

**McMINNVILLE SCHOOL DISTRICT
BOARD OF DIRECTORS/
McMINNVILLE CITY COUNCIL**

WORK SESSION

June 27, 2022

In Person and Virtual

Location: McMinnville School District

800 NE Lafayette Ave., McMinnville OR 97128

Virtual Zoom Meeting

Zoom Link: <https://msd40.zoom.us/j/97721628814>

Agenda

6:00 p.m. Work Session

1. **Property and Facilities**

Boundary Map

City Properties List

School Properties

Shared Facility Usage

2. **Programming and Space Usage**

3. **Future Ballot Measure**

Upcoming Bonds or Elections Items

Important Future Dates:

| | | |
|-----------|-----------|--|
| August 4 | 7:00 a.m. | Fiscal Subcommittee Meeting |
| August 8 | 6:30 p.m. | Business Board Meeting |
| August 11 | 7:00 a.m. | Instructional Improvement Subcommittee Meeting |
| August 18 | 7:00 a.m. | Policy Subcommittee Meeting |
| August 22 | 6:30 p.m. | Work Session |
| August 25 | 7:00 a.m. | Long Range Subcommittee Meeting |

MEMORANDUM

DATE: June 23, 2022

TO: McMinnville School Board & Mayor and City Councilors

FROM: City Manager Jeff Towery and Superintendent Debbie Brockett

The primary purpose of the Joint Meeting between the School District Board and the City Council is to provide the elected officials with the opportunity to share information and explore opportunities to work together around three topics of common interest: Property/Facilities, Programming/Facility use and Bond Schedule/Coordination.

MSD and the City have a long history of successfully utilizing each other's indoor and outdoor facilities to best serve the public through the programs we each run. Several city facilities are reaching the age and condition where they are no longer suited to today's needs, require large capital/maintenance expenditures, and no longer provide the quality of recreation and library spaces McMinnville residents need and want. As such, the city is currently working on several master planning projects that provide opportunities for additional collaboration between agencies so we can better meet the community's needs.

The city's Library and Recreation facilities final report can be found [here](https://bit.ly/macpacfinal) (or by typing bit.ly/macpacfinal into your browser). That multi-year effort involved MSD as a primary partner and included early engagement from then Superintendent Russell and continued with Ryan McIrvine serving as a member of the McMinnville Programming Advisory Committee (MacPAC). Next steps for that project will focus on:

- Partnerships - updating and formalizing agreements (such as the 2011 reciprocal use agreement),
- Identifying and securing equity partners, and
- Selecting a location for the new rec center (to replace the existing Aquatic Center and Community Center).

Next steps for the city facility project hinges on the successful passage of a new Fire District as well as adoption and execution of a City Service Fee. These 2 financial

measures will balance the city's general fund so the operational and maintenance costs for the new facilities are financially feasible and realistic.

Another master planning effort currently underway is the update to the City's 1999 Parks, Recreation and Open Space Master Plan. That effort is scheduled to take approximately 16 months with the City's Diversity, Equity and Inclusion Advisory Committee (DEIAC) serving the role of community advisory body. Part of this plan will be an inventory of all community recreation facilities and city staff will coordinate with MSD staff for that phase. This is an exciting plan that will chart the path for McMinnville's open space for the next 20 years and give us a modern, financially realistic open space plan grounded in equity.

The proposal to create a new Fire District that combines the City of McMinnville and Rural McMinnville Rural Fire Protection District is scheduled to be before voters in May 2023. The general obligation bond for the recreation and library building construction is currently scheduled to be in front of voters no sooner than November 2023 but could go in 2024. Details regarding scope and dollar amount of the bond are yet to be developed and will be based on further community engagement and polling.

Attachments:

- Map of McMinnville School District and City owned property:
 - http://gis.ci.mcminnville.or.us/gisdata/pub/vid/Public_Property_with_aerial.pdf
 - http://gis.ci.mcminnville.or.us/gisdata/pub/vid/Public_Property_no_aerial.pdf
- City School District Interagency Agreement
- Table/chart of facility usage

McMinnville School District #40 and
City of McMinnville
INTERAGENCY AGREEMENT

This agreement, effective July 1, 2011 through June 30, 2012 is between McMinnville School District #40 and the City of McMinnville.

