

MEETING NOTES

Members Present: Jeb Bladine, Walt Gowell, Wendy Stassens, and Marilyn Worrix

Ex-Officio Members Present: Cassie Sollars

Members Absent: Ed Gormley, Kelly McDonald, Rob Stephenson, Kem Carr (Ex-Officio),
and Scott Hill (Ex-Officio)

Staff Present: Marcia Baragary and Doug Montgomery

Guest Present: Cheryl Riker (Chamber of Commerce)

1. Open Meeting / Overview

Vice-chair Stassens opened the meeting at 4:00pm and asked staff for an overview of the meeting agenda. Doug Montgomery explained that the majority of the meeting would be focused on providing updates on various urban renewal related items. (Walt Gowell arrived at 4:10 and served as chair for the balance of the meeting).

2. Action / Information Items

Updates –

Draft budget: Staff advised the committee that the Urban Renewal Budget Committee would be meeting at 6:00pm, May 13th, to review the agency's draft budget. As recommended by the Advisory Committee, the draft budget includes a \$61,000 loan from the City to fund costs related to updating the financial analysis in the plan, continuing the façade improvement grant program, completing a "finer grain" plan for the NE Gateway area, and other administrative expenses. The budget also estimates some \$115,000 in tax increment revenue in the coming fiscal year. Walt Gowell indicated that he would appear before the committee to voice MURAC's support for the draft budget.

Alpine Avenue project: Staff indicated that the project was moving forward and that a consultant had been selected (HDR). As part of the process, Walt Gowell, Jeb Bladine, Kelly McDonald, and Wendy Stassens had met with the consultant and were in support of the selection of HDR to lead the project. The draft scope of work for the project would include a two or three day design charrette sometime in late July. It was

suggested that at least one of the days for this charrette be held on a Saturday to allow more individuals to participate. Also, the dates for this charrette should be provided as soon as possible so that calendars for each of the members could be reserved for this activity.

Intergovernmental Agreement: Staff noted that an intergovernmental agreement between the City of McMinnville and the Urban Renewal Agency had been signed. This agreement memorializes the duties and responsibilities of each of these organizations as it pertains to the urban renewal program; it also sets out the repayment schedule for past expenses, and how future loans would be administered.

Façade Improvement Grant program: Although off to a slower than expected start, staff is aware of a couple property owners that may be submitting applications for this grant prior to the cutoff date of May 20th. Staff thanked Cassie for her help on this project. [Program information and application forms are available on the City's website].

3. Discussion Regarding Next Fiscal Year Projects

Doug Montgomery provided a one-page handout that include a summarizing some of the issues noted on the agenda for discussion.

Alpine Avenue Improvement Project Discussion:

There was considerable discussion regarding the Alpine Avenue project and desire on the part of the committee to add, through the use of tax increment revenues, more funds for the project, thereby expanding the project's scope. Marilyn Worrix offered that the project may not have enough investment as provided by the transportation bond to excite private investment within the improved corridor. By expanding the scope of this improvement, a bigger economic impact may be realized. The committee noted that these issues will be discussed in greater depth during the upcoming Alpine Avenue project design process.

Update of Current Plan:

In light of the recently passed transportation bond, staff has included in the coming year's budget some funds for updating the current urban renewal plan's financial analysis, particularly as it relates to our ability to seek funding through the issuance of bonds. Comments from the committee members indicated a strong support for this, and that it be done soon so that the district could take advantage of the work currently scheduled for Alpine Avenue (i.e., extend the project scope). Staff will seek advice from a bond advisory/counsel on this matter, as well as an economist or other professionals as needed.

Policies Regarding Use of Tax Increment Proceeds:

Staff shared some thoughts on how we may wish to proceed in the future when allocating tax increment funds and selecting projects. This information was provided to the committee in written form for future discussion.

Education / Training Panel:

Doug Montgomery briefed the committee on a proposal to invite a panel of other urban renewal managers to come to McMinnville to share their experiences – what worked well for them; what would you do differently; what should we concentrate on in our first few years of the district's existence? The committee supported the concept and directed staff to work toward putting on such an event in the coming year.

4. Other Business

Future meeting schedule – Chair Walt Gowell noted the future MURAC meeting schedule, as shown on the bottom of the meeting agenda. The next meeting would be held July 1, 2015; subsequent meetings are tentatively scheduled for every other month.

5. Adjournment

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