



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

## AGENDA

**Columbia Gateway Urban Renewal Agency**

City Council Chamber

313 Court Street, The Dalles, Oregon

*Meeting Conducted in a Handicap Accessible Room*

Monday, October 28, 2013

Immediately Following the City Council Meeting

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. AUDIENCE PARTICIPATION

During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Five minutes per person will be allowed. If a response is requested, the speaker will be referred to the City Manager for further action. The issue may appear on a future meeting agenda for Agency Board consideration.

- V. APPROVAL OF MINUTES
  - A. Approval of July 22, 2013 Regular Meeting Minutes
- VI. ACTION ITEMS
  - A. Approval of Rehabilitation Grant Request by Wonderworks Children's Museum
  - B. Approval of Rehabilitation Grant Request by United Church of Christ Congregational
- VII. DISCUSSION ITEMS
  - A. Update on Current Urban Renewal Projects
- VII. ADJOURNMENT

**Columbia Gateway Urban Renewal Agency Advisory Committee  
Meeting Minutes  
Tuesday, September 17, 2013  
5:30 p.m.  
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 5:30 p.m.

ROLL CALL

Members Present: Gary Grossman, Mike Zingg, Robin Miles, Steve Kramer, Linda Miller

Members Absent: Greg Weast, Jennifer Botts, Chris Zukin, Dick Elkins

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

Also Present: MCEDD Loan Fund Manager Eric Nerdin

PLEDGE OF ALLEGIANCE

Vice Chair Grossman led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

It was moved by Kramer and seconded by Zingg to approve the agenda as submitted. The motion carried unanimously; Weast, Botts, Zukin and Elkins were absent.

APPROVAL OF MINUTES

July 16, 2013 – It was moved by Miles and seconded by Miller to approve the minutes as submitted. The motion carried unanimously; Weast, Botts, Zukin and Elkins were absent.

PUBLIC COMMENT

None.

ACTION ITEMS – Urban Renewal Grant Applications

A. United Church of Christ Congregational, 111 E. 5<sup>th</sup> Street, The Dalles, Oregon

MCEDD Loan Manager Nerdin presented the staff report. Staff's recommendation was to move to recommend approval of a \$26,857 urban renewal grant to the applicant for replacing 25 windows to the structure, conditional upon the project being approved and permitted by all applicable agencies, including the Historic Landmarks Commission.

Zingg asked when the urban renewal funds would be replenished. City Manager Young stated he anticipated \$50,000-100,000 would be available July 1, 2014. Young said there would be approximately \$5,000 remaining if both applications were approved, and some other urban renewal funds were re-budgeted for next fiscal year which would bring this year's remaining balance to approximately \$10,000. Zingg asked Young and Nerdin if they knew of other upcoming projects. Neither Young nor Nerdin knew of any at this time. Young also pointed out the urban renewal "immediate opportunity" line item funds could be recommended for use on future projects. There was also \$49,000 available in the beginning fund balance that could be made available through a supplemental budget process, Young advised.

Miller asked if churches paid property taxes, because she noted 5 points were awarded under item #2B, "Property values and tax base," on the staff report scoring sheet. After further discussion, Nerdin stated the scoring total should be changed from 20 points to 15 points. In the interest of preserving Urban Renewal Agency (Agency) funds, Nerdin said another option would be to recommend the alternate approval of half of the requested amount. City Manager Young stated another alternative would be to delay one of the projects until the next review in January of 2014.

Miller asked if the applicant was seeking other grants. UCCC representative Gene Parker stated he was not aware of any other grant requests submitted by UCCC.

It was moved by Kramer and seconded by Zingg to recommend approval of a \$26,857.00 urban renewal grant to United Church of Christ Congregational to be used for replacing 25 windows in the building located at 111 E. 5<sup>th</sup> Street, The Dalles, Oregon. The recommended approval would also be conditional upon this project being approved and permitted by all applicable agencies and entities, including, but not limited to, the Historic Landmarks Commission. The motion carried unanimously; Weast, Botts, Zukin and Elkins were absent.

B. Wonderworks Children's Museum of the Gorge, 206 Madison Street, The Dalles, Oregon

MCEDD Loan Manager Nerdin highlighted the staff report. He emphasized that the parking lot project needed to be completed before the applicants could occupy the building. Staff's recommendation was to move to recommend approval of the \$24,225.00 urban renewal grant to Wonderworks Children Museum, contingent upon Wonderworks providing documentation of additional funds equaling or exceeding \$32,200, the amount needed to complete the parking lot building portion of Phase 2.

Miles noted that the date on the bottom of Page 2 of the application should change from "2013" to "2014."

Zingg stated he supported the project, but he had a concern about having a limited URA fund balance for future applicants if funds were spent on a project that could potentially not be completed if match funds were not obtained. Nerdin pointed out that Wonderworks had \$40,000 in outside pending grants

submitted, and the balance needed to complete the entire project was \$68,720. He said Wonderworks had a history of success in obtaining grants. It would assist Wonderworks in obtaining match funds if the URA grant was awarded. City Manager Young suggested another option of setting a timeline for the match fund; and if the match was not obtained, the applicant could go before the committee again.

