



City of McMinnville  
 Community Development Department  
 231 NE Fifth Street  
 McMinnville, OR 97128  
 (503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**McMinnville Economic Vitality Leadership Council**  
**Wednesday, May 8, 2024 – 3:00 PM**

**HYBRID Meeting**  
**IN PERSON – 231 NE Fifth Street or ZOOM Online Meeting**

*(Please note that this meeting will be conducted via ZOOM meeting software due to the COVID-19 event.)*

<https://mcminnvilleoregon.zoom.us/j/89826790447?pwd=G7fXdl4ZimZ4luYtIVK5AIFDIiVfKq.1>

**Meeting ID** 898 2679 0447

**Meeting Passcode:** 406921

**Or join ZOOM Meeting by phone via the following number: 1-669-900-9128**

Council Members	Agenda Items
Carson Benner, Chair McMinnville School District	1. <b>Call to Order / Introductions</b>
Mike Morris, Vice-Chair Chamber of Commerce	2. <b>Minutes</b>
Trena McManus, McMinnville Water and Light	<ul style="list-style-type: none"> <li>• <b>October 11, 2023 (Exhibit 1)</b></li> </ul>
Chris Chenoweth, City of McMinnville	3. <b>Discussion Items</b>
Kelly McDonald, City of McMinnville	<ul style="list-style-type: none"> <li>• Representative Lucetta Elmer</li> </ul>
Steve Patterson, Chamber of Commerce	4. <b>Rumor Mill</b>
Dani Chisholm, MDA	5. <b>Citizen Comments</b>
Heather Miller, MDA	6. <b>Committee Member Comments</b>
John Dietz, MEDP	7. <b>Staff Comments</b>
Deven Paolo, MEDP	8. <b>Adjournment</b>
Erin Stephenson, Visit McMinnville	
Diana Riggs, Visit McMinnville	
Gerardo Ochoa, Linfield University	
Michael Mulkey, Willamette Valley Medical Center	

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting (503) 434-7311 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

\*Please note that these documents are also on the City’s website, [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov). You may also request a copy from the Planning Department.



## EXHIBIT 1 - MINUTES

October 11, 2023  
McMinnville Economic Vitality Leadership Council  
Regular Meeting

3:00 pm  
Zoom Meeting  
McMinnville, Oregon

**Members Present:** Carson Benner, Mike Morris, John Dietz, Chris Chenoweth, Heather Miller, and Dani Chisholm

**Members Absent:** Trena McManus, Steve Patterson, Deven Paolo, Erin Stephenson, Gerardo Ochoa, and Michael Mulkey

**Staff Present:** Heather Richards – Community Development Director, Jody Christensen – Special Projects Manager, and Patty Herzog – McMinnville Economic Development Partnership

**Others Present:**

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### 1. Call to Order

Chair Benner called the meeting to order at 3:00 p.m.

### 2. Minutes

- October 13, 2021
- October 27, 2021
- December 1, 2021
- February 9, 2022
- March 9, 2022
- May 11, 2022
- June 8, 2022
- August 10, 2022

There was not a quorum present to approve the minutes.

### 3. Discussion Items

- Work Force Housing – Roundtable with Matt Edlen

Matt Edlen, Edlen and Company, introduced his development company whose focus was on production of affordable housing. They were looking at opportunities in Yamhill County to address this need.

Community Development Director Richards explained the role of the Committee for economic development as a think tank to move projects forward. They had been talking about priorities for next year, and one of the top ones was workforce housing.

Mr. Edlen asked how they defined workforce housing. Community Development Director Richards said the City used 120% AMI or less. However, they recognized that percentage most likely needed to be increased. There were housing deficiencies across the income spectrum.

Mr. Edlen discussed the challenges to housing production in recent years. The first step was bringing all public/private entities together to look for opportunities. He proposed deployment of a product-based solution where 95% of the unit was produced in a factory to remove primary corrosive materials that went into building construction such as glue, paint, etc. This substantially reduced costs and created units across the income spectrum. They had established a 501c3 operation under which they could serve those under 150% AMI and issue double tax-exempt bond financing. This would allow them to finance a majority of the cost for a project which would allow them to achieve lower rents. He explained the areas of municipal investment and involvement in this scenario.

There was discussion regarding getting public feedback on projects, but limiting the ability to kill a project because neighbors did not want the project next to them due to the stigma of affordable housing. There was further discussion regarding effects of not doing projects to serve a broader economic spectrum, how the City was poised for growth, infrastructure needs, bond examples, keeping the housing affordable after it changed hands, inclusionary zoning, opportunities in other cities, programs McMinnville could use to attract developers, getting the right partnerships, potential for the NW Rubber site, creating corporate housing development, current project in Newberg, and approvals and process for the buildings that would be modulars stacked on each other.

### 4. Action Items

- Business Assistance/Resiliency Grant (8212) Update

Special Projects Manager Christensen said the grant opened on May 10 and closed on July 12. The City received 26 applications, one that did not qualify, so there were 25 to review. She explained the first-round scoring process and interviews with the applicants. Ten of the applicants were chosen to receive grant funding. Some of these applicants had

never received a grant before and she thought the process was monumental. She was asking for a recommendation to the City Council to approve the grant awards. There was consensus to recommend approval of the grant awards per Attachment A in the packet.

Special Projects Manager Christensen gave examples of what the grants would be used for.

Community Development Director Richards said they were in the process of reviewing where they were with the grant funding. All grant funding was to be obligated by June 2024. There might be an opportunity to do another round of assistance grants.

5. Rumor Mill

There was discussion regarding the funding secured for the Art Alleyway downtown and how the Council had authorized the City Manager to purchase the NW Rubber property.

Patty Herzog, McMinnville Economic Development Partnership, said they had hired a new Workforce Development Project Contractor. They were doing a survey to the business community on the Action Plan as well as focus group meetings.

There was discussion regarding the business database and information sharing.

6. Citizen Comments

None

7. Committee Member Comments

None

8. Staff Comments

None

9. Adjournment

Chair Benner adjourned the meeting at 4:32 p.m.