DRAFT

Columbia Gateway Urban Renewal Agency Advisory Committee
Meeting Minutes
Tuesday, August 19, 2014
5:30 PM

City Hall Council Chambers
313 Court Street
The Dalles, OR 97058
Conducted in a handicap accessible room.

CALL TO ORDER
Vice Chair Grossman called the meeting to order at 5:27 PM. He welcomed new Committee member, Atha Lincoln.

ROLL CALL
Members Present: Gary Grossman, Jennifer Botts, Atha Lincoln, Robin Miles, Linda Miller, John Nelson, Greg Weast

Members Absent: Steve Kramer*

Staff Present: City Manager Nolan Young, Administrative Secretary Carole Trautman

Others Present: Main Street Director Matthew Klebes; Economic Development Specialist Dan Durow

PLEDGE OF ALLEGIANCE
Grossman led the group in the Pledge of Allegiance.

APPOINTMENT OF URBAN RENEWAL ADVISORY COMMITTEE CHAIRMAN
Grossman thanked former Chair Zukin for his years of service on the Committee. Weast nominated Vice Chair Grossman for the Urban Renewal Advisory Committee (URAC) Chair position, Botts seconded. Nominations were closed. The Committee voted unanimously to appoint Grossman as URAC Chairman; Kramer absent.

Nelson nominated Jennifer Botts for the URAC Vice Chair position, Weast seconded. Nominations were closed. The Committee voted unanimously to appoint Botts as URAC Vice Chair; Kramer absent.

*Kramer joined the meeting at 5:29 PM.

APPROVAL OF AGENDA
It was moved by Nelson and seconded by Miller to approve the agenda as submitted. The motion carried unanimously.

APPROVAL OF MINUTES

Botts called for a correction to the minutes for the time the meeting was called to order (Agenda Item 1). The minutes indicated 5:01 PM. It was moved by Nelson and seconded by Botts to approve the July 15, 2014 minutes as amended. The motion carried unanimously.

PUBLIC COMMENT

None

ACTION ITEM – Recommendation Concerning an Amendment to the Independent Order of Odd Fellows Urban Renewal Grant

Main Street Director Matthew Klebes presented a project grant update for the façade restoration project to the Independent Order of Odd Fellows (IOOF) Building. He also presented a revised scope of work plan as indicated in the staff report and indicated he was seeking approval of the revised work plan.

It was moved by Weast and seconded by Kramer to recommend to the Agency approval of the revised scope of work plan for the IOOF façade restoration project. The motion carried unanimously.

ACTION ITEM – Elks' Building Redevelopment Proposal, Request for Marketing Study Assistance

Economic Development Specialist Dan Durow highlighted the staff report. He noted the attachment to the staff report that outlined specific marketing study information previously requested by the Committee. He re-emphasized the fact that the marketing study could have benefits to the Columbia Gateway Urban Renewal Agency (Agency) even if this particular business proposal did not move forward to completion. Staff recommended funding some portion of the marketing study and had no recommendations for any other studies or the process at this time. Staff would then work with the Benkos on the process and assist in determining what role the Agency would play, and bring that back to the URAC.

Grossman commented that other businesses and agencies have been involved in this type of a study, and he encouraged the Benkos to seek out their input on marketing studies in this community.

Steve Burdick, ICON board member, stated he had been in discussions with Durow and MCEDD and planned on entering into future discussions with such agencies as the Discovery Center, Fort Dalles, Museum—a whole spectrum of people, then bring it all together in the study. He stated the Benkos had not specifically selected a marketing study consultant yet. Mr. Burdick said any tourism-related business could benefit from the study, maybe not that specific structure, but possibly other properties within the downtown area.

Botts said she was unsure why someone would want to "re-invent the wheel" with another marketing study when so many have been done in the past. Weast said he could understand why applicants would want their own study, and he asked who would ultimately own the study. City Manager Young suggested that the Committee make a recommendation that if funds were provided, the Agency would have ownership of the information. He said the intent would be to help other projects in the community. Mr. Burdick stated that an action on the part of the Agency to financially assist in the funding of the study would show to the community the Agency's willingness to assist in economic development.

Botts felt it would be good to discuss profit versus non-profit on the proposal before a decision was made; Grossman encouraged Benkos to talk to other businesses and agencies; and Miller said she felt it was a good idea for prospective business developers to have some of their own money into a project. Miles asked if the venture would bring tax dollars to the Fire District. City Manager Young said not until the Agency was discontinued. Botts said there was no return on non-profit entities. Young encouraged the Committee members to look beyond the scope of this specific project and determine if it would have an overall positive impact on the economic development of the entire community.

It was moved by Weast and seconded by Botts to recommend to the Agency funding 50% ($5,000) of the marketing study cost for the Elks Building. The motion carried unanimously.

Mr. Burdick stated he thought they would have a consultant secured within four to six weeks. Grossman asked the Benkos for a status report for the October meeting if the Agency approved the Committee's recommendation.

ONGOING URBAN RENEWAL PROJECTS UPDATE

A. Granada Block Redevelopment Project – Michael Leash
- Developers received an update letter from Hilton dated July 24 stating they are still on board for the Hilton brand hotel.
- Developers changed EB5 companies, and there has been more significant progress made in the past 30-40 days than in the last year. They have received a first draft term sheet for seven million dollars. They are closing the gap for equity needed.
- On the debt side, they are working with two companies, Private Capital Partners and Premier Capital Associates. Premier is working on a term sheet for nine million dollars. Leash said he feels like he is aligned with the right companies.
- Projecting over 150 new job positions.
- Working on an agreement with Martin Hospitality as potential hotel operators and equity partners.

B. Non-Profit Property Owner Rehabilitation Grants
No new report.

C. Other Projects

- Thompson Pool Project – Karl Cozad, interim N. Wasco Parks and Recreation Director, stated it was good to be back in the area. He emphasized that the Urban Renewal money that was recently granted would not be used unless it was needed.
- They hope to sign with a general contractor soon, and the project completion date is still Memorial Day 2015.

City Manager Young introduced Daniel Hunter, the City's new Administrative Fellow. He will be assisting on Urban Renewal projects, downtown projects, and other projects such as the Bicycle Master Plan update.

Young also introduced Matthew Klebes as the new Executive Director of the Main Street program. Klebes will be the advocate for the UR property rehabilitation loans. Klebes reported that he and the Oregon State Main Street Coordinator worked together to bring some University of Oregon architectural graduates to town who, in turn, met with a couple of downtown property owners to discuss potential façade designs for their buildings. The graduates will provide some renderings with the possibility of eventually bringing them back to the URAC for funding considerations.

City Manager Young advised the Committee of some activities regarding the Mill project. The Mill has a number of additional phases they are pursuing, and as they have been in this process, they are concerned about the additional expansion of the development and meeting the deadlines for the loan and property purchase. Staff is negotiating with them and looking at the Mill's financial information. When the information is gathered, and they can identify additional alternatives, they will bring it to the Committee.

FUTURE MEETING – September 16, 2014

ADJOURNMENT
Vice Chair Grossman adjourned the meeting at 6:18 PM.

Respectfully submitted by Administrative Secretary Carole Trautman.

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Gary Grossman, Vice Chairman