It was moved by Miller to recommend approval of the \$24,225.00 urban renewal grant to Wonderworks Children's Museum, with a timeline of January 30, 2014 for the grant, contingent upon Wonderworks providing documentation of additional funds equaling or exceeding \$32,200. The urban renewal grant would be used towards building a parking lot for the building located at 206 Madison Street, The Dalles, Oregon.

City Manager Young clarified that the intent of the motion was if the matching funds were not met within the timeline, the application would be brought back to the committee for review. Miller confirmed that was correct.

Kramer seconded the motion. The motion carried unanimously; Weast, Botts, Zukin and Elkins were absent.

#### ONGOING URBAN RENEWAL PROJECTS

City Manager Young gave the following updates:

- Other Urban Renewal Grants – Young highlighted his memorandum on the financial status of other URA grants (copy attached).
- The Granada Block Redevelopment – The City decided to start with the design work on the parking structure, then the Request for Proposals (RFP), then award a construction contract. The RFP was divided into three phases: Phase 1- the preliminary design, to be completed before December 31, 2013. This strategy was put in place so that the City would only have funds expended on the preliminary design prior to the developers' deadline date mentioned above. The preliminary design could be utilized if a contingency plan was put into place. Phase 2- the final design, completion date to be mid-year or early summer. Phase 3- construction.

Seven proposals were received, and a selection committee was formed. The committee hoped to present to the Agency on October 14, 2013.

Zingg asked how much money was budgeted for Phase 1. City Manager Young said the budget was not broken down by phases. He explained that state law changed the process on architect selection, and the City would not know the price until the architectural firm was selected.

Zingg said he wondered if the community would want to spend urban renewal funds if the project did not go forward. City Manager Young said the plan all along was that the site would be developed, and any design work done for that site would be used. He said that was why the preliminary design work would be completed first. Zingg asked if other locations could be considered for the parking structure, should the hotel site not go forward. Young stated that the purpose of the parking structure had, from the beginning, been site specific; and it would be unacceptable to have the site undeveloped. If the current developer, Rapoza, did not come through, the parking structure project would stop until another developer was secured for that site, Young stated.

Miller asked what a good cost estimate would be for the preliminary design. City Manager Young said typically the full design expenses would be approximately 15 percent of the cost of the entire project. The preliminary design would be half that cost, approximately 5 to 7 percent of the total project cost (4.8 million dollars). The estimated cost for Phase 1 would be approximately \$350,000, Young reported.

Miller asked if the Agency had received any information to date on Rapoza's progress. Young stated he did not have a status report on their progress.

Vice Chair Grossman asked if the preliminary design would make the undeveloped site more attractive for other potential developers, if needed. City Manager Young said the farther along the design work was completed, the stronger the cost estimates would be. One reason to push the timeline on the design, Young said, was to give Rapoza good numbers to assist them with their efforts. Young said he would get a progress update from Rapoza. Mike Zingg said he would not support spending \$350,000 if the developers did not come through, and would it be better to wait until the developers met the deadline before spending Agency funds. Young reiterated he would talk to the developers. Vice Chair Grossman stated there seemed to be an imbalance with the City spending \$350,000 to assist the developers in arriving at their dollar figures when their progress disclosure to the City had been minimal.

In regards to spending \$350,000 up front on the project, City Manager Young explained that the nature of urban renewal was to put money up front to remove as many unknowns as possible for a developer. The Agency had done that in this case with the archaeological studies and environmental studies. The parking structure was a different timeline because the City hoped to have the design work in place to coordinate with the other construction projects in that area.

Zingg asked for clarification that the Agency would not contract with an architectural firm until after the Agency knew the developers could come through. City Manager Young said staff could not make the decision on signing a contract with an architectural firm because the decision called for a public hearing. He would make certain the concerns of the committee would be heard at the public meeting. Young said he could not agree that they would not proceed without having a firm commitment from Rapoza.

Zingg asked if the architectural contract would come back to the URAC. Young said he was unsure of the timeline, but in any case it would be good to bring it back to the committee.

Vice Chair Grossman adjourned the meeting at 6:37 p.m.

Respectfully submitted by Administrative Secretary Carole Trautman.

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Gary Grossman, Vice Chairman



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
CITY OF THE DALLES

MEMORANDUM

TO: Urban Renewal Agency Board; Urban Renewal Advisory Committee  
FROM: Nolan Young, City Manager *ny*  
DATE: September 13, 2013  
RE: Outstanding Urban Renewal Grants

The Urban Renewal Agency has four grants that have been provided to civic organizations that are still underway. Three are budgeted under the property rehabilitation line item and one under capital projects by Urban Renewal.

The table below shows the original grant amount, amount paid, and remaining amount on each of the grant as of the end of FY 2012-13.

