



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

AGENDA

COLUMBIA GATEWAY

URBAN RENEWAL ADVISORY COMMITTEE

Conducted in a Handicap Accessible Meeting Room

Tuesday, March 19, 2013

5:30 pm

City Hall Council Chambers

313 Court St.

The Dalles, OR

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - A. November 20, 2012
 - B. February 26, 2013
6. PUBLIC COMMENT (for items not on the agenda)
7. ACTION ITEMS – Grant Applications
 - A. The Dalles Art Center
 - B. St. Peter’s Landmark
 - C. The Dalles Mural Society
 - D. The Civic Auditorium
8. ONGOING URBAN RENEWAL PROJECTS UPDATE
9. NEXT REGULARLY SCHEDULED URBAN RENEWAL ADVISORY COMMITTEE MEETING – April 16, 2013
10. ADJOURNMENT

Columbia Gateway Urban Renewal Agency Advisory Committee Meeting Minutes

Tuesday, November 20, 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 PM.

ROLL CALL

Present: Chris Zukin, Gary Grossman, Jennifer Botts, Robin Miles, Scott Hege,
Greg Weast, Mike Zingg

Absent: Bill Dick, Richard Elkins

Staff present: City Manager Nolan Young, Administrative Fellow Garrett Chrostek,
Administrative Secretary Carole Trautman

PLEDGE OF ALLEGIANCE

Chair Zukin led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA ITEMS

It was moved by Grossman and seconded by Hege to approve the agenda as submitted. The motion carried unanimously; Elkins and Dick were absent.

Note: City Councilor Dick joined the meeting at 5:32 PM.

APPROVAL OF MINUTES

It was moved by Weast and seconded by Botts to approve the July 31, 2012 minutes as submitted. Zukin, Grossman, Botts, Miles, Hege and Dick voted in favor, Zingg abstained. The motion carried; Elkins was absent.

It was moved by Grossman and seconded by Zingg to approve the September 18, 2012 minutes as submitted. The motion carried unanimously; Elkins was absent.

PUBLIC COMMENT

City Manager Young introduced Garrett Chrostek, Administrative Fellow for the City of The Dalles.

ACTION ITEM:

City Manager Young presented a summary of the staff report. Young advised that the reason for the 120-day extension for the deadline of the signing of the Disposition and Development Agreement (DDA) was because of the Recreation demolition cost estimates. The demolition costs could be significantly higher than previously anticipated, and under the terms of the Memorandum of Understanding (MOU), the developers would be responsible for any demolition costs exceeding \$100,000. Young reported that the developers consulted with some contractors whose cost estimates were as high as \$500,000 because of concerns of hazardous waste materials and the close proximity of other buildings. Therefore, Young said, the developers wanted more time to seek out other estimates and opinions.

Mike Zingg asked if a Level 1 environmental study had been done on the building. Young said an environmental study had been done on the parking lot, but he was uncertain about the building. Young said he would check with Dan Durow and report back to the Committee. Zingg asked if a survey of the building would be helpful to pinpoint costs. Young said it could help solve those issues, and that was one reason for the time extension.

Chair Zukin asked if the Agency would be spending any money during the 120-day extension time period. City Manager Young stated no monies would be spent directly on the demolition during this time period. However, the Agency had previously agreed to spend monies towards preparing the property for redevelopment for any developer. The Agency's intention was to spend as little as possible at this time that was specific to this developer, with the exception of a \$7,500 re-design. Projects such as the environmental study, archaeological study, demolition, the removal of a heating oil tank, and an archaeological investigation for the Recreation parking lot and the City parking lot would all be part of the City's responsibility to prepare the property for development. Zukin asked if the re-design could be placed on hold until the City was certain the current developer would proceed with the project. Young replied that the re-design was a necessary upfront expenditure for the Agency in order for the developer to determine whether or not to proceed.

