



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
CITY OF THE DALLES

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AGENDA

Columbia Gateway Urban Renewal Agency  
City Hall Council Chambers  
313 Court Street, The Dalles, Oregon

*Meeting Conducted in a Handicap Accessible Room*

Monday, March 28, 2016  
Immediately Following City Council Meeting

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - A. Approval of March 14, 2016 Regular Meeting Minutes
5. ACTION ITEMS
  - A. Approval of Façade Grant for Craig's Office Building
  - B. Rejection of Granada Block Proposals
6. ADJOURNMENT

Prepared by:  
Izetta Grossman  
City Clerk

## MINUTES

Columbia Gateway Urban Renewal Agency  
City Hall Council Chambers  
Monday, March 14, 2016  
Immediately Following City Council Meeting

**PRESIDING:** Chair Steve Lawrence

**AGENCY PRESENT:** Dan Spatz, Tim McGlothlin, Linda Miller, Russ Brown,  
Taner Elliott

**COUNCIL ABSENT:** None

**STAFF PRESENT:** City Manager Julie Krueger, City Clerk Izetta Grossman,  
Project Coordinator Daniel Hunter, Finance Director Kate  
Mast

### **CALL TO ORDER**

The meeting was called to order by Chair Lawrence at 7:16 p.m.

### **ROLL CALL**

Roll call was conducted by City Clerk Izetta Grossman; all members present

### **APPROVAL OF AGENDA**

It was moved by Spatz and seconded by Miller to approve the agenda as presented. The motion carried unanimously.

### **APPROVAL OF MINUTES**

It was moved by Miller and second by Spatz to approve the February 22, 2016 Regular Meeting Minutes. The motion carried unanimously.

### **ACTION ITEMS**

Approve Resolution No. 16-001 Authorizing Transfers of Budgeted Funds Between Categories of the Columbia Gateway Urban Renewal Agency Fund 200 Budget for the Fiscal

Year Ending June 30, 2016.

Finance Director Mast reviewed the staff report.

It was moved by McGlothlin and seconded by Miller to adopt Resolution No. 16-001 Authorizing Transfers of Budgeted Funds Between Categories of the Columbia Gateway Urban Renewal Agency Fund 200 Budget for the Fiscal Year Ending June 30, 2016. The motion carried unanimously.

Elliott said he had been asked about the alley vacation behind the Tony's building by property owner who had concerns.

Chair Lawrence said he had also been approached and that Project Coordinator Hunter was working with the property owners. He suggested Elliott confirm with Hunter that these were the same property owners.

**ADJOURNMENT**

Having no further business the meeting was adjourned at 7: 21 pm.

Respectfully submitted:

Izetta Grossman

City Clerk

SIGNED: \_\_\_\_\_  
Stephen Lawrence, Chair

ATTEST: \_\_\_\_\_  
Izetta Grossman, City Clerk



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**COLUMBIA GATEWAY URBAN RENEWAL AGENCY**  
**CITY OF THE DALLES**

**AGENDA STAFF REPORT**

**URBAN RENEWAL AGENCY**

**Meeting Date:** March 28, 2016

**TO:** Urban Renewal Agency

**FROM:** Daniel Hunter, Project Coordinator

**ISSUE:** Urban Renewal Property Rehabilitation Façade Improvement Application

**BACKGROUND:** On February 1, 2016 staff received an application from Main Street on behalf of Jim Craig for a grant under the Urban Renewal Property Rehabilitation Program. The Urban Renewal Advisory Committee has previously approved this grant with a broader scope and higher cost.

At the Agency Board meeting February 22, 2016 the Board rejected the previous request. They requested the applicant revise the scope to include only the facade. Some previous items appeared to include work on the roof. This is not covered by the Façade Program. The attached application has a revised scope, cost and grant request.

The grant request is for a \$23,755 Grant, for which the applicant will provide \$25,000 in matching funds. The match provided is greater than the requested grant. This exceeds the match requirement under Tier 1. The Façade Improvement Project will remove the deteriorating awnings; rehabilitate the original fascia tiles; install new metal window sill caps; and restore the brick and window trim. This will return the building to very near its original design.

The application and match meet the program guidelines. On January 27, 2016 the applicant's request was reviewed by the Historic Landmarks Commission and received unanimous approval.

On March 15, 2016 the Advisory Committee considered the grant application and voted unanimously to recommend to the Agency Board, the award of the grant.

