

RESOLUTION NO. 2021 - 54

A Resolution of the Common Council of the City of McMinnville approving allocation of American Rescue Plan Act (ARPA) Funds.

RECITALS:

Whereas, the United States federal government adopted the American Rescue Plan Act of 2021 (ARPA); and

Whereas, a component of ARPA allocates Coronavirus State and Local Fiscal Recovery Funds (SLFRF) to state and local governments; and

Whereas, the City of McMinnville (City) will receive a total of approximately \$7.7 million in SLFRF in two payments, one of which the City has already received; and

Whereas, the City's Budget Committee has had several work sessions to discuss how the City may utilize the SLFRF; and

Whereas, these discussions resulted in the Budget Committee recommending a prioritized list of projects to be funded with SLFRF, which list is attached hereto as Exhibit 1.

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

1. The Council hereby approves allocation of ARPA-SLFRF based on the prioritized list of projects that are provided in Exhibit 1 attached hereto and incorporated by reference herein.
2. To the extent a budget supplemental is necessary, staff are directed to undertake the necessary process for Council adoption of said budget supplemental.
3. This resolution shall take effect immediately upon passage and shall continue in full force and effect until revoked or replaced.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 9th day of November, 2021 by the following votes:

Ayes: Drabkin, Garvin, Geary, Menke, Peralta, Chenoweth

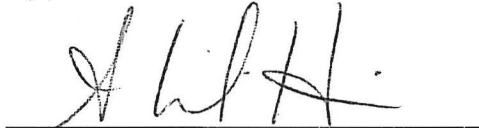
Nays: _____

Approved this 9th day of November 2021.



MAYOR

Approved as to form:



City Attorney

Attest:



City Recorder

Exhibits:

- Exhibit I: Staff Recommendation on ARPA Investments – High Priority Projects List

