 45 percent salary replacement after a full career. A primer on the PERS system may be found [here](#).

The cost to employers for this system has risen steadily since the market crash of 2008, and will increase again on July 1, 2019 (projected individual employer rates may be found [here](#)) and then again in 2021 and possibly again in 2023. Rates are anticipated to remain at a system wide average of around 29 percent of payroll and remain at that level until 2035 without reforms.

Adverse court rulings to previous attempts at reforms have limited our options to addressing benefits not yet earned. With that in mind the Human Resources Committee recommends reforms in the three following areas:

- Ensure that investments into the PERS system are achieving the maximum possible return in the most efficient manner possible while safeguarding the funds with proper financial controls.
- Requiring that employees absorb some of the costs for the pension system but ensure that OPSRP employees are impacted more favorably than Tier I and Tier II employees who will receive more generous retirement benefits.
- Establishing a fourth tier that provides similar benefits to employees but is funded in a more sustainable manner. Providing incentives to retirees and current employees in the other tiers to switch to the fourth tiers should be explored as well.

Presented by the Human Resources Committee

P. PERS Unfunded Liability Revenue Stream Dedication

Legislation:

The League proposes that a new state revenue stream be dedicated to paying down the unfunded liability over a period of years to sustain the Public Employees Retirement System (PERS).

Background:

The present unfunded liability has grown extraordinarily large and is causing rate increases for most local governments and schools that are not sustainable. The League would support all reasonable revenue stream ideas. Ideas include but are not limited to a new temporary limited sales tax, a new payroll tax, and a new temporary state property tax. The League will advocate that PERS cost-containment measures be pursued along-side revenue raising efforts to pay down the liability; both seem necessary to address the state-created problem.

Presented the Finance and Tax Committee and endorsed by the Human Resources Committee

Q. Place-Based, Water Resource Planning (Program Support)**Legislation:**

The League will advocate for the funding needed to complete existing place-based planning efforts across the state.

Background:

Oregon's water supply management issues have become exceedingly complex. Lack of adequate water supply and storage capacity to meet existing and future needs is an ongoing concern for many cities in Oregon and is a shared concern for other types of water users including agricultural, environmental and industrial. Most of the surface water in Oregon (during peak season months) is fully allocated with no new water available. As a result, the ability to meet existing and future demand for various water uses will require collaboration, improved management and coordinated conservation among a variety of stakeholders, including municipalities. For this reason, the Legislature passed legislation to create a place-based planning pilot program in Oregon. This program, administered through the Oregon Water Resources Department, is providing a framework and funding for local stakeholders to collaborate and develop solutions to address water needs within a watershed, basin or groundwater area. Place-based planning is intended to provide an opportunity for coordinated efforts and the creation/implementation of a shared vision to address water supply challenges. Four place-based planning efforts are currently underway across the state in the Malheur Lake Basin, Lower John Day sub-basin, Upper Grande Ronde sub-basin and mid-coast region. Without continued funding, these efforts will not be able to complete their work. The LOC Water & Wastewater Policy Committee recognized that while this funding is limited to specific geographic areas, they also recognize the importance of successfully completing these pilot efforts and conducting a detailed cost/benefit analysis. It is a critical step in order to demonstrate the benefits of this type of planning. If these local planning efforts prove to be successful, there will likely be future efforts to secure additional funding for other place-based planning projects across the state.

R. Property Tax Reform**Legislation:**

The League of Oregon Cities proposes that the property tax system should be constitutionally and statutorily reformed as part of the 2019 session work on state and local tax reform and improving funding for [schools](#) (see pages 69-72 of link; property taxes make up 1/3 of school funding).

Background:

The property tax system is [broken and in need of repair](#) due to [Measures 5 and 50](#), which are both now over 20 years old. All local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. Therefore, the League will participate in coalitions to help draft and advocate for both comprehensive and incremental property tax reform option packages. The League will remain flexible to support all legislation that improves the system, with a focus on a property tax package with these elements:

- To achieve equity, a system that transitions to a market-based property tax valuation system (RMV) rather than the present complex valuation system from Measure 50 (requires constitutional referral).
- To enhance fairness and adequacy, a system that makes various statutory changes, some of which would adjust the impact of a return to RMV. For example, the League supports a new reasonable homestead exemption (percentage of RMV with a cap) but also supports limiting or repealing various property tax exemptions that do not have a reasonable return on investment.
- To restore choice, a system that allows voters to adopt tax levies and establish tax rates outside of current limits (requires constitutional referral).

[SJR 3](#) (see page 50 of link)(constitutional referral with return to real market value system) and [SB 151](#) (see page 48 of link) (homestead exemption bill) from the 2017 session will likely serve as starting points. City property tax data including real market values and assessed values can be accessed [here](#).

Presented by the Finance and Tax Committee

S. Qualification Based Selection (QBS)

Legislation:

The League will seek to reform the Qualification Based Selection (QBS) requirements to allow for the consideration of price in the initial selection of architects, engineers, photogrammetrists and surveyors.

Background:

The state currently prohibits the consideration of price when making an initial selection when awarding contracts for certain design professionals when conducting public improvements. Instead of issuing a request for proposals as is done with most public improvement projects, contracting agencies issue “requests for qualifications” on a project. Cities may negotiate price only after the initial selection of a contractor is made. Under this system a city or other contracting agency will never know the price of other qualified and responsible bidders on a project.

The League’s General Government Committee concluded that this process is not in the interests of cities or tax payers as it precludes the use of competitive bids. There is no other area in which a consumer, public or private, would procure a service or product without considering the price.

Presented by the General Government Committee

T. Right-of-Way and Franchise Fee Authority

Legislation:

Oppose legislation that, in any way, preempts local authority to manage public rights-of-way and cities’ ability to set the rate of compensation for the use of such rights-of-way.

Background:

In its commitment to the protection of Home Rule and local control, the League consistently opposes restrictions on the rights of cities to manage their own affairs. From time to time, in the context of public rights-of-way management authority discussions, proposals to restrict to this authority arise. Such was the case during the 2017 legislative session with [SB 202](#) and [SB 840](#). These efforts to restrict local authority often include proposals for a statewide right-of-way access policy and compensation system as well as limiting the ability of cities to charge fees of other government entities. This is contrary to local government management authority; the ability to enter into agreements with users of the right-of-way either by agreement/contract or ordinance; and to set the rate of compensation.

Presented by the Telecom, Broadband & Cable Committee

U. Safe Routes to School Match

Legislation:

Introduce legislation lowering the local Safe Routes to Schools matching grant requirement to 20 percent from 40 percent and lowering the matching grant requirement for areas qualifying for exceptions to 10 percent from 20 percent.

Background:

[Section 123 of HB 2017](#) (enacted in 2017) authorizes the Oregon Transportation Commission to provide matching grants for safety improvement projects near schools. To receive the grant cities must provide a 40 percent cash match unless the school is located in a city with a population of less than 5,000; is within a safety corridor; or qualifies as a Title I school in which case the cash match requirement is reduced to 20 percent. While cities support the availability of matching grant funds provided by the state, the current cash match requirements are too high for most cities to participate in the program.

Presented by the Transportation Committee

V. Small Area Cell Deployment (also known as “Small Cell Deployment”)

Legislation:

Oppose legislation that preempts local authority to manage public property while supporting deployment of wireless technology, including small area cell and 5G.

Background:

Legislative efforts involving the deployment of small area cell facilities are increasing around the nation. Currently 20 states ([Arizona](#), [Colorado](#), [Delaware](#), [Florida](#), [Hawaii](#), [Illinois](#), [Indiana](#), [Iowa](#), [Kansas](#), [Minnesota](#), [North Carolina](#), [New Mexico](#), [Ohio](#), [Oklahoma](#), [Rhode Island](#), [Tennessee](#), [Texas](#), [Utah](#), [Virginia](#), and [Washington](#)) have passed bills that limit cities ability to collect appropriate and fair rights-of-way, permitting, and lease fees on municipal property; to control their own design and aesthetics; or otherwise manage wireless technology deployment within their jurisdictions. This type of legislation is not going away. In fact, it is just beginning.

During the 2017 session, the League was approached independently by representatives of two wireless companies with draft concepts that could have resulted in legislation compromising local authority to manage the deployment of small area cell and 5G technology. Issues raised included “shot clock” (time allowed for cities to rule on applications), fee structures and limits, contract terms and duration, land use issues etc. These efforts are expected to continue in 2019 and with greater urgency as the technology approaches deployment status. While cities in Oregon support the advent of new wireless technology including small cell and 5G, authority to ensure their deployment complies with local laws and policies must be maintained.

Presented by the Telecom, Broadband & Cable Committee

W. Speed Cameras

Legislation:

Introduce and/or support legislation authorizing cities to use fixed speed cameras at locations other than intersections.

Background:

Speeding is a public safety issue. The Oregon Transportation Safety Action Plan envisions no deaths or life-changing injuries on Oregon's transportation system by 2035. Currently, cities have the authority as a result of [HB 2409](#) (enacted in 2017) to issue a speeding citation from the same camera and sensor system used to enforce red light compliance at intersections.

Further, speeding does not only occur at intersections. Additional automated enforcement, outside of intersections, would be a valuable tool allowing cities to mitigate dangerous behaviors and speeding. In 2015, the Oregon Legislature granted the city of Portland the authority to implement a fixed speed safety camera program ([HB 2621](#)). The fixed speed camera systems have been operating on "urban high crash corridors" that are also part of the city of Portland's High Crash Network. While this program has not been in place long, the comparison of before and after speeds near the fixed photo radar system is indicating that the automated enforcement is positively influencing speed reduction (see [PBOT report](#)). This legislation would extend the authority to all Oregon cities to implement fixed speed safety camera programs to help reduce the number of deaths and serious injuries that occur as a result of speeding.

Presented by the Transportation Committee

X. Speed Limit Methodology**Legislation:**

Introduce legislation that directs the Oregon Department of Transportation to develop a new speed setting methodology for cities and other urban areas that uses a safe systems approach validated by expert system tools as recommended by [NTSB Safety Study SS-17/01](#).

Background:

The NTSB safety recommendations represent current data-driven best practices to determine speed limits. Currently, Oregon speed limits are set based on the guidance that speed limits in speed zones within cities should be within 10 mph of the 85th percentile speed as determined by [The NTSB Safety Study SS-17/01](#), "Reducing Speeding-Related Crashes Involving Passenger Vehicles" concludes,

- "Speed increases the injury severity of a crash;"
- "...that unintended consequences of the reliance on using the 85th percentile speed for changing speed limits in speed zones include higher operating speeds and new, higher 85th percentile speeds in the speed zones, and an increase in operating speeds outside the speed zones;"
- "...that the safe system approach to setting speed limits in urban areas is an improvement over conventional approaches because it considers the vulnerability of all road users."

Presented by the Transportation Committee

Y. Third Party Building Inspection**Legislation:**

The League will clarify the ability for local government programs to have private party building officials and building inspectors provide services for local building inspection programs, including recognizing that privately employed specialized inspectors can to perform specialized inspections.

Background:

Beginning in 2017, the League has been working to defend local building inspection programs that contract with third-party companies to provide building official and inspectors to run the local program. However, the Oregon Building Codes Division (BCD) has stated that the Oregon Department of Justice (DOJ) [has informed BCD](#) that programs that are structured this way violate the constitutional prohibition on delegating government authority. The League has repeatedly asserted that we disagree with that legal assessment. There was a bill introduced in 2018, [HB 4086](#), that would have adopted new requirements for

local governments running programs. The League worked with other stakeholders to prevent passage of the bill, but we committed to working on a legally defensible solution that does not prevent these locally run programs from continuing.

After the session, the BCD determined that it would implement new rules for locally run inspection programs to meet the asserted legal opinion on delegation. On April 23, the BCD enacted [emergency, temporary rules](#) that added significant requirements for local building inspection programs. The new rules required local programs to designate a government employee as a city's building official. The rules also required the city to have a government-employed, certified electrical inspector. Both positions could be filled by hiring the person directly or by an agreement between municipalities to share the employee(s). The rules further stated that a shared employee could only service three jurisdictions.

In May, the Director of the Consumer and Business Services, who oversees the BCD, informed the League that the temporary rules were rescinded. The Department's decision to rescind the rules included a statement that they would seek a formal opinion from the DOJ to clarify the issue of delegation. However, the BCD did replace the rescinded rules with [another temporary, emergency rule](#). This new rule was enacted on May 18 and states that a local government must appoint a government-employed building official.

In addition to the concerns about using third-party building officials, there is currently statutory prohibition on specialized inspectors that are employed in the private sector to complete specialized inspections. There are a limited number of these inspectors, and, without removal of this prohibition, larger scale projects will not be able to move forward because they cannot be inspected and permitted. This issue was the catalyst for the overall discussion related to third-party building officials, but is not related to the asserted legal claims.

There is a commitment to work on this issue in the 2019 session, but it remains an issue of high concern as it directly impacts the flexibility of local government choice on how to provide services at the local level. Using third-party providers allows smaller jurisdictions to have local, efficient programs that provide clarity for the local development community. It also allows a base of business for these companies, which also serve to provide over-flow capacity to programs that primarily staff these programs with government staff. Therefore, this issue is vital to the long-term success of locally run building inspection programs.

Presented by the Community Development Committee

Z. Tobacco Taxes Share Increase

Legislation:

The League proposes seeking a share of all state tobacco product tax revenues to assist with rising public safety costs and provide state shared revenue equity.

Background:

Only cigarette tax revenues are included in the [state-shared revenue](#) distribution to cities and those revenues are decreasing; cities receive about 2% of the cigarette tax revenues or \$3.6 million a year under the formula. [Other tobacco](#) (chew, snuff, cigars, pipe tobacco, etc.) is also taxed by the state and those revenues have been increasing ([now over \\$60 million a year](#)), but those revenues are distributed only to the state. Cities are preempted from taxing cigarettes and other tobacco products. However, cities are often left to enforce tobacco laws and handle sales and use complaints. The League proposes that cities should receive a fair share of all the tobacco tax revenues. The League anticipates that excise tax increases to cigarettes and other tobacco products, and a new vaping tax will be a part of revenue package discussions in 2019, and the League sees this concept as an important leveraging tool.

Presented by the Finance and Tax Committee

AA. Waste Water Technical Assistance Program

Legislation:

The League will advocate for the creation of a circuit rider program, within the Department of Environmental Quality, to provide needed technical assistance for communities on water quality issues, including wastewater treatment and permit compliance options. Staffing for the circuit rider program would be provided through a third-party contract (or contracts). The League will work to identify funding resources to support this program, including a possible set aside of Oregon's federal Clean Water State Revolving funds.

Background:

As Clean Water Act requirements for public wastewater systems continue to evolve, with new and more stringent requirements being placed on a number of Oregon communities; cities have expressed concern over how best to comply with those requirements, especially with the limited technical and financial resources that many face. The League's Water & Wastewater Committee discussed the need for technical assistance for communities experiencing these challenges and looked to an existing program within the Oregon Health Authority's (OHA) Drinking Water Services division as a template for addressing this need. The OHA funds a circuit rider program through a third-party contract. The program is funded through federal Drinking Water State Revolving Loan Funds. The program is intended to help more communities be successful in complying with state and federal requirements. The services provided through the program are free for communities with populations of less than 10,000.

Presented by the Water/Wastewater Committee

BB. Wetland Development Permitting

Legislation:

The League shall work to establish legislative authority for the Department of State Lands to assume the federal program from the U.S. Army Corps of Engineers under section 404 of the Clean Water Act.

Background:

In many communities looking to develop in the wetlands creates regulatory uncertainty, particularly where development is occurring in previously un-identified wetlands, because there are two agencies that must provide permits, the Oregon Department of State Lands (DSL) and the U.S. Army Corps of Engineers (USACE). The state's process has set deadlines which provides certainty for developers. However, the USACE process is much less consistent or timely. This uncertainty increases risk related to development that can cause projects to stop before they start. In a time where cities are trying to encourage development to meet the housing shortages and economic development goals to support citizens, any increased barriers can impact success.

There is a process in place at the federal level that would allow for the state to assume the USACE permitting process increasing the efficiency and certainty in the process. The [state has taken steps](#) in the past to ensure alignment of the state program to the requirements for federal approval. However, there were concerns raised at the time that the process related to the Endangered Species Act and cultural resource protections. The DSL has continued to work on these conflicts and believes it is positioned to work with the federal government to assume the federal permitting process if so authorized by the state legislature. For further information, the DLS provided a presentation for the committee, available [here](#).

Presented by the Community Development Committee

CC. Wood Smoke Reduction Program Support

Legislation: Support increased funding to support local wood smoke reduction programs and efforts. The League will advocate the need for an additional \$3-5 million, recognizing that any additional funding to assist communities is helpful.

Background: Woodstove smoke is one of the most significant sources of fine particulate and toxic air pollution in Oregon, often jeopardizing public health and putting communities at risk of violating federal air quality standards. Woodstove smoke is a problem for many Oregon communities that struggle with both the public health impacts and economic threat of being designated as nonattainment under the federal Clean Air Act. To address this challenge, local governments need access to funding for wood smoke reduction programs. Such programs have proven effective at reducing wood smoke in communities and include public education, enforcement, incentives for woodstove change-outs (to ductless heat pumps or certified stoves, weatherization assistance for low-income households and providing residents with dry, seasoned fire wood which burns cleaner. A 2016 taskforce report that was submitted to the Legislature indicated that there are approximately 150,000 uncertified stoves in the state, and that while Oregon has a long and successful history of replacing woodstoves in certain communities, money is sporadic and limited. The report went on to suggest that “an allocation in the range of \$3-5 million per biennium could target high-risk communities and would support a meaningful level of effort to replace old, dirty woodstoves.”

In 2017, the Legislature provided \$250,000 in funding for community wood smoke reduction programs. The need for local communities, including a number of small cities, is much greater.

Presented by the Energy & Environment Committee



Proclamation

Fill the Boot Days

WHEREAS, McMinnville Fire Department has been working with the Muscular Dystrophy Association in their fight against neuromuscular disease; and

WHEREAS, "Fill-the-Boot" is an opportunity for Oregon firefighters to ask community members to drop donations into their fire boots to help local families served by MDA in the state. For over 60 years, firefighters and MDA have partnered in the fight against muscle wasting diseases; and

WHEREAS, McMinnville Fire Department has spent many hours collecting money on the streets for this campaign; and

WHEREAS, firefighters, locally and nationally, are the largest contributors to the MDA. McMinnville Firefighters collected \$12,081 in 2018 to help in the fight against 43 different types of neuromuscular diseases.

NOW, THEREFORE, I, Scott Hill, Mayor of the City of McMinnville, do hereby proclaim July 12 and 13, 2013, to be

McMinnville Fire Department "Fill-the-Boot" Days for the City of McMinnville

IN WITNESS WHEREOF, I hereunto set my hand and caused the OFFICIAL Seal of the City of McMinnville to be affixed this 10th day of July 2018.



Scott Hill, Mayor



CITY OF MCMINNVILLE
Administration
230 NE SECOND STREET
MCMINNVILLE, OR 97128
503-435-5702

www.mcminnvilleoregon.gov

STAFF REPORT

DATE: July 10, 2018
TO: Mayor and City Councilors
FROM: Melissa Grace, City Recorder
SUBJECT: Yamhill County Transit Development Plan

Planning Director Heather Richards will briefly share the Yamhill County Transit Development Plan.



YCTA Transit Development Plan

McMinnville **City Council Meeting**

June 26, 2018

Project Overview

Our Team



DKS Associates

- Overall project lead, outreach lead
- Yamhill County TSP



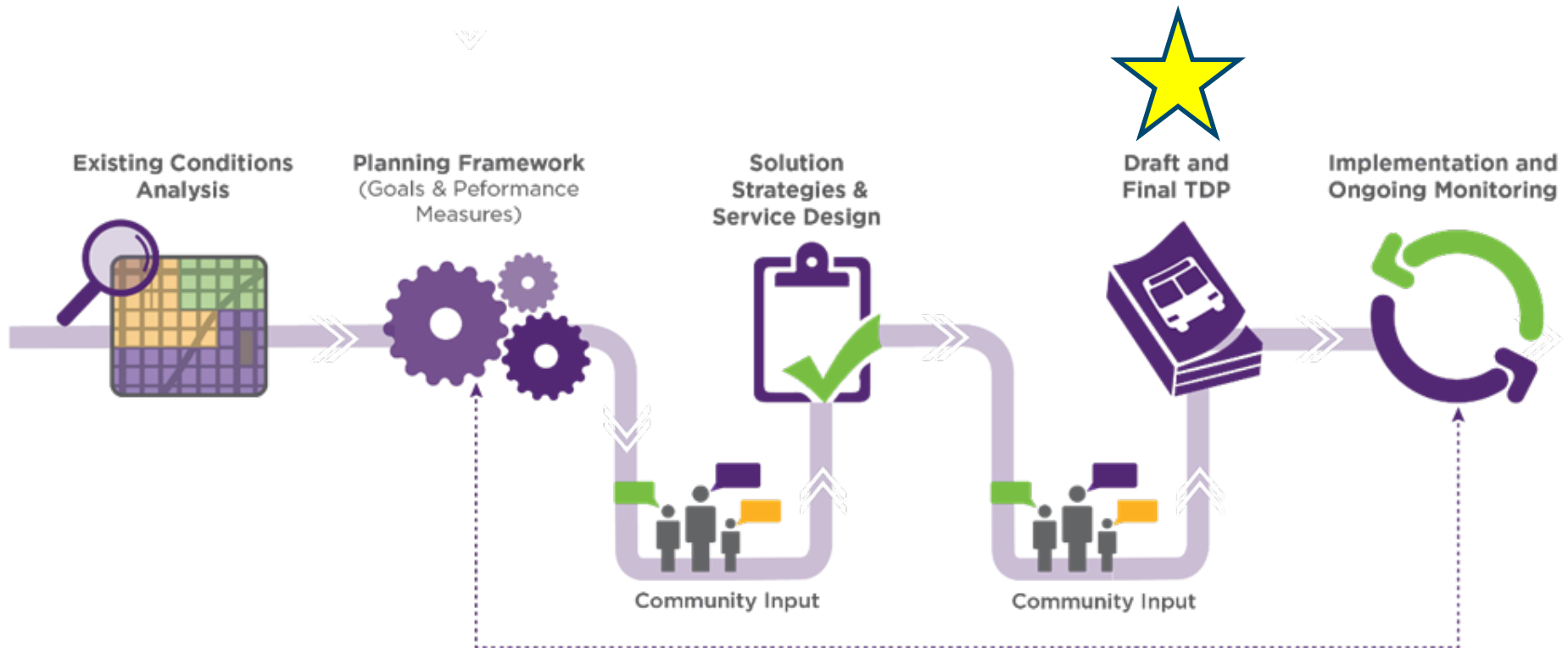
Nelson\Nygaard Consulting Associates

- Transit planning lead
- Service design; land use and funding analysis

What is the purpose of this project?

- Provide strategic guidance to help YCTA provide a sustainable and innovative transit system serving both urban and rural users over a 20-year period

What is the Transit Development Plan?



Potential desired outcomes for a successful plan?