**BUDGET IMPLICATIONS**

As you recall, detailed information was provided for the previous request showing the

Agency had sufficient funds to grant the request. As this request is \$16,000 less than the original, there are more than sufficient funds to meet this request.

**ALTERNATIVES**

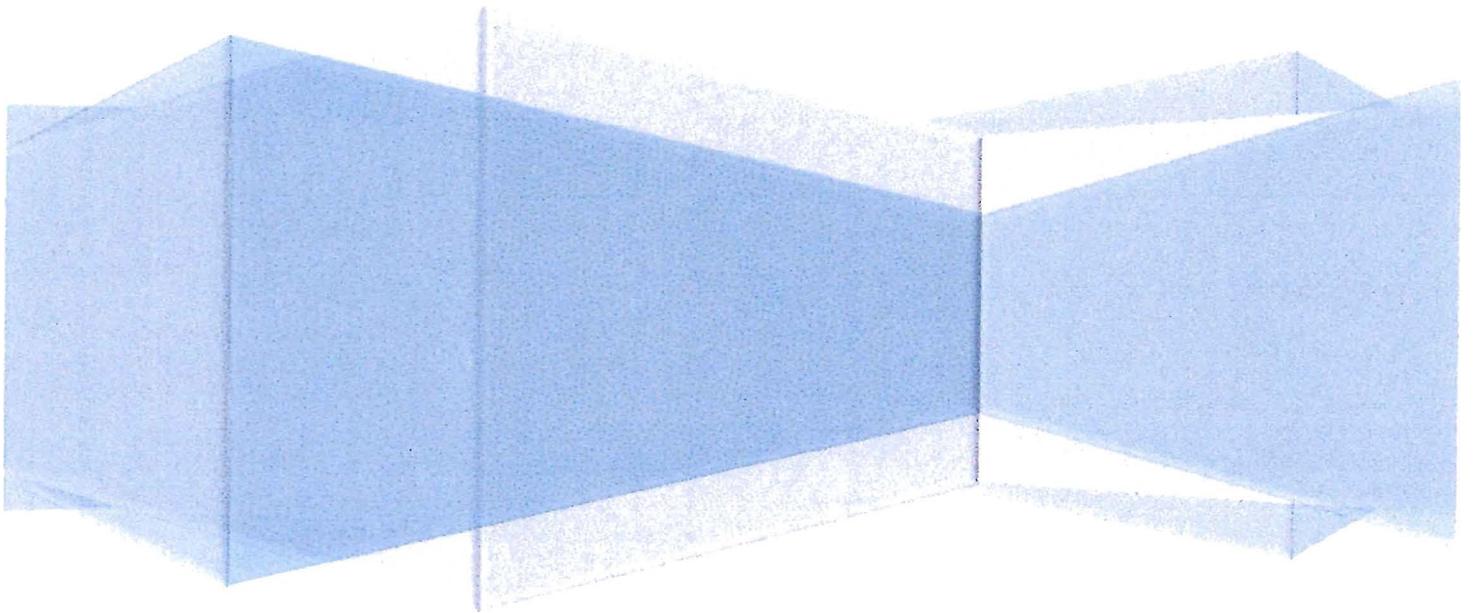
1. *Move to approve* **the grant funds to Jim Craig in an amount not to exceed \$23,755**
2. Move to request a reduced scope.
3. Deny the request for a recommendation.

APPLICATION

# THE DALLES

## URBAN RENEWAL AGENCY

PROPERTY REHABILITATION  
GRANT AND LOAN PROGRAMS



MAY CONTAIN CONFIDENTIAL INFORMATION

The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

Application Date: 12/4/15

Application Number: \_\_\_\_\_

**PROGRAM APPLYING TO** (Check One)

- Historic Design and Restoration Program
- Redevelopment of Unused & Underused Property Program
  - Loan Interest Subsidy Program
  - Demolition Loan Program
- Civic Improvements Grant Program
- Façade Improvement Grant Program
  - Residential Structure

**APPLICANT INFORMATION**

Applicant Name: Craig Development

Contact Person: Jim Craig

Mailing Address: 

4337 S Via DeFebrero Green Valley, Arizona 85622
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Applicant is: Owner  Leaser

Phone Number: 541-993-7667 Email: jwc819@gmail.com

Federal Tax ID or Social Security Number: NA 47-4572140  
(Loan & Interest Subsidy Only)

