

**City Council Meeting Agenda
Tuesday, June 09, 2026
7:00 p.m. – City Council Regular Meeting****REVISED 06/08/2026**

Welcome! This meeting will be a hybrid (in-person & Zoom) Meeting. 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 five ways:

- **Pre-register** using the online form here:

<https://www.mcminnvilleoregon.gov/citycouncil/webform/public-comment-card> (Registration **OPENS** at **5:00 p.m.** on the day the agenda is posted, one week before the meeting and **CLOSES** at **12:00 p.m.** the day **BEFORE** the meeting // (Any form submitted outside this window will not be addressed);

- **Written comments** may be submitted to the City Recorder Team any time up to **12:00 p.m. the day BEFORE** the meeting and mailed to (McMinnville City Hall, c/o City Recorder Team, 230 NE Second Street, McMinnville, OR, 97128);
- **Digital comments (email)** may be submitted to the City Recorder Team any time up to **12:00 p.m. the day BEFORE** the meeting to CityRecorderTeam@mcminnvilleoregon.gov;
- Fill out a **physical public comment card** found at McMinnville City Hall; any time up to **12:00 p.m. the day BEFORE** the meeting, but **not before 5:00 p.m.** on the day the agenda is posted for the following week;
 - Attend **in person** and fill out a public comment card.

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

mcm11.org/live

CITY COUNCIL REGULAR MEETING:

You may join online via Zoom Webinar Meeting:

<https://mcminnvilleoregon.zoom.us/j/85037549820?pwd=CitZU4VRocBZ1TKcz2b12zayZjfKL0.1>

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

Webinar ID: 850 3754 9820

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 the names of comments emailed to City Recorded and then call on anyone who has signed up to provide public comment.
4. PRESENTATION
 - a. Summer Fun Presentation.
 - b. Visit McMinnville Annual Presentation – Chief Executive Officer Dan Gibson

5. PUBLIC HEARING

- a. Public Hearing on FY2026-27 Proposed Uses of State Revenue Sharing.
- b. Public Hearing on FY2026-27 Approved City Budget.

6. CONSENT AGENDA

- a. Consider the Draft Minutes of the January 21, 2026 Joint City Council & Planning Commission Work Session Meeting.
- b. Consider the Draft Minutes of the January 27, 2026 Joint City Council & Budget Committee Work Session Meeting.
- c. Consider the Draft Minutes of the January 27, 2026 Regular City Council Meeting.
- d. Consider **Resolution No. 2026-35**: A Resolution Extending the Contract for Park and Open Space Unarmed Security Services with NAS Security Services, LLC.

7. RESOLUTIONS

- a. Consider **Resolution No. 2026-38**: A Resolution of the McMinnville City Council authorizing the McMinnville City Manager or designee to enter into and manage a Disposition and Development Agreement with Guardian Real Estate Services LLC for the redevelopment of the property at 904 NE 10th Avenue and 835 NE Alpine Avenue (Tax Lots R4421BA 03800 and R4421BA 03850). **(Added on 06.08.2026)**

8. ADVICE/ INFORMATION ITEMS

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

9. ADJOURNMENT OF REGULAR MEETING

From: [Karen Willard](#)
To: [City Recorder Team](#)
Subject: Fwd: Our Library
Date: Tuesday, May 26, 2026 4:07:46 PM

This message originated outside of the City of McMinnville.

Hello,

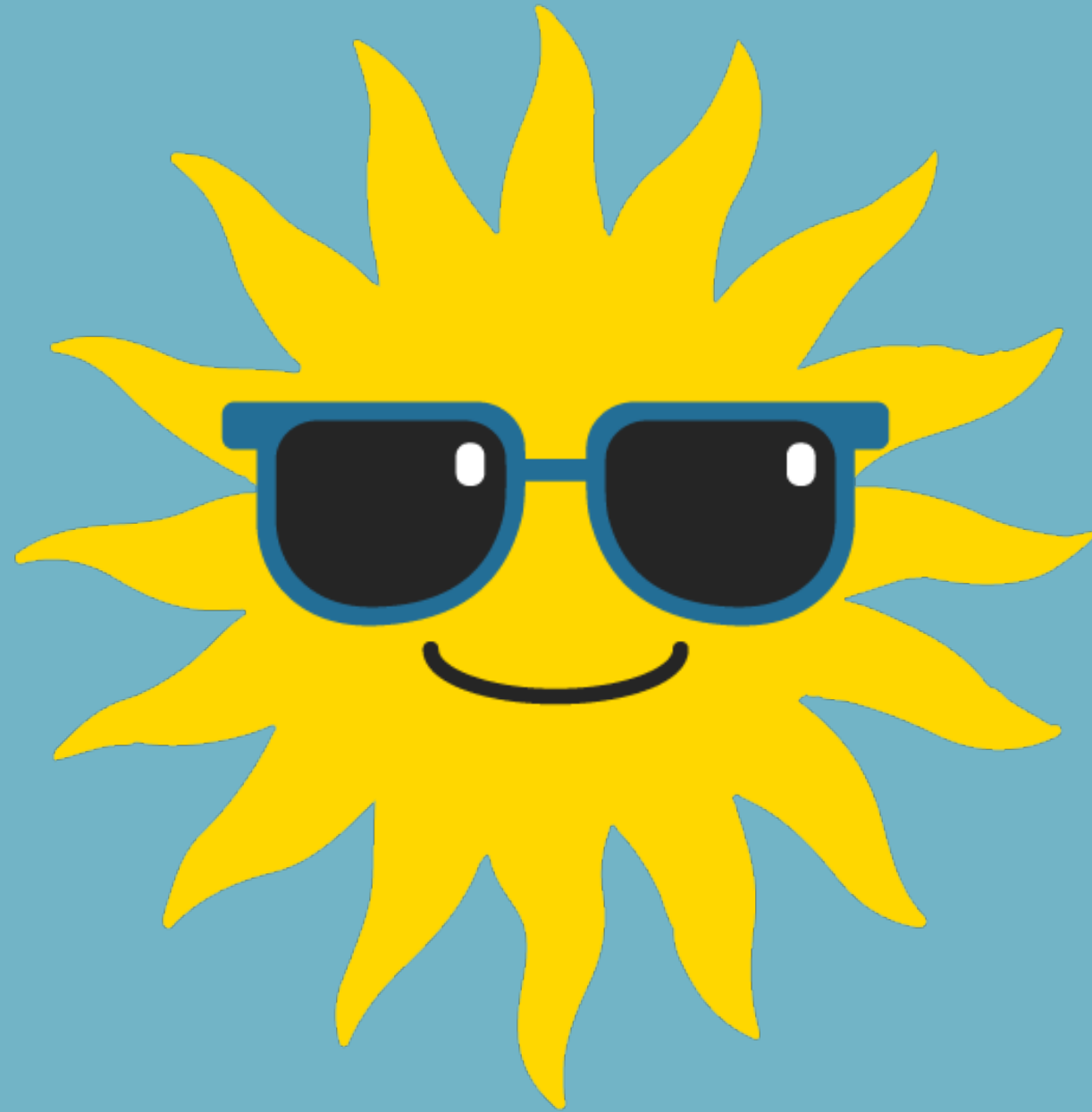
I support the library being open on Sunday, which is appears might be happening.
I also support the aquatic center remaining open on Wednesday. Thank you.

Karen Willard

"When I slow down enough to notice, the earth teaches me how to breathe again."

"When I slow down enough to notice, the earth teaches me how to breathe again."

FREE ACTIVITIES ALL SUMMMER LONG!



**SUMMER
FUN**



bit.ly/macsummerfun

FREE ACTIVITIES ALL SUMMMER LONG!

JUNE - JULY Summer Fun
 City of McMinnville PARKS & RECREATION AND LIBRARY
 FREE & FUN!
 June 23 - August 23, 2025
 bit.ly/mcsummerfun

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Find the Library Bookmobile near you! Jul 7- Aug 21					June 21
MONDAYS 10:30a-12p Bookmobile Redwood Commons McMinnville	TUESDAYS 10:30a-12p Bookmobile Village del Sol Arts McMinnville	WEDNESDAYS 10:30a-12p Bookmobile Joel Perkins Park, Lafayette	THURSDAYS 10:30a-12p Bookmobile Tice Park, Aptl, McMinnville	visit the Bookmobile starting July 7 th	12:00-2:00p Summer Fun Kickoff City Park
June 23	June 24	June 25	June 26	June 27	June 28
10:00a Toddler Led Walk Airport Park 6:15-7:30p Youth Soccer Discovery Meadows Park 6:30p Wellness Walk Greenway Trail, meet at Jay Pearson Park	10:30a Park Playdate City Park 5:30p Puzzle Palooza Competitions Senior Center	10:00a Storytime City Park 4:00p Art in the Park Worham Park, off Lafayette Ave.	10:30a Park Playdate City Park 1:00-4:00p Game Day Senior Center 2:00p Performance: No Phillips Music Community Center	10:30a Park Playdate Chagwyn Park 10:00a Science Saturday: Sieve Community Center 10:00 Teens: OGD Library	
June 30	July 1	July 2	July 3	July 4	July 5
10:00a Toddler Led Walk Airport Park 6:15-7:30p Youth Soccer Joe Dancer Park 6:30p Wellness Walk Cohen Meadows Airport Park	10:30a Park Playdate City Park 5:30p Yoga City Park 6:30p Summer Concert: Patty Fever City Park	10:00a Storytime City Park 6:00p Art in the Park Jay Pearson Park	10:30a Park Playdate City Park 2:00p Performance: Bubble Man Community Center	Happy 4th of July!	Have you started the Summer Reading Challenge? bit.ly/ mcsummerreading
July 7	July 8	July 9	July 10	July 11	July 12
10:30a Bookmobile see schedule above	10:30a Park Playdate City Park 5:30p Yoga City Park 6:30p Summer Concert: CJ Michaels Band City Park	10:00a Storytime City Park 6:00p Art in the Park West Hills Park	10:30a Park Playdate City Park 2:00p Performance: Hubba's Storytelling Community Center 4:00-6:00p Board Game Night Two Dogs Taphouse	10:30a Park Playdate Discovery Meadows Park 6:00p Ice Cream Social Senior Center	11:00a Pollinator Lecture For Adults Senior Center 11:00a Science Saturday: All About Bees For Kids Senior Center
July 14	July 15	July 16	July 17	July 18	July 19
10:00a Toddler Led Walk Airport Park 6:15-7:30p Youth Soccer Joe Dancer Park 6:30p Wellness Walk Joe Dancer Park, meet at state park	10:30a Park Playdate City Park 2:00p-5:00p Ice Cream Social Senior Center 6:30p Yoga @ City Park 6:30p Summer Concert: Dina y Joe Summers City Park	10:00a Storytime City Park 6:00p Art in the Park Chagwyn Park	10:30a Park Playdate City Park 2:00p Performance: onTalk Drumming Community Center	10:30a Park Playdate West Hills Park Lasertag City Park 2:00p Ages 8-11 6:45p Ages 12-18 *Signal solver req'd	11:00a Science Saturday: Catalpa & Rockets Joe Dancer Park, by playground MacFresco Summer Plant Weekend Discovery McMinnville

Calendar

Pick up a copy at:

- McMinnville Aquatic Center
- McMinnville Community Center
- McMinnville Public Library
- McMinnville Senior Center

FREE ACTIVITIES ALL SUMMMER LONG!