- Optimize and/or reorganize existing service
- Enhance physical transit infrastructure
- Provide revenue-neutral and increased funding scenarios
- Promote full range of transportation options
- Identify transit-supportive land use policies and provide local jurisdictions with guidance for planning and decision-making

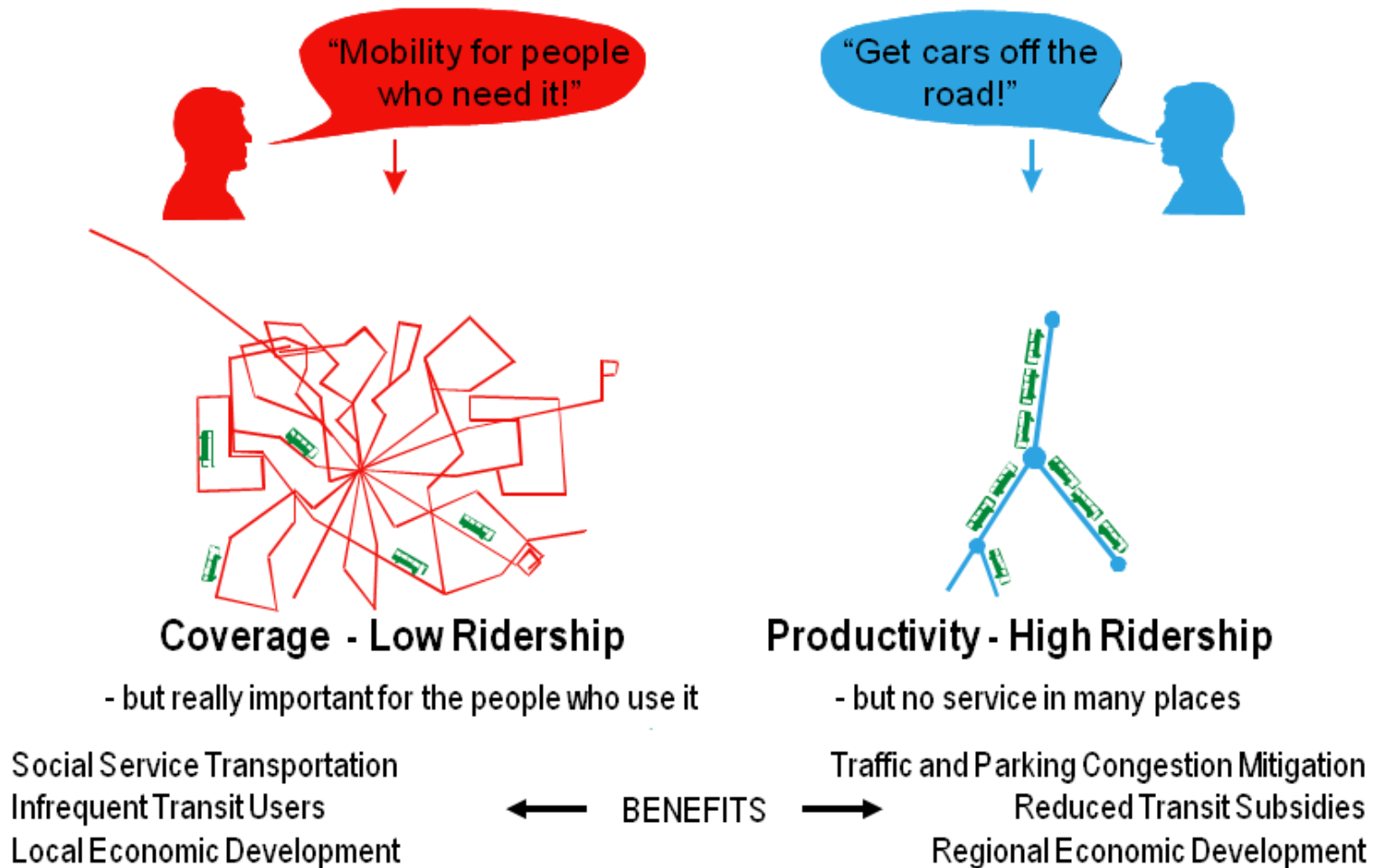
Potential desired outcomes for a successful plan?

- Improve integration & coordination of urban & rural services, including the NW Oregon Transit Alliance & other YCTA partners
- Meet needs expected from future regional growth and tourism
- Preserve function of state highways by expanding regional transit and reducing single occupant vehicle travel

Transit Goals for YCTA

- **Goal 1: Mobility** – convenient, reliable public transportation serving a range of customer needs
- **Goal 2: Accessibility** – equitable and address the needs of all users
- **Goal 3: Passenger experience** – convenient, attractive and welcoming way to travel
- **Goal 4: Safety and security** – transit riders and drivers have safe and secure vehicles and facilities
- **Goal 5: Livability and economy** – integrate public transit in the transportation system to support a prosperous, healthy community
- **Goal 6: Efficiency and financial accountability** – manage the transit system in a fiscally responsible way to maximize return on investment

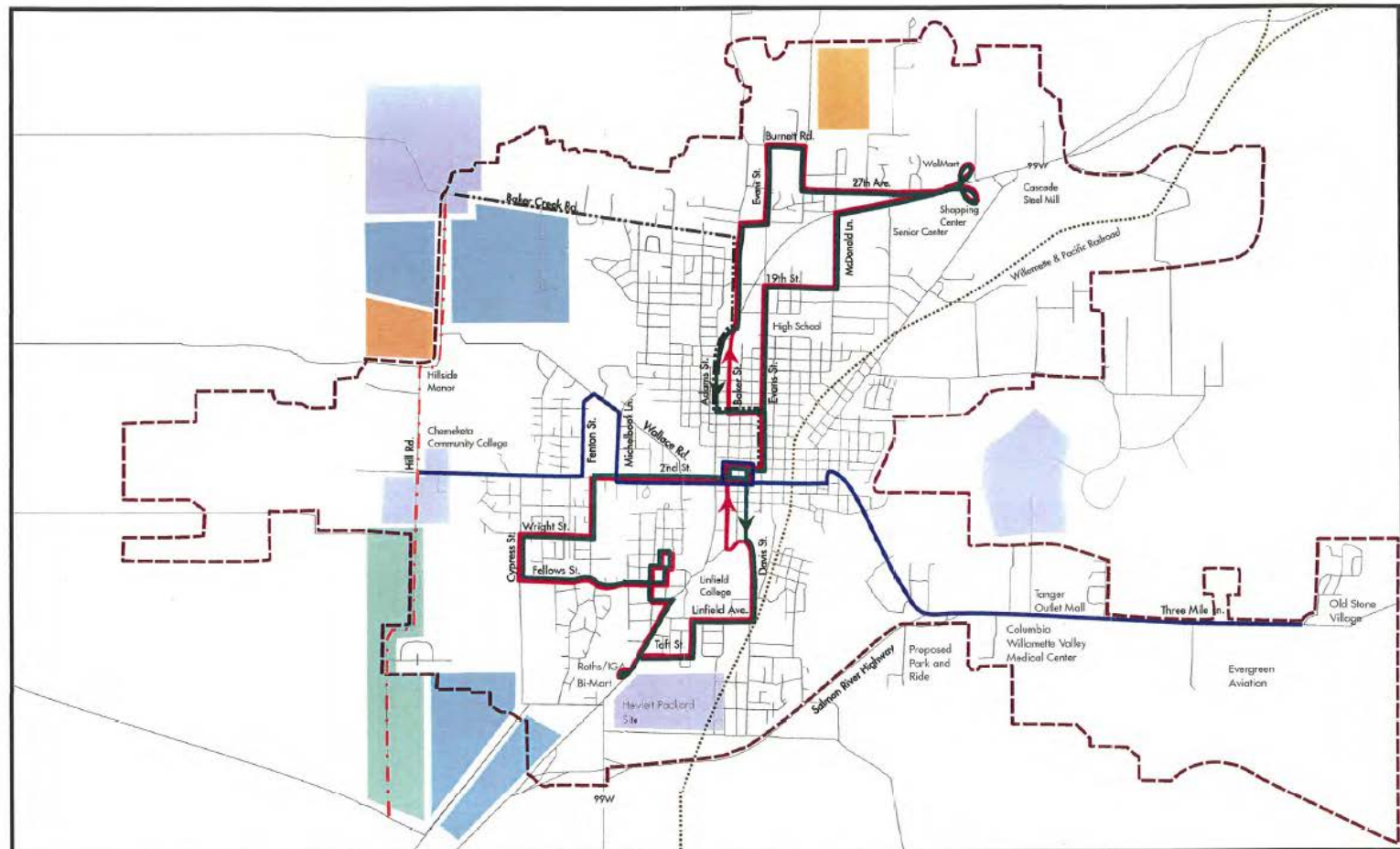
How should YCTA resources be allocated?



Transit Planning - Cities

A photograph showing the interior of a bus from the perspective of a passenger. Several people are seated, including a man with grey hair and glasses in the foreground. The bus has large windows on both sides, and a red vertical pole is visible on the right. The title 'Transit Planning - Cities' is overlaid in a large blue font.

McMinnville Transit Feasibility Study, June 1997



Proposed Bus Routes

Red Route
Blue Route
Green Route

Proposed Urban Growth Areas

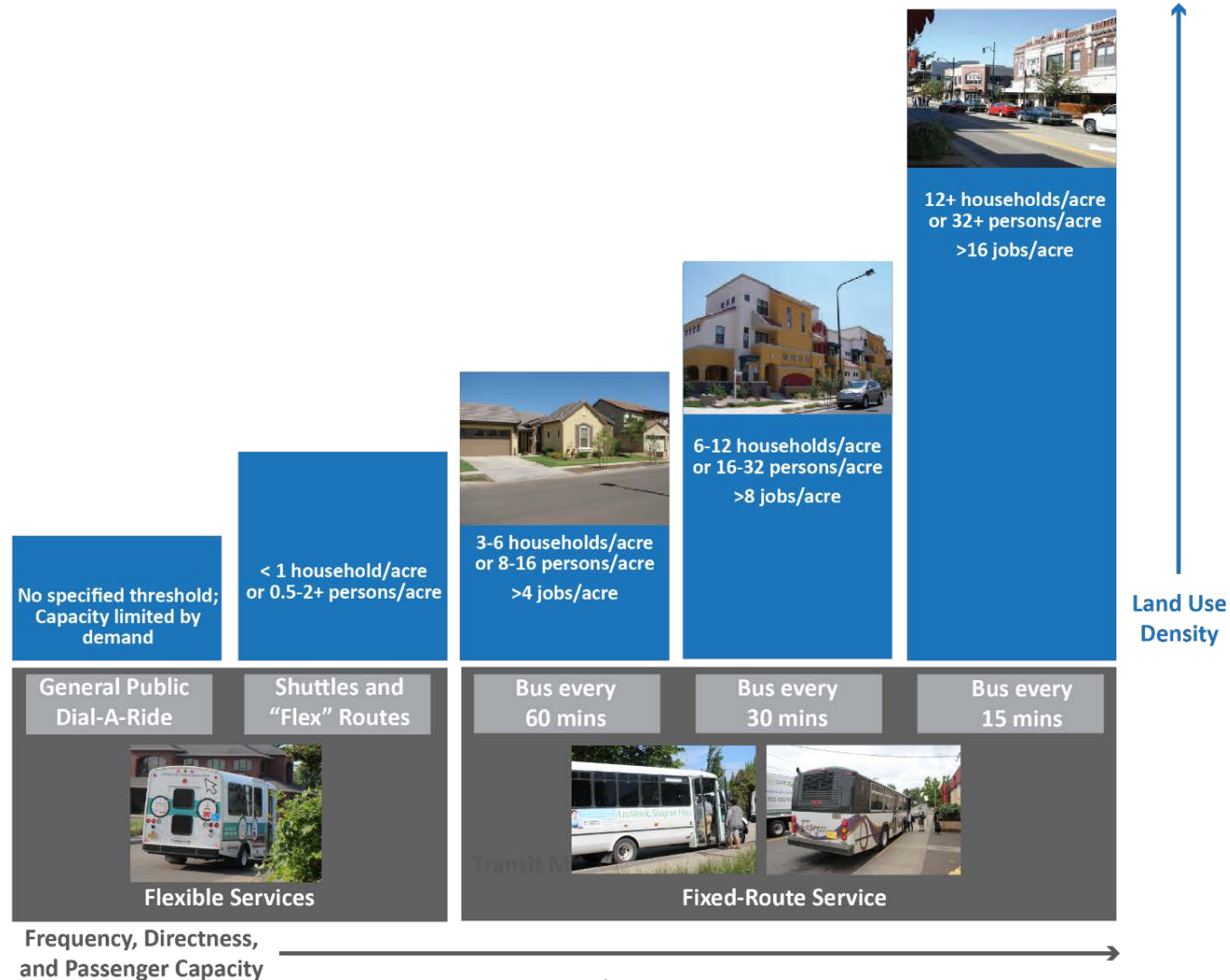
Conceptual
Bus Route 1
Conceptual
Bus Route 2

Mixed Use Node
Density Corridor
Mixed Residential
Future School Site

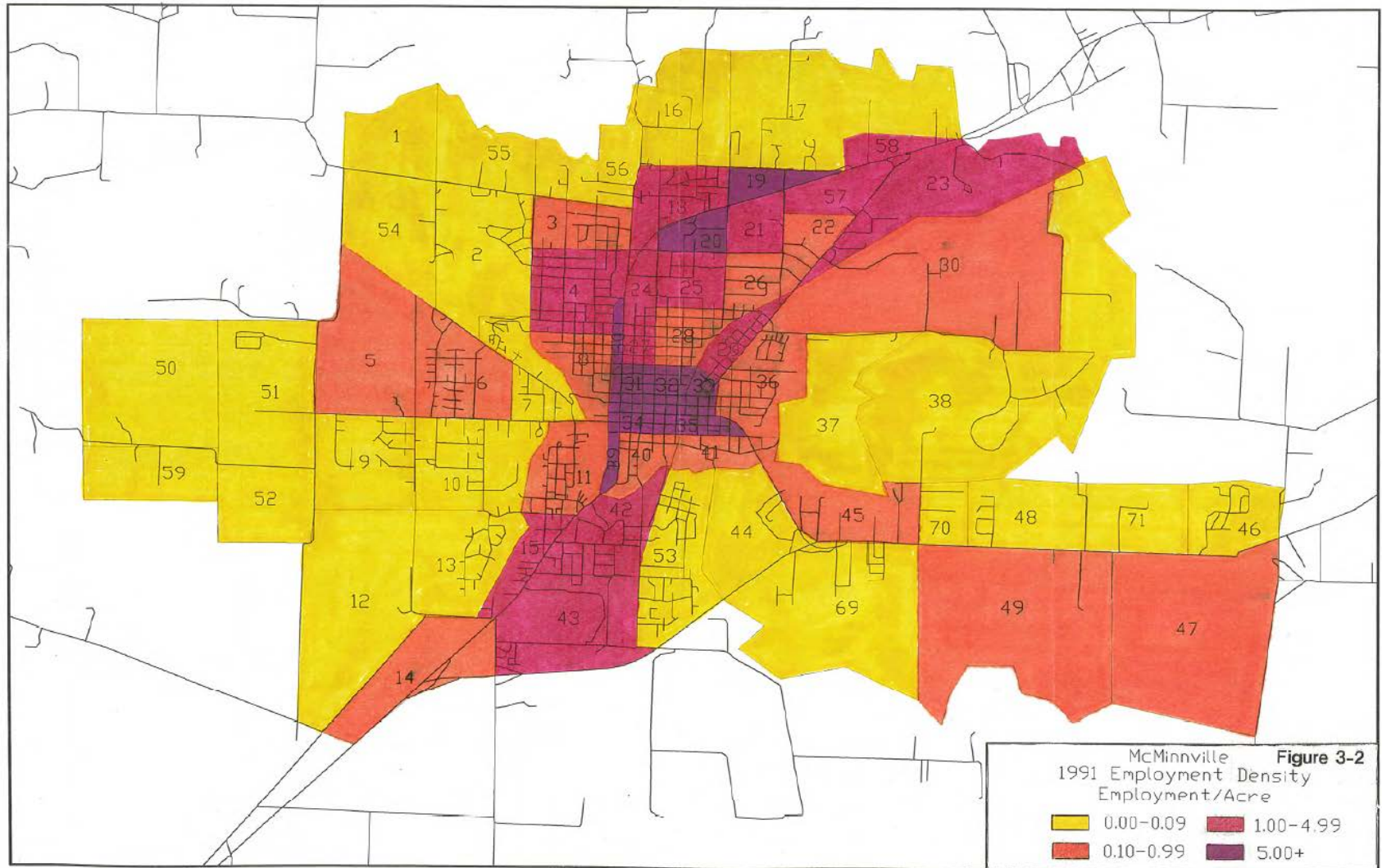
Urban Growth Boundary
Areas outside the Urban Growth Boundary
have been recommended for inclusion by the
Urban Growth Boundary Committee.

Figure 5-6

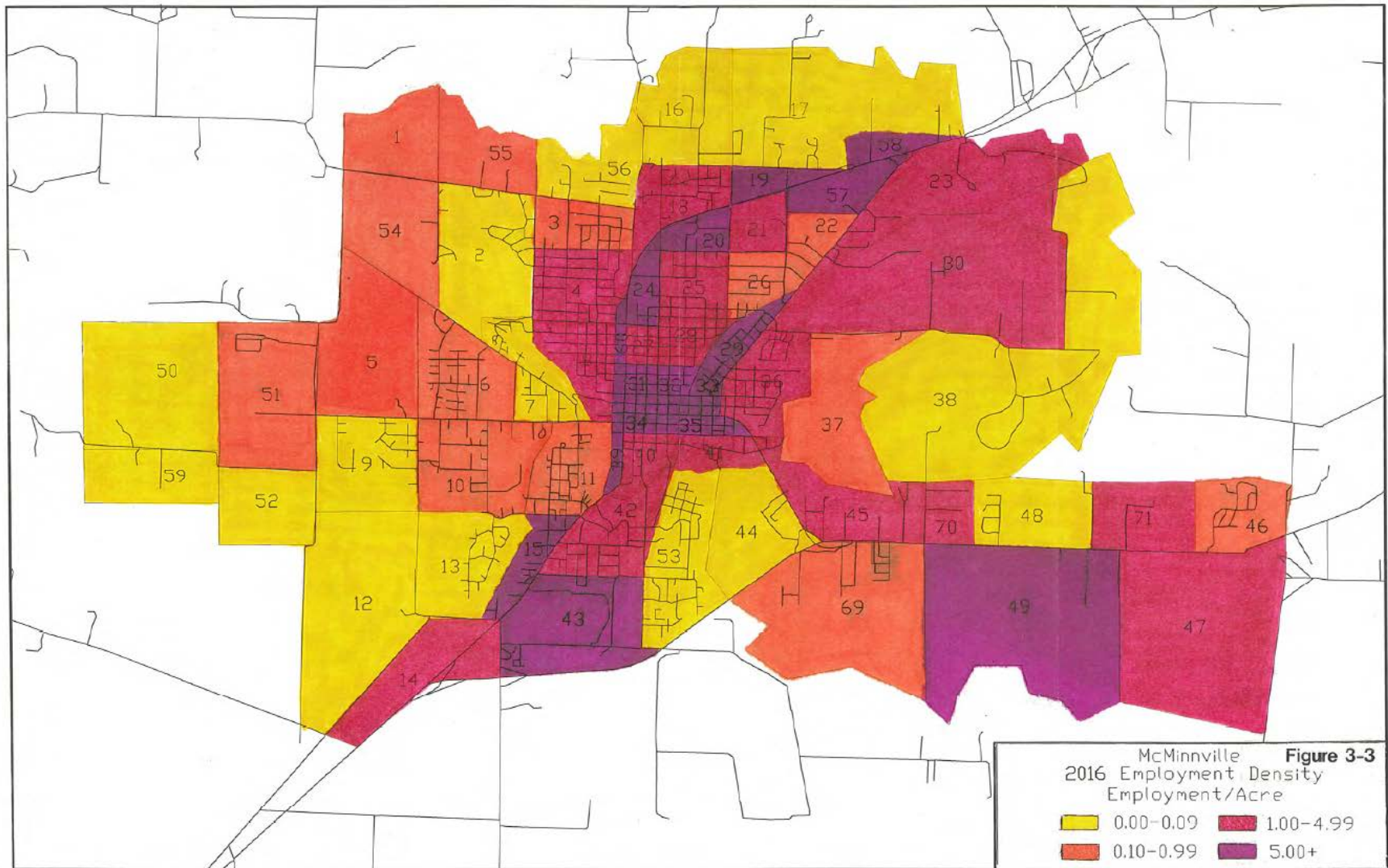
Density & Transit Service



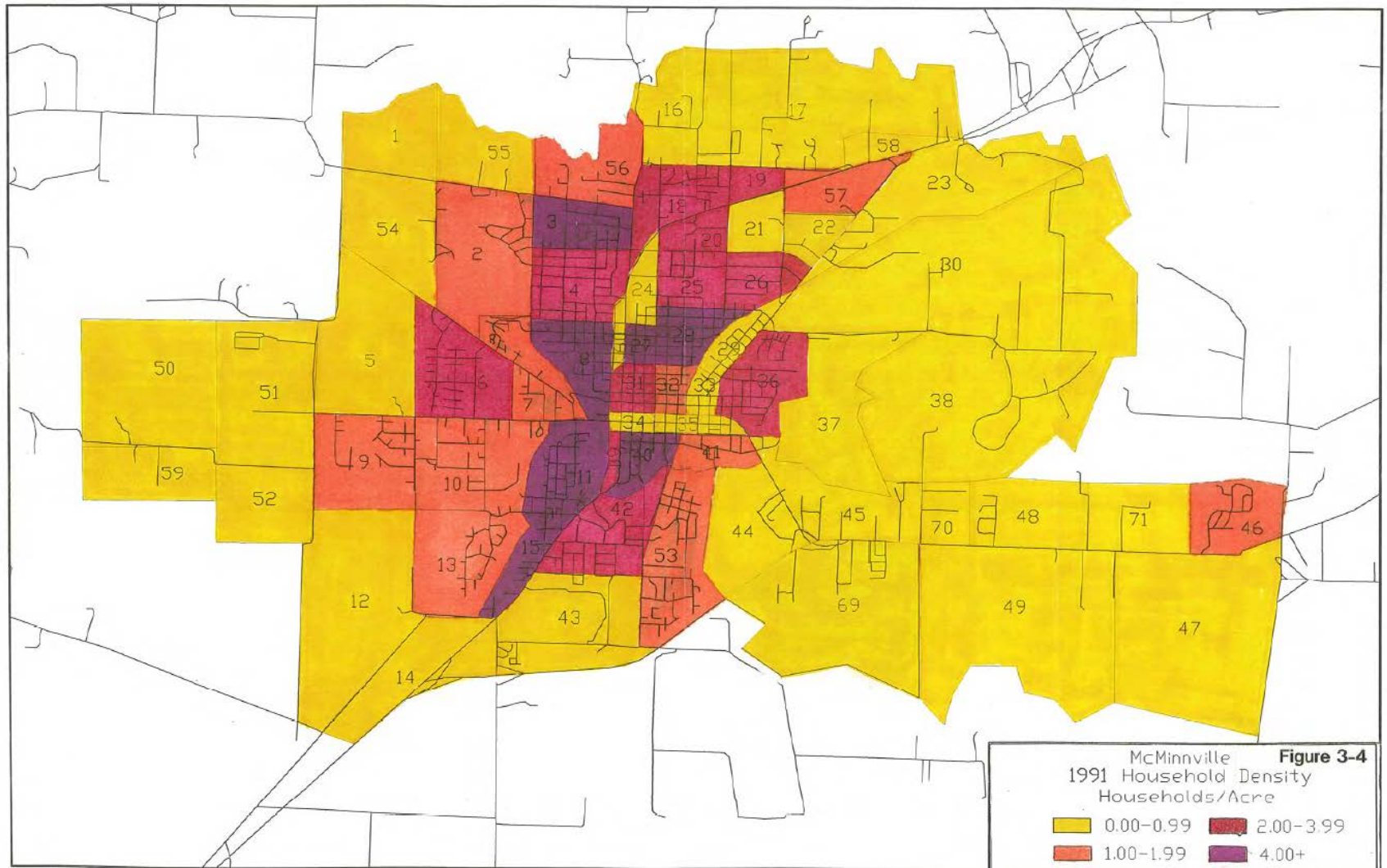
McMinnville Transit Feasibility Study, June 1997



