

MEETING MINUTES

Members Present: Jeb Bladine, Walt Gowell, Kelly McDonald, Wendy Stassens

Ex-Officio Members Present: Kem Carr, Scott Hill, and Cassie Sollars

Excused Absences: Ed Gormley, Rob Stephenson, and Marilyn Worrix

Staff Present: Marcia Baragary and Doug Montgomery

1. Welcome and Meeting Overview

Mr. Montgomery welcomed those in attendance and noted that the MURAC membership consists of both “members” and those that are serving as “ex-officio” (representing the McMinnville Downtown Association, McMinnville Water and Light, and McMinnville City Council). He then reviewed the contents of the previously provided “Urban Renewal” notebooks, and meeting agenda format and content. In introducing the contacts list, he asked each member to review their information to make sure it was correct and, if not, to advise City staff.

2. Administrative Items

Bylaws – Mr. Montgomery noted that the bylaws were passed by the City Council in December 2013, and are intended to guide the activities and responsibilities of the MURAC. He encouraged members to review their contents, when convenient; no further discussion regarding this item occurred.

Election of Officers – The committee, by consensus, decided to defer the election of a chair and vice-chair until all members could be present.

Meeting Schedule / Location – The committee decided to hold future meetings of the MURAC on the first Wednesday of each month, at 4:00pm, in the McMinnville Civic Hall conference room, 200 NE Second Street.

3. Action / Information Items

Budget - City staff advised that a budget for the Agency was in the process of being prepared as part of the City's 2014-15 fiscal year budget. In its draft form, there would be separate budgets for debt service and operations/capital projects. Proposed expenditures would consist of those required to provide for project administration, contract services, repayment of debt (portion of the cost of Feasibility Study and Urban Renewal Plan), and a façade renovation program. Revenue is forecast to total some \$54,000 in this first year.

The budget would be reviewed by the newly formed urban renewal budget committee, who would review the draft in May. The Urban Renewal Agency would consider that recommendation and adopt a budget for the agency in June. Staff indicated that, in subsequent years, the MURAC would play a larger role in the budget's drafting. That wasn't possible this year due to time constraints.

Projects – Mr. Montgomery referred members to the list of projects and their descriptions as contained in pages 22 – 29 of the Urban Renewal Plan. He shared with the members that Alpine Avenue is being discussed as a possible project for inclusion in the City's proposed general obligation bond for transportation improvements, that if forwarded to the voters, would appear on the November 2014 ballot. Mr. Hill provided further perspective on the Council and Community Choice Committee's work on this bond measure and possible inclusion of Alpine Avenue.

Mr. Carr indicated that project costs should be examined closely for their accuracy and to ensure that they provide the benefit expected, noting that undergrounding of overhead power, for example, has a high cost but may not provide much return or catalyst for development.

It was noted that Mr. Bladine is a member of the citizen committee chosen to recommend to the Council those projects that should be considered for inclusion on the ballot measure.

Mr. Montgomery noted that the preliminary draft budget included some funding for the façade renovation program as that was a project with relatively low cost, high visibility, and potentially good return on investment.

4. Adjournment

There being no other business, the meeting was adjourned at 5:10 pm.