Summmer Reading

Starts June 13!
Read 10 hours, and complete at least 5 activities to earn two books!
Collect prizes starting July 7

maclibrary.beanstack.org
(Grown-ups: Register you and your kids online)



Elementary School & Younger Kids Summer Reading Log 2026



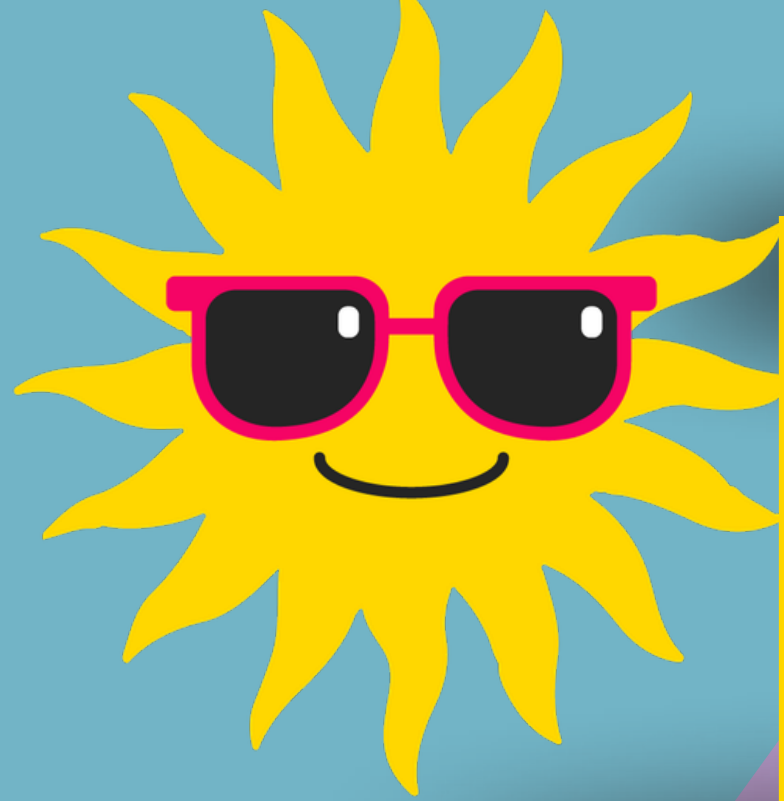
1. Color in all the circles below and complete at least 5 activities to the right
2. Collect your prizes starting **July 7 - August 29**

READ TO LITTLES Each bubble=1 book	ELEMENTARY SCHOOL READERS Each bubble = 10 mins. of reading
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NAME: _____ AGE: _____ EMAIL (ADULT): _____

City of McMinnville 225 NW ADAMS STREET McMINNVILLE OR 97128
PUBLIC LIBRARY MACLIBRARY.ORG | 503-425-5562

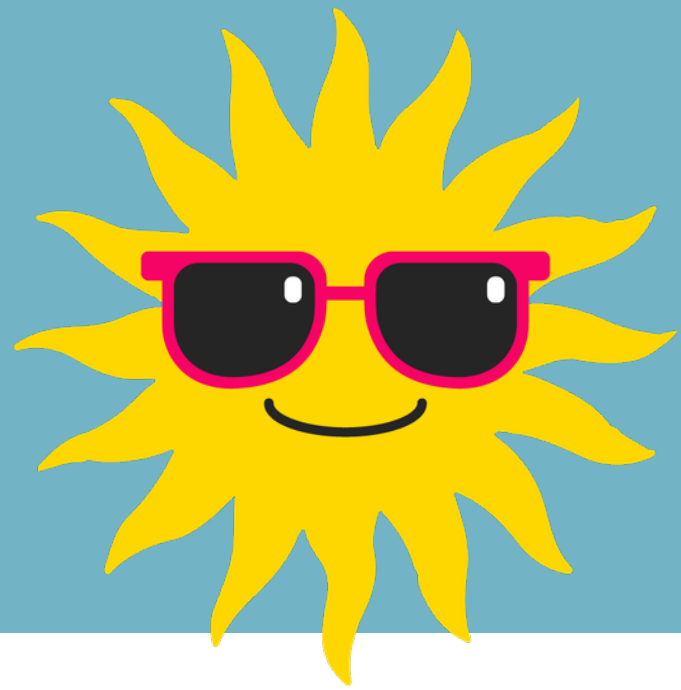
- Read outside
- Learn about a place you want to visit
- Tell someone a joke
- Recommend a book to a friend
- Sing or dance to a favorite song
- Take an outdoor walk
- Borrow an audiobook (Libby, Playaway, Read-Along, Yoto)
- Find shapes in the clouds
- Identify four flowers or plants
- Tell or Write a story



SUMMER CONCERTS

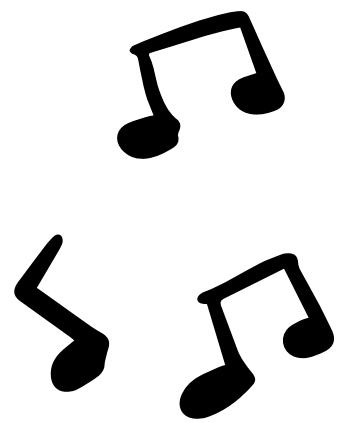
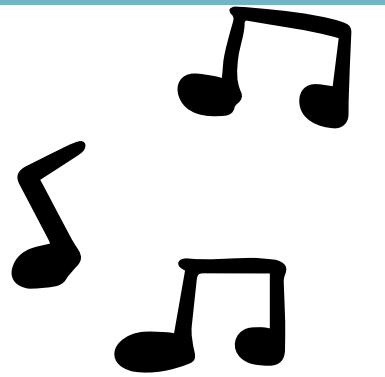
TUESDAYS
6:30 PM AT
CITY PARK

July 7: Collective Nation
July 14: Wild Boys
July 21: Conjunto Alegre
July 28: Second Winds Community Band



FAMILY performances

Thursdays | 2:00pm | Community Center



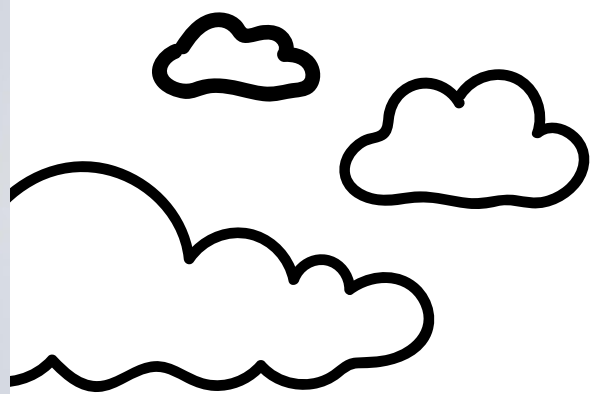
June 25
Unit Souzaou



July 9
Paradise of Samoa



July 3
Red Yarn



FREE ACTIVITIES ALL SUMMMER LONG!

DROP-IN YOUTH SOCCER

Mondays,

June 22, July 6, Jul 20, Aug 3

6:15- 7:30pm

Joe Dancer

Park



bit.ly/macsummerfun

FREE ACTIVITIES ALL SUMMER LONG!

BOOKMOBILE

TUESDAY

10:30–11:30am

Redwood
Commons,
McMinnville

WEDNESDAY

10:30–11:30am

Joel Perkins
Park, Lafayette

THURSDAY

10:30–11:30am

Tice Park
Apartments,
McMinnville



July 7 - August
20



FREE ACTIVITIES ALL SUMMER LONG!

TEEN ACTIVITIES

Teen Night Swim

Jul 10 & Aug 14

Teen Night Outdoor Games

July 17

Dungeons & Dragons Mini Sessions for Teens

Jul 25 & Aug 8

Teen Night Gaming

Aug 7

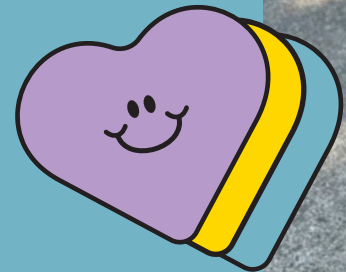
Teen Night Water Fun

Aug 21



Art in the Park

Wednesdays
June 24 - Aug 12
6pm



SUMMER FUN

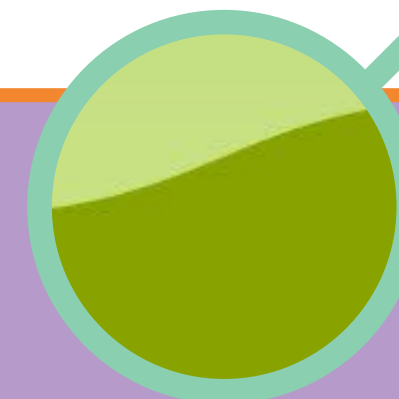
Science SATURDA

9:11 am

June 27 Rockets-Joe Dancer Park

July 18 Bee Amazed-Community Center

August 8 Make Your Own Ice Cream



FREE ACTIVITIES ALL SUMMER LONG!

PARK PLAYDATES

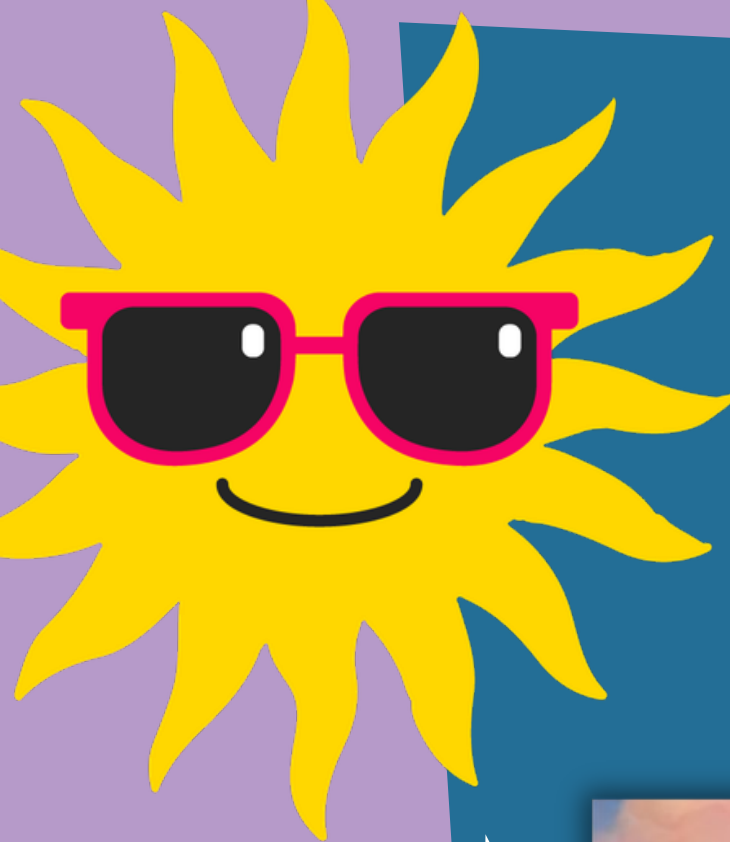


10:30-

11:30am

Tuesdays &
Thursdays
June 23-Aug
@ City Park





Movies in the Park

Jun 27



Jul 11

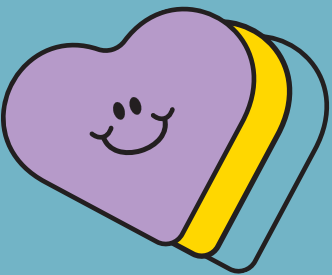


Jul 25



Saturdays at Joe Dancer Park | 8pm



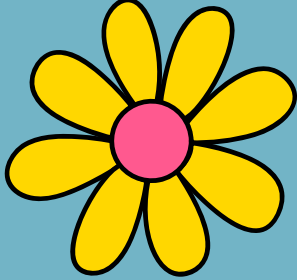


Mac Arts Festival–Jul 18

National Night Out–Aug 5

**Board Game Nights–Jul 16, 30,
Aug 6**

**Yamhill Community Care
Organization Picnic–Aug 20**



Community Partner Events

FREE ACTIVITIES ALL SUMMER LONG!