McMinnville Transit Feasibility Study, June 1997



McMinnville Transit Feasibility Study, June 1997



McMinnville Transit Feasibility Study, June 1997

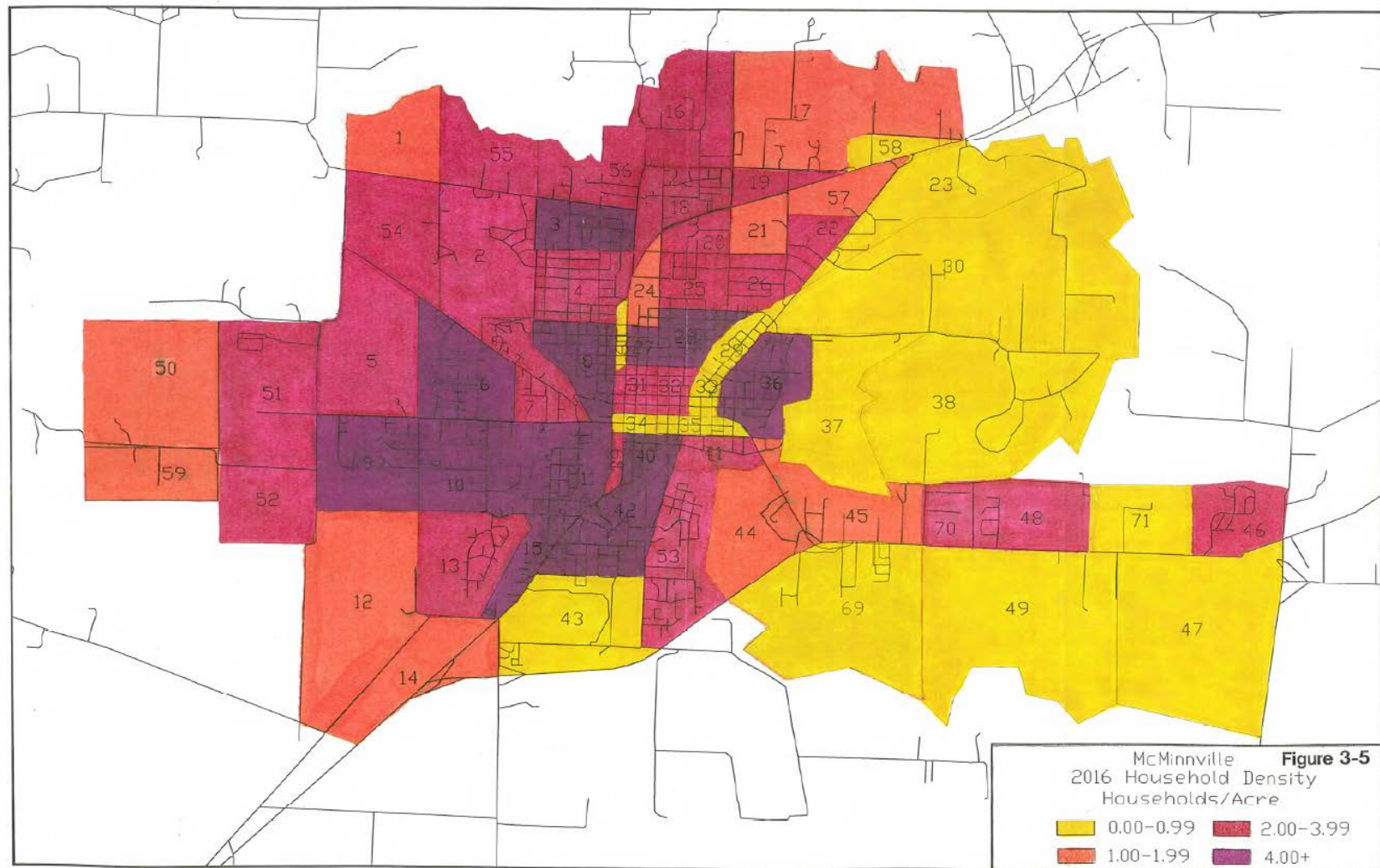
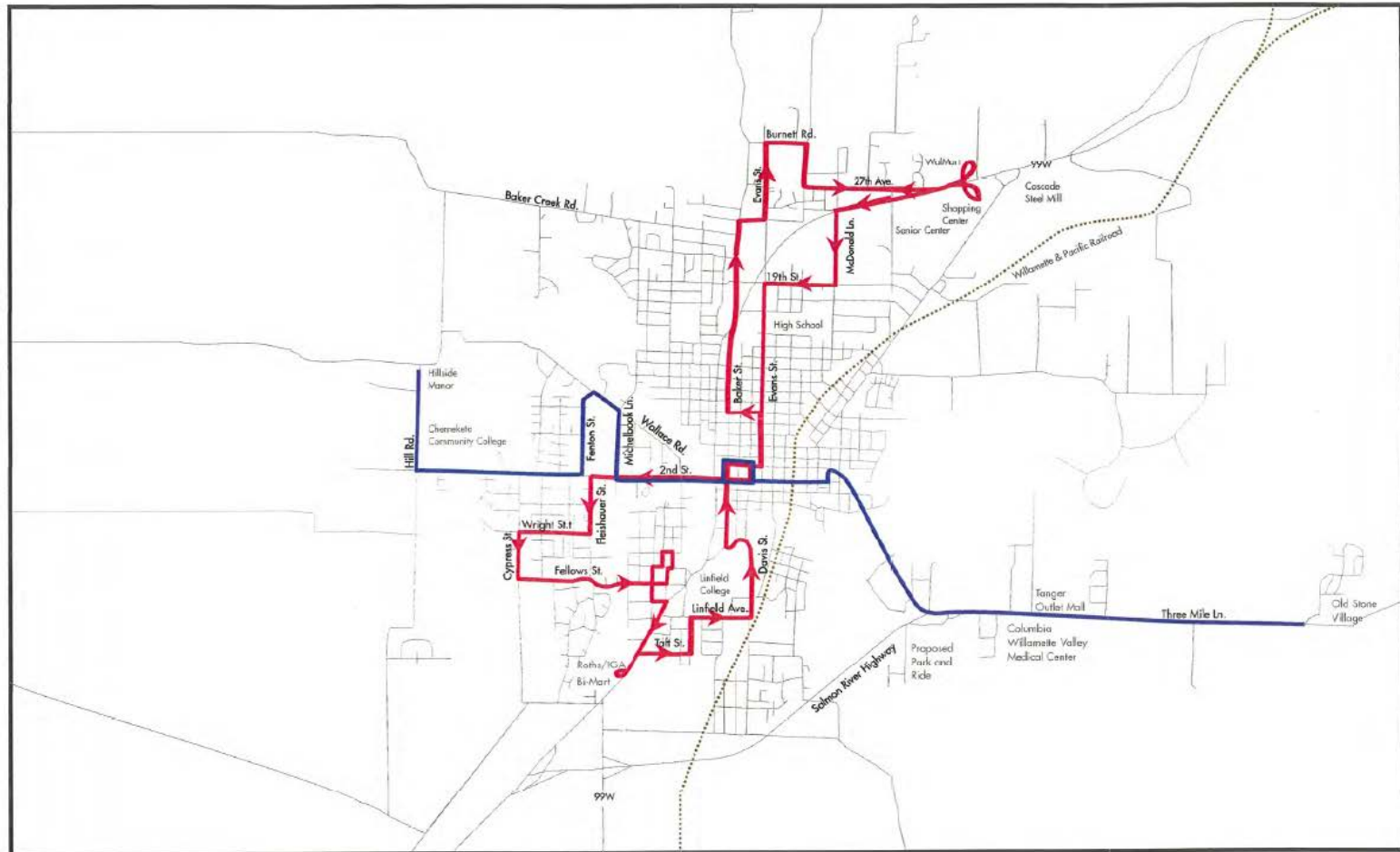




Figure 5-1

McMinnville Transit Feasibility Study, June 1997

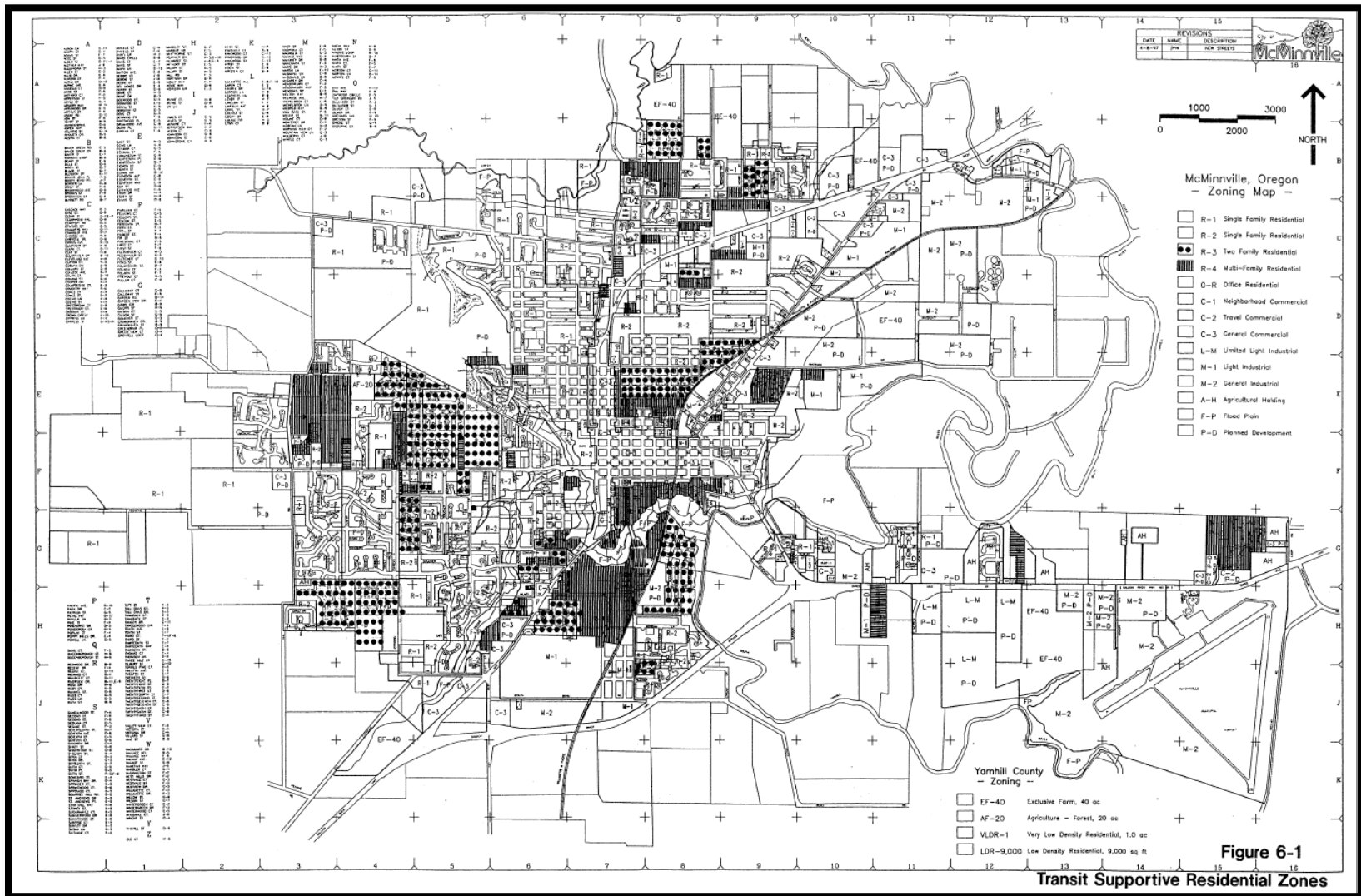


Proposed Service - Phase 2

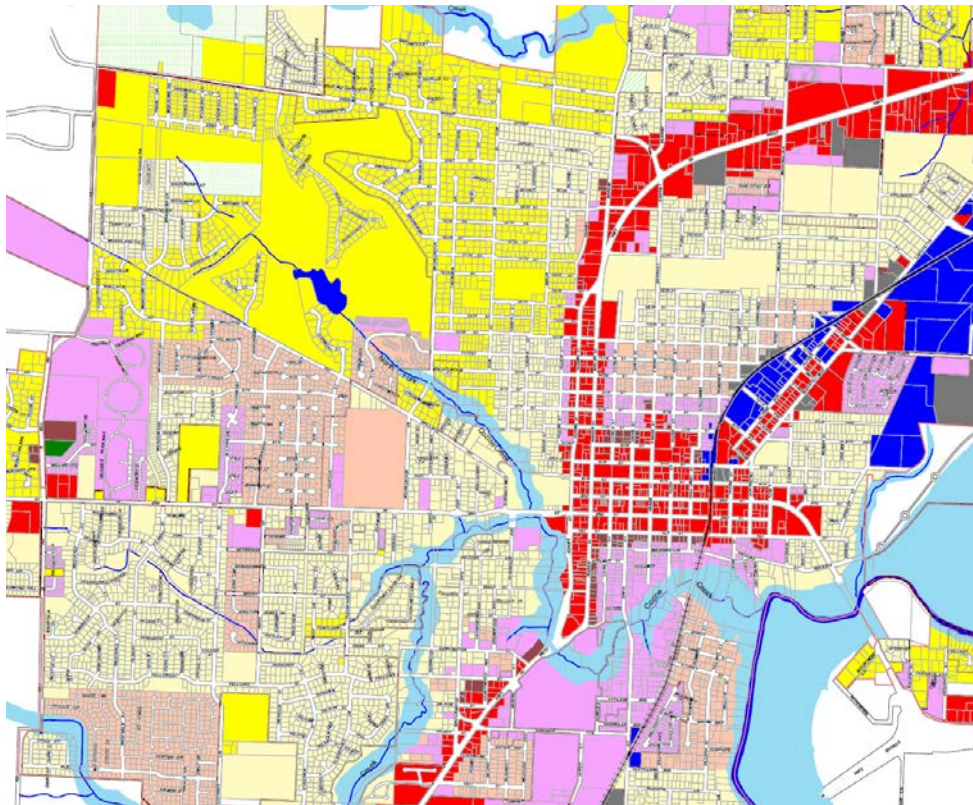
— Red Route
— Blue Route

Figure 5-2

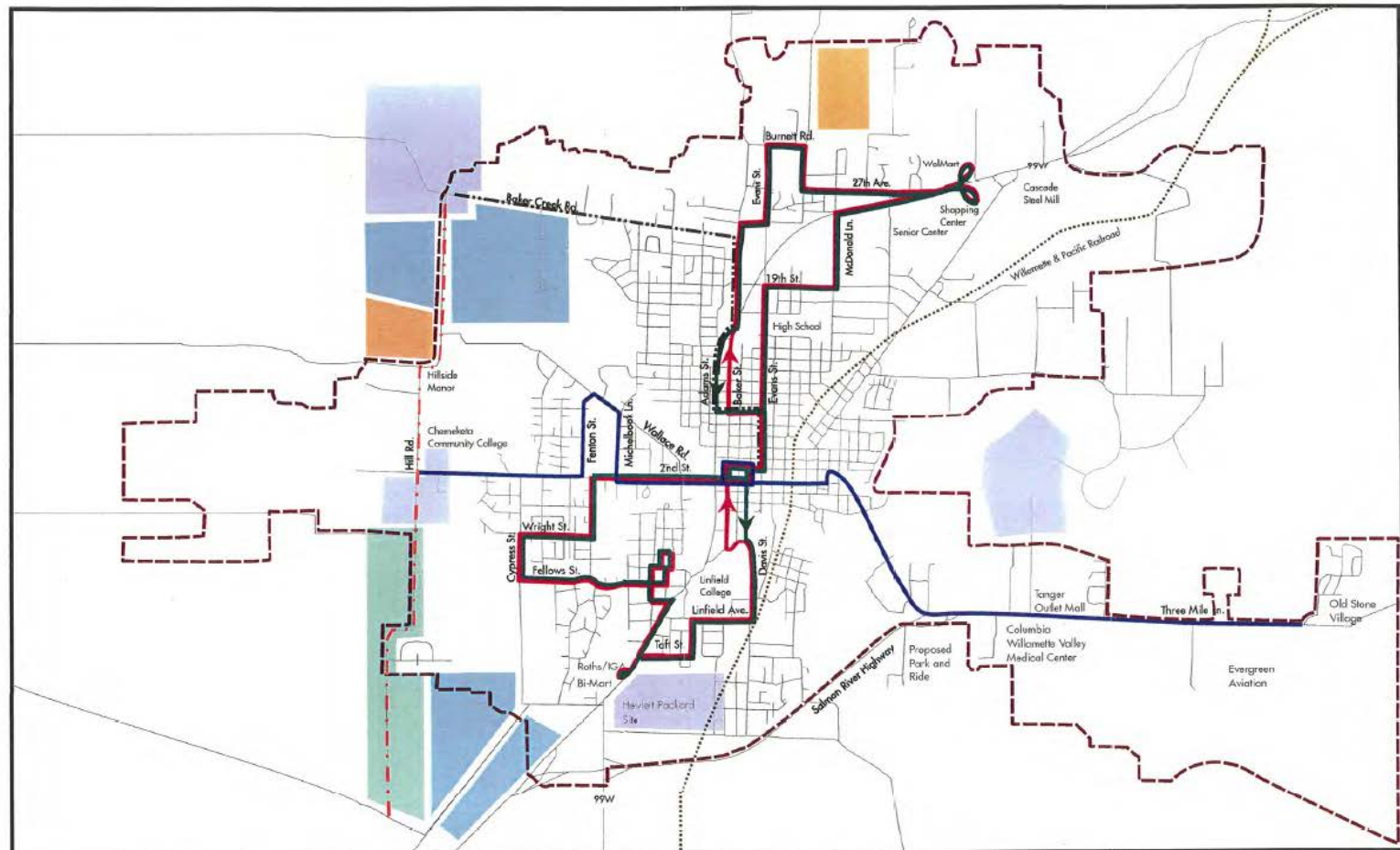
McMinnville Transit Feasibility Study, June 1997



Linking Land Use and Transportation



McMinnville Transit Feasibility Study, June 1997



Proposed Bus Routes

- Red Route
- Blue Route
- Green Route

Proposed Urban Growth Areas

- - - Conceptual Bus Route 1
- - - Conceptual Bus Route 2

- Mixed Use Node
- Mixed Residential
- Density Corridor
- Future School Site

- - - Urban Growth Boundary
- Areas outside the Urban Growth Boundary have been recommended for inclusion by the Urban Growth Boundary Committee.

Figure 5-6

McMinnville Transportation System Plan,

Implement the 1997 Feasibility Plan

Transit Policies

- **Transit-supportive Street System Design** – the city will include the consideration of transit operations in the design and operation of street infrastructure.
- **Transit-supportive Urban Design** – through its zoning and development regulations, the City will facilitate accessibility to transit services through transit supportive streetscape, subdivision and site design requirements that promote pedestrian connectivity, convenience and safety.
- **Transit Facilities** – the City will continue to work with YCTA to identify and help develop supportive capital facilities for utilization by transit services, including pedestrian and bicycle access to bus stop and bus shelter facilities where need is determined and right-of-way is available.
- **Pedestrian Facilities** – the City will ensure that arterial and collector streets' sidewalk standards are able to accommodate transit amenities as necessary along arterial and collector street bus routes. The City will coordinate with YCTA on appropriate locations.
- **Intermodal Connectivity** – the city of McMinnville will encourage connectivity between different travel modes. Transit transfer facilities should be pedestrian and cyclist accessible.

Existing Service



LEGEND



Transit Hub

YCTA Local Service

2017 Yamhill County Transit Area Existing Fixed-Route and Inter-City Services



Yamhill County

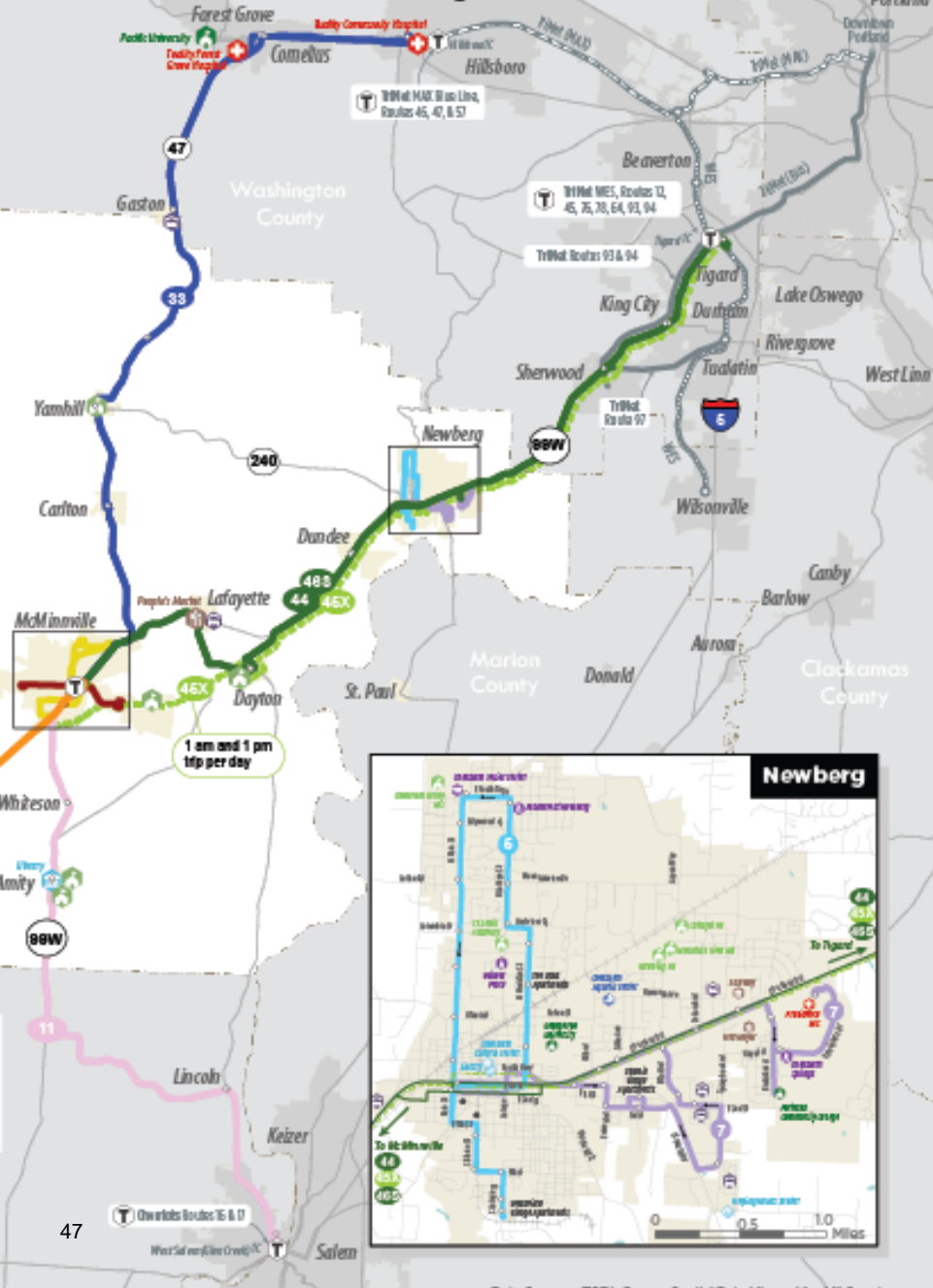
Tillamook County

Coastal Connector
(Lincoln City - Salem)
connects at Spirit Mountain

| | | |
|-------------------------|-----|-----|
| McMinnville | 2 | - |
| Newberg | 3 | - |
| McMinnville-Salem | 5 | - |
| McMinnville-Grand Ronde | 7 | - |
| McMinnville-Hillsboro | 11 | - |
| McMinnville-Tigard | 22 | 24s |
| | 44 | 46s |
| | 45x | - |

- Education
- Schools (Middle/High)
- Senior Centers
- Senior Housing
- Casino
- Grocery Store
- Health Care
- Public Services
- Mobile Home Parks
- Transit Center
- Bus Stop
- Closed Bus Stop

47



Newberg

Data Source: ESRI, Oregon Spatial Data Library, Yamhill County

YTCA Snapshot

- \$2.0 million annual operating budget
- 4 intercity routes and local service in McMinnville and Newberg
- 300,000 annual rides
 - Nearly 50% are for work commute
- People and jobs within ¼ mile of YCTA routes/stops:
 - McMinnville: ~70% of people and jobs
 - Newberg: ~80% of people and jobs
 - Other cities: 36% of people and 58% of jobs



Existing YTCA Ridership and Service Hours (2016)