Bank of account and contact: 

NA
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(Loan & Subsidy Only)

Name of Business: Craig Development LLC

Business Mailing Address: 

323 E. 2nd St. The Dalles, OR 97058
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The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

Name of Principle: Jim Craig

Site Address

323 E 2nd St.  
The Dalles, OR 97058

Legal Description

1N 13E 3 BD 2400

**HISTORIC PROPERTY (STAFF USE)** YES  NO  (If yes, requires HLC approval)

**PROJECT INFORMATION**

Building Age: 1910 Building Square Footage: 18,000

Building Current Use: Retail/Office

Building Planned Use: Retail/Office

Project Description Outline:

The Craig Building is one of the best historic buildings in Downtown The Dalles. Its Chicago style windows and white brick are an iconic symbol of the past, and when renovated will be the finest example of what is possible for other buildings throughout Downtown.

This facade grant will make possible removal of the dated, torn awning which has covered up much of the front of the building for decades. Behind this awning are large decorative tiles which are broken and missing. You can see them on the corner posted. They are cracked and in need of restoration. They will be replaced with new porcelain tiles to restore the original look. The window sills have pulled away from the building. New metal sill caps will be fabricated and installed. The top four rows of bricks will be prepped, sealed and painted. And finally, the Chicago style windows have original wood sashes and trim. All of the window trim will be renovated, including being scraped, cracks and defects filled, chemically treated, primed and repainted to look original.

The end result of this project will be the restoration of the Craig building to what it looked like as a new building in 1912 when it was the Pease and Mays Mercantile.

This is in addition to the renovation of the entire inside of the building by Craig Development to accommodate two new tenants and a total of 75 employees in Downtown.



The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

**PROPOSED SOURCES OF FUNDING (loans)**

<u>Source</u>	<u>Amount</u>	<u>Rate</u>	<u>Term</u>	<u>Match</u>
Urban Renewal Loan	\$ _____			
Equity (applicant)	\$ _____			
_____ Bank	\$ _____	_____ %	_____	

**PROPOSED SOURCES OF FUNDING (grants)**

Urban Renewal Grant	\$ <u>23,755</u>			
Applicant Match	\$ <u>25,000</u>			
Other Source _____	\$ _____	_____ %	_____	<input type="checkbox"/>
Other Source _____	\$ _____	_____ %	_____	<input type="checkbox"/>
Other Source _____	\$ _____	_____ %	_____	<input type="checkbox"/>
Total	\$ <u>48,755.00</u>	(Must equal total expected costs)		

Facade Grant Matching Funds:

- TIER 1:** Request \$20,000 or less (50% match)   
**TIER 2:** Over \$20,000 (100% match)

**NOTE:** To determine what tier your grant match is in and what your match will need to be, divide your total project costs by three (3); that amount is your match in tier one, unless the balance remaining is higher than \$20,000. If that request amount is higher than \$20,000 your grant will be tier two. To determine that divide the total project cost by two (2), this amount is your grant request and your match.

**EXAMPLE 1:** Suppose your total project cost is \$22,170. Divide that by three (3) gives you \$7,390, this is your required match. The remaining balance is \$14,780. This is your grant request, since it is \$20,000 or less. Your grant is in tier one. (\$7,390 is 50% of \$14,780)

**EXAMPLE 2:** Suppose your total project cost is \$45,650. Divide that by three (3) gives you \$15,216.66, and the remainder is \$30,433.34 which is greater than \$20,000. Your grant is tier 2. Divide the total project cost by two (2); \$22,825 this is the amount of your grant and your required match.

**The Dalles Urban Renewal Agency**  
**Property Rehabilitation Grant and Loan Programs**  
**-APPLICATION-**

Applicant hereby certifies that all information contained above and in exhibits attached hereto are true and complete to the best knowledge and belief of the applicant and are submitted for the purpose of allowing the full review by The Dalles Urban Renewal Agency and its agents for the purpose of obtaining the financial assistance requested in this application.

Applicant hereby consents to disclosure of information herein and the attachments as may be deemed necessary by MCEDD and its agents for such review and investigation.

I Craig Development have read and understood the guidelines of The Dalles Urban Renewal Agency Property Rehabilitation Grant and Loan Programs and agree to abide by its conditions.