**SUMMER
FUN**

**THANK YOU
See you soon!**



**Visit
McMinnville**

**Presentation to Council
June 9th, 2026**

Economic impact of tourism

\$51.6 million spent by visitors spent in McMinnville

\$15.4 million in food/beverage

\$14.6 million in accomodations

\$6 million in arts, entertainment and recreation

\$5.88 million in retail sales

**Visit
McMinnville**

Statewide hotel performance

Calendar year 2026

Oregon

52.7% hotel occupancy; down 1.3%
Average daily rate: \$122; down 1.4%

Portland

55.7% hotel occupancy; down 2.8%
Average daily rate: \$124; down 1.6%

**Visit
McMinnville**

Statewide hotel performance

Calendar year 2026

Willamette Valley

54.9% hotel occupancy; up 0.4%

Average daily rate: \$125; down 1.3%

McMinnville (does not represent all hotel rooms)

55.3% hotel occupancy; up 3.9%

Average daily rate: \$129; down 9.4%

revenue from short-term rentals up 10.1%

**Visit
McMinnville**

Financial strategy

25/26 Budget: \$1,280,770

25/26 Total TLT Income: \$1,286,054

exceeded budget by \$5,284

**\$9849.31 in investment income
working with Headwater this fiscal year**

**Visit
McMinnville**

Financial strategy

Analysis of spending by location (through April 2026):

60%

*spent
in McMinnville*

78%

*spent
in Oregon*

**Visit
McMinnville**

Develop economic model for VM

Launch group sales initiative

Launch new website

Increase December RevPAR

Generate \$10,000,000 in media value

Generate five additional event “days”

Increase social media engagement by 35%

**Visit
McMinnville**

Develop economic model for VM

Researched industry standards for economic impact calculators.

Includes tax generated for city, visitor spending, PR value, website, social media, e-newsletter, group sales, impact of events.

Every dollar in VM budget generates 19 dollars of economic impact for McMinnville.

**Visit
McMinnville**

Launch group sales initiative

Developed marketing plan, gathered relevant information, designed brochure.

Will launch group sales marketing closer to opening of AC Marriott at Evergreen.

**Visit
McMinnville**

Launch group sales initiative

Developed marketing plan, gathered relevant information, designed brochure.

Will launch group sales marketing closer to opening of AC Marriott at Evergreen.

**Visit
McMinnville**

Launch new website

Delayed by changes in personnel.

Scheduled to be online by end of June.

New listings module.

**New community calendar,
shared with other community organizations.**

**Visit
McMinnville**

Increase December RevPAR

**Upside:
overall hotel/short-term rental income was up.**

**Downside:
RevPAR (revenue per available room) was down.**

**Number of short-term rentals on the market
dramatically increased during December
(and months since) meaning money was spread
between more “rooms”.**

**Visit
McMinnville**

Generate \$10,000,000 in media value

Working with Field Day PR.

**55 articles generated
with a media value of over \$14 million.**

**Stories about McMinnville appeared in
*Travel & Leisure, Bon Appetit, Wine Enthusiast,
AFAR, Food & Wine, National Geographic*
among others.**

**Visit
McMinnville**

Generate five additional event “days”

Added 15 additional event days, including:

**AAPI Food & Wine, Wonderland Beer Fest,
Organically Grown Wine Festival,
Wild Bunch McMinnville, Tradition Reimagined
and others.**

**Visit
McMinnville**



Lois Cho  · 1st

Cultural Entrepreneur & CEO | Founder of CHO Wines & AAPI Food & Wi...

1w · 



If you hadn't noticed, this year's AAPI Food & Wine moved to McMinnville... and it definitely wasn't an accident.

Visit McMinnville had been gently courting our festival to move location and weekend to avoid UFO Fest (yes it's a thing) for the last two years due to CEO **Dan Gibson** • And oh boy, we're so grateful he did!

This year, it felt like we found a home 🏠

McMinnville has this magic balance of world-class wine, small-town warmth, incredible food, creative energy, and people who genuinely show up for one another.

To our friends at Visit McMinnville: thank you for believing in our mission. You're not just a sponsor. You're an ally. And that's not lost on us.

Destination organizations should look to take a page out of Dan's playbook. 🍷

Increase social media engagement by 35%

Overall FB/IG engagement up 58.6% YOY.

Overall FB/IG views up 103% YOY.

Comparing average engagement per post:

Visit Bend: 466

Visit McMinnville: 214.4

Visit Paso Robles: 113.8

Visit Walla Walla: 82

Tualatin Valley: 48

Taste Newberg: 29.8

Hood River: 13.5

Increase social media engagement by 35%



Audience growth rate:
Industry: -5.9%
drop in followers
VM: 14.4%

Post engagement rate:
Industry: .94%
VM: 7.95%

“Gilmore Girls” post:
7,739 engagements

Community engagement

Funded downtown clean-up position in cooperation with MV Advancements and MDA.

Contributed funding to lighting of holiday tree, Evergreen skating event, community day of service, bicycles for downtown police presence.

Provided meeting space for several nonprofits; storage space for Zero Waste McMinnville.

Staff serves on boards of multiple area nonprofits.

Proposed adjustment to TLT split

HB 4148 allows for 50/50 split between city and DMO starting July 1, 2026

**Good news:
more hotel rooms coming online in 2027
118 rooms at the AC, 17 rooms at Piquette
plus Hoffs Homestead.**

It takes promotion to fill those rooms and keep overall occupancy level (and up would be better).

Proposed adjustment to TLT split

Following discussion with City Manager Garvin, most balanced approach would be to stagger change in percentage by calendar year.

**Remainder of 2026: 70/30 split
all of 2027: 60/40 split
all of 2028, going forward: 50/50 split**

with a flat projected tax revenue, approximately additional \$70,587 to go to city budget in fiscal year 26/27 and \$300,000 in 27/28.

How this effects the Visit McMinnville budget

Our “committed” budget (payroll, rent, insurance, bookkeeping) largely stays the same; \$660,188.

Reductions will be to development, event sponsorship and community engagement.

Goals will be set when budget plan is approved by council.

The assumption is additional revenue for the 27/28 fiscal year will even out the budget.

Thanks for your time.

Dan Gibson
dan@visitmcminnville.com
(503) 583-1570

Lisa Macy-Baker
Ashley Solis
the board of Visit McMinnville

Visit
McMinnville



STAFF REPORT

DATE: June 9, 2026
TO: Adam Garvin, City Manager
SUBMITTED BY: Katie Henry, Finance Director
WRITTEN BY: Crystal Wooldridge, Finance Services Administrator
SUBJECT: Public Hearing on FY2026–27 Proposed Uses of State Revenue Sharing

Report in Brief:

A public hearing on Proposed State Revenue Sharing is required by Oregon statute.

Background:

ORS 221.770 requires that cities annually pass an ordinance or resolution requesting state revenue sharing money, holding public hearings, and certifying that these hearings were held.

To receive state revenue sharing in 2026-27, the City must have levied property taxes in the preceding year and:

- 1) Pass an ordinance or resolution approving participation in the program and file a copy of that ordinance with the State of Oregon prior to July 31.
- 2) Hold the following hearings on the use of state revenue sharing funds:
 - a) a public hearing before the budget committee to discuss possible uses of the funds
 - b) a public hearing before the city council on the proposed uses of the funds in relation to the entire budget
- 3) Certify to the State of Oregon prior to July 31 that these hearings have been held

Discussion:

As required by ORS 221.770, a public hearing on possible uses of state revenue sharing was held before the City of McMinnville Budget Committee on May 12, 2026.

A resolution approving participation in the program and requesting revenue sharing will be presented to the City Council at the June 23, 2026 meeting. The City will then certify to the State of Oregon prior to July 31 that the public hearings were held.

City of McMinnville

City's Proposed Uses of State Revenue Sharing 2026 - 2027 Proposed Budget

FY2026-27 Revenue - State Revenue Sharing estimate **\$ 435,000**

FY2026-27 Expenditures - State Revenue Sharing
Funding of deferred maintenance projects

Account 01-01-003.8800 435,000

Total projects: \$1,001,040
see page 108 of proposed budget

Total Proposed Expenditures **\$ 435,000**

Attachments:

1. Hearing Notice for the FY2026-27 Proposed Uses of State Shared Revenue

Fiscal Impact:

The City anticipates receiving \$435,000 in state shared revenues, a vital source of unrestricted general fund revenues to support public services.

CITY OF McMinnville
STATE REVENUE SHARING PUBLIC HEARING

A public meeting of the City of McMinnville City Council, Yamhill County, State of Oregon, to receive public comment on the proposed uses of state revenue sharing funds for the fiscal year July 1, 2026 to June 30, 2027 will be held. The meeting will take place on the 9th day of June 2026 at 7:00 p.m. at the Kent L Taylor Civic Hall, 200 NE 2nd Street, McMinnville, Oregon.

The City Council meeting will also be held virtually through the Zoom meeting software. The public may join the meeting in person or via the link information available in the calendar section of mcminnvilleoregon.gov. In addition, public comment may be submitted ahead of the hearing online on the city's website mcminnvilleoregon.gov/finance/webform/budget-public-comment.

This Notice of the State Revenue Sharing Public Hearing has also been posted on the City's website at www.mcminnvilleoregon.gov

STAFF REPORT

DATE: June 9, 2026
TO: Adam Garvin, City Manager
SUBMITTED BY: Katie Henry, Finance Director
WRITTEN BY: Crystal Wooldridge, Finance Services Administrator
SUBJECT: Public Hearing on FY2026-27 Approved City Budget

Report in Brief:

A public hearing on the FY2026-27 City Budget as approved by the Budget Committee is required by Oregon statute.

