



IMPROVING OUR COMMUNITY

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

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**AGENDA**  
**COLUMBIA GATEWAY**  
**URBAN RENEWAL ADVISORY COMMITTEE**

Conducted in a Handicap Accessible Meeting Room

Tuesday, March 20, 2012  
5:30 pm  
City Hall Council Chambers  
313 Court St.  
The Dalles, OR

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Approval of Minutes: February 21, 2012
- VI. Public Comment (for items not on the agenda)
- VII. Action Item: Semi-annual competitive Property Rehabilitation Grant application review and recommendation to the Agency Board – Application submitted by Wonderworks Children’s Museum, 206 Madison Street, The Dalles, Oregon
- VIII. Update of On-going Urban Renewal Projects
- IX. Next Regularly Scheduled Urban Renewal Advisory Meeting: April 17, 2012
- X. Adjournment



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

**Columbia Gateway Urban Renewal Advisory Committee  
Minutes**

**Tuesday, February 21, 2012**

**5:30 PM**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room.*

**CALL TO ORDER**

Chair Zukin called the meeting to order at 5:30 p.m.

**ROLL CALL**

Present: Chris Zukin, Gary Grossman, Richard Elkins, Bill Dick, John Nelson, Scott Hege, Robin Miles

Absent: Jennifer Botts, Greg Weast

Staff present: Nolan Young, City Manager; Dan Durow, Community Development Dept. Director; and Carole Trautman, Administrative Secretary

**PLEDGE OF ALLEGIANCE**

Chair Zukin led the group in the Pledge of Allegiance.

**APPROVAL OF AGENDA ITEMS**

It was moved by Nelson and seconded by Grossman to approve the agenda as submitted. The motion carried unanimously, Botts and Weast were absent.

**APPROVAL OF MINUTES**

It was moved by Grossman and seconded by Dick to approve the November 15, 2011 minutes as submitted. The motion carried unanimously, Botts and Weast were absent.

**PUBLIC COMMENT**

None

## QUARTERLY UPDATE ON ON-GOING URBAN RENEWAL PROJECTS

Director Durow and City Manager Young co-presented this portion of the update on Urban Renewal projects:

- Granada Block – The Urban Renewal Agency (Agency) is still in negotiations with the developers and continues to be hopeful. The hotel itself will be a nationally-named hotel with a conference facility. The Agency is working out the details, and hopefully the negotiation phase will be completed soon. The development team, as a whole, has extensive experience in hotel management and development. The development team will need to have financial resources in order before signing the Memorandum of Understanding (MOU), and financials will be disclosed in the Disposition and Development Agreement that follows. The original MOU expired in February of 2011, but there has been progress during the past year in spite of various delays such as adjoining properties, cost estimates, archaeology, etc. Currently the URA does not have an MOU with the developers but hopes to have an MOU within the next 30-60 days. The Agency currently has two tenants in the Granada Block, but it would not be prudent to obtain more tenants because of Urban Renewal regulations that would require the Agency to help pay for tenants' relocation costs. A consultant sent a letter to the tenants stating that they may be asked to leave in the future. At this point in time the tenants have not been officially notified to leave.
- Gayer Building (Second Street)– Mr. Gayer did a great job working on the second floor, a first-class project.
- Griffith Motors (W. 6<sup>th</sup> Street) – Had a demolition loan/grant whereby, under the Agency's regulations, if a new building is built within three years of the loan, the loan becomes a grant. The mortgage will close out soon.
- Civic Auditorium (4<sup>th</sup> Street) – Civic managers have spent most of the \$40,000 Agency money, most of which was spent on remodeling the gymnasium area.
- Dock Project – Is mostly on schedule. Contractors need to be “out of water” (no work in or under the water) by March 15, 2012, and there are approximately ten pilings remaining to be installed. Contractors cannot work below the normal water level of the river after March 15 because of salmon issues. Contractors are working seven days a week and they may have to work some nights due to past equipment failures. At this point the City does not believe the contractors will need to request an extension.
- Festival Area – Some walls on the festival building are going up, and the completion target date is June of 2012. There will be a celebration of its completion in conjunction with the Jammin' July Fest on July 14, 2012. The City is hoping to invite some cruise lines, dinner cruise lines, and congressional delegations to the event. The property usage is designed in such a way that if the wastewater treatment plant needs to expand, a portion of the festival area property could be used. The festival building is strategically located a

good distance from the treatment plant. The walls had to be redone because they had air pockets in them.