 Owner  
Signature and Title if appropriate

1-5-16  
Date

\_\_\_\_\_  
Signature and Title if appropriate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature and Title if appropriate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature and Title if appropriate

\_\_\_\_\_  
Date

The Following Items Are Required Before A Loan Is Approved Or Grant Project Can Begin:

A. Loans and Grants

1. Certificate of approval from agency (if required).
2. Letter of approval from Historic Landmarks Commission (if required).
3. A summary of the project outlining the work to be done.
4. Complete plans and specifications.
5. Costs estimates or bids from a licensed contractor.
6. Evidence that building permits or any other required permits are in place.
7. Preliminary commitment of any other funds to be used in the project.

B. Loans Only

1. Amount of loan requested and proposed terms being requested.
2. Bank's loan application and any other information the bank requires, such as current financial statements, including balance sheets and income statements.

For Applicants Under The Civil Improvements Grant Program:

The grants will be awarded semi-annually on a competitive basis and based on the selection criteria in your narrative and attach it to this application form. The deadlines for applications are July 31 and January 31 of each year.



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## AGENDA STAFF REPORT

### URBAN RENEWAL AGENCY

**Meeting Date:** March 28, 2016

**TO:** Urban Renewal Agency

**FROM:** Daniel Hunter, Project Coordinator

**ISSUE:** Granada Block Development

**BACKGROUND:** We advertised a Request for Proposals on the Granada Block Properties in October of 2015. That request received substantial interest and resulted in three proposals being received. According to that request, we established a review committee to review the proposals received and make a recommendation to the Urban Renewal Advisory Committee. The review committee was made up of Agency Chairman Steve Lawrence, Advisory Committee Vice-Chair Greg Weast, City Business Development Director Gary Rains, City Project Coordinator Daniel Hunter, and City Attorney Gene Parker. City Manager Julie Krueger also attended the meetings and provided input.

Each of you should have received a CD with all of the proposals on it, and/or a paper copy of each proposal. The three proposals are: A Proposal from Charles Gomez and Debra Liddell of Watseka, Illinois; a proposal from Eric Gleason; and a proposal from Granada Block Property Redevelopment (GBPR). Each proposal was scored according to the criteria in the RFP. The scores from each member of the review committee were then totaled. The maximum possible score was 150 from each reviewer for a total of 750. The total score received by each proposer is provided here.

Granada Block Property Redevelopment: 444 points

Gomez-Liddell: 276 points

Gleason: 118 points

Since our initial meeting, Gary Rains spoke with GBPR, and Daniel Hunter spoke with Charles Gomez to see if they would be interested in splitting the project. They both responded favorably. On February 16, 2016 staff presented a recommendation from the

Review Committee to the Urban Renewal Advisory Committee to recommend negotiations with Gomez and Liddell for the redevelopment and operation of the Granada Theatre alone. The Advisory Committee, at that meeting, rejected the recommendation of the Review Committee and requested staff make a request of Gomez and Liddell for a new proposal on just the Theatre. After conferring with the City Attorney, staff determined we could not take that approach unless we published another RFP and allowed others to propose.

At the Urban Renewal Advisory Committee meeting March 15, 2016 staff presented a new recommendation from the Review Committee to the Advisory Committee. That recommendation was to reject all proposals and sell the Granada Block Properties with conditions on redevelopment. The Advisory Committee voted to recommend to the Agency Board that all proposals received in response to the Granada Block Property RFP be rejected, and that the properties be sold with conditions. The vote was seven in favor of the recommendation, two opposed. Those voting against were Nelson and Lincoln.

### **AGENCY ALTERNATIVES**

1. **Recommendation: Move to reject all proposals received in response to the RFP for Granada Block Properties and sell all of the properties, with conditions on redevelopment.**
2. Move to approve the proposal of Granada Block Property Redevelopment, LLC. This is not recommended as all proposed financing, as well as the franchise agreement, was dependent on ownership of the property, and the proposal did not provide funds to purchase the property.
3. Move to approve the proposal of Gomez and Liddell. This is not recommended as the proposer has little experience in property development. The proposal was on all properties which reduced the capital available for the Granada Theatre renovation; and the proposal did not have sufficient funds to purchase the property.
4. Move to approve the proposal of Eric Gleason. This is not recommended as the proposal would provide little economic stimulus; the proposal did little to improve property values of the Granada Block; the cost estimates of the proposal were not in line with known development requirements; and the proposal would not comply with current building codes.

Options to award partial proposals are in conflict with the recommendation of the City Attorney and not intended for consideration.