Greg Weast asked if Rapoza had secured the financial partners. City Manager Young stated that Rapoza had been marketing, but since the project was not totally developed, Rapoza would not be able to complete all marketing until the project was developed. Young advised that the deadline for purchasing the property was August of 2013, and prior to that purchase Rapoza would be required to show the financial package.

Scott Hege expressed his concern about the possibility of demolishing the building, or even vacating an alley, before the project was secured by the developer. Young said the vacation would not happen until this developer purchased the property. Regarding the demolition of the Recreation, Young stated that he believed the consensus of the Agency, and possibly the Urban Renewal Advisory Committee

Advisory Board, was that the demolition needed to happen regardless of the developer. Hege reiterated his concern with the timing, because there could be a large hole on a main street in downtown with no developer secured. Young said he would take note of this concern and proceed carefully with the demolition. He advised that the Advisory Committee would have the opportunity to review the Request for Proposal (RFP).

Discussion followed regarding the Blue Building. City Manager Young reported that the City was in the process of relocating the tenants. Robin Miles reported that the salon tenants never wanted to move. Greg Weast expressed a concern about the deterioration of the Blue Building if the project does not proceed with the current developers. Young assured the Committee that the City would keep an eye on the building and do its utmost to proceed with the project.

Weast stated that at some point in the process the Agency should “draw the line” with the timeline of the project with these developers. Young pointed out that what had not changed was the deadline date for the purchase of the property in August of 2013. Young recommended not to move the purchase date, it could be recommended to the Agency as a Condition of Approval. By doing so, it would compress the time between the signing of the DDA and the purchase deadline. Young also advised there was currently a clause in the DDA (which is 95% complete) for a 120-day extension to the property purchase deadline.

Mike Zingg commented that he did not hear the message that the developers wanted to get going on the project. Zingg indicated that, if he was a developer that was truly interested in the project, he would want to expend the cost of a survey just to get going on the project as soon as possible. Young said he did not believe the City was “being played” by the developers. Young emphasized that, if the City would hold fast to the purchase deadline date, it would not hurt the City materially. He believed the developers were progressing and moving forward.

Several Committee members expressed a concern that the developers do not come and represent themselves in the project process with the Advisory Committee and/or the Agency. Young stated that he would, in the future, encourage Rapoza to come and participate in the process.

Gary Grossman asked how long it would take to conduct a survey and execute a demolition. City Manager Young said it would take 30 to 60 days. Zingg asked why it had not already been completed. Young said he would check on the status with Dan Durow and get back to the Committee members. Zingg said it seemed the City had not done what was needed to move the project forward. Young replied that the City did not need to have the RFP completed in order to sign the DDA. Therefore, the completion of the RFP was not for lack of performance but for the lack of understanding of the scope of the demolition work.

Jennifer Botts retired from the meeting at 6:30 PM.

Bill Dick stated that he had a concern that the delay would lead to a renegotiation of the terms. Dick commented that if it turned out that the City had the responsibility for demolishing the Recreation, it would be a disappointing message from Rapoza. Dick also had a concern about the cost of maintaining a large hole in the middle of a city block.

Robin Miles stated that consideration should be given that if the City were to spend \$400,000 to gain a 20 million dollar project and a huge tax base, that would be an Urban Renewal benefit.

City Manager Young summarized the Committee's comments with two points:

- The Advisory Committee is reaching the end of its ability to be flexible and take on more responsibility for the project.
- The Committee wants to see more things move along with a little more urgency.

Greg Weast suggested that perhaps Urban Renewal should go out and market the project. City Manager Young responded by explaining that Urban Renewal typically implemented two different process styles of project development. One is to put projects together and attempt to market them. The other style is to be involved in opportunity-driven projects. Young emphasized that, with both processes, Urban Renewal would conduct environmental and archaeological studies and try to remove the unknowns of the project.

Discussion followed on the possibility of hiring a consultant to offer a second opinion on the feasibility of the development. Young advised that the Committee could make that recommendation to the Agency to hire a consultant. However, Young felt enough progress had taken place in the project, and it would not be advantageous at this time to seek an evaluation of the project.