Background:

On May 18, 2026, the City's Budget Committee approved the City of McMinnville 2026-27 Budget. ORS 294.453 requires that, after the local government's budget committee has approved the budget, the governing body hold a budget hearing to take citizen testimony on the approved budget.

Five to 30 days before the scheduled hearing, ORS 294.448 requires that the governing body publish a "Notice of Budget Hearing and Financial Summary." The Notice includes the date, time, location and remote access instructions for the budget hearing and a summary of the 2026-27 Approved Budget. The Notice must appear in a newspaper of general circulation.

Discussion:

The required Notice and Financial Summary were published in the News Register on May 29, 2026.

The City also has a Budget Public Comment page on its website to facilitate the community's ability to weigh in on budget matters in a remote way.

A resolution adopting the FY2026-27 Budget will be presented to the City Council at the June 23, 2026, meeting. The City will then certify the budget to the County Assessor's office prior to July 15, 2026.

Attachments:

1. FY2026-27 City of McMinnville Approved Budget Hearing notice
2. FY2026-27 Proposed Budget to Approved Budget Changes

A public meeting of the McMinnville City Council will be held on June 9, 2026 at 7:00 pm at the Kent L Taylor Civic Hall, 200 NE 2nd Street, McMinnville, Oregon and via Zoom for remote access. Information on remote viewing and real time public comment options is available in the calendar section of mcminnvilleoregon.gov. In addition, public comment may be submitted ahead of the hearing online on the city's website mcminnvilleoregon.gov/finance/webform/budget-public-comment. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2026 as approved by the City of McMinnville Budget Committee. A summary of the budget is presented below. A copy of the budget is available online at mcminnvilleoregon.gov/finance. This budget is for an annual budget period and was prepared on a basis of accounting that is the same basis of accounting as used the preceding year.

Contact: Katie Henry, Finance Director

Telephone: 503-434-2350

Email: Katie.Henry@mcminnvilleoregon.gov

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2024-25	Adopted Budget This Year 2025-26	Approved Budget Next Year 2026-27
Beginning Fund Balance/Net Working Capital	69,286,578	52,257,606	63,991,645
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	26,221,179	26,915,663	26,894,318
Federal, State & all Other Grants, Gifts, Allocations & Donations	6,100,621	9,056,530	7,326,942
Revenue from Bonds and Other Debt	12,000	8,000	8,000
Interfund Transfers / Internal Service Reimbursements	14,148,563	14,031,445	14,604,016
All Other Resources Except Current Year Property Taxes	4,398,459	3,818,949	3,526,355
Current Year Property Taxes Estimated to be Received	16,425,347	18,738,200	21,128,122
Total Resources	136,592,746	124,826,393	137,479,398

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	24,411,019	27,499,203	28,447,737
Materials and Services	17,915,523	28,580,994	24,989,430
Capital Outlay	18,364,970	10,068,102	5,709,040
Debt Service	3,847,826	3,863,423	3,842,155
Interfund Transfers	11,524,539	11,077,231	11,381,736
Contingencies	0	6,206,500	6,306,500
Special Payments	177,359	173,050	173,575
Unappropriated Ending Balance and Reserved for Future Expenditure	60,351,509	37,357,890	56,629,225
Total Requirements	136,592,746	124,826,393	137,479,398

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
General Fund	39,926,281	39,268,717	42,080,765
FTE	139.95	135.12	137.87
Grants and Special Assessments Fund	280,922	205,100	465,756
FTE	0	0	0
Transient Lodging Tax Fund	1,912,933	2,147,500	1,874,600
FTE	0	0	0
Affordable Housing Fund	1,564,309	4,103,562	2,484,837
FTE	0.75	1.00	0.75
Telecommunications Fund	179,594	175,393	176,009
FTE	0	0	0
Emergency Communications Fund	859,758	925,195	989,771
FTE	0	0	0
Street Fund	5,412,152	4,294,192	5,059,071
FTE	9.97	10.57	11.70
Airport Fund	1,767,388	2,852,051	3,058,258
FTE	0.50	1.00	1.00
Transportation Fund	7,962,591	8,556,113	8,468,669
FTE	0	0	0
Park Development Fund	3,779,068	4,489,353	4,585,815
FTE	0	0	0
Debt Service Fund	3,245,979	3,215,450	3,155,901
FTE	0	0	0
Building Fund	3,189,677	2,837,091	3,145,091
FTE	4.34	4.34	4.84
Stormwater Capital Fund	0	500,000	362,405
FTE	0	0	0
Wastewater Services Fund	15,385,560	14,440,328	15,257,092
FTE	23.10	22.55	23.37
Wastewater Capital Fund	47,221,591	32,487,804	41,760,395
FTE	0	0	0
Information Systems & Services Fund	1,989,579	2,321,358	2,189,636
FTE	4.00	4.00	4.00
Insurance Services Fund	1,915,365	2,007,186	2,365,326
FTE	0	0	0
Fire District Transition Fund	0	0	0
FTE	0	0	0
Total Requirements	136,592,746	124,826,393	137,479,398
Total FTE	182.61	178.58	183.53

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

In the City's FY2026-27 budget, the following factors are notable changes from the FY2025-26 budget:
Personnel Services Expenditures-Increase of 3.4% due to adjustments to employee salaries to keep up with inflation and increases to insurance.
Materials & Services-Decrease of 12.6% in costs of goods & services is due to a concerted effort across the board to bring spending in line with recurring revenues.
Capital Outlay-Overall expenditures decreased by 43.3% due to the completion of several capital projects and to the continued deferral of a large amount of general fund facilities projects.
Property Tax Revenue-Tax revenue increased by 12.8% with the increase in the property tax levy of an additional \$0.50 to the maximum permanent levy amount of \$5.02 per \$1,000 of assessed valuation.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2024-25	Rate or Amount Imposed This Year 2025-26	Rate or Amount Approved Next Year 2026-27
Permanent Rate Levy (rate limit 5.02 per \$1,000)	4.02	4.52	5.02
Local Option Levy	0	0	0
Levy For General Obligation Bonds	3,023,580	3,022,110	2,990,528

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$10,285,000	\$0
Other Bonds	\$3,239,515	\$0
Other Borrowings	\$35,690	\$0
Total	\$13,560,205	\$0

FY2026-27 Proposed Budget to Approved Budget

City of McMinnville Summary Schedule

<u>Fund, Dept and Budget Category</u>	<u>FY27 Proposed Budget</u>	<u>Budget Committee Changes</u>	<u>FY27 Approved Budget</u>
General Fund			
Administration	3,279,507		3,279,507
Finance	980,041		980,041
Engineering	1,896,931		1,896,931
Community Development	2,243,772		2,243,772
Police	12,711,229	(18,000)	12,693,229 ^{1, 2, 5}
Muni Court	855,695		855,695
Parks & Recreation	3,397,317	148,000	3,545,317 ³
Park Maint	2,934,429		2,934,429
Library	2,648,461	78,000	2,726,461 ⁴
Non-dept Expense	186,500		186,500
Debt	642,007		642,007
Transfers	1,366,958		1,366,958
Contingency	1,500,000		1,500,000
General Fund Total	34,642,847	208,000	34,850,847
Grant and Special Assessment Fund			
Program	100,000		100,000
Transfers	12,820		12,820
Contingency	30,000		30,000
Special Assessment Total	142,820	0	142,820
Transient Lodging Fund			
Program	1,286,822		1,286,822
Transfers	587,778		587,778
Transient Lodging Fund Total	1,874,600	0	1,874,600
Affordable Housing Fund			
Program	2,430,022		2,430,022
Transfers	14,652		14,652
Affordable Housing Fund Total	2,444,674	0	2,444,674
Telecommunications Fund			
Program	173,575		173,575
Contingency	1,500		1,500
Telecommunications Fund Total	175,075	0	175,075
Emergency Communications Fund			
Transfer In (Revenue)	(732,892)	(53,000)	(785,892) ⁵
Program	772,152	53,000	825,152 ⁵

FY2026-27 Proposed Budget to Approved Budget

City of McMinnville Summary Schedule

Fund, Dept and Budget Category	FY27 Proposed Budget	Budget Committee Changes	FY27 Approved Budget
Transfers	2,344		2,344
Contingency	50,000		50,000
Emergency Comms Fund Total	824,496	53,000	877,496
Street Fund			
Program	3,686,195		3,686,195
Transfers	364,056		364,056
Contingency	500,000		500,000
Street Fund Total	4,550,251	0	4,550,251
Airport Maintenance Fund			
Program	2,312,798		2,312,798
Transfers	73,640		73,640
Contingency	300,000		300,000
Airport Maintenance Fund Total	2,686,438	0	2,686,438
Transportation Fund			
Program	542,960		542,960
Debt	201,248		201,248
Transfers	593,523		593,523
Transportation Fund Total	1,337,731	0	1,337,731
Park Development Fund			
Program	610		610
Transfers	63,684		63,684
Park Development Fund Total	64,294	0	64,294
Debt Service Fund			
Debt	2,998,900		2,998,900
Debt Service Total	2,998,900	0	2,998,900

FY2026–27 Proposed Budget to Approved Budget

City of McMinnville Summary Schedule

Fund, Dept and Budget Category	FY27 Proposed Budget	Budget Committee Changes	FY27 Approved Budget
Building Fund			
Program	1,023,705		1,023,705
Transfers	96,720		96,720
Contingency	200,000		200,000
Building Fund Total	1,320,425	0	1,320,425
Stormwater Operations Fund			
Program	0		0
Stormwater Ops Fund Total	0	0	0
Stormwater Capital Fund			
Program	350,000		350,000
Stormwater Capital Fund Total	350,000	0	350,000
Wastewater Services Fund			
Program	6,866,069		6,866,069
Transfers	6,893,131		6,893,131
Contingency	900,000		900,000
WW Services Fund Total	14,659,200	0	14,659,200
Wastewater Capital Fund			
Program	5,748,890		5,748,890
Transfers	426,095		426,095
Contingency	2,500,000		2,500,000
Wastewater Capital Fund Total	8,674,985	0	8,674,985
Information Services Fund			
Program	1,915,221		1,915,221
Contingency	75,000		75,000
Information Services Fund Total	1,990,221	0	1,990,221
Insurance Services Fund			
Program	1,501,773		1,501,773
Transfers	100,443		100,443
Contingency	250,000		250,000
Insurance Services Total	1,852,216	0	1,852,216