Exhibit 1

Staff Recommendation on ARPA Investments - High Priority Projects

												3,580,100		4,686,750						
Priority Ranking	Category	Project # (from complete list)	Project Name	Description	Beneficiaries	SLFRF Eligibility Criteria					Investment Principles			City Values			Total Cost			
						Pub/Econ Recovery	Water, Sewer, BB	Green Proj	Other Gov	Other Non Gov	Address Disparities	Resiliency	A better way	Work with partners	Stewardship	Equity	Courage/Future	Accountability	Low	High
1	Internal Efficiency Effectiveness	5	ARPA Grant Staffer	Hire a full time grant professional for the term of the grant (3 yrs) to work on financial, compliance, program management and community engagement activities associated with the portfolio of SLFRF-ARPA grants	Grant Beneficiaries	x					x	x	x	x	x	x	x	290,000	397,000	
2	Innovative, High Impact Project	49	Third Street Improvement Project	This is the development of construction documents for the public infrastructure improvements needed on Third Street to support the recovery and future resiliency of McMinnville's local business community downtown. The development of these construction documents will allow McMinnville to proactively apply for federal infrastructure funds with the Federal Infrastructure Stimulus package to construct the project. Third Street is McMinnville's "Living Room". It is the heart of our business community, serving both local residents and tourists. However, it is also where recent the recent COVID pandemic had the most impact on restaurant and service businesses in McMinnville. This is the development of schematic design and construction documents for a Third Street Improvement project in downtown McMinnville, as well as the development of a business resiliency and recovery program for businesses impacted by COVID. The project area is approximately nine linear blocks. The McMinnville Urban Renewal Agency currently has \$200,000 allocated towards the design costs of this project. Total estimated design costs are approximately \$650,000 - \$800,000. The McMinnville Urban Renewal Agency has committed approximately \$3,000,000 to the future construction project. Total estimated construction costs are \$8,000,000. If the City is able to develop shovel ready construction documents it would be competitive for the future infrastructure bill for construction dollars. This is a priority project in terms of timeliness and the ability for McMinnville to leverage its ARPA funds for larger impact. The design process will be approximately nine months. The Federal Infrastructure Bill will be approved soon. A \$500,000 ARPA investment project in project design could be leveraged towards \$5,000,000 in federal infrastructure dollars.	Local businesses, workforce, tourism industry, community.	x	x				x	x	x	x	x	x	x	x	450,000	600,000
3	Immediate Impact Community Project	32	Navigation Center - Operating Funds	This is a request for one year's worth of operating funds for the new McMinnville Navigation Center (a low barrier shelter with wrap around services per HB 2006). In 2021, the Oregon Legislature passed HB 2006 in order to support emergency housing for homeless populations. One aspect of that bill was the definition of a Navigation Center (low barrier shelter with on-site services to help homeless individuals achieve stability and long-term housing) and a funding mechanism for cities in order to do so. As part of the bill, Representative Noble was able to secure a \$1.5 million grant for the development and operation of a Navigation Center. City staff has been working with the Yamhill County Action Partnership on what that facility would look like, where it would be sited and how it would be managed. HB 2006 is very specific about the type of entity that needs to manage a funded Navigation Center, namely an entity with experience managing homeless shelters and authority to do so. Since the \$1.5 million grant is for development and operations, YCAP is concerned about sustained operational costs of the facility in the first couple of years as they work with state funding partners on long-term operational costs for the facility. It is estimated that the annual operational costs will be approximately \$400,000 - \$500,000.	Homeless residents of McMinnville	x					x	x	x	x	x	x	x	400,000	500,000	
4	Internal Efficiency Effectiveness	15	Financial Forecasting Software	Invest in software for financial forecasting software.	City departments, council, citizens.	x					x	x				x	x	17,000	26,000	
5	Immediate Impact Community Project	48	Stratus Village - Affordable Housing Project Serving Households of 80% AMI or Less.	Stratus Village is a planned 200-unit affordable housing multifamily complex to be developed on seven acres of land off of Stratus Avenue. This project is intended to serve households of 80% area median income or less and will be comprised of studios, and a range of one-bedroom to four-bedroom apartments. The Housing Authority has already achieved their land-use needed to support the project and has designed a project that is compliant with McMinnville's Great Neighborhood Principles. The Housing Authority is partnering with Unidos, Virginia Garcia, Chemeketa Community College, Willamette Valley Medical Center, Department of Human Services, Worksystems, Inc., Yamhill Community Care (YCCO) and the Confederated Tribes of the Grand Ronde on their project. On February 23, 2021, the McMinnville City Council approved Resolution No. 