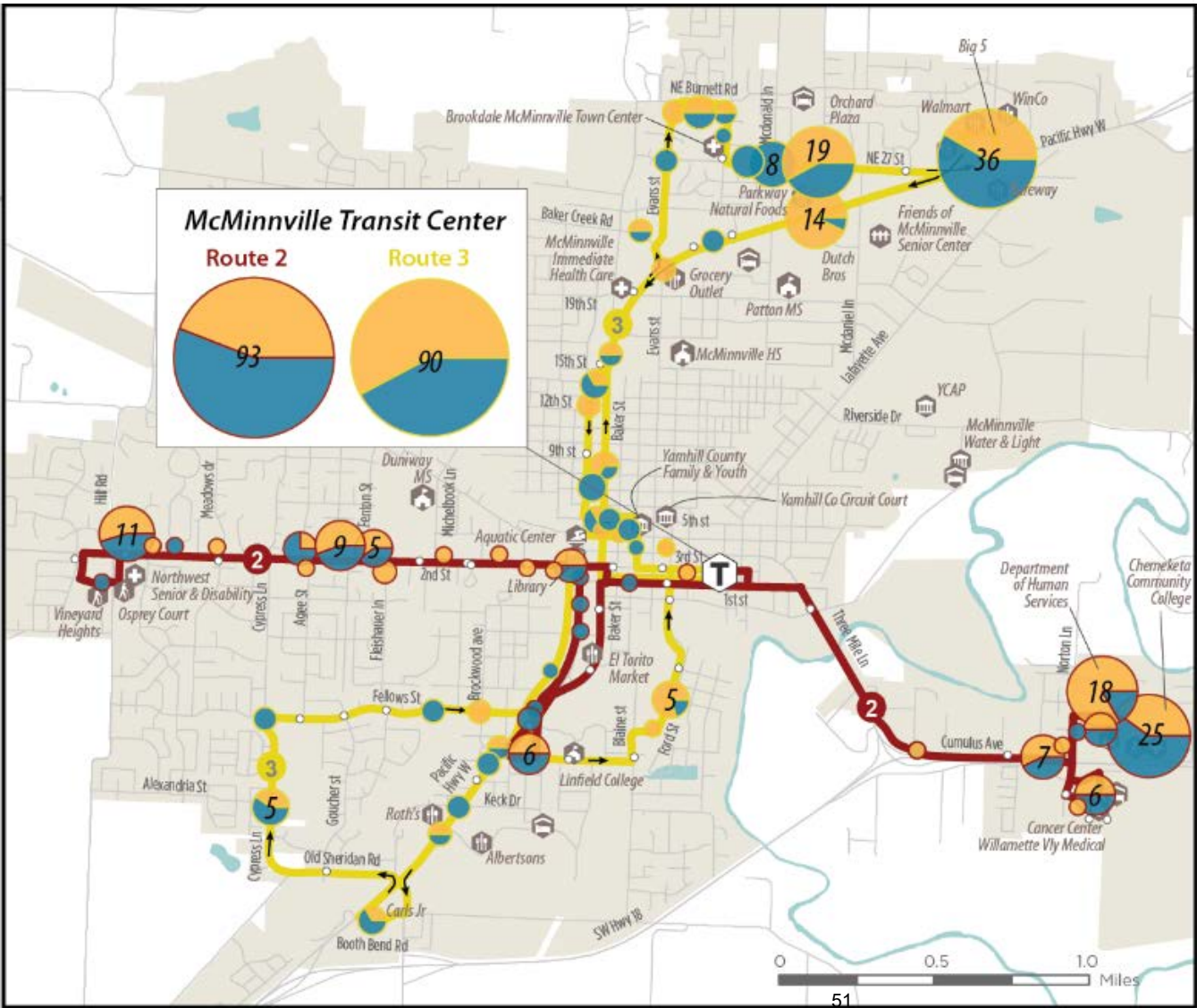
| Service Type | Annual Ridership | | Annual Service Hours | | Productivity (Boardings/Hour) |
|--------------------------|------------------|------------|----------------------|------------|----------------------------------|
| | | | | | |
| Local Fixed Route | 95,000 | 31% | 8,500 | 23% | 11.1 |
| Intercity | 165,000 | 55% | 15,900 | 43% | 10.4 |
| Dial-A-Ride | 42,000 | 14% | 12,700 | 34% | 3.3 |
| Total | 302,000 | - | 37,100 | - | 8.1 |

Ridership rounded to nearest 1,000 and service hours rounded to nearest 100

Intercity Routes - Weekday

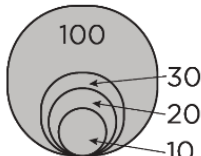


McMinnville Fixed Route Service (Weekday)



Average Daily Total Activities (Ons + Offs)

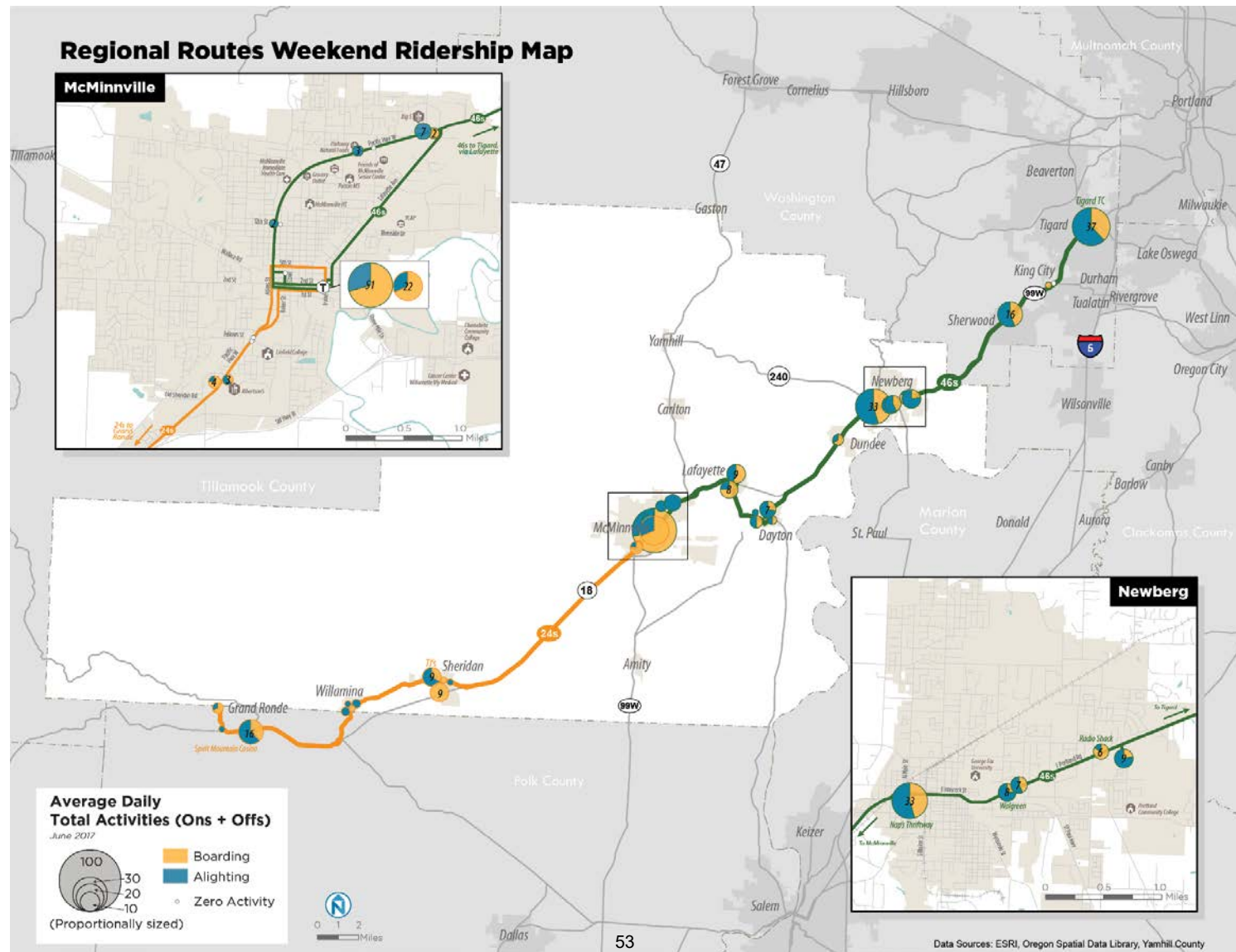
Weekday, June 2017



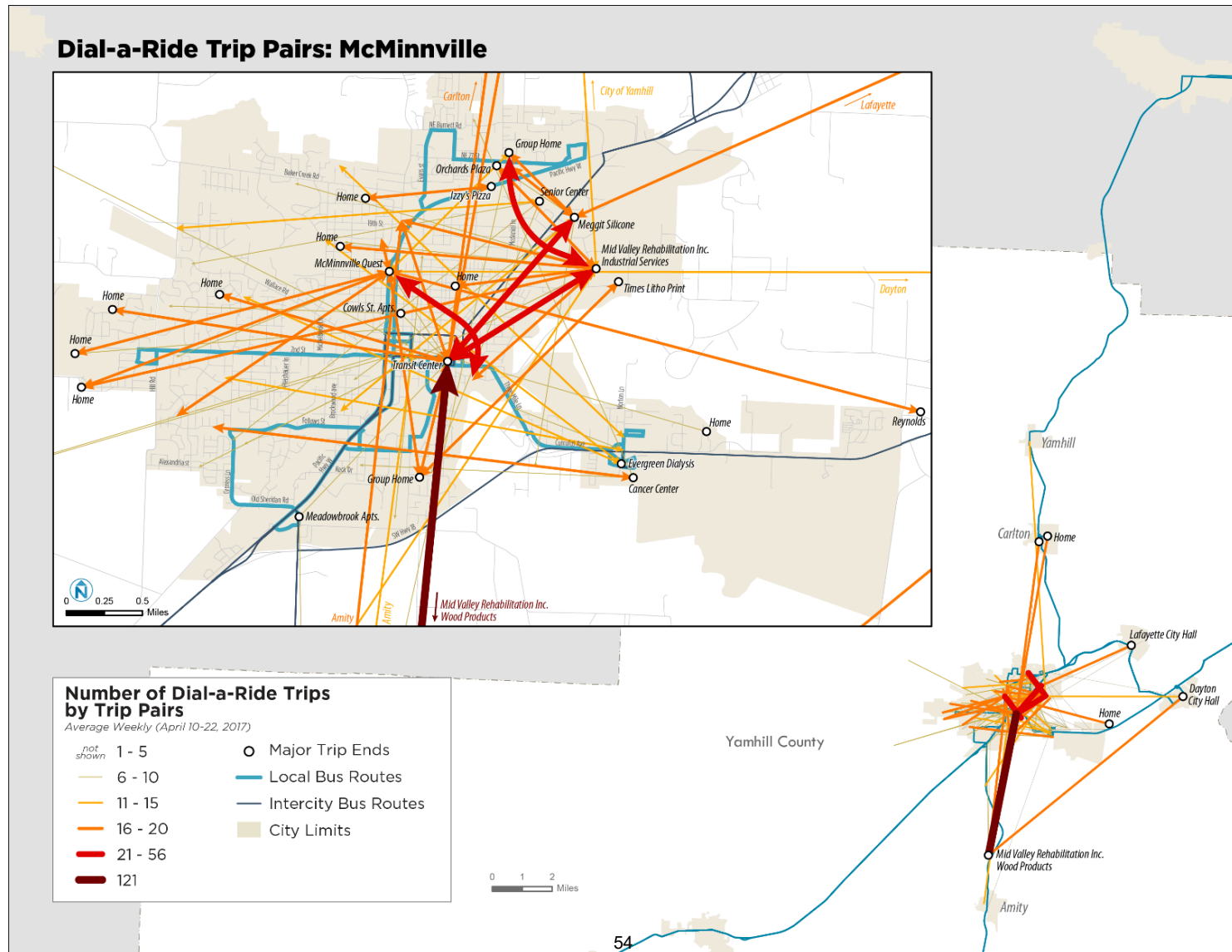
(Proportionally sized)

- Boarding
- Alighting
- Zero Activity

Intercity Routes - Weekend



McMinnville Dial-A-Ride Trips



Key Issues from Existing Conditions

- Lack of awareness in community
 - Lack of bus stops and consistent branding
- Regional connections are useful, but:
 - Congestion results in major transit delays (need to run on time and improve communication to riders)
 - Need to improve local service connections
 - Need partnerships to help reach employers located off of highway

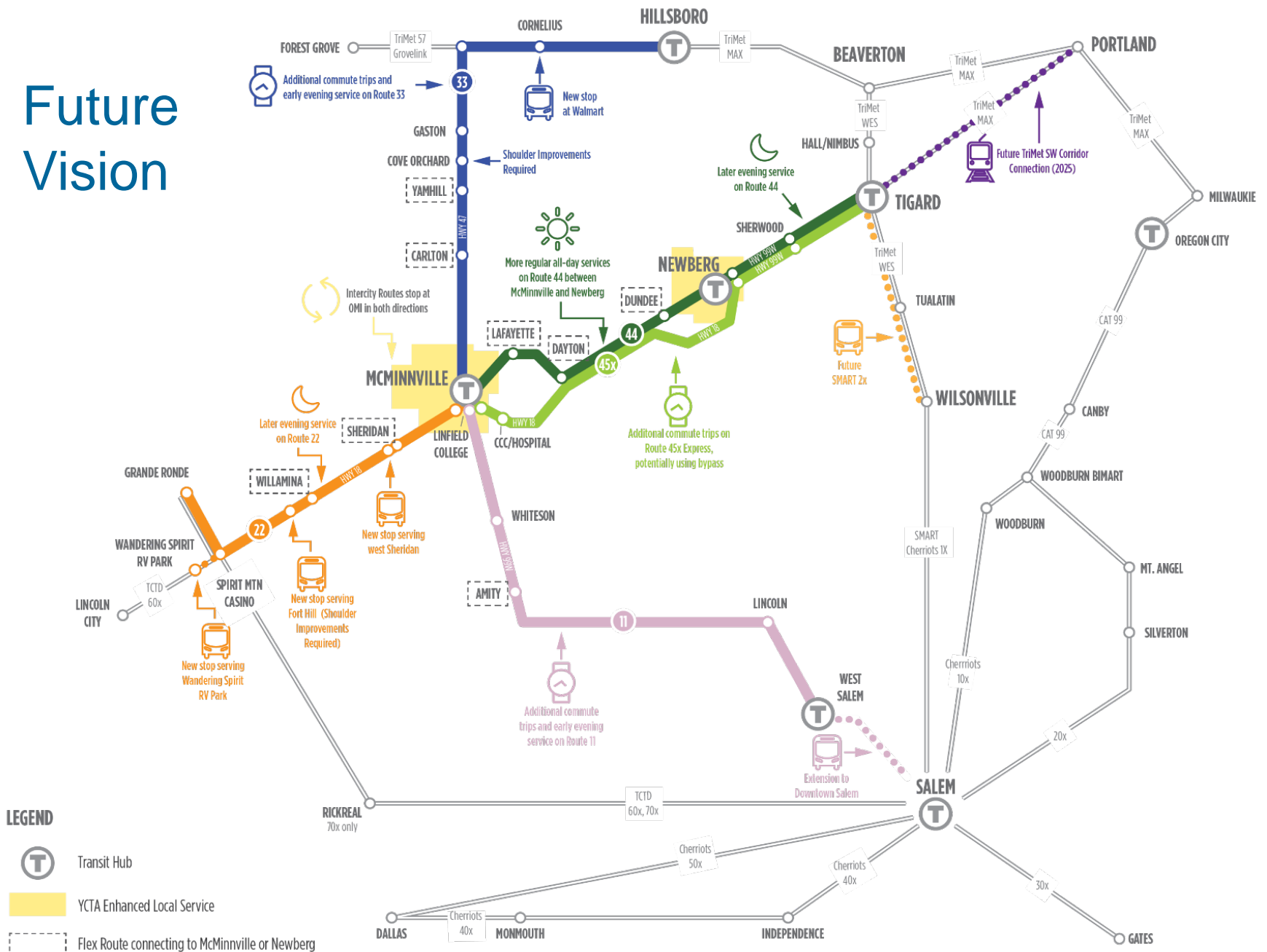


Key Issues/Findings from Existing Conditions

- Route alignment generally good, but:
 - Changes to schedules and route design are needed
 - Some key destinations/areas in McMinnville/Newberg lack service
- Weekend service and later/earlier hours are priorities
- Shopper (or other) types of shuttles to improve access to destinations
 - Walking to storefronts can be a challenge
- Need to improve service in smaller communities



Future Vision



Plan Time Frames

| Time Frame | Years* | Funding Level | Plan Emphasis |
|-----------------------|--|--|--|
| Immediate | 0 years: FY 2018 (Summer 2018) | Existing | Cost-Neutral or Near Cost- Neutral |
| Near-Term | 1 years: FY 2019 (2018-2019) | Partial-year STIF funds | Address capital needs (e.g., bus stops and buses) Low-cost changes to address the most critical needs |
| Short-Term | 2-3 years: FY 2020 to FY 2022 (2020 – 2022) | Full STIF funds Additional resources required to implement all plan priorities | Address capital needs (e.g., bus stops and buses) Phased, incremental service expansion |
| Mid-Term | 4-9 Years: FY 2023 to FY 2027 (2023 – 2027) | | Continued service expansion |
| Long-Term | 10-20 Years: FY 2028 to FY 2037 (2028-2037) | | Flexible service plan |
| Long-Term (Vision) | Beyond 20 Years | Unconstrained | Additional service options |

Existing



LEGEND

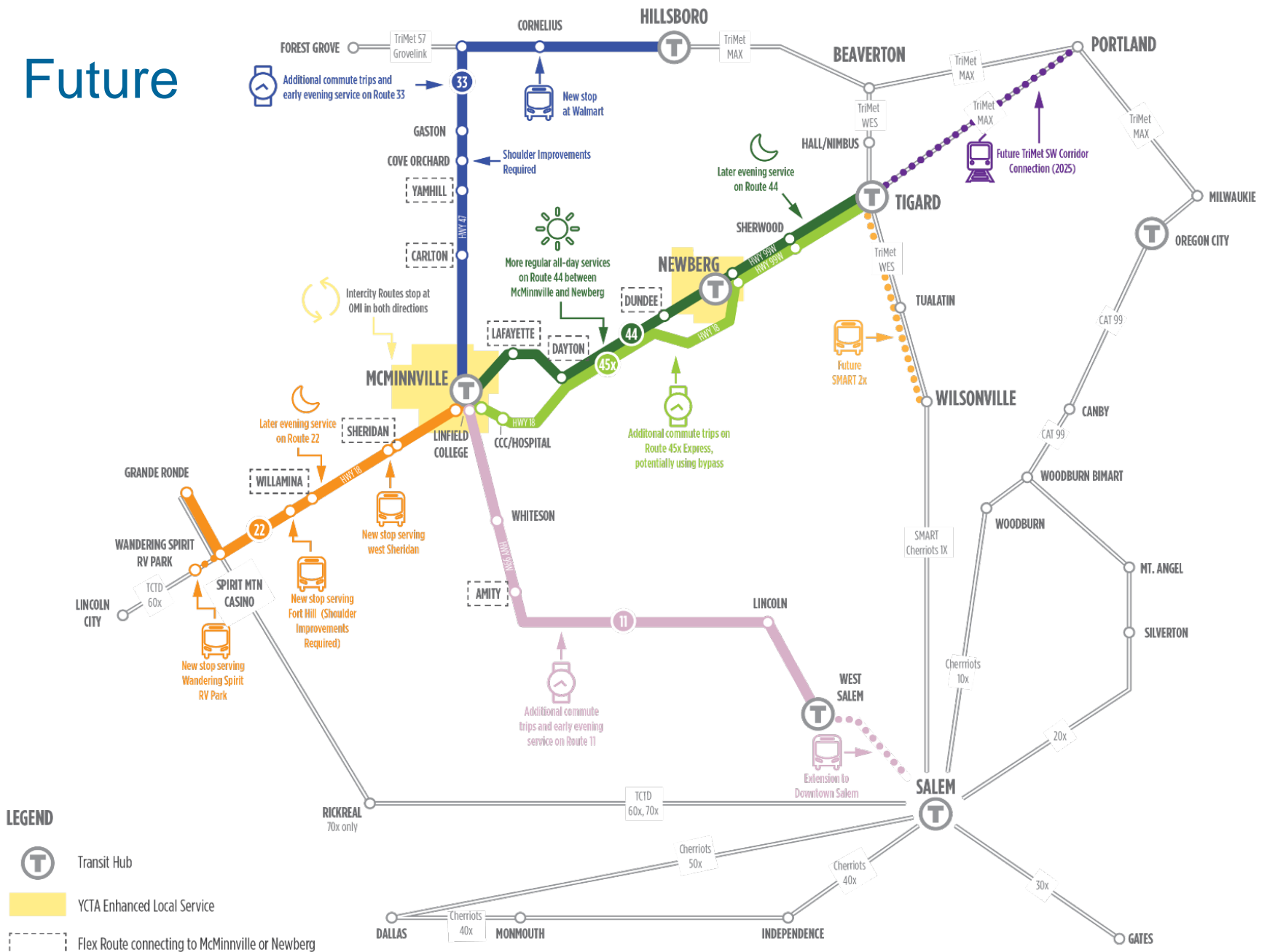


Transit Hub



YCTA Local Service

Future



Public and Stakeholder Input

Existing Conditions Phase (Spring/Summer 2017)

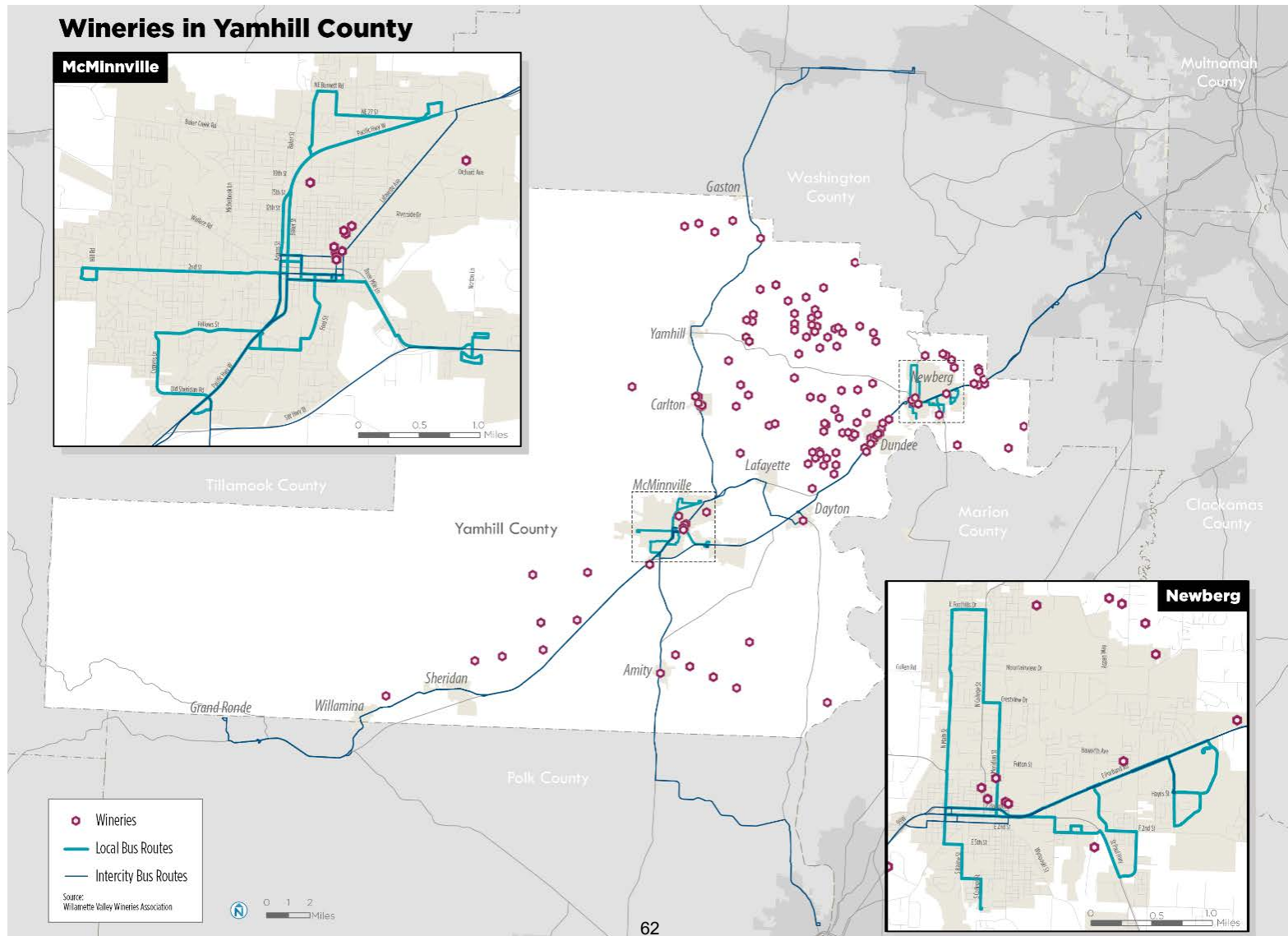
- **Rider Survey:** 300 responses
- **Community Events & Destinations:** 7
- **Community Survey:** 400 responses (online and print)
- **Focus Groups:** 5 meetings
- **Project Advisory Committee Meetings:** 2

