

RESOLUTION NO. 2025 - 08

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

RECITALS:

Whereas, on November 9, 2021, Council approved Resolution 2021-54 approving the allocation of ARPA funds; and

Whereas, at the time of adoption the exact amount of funds to be received was not yet known but now is; and

Whereas, the proposed projects had yet to be designed and undertaken and costs were therefore estimated; and

Whereas, over three years of significant economic changes with unanticipated price fluctuations have passed since that time; and

Whereas, on April 25, 2023, Council approved Resolution 2023-19 amending nearly all the individual project budgets; and

Whereas, on August 8, 2023, Council approved Resolution 2023-50 allocating additional ARPA funds to the Third Street Improvement Project; and

Whereas, several projects have been completed; and

Whereas, revised estimates are now available for other projects that will require additional funding; and

Whereas, a clear amendment to the amounts approved by project is necessary for staff to prepare upcoming budget proposals; and

Whereas, staff have prepared a thorough list of all projects with associated project budgets, which list is attached hereto as Exhibit A.

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

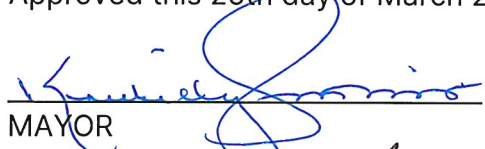
1. **Approve the amendment to the allocation of ARPA funds:** The Common Council of the City of McMinnville adopts the following amendment to the Allocation of ARPA based on the list that is provided in Exhibit A attached hereto and incorporated by reference herein.
2. **Effective date:** This resolution shall take effect immediately upon passage and shall continue in full force and effect until revoked or replaced.

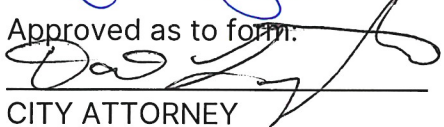
Adopted by the Common Council of the City of McMinnville at a regular meeting held the 25th day of March 2025 by the following votes:

Ayes: Cunningham, Geary, Peralta

Nays: Tucholsky, Chenoweth

Approved this 25th day of March 2025.


MAYOR

Approved as to form.

CITY ATTORNEY

Attest:
Claudia Cisneros
CITY RECORDER

EXHIBITS:

- A. Amendment to the Allocation of ARPA.

City of McMinnville

Committed ARPA Project Balances Quarterly Summary

Totals 7,025,645 7,204,286 3,726,479

Project Name	Description	Adopted with FY24 Budget	March 2025 Project Budget Amendment Resol. #2025-08	Requested Project Budget	Total spent thru Dec 31, 2024	Status
ARPA Grant Manager	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. Discontinued after 1 year and funds were repursed to Budget Software below.	394,000	(201,496)	192,504	158,804	Ongoing Finance Staffing costs to administer the ARPA funds into future years.
Budget Software	Purchase and implement a software to increase transparency and improve efficiencies in the budget process.	-	201,496	201,496	39,396	Ongoing software costs into future years
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.	733,109	125,182	858,291	630,297	Expected to complete FY25
Navigation Center - Operating Funds	Originally for operating costs but evolved into construction costs of a low barrier shelter with onsite services	500,000	135,000	635,000	410,408	Expected to complete FY25

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Project Name	Description	Adopted with FY24 Budget	March 2025 Project Budget Amendment Resol. #2025-08	Requested Project Budget	Total spent thru Dec 31, 2024	Status
Financial Forecasting Software	Invest in software for financial forecasting	43,854	-	43,854	22,239	Ongoing software costs into future years
Stratus Village - Affordable Housing Project	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.	300,000	-	300,000	300,000	Completed
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.	400,000	(2,845)	397,155	397,155	Completed

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Ambulance Replacement	Ambulances are being surplusued 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.	285,000	-	285,000	285,000	Completed
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.	293,464	-	293,464	76,686	Expected to complete FY26

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First Responders for Mental Health Crises	Community-based public safety system to provide mental health first responders for crises involving mental illness, homelessness, and addiction	25,000	-	25,000	-	Final payment FY26
Library HVAC Replacement	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.	150,000	(142,750)	7,250	7,250	Repurpose to Community Center
Community Center	Repurpose funds from Library HVAC for Community Center repairs like the elevator.		142,750	142,750		Projects needed in FY25

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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.	130,000	754	130,754	130,754	Completed
Storm Water Capacity Projects	This request is for engineering and construction funds for stormwater capacity projects to address areas of flooding and insurance claims.	553,750	79,166	632,916	75,468	Include in FY26 budget
Update to Parks and Open Space Master Plan	Update to Parks and Open Space Master Plan	200,000		200,000	103,779	Expected to complete FY27
Emergency Manager	The City of McMinnville has been without a dedicated staffer to focus on the community Airport. This would fund .5 FTE of a position to focus on this city asset for 3 years.	242,000	-	242,000	77,586	Ongoing Emergency Manager cost into FY27

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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.	263,000		263,000	118,370	Include in FY26 budget
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)	300,000	50,000	350,000	-	Include in FY26 budget
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.	67,100	-	67,100	61,164	Expected to complete FY25

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Mobile Rec Station	2021 Transit 350 Cargo van with bench seat, branded/wrapping, retractable awning to take out to neighborhood parks for free activities.	82,000	-	82,000	53,967	Expected to complete FY25
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.	148,895	-	148,895	59,330	Include in FY26 budget
Culturally competent communication and translations	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. 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.	100,000	-	100,000	70,075	Include in FY26 budget

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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.	200,000	(200,000)	-	-	Repurposed
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.	262,600		262,600	13,200	Include in FY26 budget
Electric vehicle for Library home delivery	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. 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.	53,196	-	53,196	53,196	Completed

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HR - DEI Implementation	Through December 2024 approximately \$133K has been spent from the ARPA fund for committee recruitment costs, the organizational assessment, and NEOGOV Learn. Since then, we have spent an additional \$3K for committee recruitment. That balance for the project is approximately \$89K, which we plan to spend on NEOGOV Learn, training recommended in the organizational assessment, translation services, committee recruitment, and city signage improvements related to ADA compliance and translation needs.	225,000		225,000	133,147	Include in FY26 budget
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.	574,900	96,384	671,284	55,432	Expected to complete FY25

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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.	105,000	(105,000)	-	-	Repurposed
Remodel: Muni Court more accessible	Allows for improved social distancing for both members of the doing business with court staff as well as the staff themselves.	29,605	-	29,605	29,605	Completed
General Covid costs		364,172	-	364,172	364,172	Completed
Total Amendment			178,641			
Total allocation		7,716,939		7,716,939		
Amount unallocated		691,293		512,653		