2021-09 supporting the Housing Authority's Stratus Village project and their application to Oregon Housing and Community Services (OHCS) for funding. When the Housing Authority applied to OHCS for funding they were denied in the competitive process. One of the reasons for the state denying their application was the lack of local supportive dollars in the project. The Housing Authority would like to construct the project in two phases. The first phase of the project is approximately \$30.4 million dollars. Right of way improvements required for the project is approximately \$250,000 and infrastructure to serve the project is approximately \$5,000,000. The Housing Authority would like to request \$300,000 to help offset the right-of-way improvements and infrastructure costs of the project and to show local financial support of the project.	This investment will directly benefit the residents of Stratus Village, an affordable housing project for lower-income workforce and families in McMinnville and Yamhill County. This investment will also benefit the community of McMinnville by building a 200 unit affordable housing complex that will remain affordable housing for at least fifty years. And lastly this investment will benefit local businesses as it will provide much needed affordable housing for workforce to live locally.	x	x				x	x	x	x	x	x	x	x	200,000	300,000
6	Immediate Impact Community Project	34	Park Maintenance Fleet and Equipment Upgrades	This project is to fund needed fleet and equipment replacements for Park Maintenance operations to equip staff to adequately maintain increased acreage in the park system and to improve maintenance levels in established parks. These units have all reached the end of useful life.	Park visitors, staff					x		x						370,000	400,000	
7	Immediate Impact Community Project	4	Ambulance Replacement	Purchase a replacement ambulance that was not funded due to budgetary constraints. Two ambulances are being surplus due to equipment failures. The addition of this ambulance will move a high mileage ambulance to reserve. The FD has been responding to COVID patients since the pandemic started and continues to support COVID response.	McMinnville community and our Ambulance Service Area					x		x					x	230,000	250,000	
8	Innovative, High Impact Project	19	Innovation Center - Public Infrastructure Feasibility Analysis	This is a feasibility analysis of the necessary public infrastructure needed to support an Innovation Center on 140 acres of vacant industrial land on Highway 18 and at the Evergreen Campus. The feasibility analysis will evaluate the type and size of broadband, water, wastewater, power and transportation infrastructure needed to serve a high-density research and development industrial/business office district. Currently the city has only planned for the infrastructure necessary to serve a low-density general industrial user, and that infrastructure is already noted to be under capacity for even that type of industrial user. The public infrastructure feasibility analysis will allow the City to understand the public infrastructure that it needs to build to support the private development envisioned for this site, and to then leverage that knowledge to apply for state and federal infrastructure funds to build the infrastructure. Both the State of Oregon and the Federal Economic Development Agency have identified Innovation Hubs as priority economic development investments coming out of COVID. This is a priority project in terms of timeliness and the ability for McMinnville to leverage its ARPA funds for larger impact.	The development of an Innovation Center will benefit McMinnville and Yamhill County's economic development health. It will be a campus for both new and growing companies to co-locate and collaborate, share resources, and intellectual capital. It will also serve as a Class A office campus for McMinnville, which currently does not exist. The jobs created will serve both McMinnville residents and Yamhill County residents.	x					x	x	x	x	x	x	x	x	175,000	250,000
9	Innovative, High Impact Project	16	First Responders for Mental Health Crises	Historically those in our community who suffer from mental health crisis, homelessness, and addiction have inappropriately been funneled into a public safety pathway to deal with incidents within our community. This has generally pulled resources from the police department who are equipped to handle some incidents; however, they are not necessarily the most effective at finding long term and wrap around solutions for those in need. The City would like to invest a portion of ARPA funds into a study on how a community-based system solution to keep public safety out of many of these types of calls might benefit us and what our options might be for making it a reality. We believe these community-based solutions will provide better long-term outcomes for those in crisis by having those with the expertise to take the lead and find positive outcomes for those who need, or desire help. This project would consist of contracting with a consultant who could best provide a "road map" for our community. The consultant could provide information about how to right size a program for a community our size, utilizing existing programs inside the county or finding new entities to invest in and partner with.	Residents experiencing mental health crises and their families and loved ones.	x					x	x		x			x	x	15,000	25,000