Solutions Strategies Phase (Winter/Spring 2018)

- **Public Events:** 4 events, engaged with 50 people
- **Online Surveys:** 77 responses
- **Focus Groups:** 1 meeting
- **Project Advisory Committee Meetings:** 2

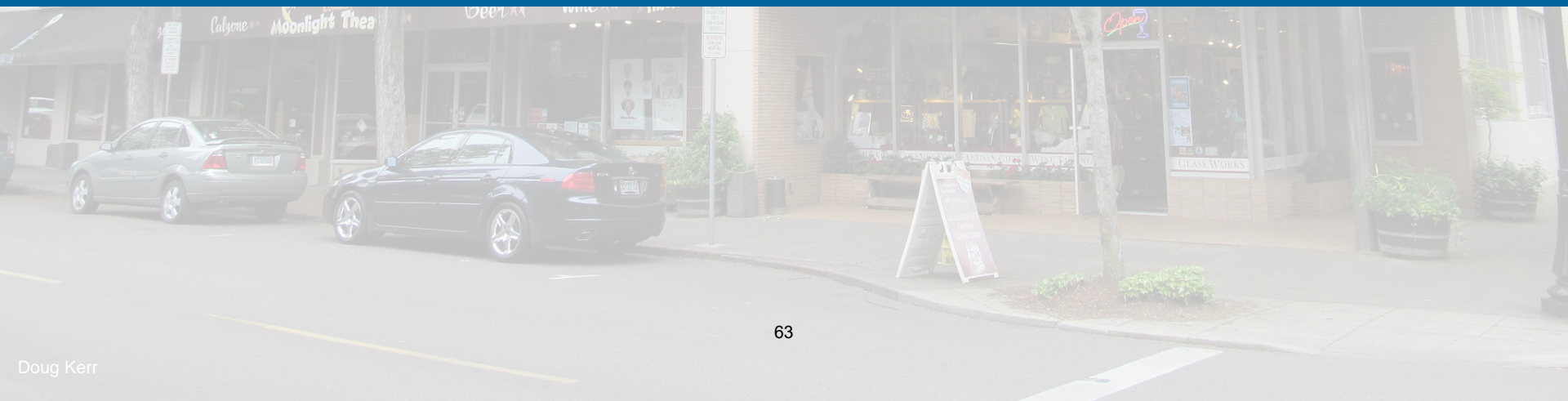


Wine Growers and Producers



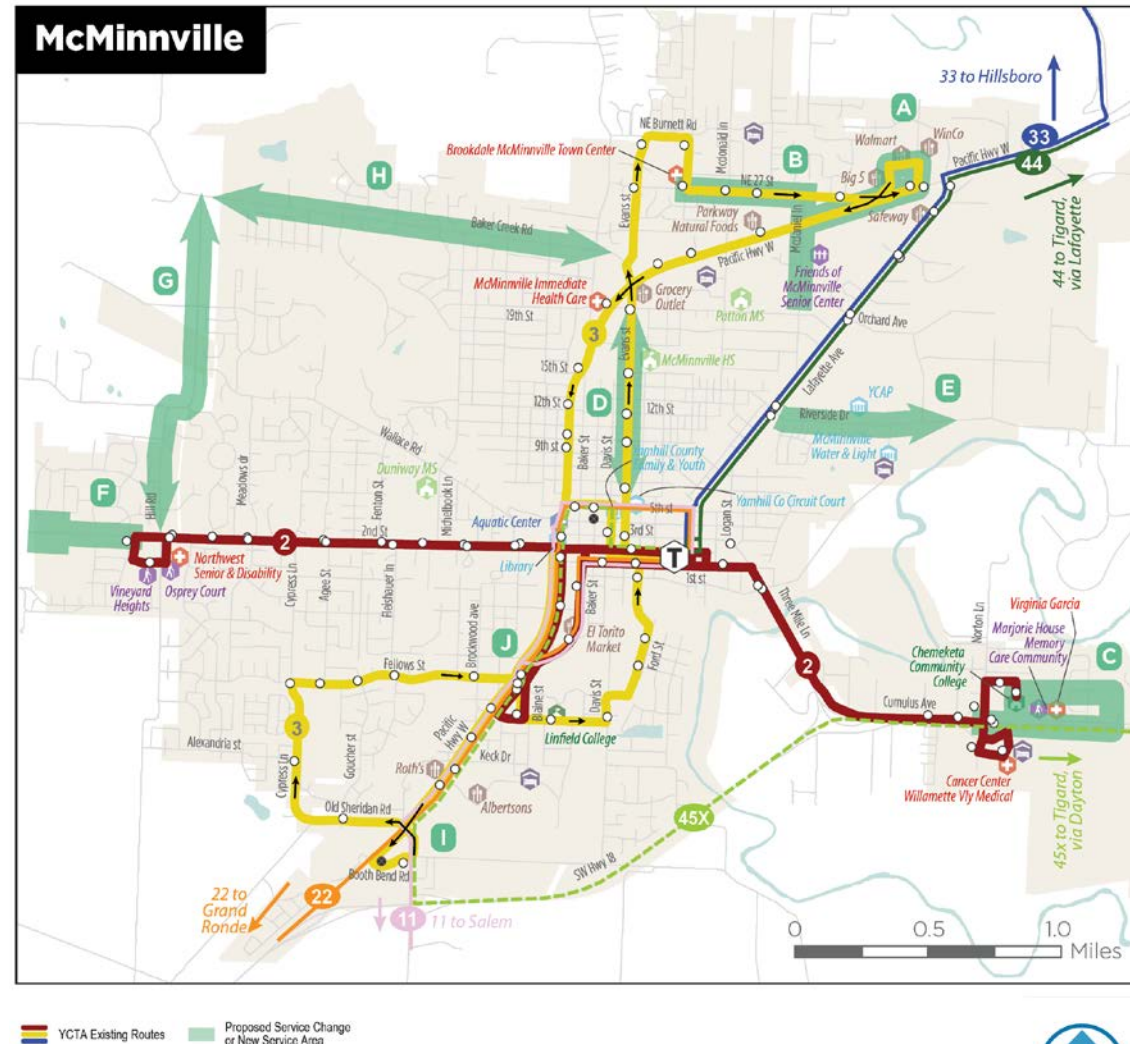


Service Design - McMinnville



McMinnville Changes

- Near-Term
 - Route 3 North
 - Shopper Shuttle
- Short-Term
 - Route 2 East
 - Saturday service
 - Early evening
- Mid-Term
 - Expand Sat service
 - Earlier morning
 - Later evening
 - Pilot on-demand service (Lafayette/Riverside)
- Long-Term
 - Serve NW area

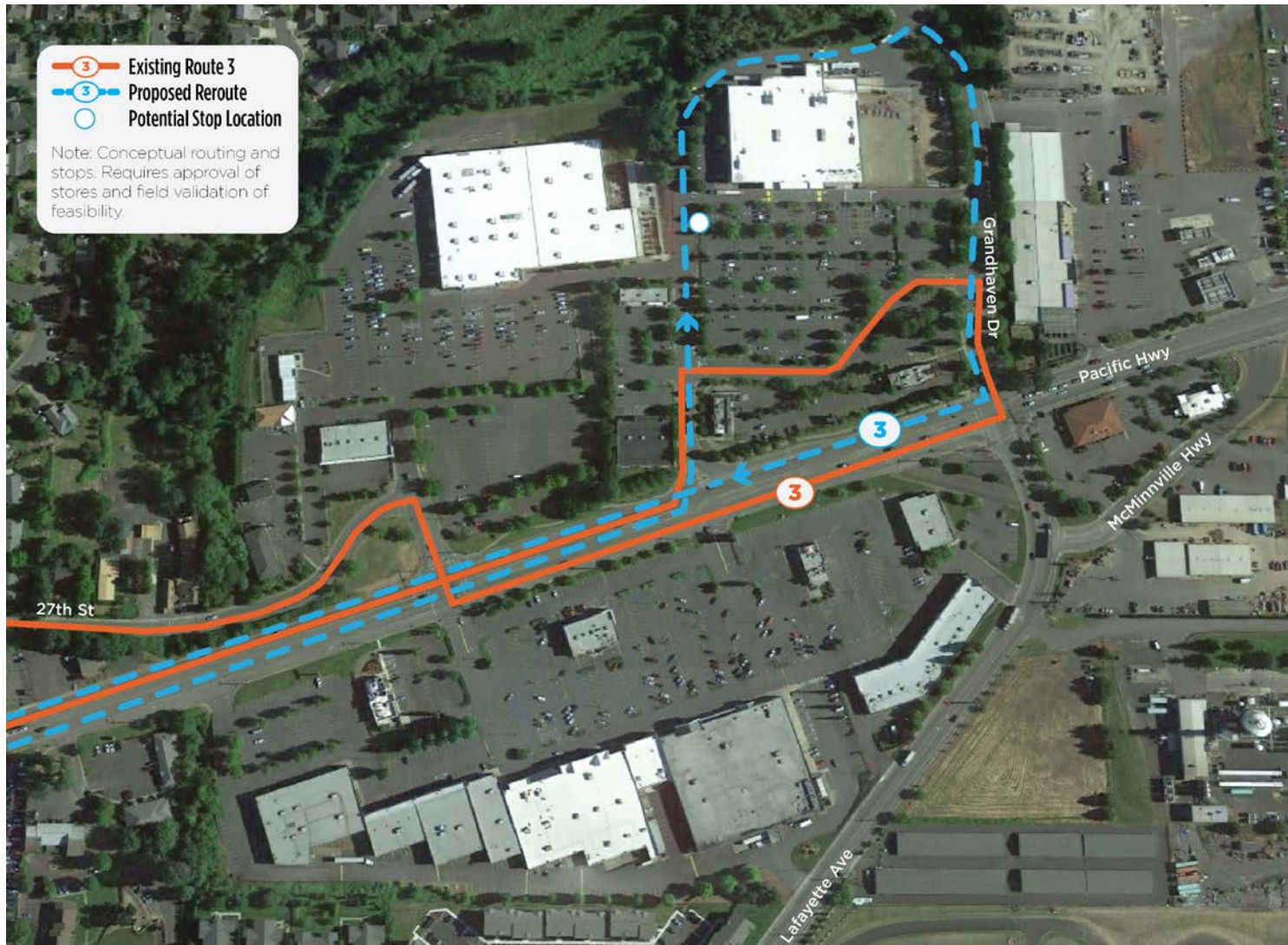


Immediate Changes: Summer 2018

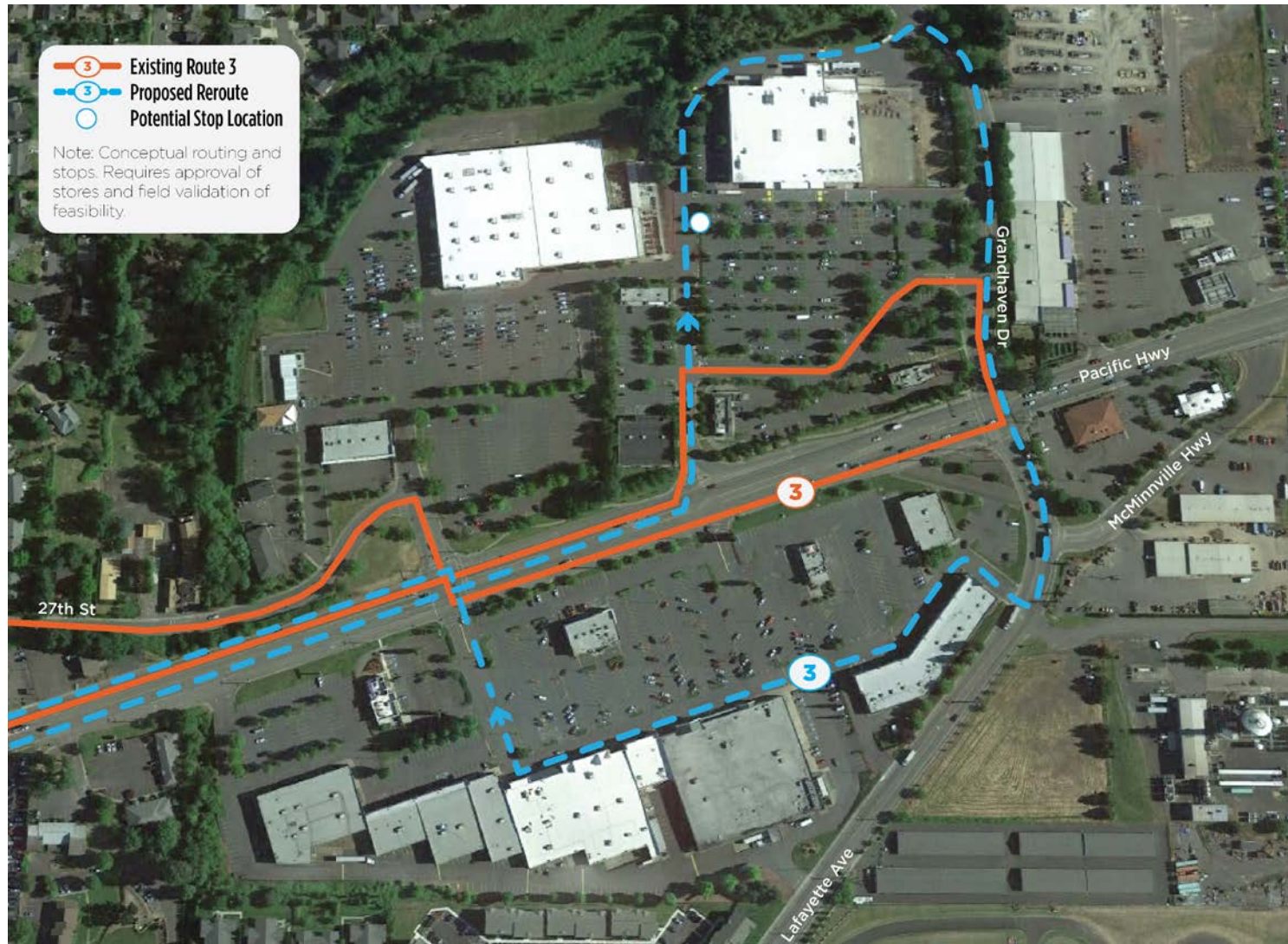
- Minor schedule and routing changes
 - Improve efficiency and connections between routes
 - Help buses run on time
 - Closer access to retail stores (Walmart/Winco)
- Renumber McMinnville routes
 - easier to understand
- Begin marking bus stop locations and place shelters when routes/stops are confirmed



Walmart/Winco Access (Immediate Change)

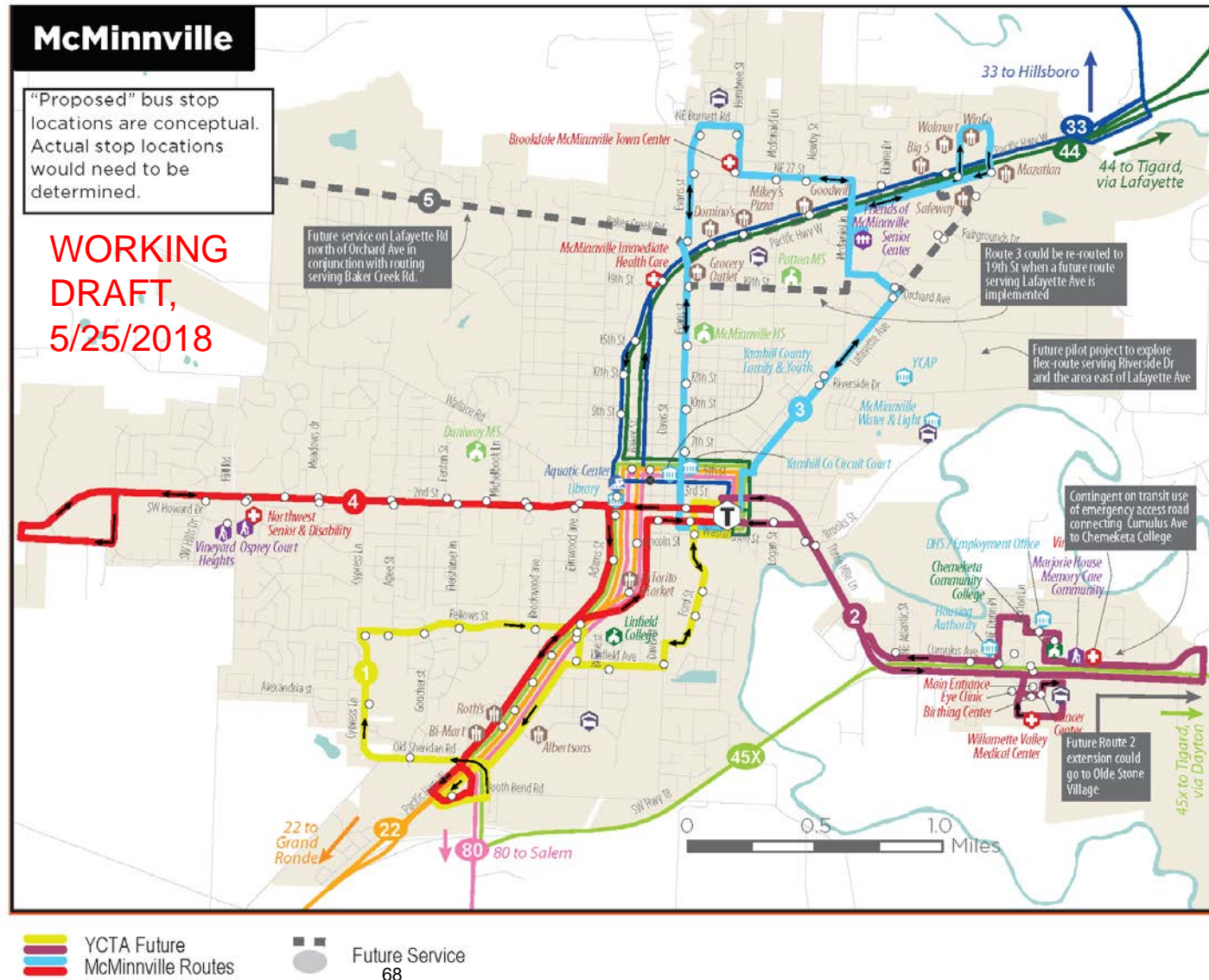


Potential Phase 2 (after plan adoption)

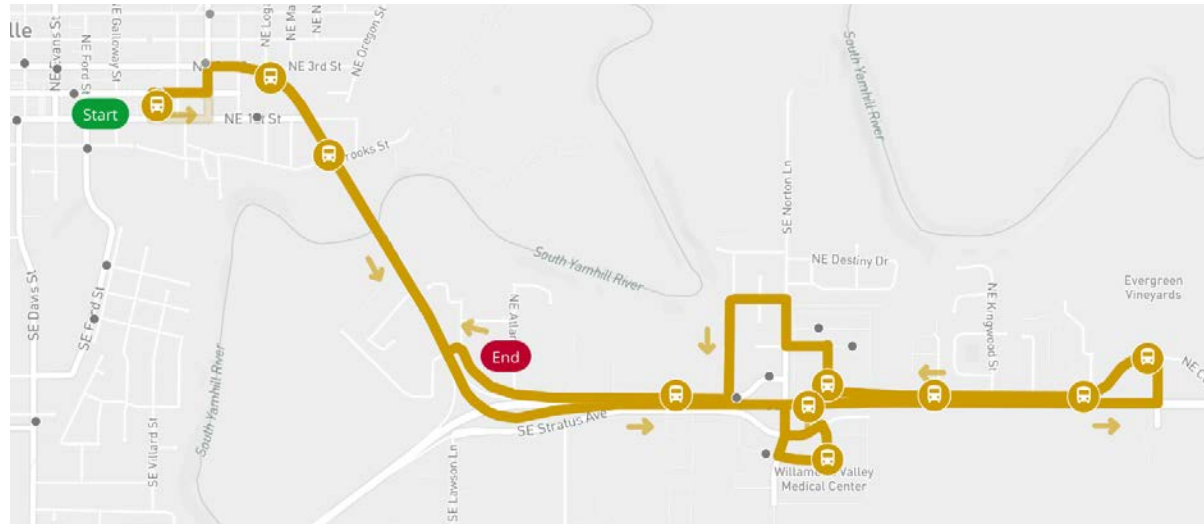


McMinnville Changes – Near-Term (2019)

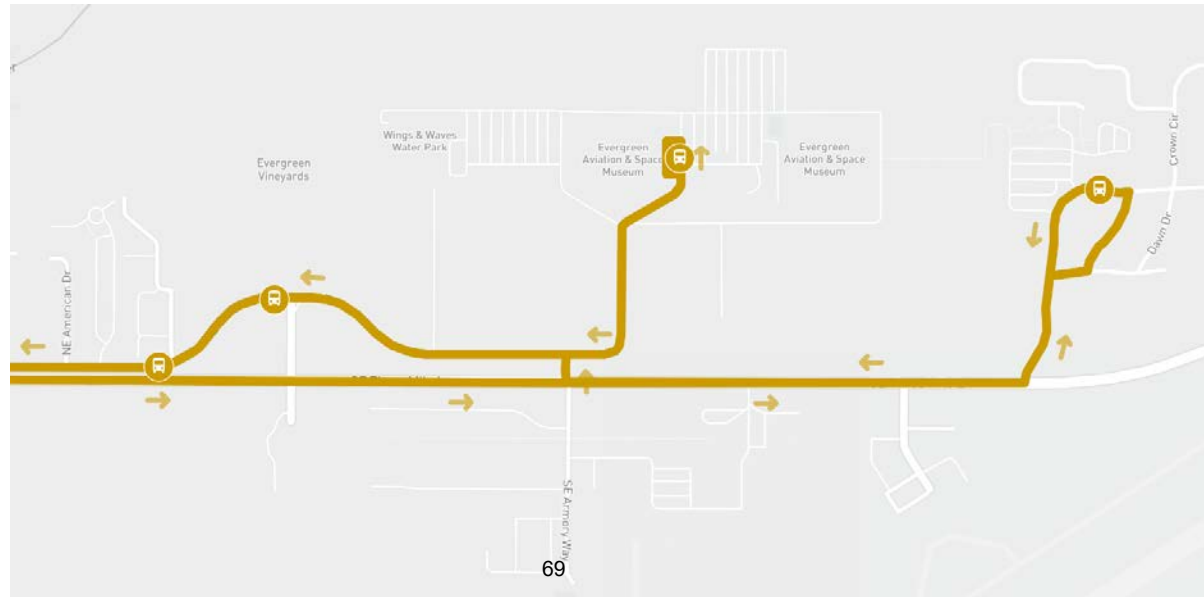
- Address issues with Rt 3 (North), including service to Senior Center
- Extend Rt 2 (renumbered to 2 and 4) to east, west, and south
- Shopper Shuttle (1 day/week)
- Longer-term:
 - Route serving Baker Creek/Hill Road area
 - On-demand flex-route pilot east of Lafayette Ave