Scott Hege clarified that he wanted the project to succeed, but the Committee could not help the developers succeed if they did not show up and give an explanation of the progress. Young said he would relay that message to the developers.

It was moved by Hege and seconded by Grossman to recommend that the Columbia Gateway Urban Renewal Agency approve the proposed Second Addendum to the MOU between the Agency and Rapoza as presented. The motion carried unanimously; Elkins and Botts were absent.

UPDATE OF ON-GOING URBAN RENEWAL PROJECTS

- Parking Structure – City Manager Young presented draft documents to be included in the project's RFP. The plan is to prepare an RFP in the next couple of months. After the DDA is signed and when we feel we are getting close to a point that they are ready to purchase the property, we are going to send out the RFP and give someone about six weeks to respond and give us a proposal on a design build. The City is spending \$5,000 to develop the specifications for the RFP. The cost estimate is between 3.5 and 4 million dollars, the City's portion is around 2.5 million dollars. The developer will pay for their share of the parking spaces needed.
- Flour Mill – The developer is making interest payments on the loan. The balloon payment is due April of 2014. The developer purchased a machine to clean the outside of the structure, and has focused most recently on renovating the warehouse. Additional bottling lines have been purchased, and the City hopes to go before the Agency in

December of 2012 or January of 2013 with the Lease Purchase. The purchase date is firm for May of 2015.

- The Wonderworks rehab work is substantially completed. By the end of January, there will be up to \$50,000 of property rehab funds remaining for other qualifying non-profit groups.
- Mill Creek Greenway – There is currently \$20,000 in the budget for the engineering and construction of two bridges. The work estimate is approximately \$150,000.
- Fuel Tank at the Flour Mill – The City has gained approval for the decommissioning of the fuel tank which should be completed in the next two to three months. The cost will be almost \$15,000.

FUTURE MEETING

Scheduled for December 18, 2012 – City Manager Young said there may not be a December meeting.

ADJOURNMENT

Chair Zukin adjourned the meeting at 7:04 PM.

Respectfully submitted by Carole J. Trautman, Administrative Secretary.

Chris Zukin, Chairman

**Columbia Gateway Urban Renewal Agency Advisory Committee
Meeting Minutes**

Special Meeting

Tuesday, February 26, 2013

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 5:30 PM.

ROLL CALL

Members Present: Gary Grossman, Jennifer Botts, Linda Miller, Mike Zingg, Richard Elkns, Greg Weast, Steve Kramer

Members Absent: Chris Zukin

Staff Present: City Manager Nolan Young, City Attorney Gene Parker, Administrative Fellow Garrett Chrostek, Administrative Secretary Carole Trautman

Vice Chair Grossman introduced two new committee members, Steve Kramer (Wasco County Representative) and Linda Miller (City Council Representative).

APPROVAL OF AGENDA

City Attorney Parker requested the addition of agenda item #8 regarding a recommendation to the Columbia Gateway Urban Renewal Agency (the Agency) for the approval of a Third Addendum to the Memorandum of Understanding (MOU) between the Agency and Rapoza Development Group, LLC (Rapoza) for the Granada Block Redevelopment project.

It was moved by Weast and seconded by Botts to approve the agenda as amended. The motion carried unanimously, Zukin was absent.

PUBLIC COMMENT

None.

ACTION ITEM – Purchase Contract, Sunshine Mill Winery

City Attorney Parker presented the Staff Report regarding the existing Lease Agreement between the Agency and Discover Development for the Sunshine Mill property. Parker reported that the current Lease Agreement expires April 13, 2014. The proposed Land Sale Contract sets out a closing deadline of May 15, 2015. Parker explained that, if the purchase was not completed by the deadline date, the Agency would need to develop a short term Lease Agreement with Discover Development until the purchase closes. Although the Lease holds a provision for a five-year extension, James Martin, principal to Discover Development LLC, believes it is advantageous at this time to proceed with the Land Sale Contract in order to secure necessary financing for the property purchase and future developments, Parker reported.

