

MEETING NOTES

Members Present: Jeb Bladine, Ed Gormley, Walt Gowell, Kelly McDonald, Rob Stephenson, Wendy Stassens, and Marilyn Worrix

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

Staff Present: Marcia Baragary and Doug Montgomery

1. Meeting Overview

Doug Montgomery welcomed those in attendance and briefly described the content of the meeting's agenda, which included some initial administrative items (election of officers, approval of meeting notes); review of the draft budget; and preliminary discussion of a proposed "planning and development assistance" loan and/or grant program for the district. There being no questions regarding the agenda, Doug Montgomery introduced the first item: election of officers.

2. Administrative Items

Election of Officers – Doug Montgomery noted that the bylaws require the election of a chair and vice-chair to serve for the coming year, and that this item had been continued from the last MURAC meeting since not all members were present. Jeb Bladine nominated Walt Gowell for the chair position; Ed Gormley moved to close the floor to further nominations and elect Walt as MURAC chair. The motion was seconded by Marilyn Worrix, and passed unanimously. Ed Gormley then moved to nominate Wendy Stassens as vice-chair and to close the floor to further nominations. The motion was seconded by Jeb Bladine, and passed unanimously.

Approval of Meeting Notes – Chair Gowell asked if there were any corrections or additions to the meeting notes of March 13, 2014. Hearing none, Kelly McDonald moved for approval of the meeting notes as submitted. The motion was seconded by Jeb Bladine, and passed unanimously.

3. Action / Information Items

Budget – A copy of the Agency’s 2014-15 budget, scheduled for public review on May 14th, was shared with the MURAC members. Doug Montgomery noted that it consists of two funds: The Urban Renewal Fund, which receives revenue from the issuance of debt and expends those funds on projects, administration and other operating expenses; and the Urban Renewal Debt Service Fund, which accounts for the collection of tax increment revenue and the payment of outstanding debt.

Staff noted that the draft budget proposes the receipt of a \$26,000 loan from the City to pay for expenses related to certain projects and professional services. This loan would be repaid from the debt service fund from revenue received in the fiscal year (total revenue estimated at \$53,000). An additional \$5,000 would be allocated for repayment of prior expenses related to the preparation of the Feasibility Study, and Urban Renewal Plan and Report (partial payment towards \$35,000 total expense).

Following this brief overview, and discussion amongst MURAC members, the committee voted unanimously to recommend the Urban Renewal Agency approve the draft budget as presented.

Staff advised that the MURAC would play a larger role in the drafting of future budgets, noting that time constraints made that impossible this year.

Projects – Doug Montgomery directed the committee members to the “Planning and Development Assistance Programs” discussion draft. Chair Gowell then led the committee members through a discussion of the draft, and questions asked in the paper. Comments from the committee included the following:

- The committee generally favored a low or no interest loan program as the money would be recycled and available for use on other projects (“revolving loan” concept).
- The program should apply to the entire district, recognizing that there may be loan (grant) approval criteria that would differ depending upon whether the project is located in the downtown or NE Gateway area.
- Suggested that we examine the Whitaker neighborhood project in Eugene for ideas as to how they may have used such programs.
- The Agency should look to short term loans from other agencies to help “jump start” redevelopment in the district, and to make sure we don’t miss any development opportunities (e.g., reuse of Compton property at north end of district).
- Committee noted that there would be several hundred visitors to the downtown area this October as part of the Oregon Main Street’s annual conference, and

that it would be important to have the area looking good. Thought should be given to directing some of this money toward general maintenance items (e.g., cleaning awnings) to make good impression on visitors.

- There was some discussion that the \$10,000 allocation should be apportioned into five, \$1,000 grants and one, \$5,000 loan.

Doug Montgomery indicated that a draft program outline, based upon the feedback provided by the MURAC, would be developed over the next several weeks. Once complete, the draft would be shared with the MURAC in advance of their next scheduled meeting.

4. Other Business

Meeting Schedule / Location – Doug Montgomery advised the committee that future meetings of the MURAC would be held in the Community Development Center conference room as the McMinnville Civic Hall conference room was unavailable on Wednesday afternoons..

5. Adjournment

There being no other business, Chair Gowell adjourned the meeting at 5:15 pm.