Short-term

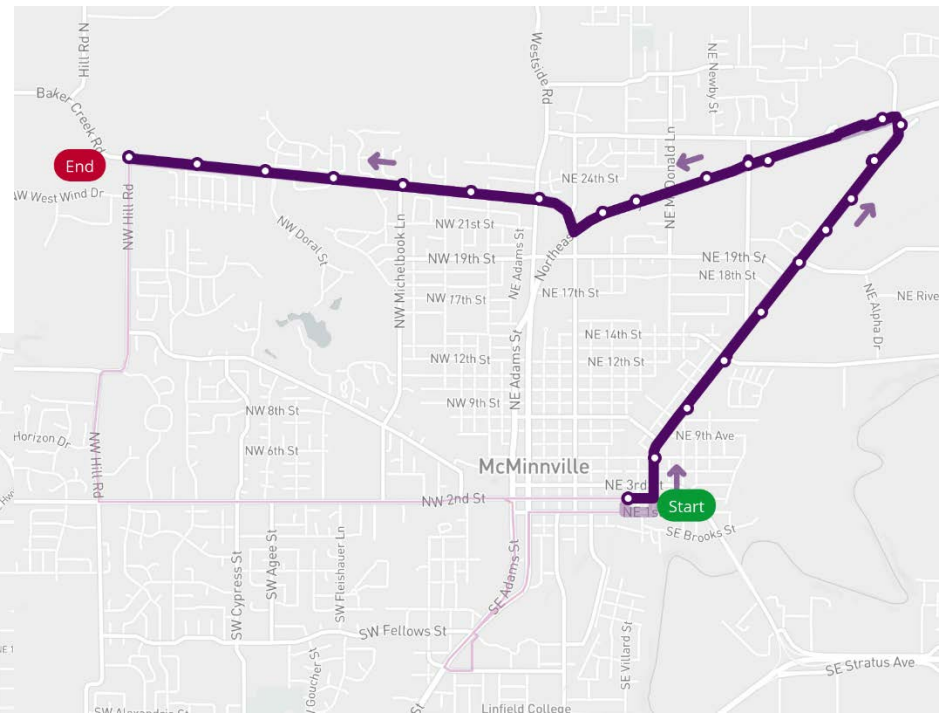
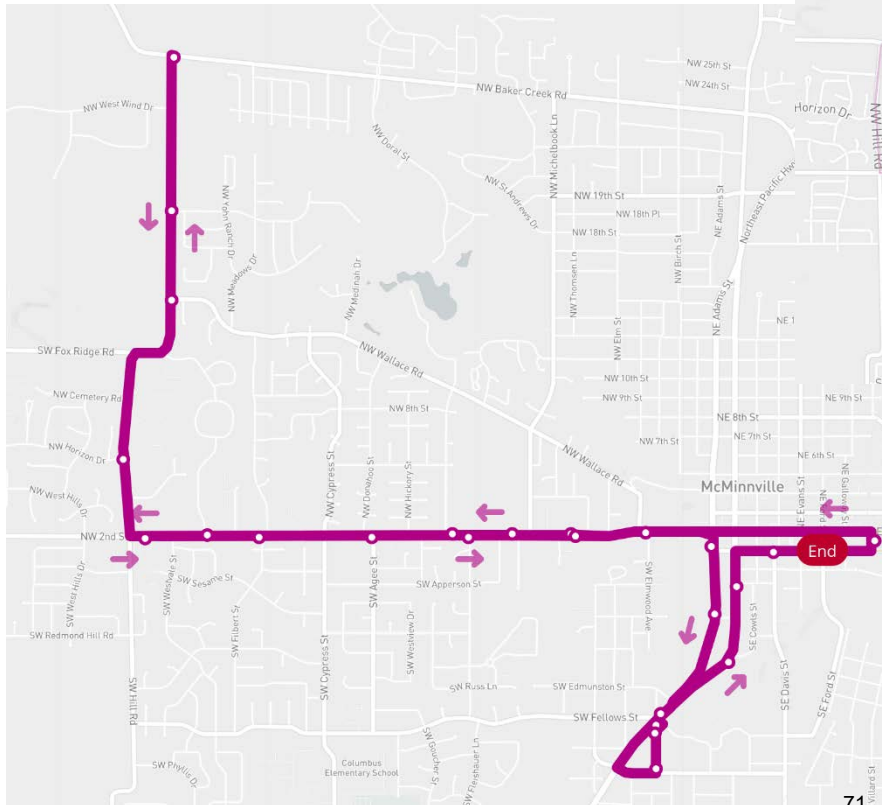


Long-Term



Service to Baker Creek Rd / Hill Rd Area – Long-Term

Extension of Route 2 West



And /or new Route
connecting
Winco/Walmart area
and downtown

Capital Priorities

- Sign and mark bus stops (first year)
- New buses with consistent markings/branding (early plan years and ongoing)
- Ongoing stop improvement program (shelters, ADA access, etc.)
- Technology upgrades: support real-time information and alerts
- Improvements for CCC access roadway



Technology and Programs

- Improve marketing and information, e.g., system map, website, online trip planning, real-time information/alerts
- Fare payment technology
- Travel training, volunteer driver program, etc.
- Software to allow on-demand reservations (similar to Lyft/Uber)



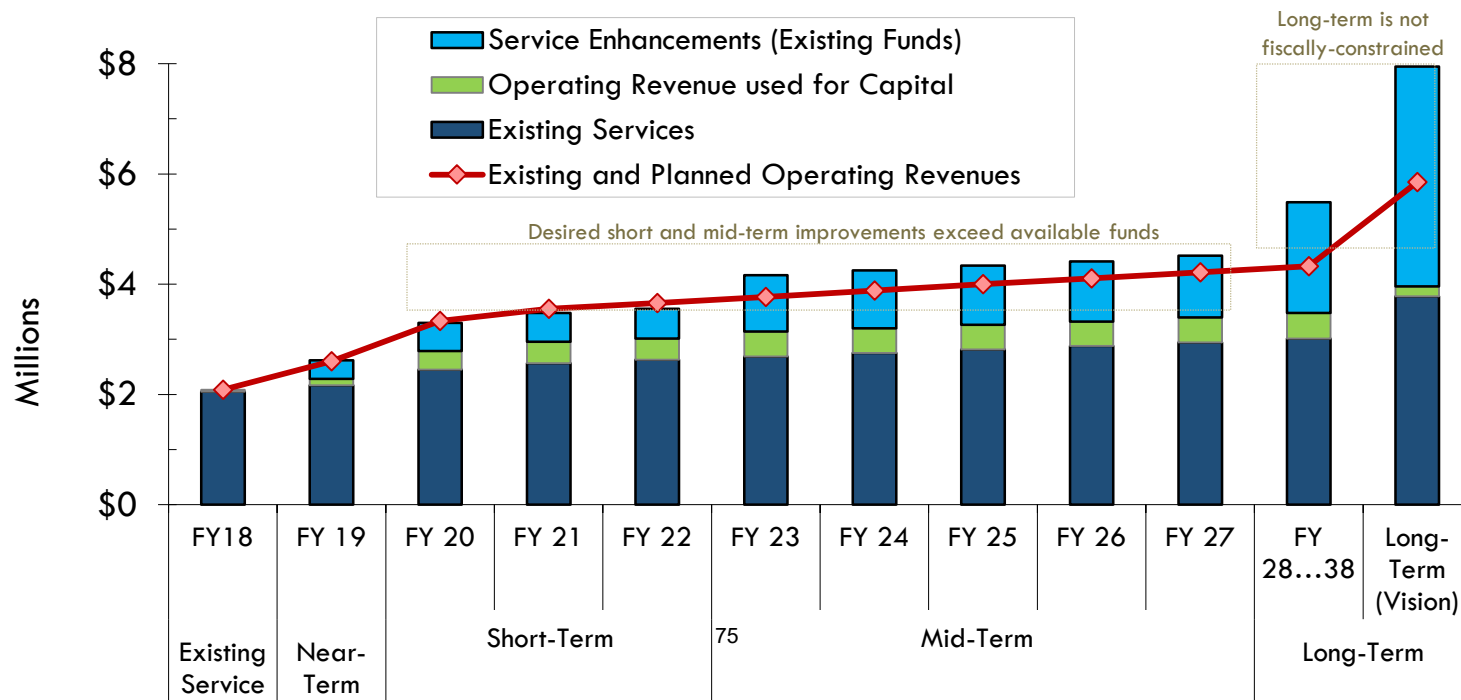
Capital – Facilities

| Improvement | Benefits | Estimated Cost* |
|--|---|-------------------|
| Sign and Mark Bus Stops | Communicates where vehicles stop and the presence of transit in the community | \$100,000 |
| Stop improvement program (benches, shelters, pads, and other amenities) | Provides comfortable, dignified places for passengers to catch the bus | \$50,000 (annual) |
| Improvements at Chemeketa Community College – McMinnville. Gate access and roadway improvements. | Enables service to Virginia Garcia clinic and other housing east of Norton Lane. | \$25,000 |
| Newberg Downtown Transit Center | Provides visibility for transit and a restroom for drivers and passengers. | \$1.0 M |
| McMinnville Bus Maintenance & Storage Facility | Provides space for future expansion and flexibility for future service contracting. | \$5.0 - \$6.0 M |
| Plan for expansion of McMinnville Transit Center | Provides space for future expansion | \$1.0 – 1.5 M |

* Order-of-magnitude conceptual costs

How do we pay for it?

- State Transportation Improvement Fund (HB 2017)
 - Statewide employee payroll tax starting in 2019
 - New annual revenues of \$500,000 in 2019 and \$1.1M in 2020
- “STIF” can fund some but not all of desired improvements
 - YCTA board and advisory committee members are considering other funding options



Next Steps

- Finalize detailed service, capital and programmatic elements and phasing plan
- Finalize financial plan and funding assumptions
- Draft TDP – Late June/early July
- YCTA Board of Commissioners adoption process – Late July/August
- Final TDP – September
- Implementation
- McMinnville – Amend Comp Plan and TSP if necessary

QUESTIONS



Oren Eshel
503-467-5415
oeshel@nelsonnygaard.com



Yamhill County
Transit Area

Cynthia Thompson
503-474-4910
thompsonc@co.yamhill.or.us

REFERENCE SLIDES

Existing Access

Population & Jobs Density Per Acre, Within ¼-Mile of Transit Routes/Stops

| City | Population Density (2010) | Jobs Density (2014) | Combined Pop. & Jobs Density |
|---|---------------------------|---------------------|------------------------------|
| Amity | 5.6 | 1.1 | 6.7 |
| Carlton | 6.9 | 2.1 | 9.0 |
| Dayton | 5.2 | 1.2 | 6.4 |
| Dundee | 5.0 | 1.5 | 6.5 |
| Lafayette | 5.7 | 1.0 | 6.7 |
| McMinnville | 6.1 | 2.7 | 8.8 |
| Newberg | 6.5 | 2.4 | 8.9 |
| Sheridan | 6.0 | 0.9 | 7.0 |
| Willamina | 3.1 | 0.5 | 3.6 |
| Yamhill | 3.4 | 2.0 | 5.4 |
| Total for All Cities | 5.4 | 1.5 | 6.9 |
| Outside of McMinnville & Newberg | 5.1 | 1.3 | 6.5 |

Source: 2010 Decennial Census, 2014 LEHD

Future Population

| Jurisdiction (UGBs) | Population (2017) | Population (2035) | % Change (2017-2035) | Density, Population/Acre (2035) |
|------------------------------------|-------------------|-------------------|----------------------|---------------------------------|
| Yamhill County Service Area | 108,144 | 136,836 | 27% | 0.3 |
| Within UGBs | 82,976 | 107,955 | 30% | 6 |
| McMinnville UGB | 34,293 | 44,122 | 29% | 5.9 |
| Newberg UGB ^A | 24,296 | 34,021 | 40% | 7.6 |
| Sheridan UGB | 6,340 | 6,893 | 9% | 4.4 |
| Lafayette UGB | 4,083 | 5,717 | 40% | 10 |
| Dundee UGB | 3,243 | 4,570 | 41% | 6 |
| Dayton UGB | 2,837 | 3,200 | 13% | 3.8 |
| Carlton UGB | 2,229 | 3,013 | 35% | 5.3 |
| Willamina UG ^B | 2,125 | 2,321 | 9% | 3.2 |
| Amity UGB | 1,642 | 1,910 | 16% | 4.6 |
| Yamhill UGB | 1,077 | 1,338 | 24% | 4.5 |
| Gaston UGB ^C | 811 | 850 | 5% | 2.6 |
| Outside UGBs | 25,123 | 28,880 | 15% | 0.1 |

Source: 2017 Portland State University Population Research Center (PRC)

Future Employment

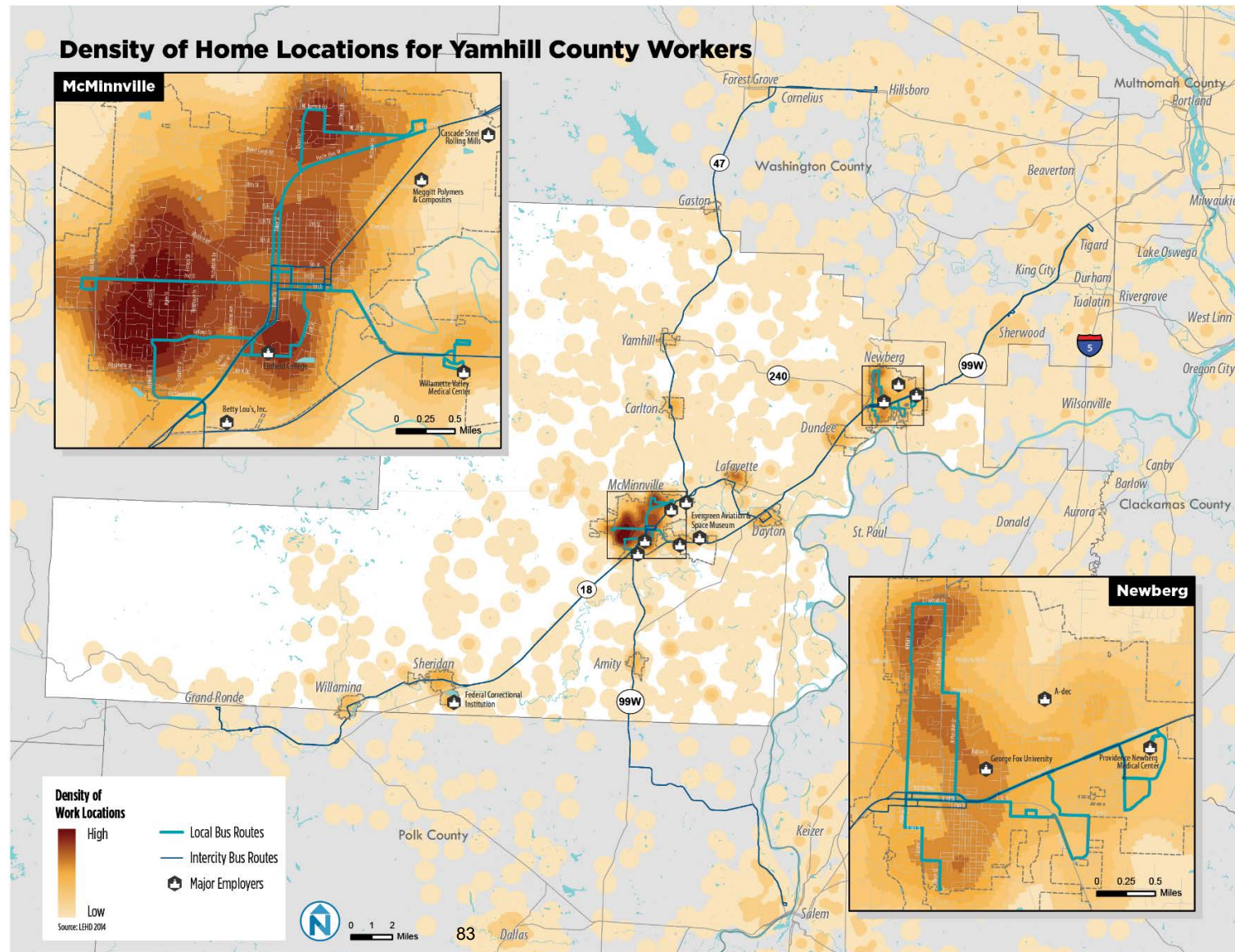
| Jurisdiction (UGBs) | Jobs (2014) | Jobs (2035) | % of County Jobs (2035) | Density, Jobs/Acre (2035) |
|---|---------------|---------------|-------------------------|---------------------------|
| Yamhill County ^A | 33,073 | 42,707 | 100.0% | 0.09 |
| Incorporated Cities ^B | 25,109 | 32,423 | 75.9% | 2.08 |
| McMinnville | 13,927 | 17,984 | 42.1% | 2.67 |
| Newberg | 7,920 | 10,227 | 23.9% | 2.75 |
| Sheridan | 1,123 | 1,450 | 3.4% | 1.16 |
| Dundee | 485 | 626 | 1.5% | 0.71 |
| Carlton | 348 | 449 | 1.1% | 0.79 |
| Willamina | 289 | 373 | 0.9% | 0.62 |
| Dayton | 282 | 364 | 0.9% | 0.68 |
| Yamhill | 272 | 351 | 0.8% | 1.02 |
| Amity | 259 | 334 | 0.8% | 0.84 |
| Lafayette | 204 | 263 | 0.6% | 0.47 |
| Unincorporated Areas | 7,964 | 10,284 | 24.1% | 0.02 |

Source: Oregon Employment Department

Where do people who work in Yamhill County live?

36% of McMinnville residents also work in McMinnville

25% of Newberg residents also live in Newberg

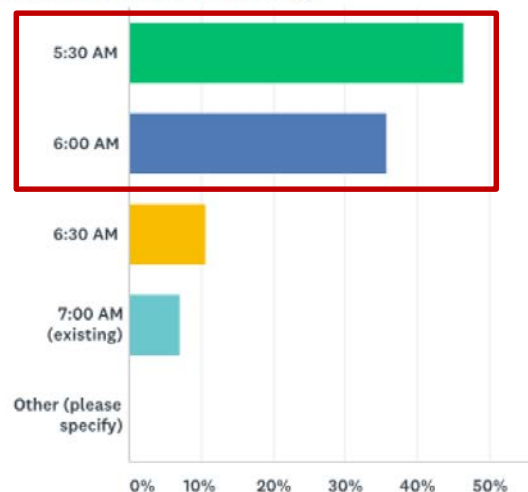


How early and late should service run?

- Local routes
 - Short-term: **7 am-7 pm**
 - Mid/Long-Term: **6 am (or earlier) - 9 pm**
- Add early evening trips on intercity routes
- Look at partnerships/technology to serve lower-demand evening needs (retail workers, college students, etc.)

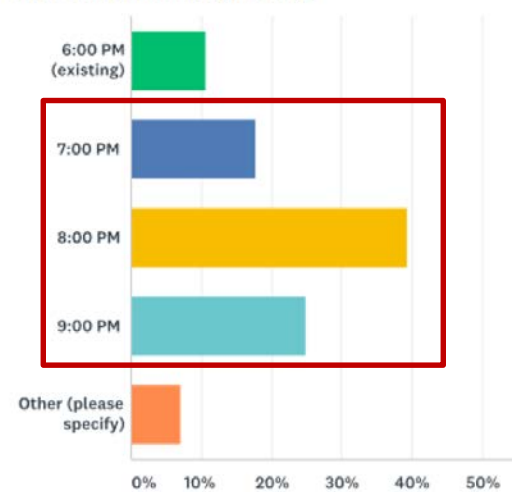
Online survey,
McMinnville
local service

When should buses start running?



N=28

When should buses stop running?

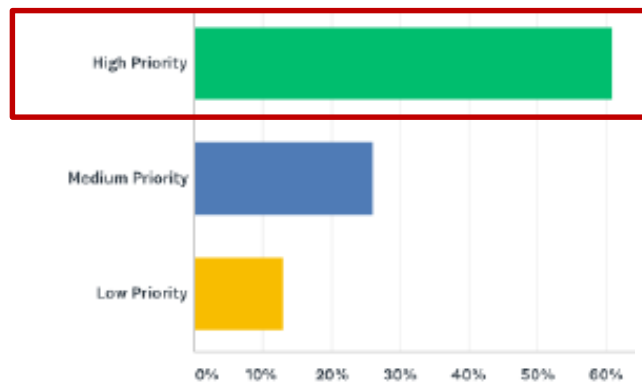


N=28

How should YCTA expand weekend service?

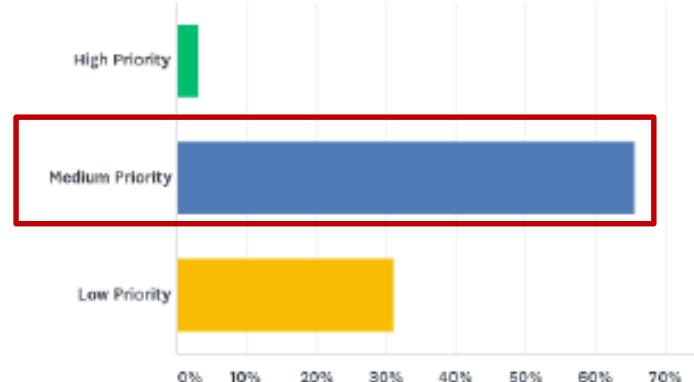
- Top priority:
 - **Saturday service in McMinnville (short/mid-term)**
- Routes 22 (Grand Ronde) and 44 (Tigard) already run on Saturdays
 - Additional weekend service on intercity routes is likely long-term (i.e., unfunded) given current funding levels and other needs

Salem Saturday Service



N=23

McMinnville-Newberg-Tigard Sunday Service





85

N=32

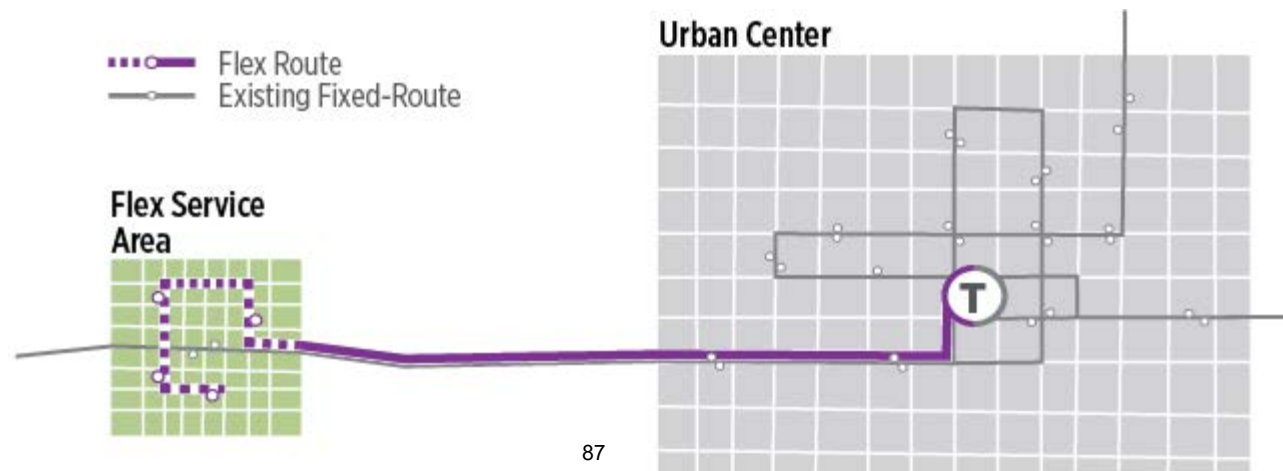
McMinnville-Newberg Connector

- Fills gaps in Route 44 schedule, between Newberg and McMinnville only (including Dundee, Dayton, Lafayette)
 - Does not go to Tigard
 - Runs on OR 99W
- Additional express service, possibly using bypass (evaluate based on future travel times)

| TIME PERIOD | LEAVES MCMINNVILLE | |
|--|---|---|
| | CURRENT | NEAR-TERM* |
| Morning  | 5:10 am 6:25 am 7:25 am 10:35 am | 5:30 am no change no change 10:38 am* |
| Mid-day | 12:15 pm | no change |
| Afternoon, Evening  | 1:15 pm 3:20 pm 5:05 pm (45x) 5:40 pm 6:12 pm | 1:28 pm no change no change 5:31 pm no change |

Improve Service in Small Cities

- Pilot shopper shuttle expanding to rural flex routes serving geographic community clusters:
 - Yamhill/Carlton
 - Dundee/Newberg
 - Sheridan/Willamina/Amity
 - Lafayette/Dayton
- Service in Sheridan south of Yamhill River
- Community-driven process to develop specific service design
- Stop at Transit Center and other key destinations in McMinnville(or Newberg)








Newberg





“Proposed” bus stop locations are conceptual. Actual stop locations would need to be determined.

Map Details:

- Routes:** 44 (blue), 45X (green), 46S (red).
- Key Locations:** Chehalam Senior Center, Chehalam Valley MS, Avamere at Newberg, CS Lewis Academy, Willow Place, Chehalam Aquatic Center, Catalyst HS, Mountain View MS, Newberg HS, Chehalam Cultural Center Library, George Fox University, Chehalam Springs, Providence MC, Chehalam Aquatic Center, Colonial Village Apartments, Fred Meyer, Safeway, Helping Hands Shelter, Woodview Village Apartments.
- Streets:** N Main St, N College St, Mountainview Dr, Crestview Dr, Columbia Dr, Cullen Rd, Illinois St, Pacific Hwy, E 1st St, E 2nd St, E 3rd St, E 4th St, E 5th St, S Blaine St, S College St, Wywood St, E Foot Hills Dr, N Main St, N College St, Mountainview Dr, Crestview Dr, Columbia Dr, Cullen Rd, Illinois St, Pacific Hwy, E 1st St, E 2nd St, E 3rd St, E 4th St, E 5th St, S Blaine St, S College St, Wywood St, E Foot Hills Dr.
- Scale:** 0 to 1.0 Miles.
- Legend:** “Proposed” bus stop locations are conceptual. Actual stop locations would need to be determined.