WHEREAS, McMinnville School District (District) desires to contract with the City of McMinnville (City) for the use of certain facilities belonging to the City; and

WHEREAS, the City desires to contract with the District for the use of certain facilities belonging to the District; and

WHEREAS, the City and the District desire to furnish the use of such facilities; and

WHEREAS, it is in the best interest of the City and the District to work together in the development of the joint usage of District and City Parks and Recreation facilities; and

WHEREAS, this joint usage provides taxpayers a better utilization of District and City buildings, athletic facilities, parks and recreation centers, and avoids a duplication of these facilities, thereby saving tax monies; and

WHEREAS, the funds for the cost of such uses, facilities, and services have been included in the respective budgets of the District and the City;

THEREFORE, in consideration of the above premises, the District and the City agree to cooperate with each other as follows:

1. This agreement shall be renewed automatically (without notice) for successive one (1) year terms unless one of the parties notifies the other in writing before July 1 of the fiscal year in which the party wishes to terminate the agreement.
2. A schedule of facilities, dates, and times for the use of District and City facilities will be worked out prior to September 30th of each school year. The schedule will be arranged to avoid conflict between District and City use and to protect the real property involved. In scheduling the use of District facilities, District events shall have first priority, City activities and programs shall have second priority, and events sponsored by other groups or agencies shall have third priority. In scheduling the use of City facilities, City events shall have first priority, District activities and programs shall have second priority, and events sponsored by other groups or agencies shall have third priority. This

schedule will be reviewed by the City Parks & Recreation Director and the District Facilities & Operations Manager.

3. It is understood that the basic facility use schedules and requests agreed upon in September shall recognize and consider these priorities, and all reservations made at this time or at any subsequent time throughout the year shall be honored accordingly.
 - a. By arranging priorities as described above, it is not the intention of the District or the City to cancel any third party programs and activities if such programs or activities have been appropriately scheduled at either District or City facilities after the basic District/City schedule is adopted in September.
 - b. The District and the City also recognize that annual long range commitments to third party programs will be honored in both District and City facilities and the continuation of these commitments shall not be influenced by this interagency agreement.
4. Once any reservation has been accepted and authorized, neither party shall cancel the other party's reservation less than two weeks in advance of the scheduled event unless a suitable alternative site or facility can be made available for that event as scheduled. No cancellations will be made less than 48 hours prior to an event.
5. The City shall provide an adequate number of competent personnel to supervise the City-sponsored recreation activities taking place in district facilities after school hours and during non-school days. The District shall do likewise when using City facilities for District-sponsored events and activities. Cost of this supervision will be the responsibility of the party using the facility.
6. The District shall comply with and enforce the rules and regulations of the City when using City facilities. The City shall comply with and enforce the rules and regulations of the District when using District facilities.
7. Each party shall keep the premises and facilities belonging to the other party in neat order, shall promptly remove all trash, and shall report any problems or damage to equipment or facilities. The party using the facility may be asked to pay the cost to repair damaged facilities and to repair or replace damaged equipment which has resulted from their use.
8. No alteration, modification, or addition to facilities is to be made by either party within the other party's facilities, without separate written

approval. Permanent equipment, if authorized to be installed by the City on District property, will become District property. Permanent equipment, if authorized to be installed by the District on City property, will become City property.

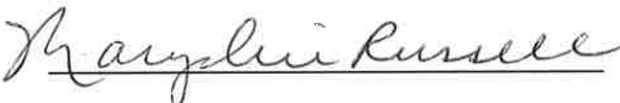
9. It is agreed that any disputes or differences that arise between the District and the City involving facilities use shall be resolved jointly by the City Manager and Superintendent of Schools with the understanding that the City has responsibility for City facilities, and the District has responsibility for District facilities.
10. Each party agrees to provide to the other, upon request, a certificate of insurance showing liability insurance covering all activities which it sponsors within the other party's facilities and properties. The liability insurance will be in an amount not less than the then-current statutorily defined tort claims limit.
11. Neither party shall sell or assign its rights under this agreement or allow other parties to receive the benefits of this cooperative agreement by inclusion to avoid fees.
12. This agreement shall be binding upon the parties signing and their respective successors.