**Financial Status of Urban Renewal Grants**

Grantee	Grant Amount	Paid 2012-13	Remaining for FY 2013-14
St. Peter's Landmark	\$18,225.00	\$5,862.50	\$12,362.50
The Dalles Art Center*	\$14,313.00	\$ -	\$14,313.00
The Dalles Mural Society	\$18,000.00	\$ -	\$18,000.00
<b>SUB TOTAL</b>	<b>\$ 50,538.00</b>	<b>\$5,862.50</b>	<b>\$ 44,675.50</b>
Civic Auditorium	\$ 57,200.00	\$1,797.82	\$ 55,402.18
<b>TOTAL</b>	<b>\$ 107,738.00</b>	<b>\$7,660.32</b>	<b>\$100,077.68</b>

\*\$10,134.50 has been spent by the Art Center in FY 2013-14

The \$55,702.18 remaining funds for the Civic Auditorium are currently budgeted in the FY 2013-14 budget. For the other three projects the remaining amount of \$45,324 is included in the property

rehabilitation line item. We have budgeted a total of \$50,563 for this purpose. This means that we have an additional \$5,888.

The current status of that project is as follows:

- Architectural and engineering consultant has prepared a computer model and design views.
- An engineer made structural and architectural recommendations for all such issues, including balcony.
- Preparing submission to Energy Trust of Oregon for early design assistance and requesting cost estimates for full design plus specialty designs for acoustical, lighting, mechanical, etc.
- Capital fundraising kickoff is October 12, 2013 with classical virtuoso piano duo and finalization of grant applications to major funders.

The status of the other three projects are as follows:

1. St. Peters Landmark: Two large windows were removed, restored and replaced about a week ago. Two mid-sized windows are being restored now.
2. The Dalles Art Center: Door has been ordered and is anticipated to be installed next week.
3. The Dalles Mural Society: The contractor has been identified; Hire Electric will be doing the electrical work, they are in the process of getting the contracts signed. Work is anticipated to begin shortly after contracts are signed.

**MINUTES**

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

REGULAR MEETING  
OF  
JULY 22, 2013

CITY COUNCIL CHAMBER  
313 COURT STREET  
THE DALLES, OREGON

**PRESIDING:** Chair Steve Lawrence

**AGENCY PRESENT:** Bill Dick, Carolyn Wood, Dan Spatz, Tim McGlothlin, Linda Miller

**AGENCY ABSENT:** None

**STAFF PRESENT:** City Manager Nolan Young, City Attorney Gene Parker, City Clerk Julie Krueger

**CALL TO ORDER**

The meeting was called to order by Chair Lawrence at 7:39 p.m.

**ROLL CALL**

Roll call was conducted by City Clerk Krueger; all members present.

**APPROVAL OF AGENDA**

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



MINUTES (Continued)  
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### **AUDIENCE PARTICIPATION**

None.

### **APPROVAL OF MINUTES**

It was moved by Wood and seconded by Spatz to approve the regular meeting minutes of June 10, 2013. The motion carried unanimously.

### **ACTION ITEMS**

#### **Approval of the City of The Dalles' Fraud Policy**

City Manager Young reviewed the staff report.

It was moved by Wood and seconded by Spatz to adopt Resolution No. 13-002 adopting the use of the City of The Dalles Fraud Policy as set forth by City Resolution No. 13-023, including any future amendments to those policies adopted by the City Council. The motion carried unanimously.

#### **Request from Rapoza to Extend Purchase Deadline for Phase I of Granada Block Redevelopment Project for 120 Days**

City Manager Young reviewed the staff report.

Michael Leash, representing Rapoza Development, provided a PowerPoint presentation, showing the progress they had made, including design and construction estimates, HVS Consulting and Valuation Services market study, and work on financing for the development. He noted the proposal was for a four-story hotel, with 117 guest rooms, approximately 7,600 square feet of meeting and pre-function space, a fitness center and swimming pool. Leash showed conceptual renderings of the hotel from Second and First Streets and preliminary floor plans.

Jens Von Gierke said the current agreement allowed for a 120 day extension and it was necessary in order to complete work prior to the purchase of the properties. He said much progress had been made and they were now in the process of putting together the financing portion of the project. He said they still planned to proceed with the Hilton Gardens brand, but that there were many choices and that the branding was not a concern to them at this time.

Spatz asked if the parking structure would proceed on the same schedule as the hotel

construction. City Manager Young said design work would begin soon, with the concept and preliminary design being done in the current year.

Chair Lawrence asked if the Comprehensive Redevelopment Plan had been completed. Von Gierke said at this time they had conceptual plans and planned to proceed with design at the beginning of the year. Lawrence asked if the Plan had been started. Von Gierke said they were progressing toward it. Lawrence asked if the architectural and engineering work had been completed. Von Gierke said it was not done at this time. He said some of the potential investors believed the project could be completed at less expense than originally budgeted, so it was premature to begin the engineering and architectural work until the investors were in place.

Lawrence said the Agency had been told previously that it would take a minimum of 60 days to go through the approval process for the Hilton franchise, but realistically would take up to a year for the approval. Von Gierke said they could not complete the application for branding until they owned the properties. He said 60 days was a reasonable estimate for getting the franchise approved.

Lawrence asked if there was documentation regarding the investors at this time. Von Gierke said they were working with investors but could not share the details of that at this time. He said the HVS financial study was a confidential document. He said they continued to research tax credit programs.

Chair Lawrence said a member of the Urban Renewal Advisory Committee had asked the question of what the status of the project would be on December 31 if the Developer did not purchase the property. Lawrence asked if significant progress would be made by October.