**Staff Recommendation on ARPA
Investments - High Priority Projects**

Priority Ranking	Category	Project # (from complete list)	Project Name	Description	Beneficiaries	SLFRF Eligibility Criteria				Investment Principles				City Values				Total Cost	
						Pollution Recovery	Water, Sewer, B/B	Prem Pay	Office Cost Rev	Address Disparities	Resiliency	A better way	Work with partners	Stewardship	Equity	Courage	Integrity	Accountability	Low
10	Immediate Impact Community Project	30	Library HVAC Replacement	This is the number one Library priority for use of the ARPA funds. The Library HVAC is over 40 years old and requires frequent maintenance and replacement of parts, often costing the City \$35,000 - \$50,000 annually. Parts are hard to find due to the age of the equipment, and at least once a year the Library is left without heating or air conditioning while parts are researched and ordered. The most recent large equipment replacement of the Library HVAC system was 8 years ago, when the cooling tower was replaced. At the time it was recommended that the HVAC system be overhauled, but the decision was made instead to patch the system once again. During the COVID 19 pandemic it was recommended that HVAC filter systems be upgraded to the best possible standards to prevent transmission of the virus. Upgrading the Library HVAC will help with prevention of the COVID 19 virus. It will also be a long term savings for the City by keeping the Library buildings and systems in better working order.	Library staff, patrons, those who use the Library as a warming and cooling shelter, community members and visitors who use the Library.	x				x	x			x				80,000	150,000
11	Internal Efficiency Effectiveness	24	IS - Replace Firewall / VPN system	The current City firewall / VPN system will go end of life in FY 2024. This project will allow us to pull the replacement forward and get improved technology in place where it is needed most, especially for Covid-19: improving remote access tools for all City employees and improving the City's security posture for years to come. The current firewall was put in place in 2015 and while serviceable, is approaching the end of it's functional life.			x				x	x		x				58,000	80,000
12	Immediate Impact Community Project	47	Storm Water Capacity Projects	This request is for engineering and construction funds for stormwater capacity projects to address areas of flooding and insurance claims.	Impacted area residents, motorists and wastewater utility ratepayers.	x	x				x			x	x	x	x	402,500	553,750
13	Immediate Impact Community Project	42	Update to Parks and Open Space Master Plan	Update to Parks and Open Space Master Plan	McMinnville residents	x				x	x	x		x	x	x	x	100,000	200,000
15	Internal Efficiency Effectiveness	13	Emergency Manager	The City of McMinnville has been without a dedicated staffer to focus on the Emergency Management issues. This would fund .5 FTE of a position to focus on this Emergency Management planning and preparation for 3 years.	Residents and businesses				x		x			x		x		183,000	242,000
16	Immediate Impact Community Project	40	Park Maintenance: System Wide Irrigation Renovations	This project is to fund needed renovations irrigation renovations in multiple irrigation systems throughout the park system. Work will focus on sports turf, neighborhood parks and heavily used turf stands in community parks.	Park visitors, staff, recreation program users				x			x		x		x		240,000	263,900
17	Internal Efficiency Effectiveness	1	ADA Transition Plan	Contract with a consultant to develop an ADA transition plan to address ADA access issues and become compliant with the Federal ADA Act - to improve access and remove barriers to participation (Objective 5 under Engagement and Inclusion of MacTown 2032 Strategic Plan)	McMinnville community and visitors. Approximately 12% of McMinnville residents identified as disabled (American Community Survey, 2015-2019).	x				x	x	x	x	x		x	x	250,000	300,000
18	Immediate Impact Community Project	6	Backlog in court cases	Implement COVID-19 safety measures to facilitate court operations, expand current staffing model to increase speed of case resolution and address backlog of case counts and projects due to pandemic.	Individuals who have reason to come before the court and their counsel, agency partners such as law enforcement, crime victims, treatment and resource providers, the members of the community at large who benefit from law enforcement and adjudication of those cases.	x					x			x	x	x		58,100	67,100
19	Immediate Impact Community Project	31	Mobile Rec Station	2021 Transit 350 Cargo van with bench seat, branded/wrapping, retractable awning to take out to neighborhood parks for free activities.	McMinnville residents	x				x	x	x			x	x		61,500	82,000