- Roundabout – The vegetation has been an issue for some time. The City managed to get good replacements before winter set in. ODOT still has \$13,000 to help get the plants established. The City relieved the general contractor and subcontractor of the two-year establishment period, and the City has taken it over, which ends in September of 2012. The City is in negotiations with N. Wasco Parks and Recreation District to take over the plant management. There is also an agreement in place with the general contractor to replace any plants that do not survive.
- Flour Mill/Warehouse – The City has seen good progress on this project. Sunshine Mill Winery (SMW) is now storing materials inside the warehouse. Approximately \$75,000 of the Agency's money has been spent on the warehouse renovation which was granted by the Agency in lieu of the demolition project of the warehouse. James Martin is considering acquiring a larger machine to fill the Copa da Vino products. SMW did a considerable amount of research on the refurbishing of the outside of the building, and it has been a large project. The Agency made \$100,000 available to SMW to work on the exterior, and so far money has been spent to come up with a solution to have SMW employees do the washing. The Agency authorized the purchase of a machine that would clean the exterior, and expenses for labor and a few supplies. Beyond that, Mr. Martin has not developed a specific painting plan, and after winter he can begin working on the cleaning. Mr. Martin is still planning on leasing out areas in the milling building, and he installed a sprinkler system that would serve all of the floors.

It was suggested by various URAC board members to publish a newspaper article on the progress of the winery and other Agency-funded projects. Director Durow stated it would be good to point out Urban Renewal project accomplishments and the additional dollars these projects have brought into the community.

City Manager Young retired from the meeting at 6:04 PM. Director Durow continued with the on-going project updates:

- Flour Mill Underground Storage Tank (heating oil tank) – The testing for contaminants has been completed. Test results showed there were contaminants in the water and some contamination below. Last fall the consultant retested, and she believes the recommendation can be to close the site without any further action. The consultant will most likely ask the Department of Environmental Quality (DEQ) for a "No Further Action" letter.
- Washington Street/1<sup>st</sup> Street Project – The City now plans on reducing the project to the installation of one tunnel instead of two. The modification will save \$1,000,000. This project will have the same design as 2<sup>nd</sup> Street. The City hopes to have the engineering completed by June and take the project to bid. The total cost will be around eight million

dollars, and the City needs to obtain about one to two million additional dollars in grant money to fund the entire project.

- Mill Creek Greenway Trail – The City has been working with the Soil and Water Conservation organization and the watershed council who have asked for an additional \$100,000 to complete the engineering (two bridges and the trail). The City will need to determine if any monies are available.

**FUTURE MEETING**

The next regularly scheduled meeting is Tuesday, March 20, 2012.

**ADJOURNMENT**

The meeting was adjourned at 6:23 PM.

Respectfully submitted by Carole Trautman, Administrative Secretary.

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Chris Zukin, Chairman



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

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CITY OF THE DALLES  
**AGENDA STAFF REPORT**

**URBAN RENEWAL ADVISORY COMMITTEE**

**Meeting Date: March 20, 2012**

**DATE:** March 1, 2012

**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:**

Wonderworks was established in 1977 and is a Domestic Non-Profit Corporation. Wonderworks Children's Museum 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 strong citizen base and permanent, stable space and to sustain and build enriching activities and classes for children and their families while continuing to live within their means. 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 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 permanent museum of children and families and to purchase this building. Wonderworks plans to renovate and purchase this building by the end of 2013.

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 1/25/2012. This application is for a grant of \$13,650.00. The purpose of the project is the continued renovation of a building, which Wonderworks plans to eventually purchase, at 206 Madison Street. This renovation is being done in phases as the organization receives revenue, donations and grants to finance the needed work.

According to the application, Wonder Works has raised just over \$248,000, which is 48% of the \$515,000 total project cost to renovate and purchase this building.

The requested \$13,650 in Urban Renewal grant monies will be used to complete the electrical upgrades required for their specific use and occupancy of this building.

The applicant also reports that they have obtained \$68,000 in monies for this project outside of Urban Renewal grants. Additionally, they recently were approved for a \$10,000 Oregon Investment Board grant; which is listed as a pending grant application in their Urban Renewal application.

This project has an approximate total project cost of \$515,000.