Von Gierke said they would have significant progress by October and would be working to get the investors lined up so they could begin the architecture and engineering work.

Chamber of Commerce President Lisa Farquharson said she was often unable to bid for conferences to come to The Dalles due to the lack of a facility that had conference space attached to hotel rooms. She said this project would help bring business to The Dalles.

Chair Lawrence said he supported the extension, noting he had supported the December 31 deadline to begin with because he believed August 31 would be too short of a time frame to complete the work.

Von Gierke said they had no expectations to extend the deadline beyond December 31.

It was moved by Wood and seconded by Spatz to grant the request for a 120 day extension for

MINUTES (Continued)  
Urban Renewal Agency  
July 22, 2013  
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purchase of the Granada Block properties. The motion carried unanimously.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 8:30 p.m.

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Submitted by/  
Julie Krueger, MMC  
City Clerk

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

ATTEST: \_\_\_\_\_  
Julie Krueger, MMC, City Clerk



**AGENDA STAFF REPORT**  
**URBAN RENEWAL AGENCY**

<b>MEETING DATE</b>	<b>AGENDA LOCATION</b>	<b>AGENDA REPORT #</b>
October 14, 2013	Action Items VI, A	

**DATE:** September 20, 2013

**TO:** Urban Renewal Agency

**FROM:** Eric Nerdin, Urban Renewal Contract Consultant  
Mid-Columbia Economic Development District, Loan Fund Manager

**THRU:** Nolan Young, City Manager  
Dan Durow, Urban Renewal Manager

**ISSUE:** Semi-annual competitive Property Rehabilitation Grant application review and recommendation to the Agency Board.

**BACKGROUND:**

Wonderworks Children’s Museum was established in 1977 and is a Domestic Non-Profit Corporation. Wonderworks Children’s Museum’s mission is to give children and their families’ experiences in an original interactive environment that will cultivate, challenge and uphold their creative and intellectual potential. Their goals are to grow and serve children of the region ages 0-8 and their families through a strong citizen base and permanent, stable space and to sustain and build enriching activities and classes for children and their families. Wonderworks has moved five times in the last 30 years and would like for this building to become a permanent home.

The building at 206 Madison Street was built in 1940 and was purchased by the Port of The Dalles in December 2008 and is being held by the Port as Wonderworks raises the money and performs the renovation work necessary to convert this old building to a permanent interactive museum for children and families and to purchase this building. Wonderworks plans to renovate and purchase this building by the Spring of 2014.

The approved Urban Renewal Agency Administrative Plan in Section C. Civic Improvements Grant Program states:

Grants may be made by the Agency to public, non-profit or civic organizations for projects within the boundaries of the Urban Renewal Area that serve a public purpose by meeting the selection criteria. Grants will be awarded semiannually on a competitive basis and based on the selection criteria. Grant awards are subject to availability of program funds.

**APPLICATION:**

The application from Wonderworks Children’s Museum was received on 7-31-2013. This application is for a grant of \$24,225.00. The original grant application amount was \$16,900, but was increased based on the denial of their grant application to Murdock Charitable Trust. The purpose of the project is the continued renovation of a building and property improvements to allow Wonderworks to fully utilize the building located at 206 Madison Street, The Dalles, Oregon. This renovation is being done in phases as the organization receives revenue, donations and grants to finance the needed work. The total Wonderworks Building Renovation and Acquisition Project costs are \$676,582.

**Total Project Costs**

Phase 1 Renovations	\$ 170,651
Phase 2 Building Purchase & Parking lot	\$ 276,230
Phase 3 Renovations for classroom/art room	\$ 39,133
Lease Installments	\$ 98,384
Grant Consulting	\$ 65,487
Property Taxes	\$ 12,591
Insurance	\$ 9,847
Utilities	\$ 4,259
<b>Grand Total Project Costs:</b>	<b>\$ 676,582</b>

Wonderworks has a strong history of raising needed funds and leveraging the funds it receives. According to the application, Wonder Works has completed \$361,219 of the total project costs, which is 53.4% of the \$676,582 total project cost to renovate and purchase this building.

To date, Wonderworks has received or has had committed a total of \$507,637; which is 75% of total project cost of \$676,582, from the following sources:

Grants (received and committed):	\$362,567
Individual Donations:	\$ 45,638
Business Donations:	\$ 24,876
Business In-Kind Donations:	\$ 23,578
Special Event Revenue:	\$ 50,978

They also have \$40,000 in pending grants outside of this application and \$36,000 in planned grant applications, which leaves \$68,720 remaining to complete the entire project.

This grant application is specifically related to the building of a parking lot as part of Phase 2. The total cost of building the parking lot portion of Phase 2 is \$56,425. This amount is not being requested from Urban Renewal because Wonderworks has \$40,000 in other grant applications already submitted.

Phase 2 includes the purchase of the building and building of a parking lot for this building. Wonderworks eventually plans to purchase this building from The Port of Dalles. The Port of The Dalles purchased this long time vacant and under-utilized building to help bring this building back to full use and utilization.

