



City of McMinnville
Planning Department
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MINUTES

November 2, 2022
McMinnville Urban Renewal Advisory Committee
Regular Meeting

4:00 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Walt Gowell, Kelly McDonald, Alan Fox, Mike Morris, Peter Kircher, Jamie Howe, Jeff Knapp, Lisa Pool, and Zack Geary

Members Absent: Scott Hill, John Deitz, and Ed Gormley

Staff Present: Heather Richards – Community Development Director and Dave Rucklos – McMinnville Downtown Association

Guests Present: Kellie Menke – City Council and Scott Unger – News Register

1. Call to Order / Introductions

Chair Gowell called the meeting to order at 4:00 p.m.

2. Action Items

- MDA Trash Enclosure

Planning Director Richards said MDA proposed building a trash enclosure on the south side of the parking lot of the 200 block of 3rd Street. They had to follow the downtown code and it was more expensive than they had originally anticipated. They were asking for a contribution of \$12,000 to \$15,000 from MURAC. This enclosure would take four parking spaces for a net loss of one parking space in the parking lot.

There was discussion regarding the details of the project, business owners' contribution to fund the doors if they were required, restricted use of the trash enclosure to the businesses along the block, how the plan was to consolidate all of the trash containers, how they would put in a brick faced structure instead of chain link because it was in the historic district, it would be owned by the City and be locked, and how they would need to submit the design for review.

Committee Member Pool moved to approve a \$15,000 contribution to the MDA trash enclosure project subject to the City's review and permitting process, design approval by MURAC, and an agreement between the City and MDA as to the overall supervision. The motion was seconded by Committee Member Knapp and passed unanimously.

3. Discussion Items

- Downtown Improvement Plan

Planning Director Richards discussed the Urban Renewal Plan projects, 5 Year Strategic Plan, and working on the Downtown Master Plan in 2023. She would bring back an RFP for the project to the next meeting.

There was discussion regarding having a strategic retreat before issuing the RFP, the role of MURAC in the process, community involvement, funding, process for making changes to the Urban Renewal Plan, and considering the whole downtown core area.

There was consensus for staff to come back with a draft RFP for the December meeting and a retreat would be held in January.

4. Citizen Comments/Rumor Mill

None

5. Committee Member Comments

Committee Member Knapp said Visit McMinnville had signed a multi-year contract with OSU in their sustainable tourism lab to give them baseline data for future decision making. He also noted there was an article about McMinnville in the *New York Times*.

6. Staff Comments

Planning Director Richards gave an update on the Third Street Streetscape project. She explained what would be included in the RFP for that project. There would be a public hearing on Gwendolyn Hotel on December 8. She would report back on the status of the parking lot paving project. She said four Committee member terms were expiring. She encouraged those members to reapply.

7. Adjournment

Chair Gowell adjourned the meeting at 4:56 p.m.