This amount is categorized as:

Already Completed Work:	\$116,130
Final Renovation Phase Expenses:	\$147,450
Building Purchase:	\$219,000
Administrative:	<u>\$ 32,420</u>
Total:	\$515,000

The application provides detailed expense breakdown and also provides a list of funds received, pending and applications planned for submission. The Administrative category includes expenses related to the following: grant writing, design, fundraising, volunteers coordination and other administrative expenses associated with this project.

As of this staff report, Urban Renewal has provided a total of \$94,267 in two separate grants. These grant funds helped Wonderworks obtain additional grant funds and helped to significantly improve the building.

The staff scoring of criteria is attached. The application is eligible and meets many of the criteria. There were no other applications.

Wonderworks 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 that had to be met before any grant monies were funded.

**BUDGET IMPLICATIONS:**

The beginning dollar amount balance available for the Property Rehabilitation Grant & Loan Program for Fiscal Year 2012, which is through June 30, 2012, was \$60,000. Of this amount, approximately \$57,000 is still available at this time.

**RECOMMENDATION:**

**Staff Recommendation:** Move to recommend that the Urban Renewal Agency approve the request for a \$13,650.00 grant as submitted; contingent upon obtaining required permits related to completing the upgrade to the electrical system.

**ALTERNATIVE:**

Move to recommend that the Urban Renewal Agency decline the grant request.

# The Dalles Urban Renewal Agency

## Property Rehabilitation Grant and Loan Programs

### APPLICATION

Application Date January 22, 2012

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

#### General Information

Applicant Wonderworks Children's Museum

Contact person Anne Kelly 541-296-1057

Mailing Address P.O. Box 355

The Dalles, OR 97058

Property Address 206 Madison Street

The Dalles, OR 97058

Applicant is: Property Owner  Business Leasing the property  
WW has contract to purchase.

Telephone # (541) 980-5922 Fax# \_\_\_\_\_

Federal Tax ID # or Social Security # 93-0686750

Bank of account and contact Centerpointe Bank

Name of Business \_\_\_\_\_

(if different than applicant)

Mailing Address \_\_\_\_\_

Name of Principal Erin Kovalchuck, Board Chair 541-980-3542

#### PROJECT INFORMATION

Site address 206 Madison Street

The Dalles, OR 97058

Legal Description 1N13E 3 AC

Building Age 1947 Square Footage 4887 sq. ft.

Building Use Children's Museum

### **Project Description Outline**

As this Board already knows, Wonderworks has been working to create a permanent home for the Children's Museum since 2009. We have identified a building downtown (206 Madison) which the Port of The Dalles has purchased and is holding for us until we can raise the funds necessary to purchase and convert it into a children's museum.

With this new, permanent home, we will serve more children (up to 12-years-old). We will also serve more community groups, more parents, more visitors, more students, and more community members. We currently only serve families with children ages 0-4 through our Playstation in the basement of a local church.

The new building itself is a simple, 4,800 sq. ft cinder block structure that is appealing for several reasons, but as with any business, it is the location, location, location, that makes this one right. It sits a half block off 2nd Street, directly behind Taco del Mar; it is easy to find, and it has plenty of off-street parking.

In these difficult economic times, families need a safe, affordable, and fun place to visit with their children. Wonderworks has been filling this role for decades, but we have never been able to meet our full potential because we have never had a permanent home. We have always needed to raise money to pay the rent, which has been diverting, time, energy and money away from increasing and improving our programs.

The total cost of this project is \$515,000. We have raised just over \$248,000 (or 48%) toward that goal. These funds include two prior grants from the Urban Renewal Board which have helped us work with Kase Construction to significantly improve the building by replacing the roof, installing a new HVAC, installing energy efficient doors and windows, and repairing and painting the outside of the building with new stucco. The prior Urban Renewal grants have helped us secure more funding from Google, Union Pacific, and the Swindells Foundation.

At this point, we are breaking the project down into two final phases - Completing the Renovation (\$147,450) and Purchasing the building (\$219,000). Our plan for completing these two phases is simple. We plan on moving the Playstation from the UCC Church to the new building in the spring. We will not only expand the playstation, but generate more interest and more financial support as people can more readily see the buildings potential. After we are moved in, we will then renovate the rest of the space by the end of 2012. Once the space is fully renovated, we will then focus on purchasing the building from the Port by the end of 2013.