The requested \$24,225 grant will pay for the following initial aspects of building a parking lot: Mobilization, Earthwork/Grading, Storm system and Engineering. The remaining aspects of Curb and Sidewalk, Parking Lot Base and Surface and Stripping totaling \$32,200 will still need to be funded to complete the parking lot, which will allow permanent building occupancy.

The Phase 2 Project Costs

Building Purchase	\$ 219,439
Building Purchase Closing Costs	\$ 366
Parking lot:	
Mobilization	\$ 3,700
Earthwork/Grading	\$ 4,100
Curb and sidewalk	\$ 14,200
Storm system	\$ 10,800
Parking lot base and surface	\$ 16,900
Stripping	\$ 1,100
Engineering Costs	\$ 5,625
Phase 2 Total Costs	\$ 276,230

Wonderworks has \$140,000 in fund commitments towards the total cost of \$276,230 for Phase 2. At the time this urban renewal grant application was submitted, Wonderworks also had submitted an application for a \$125,000 grant to the Murdock Charitable Trust. The Murdock Charitable Trust grant has since been denied. The original dollar amount of Wonderworks' urban renewal grant has been changed to \$24,225 due to the August 2013 denial of their Murdock Charitable Trust grant application.

Wonderworks anticipates receiving additional donations and grant funds, as initial parking lot work is done, to pay for the remaining curbing, sidewalk, parking lot base, surfacing and stripping needed to complete the parking lot. There is also still opportunity for additional in-kind labor, materials and resources to be donated to this project. Wonderworks is actively seeking additional in-kind contributions, grants and donations for Phase 2 of the project and for the entire project.

The applied for Urban Renewal grant monies will be used to help build the parking lot. This parking lot is required by the City of The Dalles Planning Department for permanent occupancy of this building. Currently, the building is only occasionally used under a temporary occupancy approval by the planning commission. This temporary occupancy has allowed Wonderworks to save in operating costs by eliminating the rent that was paid to occupy their former location.

Wonderworks Museum has received the required Conditional Use Permit for Community Facility Overlay on the property at 206 Madison for use as a museum and to resolve issues related to parking requirements. This was a requirement from a previous Urban Renewal grant approval that had to be met before any grant monies were funded.

**BUDGET IMPLICATIONS:**

The Dalles Urban Renewal Agency has \$56,885 available for new property rehabilitation grants and interest rate subsidies. If this \$24,225 grant application is approved, the remaining funds available would be \$32,660. If Alternative Option 2. is approved, then the grant amount would be \$16,900 and the remaining funds would be \$39,985.

*Note: The Urban Renewal Agency has two grant applications on the agenda for decision from Wonderworks Children's Museum (\$24,225) and United Church of Christ Congregational (\$26,857). If both of these grant applications are approved in the dollar amount recommended by staff and the Urban Renewal Advisory Committee, then a total of \$51,082 will be approved out of the budgeted \$56,885. This leaves a remaining budget amount of \$5,803. There are additional monies available for future urban renewal applicants with Opportunity Driven monies, Balance Carry Forward monies and potentially other urban renewal monies that would require transferring from other budget line items to New Property Rehabilitation Grants and Interest Rate Subsidies line item.*

**PRIOR ACTIONS:** The Urban Renewal Advisory Committee recommended approval by the Urban Renewal Agency for this grant application at their September 17, 2013 meeting (see following motion).

*It was moved by Miller to recommend approval of the \$24,225.00 urban renewal grant to Wonderworks Children's Museum, with a timeline of January 30, 2014 for the grant, contingent upon Wonderworks providing documentation of additional funds equaling or exceeding \$32,200. The urban renewal grant would be used towards building a parking lot for the building located at 206 Madison Street, The Dalles, Oregon.*

*City Manager Young clarified that the intent of the motion was if the matching funds were not met within the timeline, the application would be brought back to the committee for review. Miller confirmed that was correct.*

*Kramer seconded the motion. The motion carried unanimously; Weast, Botts, Zukin and Elkins were absent.*

**RECOMMENDATION:**

**Staff Recommendation:** Move to recommend approval of \$24,225.00 urban renewal grant to Wonderworks Children's Museum, to be used towards building a parking lot for the building located at 206 Madison Street, The Dalles, Oregon with disbursement of grant funds being contingent upon Wonderworks providing documentation of additional funds equaling or exceeding \$32,200, which is the amount needed to complete the parking lot building portion of Phase 2.

**ALTERNATIVE OPTIONS:**

1. Move that the Urban Renewal Agency decline the request.
2. Move that the Urban Renewal Agency approve a \$16,900.00 grant to be used to towards building a parking lot for the building located at 206 Madison Street, The Dalles, Oregon. *Note: This is the original amount of the grant application.*



Applicant: **Wonderworks Children's Museum**

Points Awarded: **50**

**Selection Criteria:**

Priority consideration will be given to each proposed project. Points will be allowed for factors indicated by well-documented, reasonable plans, which, in the opinion of the Agency, provide assurance that the items have a high probability of being accomplished. If an application does not address one of the categories, it receives no points for that category. The possible points are listed for each.