Robin Miles asked if the total payback amount was \$905,000. City Attorney Parker confirmed that amount.

Discussion followed regarding the history of Agency monies loaned to Discover Development. In summary, the Agency loaned \$600,000 to Discover Development which included \$100,000 for the cleaning of the facility's exterior. The recent renovation of the warehouse was part of an \$80,000 grant, originally designated for demolition, which later shifted to a renovation project. Discover Development has paid the property taxes on the property over the course of time. There is a current amount owing of \$4,152.79.

Linda Miller asked if Discover Development was paying interest on the \$600,000 loan. City Attorney Parker said Discover Development was paying 1% interest and will pay 1% interest on the balance of the property purchase price from the date of the Land Sale Contract until closing.

City Manager Young stated that the City would sell the property to Discover Development for the same price that the City paid for the purchase of the mill and the piece of railroad property.

Vice Chair Grossman called for a motion. It was moved by Weast to recommend to the Agency to approve the proposed Land Sale Contract with Discover Development, LLC for the Sunshine Mill Property. A second to the motion and vote was delayed for further discussion.

Mike Zingg asked if Discover Development's plan was to pay off the \$600,000 loan in October of 2014. City Attorney Parker stated that he believed the plan was to secure financing to pay off the Agency loan, purchase the property, and pursue further property developments. City Manager Young clarified that the intent of the Land Sale Contract language was to keep the loan payoff up front and in the mind of the purchaser along with the land purchase.

Linda Miller asked if Mr. Martin felt he was close to securing financing. City Attorney Parker explained that Mr. Martin believed that, with the property purchase, he would probably have a stronger possibility of securing financing.

Dick Elkins asked what would happen if the contract was not completed. City Attorney Parker stated the City would try to take a cooperative approach with the purchaser and not proceed with

foreclosure actions. However, if necessary, the Agency would be obligated to proceed with the foreclosure process to protect its interests.

Jennifer Botts seconded the motion.

Mike Zingg asked if the City would be able to see a property purchase appraisal if it was required for securing financing. City Attorney Parker said the City could try to review it and possibly share it in executive session with the Advisory Committee and Agency. Zingg stated it could possibly save the City from having to seek an appraisal if there was a default on the property. City Attorney Parker reiterated the fact that the City has had a cooperative relationship with Discover Development.

Vice Chair Grossman called for the vote, the motion carried unanimously, Zukin was absent.

Natasha Martin, Events and Sales Manager for Sunshine Mill, presented a statement from James Martin. The highlights of Mr. Martin's statement were as follows:

- Mr. Martin thanked the Agency for its support in this project.
- The partnership between the Agency and Sunshine Mill (SMW) began in 2006 when the Agency sought to improve the East Gateway to The Dalles.
- The company currently employs 64 employees. The East Gateway/Brewery Grade project, through job creation, has acquired 3.8 million dollars in federal funding. Outside investments of over four million dollars for the winery project have been acquired.
- The vineyard development will almost double the quantity of vineyards in the Columbia Gorge region. The vineyard employs 15 people and is projected to increase to 25 full time employees. This project is also bringing in over eight million dollars in outside investments.
- Media attention is accelerating.
- The growth of the winery has led to the restoration of the Old Wasco Mill Warehouse that now houses Copa Divino's production lines.
- Future plans include the purchase of an adjacent property for production expansion.
- SMW anticipates an early summer preliminary painting of the Mill structure.
- Because of shortness of funding and future plans for the exterior of the silos/hotel project, SMW does not believe it is the right time to paint the silos. SMW has also struggled with the difficulties of cleaning the silos. Mr. Martin would entertain ideas regarding loan opportunities in the interim to begin the silo improvements if it is of interest to the community.
- It has always been SMW's goal to make The Dalles a destination location.