FY2026-27 Proposed Budget to Approved Budget

City of McMinnville Summary Schedule

Fund, Dept and Budget Category	FY27 Proposed Budget	Budget Committee Changes	FY27 Approved Budget
Total City of McMinnville Appropriation			
Program	59,058,781	261,000	59,319,781
Debt	3,842,155	0	3,842,155
Transfers	11,381,736	0	11,381,736
Contingency	6,306,500	0	6,306,500
City of McMinnville	80,589,172	261,000	80,850,172
Revenue - Transfer in		(53,000)	
City of McMinnville	80,589,172	208,000	80,850,172
Unappropriated and Designated Ending Fund Balances			
General Fund	7,437,918	(208,000)	7,229,918 ^{a, b}
Grant and Assessment Fund	322,936		322,936
Affordable Housing Fund	40,163		40,163
TLT, Telcom, Emerg Comm Funds	113,209		113,209
Street Fund	508,820		508,820
Airport Maintenance Fund	371,820		371,820
Transportation Fund	7,130,938		7,130,938
Park Development Fund	4,521,521		4,521,521
Debt Service Fund	157,001		157,001
Building Fund	1,824,666		1,824,666
Stormwater Ops Fund	0		0
Stormwater Capital Fund	12,405		12,405
Wastewater Services + Capital	33,683,302		33,683,302
Internal Service Funds	712,525		712,525
	56,837,225	(208,000)	56,629,225
Total City of McMinnville Budget	137,426,398	0	137,479,398

¹ Reduction to Police Reserve expenses - 15,000

² Police Department vacancy savings - 56,000

³ Continue to have the Aquatic Center be in line with the Model Aquatic Health Code (MAHC)'s updated requirements and to maintain current program hours 148,000

⁴ To increase Library operational hours and be open on Sundays 78,000

⁵ YCOM annual dues anticipated increase (higher than original anticipated increase) 53,000

^a Reduction of \$100,000 from DEFB - Facility Improvements

^b Reduction of \$108,000 from Unappropriated Ending Fund Balance

CITY OF McMinnville
 MINUTES OF JOINT CITY COUNCIL &
 PLANNING COMMISSION WORK SESSION
 Held via Zoom Video Conference and at
 the Kent L. Taylor Civic Hall on Gormley Plaza
 McMinnville, Oregon

Wednesday, January 21, 2026 at 6:00 p.m.

Presiding: Kim Morris, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	Present	Absent
	Sal Peralta, Council President	
	Zack Geary	
	Chris Chenoweth	
	Jessica Payne	
	Scott Cunningham	
	Dan Tucholsky	

Planning Commissioners:	Present	Absent
	Sidonie Winfield, Chair	Brian Everest
	Elena Mudrak, Vice Chair	Meg Murray
	Brian Randall	
	Sylla McClellan	
	Rachel Flores (via Zoom)	
	Abigail Neilan	
	Matthew Jones	

Also present were Interim City Manager Adam Garvin, City Recorder Claudia Cisneros, City Attorney David Ligtenberg, Community Development Director Heather Richards, Public Works Director Geoff Hunsaker, Senior Planner Tom Schauer, Senior Planner Taylor Graybehl, and *members of the News Media – Phil Guzzo McMinnville Community Media*

1. CALL TO ORDER: Mayor Morris called the meeting to order at 6:00 p.m. and welcomed all in attendance.

2. WORK SESSION – NATURAL RESOURCES PLANNING PROGRAM:

Community Development Director Heather Richards introduced the topic, noting that the Natural Resources Planning Program originated in 2020–2021 as part of the Urban Growth Boundary (UGB) amendment process and is intended to fulfill the City's Goal 5 obligations.

Senior Planner Taylor Graybehl presented the program's history, inventory findings, and final code recommendations, with technical support provided by Jesse and Grace of Winterbrook Consulting. Staff recommended maintaining the previously council-directed safe harbor standards, which establish a 75-foot setback from the South Yamhill River and 50-foot

setbacks from other fish-bearing streams. Following an August 2025 mailing to affected property owners, a request was received to remove tributaries from the riparian corridor overlay. Staff advised that adopting alternative boundaries would require additional inventory work, an ESEE (Economic, Social, Environmental, and Energy) analysis, and significant additional resources. Relief mechanisms such as density transfer and variances are available for properties facing development hardship.

Staff recommended adopting 26 significant tree groves, noting that one grove was removed from the original inventory of 27 after re-evaluation confirmed it no longer met the scoring criteria. Development standards limit permanent alterations, control vegetation removal, and require replacement with native species. The Landscape Review Committee reviewed the program in December and recommended it with amendments. Relief mechanisms including setback reductions, density transfers, and mapping corrections are available to affected property owners.

Council discussion touched on the ecological significance of the groves, which represent approximately 5.87 percent of city acreage, and the long-term difficulty of replacing mature trees. The ESEE analysis requirement was clarified as a legal safeguard against takings claims.

The Landscape Review Committee recommended a revised structure with two categories: a voluntary Landmark Tree inventory, to which property owners may apply, and Significant Trees defined as trees with a diameter at breast height (DBH) of 36 inches or greater, or 20 inches DBH for Oregon white oak. Exceptions were recommended for residential lots under 20,000 square feet that are developed or have an approved building permit, as well as removal of up to two trees per year on undeveloped parcels. A 3-to-1 replacement ratio was proposed for any tree requiring a permit for removal.

Council raised several substantive concerns during discussion. Commissioner Winfield noted that the voluntary nature of the Landmark Tree designation was not clearly reflected in the draft code definition and recommended that explicit language be added, along with a formal application process. Director Richards confirmed this addition would be developed. The question of how landmark designations are communicated to future property owners was raised, with a suggestion that recording a notice on the deed—similar to historic resource designations—be considered.

Mayor Morris questioned the equity of exempting all lots under 20,000 square feet while providing no comparable allowance for larger residential lots. Councilor Payne provided context that approximately 9,000 of the city's roughly 10,500 home lots fall under this threshold, leaving only about 1,000 larger lots. Several members acknowledged that while the proposal is not perfect in every respect, it represents a reasonable balance between private property rights and canopy protection.

Councilor Tucholsky asked staff to clarify that the residential lot exemption does not apply to trees located within a designated significant tree grove. Consultant David confirmed on the record that trees within a mapped tree

grove subdistrict are protected regardless of lot size. Staff agreed to strengthen this language in the code. The question of whether trees planted after the inventory baseline would be subject to grove protections was also raised; Director Richards indicated the intent is that the inventory reflects existing conditions at the time of adoption and that newly planted trees would not expand grove boundaries without a formal amendment process. Concerning violations, the proposal grants the Planning Director discretion to assign Class 1 through Class 3 penalties (\$1,000–\$5,000 per tree) based on the apparent intent of the violator, replacing the current fee structure based on full appraised tree value.

Direction: The majority of the body agreed to move the program forward to a Planning Commission work session with the code clarifications discussed, followed by a public hearing process. The earliest Planning Commission hearing was identified as March 19, 2026, with a potential City Council hearing on April 14, 2026, subject to required Measure 56 and DLCD noticing timelines.

Staff recommended adopting the scenic viewpoint program as presented, protecting 16 viewpoints and view sheds through planning-stage tools such as street layout and open space design rather than individual site development regulation. No outstanding questions remained from the June 2025 work session.

3. WORK SESSION – NATURAL HAZARDS PLANNING PROGRAM:

Community Development Director Heather Richards presented the topic, which fulfills the City's Goal 7 obligations triggered by the 2020 UGB amendment. The program establishes two overlay subdistricts: a Natural Hazard Mitigation Subdistrict, where development is permitted subject to additional site assessments, and a Natural Hazard Protection Subdistrict, where development intensity is limited. McMinnville's primary hazards include landslides, seismic activity, soil liquefaction, and wildfire, with the state's 2020 Natural Hazards Mitigation Plan rating Yamhill County at very high risk for earthquakes and landslides.

Staff presented three scoring scenarios to address a property owner request to reconsider the risk score thresholds that determine which subdistrict a property falls into. Scenario 1 raises the threshold by 0.25 points, moving a significant number of properties from the protection subdistrict into the mitigation subdistrict. Scenario 2 raises the threshold by an additional 0.25 points, further reducing the protection zone. Staff recommended Scenario 1 as a reasonable response to property owner concerns and data uncertainty, while preserving protection for areas with the highest cumulative hazard scores.

During discussion, Chair Winfield raised concerns about litigation risk in raising the threshold, noting the importance of ensuring builders are aware of and must respond to known hazards. Councilor Chenoweth echoed concern about reducing protections and recommended consulting outside land use counsel on litigation exposure. The body discussed a hybrid approach—

retaining the original 0 to 0.99 range for the no-hazard subdistrict, while expanding the mitigation subdistrict to capture properties previously in the lower range of the protection zone, consistent with Scenario 1's protection threshold. Councilor Peralta expressed support for this approach. Councilor Tucholsky asked whether different thresholds could be applied to different geographic areas of the city, given that hazard density is notably higher west of Hill Road; staff indicated this would require review by legal counsel given the neutral, third-party scoring methodology used.

The body directed staff to bring the Natural Hazards Planning Program back to the Planning Commission, incorporating Scenario 1 adjusted to retain the original no-hazard threshold (0 to 0.99), with the mitigation subdistrict expanded accordingly. Staff also committed to further research on safe harbor provisions applicable to natural hazards planning.

Director Richards noted for the record that tonight's discussion constitutes a disruption to the long-range work plan and that updated timelines for the Natural Resources program will be reflected accordingly.

4. ADJOURNMENT: Mayor Morris adjourned the meeting at 8:14 p.m.

Claudia Cisneros, City Recorder

CITY OF McMinnville
MINUTES OF JOINT CITY COUNCIL &
BUDGET COMMITTEE WORK SESSION
Held via Zoom Video Conference and at the
Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, January 27, 2026 at 5:30 p.m.

Presiding: Kim Morris, Mayor

Recording Secretary: Claudia Cisneros

Councilors: Present Absent
Sal Peralta, Council President
Zack Geary
Chris Chenoweth
Jessica Payne
Scott Cunningham
Dan Tucholsky

Budget Committee: Present Absent
Meredith Maxfield, Chair
Danielle Chisholm
Sarah Hunter
David Mahn
Steffanie Frost
Victoria Ernst
Debbie Harmon Ferry

Also present were Interim City Manager Adam Garvin, City Recorder Claudia Cisneros, City Attorney David Ligtenberg, Community Development Director Heather Richards, Chief of Police Cord Wood, Human Resources Director Vicki Hedges, Public Works Director Geoff Hunsaker, Finance Director Kaite Henry, Library Director / Parks & Recreation Director Jenny Berg, Information Technology Director Scott Burke, Financial Services Analyst Crystal Wooldridge, and Airport Manager John Paskell *members of the News Media – Kyle Dauterman McMinnville Community Media*

1. CALL TO ORDER: Mayor Morris called the meeting to order at 5:32 p.m. and welcomed all in attendance.

2. JOINT WORK SESSION – COUNCIL AND BUDGET COMMITTEE:
FY26-27 BUDGET PLANNING:

Finance Director Katie Henry opened the Joint City Council and Budget Committee Work Session with a presentation of the FY 26-27 budget planning process. She introduced three new budget committee members: Committee members Sarah Hunter, David Mahn, & Danielle Chisholm. She explained that the meeting would focus on providing context for the city's

financial position and discussing the tax levy rate for fiscal year 2027, as this information was needed to prepare the proposed budget.