The total cost for the Final Renovation Phase is \$147,450. We already have more than \$68,000 available for this work. The most significant steps we need to take in this phase is installing ADA appropriate bathrooms and fully upgrading the electrical system. We are asking the Urban Renewal Board for a grant of \$13,650 to complete the electrical upgrade on this structure. With this grant we will be able to move into the space and begin using it to increase the number of families with young children we can serve from The Dalles and the rest of the Gorge. As one Board member recently said, "As long as mothers continue to have children in The Dalles, they will need Wonderworks Children's Museum."



Committed:

Local Support	\$25,000
Google	\$36,000
Union Pacific Foundation	\$2,000
Swindells Foundation	\$5,000
Total committed	\$68,000

Pending:

<b>Urban Renewal</b>	<b>\$13,650 (pending)</b>
Collins Foundation	\$30,000 (pending)
Oregon Investment Board	\$10,000 (pending)
Petti Foundation	\$5,000 (pending)
Safeway Foundation	\$5,000 (pending)
Insitu	\$10,000 (pending)
Total Pending	\$73,650

To be submitted:

Oregon Comm Foundation	\$20,000
Union Pacific	\$5,000

**Total Proposed Funding \$166,650**

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

*Erin H. Kovalchuk*

Erin Kovalchuk, Board Chair

01/22/12

Signature

(and Title if appropriate)

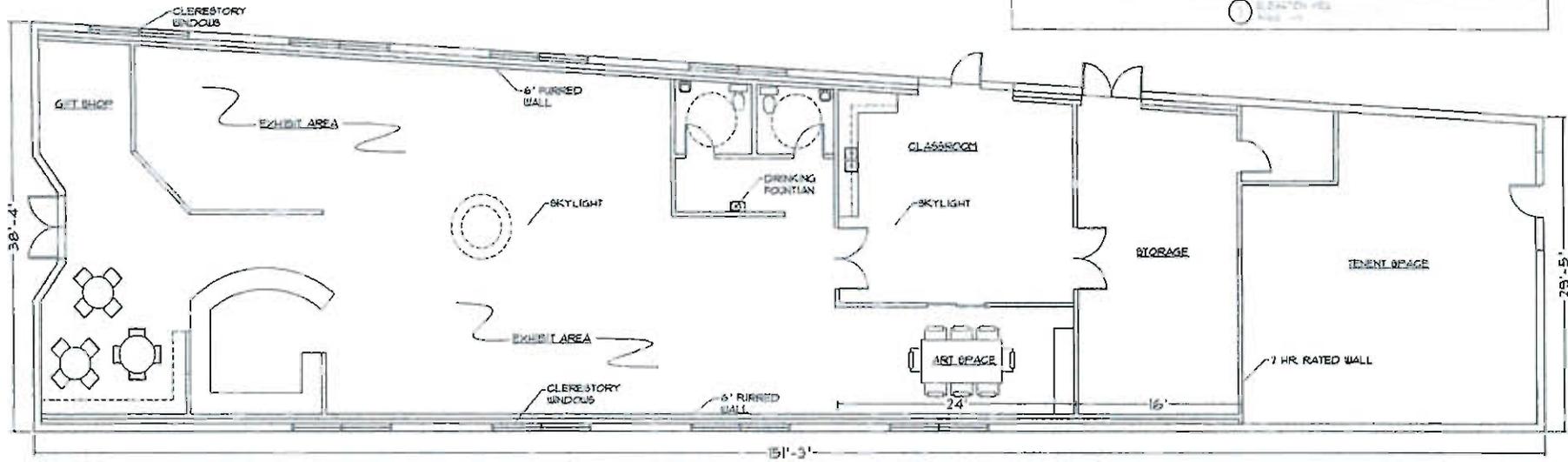
Date

The following additional items will be required before the loan is approved:

1. Certificate of approval form agency (if required).
2. Letter of approval from Historic Landmark Commission.
3. A summary of the project outlining the work to be done.
4. Complete plans and specifications.
5. Cost estimates or bids from 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.
8. Amount of loan requested and proposed terms being requested.
9. Bank's loan application and any other information the bank requires, such as current financial statements, including Balance Sheets and Income Statements.

**For Applicant under the Civic Improvements Grant Program:**

The Grants will be awarded semi-annually on a competitive basis and based on the selection criteria as outlined in the accompanying Application Instructions. Be sure to address all of 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.



1
**FLOOR PLAN**  
 SCALE : 3/16" = 1'-0"