IN WITNESS THEREOF, the following have signed on behalf of their respective agencies:

CITY OF McMinnville

McMinnville School District









Date: 12.7.11

Date: December 5, 2011

McMinnville Parks and Rec/McMinnville School District

Facility usage

DRAFT

| City Facilities | Activity | Dates of use | Notes |
|-------------------------|----------------------------|---------------------|--|
| Community Center | Jazz Night | Saturday in January | All day reservation for Auditorium, other rooms |
| Community Center | Crab Feed | Saturday in April | All day reservation for Auditorium, other rooms |
| Community Center | Community Choir | March | All day reservation for Auditorium, other rooms |
| Community Center | Mission Mac High | Week in Spring | Tues-Thurs 5-9 pm, Fri 9a-9p, Sat 9a-11 p |
| Community Center | Winter Concerts | 2 weeks in December | Mon-Thurs-all day use in Auditorium, possibly other rooms |
| Community Center | Winter Formal | Sat in December | All day reservation for Auditorium, other rooms |
| Aquatic Center | MHS Swim team practice | Nov-Feb | Mon-Fri 3:30-5:30 pm, Sat 8-10 am |
| Aquatic Center | HS District meet* | Mid-Feb | Fri-Sat all day entire facility |
| Aquatic Center | Survival Swim (elementary) | Oct-Apr | 1 wk/month, Mon-Fri 9:30-10:30 am |
| Aquatic Center | School parties | Sept-June | 1 hour room/pool use, 6-10 parties/yr |
| Joe Dancer Park | Cross Country | Sept/Oct | 3-5 meets, practice/training |
| Joe Dancer Park | Rugby (club) | Fall/Spring | practice |
| City Park Tennis Courts | MHS tennis practice | Spring | occasional practice when MSD courts are in use for matches |
| Wortman Park | Patton Cross Country | Fall | practice/informal race, 2-4 events/yr |

| MSD Facilities | Activity | Dates of use | Notes |
|----------------------|----------------------------|-------------------|--|
| MHS - Baker Field | Youth Soccer | Fall/Spring | One Saturday each season for 5th/6th grade teams |
| MHS - Baker Field | Special Olympics Bocce | Apr-July | Sun 10 am-12 pm |
| Duniway B gym | Adult basketball league | Apr-May | Tu/Th 6:30-10 pm |
| Duniway B gym | Adult volleyball league | Sept-Nov, Apr-May | M/W 6:30-10 pm |
| Duniway B gym | Drop-in volleyball (adult) | Feb-Mar | Sun 12-2 pm (tentative) |
| Duniway covered area | Special Olympics cornhole | June | Sun 10 am-2 pm |
| Duniway Track | Special Olympics track | June-July | Sat 10 am-12 pm (2022 only - conflict at Patton) |
| Patton A/B gyms | Open gym - basketball | Jan-Mar | 2-4 pm (tentative) |
| Patton Track | Special Olympics track | Apr-May | 10 am-12 pm (usually Apr-July) |

| | | | |
|-----------------|------------------------|----------|--|
| Memorial gym | Youth basketball | Nov-Feb | M-Th 5:30-8:00 pm, Sat 8:30 am-2:00 pm |
| Memorial/GH gym | Over 30 basketball | Sept-May | T/Th 6:30-8:30 pm (no usage '21-22, moved to CC) |
| Newby gym | Youth basketball | Nov-Feb | M-Th 5:30-8:00 pm (shared with SO) |
| Newby gym | Spec Oly VB/Basketball | Nov-Mar | M-Th 5:30-8:00 pm (shared with YBB) |
| Newby gym | Start Smart Basketball | Jan-Feb | 6 Dates, 5-6:30pm |
| Columbus gym | Youth basketball | Nov-Feb | M-Th 5:30-8:00 pm, Sat 8:30 am-2:00 pm |
| Buel gym | Youth basketball | Nov-Feb | M-Th 5:30-8:00 pm, Sat 8:30 am-2:00 pm |
| Grandhaven gym | Youth basketball | Nov-Feb | M-Th 5:30-8:00 pm, Sat 8:30 am-2:00 pm |
| Wascher gym | Youth basketball | Nov-Feb | M/W 5:30-8:00 pm (no usage '21-22) |