Staff Recommendation on ARPA Investments - Medium Priority Projects

Priority Ranking	Category	Project # (From complete list)	Project Name	Description	Beneficiaries	SLFRF Eligibility Criteria						Investment Principles				City Values			Total Cost	
						Public Safety	Water, Sewer, B/B	Prem Pay	Offset Lost Rev	Address Disparities	Resiliency	A better way to work with partners	Stewardship	Equity	Courage/Future	Accountability	Low	High		
21	Immediate Impact Community Project	25	IS - Technology in Conference Rooms	Technology upgrades to the Civic Hall and other City conference rooms to allow for high quality, easy to use and equitable public meeting tools.	City employees, Council/Committees, Public	x	x					x	x						77,000	105,000
22	Immediate Impact Community Project	11	Document Translation into Spanish	This is a request to hire a service to translate the City Code and all externally facing core service forms and applications into Spanish. Approximately 25% of the McMinnville population identifies as Hispanic. Approximately 20% of McMinnville residents do not speak english at home. The City of McMinnville has made an effort to translate some documents into Spanish but only in very discrete and specific situations. The McMinnville City Code, Zoning Ordinance, Permits, Land-Use Applications, Code Enforcement Forms, Legal Forms, Parks and Recreation Participation Forms, etc. have not been translated into Spanish. Translation services can be provided when requested, but many studies show that people who do not speak the host nation language are often reluctant to request translation of government documents into their native language. In January, 2022, we will need to provide equitable access to all public meetings both in a virtual environment and in person. We could livestream meetings with closed caption subtitles in both English and Spanish.	Spanish speaking residents of McMinnville and Spanish speaking customers of the City of McMinnville as well as McMinnville generally by increasing engagement with all members of the community.	x						x	x	x	x	x	x		50,000	100,000
23	Innovative, High Impact Project	7	Broadband access and technology training	Address 2 of 3 barriers to highspeed internet: cost of service for people who can't afford it and training on how to effectively use the internet.	Residents unable to afford highspeed internet and/or who could benefit from technology training.	x						x	x						362,500	612,500
24	Immediate Impact Community Project	39	Park Maintenance: Neighborhood Park Renovations	This project is to fund needed playground replacements in several neighborhood parks, replace deficient fall attenuation material and renovate sport court surfaces.	Park visitors, staff						x			x					240,000	262,600
25	Internal Efficiency Effectiveness	12	Electric vehicle for Library home delivery	This is the second highest Library priority for ARPA funds. At the beginning of the COVID 19 pandemic, the Library developed a system for delivery of Library materials within the City limits of McMinnville. The service was a success with both patrons and staff, and was soon expanded to include Lafayette, Yamhill, and Carlton. Currently the Library uses an older SUV passed down from the Fire Department. While a great benefit at the time, the hand-me-down vehicle is not a long term solution for Library home delivery. Home delivery is an example of a service where the pandemic has shown us another beneficial method of delivering Library materials. It is the intention of the Library to continue home delivery. Purchasing a new or used electric vehicle will save the City on fuel, and enable the Library to continue home delivery for many more years.	Library patrons and staff	x								x					30,000	70,000
26	Innovative, High Impact Project	52	HR - DEI Implementation	Investments to implement diversity, equity & initiatives. Possibly including personnel and/or consultant costs.	DEI initiatives benefit employees, volunteers, and residents.						x	x		x	x				55,000	225,000
27	Immediate Impact Community Project	36	Park Maintenance: Discovery Meadows Splash Pad Renovation	This project is to fund needed renovations to the Discovery Meadows splash pad. Constructed in 2005, this park feature is heavily visited and attracts multiple visitors to Discovery Meadows Park. The work would include renovating the mechanical system, filtration, water quality components, control elements and plaza.	Park visitors, staff						x				x				240,000	263,900
28	Internal Efficiency Effectiveness	20	IS - Datacenter Move (CC to WWS)	The City currently has two main datacenters at the Community Center and Police Department. Recent investments to the WWS facility combined with an uncertain future for the Community Center make this a highly beneficial project to position City infrastructure for years to come.	City Infrastructure, Cybersecurity and Resiliency position.		x							x					52,000	105,000
29	Internal Efficiency Effectiveness	46	Remodel: Muni Court more accessible	Remodel the first floor of the City Hall to allow the Municipal Court to have its own entrance that is ADA compliant and allows for improved social distancing for both members of the doing business with court staff as well as the staff themselves.	Individuals who have reason to come before the court, staff working in the City Hall	x						x							16,500	35,000
30	Internal Efficiency Effectiveness	54	Covid Costs to City Organization	City staff time and direct costs for items such as PPE, specialized cleaning, etc. directly related to covid and the response to it continue to be part of the work of the City. This estimates the cost for these activities.	All city staff, visitors, partners and community members who receive services from the City	x									x				125,000	250,000