Director Henry provided a comprehensive overview of the city's financial position. She began by reviewing FY25 results, noting that revenues came in largely as expected with property taxes at 101% of budget. She explained that expenditures were at 86% of budget, with capital outlay at only 50% due to projects taking longer than anticipated. The city ended FY25 with \$6.7 million in operating fund balance, \$3.3 million in ARPA funds (of which \$500,000 remained uncommitted), and no capital fund balance at that time. For the current fiscal year (FY26), she reported that the city was on track with revenues at the midpoint of the year, with most property taxes (92%) already collected. She noted that permitting revenue was lower than expected, reflecting a slowdown across the county. Expenditures were at 43% halfway through the year, indicating some potential personnel savings from vacancies, particularly in the police department.

Interim City Manager Adam Garvin presented information on deferred maintenance needs, highlighting a \$14 million backlog of general fund facility maintenance projects. He noted this figure did not include an additional \$16 million in needs from other funds like airports, streets, and parks. He explained that the current budget model included setting aside \$1 million for maintenance, which represented progress but still only addressed a fraction of the backlog.

Director Henry discussed reserve targets, explaining that city policy required maintaining a two-month operating expense reserve, which was the target for the FY27 budget. She also noted plans to add another \$1 million to the capital reserve fund. She then presented financial models showing projections for the next several years. The baseline model, which included the final 50-cent addition to the property tax levy, showed expenses slightly exceeding revenues in future years, with a reserve shortfall of approximately \$350,000 in FY27 growing to \$1.3 million by FY29. An alternative model without the final 50-cent tax levy increase showed a much larger gap of \$2.3 million in FY27, breaking even in FY28, and failing to meet reserve requirements by FY29.

There was discussion about their preferences regarding the tax levy and city service fee. Members expressed a range of opinions: some members supported adding the final 50 cents to the property tax levy while also expressing a desire to eventually phase out or replace the city service fee, preferably through a voter-approved measure. Several members noted they had initially understood the city service fee would be temporary. Others supported both adding the 50 cents and maintaining the city service fee, citing ongoing cost increases, especially in healthcare and personnel, and the critical need to address deferred maintenance. A few members opposed adding the 50 cents, suggesting maintaining the current tax rate and city service fee for another year to better understand the financial situation, and possibly reducing the reserve requirement from two months to one and a half months.

Interim City Manager Garvin summarized that based on the discussion, the budget would be prepared with the full 5.02 tax rate (including the additional 50 cents), as approximately seven members appeared to support this approach. He noted that with this approach, the budget would face approximately \$350,000 in adjustments for FY27, as opposed to \$2.3 million without the increase.

No formal decision was being made, and the official budget would be presented at the first budget committee meeting in May.

3. ADJOURNMENT: Mayor Morris adjourned the meeting at 6:43 p.m.

Claudia Cisneros, City Recorder

DRAFT

CITY OF McMinnville
MINUTES OF CITY COUNCIL MEETING
Held via Zoom Video Conference and at the
Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, January 27, 2026, at 7:00 p.m.

Presiding: Kim Morris, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Sal Peralta, Council President	
	Zack Geary	
	Chris Chenoweth	
	Jessica Payne	
	Scott Cunningham	
	Dan Tucholsky	

Also present were Interim City Manager Adam Garvin, City Recorder Claudia Cisneros, City Attorney David Ligtenberg, Community Development Director Heather Richards, Chief of Police Cord Wood, Human Resources Director Vicki Hedges, Public Works Director Geoff Hunsaker, Finance Director Kaite Henry, Library Director / Parks & Recreation Director Jenny Berg, Information Technology Director Scott Burke, and Airport Manager John Paskell *members of the News Media – Kyle Dauterman McMinnville Community Media*

1. CALL TO ORDER: Mayor Morris called the meeting to order at 7:00 p.m. and welcomed all in attendance.
2. PLEDGE OF ALLEGIANCE: Mayor Morris led the Pledge of Allegiance.
3. INVITATION TO COMMUNITY MEMBERS FOR PUBLIC COMMENT: Mayor Morris invited the public to comment.

City Recorder Cisneros noted for the record had received an email from Peter Howland and it would be part of the amended packet posted tomorrow.

Ximena Van Dyke, McMinnville community member, representing Unidos Bridging Community, addressed Councilor Chenoweth's comments about the organization at the last Council meeting. The statements showed he did not understand who they were or what they did. She thought they both shared common ground in caring about the community and invited him to meet with her. She repeated the statement in Spanish.

Councilor Chenoweth agreed to meet.

Alyson Larkin, McMinnville community member, thanked the Council members and staff who had responded to the recent federal immigration activity. The work had only just begun and there needed to be continued movement and creativity to find solutions. Listening to their immigrant community was most important and she hoped the work would continue and their voices considered and actively included.

Andrew Larkin, McMinnville community member, spoke about confrontational comments made from the dais at the last Council meeting, discrediting people's fears. It was hurtful to hear these comments, especially to the youth present. All children were at risk of the trauma, not just those directly affected by the actions of ICE. He thanked Council for prioritizing this issue. Actions needed to be taken to make the City safer.

Ames Bierly, McMinnville community member, spoke about possible actions the City could take in response to ICE activity, especially the 1st and 4th items on the list of actions put forth by Council. Identifying those detained and asking the federal government for data about those residents was the bare minimum they should do. They needed to protect the children in the community.

Karen Staben, McMinnville community member, asked the City to require any ICE or border patrol agents to identify themselves and remove their masks and to direct the police to actively protect McMinnville residents from illegal warrants, use of force, and interference in practicing their first amendment rights.

Lauren Sinclair, McMinnville community member, agreed that the 1st and 4th actions on the list would make a significant difference. She thought the City should seek the identification of persons detained, confirm that an immigration arrest had occurred, notify next of kin, and request data on individuals arrested in McMinnville and the basis for their arrest. She wanted to know that if her neighbor went missing, that the local government would do everything they could to find out why they were detained so they could have proper legal representation rather than volunteers doing that work.

Anna Keeseey, McMinnville community member, spoke about her son who was from Guatemala and how his citizenship papers were within reach in the car if he was pulled over. She understood the list of actions added to staff's workload, but it was necessary before things got worse, such as naturalized citizens like her son being targeted.

Mark Cooley, McMinnville community member, also agreed with the 1st and 4th items on the proposed actions list. The Council had expressed concerns about risk to the City and employees, however everything the City did produced risk. City leaders were called upon to choose between the risks. To make the decisions, they had to understand what the risks were, and resources were available. He did not think police officers would be facing criminal indictment for reasonable law enforcement activities.

Linda Hays, McMinnville community member, said a society that allowed some of its members to live in fear with the understanding they would not be supported and protected in equal measure as the rest of us was not a just society. She thought local law enforcement were helpers and needed to be empowered to protect and serve with clear understanding of how to best do that. They needed to take care of their community and fight for the rights and well-being of every community member.

4. PRESENTATION

4.a. McMinnville Birthday Presentation

Katherine Huit, McMinnville resident, shared the history of the City, including the story of its incorporation. She discussed founders of the City, original plat, growth and need for governance, conflicting dates for the City's incorporation, legislative powers and home rule, town versus city designation, Act 84 in 1876 that incorporated the town, contemporary newspaper reports of the incorporation, McMinnville's first election, municipal reincorporation, Special Act of 1882 that reincorporated McMinnville as a City, effects of repeal and replacement, historic continuity and legal precedent, how Act 84 served as McMinnville's "birth certificate," institutional continuity, documentary evidence, and celebrating the 150th milestone.

The Council thought the evidence was compelling and would move forward with celebrating the City's 150th milestone this year.

5. ADVISE/INFORMATION ITEMS

5.a. Reports from Councilors on Committee & Board Assignments

Councilor Chenoweth reported on the McMinnville Economic Vitality Leadership Council (MEVLC) where they discussed goal setting and how to engage with the Governor's office as well as selected a new Chair and Vice Chair.

Councilor Geary reported on Visit McMinnville and gave statistics about hotel stays in 2025 and events that might draw more people in 2026. He then spoke about successes in marketing downtown, increasing social media engagement, and planned events and projects.

Councilor Tucholsky attended the Southwest Area Plan Open House.

Mayor Morris reported on the Chamber of Commerce Board meeting where events and purchasing their own building were discussed. The Audit Committee reviewed applications for a new auditing firm. She attended the ADA Transition meeting where a survey to the community was reviewed. She also attended a lunch with Representative Elmer, met with federal field representatives for funding the Alpine Avenue project, attended the Leadership Roundtable with Senator Merkley, attended the McMinnville Economic Development Partnership investor circle luncheon, met with MEDP and

Unidos about supporting Latino businesses, and met with multiple citizens on various issues.

Councilor Peralta attended the Martin Luther King, Jr. celebration in Newberg and hosted the Senator Merkley Town Hall. The Mid-Willamette Council of Governments annual dinner would be on March 5. They could nominate people or projects for one of the three COG awards.

Councilor Payne said the DEI Committee had one vacancy and interviews were upcoming, the Landscape Review Committee had interviewed for their one vacancy and a new Chair had been elected. They also reviewed their Work Plan. She had talked with many citizens about their fears about ICE and interacting with meetings and the need for mental health assistance.

Councilor Cunningham said the Historic Landmarks Committee had been working on revising the demolition code, CLG grant, and selection of Chair and Vice Chair. They had interviews today to fill the vacancy. He also attended Unidos Community Response Training.

Councilor Cunningham MOVED to add a discussion about on emergency declaration to the agenda as Item 5f; SECONDED by Council President Peralta. Motion PASSED 6-0 by the following vote:

AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and Chenoweth

NAY: None

5.b. Department Head Reports

Interim City Manager Adam Garvin reported on the Southwest Area Plan Open House, which was well attended. Most people had heard about the meeting from a flyer. Flyers were expensive, but still the most effective form of communication. A flyer for the ADA self-evaluation and Transition Plan survey would go out in February. The If I Were Mayor contest would start next week. He gave an update on the immigration related policies from the last meeting. The first thing that would be implemented was information added to the City's website about what to do if a detention was witnessed and how to report an abandoned vehicle or hazards. They could also quickly turn around the considerations of the requirements for City buildings in the DOJ model. He had received an email that if the Council wanted to weigh in on the business survey, it would have to be done at this meeting since the Chamber and Unidos planned to put it out early February. Miriam Vargas Corona, Unidos Executive Director, said they could be more flexible on the date so the Council could have a chance to look over the questions. It would be brought back to the next Council meeting.

Finance Director Katie Henry corrected some items on the agenda. They had been working on the calendar year-end and taxes. They had also launched the budget process and were moving forward with the audit.

Library Director / Parks & Recreation Director Jenny Berg spoke about the services the Library provided to the Latino and bilingual community as well as announced classes the Community Center, Aquatic Center, and Senior Center offered.

Community Development Director Heather Richards served on the McMinnville Downtown Association Board, and she reported on the end of year successes. Their annual dinner would be on February 20. She also served on the McMinnville Economic Development Partnership Board and attended the Board Retreat to discuss annual goals. There was an upcoming training on February 5 for quasi-judicial land use decision making. They were sending out 1,500 letters at the end of the week to property owners about the natural hazards program.