- |  |                                  |
|--|----------------------------------|
| 1. The project contributes in the effort to place unused or underused properties in productive condition and eliminates blighted conditions. <b>(10 points)</b><br>Blighted Areas are defined in the Urban Renewal Plan in section 203. As part of that definition one of the conditions that characterize a blighted area is defined as follows:<br><br>A. <i>The existence of buildings and structures, used or intended to be used for living, commercial, industrial or other purposes, or any combination of those uses, which are unfit or unsafe to occupy for those purposes because of any one or a combination of the following conditions:</i><br><br>1. <i>Defective design and quality of physical construction;</i><br>2. <i>Faulty interior arrangement and exterior spacing;</i><br>3. <i>Overcrowding and a high density of population;</i><br>4. <i>Inadequate provision for ventilation, light, sanitation, open spaces, and recreational facilities; or</i><br>5. <i>Obsolescence, deterioration, dilapidation, mixed character or shifting of uses;</i> | <b>10</b>                        |
| 2. The project develops, redevelops, improves, rehabilitates or conserves property in ways which will:<br><br>A. Encourage expansion and development of jobs, <b>(20 points)</b><br>1 job per \$10,000 or less granted – (20 points)<br>1 job per \$10,001 to 20,000 granted – (15 points)<br>1 job per \$20,001 to 35,000 granted – (10 points)<br>1 job per \$35,001 to 50,000 granted – (5 points)<br><br>B. Increase property values and tax base, <b>(15 points)</b><br>Increase taxable value by \$50,000 or more – (15 points)<br>Increase taxable value by \$25,000 to \$49,999 – (10 points)<br>Increase taxable value by \$5,000 to 24,999 – (5 points)<br><br>C. Conserve historically significant places and properties, <b>(25 points)</b>  | <b>0</b><br><b>0</b><br><b>0</b> |

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property <b>(10 points)</b>	<b>10</b>
ii. Provides needed services or community function <b>(10 points)</b>	<b>10</b>
iii. Serves a significant portion of the community, <b>(5 points)</b>	<b>5</b>
iv. Enhances the quality of life for residents of the city <b>(5 points)</b>	<b>5</b>
3. The project leverages other public and/or private sources of funding. <b>(15 Points)</b>	<b>0</b>
\$1 Urban Renewal grant to \$3 (or more) other funding – (15 points)	
\$1 Urban Renewal grant to \$2 other funding – (10 points)	
\$1 Urban Renewal grant to \$1 other funding – (5 points)	
4. The Applicant shows that it is financially able to complete the project and maintain the property. <b>(10 points)</b>	<b>10</b>
5. Administrative – The Agency may assign additional points for project considerations which do not fit into one of the above categories, but which provide compelling evidence that the project will further the goals of the Agency; or, if the project meets one or more of the above factors in a way that is far beyond the norm for that category. The assignment of points in this category will be by memorandum stating the reasons and will be maintained in Agency files. <b>(25 points)</b>	<b>0</b>
<b>TOTAL</b>	<b>50</b>



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

# AGENDA STAFF REPORT

## URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 14, 2013	Action Items VI, B	

**DATE:** September 20, 2013

**TO:** Urban Renewal Advisory Committee

**FROM:** Eric Nerdin, Urban Renewal Contract Consultant  
Mid-Columbia Economic Development District, Loan Fund Manager

**THRU:** Nolan Young, City Manager  
Dan Durow, Urban Renewal Manager

**ISSUE:** Semi-annual competitive Property Rehabilitation Grant application review and recommendation to the Agency Board.

**BACKGROUND:**

The United Church of Christ Congregational (UCCC) was established in 1859 and owns a historic church building located at 111 E. 5<sup>th</sup> Street in The Dalles, Oregon. This building was built in 1936 and received a significant addition in 1952-1953. This building has been listed on the National Register of Historic Buildings since 1986. UCCC is a non-profit organization.

UCCC is a 501c3 non-profit organization. As part of UCCC's ongoing efforts to preserve and protect this historic building, plus better utilize the building, a Northern Wasco County Public Utility District (PUD) energy audit was conducted. PUD did not identify any potential funding sources for UCCC's project during this audit. Through this audit several issues related to preserving and better utilizing the building were discovered, including insufficient insulation and inadequate windows. By making this building more energy efficient, the building is more useable for church members, tenants and for public services.

UCCC has already had the insulating work completed and additional building preservation work done to protect the stained glass in the sanctuary portion of the building.

UCCC is requesting a \$26,857 Urban Renewal building rehabilitation grant to assist with the \$33,657.14 project to replace 25 windows in the original portion of the building, including two window replacements meeting Americans with Disabilities Act (ADA) requirements.

The approved Urban Renewal Agency Administrative Plan in Section C. Civic Improvements Grant Program states:

Grants may be made by the Agency to public, non-profit or civic organizations for projects within the boundaries of the Urban Renewal Area that serve a public purpose by meeting the selection criteria. Grants will be awarded semiannually on a competitive basis and based on the selection criteria. Grant awards are subject to availability of program funds.

**APPLICATION:**

The application from United Church of Christ Congregational (UCCC) was received on 7-31-2013. This application is for a grant of \$26,857.00 to assist with the replacement of 25 windows in this historic building. This is a \$33,657.14 project and UCCC is providing the remaining \$6,800.14, which is 20.2% of the project cost.