At the conclusion of Mr. Martin's statement, Natasha Martin clarified that SMW plans on power washing and painting the mill and a portion of the warehouse only. They hope to complete the work by the end of this summer, it will be a four to eight month process. SMW has purchased scaffolding to do the work.

Jeremy Reding, Sunshine Mill's architect, gave a powerpoint presentation highlighting the SMW master plan that consists of three phases: Phase 1 – the purchase of the old Tum-A-Lum property for the redevelopment of a shipping center, some administrative offices, and a side parking lot. Phase 2 – expansion of the Copa Divino production line to include a new building adjacent to the current warehouse; and Phase 3 – development of a round-room hotel/winery in the silos.

Following Mr. Reding's presentation, Robin Miles expressed a concern regarding fire and rescue protection for 10 floors. Mr. Reding stated SMW would be meeting soon with the fire marshal to discuss the master plan.

ACTION ITEM - Granada Block Redevelopment Project, Proposed Third Addendum to the Memorandum of Understanding between the Columbia Gateway Urban Renewal Agency and the Rapoza Development Group, LLC.

City Manager Young presented a draft addendum to the MOU for the Granada Block project outlining a 45-day extension to the signing of the Disposition and Development Agreement (DDA). Young reported that substantial progress had been made on the DDA, but challenges occurred with the archaeological investigation that has incurred an additional \$350,000 in costs for the hotel parking. Young highlighted two points 1) the 45-day extension would affect the signing of the DDA, but would not affect the purchase date of August 30, 2013 with the possibility of a 120-day extension; 2) there has been significant progress on the project. The original extension was granted due to issues related to the demolition of the Recreation Building. Rapoza has resolved those issues, Young stated.

City Manager Young introduced Michael Leash, Rapoza representative. Leash reported that the developers managed to bring the cost estimate for the Recreation Building demolition down from \$500,000 to approximately \$200,000. The current challenge, Leash stated, was the added incremental cost that resulted from the archaeological study. The parking spaces designated for the hotel's underground parking, totaling 52 parking spaces, would result in costs increasing an additional \$8,500 to over \$10,000 per parking spot from what was originally figured. Rapoza, Leash commented, now needed to redesign the lower level of the hotel and relocate parking spaces to the City's parking structure so that costs would be fixed.

Greg Weast asked Leash if he was confident the project would happen. Leash said he was confident of that. Leash said half of the 52 underground parking spaces would be relocated to the parking structure at a cost of approximately \$13,500 per parking space. Leash explained that the developers would scout the hotel property to determine what underground space at the hotel site, if any, was usable. Any areas deemed archaeologically significant would be capped with cement so as not to disturb archaeological findings. The north side of the property was deemed archaeologically significant, Leash reported.

Linda Miller asked what the plan would be if archaeological objects were found at the Recreation. Leash said Rapoza would be required to conduct an archaeological investigation, but the plan was to go only to the footing level on the south side of the existing building, which would be an adequate amount of space. City Manager Young clarified that there would be an Urban Renewal Advisory Committee

archaeologist on site for the demolition of the concrete floor, and there would probably be some preliminary drilling into the concrete floor to determine what was immediately underneath the structure. Young stated the Agency had invested between \$100,000 and \$120,000 in archaeological investigation, including the parking structure site. Young reported that the parking structure site was not identified as a significant archaeological site.

Greg Weast asked if there would be an increase in parking spaces in the City's parking structure. City Manager Young stated that the original plan for the parking structure was for a minimum of 120 public parking spaces. The design calls for a total of 142 spaces on three floors. If an additional 25 parking spaces needed to be moved to the parking structure, the City could build another half floor to the structure. The City would build the structure, and Rapoza would reimburse the City for costs per parking spot, Young reported.

