

## **MEETING NOTES**

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

Ex-Officio Members Present: Scott Hill and Cassie Sollars

Members Absent: Wendy Stassens, Kem Carr (Ex-Officio)

Staff Present: Marcia Baragary, Martha Meeker, and Doug Montgomery

Guest Present: Steve Rupp, Sharon Morgan and Stuart Jacobson (representing the McMinnville Downtown Association Committee for Public Art)

### 1. Open Meeting / Overview

Chair Walt Gowell opened the meeting at 4:00pm and briefly highlighted the items listed on the meeting's agenda.

### 2. Action / Information Items

**Approval of Meeting Notes** – Walt Gowell asked if there were any corrections or additions to the meeting notes of June 3, 2015. Hearing none, Jeb Bladine MOVED for approval of the meeting notes as submitted. The motion was SECONDED by Kelly McDonald, and passed unanimously.

**Overview of Prior Work Sessions** – Doug Montgomery referred the committee members to the “Whiteboard Notes” provided by Sue Dicile, which provides an overview of the joint McMinnville Urban Renewal Agency and MURAC work session held October 13, 2015. He also offered a few comments regarding the work session facilitated by Elaine Howard for MURAC and Agency members held on October 6, 2015, noting that McMinnville was doing a number of things right but could work to make sure it keeps community engaged in process and projects; join AORA; keep tabs on the political climate and its impact on urban renewal issues; and to track the Agency's maximum indebtedness.

Walt Gowell then lead the group through the assumptions in Sue Dicile's materials, observing the importance of trust as an important factor in the district's success, and leading the committee members discussion around an extended scope of work for Alpine Avenue, making pedestrian connections between the downtown and NE Gateway area, and need to meet regularly with the Agency. Jeb Bladine added that the plan needs to be reassessed on a regular basis.

**Alpine Avenue** – Doug Montgomery indicated that the Alpine Avenue consultants (HDR and SERA) would be presenting the concept plan to the City Council next Tuesday for their approval. In addition, staff continues to work with the consulting team on a final design scope of work contract, which would likely include up to four meetings of the MURAC to further refine the preferred streetscape design plan for Alpine Avenue. Discussion amongst the MURAC members then touched on several aspects of the project, including the need to determine an estimated cost for design and construction of the current project and how far that would allow the project to extend physically; how much funding would be required to extend the project an additional few blocks; how such funding would be acquired (e.g., interagency loan; bond); and the timing for such additional work.

Specific to the concept plan for 5<sup>th</sup> Avenue, the committee members were supportive of the proposal for a roundabout intersection design at 5<sup>th</sup> and Lafayette. Staff noted the increased cost for this design feature, when compared to a conventional signalized intersection, and that it would require additional right-of-way to construct, particularly involving land owned by the School District.

**Preliminary Budget Discussion** – Staff indicated that the annual budget process would soon get underway and that the committee may wish to begin to give thought to next year's projected revenue and expenditures. Specific to revenue projections, staff noted that TIF revenue for the current fiscal year was projected at \$115,000, and that they were estimating next year's total at approximately \$160,000. Staff also called to the committee's attention that the Urban Renewal Report projects TIF revenue of some \$260,000. Staff suggested that these figures be revisited by a financial consultant to review these estimates in order to assist the committee and Agency in making sure reasonable numbers were in place to guide the budget process. As to other revenue sources, Marcia Baragary stated that the "Ending Fund Balance - Debt Service Reserve account had approximately \$126,000.

As to possible expenditures to include in the coming budget, the Façade Improvement Grant program was suggested to be funded at \$20,000; repayment of prior work expenses at \$5,000 (consistent with the terms of the IGA); and that some yet-to-be determined funding be provided for work related to the Alpine Avenue and/or 5<sup>th</sup> Street project.

### 3. Other Business

**McMinnville Downtown Association Committee for Public Art (MDACPA)** – Members of the MDACPA (Steve Rupp, Sharon Morgan, and Stuart Jacobson) were present and expressed their thoughts regarding the Alpine Avenue project and opportunities for public art to be part of the corridor’s design. The MDACPA members present were invited to participate in the review of plans for this project.

**Future meeting schedule** – Chair Walt Gowell noted the future MURAC meeting schedule, as shown on the bottom of the meeting agenda.

4. Adjournment

There being no other business, Chair Gowell adjourned the meeting at 5:05 pm.

DRAFT