**Proposed Project Costs**

23 window replacements:	\$20,257.14
2 ADA window replacements:	\$ 1,400.00
Labor and Materials:	<u>\$12,000.00</u>
<b>Total:</b>	<b>\$33,657.14</b>

**Proposed Fund Sources**

Applicant (UCCC):	\$ 6,800.14
Urban Renewal Grant:	<u>\$26,857.00</u>
<b>Total:</b>	<b>\$33,657.14</b>

The proposed project costs are based on an estimate provided by Gorge Glass & Contracting, Inc. This estimate is attached to the application. All work would be done in compliance with all requirements of the City of The Dalles Historic Landmark Commission.

**BUDGET IMPLICATIONS:**

The Dalles Urban Renewal Agency has \$56,885 available for new property rehabilitation grants and interest rate subsidies. If this \$26,852 grant application is approved, the remaining funds available would be \$30,028.

*Note: The Urban Renewal Agency has two grant applications on the agenda for decision from Wonderworks Children's Museum (\$24,225) and United Church of Christ Congregational (\$26,857). If both of these grant applications are approved in the dollar amount recommended by staff and the Urban Renewal Advisory Committee, then a total of \$51,082 will be approved out of the budgeted \$56,885. This leaves a remaining budget amount of \$5,803. There are additional monies available for future urban renewal applicants with Opportunity Driven monies, Balance Carry Forward monies and potentially other urban renewal monies that would require transferring from other budget line items to New Property Rehabilitation Grants and Interest Rate Subsidies line item.*

**PRIOR ACTIONS:** The Urban Renewal Advisory Committee recommended approval by the Urban Renewal Agency for this grant application at their September 17, 2013 meeting (see motion below).

*It was moved by Kramer and seconded by Zingg to recommend approval of a \$26,857.00 urban renewal grant to United Church of Christ Congregational to be used for replacing 25 windows in the building located at 111 E. 5th Street, The Dalles, Oregon. The recommended approval would also be conditional upon this project being approved and permitted by all applicable agencies and entities, including, but not limited to, the Historic Landmarks Commission. The motion carried unanimously; Weast, Botts, Zukin and Elkins were absent.*

**RECOMMENDATION:**

**Staff Recommendation:** Move to recommend approval of a \$26,857.00 urban renewal grant to United Church of Christ Congregational to be used for replacing 25 windows in the building located at 111 E. 5<sup>th</sup> Street, The Dalles, Oregon. This recommended approval is also conditional upon this project being approved and permitted by all applicable agencies and entities, including, but not limited to, the Historic Landmarks Commission.

**ALTERNATIVE OPTIONS:**

1. Move that the Urban Renewal Agency decline the request.
2. Move to recommend approval of a \$16,828 urban renewal grant to United Church of Christ Congregational to be used for replacing 25 windows in the building located at 111 E. 5<sup>th</sup> Street, The Dalles, Oregon. This is approximately 50% of the total project cost. *Note: \$40,057 would remain available for future urban renewal grants and interest subsidy applicants.* This recommended approval is also conditional upon this project being approved and permitted by all applicable agencies and entities, including, but not limited to, the Historic Landmarks Commission.

Applicant: United Church of Christ Congregational

Points Awarded: **15**

**Selection Criteria:**

Priority consideration will be given to each proposed project. Points will be allowed for factors indicated by well-documented, reasonable plans, which, in the opinion of the Agency, provide assurance that the items have a high probability of being accomplished. If an application does not address one of the categories, it receives no points for that category. The possible points are listed for each.

1. The project contributes in the effort to place unused or underused properties in productive condition and eliminates blighted conditions. **(10 points)** **0**  
Blighted Areas are defined in the Urban Renewal Plan in section 203. As part of that definition one of the conditions that characterize a blighted area is defined as follows:
  - A. *The existence of buildings and structures, used or intended to be used for living, commercial, industrial or other purposes, or any combination of those uses, which are unfit or unsafe to occupy for those purposes because of any one or a combination of the following conditions:*
    1. *Defective design and quality of physical construction;*
    2. *Faulty interior arrangement and exterior spacing;*
    3. *Overcrowding and a high density of population;*
    4. *Inadequate provision for ventilation, light, sanitation, open spaces, and recreational facilities; or*
    5. *Obsolescence, deterioration, dilapidation, mixed character or shifting of uses;*
  
2. The project develops, redevelops, improves, rehabilitates or conserves property in ways which will:
  - A. Encourage expansion and development of jobs, **(20 points)** **0**  
1 job per \$10,000 or less granted – (20 points)  
1 job per \$10,001 to 20,000 granted – (15 points)  
1 job per \$20,001 to 35,000 granted – (10 points)  
1 job per \$35,001 to 50,000 granted – (5 points)
  
  - B. Increase property values and tax base, **(15 points)** **0**  
Increase taxable value by \$50,000 or more – (15 points)  
Increase taxable value by \$25,000 to \$49,999 – (10 points)  
Increase taxable value by \$5,000 to 24,999 – (5 points)
  
  - C. Conserve historically significant places and properties, **(25 points)** **0**

