

**INFORMAL SESSION MINUTES**

**June 17, 2013**

1:00 p.m.

Commissioners' Office Conference Room

PRESENT: Commissioners Kathy George, Mary P. Stern, and Allen Springer.

Staff: Laura Tschabold, Christian Boenisch, Chuck Vesper, and Silas Halloran-Steiner.

Guests: Nathalie Hardy and Jeb Bladine, News-Register; Kellie Menke and Scott Hill, McMinnville City Council; Walt Gowell and Doug Montgomery, City of McMinnville; Elaine Howard, 705 Terrace Dr, Lake Oswego 97034; Jody Christensen and Amy Jauron, McMinnville Economic Development Partnership; Karen Litvin, Project Masters; JD Kerekanich, 417 NW Adams St, McMinnville; Frank Sheridan, GROW Yamhill County work group; Angel Aguiar, Yamhill County Budget Committee

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\* indicates item forwarded to formal agenda

Kathy called the meeting to order at 1:00 p.m.

Urban Renewal Plan - Scott Hill provided an overview of the City of McMinnville's draft Urban Renewal Plan, explaining that the three-phase approach to urban renewal includes education, a feasibility study, and, if feasible, a final plan. Jeb Bladine provided a brief historical perspective and stated that \$30 million over 35 years is a small amount to put into the core area of a city this size to stimulate growth. He added that it would have a positive impact beyond the core area and would benefit all taxing jurisdictions.

Walt Gowell reviewed the urban renewal financing methodology, which has been used in many other districts around the state. He said that key strategies include reallocating existing taxes rather than imposing new taxes, promoting private development rather than building public facilities, and leveraging existing resources.

Elaine Howard, consultant, stated that focusing extra funding on the NE Gateway Area would help it to grow and develop, and using up-front money from the city to develop some infrastructure would help fund the rest. She said that the plan is predicated on a 25-year time period, and funding would start slowly and grow 3% per year. She reviewed potential infrastructure projects.

The group discussed zoning schemes and design overlays, the scope of the urban renewal district, community response and involvement, and the benefits to surrounding communities. Scott stated that the plan would not likely go to a general vote of the city because it is very contained and isn't a new tax, but would go through the city council after open dialogue with all of the partners involved.

The meeting recessed at 2:11 p.m. and reconvened at 2:15 p.m.

GROW Yamhill County Final Report - Jody Christensen distributed copies of a project performance snapshot and the profit and loss statement (see Exhibit A). Karen Litvin reviewed the final three deliverables: revolving loan fund, pilot projects, and website development. Jody stated that the commissioners are making the decisions that are right for this community. She said that the GROW team fully supports the initiative the Board has started and believes that it will make McMinnville and Yamhill County stronger.

\* Personnel - Pat presented personnel requests from various departments. See formal session agenda for details.

\* Contracts/Grants - See agenda for details.

\* Refund - Authorize a \$648 refund from HHS to a client due to overpayment.

\* Budget Transfers - See agenda for details.

Chuck and Laura reviewed last-minute changes to the 2013-14 budget.

The meeting adjourned at 3:25 p.m.

Anne Britt  
Secretary



## GROW Project Performance Snapshot

July 1, 2012 – June 17, 2013

	County/Cities (excluding McMinnville)
Number of Proposals Submitted	8
Number of Site Hosted Visits	3
Number of Company Retention & Expansion Visits	25+
Number GROW Work Sessions	20
Number of Presentations	28
Earned Media	29+
Number of Business Consultations	39+

### Presentations:

McMinnville Leadership Council  
 Yamhill County Budget Committee  
 McMinnville Noon Rotary  
 Riverbend Stewardship Committee  
 Business Oregon  
 Nourish Yamhill Valley  
 Travel Yamhill Valley  
 Regional Solutions Advisory Committee  
 Oregon Economic Development Association  
 Willamina Business Association  
 Regional Economic Development Luncheon  
 Yamhill County Economic Development/Legislative Update  
 McMinnville Industrial Promotions  
 Yamhill County Young Professionals  
 OEDA Wine Industry Learning Tour  
 Chehelam Chamber of Commerce  
 McMinnville Chamber of Commerce  
 McMinnville Downtown Association  
 Dayton Forward Meetings  
 Sheridan City Council  
 Council of Governments Annual Dinner  
 Newberg Rotary  
 McMinnville City Council  
 Yamhill County City/County Dinners  
 Carlton Business Association (planned 6/24/13)

Exhibit A 1/2

# GROW YAMHILL COUNTY PROFIT / LOSS



	<u>7/1/2012-6/30/2013</u>	<u>Budget</u>
<b>Income</b>		
Grow Yamhill County Income	\$ 107,000.00	\$ 107,000.00
<b>Total Grow Yamhill County Income</b>	<b>107,000.00</b>	<b>107,000.00</b>
<b>Expense</b>		
Grow Yamhill County Expenses		
Marketing/Advertising	3,312.28	15,000.00
Tradeshows - TEAM Oregon		7,000.00
Association Memberships		
Mileage	1,074.37	3,000.00
Miscellaneous	329.99	1,000.00
Office Rent & DSL: MEDP		
Office Supplies	450.86	1,000.00
Administration - MEDP	55,990.00	32,000.00
Professional Services		
Project Management	25,000.00	25,000.00
Bookkeeping	575.00	2,400.00
Postage		100.00
Printing	700.00	1,000.00
Rent - GROW portion	125.00	
Research & Projects	10,000.00	10,000.00
Strategic Plan - Year One		
Stakeholder Facilitation		
Community/Project Outreach	6,100.00	5,000.00
Telephone	725.00	1,500.00
Web Development/Updates	2,945.00	1,500.00
Web Hosting	164.90	1,500.00
<b>Total Grow Yamhill County Expenses</b>	<b>107,492.40</b>	<b>107,000.00</b>
Grow Yamhill County Expense - Other		0.00
<b>Total Grow Yamhill County Expense</b>	<b>107,492.40</b>	<b>107,000.00</b>
<b>Net Grow Yamhill County Income (Modified Cash Basis)</b>	<b>-492.40</b>	<b>0.00</b>

Exhibit A 2/2