

City of Lafayette

City Council & Planning Commission Work Session Minutes

Thursday June 20, 2024, at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Malcomson called the meeting to order at 6:32p.m.

2. **FLAG SALUTE:** Mayor Malcomson led the flag salute.

3. **ROLL CALL:** Kennedee Richardson called the Roll:

Present: Mayor Hilary Malcomson, Joseph Carswell, Kayla Paulsen, Jessica Kitt, Russell Burrows, Ronald Kerr, Jon Meola, Stephan Belding, Roger Webb, Scott Adamson, David Rogers

Excused: Lee Gilgan

City Staff Present: Branden Dross, City Administrator; Kennedee Richardson, City Recorder; Jasmine Garcia, City Development Clerk; Chad Snyder, Public Works Director

Other: Christine Brungardt, Joan Koch, Greg Goulart

4. **WORK SESSION**

a. *Discussion of City Council and Planning Commission FY 24-25 Goals*

Commissioner Adamson states one of the reasons for this meeting is that parts of the comprehensive plan for Lafayette are outdated. Commission Chair Kerr starts the meeting to look over the commission's lists of topics to be discussed, starting with the parks plan.

Commissioner Webb explains their reason for adding this topic to the list and suggests that Lafayette look at partnering with other municipalities and state organizations through the Yamhill River Recreation District to assist with updating recreational spots in Lafayette. City Administrator Dross states that they have received clarification from the City Attorney on issues with Terry Park. Much of the group think this topic should be discussed further for a master plan.

Commission Chair Kerr starts the topic of traffic concerns. City Administrator Dross addresses the steps they are taking to receive a grant to update the traffic system plan. City Administrator Dross also explains the process for the new stop signs that were placed around the city, the main reason being complaints that were brought to his attention from citizens in the area. Discussion was had to ensure that the new plan will address the potential traffic patterns as the town grows to allow for easier commuting.

Commission Chair Kerr explains why the Planning Commission wanted to look at the urban growth boundaries (UGB). Commissioner Rogers states that in the recent past land has been bought just to add more housing. Commissioner Rogers suggests that the city create a plan for the UGB that is more holistic in its zoning and usage. Christine Brungardt points out that there has been a section of land

notched out for the UGB for a while. City Planner Jacks explains the process of creating a UGB. Councilor Burrows asks a question about this going hand and hand with the traffic plan, would it open up more businesses on First and Fourth Street. Discussion with Joan Koch, one of the owners of the 40-acre industrial property shares that they have been in contact with a developer and are motivated to build something on that acreage

Commissioner Belding states that what is needed is a comprehensive plan. Discussion is had about the steps to draft a new comprehensive plan for the city. Mayor Malcomson asks the City Administrator Dross if a new comprehensive plan is needed. City Administrator Dross agrees a new comprehensive plan is warranted, but that it is a time consuming and financially taxing process. Councilor Carswell states that updates to the current comprehensive plan can be made piece by piece as, for example the parks plan and traffic plans are implemented. Commissioner Adamson states that those smaller plans need to be centered around the growth of the town and that the most important plan right now is the traffic plan. Councilor Burrows states that the group should be mindful of not making Lafayette another Portland and keeping the small city feel. Commissioner Webb brings up water shed tie in and asks about water plans City Administrator Dross suggests they look at the council meeting where the water plan is discussed. Commissioner Webb also requested a City Employee be present during their Blue Bird Hill Water Association meeting. Public Works Director Snyder stated that there is a company that oversees our Watershed and water rights, and the company did present to Council in a previous meeting on water projections.

Mayor Malcomson asked city staff if there was anything that Council and the Commission needed to know was heading their way. City Planner Jacks stated that with the industrial property that is on the east edge of town maybe something that will be coming possibly next year. Joan Koch stated they have done traffic studies for the industrial property, which she knows will need to be updated and gave a brief overview on what the Oregon Department of Transportation (ODOT) stated to them.

Commissioner Belding asks councilors' opinion of what goals are a priority. Chair Kerr stated goals 4,13, and 19 are near future topics. Commissioner Belding agrees with near future, Councilor Kit suggests looking at McMinnville's notes on Third Street renovations. Commissioner Webb stated he wanted more conversation on revising the minimum lot size for Single Room Occupancies (SRO's) due to the number of low-income residents in the area. Councilor Kitt mentioned finding land for new schools. Council President Paulsen and Councilor Carswell stated traffic plan. Councilor Carswell also mentioned his interest in the parks plan. Council President Paulsen stated the city should be looking at near future not 30 years ahead, as a destination location. Commissioner Belding asked about the tax revenue that the businesses are bringing to the city, are they growing, or are they dropping. City Administrator Dross stated the property taxes have been staying flat, this coming year the city is bringing roughly \$900,00 to \$935,000.

Commissioner Belding asked how much is generated from businesses. City Administrator Dross stated he would need to research the answer to that. City Planner Jacks stated most of the businesses are not assessed at a very high value through Yamhill County Tax Assessor's office. There was discussion regarding alternate routes of traffic through Lafayette. Resident Greg Goulart states that it is good that both groups are meeting, reminds the group to look at small things that are attainable.

The City Administrator Dross states from a staff point of view the group should focus on transportation and parks plans, Mayor Malcomson and City Administrator Dross go over Bridge Street updates that had been shared at the June 18th city council meeting.


5. ADJOURNMENT:

Council President Paulsen moved to adjourn; Councilor Kitt seconded the motion, which passed unanimously. No further discussion.

Minutes approved on the 11th day of July 2024.

CERTIFIED:

ATTESTED:


Hilary Malcomson, Mayor


Kennedee Richardson, City Recorder