Public Works Director Geoff Hunsaker said there was an upcoming Work Session on Park SDC methodology on February 10. The Transportation System Plan RFP went out yesterday.

Human Resources Director Vicki Hedges said she had been working on performance management concerns and implementing legislative changes. She also assisted in the MEVLC goal setting and preparing annual trainings for February.

Information Technology Director Scott Burke said they had completed an ongoing project to decommission the City's email server.

City Recorder Claudia Cisneros reminded Council that they needed to do the Oregon Ethics Commission Statements of Economic Interest.

5.c. December 2025 Cash and Investment Report (in packet)

5.d. Q2 Financial Report (in packet)

5.e. City Manager Recruitment

Human Resources Director Hedges was looking for direction on whether Council wanted to move forward with a permanent appointment of the Interim City Manager or proceed with a formal recruitment and selection process. She discussed the pros and cons of each option and gave a timeline for the more formal process.

There was discussion regarding what the Interim City Manager had accomplished and the benefits to keeping him in the position, and the difficulty of recruiting for a new City Manager.

Interim City Manager Garvin said he did not intend to apply if there was a formal process. He would entertain a conversation about a longer-term contract.

The majority of Council was in favor of a direct hire rather than taking a broader, open search. Staff would move forward with negotiating a contract.

5.f. Emergency Declaration

City Attorney Ligtenberg spoke about the reasons for an emergency declaration and in what situations they could declare an emergency legally.

Councilor Cunningham discussed the economic impact Latino businesses were currently experiencing and in essence it was a recession. However, they were limited in what could actually be done. At bare minimum, they could agree there was extreme financial hardship being inflicted on the community. He was not ready to ask for an emergency declaration until there was an ask from the community that gave Council a better direction on how it could be helpful.

6. CONSENT AGENDA

Both resolutions were removed from the consent agenda.

- a. Consider **Resolution No. 2026-02**: A Resolution removing Councilor Dan Tucholsky as the City of McMinnville's representative to the Yamhill Communications (YCOM) Executive Board.

Councilor Tucholsky supported the change of representative to the Police Chief. He recused himself from the vote.

Councilor Geary MOVED to adopt Resolution No. 2026-02, removing Councilor Dan Tucholsky as the City of McMinnville's representative to the Yamhill Communications (YCOM) Executive Board.; SECONDED by Councilor Cunningham. Motion PASSED 5-0-1 by the following vote:

AYE: Councilors Geary, Payne, Peralta, Cunningham, and Chenoweth

NAY: None

RECUSED: Councilor Tucholsky

- b. Consider **Resolution No. 2026-03**: A Resolution appointing Police Chief Cord Wood as the City of McMinnville's representative to the Yamhill Communications (YCOM) Executive Board.

Councilor Tucholsky MOVED to adopt Resolution No. 2026-03, appointing Police Chief Cord Wood as the City of McMinnville's representative to the Yamhill Communications (YCOM) Executive Board; SECONDED by Councilor Cunningham. Motion PASSED 6-0 by the following vote:

AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and Chenoweth

NAY: None

7. RESOLUTIONS

- 7.a. Consider **Resolution No. 2026-04**: A Resolution Authorizing the Interim City Manager to Release Air Easements Affecting Certain Properties Adjacent to Tice Park Along NW 25th Street.

City Attorney Ligtenberg said south of Tice Park they had nine properties whose backyards were increased when the park was developed. The City held air easements over the backyard properties, and the properties could not have dwelling units constructed on them. Some property owners wanted to do some construction in that space. He did not think it was a legal requirement to hold the easements, and it was a policy question for Council. The resolution would divest the City of the easements, however there were other options Council could pursue.

Interim City Manager Garvin explained how the assessor's office valued the lots and an air easement removal was an exception event. The value was speculative because there weren't current utilities or access to the lots. He suggested a formal appraisal if a sales price was the direction of Council. They could also terminate the easements or keep them as they were.

Director Richards said with the air easements, the properties were unbuildable. If the air easements were removed, they would be considered buildable. There was a compliance issue where one person had already built an accessory structure.

There was discussion regarding the purpose of the air easements, reasons this had come to the Council, concern about lifting the air easements and allowing encroachment further onto park property and affecting the viewshed for neighboring properties, giving property owners the option to opt out, how it would affect the future connectivity plan for parks, if there was a sales price the money would go to park maintenance or affordable housing, how there was already a solid fenceline and the view was already obstructed, and options for the one property that already had a structure on it.

Councilor Chenoweth MOVED to direct staff to come back with appraisals of the properties to consider selling the air easements after reviewing the value; SECONDED by Councilor Tucholsky. Motion PASSED 4-2 by the following vote:

*AYE: Councilors Tucholsky, Geary, Cunningham, and Chenoweth
NAY: Councilors Payne and Peralta*

8. ORDINANCES

- 8.a. Consider the first reading with a possible second reading of **Ordinance No. 5169**: An Ordinance adopting the 2025 McMinnville Municipal Airport Master Plan as a supplemental document of the McMinnville Comprehensive Plan, and amending Volume I (Data and Background), Volume II (Goals and Policies), and Volume III (Title 17 of the McMinnville Municipal Code) of the McMinnville Comprehensive Plan (Docket G 2 – 25).

Mayor Morris asked if any Councilor needed to declare any actual or potential conflicts of interest or recuse themselves regarding this ordinance. There was none.

No Councilor present requested that the Ordinance be read in full.

City Attorney Ligtenberg read by title only Ordinance No. 5169.

Airport Manager Pascal and Public Works Director Hunsaker explained the history of the Airport Master Plan, key project elements in the Master Plan, maps of the airport layout, next steps, future Council considerations, what Ordinance 5169 did, proposed amendments to the Comprehensive Plan, public testimony received, and City Council options.

*Councilor Peralta MOVED to **pass** Ordinance No. 5169 to a second reading; SECONDED by Councilor Tucholsky. Motion **PASSED** 6-0 by the following vote:*

AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and Chenoweth

NAY: None

City Attorney Ligtenberg read by title only for a second time Ordinance No. 5169.

*Councilor Tucholsky MOVED to **adopt** Ordinance No. 5169, adopting the 2025 McMinnville Municipal Airport Master Plan as a supplemental document of the McMinnville Comprehensive Plan, and amending Volume I (Data and Background), Volume II (Goals and Policies), and Volume III (Title 17 of the McMinnville Municipal Code) of the McMinnville Comprehensive Plan (Docket G 2 – 25); SECONDED by Councilor Payne. Motion **PASSED** 6-0 by the following vote:*

AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and Chenoweth

NAY: None

8.b.

Consider the first reading with a possible second reading of **Ordinance No. 5170**: An Ordinance adopting as amendments to the November 2023 Housing Needs Analysis, the September 2024 Economic Opportunities Analysis, and the December 2025 Framework Plan.

Mayor Morris asked if any Councilor needed to declare any actual or potential conflicts of interest or recuse themselves regarding this ordinance. There was none.

No Councilor present requested that the Ordinance be read in full.

City Attorney Ligtenberg read by title only Ordinance No. 5170.

Director Richards said this was sequential UGB work task 2, to create land use efficiency measures. She discussed what the ordinance would do, what land

use efficiency measures did, summary of needs and efficiency measures to meet the needs, residential land use efficiency measures, change in the assignment of land in the urban holding Comprehensive Plan areas of the UGB, adopted changes in zoning, changes in use of land on Linfield University's campus, added land to the buildable lands inventory, industrial land use efficiency measures, commercial land use efficiency measures, public testimony received, what the ordinance would do, and Council options.

There was discussion regarding the acres of commercial land that existed but would not be developed.

Councilor Chenoweth thought it was a bad decision to include that land and would be voting no.

There was discussion regarding other potential commercial land, how a UGB amendment could be done in the future for the commercial land deficit, and state mandate to get this work done by March 1.

*Councilor Cunningham MOVED to **pass** Ordinance No. 5170 to a second reading; SECONDED by Councilor Payne. Motion **PASSED** 5-1 by the following vote:*

*AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and
NAY: Councilor Chenoweth*

The ordinance would be brought back for second reading to a future date.

8.c.

Consider the first reading with a possible second reading of **Ordinance No. 5171**: An Ordinance Amending Chapter 2.28 of the McMinnville Municipal Code to Update the Airport Commission Standing Meeting Schedule.

Mayor Morris asked if any Councilor needed to declare any actual or potential conflicts of interest or recuse themselves regarding this ordinance. There was none.

No Councilor present requested that the Ordinance be read in full.

City Attorney Ligtenberg read by title only Ordinance No. 5171.

Director Hunsaker said this ordinance would change the Committee meetings to occur quarterly. They could hold special meetings as necessary.

*Councilor Tucholsky MOVED to **pass** Ordinance No. 5171 to a second reading; SECONDED by Councilor Chenoweth. Motion **PASSED** 6-0 by the following vote:*

*AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and
Chenoweth
NAY: None*

City Attorney Ligtenberg read by title only for a second time Ordinance No. 5171.

*Councilor Cunningham MOVED to **adopt** Ordinance No. 5171, amending Chapter 2.28 of the McMinnville Municipal Code to update the Airport Commission Standing Meeting Schedule; SECONDED by Councilor Tucholsky. Motion **PASSED** 6-0 by the following vote:*

AYE: Councilors Tucholsky, Geary, Payne, Peralta, Cunningham, and Chenoweth

NAY: None

- 8.d. Consider the first reading with a possible second reading of Ordinance No. 5172: An Ordinance Amending Section 2.04.010 of the McMinnville Municipal Code to Adjust the Standing Dates of Regular City Council Meetings.

Mayor Morris asked if any Councilor needed to declare any actual or potential conflicts of interest or recuse themselves regarding this ordinance. There was none.

No Councilor present requested that the Ordinance be read in full.

City Attorney Ligtenberg read by title only Ordinance No. 5172.

Interim City Manager Garvin said this was a request from the last Council meeting. The active date was April 1.

Councilor Cunningham did not think they should move the meeting days to Wednesdays as Councilor Payne would have to be on Zoom for all meetings and not in person.

Councilor Tucholsky thought Councilor Payne was often on Zoom and it was still effective.

Councilor Payne did not think she was as effective over Zoom. She would not be able to attend any Wednesdays.

*Councilor Chenoweth MOVED to **pass** Ordinance No. 5172 to a second reading; SECONDED by Councilor Tucholsky. Motion **FAILED** 2-4 by the following vote:*

AYE: Councilors Tucholsky and Chenoweth

NAY: Councilors Geary, Payne, Peralta, and Cunningham

- 9 ADJOURNMENT: Mayor Morris adjourned the meeting at 10:19 p.m.

