

MEETING NOTES

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

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

Members Absent: Rob Stephenson and Marilyn Worrix

Staff Present: Mike Bisset, Marcia Baragary, Martha Meeker, Doug Montgomery, and Ron Pomeroy

Guests Present: Rebecca Quandt

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

Alpine Avenue Update – Community Development Director Mike Bisset described for the committee the recent work done by staff and project consultants relative to the Alpine Avenue improvement project. He noted that, after several discussions with the project team, it is his recommendation that construction of the planned improvements be delayed until Spring of 2017 in order to avoid conflicts with the annual wine “crush” activities that occur along the street corridor in mid-September and October. He stated that design for the street would be completed in May or June of this year, with bidding for the project to occur in September. The construction would then start in March and extend to the beginning of “crush.”

Jeb Bladine stated that it is important to “get Alpine right;” Walt Gowell adding that it would be difficult to construct both 5th Street and Alpine Avenue at the same time; and Kem Carr offering his opinion that the delay is “wise.” Other members of the committee offered their unanimous support for the delay and revised schedule.

Alpine Avenue Improvement Financing – Finance Director Marcia Baragary described for committee members the various financing options that had been researched by staff. Of those researched – which included a loan offer from McMinnville Water and Light, possible financing from the Oregon Infrastructure Financing Authority; and bank loans – staff and their financial consultant are recommending the Agency pursue a bank loan. Following further discussion regarding the various options, Wendy Stassens MOVED that a bank loan be the preferred source of financing for the section of Alpine Avenue being repaid from existing and future tax increment finance revenue; Jeb Bladine SECONDED the motion, which passed unanimously.

5th Street Lighting Standards – Mike Bisset shared with the committee several design options for the light standards that would be placed at the Adams Street, Baker Street, Evans Street, and Lafayette Avenue intersections at 5th Street. The consensus of the committee was that the light standards match that which currently exists on 3rd Street (option 2). Mike stated that he would share that with the consultants and see if the budget might accommodate the light standard at 3rd and Johnson being redesigned to match the option 2 design as well.

Façade Improvement Grant Applications – The committee reviewed and took action on three façade improvement grant applications as follows:

News Register Property (restores an existing wood sign and provides security gate / door for a stairway and alcove area on 3rd Street) – Approved unanimously (Jeb Bladine abstained)

Twist Salon (remove awning and replace with new façade signage and related improvements) – Approved unanimously

Happy Hut (repaint Baker Street façade and repoint brick on 4th Street façade) – Committee rejected application as being incomplete (lacked competitive bids or project estimate from contractor; design details also inadequate for review). As part of this review, the committee was also advised of past due Downtown Economic Improvement District taxes for this property, which were concerning.

MDA Ex-officio Vacancy – Consistent with the MURAC bylaws, the McMinnville Downtown Association forwarded the name of Rebecca Quandt, the newly appointed MDA Executive Director, to fill the vacancy created by Cassie Sollars' retirement. Chair Walt Gowell MOVED that Rebecca Quandt be recommended to the Urban Renewal Agency Board for appointment as an ex-officio member of the MURAC. Kelly McDonald SECONDED the motion, which passed unanimously.

3. Other Business

Doug Montgomery briefed committee members on the preliminary urban renewal budgets; work that is under contract with ECONorthwest to conduct an analysis and

update of the current TIF projections; and, recently completed Urban Renewal Agency Annual Report.

Future meeting schedule – Chair Walt Gowell noted that the next MURAC meeting is scheduled for 4:00pm, April 4, 2016.

4. Adjournment

There being no other business, Chair Gowell adjourned the meeting at 4:50 pm.

DRAFT