

CITY OF MCMINNVILLE
MINUTES OF DINNER MEETING of the McMinnville City Council
Held at the Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, December 10, 2013, at 6:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Scott Hill	Kellie Menke
	Kevin Jeffries	Alan Ruden
	Larry Yoder	Paul May

Also present were City Manager Kent L. Taylor, City Attorney Candace A. Haines, Planning Director Doug Montgomery, Parks and Recreation Director Jay Pearson, and a member of the news media, Nicole Montesano of the *News Register*.

DINNER

CALL TO ORDER: Mayor Olson called the Dinner Meeting to order at 6:25 p.m. and reviewed the agenda. He noted that Councilor May was excused from the evening's meetings. Mayor Olson advised that the Council would hold its Regular City Council Meeting, and then would convene as the Urban Renewal Agency Board of Directors.

DOG PARK LIGHTING UPDATE: Parks and Recreation Director Pearson discussed the Dog Park Lighting Project and explained that during the lighting design period, it was determined that the project could be expanded beyond the original concept of lighting only the western half of the area, an additional five lights and poles could be added so the eastern side of the park could also be lit. That addition, along with Water and Light's new point of connection fee, brought the total improvement costs to \$38,082. He stated that if \$17,682 from the Park Development Fund could be utilized, the entire project could be funded.

Responding to questions, Mr. Pearson advised that he had been in contact via letter with the neighbors in both mobile home parks that are adjacent to the dog park and no one had responded to his request for comments and/or complaints. He said that the park will be lighted from late fall through early spring (October - March) from 4:00 p.m. until 8:00 p.m. Lights will go out at 8:00 p.m.

RESOLUTION - COMCAST LEASE: City Manager Taylor advised the group that at its December 3rd Airport Commission Meeting, the Commission voted unanimously to recommend approval of the five-year lease with Comcast. He added that there are three five-year renewals written into the lease. He noted that the Commission had approved an increase ground lease rate and cost of living adjustments.

ADJOURNMENT: Mayor Olson adjourned the Dinner Meeting at 6:37 p.m.

Rose A. Lorenzen, Recording Secretary

CITY OF McMinnville
MINUTES OF REGULAR MEETING of the McMinnville City Council
Held at the Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, December 10, 2013, at 7:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Scott Hill Kellie Menke	Paul May
	Kevin Jeffries Alan Ruden	
	Larry Yoder	

Also present were City Manager Kent L. Taylor, City Attorney Candace A. Haines, Planning Director Doug Montgomery, Parks and Recreation Director Jay Pearson, Engineering Services Manager Rich Spofford, Transportation Consultant Andy Mortensen of The Transpo Group, and a member of the news media, Nicole Montesano of the *News Register*.

AGENDA ITEM

CALL TO ORDER: Mayor Olson called the meeting to order at 7:00 p.m. and welcomed those in attendance.

PLEDGE OF ALLEGIANCE: Councilor Yoder led in the recitation of the Pledge of Allegiance.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Olson introduced new Chamber of Commerce President / Chief Executive Officer Nathan Knottingham and asked him to say a few words. Mr. Knottingham thanked the Council for the opportunity to speak. He gave a brief biography and noted that he and his wife were very happy to be a part of the McMinnville community. He added that he had gotten the opportunity to chat with many people and all showed a great deal of hope, vision, and pride in the community.

Steve Patterson stated that he was present to represent Your Community Mediators. He thanked the Council for its financial support of Your Community Mediators (YCM) and enumerated the many ways that YCM uses mediation to help support the community.

CONSIDER MINUTES: Councilor Ruden MOVED to approve the minutes of the November 26, 2013 Dinner and Regular Meetings as submitted; SECONDED by Councilor Hill. Motion PASSED unanimously.