Claudia Cisneros, City Recorder



City of McMinnville
Public Works-Operations
1900 NE Riverside Drive
McMinnville, OR 97128
(503) 434-7316
www.mcminnvilleoregon.gov

STAFF REPORT

DATE: June 9, 2026
TO: Adam Garvin, City Manager
SUBMITTED BY: Geoff Hunsaker, Public Works Director
WRITTEN BY: David Renshaw, PW Operations Supt.
SUBJECT: Contract extension for parks and open space security

1. Resolution No. 2026-35, A Resolution Extending the Contract for Park and Open Space Unarmed Security Services with NAS Security Services, LLC

Report in Brief:

This action is the consideration of a resolution to extend the goods and services contract with NAS Security for an additional one-year term ending June 30, 2027, with a not to exceed contract amount of \$206,190.00. This represents a 3.77 % increase from the FY 25-26 contract. This would be the second of three possible one-year contract extensions for the contract. The current contract expires June 30, 2026.

Background:

During late fall/early winter in 2022, the City experienced a significant increase in negative behaviors in the park system and other public spaces. This included vandalism, illicit drug use, overnight camping in restrooms/shelters and negative interactions for both park users and City staff. This resulted in unsafe conditions for both park users and staff. As a short-term response, Operations closed park restrooms throughout most of the winter of 2022-23 to explore solutions to help

mitigate these issues. After researching what other communities did in similar instances (Salem, Bend, Corvallis), in the late spring of 2023, the City opted to pursue a contract for unarmed private security services. In April of 2023, the City entered into a direct award contract with NAS Security Services, LLC of Newberg, to provide unarmed private security services at designated City parks and public open spaces. That contract was amended in June 2023 and expired January 31, 2024. The current contract was procured through an RFP (request for proposals) process in late 2023, with a contract being awarded to NAS on December 12, 2024 via Council resolution 2023-64.

Current services include a six hour per night shift, seven days per week, with security staff checking designated parks, restrooms, shelters and public spaces several times each night. Security staff verify that that restrooms are locked and unoccupied and that shelters are unoccupied. Should they happen upon individuals in an area after hours (parks are closed 1 hour after sunset), they request that the individuals leave the area, and if the folks are non-compliant, the security staff contacts law enforcement who handle the actual process of making sure people leave.

Additional services include providing a "Day Officer" to staff Parks and Recreation events through the summer, as well as to provide security for emergency shifts and other special events.

In the winter of 2024, in response to similar issues at the Library, Change Order #1 was executed, adding a security officer at the Library during operating hours. That service includes patrols inside the library and outside, including the plaza, parking lot, native plant garden and park area immediately surrounding the library.

Discussion:

The program has proven to be effective for all three applications (overnight security, event security and Library security). The incidence of negative behavior has decreased, and the staff does not have to bear the entire burden of addressing those behaviors on top of their routine workload. Since the security presence has helped reduce negative behaviors, facility users face fewer negative interactions as well. From a maintenance perspective, reduced negative behaviors lead to a reduction in demand work, which allows for a greater focus on scheduled, routine work. The program provides about 4,710 hours of unarmed security services per year (roughly 2.67 FTE), filling a gap that the City's current staffing levels would not support. More importantly, trained security officers are addressing negative behaviors directly more often, as opposed to untrained staff members who try to do so in addition to their regular work.

Attachments:

1. Change order #3
2. Resolution 2026-35 extending contract

Fiscal Impact:

Funding for this contract is available in the FY 26-27 General Fund in both Park Maintenance and the Library.

This term can be extended once more for an additional one-year term, upon mutual agreement from both the City and NAS Security Services LLC.

Alternative 1 (Staff Recommendation): Adopt the resolution extending the contract for Parks and Open Space Unarmed Security with NAS Security with a not to exceed amount of \$206,190.00 for an additional one-year term ending June 30, 2027. Park and open space security services will continue to be provided with a scope of work that has proven successful by trusted partner.

Alternative 2: Reject the attached resolution. The current contract with NAS Security will expire on June 30, 2026. Security needs will still need to be addressed to protect the City's assets and provide for staff and park visitors' safety.

Alternative 3: The Council may consider any other alternative not presented by staff.

Change Order No 3
to the
Good and Services Contract
For
Parks and Open Space Unarmed Security Services

This Change Order No. 3 amends the Goods and Services Contract, dated February 1, 2024, between the City of McMinnville (City) and NAS Security Services (Contractor) for the Parks and Open Space Unarmed Security Project.

1. Term

- a. The Parties agree to renew the contract for one year as per Section 2.1.2.
 - i. The new term shall be July 1, 2026-June 30, 2027.

2. Contract Sum

- a. The price of the Goods and or Services for this change order is as follows:

NOT TO EXCEED TWO HUNDRED AND SIX THOUSAND ONE HUNDRED NINETY DOLLARS (\$206,190).

- b. Contractors' unit pricing for Change Order #3 is attached as Exhibit A.

3. Other Conditions/Requirements

- a. The terms and conditions of the contract, except as modified herein, dated February 1, 2024, remain in full force and effect.

For the City
Approved:

For the Contractor
Approved

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Approved as to form

David Ligtenberg, City Attorney

Date

Exhibit A

PARKS AND OPEN SPACE UNARMED SECURITY

**COST PROPOSAL-
Change Order #3**

	ITEM	ESTIMATED QUANTITY	UNIT PRICE (AS NOTED)	TOTAL ESTIMATED ANNUAL COST
1	Nightly Patrols-Nov thru March	906 Hours per year	\$ <u>45.00</u> Per hour	\$ 40,770
2	Nightly Patrols-April thru October	1,284 Hours per year	\$ <u>45.00</u> Per hour	\$ 57,780
3	Day Officer-June-Aug (10 weeks)	300 Hours per year	\$ <u>45.00</u> Per hour	\$ 13,500
4	Events, Emergency shifts	300 Hours per year	\$ <u>45.00</u> Per Hour	\$ 13,500
5	Library Security Officer	1,920 Hours per year	\$ <u>42.00</u> Per Hour	\$ 80,640
	TOTAL COST			\$ 206,190

Name of Company: NAS Security Services LLC

Signature of Authorized Agent: **Michael Brandt**

4/3/26
(Date)

Title: **CEO**

(SEAL)

Business Address: **19565 N.E. Highway 240
Newberg, OR. 97132**

Phone #: **(503)538-2495 cell (971)563-3298**

RESOLUTION NO. 2026-35

A Resolution Extending the Contract for Park and Open Space Unarmed Security Services with NAS Security Services, LLC

RECITALS:

WHEREAS, in October of 2023, the City undertook a formal procurement process to request proposals (RFP for Park and Open Space Unarmed Security Services); and

WHEREAS, that contract was awarded to NAS Security on December 12, 2023, via Council Resolution 2023-64, with a contract expiration date of June 30, 2025, with the option to renew for three (3) one-year additional terms; and

WHEREAS, the first renewal extended the contract to June 30, 2026, via Council Resolution 2025-30, with two (2) additional one-year terms remaining; and

WHEREAS, both parties wish to exercise the second renewal for an additional one-year term, and.

WHEREAS, the funds for this project are available in the General Fund approved fiscal year 2026-27 budget.

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

1. That the Goods and Services Contract with NAS Security, LLC be extended for one (1) one-year term ending June 30, 2027, for a not to exceed amount of \$206,190.
2. That the City Manager is hereby authorized and directed to extend the Goods and Services contract with NAS Security Services, LLC.
2. This resolution shall take effect immediately upon passage and shall continue in full force and effect until modified, revoked, or replaced.

Adopted by the Council of the City of McMinnville at a regular meeting held the 09th day of June, 2026 by the following votes:

Ayes: _____

Nays: _____

Approved this 09 day of June 2026.

MAYOR

Approved as to form:

Attest:

City Attorney
Resolution No. 2026-35
Effective Date: June 09, 2026
Page 1 of 1

City Recorder

RESOLUTION NO. 2026 - 38

A Resolution of the McMinnville City Council authorizing the McMinnville City Manager or designee to enter into and manage a Disposition and Development Agreement with Guardian Real Estate Services LLC for the redevelopment of the property at 904 NE 10th Avenue and 835 NE Alpine Avenue (Tax Lots R4421BA 03800 and R4421BA 03850).

RECITALS:

WHEREAS, the City of McMinnville created an Urban Renewal Area and adopted an Urban Renewal Plan for its downtown core and NE Gateway Area in 2013; and

WHEREAS, the Purpose of this area and plan was to assist in implementing the goals of the McMinnville Comprehensive Plan, the NE Gateway District Plan, and other planning documents, to help stimulate the economy, create a unique identity and sense of place, and to support local downtown businesses and development of the downtown and the NE Gateway area; and

WHEREAS, some of the McMinnville Urban Renewal Agency's (Agency) goals are to encourage the economic growth of the McMinnville Urban Renewal Area (Area) as the commercial, cultural, civic and craft industry center for McMinnville; to encourage a unique district identify both in the downtown commercial core and the Northeast Gateway area; and pursue development and redevelopment opportunities that will add economic, civic, craft industry and cultural opportunities for the citizens of McMinnville, economically strengthen the Area and attract visitors to the Area; and

WHEREAS, the subject site was identified in the City's adopted NE Gateway District Plan as a catalytic opportunity site for incentivizing the revitalization and redevelopment of the NE Gateway District; and

WHEREAS, the subject site became available for purchase when the existing industrial business and property owner of the site indicated their interest to shut down the business and surplus the site; and

WHEREAS, in order to achieve the goals of the McMinnville Downtown Urban Renewal Plan and NE Gateway District Plan, the City of McMinnville purchased the properties at 904 NE 10th Avenue and 835 NE Alpine Avenue to reposition the industrial property for a mixed-use commercial and residential development; and

WHEREAS, the City then entered into an agreement with the McMinnville Urban Renewal Agency whereby the Agency would pay for the interest on the loan to purchase the property and any other carrying costs associated with the property; and

WHEREAS, the City and the Agency conducted a RFQ and RFP to choose a development team to redevelop the property meeting the City and the Agency’s goals identified in the McMinnville Comprehensive Plan and the NE Gateway District Plan; and

WHEREAS, the City and the Agency chose the development team led by Guardian Real Estate Services to purchase and develop the property into an affordable housing project per the NE Gateway District Plan and NE Gateway Overlay District; and

WHEREAS, the City entered into a Memorandum of Understanding with Guardian Real Estate Services and the Housing Authority of Yamhill County to negotiate the terms of the disposition and development of the subject site; and

WHEREAS, the City and the development team led by Guardian Real Estate Services have successfully concluded their negotiations;

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

1. The McMinnville City Manager or designee is authorized to sign the attached Disposition and Development Agreement with Guardian Real Estate Services, LLC for the redevelopment of the properties at 904 NE 10th Avenue and 835 NE Alpine Avenue on behalf of the McMinnville City Council.
2. This resolution shall take effect immediately upon passage and shall continue in full force and effect until modified, revoked, or replaced.

Adopted by the Council of the City of McMinnville at a regular meeting held the 9th day of June 2026 by the following votes:

Ayes: _____

Nays: _____

Approved this 9th day of June 2026.

Sal Peralta, Council President

Approved as to form:

Attest:

City Attorney

City Recorder

EXHIBITS:

- A. Disposition and Development Agreement with Guardian Real Estate Services, LLC.