-  Proposed Newberg Local Routes
  Proposed Conceptual Service Areas
  Proposed Transit Center (General Location)
  Proposed Transfer Point

 Existing Route Segments To No Longer Be Served
 • Proposed Bus Stop*

 -  Westbound transit stop on Hancock St.
 -  Northbound bus stop on Brutscher St.
 -  Bus stop in Fred Meyer parking lot (subject to identifying suitable location)
 -  Future downtown transit center (location to be determined)

88

Note: * Proposed bus stop locations are conceptual.

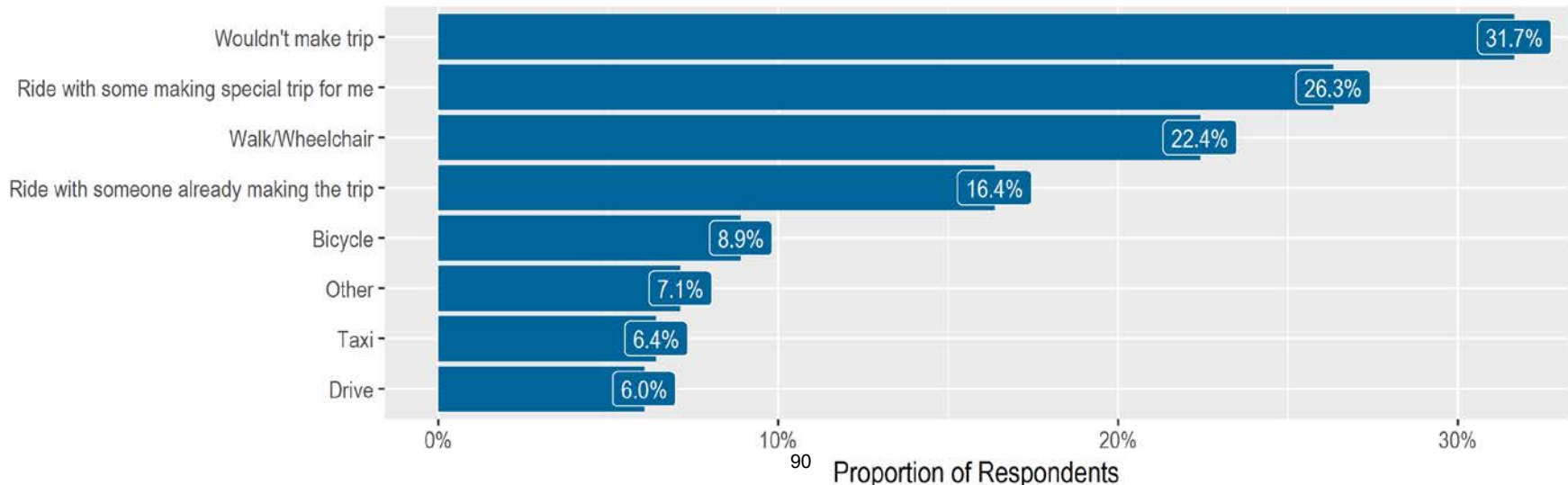
Existing YCTA Service Types (Reference)

| Characteristics | Intercity Routes | Local Fixed-Route | ADA Paratransit | General Public Dial-A-Ride |
|---------------------------|---|--|--|---|
| YCTA Coverage | 4 route patterns (not including 24s and 46s which operate on weekends or 45X which is an express variant of 44) | 2 routes in Newberg 2 routes in McMinnville | $\frac{3}{4}$ mile distance around fixed-route service The origin and destination must both be within a $\frac{3}{4}$ mile distance of a fixed-route bus stop. | Countywide, but generally serves trips in McMinnville and Newberg due to capacity limitations. Some trips extending to the greater McMinnville and Newberg areas |
| YCTA Service Hours | Varies by route | 7:00/7:30 P.M. to 6:00/6:30 P.M. | Same days, hours, and times as fixed-route service | 8 A.M. – 4:30 P.M. |
| Subscription Trips | N/A | N/A | Limited to 50% of available trips at a given time of day; it is permitted to exceed the ceiling if there is excess capacity to provide additional trips. Exceeding the threshold is discretionary. | Allowed, no restriction |
| Access | Fixed stops | Fixed stops and flag stops along local routes | Door-to-door | Curb-to-curb |

YCTA Rider Characteristics

- **Trip Purpose:** 47% use for work commute
- **Access to Transit:** 60% walk to/from the bus stop, typically 10 minutes or less
- **Frequency of Use:** 81% use YCTA 2+ days/week
- **Transit Reliance:** 32% say YCTA is their only option

Alternate Means to Make Trip without Bus Service?

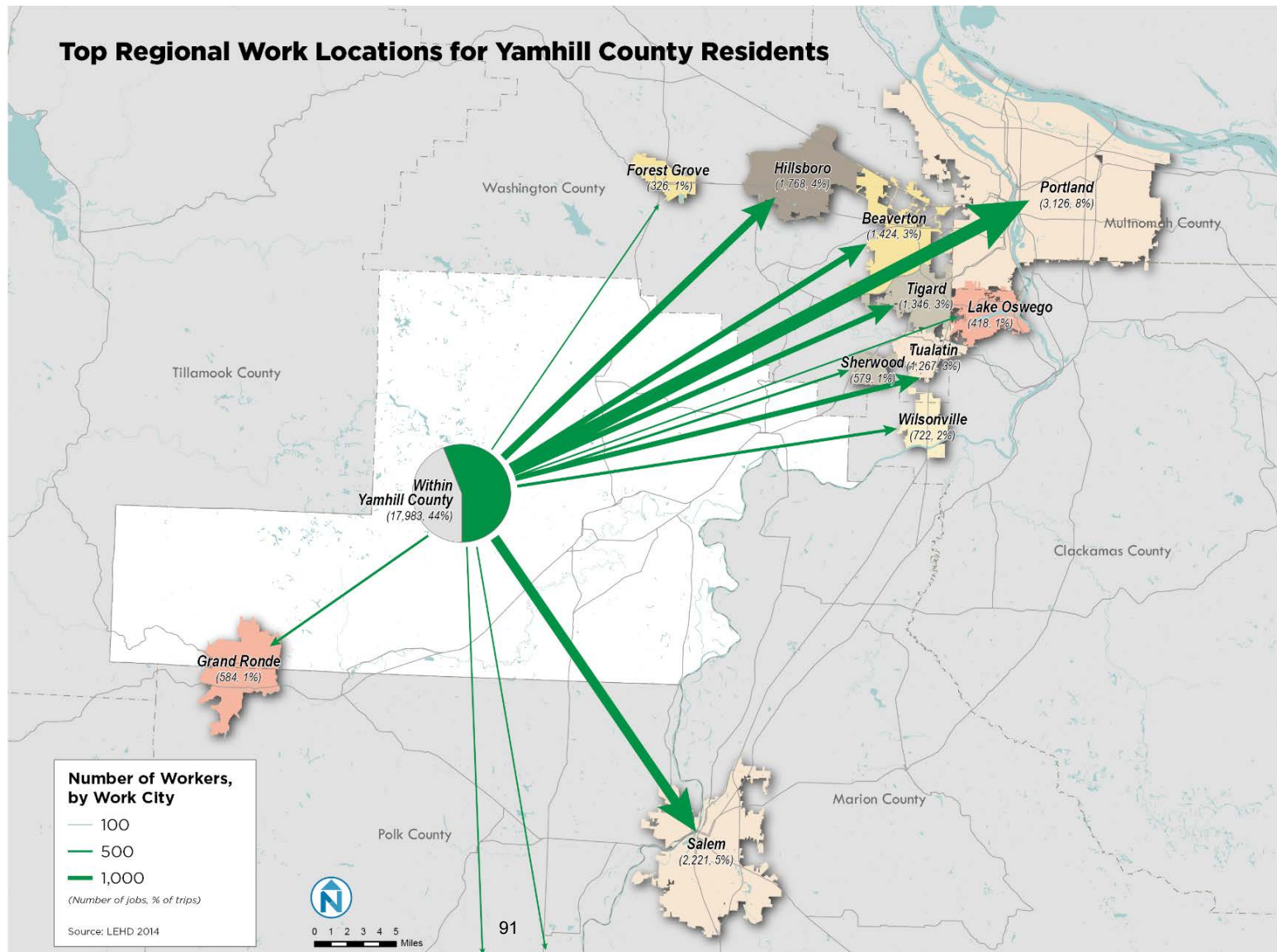


Major Commute Patterns *from* Yamhill County

44% live & work
in Yamhill County

30% commute to
Portland area

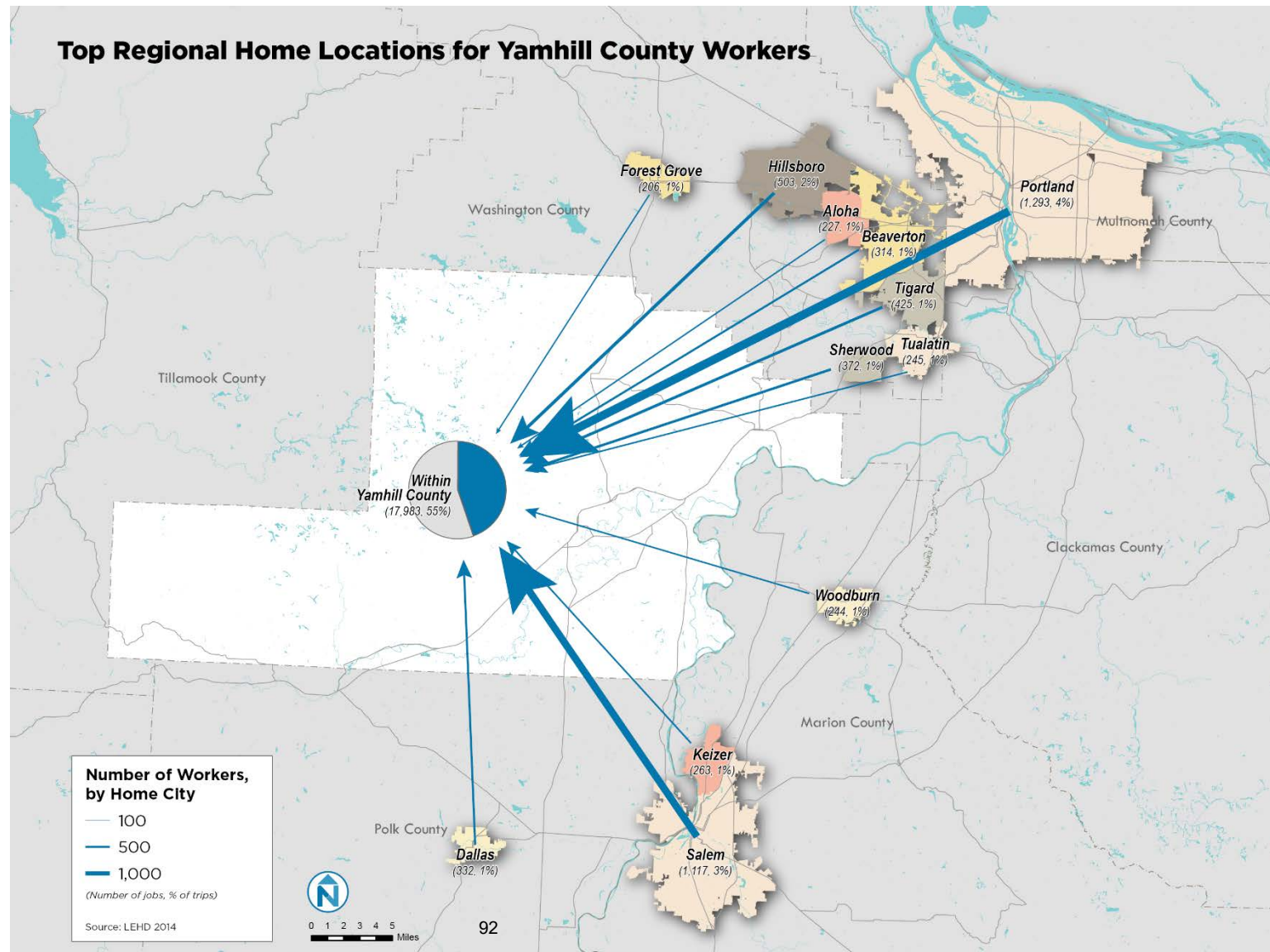
11% commute to
Salem area



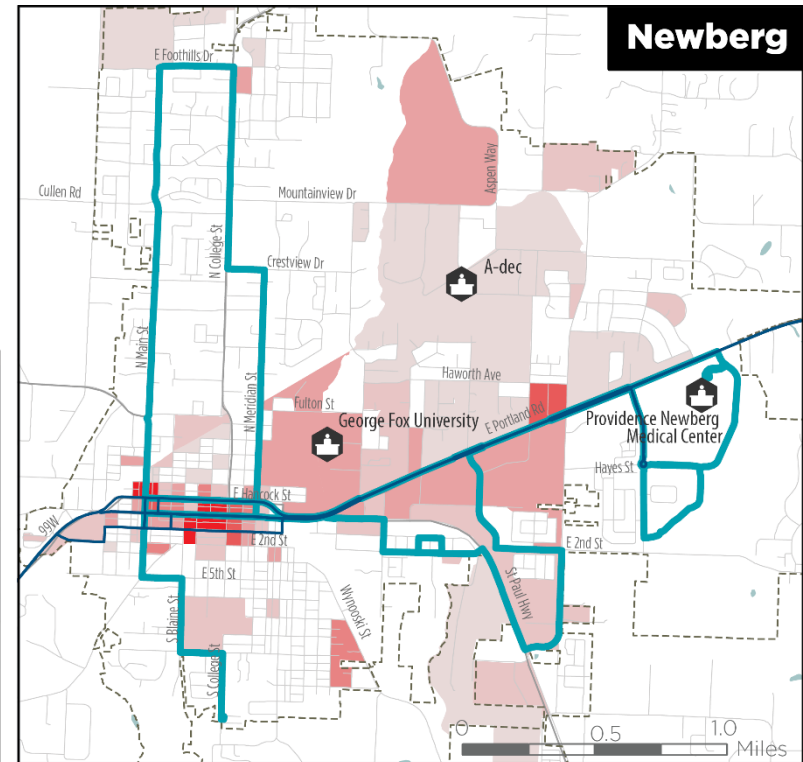
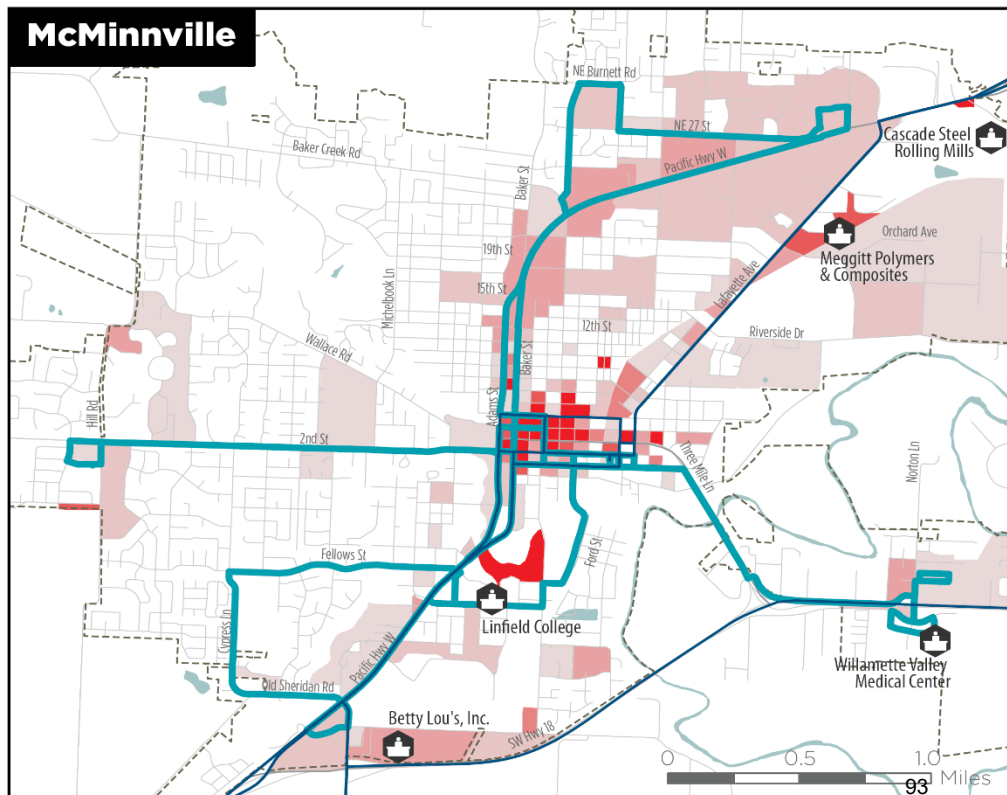
Major Commute Patterns to Yamhill County

16% commute from
Portland area

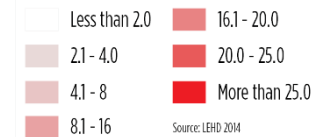
5% commute
from Salem area



Employment

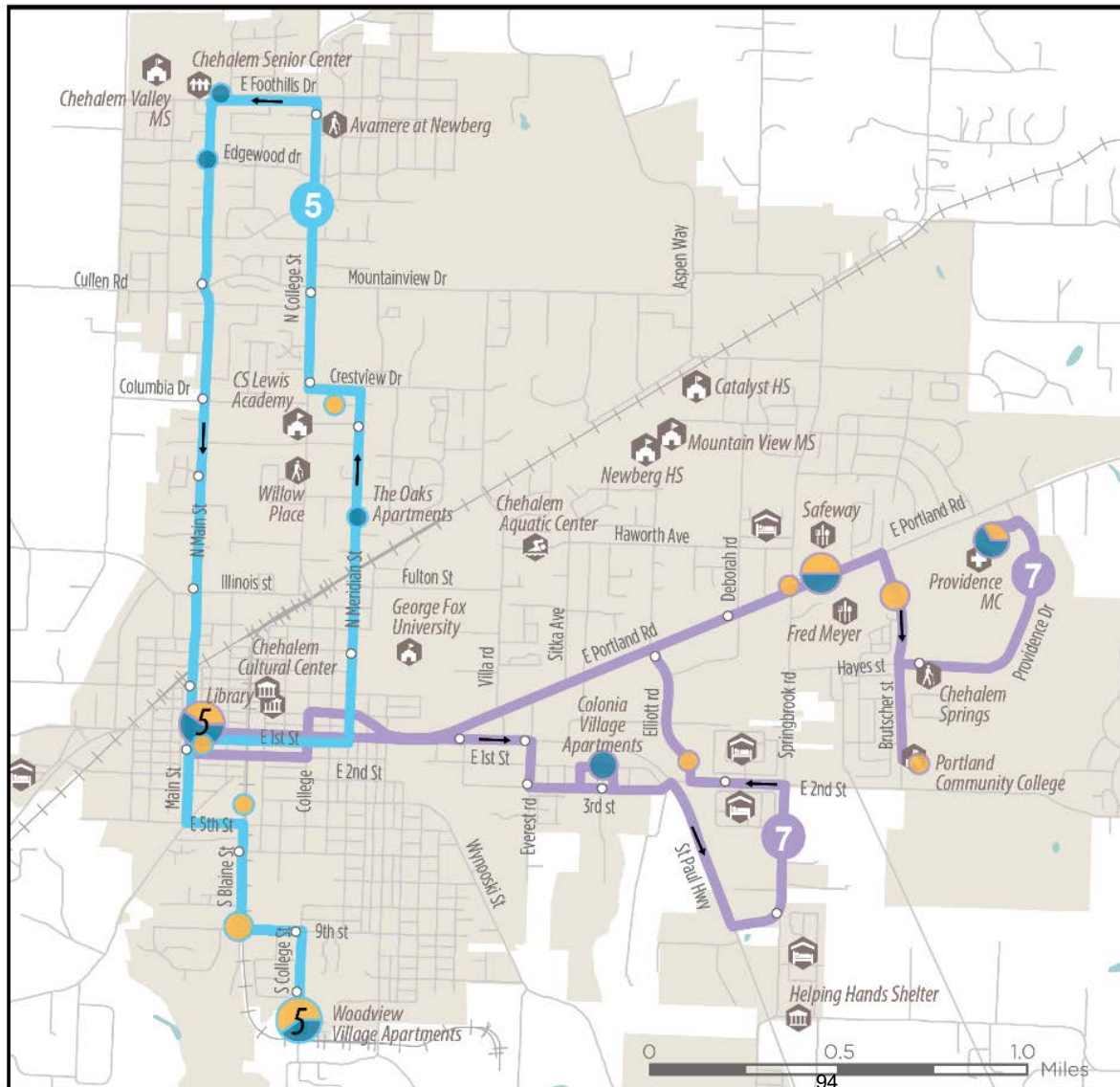


Jobs per Acre, by Census Block



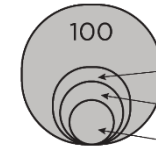
- Local Bus Routes
- Intercity Bus Routes
- Major Employers

Newberg Fixed-Route Service (Weekday)



Average Daily Total Activities (Ons + Offs)

Weekday, June 2017

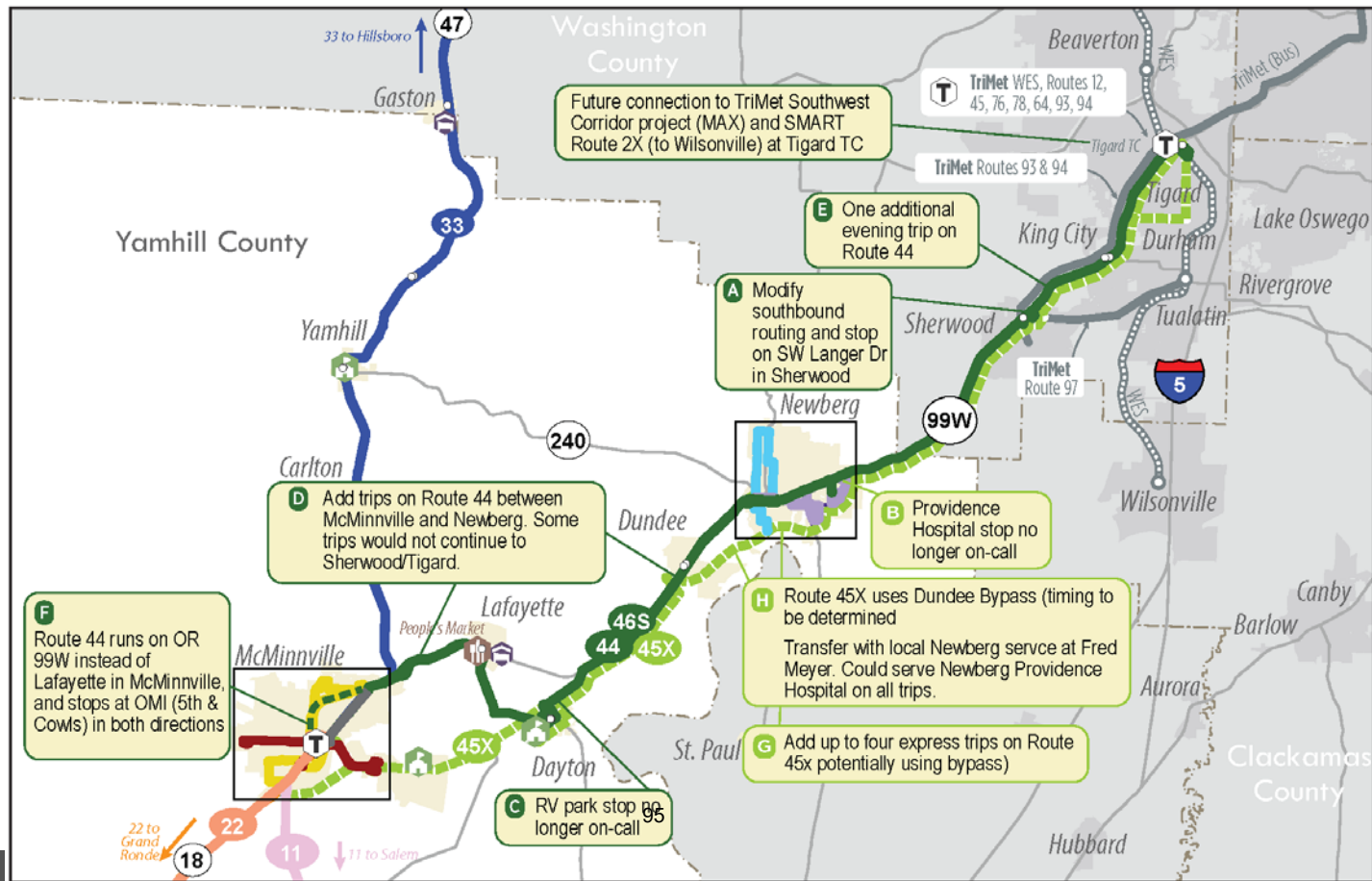


(Proportionally sized)

