

McMinnville Urban Renewal Agency Meeting Agenda

Tuesday, September 24, 2024

7:00 p.m.

(IMMEDIATELY FOLLOWING REGULAR CITY COUNCIL MEETING)

Welcome! The public is strongly encouraged to participate remotely but there is seating at Civic Hall for those who are not able to participate remotely. However, if you are not feeling well, please stay home and take care of yourself.

The public is strongly encouraged to relay concerns and comments to the Council in one of four ways:

- *Attend in person and fill out a public comment card.*
- *Email at any time up to **noon on Monday, September 23rd** to CityRecorderTeam@mcminnvilleoregon.gov*
- *If appearing via telephone only please sign up prior by **noon on Monday, September 23rd** by emailing the City Recorder at CityRecorderTeam@mcminnvilleoregon.gov as the chat function is not available when calling in Zoom;*
- *Join the Zoom meeting use the raise hand feature in Zoom to request to speak, once your turn is up we will announce your name and unmute your mic. **You will need to provide the City Recorder with your First and Last name, Address, and contact information (email or phone) for a public comment card.***

You can live broadcast the City Council Meeting on cable channels Xfinity 11 and 331, Frontier 29 or webstream here:

mcm11.org/live

Download the "Cablecast" app on iOS, Android, Roku, Apple TV or Amazon Firestick and watch McMinnville City Council on all your devices.

URA MEETING:

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/86787590937?pwd=OBOVYOrqJYecamZ9eLMNmNGwDsBGkT.1>

Meeting ID: 867 8759 0937

Password: 964799

Or you can call in and listen via Zoom: 1-253- 215- 8782

ID: 867 8759 0937

1. CALL TO ORDER

2. CONSENT AGENDA

- a. Consider **Resolution No. 2024-05**: A Resolution appointing a member to the McMinnville Urban Renewal Advisory Committee.

3. ADJOURNMENT



URBAN RENEWAL AGENCY STAFF REPORT

DATE: September 24, 2024
TO: Urban Renewal Board Members
FROM: Heather Richards, Community Development Director
SUBJECT: Resolution No. 2024-05, "MURAC Appointment"

STRATEGIC PRIORITY & GOAL:



ENGAGEMENT & INCLUSION

Create a culture of acceptance & mutual respect that acknowledges differences & strives for equity.

OBJECTIVE/S: Grow City's employees and Boards and Commissions to reflect our community

Report in Brief:

This is the consideration of Urban Renewal Agency Resolution No. 2024-05, appointing a volunteer to the McMinnville Urban Renewal Agency (MURAC).

Background:

Urban Renewal Resolution No. 2013-01, approved by the McMinnville Urban Renewal Board on December 10, 2013, created the McMinnville Urban Renewal Advisory Committee (MURAC) and adopted bylaws to guide MURAC's roles, responsibilities, and operations.

Article II of Resolution No. 2013-01 addressed membership.

Section 1. Membership: *The MURAC shall consist of seven members who are appointed by a majority vote of the Board at a public meeting. Committee members shall serve without compensation. Three (3) MURAC members shall have businesses or property within the Urban Renewal District boundaries the remaining four (4) members must be residents of McMinnville. In addition, the committee may include a member of the City Council, the McMinnville Downtown Association Executive Director or designee, and McMinnville Water and Light representative, each of whom shall serve in a non-voting, ex-officio capacity. Following their recommended appointment by their respective organization, ex-officio members shall be confirmed by a majority vote of the Board at a public meeting.*

To the extent possible, members should represent a diverse cross-section of community interests and have familiarity with urban planning, finance, economic development, real estate, or similar urban renewal-related activities.

On January 3, 2018, MURAC voted to amend the language of Article II, Section 1 membership to read:

Section 1. Membership: *The MURAC shall consist of not less than seven and not more than nine voting members who are appointed by a majority vote of the Board at a public meeting. Committee members shall serve without compensation. Four (4) MURAC members shall have businesses or property within the Urban Renewal District boundaries the remaining five (5) members must be residents of McMinnville. In addition, the committee may include a member of the City Council, the McMinnville Downtown Association Executive Director or designee, and McMinnville Water and Light representative, each of whom shall serve in a non-voting, ex-officio capacity. Following their recommended appointment by their respective organization, ex-officio members shall be confirmed by a majority vote of the Board at a public meeting.*

To the extent possible, members should represent a diverse cross-section of community interests and have familiarity with urban planning, finance, economic development, real estate, or similar urban renewal-related activities.

Discussion:

There is one vacancy on MURAC for a business/property owner representative with a term that was due to expire on December 31, 2024. This appointment is for the remainder of the term and a new three-year term.

The vacancy was advertised in the News-Register on July 5, July 12, and July 19, 2024 and advertised on social media and the News-Register website.

Interviews were conducted on September 21, 2024. The following is the recommendation of the interview panel that consisted of the Chair of the Urban Renewal Board, the MURAC Ex-Officio Council Member, the MURAC Vice-Chair, and staff.