Greg Weast suggested that, if the URAC chose to recommend approval of the Third Addendum, a provision could be added to the recommendation for Rapoza to give the City some sort of a bond for \$20,000 that could be used as part of the purchase payment at the time of the sale. If the purchase did not happen, Weast said, the City would keep the money. Weast commented that public perception makes committee members look bad, and that a security bond would send a message to the public that the developers had "skin in the game" on the project. Michael Leash stated he believed Rapoza already had "skin in the game" by engaging in a hotel study and hiring professional consultants to research the feasibility of bringing a name brand hotel to The Dalles.

City Manager Young reminded the committee members that they could make additional recommendations to the Agency, and the Agency could decide whether or not to accept the additional recommendations. Young expressed a concern about tying up cash just as a show of good faith when the funds could be used to move the project forward. Young said the City had seen a show of good faith by expenditures Rapoza had made thus far. If the committee chose to make that recommendation, Young asked that the dollar amount be minimal. Robin Miles asked how much money had been spent so far by the City. Young said the property purchase cost 1.3 million dollars and would eventually come back to the Agency. To date, Young said the City has spent approximately \$100,000 to \$150,000 and the total budgeted amount is \$912,000. Young clarified that the City felt those expenditures were necessary to make the property marketable.

Linda Miller asked how Rapoza was able to lower demolition costs. Michael Leash explained that they divided up the abatement work into separate projects such as asbestos removal, lead paint removal, and the demolition and obtained bids for each specific project rather than getting a bid from one contractor for all of the work. Miller asked if any of the work would be done prior to the developer's purchase. City Manager Young said removal of some items inside the structure and the removal of the lead based paint and asbestos could happen prior to the purchase date of August 30. The demolition would take place just prior to construction, Leash said. Young said the design work on the parking structure would begin prior to the purchase so that the per-space cost could be determined. Miller asked if there was any other "up front" money commitment prior to purchase. Young said the expenditures are primarily the remaining \$20,000 expense for archaeological and the first \$100,000 on the Recreation demolition. The City's designated first \$100,000, Young said, could be met by the removal work of the environmental Urban Renewal Advisory Committee

hazards. Miller asked if the Blue Building was scheduled for demolition. Leash said the architects are still determining whether or not the structure has to come down. They still need to look at the engineering, Leash said.

Dick Elkins asked if the hotel and parking structure projects were separate. City Manager Young said the City would build the parking structure, and the developers would build the hotel. The City would not work on the parking structure until a commitment was received from Rapoza, other than the design work.

Discussion followed where various committee members expressed their frustration over the difficulty and challenges of considering several delays. Some are concerned about Rapoza's lack of investment into the project. City Manager Young reassured the committee members that the project has moved along as timely as possible. Jennifer Botts commented that she did not want to be personally responsible for dropping this project, because The Dalles needs the project.

Vice Chair Grossman called for a motion. It was moved by Botts and seconded by Miles to recommend to the Urban Renewal Agency approval of a 45-day extension for the signing of the Disposition and Development Agreement of the Granada Block Redevelopment project between Columbia Gateway Urban Renewal Agency and Rapoza Development LLC.

Gary Grossman commented that both the Advisory Committee and the Agency need to be careful about the thought process of saying "we are too far in." Grossman also stated that it had been the experience of some of the committee members that there is a level of discomfort caused by public comments, and another delay would leave committee members "hanging out there."

Greg Weast asked Michael Leash if all the funding was in place. Leash said not all the funding was in place.

Vice Chair Grossman stated a motion was on the table for a recommendation to the Agency for a 45-day extension on the signing of the DDA, and he called for a question. Steve Kramer called for the question.

Botts and Miles voted in favor; Elkins, Weast, Zingg and Miller opposed; Kramer abstained; Zukin was absent. The motion failed.

City Manager Young asked if there were any additional recommendations the committee wished to consider. Vice Chair Grossman suggested that a recommendation to the Agency for approval could be made with a provision for a deposit of some kind.