2. OLD BUSINESS

2.a. TRANSPORTATION SYSTEM DEVELOPMENT CHARGE WORK-SESSION: Mayor Olson welcomed transportation consultant Andy Mortensen of the Transpo Group. Mr. Mortensen thanked the Council for the opportunity to once again discuss the Transportation System Development Charge (SDC) and advised that he had a few, brief PowerPoint slides to show the Council. He showed the slide presentation which centered on the revised Economic Opportunity Analysis projections and revised population growth projections.

Following his presentation, a citizen, Mark Davis, asked if it were possible that some of the projects could be delayed into the next 20-year planning period. Mr. Mortensen advised that the question was quite relevant; however, the committee had moved everything forward from 2008 and the "future needs" being discussed were really bringing the streets and roads up to modern standards. He explained that current deficiencies exist and that he did not think that the needs listed would really change, even though the trips have lessened. He pointed out that is why it is important to update the SDCs every three to five years.

Mayor Olson noted that it was always a struggle because the SDCs are to be used to accommodate the growth of an area, but yet deficiencies continue to exist.

City Manager Taylor pointed out that besides the population projection changes, there continues to be a need to be consistent with the EOA and to move forward with the same basis.

3. NEW BUSINESS

3a. DOG PARK LIGHTING UPDATE: Parks and Recreation Director Jay Pearson reminded the Council that the Dog Park Lighting Project had been made possible by Petco's award of a \$20,000 grant. During the design process, it was determined that to increase capacity, the project could be expanded to encompass lighting on both the west and east sides of the park. An alternate bid process was formulated and the following are the four bidders and bid amounts that were solicited:

<u>Bidder</u>	<u>Bid Amount</u>
DND Electric	Base Bid - \$20,995.00
	Alternate No. 1 - 15,995.00
Total Bid	\$36,990.00
S & S Electrical	Base Bid - \$22,877.00
	Alternate No. 1 - 15,783.00

Total Bid		\$38,660.00
<u>Bidder</u>		<u>Bid Amount</u>
Farnham Electric	Base Bid -	\$28,610.00
	Alternate No. 1 -	22,940.00
Total Bid		\$51,550.00
Cherry City Electric	Base Bid -	\$27,986.00
	Alternate No. 1 -	26,120.00
Total Bid		\$54,106.00

Mr. Pearson advised that it was staff's recommendation that the DND Electric bid with the Alternate No. 1, for a total of \$36,990.00 be accepted. He explained that the Park Betterment Fund could be used to make up the difference between the total bid and the \$20,000 Petco grant. There is an additional fee of approximately \$1,092 new Point of Connection fee from Water and Light. Total cost of the project would be \$38,082 (Petco Foundation Grant: \$18,000; Water and Light Conservation reimbursement for using LED luminaries: \$2,400; and Park Betterment Fund: \$17,682).

Following a brief discussion, Councilor Ruden MOVED to approve the expanded Dog Park Lighting Project to include the new Point of Connection, Base Bid, and Additive Alternate totaling approximately \$38,062 and approval of a construction contract totaling \$36,990 with DND Electric of McMinnville to perform the work necessary to complete the lighting project Base Bid and Additive Alternate; SECONDED by Councilor Yoder. Motion PASSED unanimously.

4 RESOLUTION

4a APPROVING THE LEASE OF 0.95 ACRES OF AIRPORT PROPERTY TO COMCAST OF OREGON: City Manager Taylor advised the Council that at its meeting on December 3, 2013, the Airport Commission recommended approval of a five-year lease and three five-year renewals with cost-of-living adjustments with Comcast of Oregon II, Inc.

Councilor Menke MOVED to adopt Resolution No. 2013 29 approving the Lease / Lease Extension of 0.95 acres of Airport Property to Comcast of Oregon II, Inc.; SECONDED by Councilor Ruden. Motion PASSED unanimously.

V ADVICE / INFORMATION ITEMS

V a & b COUNCILOR AND DEPARTMENT HEAD REPORTS: No Councilor or Department Head reports were heard.

VI ADJOURNMENT: Mayor Olson adjourned the Regular Meeting at 7:41 p.m.

Rose A. Lorenzen, Recording Secretary

