



**City Council Meeting Agenda**  
**Tuesday, August 26, 2025**  
**5:30 p.m. – Work Session Meeting**  
**7:00 p.m. – City Council Regular Meeting**  
**REVISED 08/22/2025**

*Welcome! The public is strongly encouraged to participate remotely but there is seating at Civic Hall for those who are not able to participate remotely. However, if you are not feeling well, please stay home and take care of yourself.*

*The public is strongly encouraged to relay concerns and comments to the Council in one of four ways:*

- Attend in person and fill out a public comment card
- Email at any time up to **noon on Monday, August 25th** to [CityRecorderTeam@mcminnvilleoregon.gov](mailto:CityRecorderTeam@mcminnvilleoregon.gov)
- If appearing via telephone or ZOOM, please sign up prior by **noon on Monday, August 25th** by emailing the City Recorder at [CityRecorderTeam@mcminnvilleoregon.gov](mailto:CityRecorderTeam@mcminnvilleoregon.gov) as the chat function is not available when calling in Zoom; **You will need to provide the City Recorder with your First and Last name, Address, and contact information (email or phone) for a public comment card.**

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*You can live broadcast the City Council Meeting on cable channels Xfinity 11 and 331,  
Frontier 29 or webstream here:*

[mcm11.org/live](http://mcm11.org/live)

**CITY COUNCIL WORK SESSION & CITY COUNCIL REGULAR MEETING:**

*You may join online via Zoom Webinar Meeting:*

<https://mcminnvilleoregon.zoom.us/j/83803046663?pwd=jbTLrjwfsEG7IAExSEZwgjeoENU1eP.1>

*Or you can call in and listen via Zoom: 1-253- 215- 8782*

*Webinar ID: 838 0304 6663*

**5:30 PM – WORK SESSION MEETING – VIA ZOOM AND SEATING AT CIVIC HALL**

1. CALL TO ORDER
2. WORK SESSION: FINANCE DEPARTMENT
  - a. FINANCE – INVESTMENTS
  - b. FINANCE – PURCHASING
  - c. FINANCE – OPENBOOK
3. ADJOURNMENT OF WORK SESSION

**7:00 PM – REGULAR COUNCIL MEETING – VIA ZOOM AND SEATING AT CIVIC HALL**

1. CALL TO ORDER & ROLL CALL
2. PLEDGE OF ALLEGIANCE

3. INVITATION TO COMMUNITY MEMBERS 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 4 minutes per person for a total of 32 minutes. The Mayor will read comments emailed to the City Recorder and then call on anyone who has signed up to provide public comment.*

4. ADVICE/ INFORMATION ITEMS

- a. Reports from Councilors on Committee & Board Assignments
- b. Department Head Reports

5. CONSENT AGENDA

- a. Consider **Resolution No. 2025-49**: A Resolution awarding the contract for the Community Center Elevator Modernization, Project 2025-05.
- b. Consider **Resolution No. 2025-50**: A Resolution of the City of McMinnville Authorizing the City Manager to Execute a Personal Services Contract with Erskine Law Practice, LLC, to Provide City Prosecutorial Services.

6. RESOLUTION

- a. Consider **Resolution No. 2025-34**: A Resolution authorizing the City Manager to sign a contract with Sally Swanson Architects in the amount not- to-exceed \$300,000 for the Americans with Disabilities Act (ADA) Transition Plan project. **(Added on 08.22.2025)**

7. ORDINANCES

- a. Consider the first reading with a possible second reading of **Ordinance No. 5163**: An Ordinance Adopting an Update to the McMinnville Municipal Code, Title 11 Airport and Aviation.
- b. Consider the first reading with a possible second reading of **Ordinance No. 5164**: An Ordinance Amending Chapter 2.28 of the McMinnville Municipal Code to Clarify the Airport Commission Powers and Duties, and Association with Airport Tenants.

8. ADJOURNMENT OF REGULAR MEETING