It was moved by Weast and seconded by Zingg to recommend to the Agency the approval of the Third Addendum to the Memorandum of Understanding between the Columbia Gateway Urban Renewal Agency and Rapoza Development Group, LLC with the provision that there is a performance bond in the amount of \$20,000, that is non-refundable but that can be used against the capital expenditures of the purchase of the property should it come to fruition within the guidelines of the Memorandum of Understanding. Vice Chair Grossman asked for a call for the Urban Renewal Advisory Committee

question. Steve Kramer called for the question. Weast, Zingg, Botts and Grossman voted in favor; Miles, Elkins and Miller opposed; Kramer abstained; Zukin was absent. The motion carried.

ONGOING URBAN RENEWAL PROJECTS

- Property Rehabilitation Applications – Four applications were received from The Dalles Art Center, St. Peter’s Landmark, The Dalles Mural Society, and the Civic Auditorium. Those requests will go before the URAC on March 19, 2013.
- Flour Mill “Heck Hole” – The City was able to decommission the wells. The project cost \$14,000 and has been completed.
- Granada Block “Hot Tank” – Located behind the Granada, the tank had product inside. The tank caused contamination, so the soil was removed, and the tank will be removed with the decommissioning of a sewer line located underneath the tank.
- Mill Creek Greenway – Administrative Fellow Garrett Chrostek has been working with Friends of the Mill Creek Greenway to submit a grant application for two bridges. Next year’s budget will include \$40,000 for the engineering design on the project.

It was moved by Weast and seconded by Elkins to adjourn the meeting. The motion carried unanimously, Zukin was absent.

Vice Chair Grossman adjourned the meeting at 7:17 PM.

Respectfully submitted by Administrative Secretary Carole Trautman.

Chris Zukin, Chairman

AGENDA STAFF REPORT

URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
March 19, 2013		

DATE: February 28, 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, Economic Development Specialist

ISSUE: Semi-annual competitive Property Rehabilitation Grant application review and recommendation to the Agency Board for The Dalles Art Association.

BACKGROUND:

The Dalles Art Association owns The Dalles Art Center building located at 220 E. 4th Street in The Dalles. This building was built in 1910 as a Carnegie Library. This building converted to an art center in 1966 and has been owned by The Dalles Art Association since 1998. This building is where The Dalles Art Association provides “local resident classes, workshops, summer art camps for youth and a sales gallery offering juried art by regional artists.”

The Dalles Art Association has performed many building upgrades, updates and maintenance projects during its ownership of this historical building. The next planned project is a two phase project to “renovate and replace the Center’s front doors and three windows.” According to the applicant, “These renovations will improve the functionality, historic character, energy efficiency and safety of the building, which served over 8,000 residents and guests in 2012.” Please see the application and applicant’s Project Narrative for more detailed information.

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 The Dalles Art Association was received on 1/31/2013. This application is for a grant of \$14,313 as part of an \$18,913 project to renovate and replace The Dalles Art Center's front doors and three windows.

The specific costs for this project are detailed in the following documents attached to the application:

1. Adams Construction proposal #1389 dated 1-30-2013
2. Bid Spreadsheet
3. Suburban Door Quote dated 1-15-2013
4. Viridian Window Restoration Estimate # 13 0129-1 dated 1-29-2013

REQUEST:

The application from The Dalles Art Association was received on 1/31/2013. This application is for a grant of \$14,313 as part of an \$18,913 project to renovate and replace The Dalles Art Center's front doors and three windows.

BUDGET IMPLICATIONS:

Budget implications would depend on the amount approved. The dollar amount available for new grants is \$48,423. There is also approximately \$42,000 of Urban Renewal funds held in reserve for "Opportunity Driven Projects" that can be recommended to the Urban Renewal Agency to be granted for qualifying projects. This application is one of four applications being presented for grant funding totaling \$110,538.

RECOMMENDATION:

Staff Recommendation: Move to recommend approval of the applicant's request for \$14,313 to help renovate and replace The Dalles Art Center's front doors and three windows located at 220 E. 4th Street, The Dalles, Oregon.