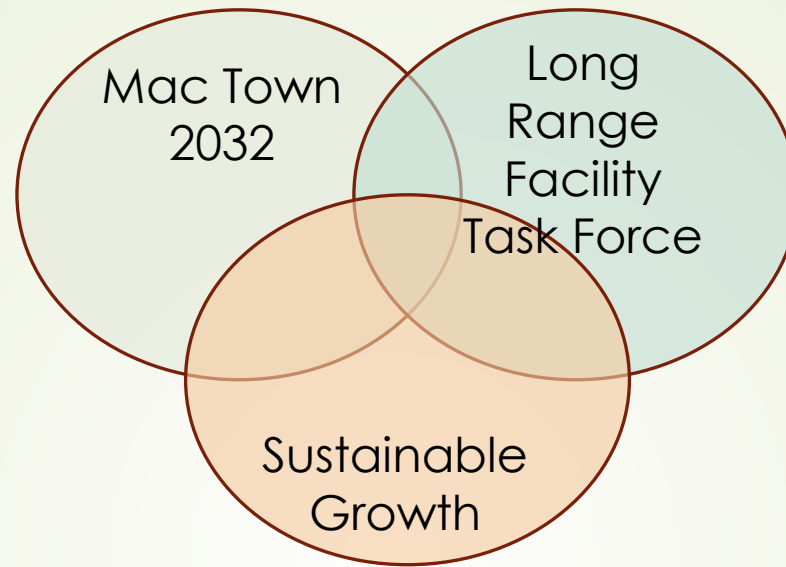
* League rents facility

McMinnville School District Debt

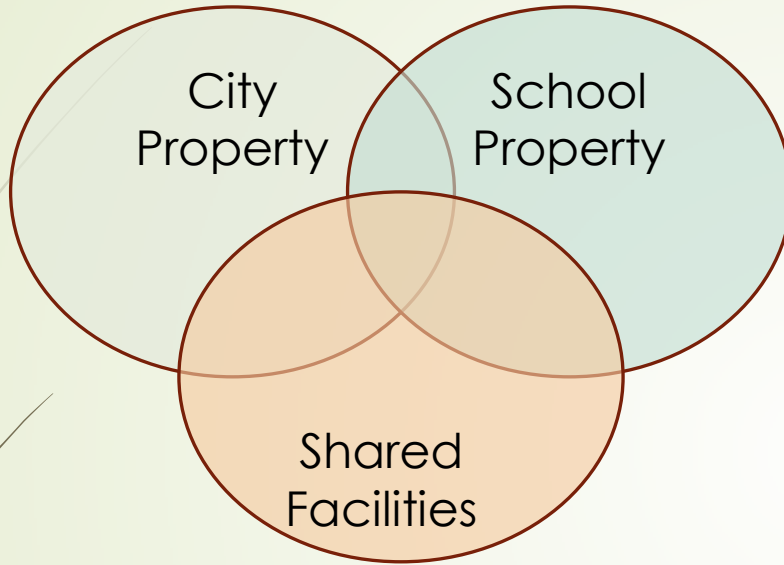
| <i>Name:</i> | <i>Issue Amount:</i> | <i>Term:</i> | <i>Remaining Principal:</i> |
|---|-----------------------------|---------------------|------------------------------------|
| PERS Bond Debt Series 2002 | \$ 16,044,243 | 2028 | \$ 9,655,000 |
| PERS Bond Debt Series 2004 | \$ 13,715,000 | 2028 | \$ 7,830,000 |
| GO Bond Series 2021A | \$ 1,000,000 | 2028 | \$ 865,000 |
| GO Bond Series Advance Refunding Series 2021B | \$ 25,850,000 | 2028 | \$ 25,350,000 |
| GO Bond Advance Refunding Series 2013 | \$ 42,075,000 | 2023 | \$ 3,650,000 |
| GO Bond Series 2016 | \$ 88,400,000 | 2038 | \$ 78,490,000 |