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property <b>(10 points)</b>	<b>0</b>
ii. Provides needed services or community function <b>(10 points)</b>	<b>0</b>
iii. Serves a significant portion of the community, <b>(5 points)</b>	<b>0</b>
iv. Enhances the quality of life for residents of the city <b>(5 points)</b>	<b>5</b>
3. The project leverages other public and/or private sources of funding. <b>(15 Points)</b>	<b>0</b>
\$1 Urban Renewal grant to \$3 (or more) other funding – (15 points)	
\$1 Urban Renewal grant to \$2 other funding – (10 points)	
\$1 Urban Renewal grant to \$1 other funding – (5 points)	
4. The Applicant shows that it is financially able to complete the project and maintain the property. <b>(10 points)</b>	<b>10</b>
5. Administrative – The Agency may assign additional points for project considerations which do not fit into one of the above categories, but which provide compelling evidence that the project will further the goals of the Agency; or, if the project meets one or more of the above factors in a way that is far beyond the norm for that category. The assignment of points in this category will be by memorandum stating the reasons and will be maintained in Agency files. <b>(25 points)</b>	<b>0</b>
<b>TOTAL</b>	<b>15</b>



**AGENDA STAFF REPORT**  
**URBAN RENEWAL**

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 14, 2013	Discussion Items VII, A	

**TO:** Urban Renewal Agency Board

**FROM:** Nolan Young, City Manager *ny*

**DATE:** October 3, 2013

**BACKGROUND:** This agenda item is to provide an update to the Agency Board regarding ongoing Urban Renewal projects. There are two separate areas I want to update the Board on.

1. Civic Organization Grants. Attached to this report is an update on status of four property rehabilitation grants that the Urban Renewal Agency is involved in.
2. Granada Block Redevelopment Project. As identified in the Urban Renewal Advisory Committee minutes, previously sent to the Agency, the Committee had requested that we slow down on the parking structure project until we had a better feel for progress being made by the hotel conference center developer. We have done so and previously sent the Agency an updated project schedule. We have selected four architectural firms for interviews by a selection committee that includes representatives from the Urban Renewal Advisory Committee, Urban Renewal Agency Board, City staff, hotel developer and Historic Landmarks Commission staff. Interviews will take place on October 8<sup>th</sup>.

Following the Urban Renewal Advisory Committee meeting, we had a discussion with the hotel developer. WAVE is in discussions with three or four different investors. They feel they are getting close to having on board the necessary investors. At least one major potential investor will be visiting the community in the next couple of weeks as part of their due diligence process. Efforts on finalizing the development plan for the Granada Block and proceeding with the final design have been placed on hold so that the selected investors can be involved in the final discussions.





IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
CITY OF THE DALLES

MEMORANDUM

TO: Urban Renewal Agency Board; Urban Renewal Advisory Committee  
FROM: Nolan Young, City Manager *Ney*  
DATE: September 13, 2013  
RE: Outstanding Urban Renewal Grants

The Urban Renewal Agency has four grants that have been provided to civic organizations that are still underway. Three are budgeted under the property rehabilitation line item and one under capital projects by Urban Renewal.

The table below shows the original grant amount, amount paid, and remaining amount on each of the grant as of the end of FY 2012-13.

**Financial Status of Urban Renewal Grants**

Grantee	Grant Amount	Paid 2012-13	Remaining for FY 2013-14
St. Peter's Landmark	\$18,225.00	\$5,862.50	\$12,362.50
The Dalles Art Center*	\$14,313.00	\$ -	\$14,313.00
The Dalles Mural Society	\$18,000.00	\$ -	\$18,000.00
<b>SUB TOTAL</b>	<b>\$ 50,538.00</b>	<b>\$5,862.50</b>	<b>\$ 44,675.50</b>
Civic Auditorium	\$ 57,200.00	\$1,797.82	\$ 55,402.18
<b>TOTAL</b>	<b>\$ 107,738.00</b>	<b>\$7,660.32</b>	<b>\$100,077.68</b>

\*\$10,134.50 has been spent by the Art Center in FY 2013-14

The \$55,702.18 remaining funds for the Civic Auditorium are currently budgeted in the FY 2013-14 budget. For the other three projects the remaining amount of \$45,324 is included in the property

rehabilitation line item. We have budgeted a total of \$50,563 for this purpose. This means that we have an additional \$5,888.

The current status of that project is as follows:

- Architectural and engineering consultant has prepared a computer model and design views.
- An engineer made structural and architectural recommendations for all such issues, including balcony.
- Preparing submission to Energy Trust of Oregon for early design assistance and requesting cost estimates for full design plus specialty designs for acoustical, lighting, mechanical, etc.
- Capital fundraising kickoff is October 12, 2013 with classical virtuoso piano due and finalization of grant applications to major funders.

The status of the other three projects are as follows:

1. St. Peters Landmark: Two large windows were removed, restored and replaced about a week ago. Two mid-sized windows are being restored now.
2. The Dalles Art Center: Door has been ordered and is anticipated to be installed next week.
3. The Dalles Mural Society: The contractor has been identified; Hire Electric will be doing the electrical work, they are in the process of getting the contracts signed. Work is anticipated to begin shortly after contracts are signed.