- Boarding
- Alighting
- Zero Activity

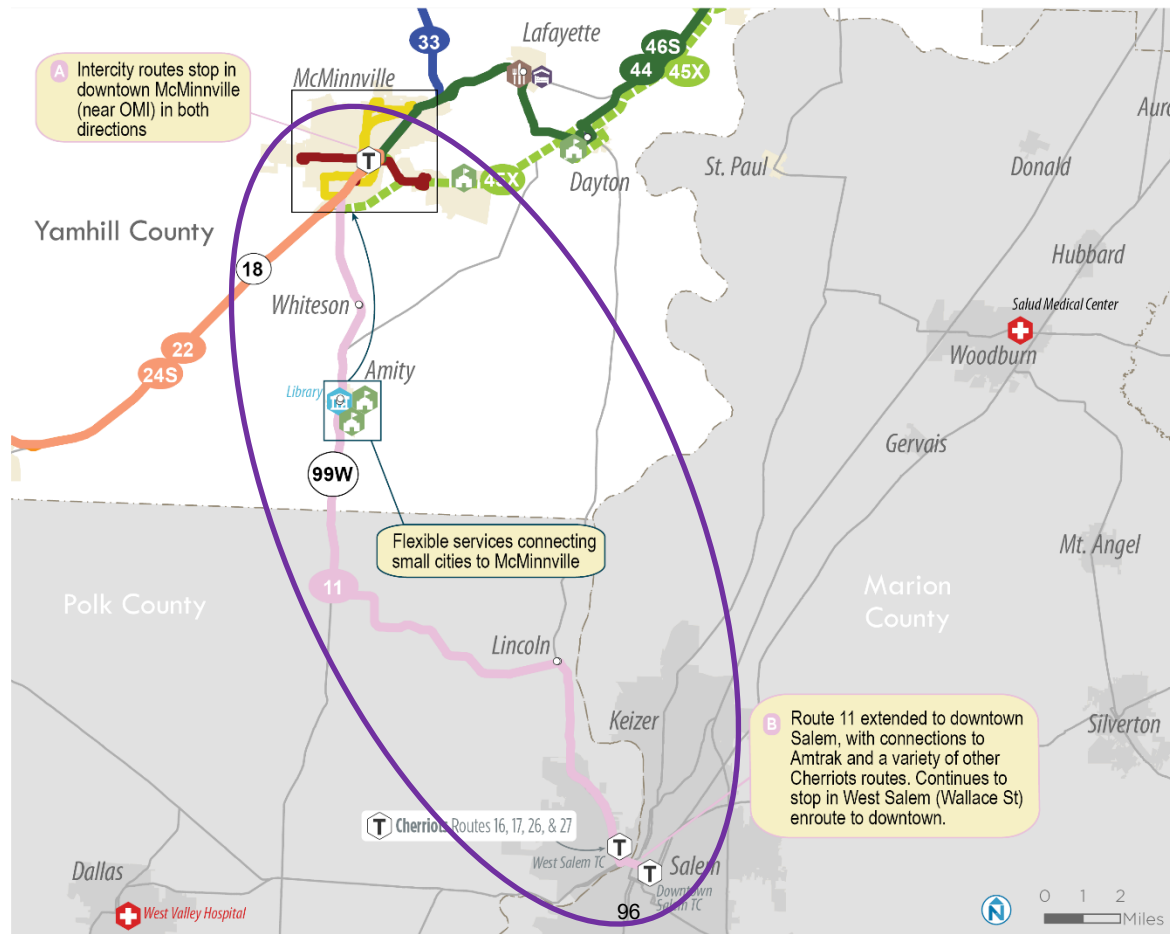
McMinnville-Newberg-Tigard (Route 44/45x)

- “McMinnville-Newberg Connector”
- Fill schedule gaps
- Add express trips – may use Dundee Bypass in the future



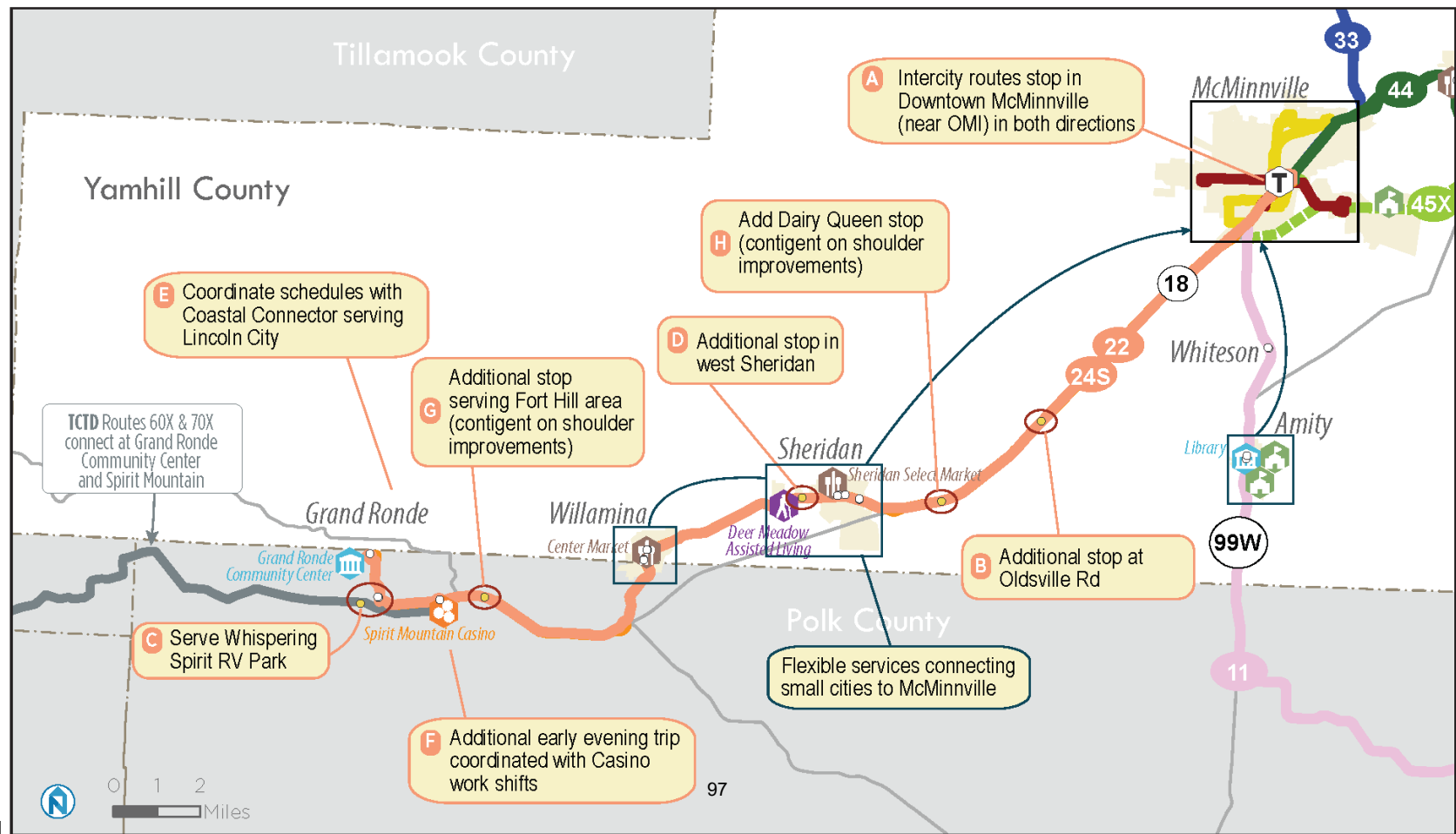
McMinnville-Salem (Route 11)

- Extend to Downtown Salem Transit Center
- Add trips to fill schedule gaps, including early evening



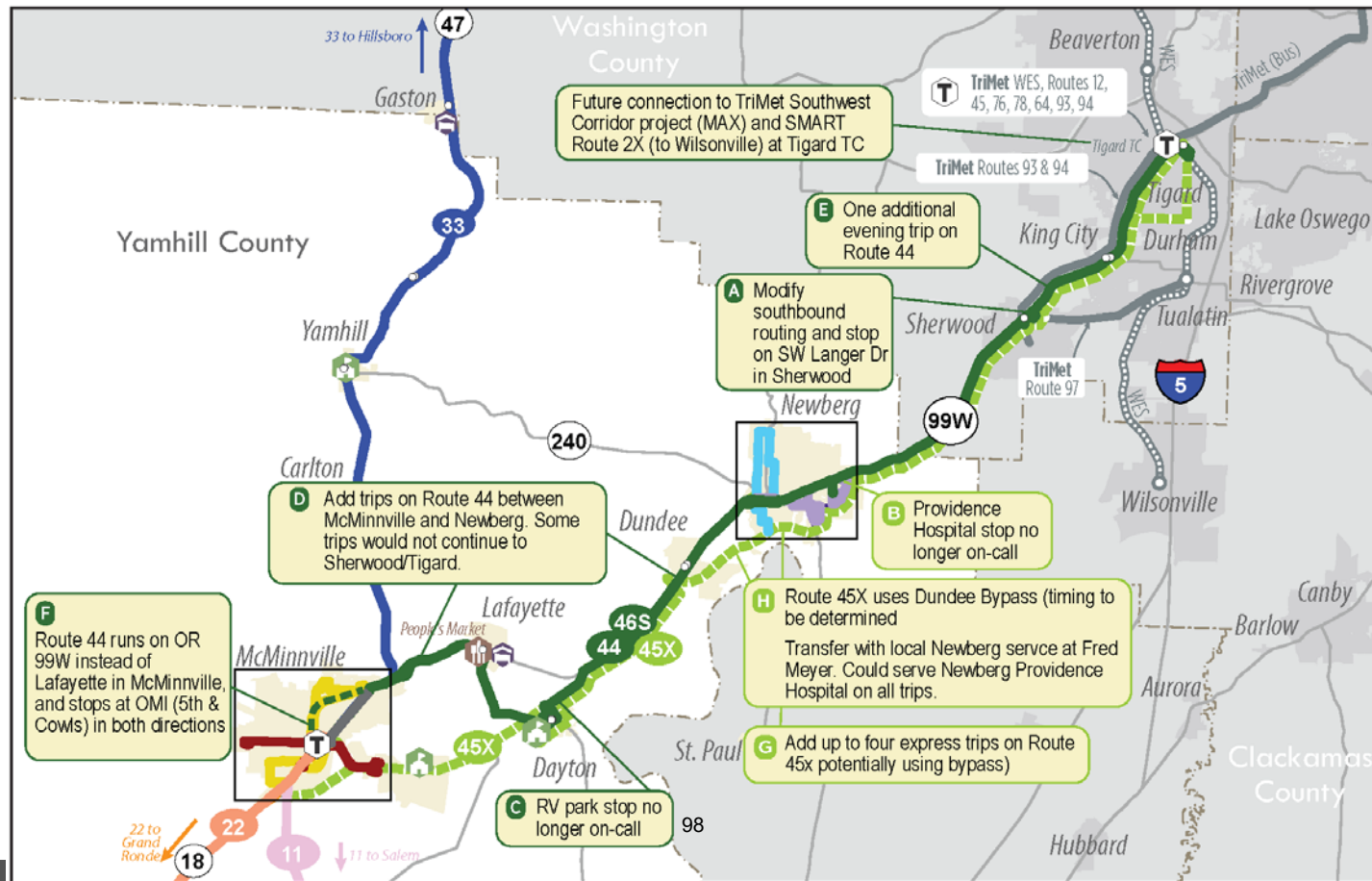
McMinnville-Grand Ronde (Route 22/24s)

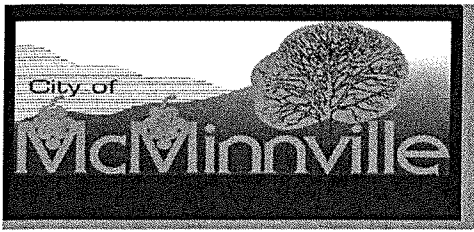
- Desire for additional stops; some require shoulder upgrades
- Later evening



McMinnville-Hillsboro (Route 33)

- Desire for connections to other routes/cities – Salem, Newberg, Tigard
- Schedule gaps are key concern





| | |
|--|--------------------------------------|
| City Recorder Use | |
| _____ | |
| Final Action: | |
| <input checked="" type="checkbox"/> Approved | <input type="checkbox"/> Disapproved |

Liquor License Recommendation

BUSINESS NAME / INDIVIDUAL: Sushi Kyo Express
BUSINESS LOCATION ADDRESS: 877 SW Keck Dr McMinnville
LIQUOR LICENSE TYPE: Limited On-Premises

Is the business at this location currently licensed by OLCC

☒ Yes ☐ No

If yes, what is the name of the existing business:

Hours of operation: 11am – 9pm Sunday-Thursday, 11am – 10pm Friday-Saturday

Entertainment: N/A

Hours of Music: N/A

Seating Count: 38

EXEMPTIONS:

(list any exemptions)

Tritech Records Management System Check: ☒ Yes ☐ No

Criminal Records Check: ☒ Yes ☐ No

Recommended Action: ☒ Approve ☐ Disapprove

Chief of Police / Designee

City Manager / Designee



City of McMinnville
Community Development Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

STAFF REPORT

DATE: July 10, 2018
TO: Jeff Towery, City Manager
FROM: Larry Sherwood, Project Manager
VIA: Susan Muir, Parks and Rec Director
SUBJECT: Senior Center Roof Replacement Project Contract Award

Council Goal:

To protect the Cities Assets by completing facility maintenance projects.

Report in Brief:

This action is the consideration of a resolution to award a public improvement contract in the amount of \$ 89,840.00 to Cherry Roofing Inc. for the construction of the Senior Center Roof Replacement Project, Project 2018-4.

Background:

The senior center was constructed in 1995 and the roof is currently leaking, with minor inconsistent leaks showing in the interior. The Project consists of removal and disposal of the existing composition shingle roof, flashings and underlayment; inspection of the existing plywood deck and fascia boards with replacement as needed; Replacement of all flashing including painted metal valley, rake, drip edge, chimney base, plumbing pipes, and metal accessory flashings; replacement of all roof vents with pre-painted metal roof vents; installation of new underlayment; and installation of a new asphalt shingle roof matching the existing shingle color.

The project is expected to be completed during the Senior Center's planned closure dates of August 26, 2018 through September 3, 2018.

Discussion:

On Thursday, June 28, 2018, three bids were received, opened, and publicly read for the construction of the Senior Center Rood Replacement Project, Project 2018-4. The bid results are as follows:

- | | |
|------------------------|---------------|
| • Cherry Roofing, Inc. | \$ 89,840.00 |
| • Meraki Construction | \$ 94,663.00 |
| • Washington Roofing | \$ 116,192.00 |

The construction estimate for this work was \$ 75,000-\$100,000

The bids were checked for completeness, including a review of the following:

- Was the bid submitted, on time, in a properly sealed and labeled envelope?
- Was the Bid Form properly filled out and executed?
- Was a Bid Bond included?
- Were the project addenda acknowledged?
- Was the First Tier Subcontractor Form turned in on time?

All three bids were complete and met the City's requirements. A detailed breakdown of the received bids is on file in the Engineering Department.

The bid from Cherry Roofing Inc., in the amount of \$ 89,840.00, was deemed to be the lowest responsible and responsive bid.

Attachments:

1. Resolution

Fiscal Impact:

The project is funded through a combination of donations, building repairs and maintenance funds, and contributions from the general fund. Like most capital and construction projects right now, bids are coming in higher than anticipated due to a tight construction market. This project in particular came in approximately 30% higher than budgeted for, yet it is important to complete the work. Since we are at the beginning of the fiscal year we will manage the overage and watch the budget over the remainder of the year, and request any adjustments as necessary through the supplemental budget process.

Recommendation:

Staff recommends that the City Council adopt the attached resolution to award a public improvement contract in the amount of \$ 89,840.00 to Cherry Roofing Inc. for the construction of the Senior Center Roof Replacement Project, Project 2018-4.

RESOLUTION NO. 2018-42

A Resolution awarding the contract for the Senior Center Roof Replacement Project, Project 2018-4.

RECITALS:

At 2:00pm on June 28, 2018, three bids for the Senior Center Roof Replacement Project, Project 2018-4, were publicly opened and read aloud.

The low bidder, Cherry Roofing Inc., met all of the bid requirements and should be considered the lowest responsible bidder.

The project is funded through a combination of donations, building repairs and maintenance funds, and contributions from the general fund and is included in the FY19 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMinnville, OREGON, as follows:

1. That entry into a public improvement contract with Cherry Roofing Inc., in the amount of \$ 89,840.00, with a substantial completion date of September 3, 2018 for the Senior Center Roof Replacement Project, Project 2018-4, is hereby approved.
2. That the City Manager is hereby authorized and directed to execute the public improvement contract.
3. That this resolution shall take effect immediately upon passage and shall continue in full force and effect until revoked or replaced.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 10th day of July 2018 by the following votes:

Ayes: _____

Nays: _____

Approved this 10th day of July 2018.

MAYOR

Approved as to form:

CITY ATTORNEY



CITY OF MCMINNVILLE
Administration
230 NE SECOND STREET
MCMINNVILLE, OR 97128
503-435-5702

www.mcminnvilleoregon.gov

STAFF REPORT

DATE: July 10, 2018
TO: Mayor and City Councilors
FROM: Melissa Grace, City Recorder
SUBJECT: Ordinance Adoption Process

City Attorney Koch will discuss the Ordinance Adoption Process.

CITY OF MCMINNVILLE - CASH AND INVESTMENT BY FUND
March 2018

| FUND # | FUND NAME | GENERAL OPERATING | | |
|-------------|-------------------------------------|-------------------|----------------|----------------|
| | | CASH IN BANK | INVESTMENT | TOTAL |
| 01 | General | \$672,004.96 | \$9,199,132.64 | \$9,871,137.60 |
| 05 | Special Assessment | 160.53 | 151,618.82 | 151,779.35 |
| 07 | Transient Lodging Tax | 365.94 | 1,000.00 | 1,365.94 |
| 10 | Telecommunications | 812.04 | 1,030.00 | 1,842.04 |
| 15 | Emergency Communications | 557.58 | 85,094.81 | 85,652.39 |
| 20 | Street (State Tax) | 882.75 | 1,836,513.15 | 1,837,395.90 |
| 25 | Airport Maintenance | 884.74 | (125,250.97) | (124,366.23) |
| 40 | Public Safety Facility Construction | 101.58 | 2,805.24 | 2,906.82 |
| 45 | Transportation | 885.76 | 13,000,009.41 | 13,000,895.17 |
| 50 | Park Development | 236.53 | 1,266,081.01 | 1,266,317.54 |
| 58 | Urban Renewal | 275.21 | 399,226.00 | 399,501.21 |
| 59 | Urban Renewal Debt Service | 304.77 | 335,591.22 | 335,895.99 |
| 60 | Debt Service | 95.69 | 1,063,563.90 | 1,063,659.59 |
| 70 | Building | 824.88 | 1,288,500.00 | 1,289,324.88 |
| 75 | Sewer | 870.31 | 1,201,481.39 | 1,202,351.70 |
| 77 | Sewer Capital | 494.10 | 23,082,103.65 | 23,082,597.75 |
| 79 | Ambulance | 439.99 | (198,164.72) | (197,724.73) |
| 80 | Information Systems & Services | 909.63 | 214,713.61 | 215,623.24 |
| 85 | Insurance Reserve | 637.48 | 1,845,290.54 | 1,845,928.02 |
| CITY TOTALS | | 681,744.47 | 54,650,339.70 | 55,332,084.17 |

| MATURITY DATE | INSTITUTION | TYPE OF INVESTMENT | INTEREST | CASH VALUE |
|------------------|----------------------------|---|----------|-------------------------|
| | | | RATE | |
| N/A | Key Bank of Oregon | Checking & Repurchase Sweep Account | 0.20% | \$ 681,744.47 |
| N/A | Key Bank of Oregon | Money Market Savings Account | 0.02% | 7,005,136.06 |
| N/A | State of Oregon | Local Government Investment Pool (LGIP) | 1.74% | 34,650,100.67 |
| N/A | State of Oregon | Park Improvement Bonds (LGIP) | 1.74% | 683,507.08 |
| N/A | State of Oregon | Transportation Bond (LGIP) | 1.74% | 11,133,448.41 |
| N/A | State of Oregon | Urban Renewal Loan Proceeds (LGIP) | 1.74% | 505,663.33 |
| N/A | MassMutual Financial Group | Group Annuity | 3.00% | 672,484.15 |
| | | | | <u>\$ 55,332,084.17</u> |

CITY OF MCMINNVILLE - CASH AND INVESTMENT BY FUND
April 2018

| FUND # | FUND NAME | GENERAL OPERATING | | |
|-------------|-------------------------------------|-------------------|----------------|----------------|
| | | CASH IN BANK | INVESTMENT | TOTAL |
| 01 | General | \$916,831.74 | \$8,575,616.52 | \$9,492,448.26 |
| 05 | Special Assessment | 845.12 | 150,618.82 | 151,463.94 |
| 07 | Transient Lodging Tax | 835.57 | 9,000.00 | 9,835.57 |
| 10 | Telecommunications | 814.62 | 1,030.00 | 1,844.62 |
| 15 | Emergency Communications | 67.55 | 149,094.81 | 149,162.36 |
| 20 | Street (State Tax) | 410.57 | 1,838,267.46 | 1,838,678.03 |
| 25 | Airport Maintenance | 108.04 | 229,749.03 | 229,857.07 |
| 40 | Public Safety Facility Construction | 105.65 | 2,805.24 | 2,910.89 |
| 45 | Transportation | 447.46 | 12,953,224.95 | 12,953,672.41 |
| 50 | Park Development | 299.10 | 1,242,260.70 | 1,242,559.80 |
| 58 | Urban Renewal | 641.38 | 304,098.73 | 304,740.11 |
| 59 | Urban Renewal Debt Service | 970.66 | 311,762.66 | 312,733.32 |
| 60 | Debt Service | 919.41 | 1,098,608.69 | 1,099,528.10 |
| 70 | Building | 710.06 | 1,288,500.00 | 1,289,210.06 |
| 75 | Sewer | 263.72 | 1,296,558.21 | 1,296,821.93 |
| 77 | Sewer Capital | 406.65 | 23,575,103.65 | 23,575,510.30 |
| 79 | Ambulance | 948.85 | (224,164.72) | (223,215.87) |
| 80 | Information Systems & Services | 544.70 | 208,713.61 | 209,258.31 |
| 85 | Insurance Reserve | 239.64 | 1,847,290.54 | 1,847,530.18 |
| CITY TOTALS | | 926,410.49 | 54,858,138.90 | 55,784,549.39 |

| MATURITY DATE | INSTITUTION | TYPE OF INVESTMENT | INTEREST | CASH VALUE |
|------------------|----------------------------|---|----------|-------------------------|
| | | | RATE | |
| N/A | Key Bank of Oregon | Checking & Repurchase Sweep Account | 0.20% | \$ 926,410.49 |
| N/A | Key Bank of Oregon | Money Market Savings Account | 0.02% | 7,005,251.21 |
| N/A | State of Oregon | Local Government Investment Pool (LGIP) | 2.10% | 34,836,474.23 |
| N/A | State of Oregon | Park Improvement Bonds (LGIP) | 2.10% | 684,686.77 |
| N/A | State of Oregon | Transportation Bond (LGIP) | 2.10% | 11,152,663.95 |
| N/A | State of Oregon | Urban Renewal Loan Proceeds (LGIP) | 2.10% | 506,536.06 |
| N/A | MassMutual Financial Group | Group Annuity | 3.00% | 672,526.68 |
| | | | | <u>\$ 55,784,549.39</u> |