MCMINNVILLE URBAN RENEWAL ADVISORY COMMITTEE (3-year term)	
Diana Riggs (Business/Property Owner)	Expires December 31, 2027

Fiscal Impact:

There is no anticipated fiscal impact with this action.

Recommendation:

"I move to approve URA Resolution No. 2024-05."

Attachments:

1. Urban Renewal Agency Resolution No. 2024-05
2. MURAC Application from Dianna Riggs

RESOLUTION NO. 2024-05

A Resolution appointing a member to the McMinnville Urban Renewal Advisory Committee.

RECITALS:

Whereas, at a public meeting held March 26, 2013, the McMinnville City Council appointed itself as the McMinnville Urban Renewal Board, pursuant to the provisions of Chapter 457 of the Oregon Revised Statutes; and

Whereas, the Urban Renewal Board wishes to solicit advice from its citizens and business owners concerning various elements of the Urban Renewal Plan, adopted July 23, 2013, and believes this is best accomplished through an advisory committee; and

Whereas, the McMinnville Urban Renewal Board Resolution No. 2013-01 established the McMinnville Urban Renewal Advisory Committee (MURAC) in 2013; and

Whereas, Resolution No. 2013-01 created MURAC with seven members that who are appointed by a majority vote of the Board at a public meeting, with three (3) MURAC members representing business or property owners within the Urban Renewal District and four (4) members representing residents of McMinnville. Members would serve three year terms; and

Whereas, Resolution No. 2013-01 also provided that the by-laws of MURAC could be amended by a majority vote of the members of MURAC; and

Whereas, on January 3, 2018, MURAC voted to amend its membership from “shall consist of seven members” to shall consist of not less than seven and not more than nine voting members” with four (4) MURAC members representing business or property owners within the Urban Renewal District and five (5) members representing residents of McMinnville, to allow for more public participation on the committee.

NOW, THEREFORE, BE IT RESOLVED BY THE McMINNVILLE URBAN RENEWAL BOARD, as follows:

- 1. The following volunteer is appointed to the McMinnville Urban Renewal Advisory Committee (MURAC) as detailed below:

McMINNVILLE URBAN RENEWAL ADVISORY COMMITTEE

Diana Riggs (Business)	Appointment to remainder of term due to vacancy and new 3-year term, expires December 31, 2027
------------------------	--

- 2. This resolution shall take effect immediately upon passage and shall continue in full force and effect until modified, revoked, or replaced.

Adopted by the Board of the McMinnville Urban Renewal Agency at a regular meeting held the 24th day of September, 2024 by the following votes:

Ayes: _____

Nays: _____

Approved this 24th day of September 2024.

CHAIR OF THE URBAN RENEWAL BOARD

Approved as to form:

Attest:

City Attorney

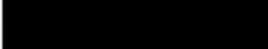
City Recorder


City of McMinnville Oregon

APPLICATION FOR SERVICE ON BOARD OR COMMISSION

Thank you for your interest in serving your community. The information on this form will help the Mayor and City Council learn about the background of persons interested in serving on a particular board or commission.

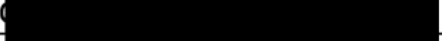
Name: Diana Riggs

Home Phone: 

Address: 

Cell Phone: _____

Work Phone: _____

Email: 

Board, Commission or Committee for which you are an applicant:

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Committee | <input type="checkbox"/> Economic Vitality Leadership Council |
| <input type="checkbox"/> Airport Commission | <input type="checkbox"/> Historic Landmark Committee |
| <input type="checkbox"/> Budget Committee | <input type="checkbox"/> Landscape Review Committee |
| <input type="checkbox"/> Diversity, Equity and Inclusion Advisory Committee | <input type="checkbox"/> Planning Commission |
| | <input checked="" type="checkbox"/> Urban Renewal Advisory Committee |

Ward in which you reside (if applicable): _____

How many years have you lived in McMinnville? 7

Educational and occupational background: Bachelor's degrees in Business and Journalism from the University of Nebraska. Corporate and freelance career in marketing, writing and creative direction.

Started and operated multiple small businesses including a vacation rental, brewery, branding business, and Mac Market—a collaborative and community-driven eating, drinking, and gathering place in "uptown" McMinnville.

Why are you interested in serving? My husband and I developed Mac Market because we believe in the live/work/play vision of Alpine Avenue and want to help it become a reality for our community. I am keen to learn more about the history, plans, and goals of McMinnville urban areas and offer my insights as a developer, business owner and citizen to help inform decisions. I am also a strong connector and industrious person and hope those would be good characteristics for a member of this board. In recently joining the Visit McMinnville board and Economic Vitality Leadership Committee, I have developed an understanding of City stewardship and am enthusiastic to do more.

Signature 

Date 7/18/2024

Please return to staff liaison assigned to the specific Board, Commission, Committee applying for or City Hall, 230 NE Second Street, McMinnville, OR 97128