Added on 06.29.22

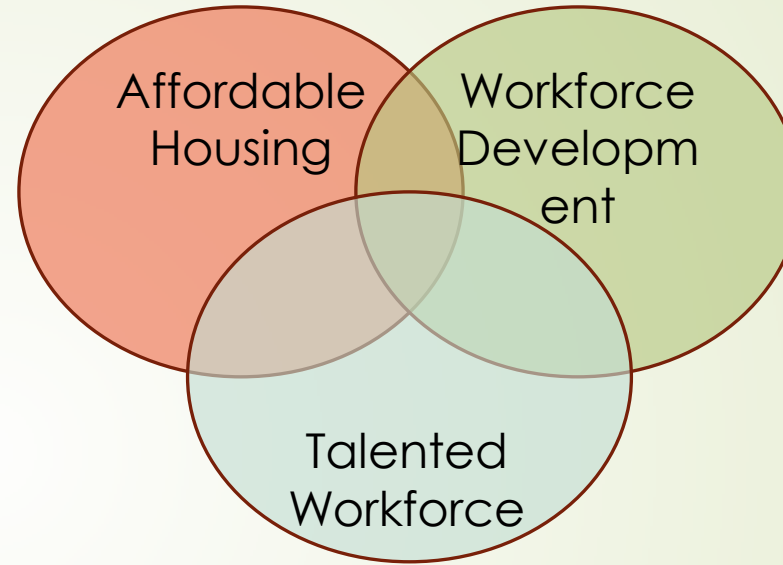
Amended on 06.29.2022
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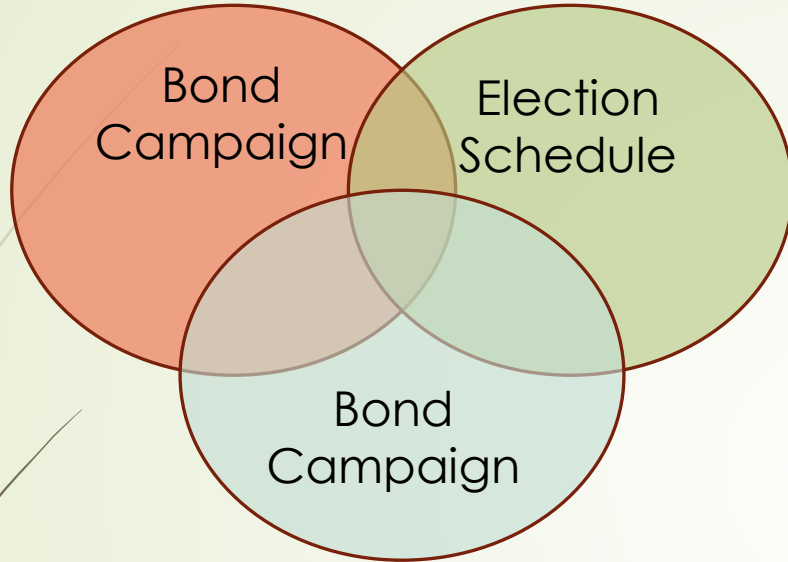
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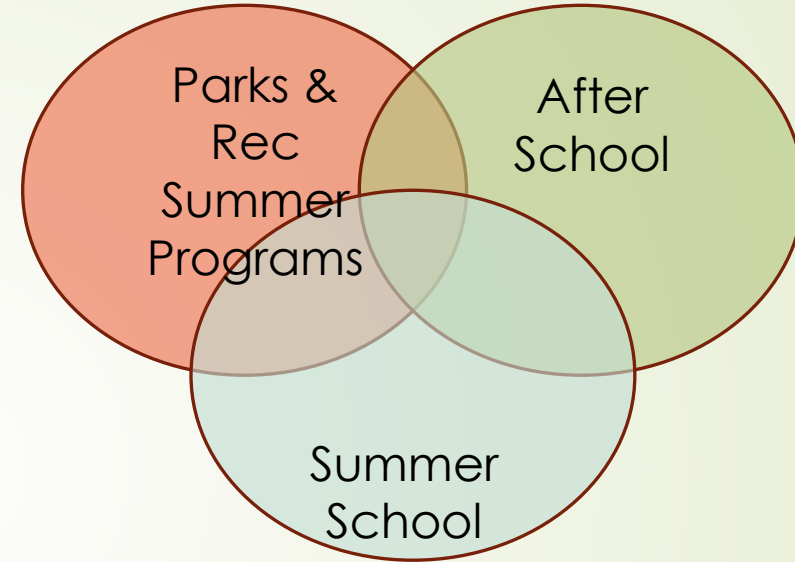
Playing Fields
Library
Pool
Armory
Tennis Courts
Gyms



Workforce
Development
Taskforce
Ron Nobel Funds



Bond Schedule



Programs
Summer School
After School
Outside Bell
Soccer / Athletics
(adult)
Art
Summer Camp