This recommended approval is conditional upon this project being approved and permitted by all applicable agencies and entities.

This project received City of The Dalles Historic Landmarks Commission approval on February 27, 2013 as shown in Resolution #127-12.

ALTERNATIVE OPTIONS:

1. Move that the Urban Renewal Agency approve a grant amount of \$13,313 due to insufficient monies available to fully fund each grant request. This option is conditional upon reducing the approved grant amounts to Old St. Peter's Landmark, The Dalles Mural Society and The Dalles Art Center by \$1,000 each, so the amount funded is less than the amount available to grant.

2. Move that the Urban Renewal Agency decline the request.

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property (10 points)	10
ii. Provides needed services or community function (10 points)	10
iii. Serves a significant portion of the community, (5 points)	5
iv. Enhances the quality of life for residents of the city (5 points)	5
3. The project leverages other public and/or private sources of funding. (15 Points)	5
\$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. (10 points)	10
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.	
(25 points)	0
TOTAL	70



The Dalles Art Association

220 East 4th Street The Dalles, Oregon 97058 (541) 296-4759
thedallesart@embarqmail.com www.thedallesartcenter.org



January 31, 2013
The Dalles Urban Renewal Agency
The Dalles, OR 97058

To Whom It May Concern:

Please accept this application from The Dalles Art Association for the Civics Improvement Grant Program. We have enclosed the required documents listed below:

- Application
- Project Outline and proposed timeline
- A summary of the work to be done
- Concept sketches (photographs)
- Cost estimates from contractor

We have also submitted our plans and photographs to the Historic Landmarks Commission, for discussion and approval at their February meeting. We will forward their decision to you immediately as soon as we hear from them. Likewise, if this application is approved, we will provide your office with complete plans and specifications, and all required permits.

Please let us know if you need any other information.

Thank you for your consideration.

Carmen Toll
Executive Director
The Dalles Art Center
220 E 4th, TD
541-296-4759
www.thedallesartcenter.org
thedallesart@embarqmail.com

The Dalles Urban Renewal Agency

Property Rehabilitation Grant and Loan Programs

APPLICATION

Application Date 1/31/13 Application Number _____

GENERAL INFORMATION

Applicant The Dalles Art Association

Contact person Carmen Toll, Executive Director

Mailing Address 220 E 4th Street
The Dalles, OR 97058

Property Address Same as above

Applicant is: Property owner Business leasing the property

Telephone # 541-296-4759 Fax # no fax

Federal tax ID # or Social security # 93-0681535

Bank of account and contact Centerpoint Bank of The Dalles
Shae Kasinger

Name of Business Same
(if different than applicant)

Name of Principal N/A

PROJECT INFORMATION

Site address 220 E 4th Street
The Dalles, OR 97058

Legal Description Township 1north, Range 13 East, Section 3BC. tax lot number 3500

Building age Built in 1910 Square Footage 3600 sq. feet

Building use	Community Art Center (public exhibits and classes)		
Project description outline	<p>The Dalles Art Center proposes a two-phase project to replace and renovate the Center's two front doors and three windows: one in the administrative office and two in the main gallery. These renovations will improve the functionality, historic character, energy efficiency and safety of the building, which served over 8,000 youth and adults in 2012.</p> <p>Phase one of the project involves replacing the front doors which are dysfunctional due to gaps between and at the bottom of the frames. This renovation will result in functional, durable, beautiful doors that match the historic character of the building. Phase one will include the replacement of one window in the administrative office, due to its energy inefficiency and lack of safe egress in the event of evacuation.</p> <p>Phase two involves replacing and repairing two inefficient windows in the main gallery. These single-pane windows need new ropes and weights so that they may be opened properly. The existing storm windows need to be removed and a screen assembly installed on the upper transit windows. We would like to install secondary glass panes with molding on the interior (lower main section only) to improve thermal efficiency.</p>		
			BUDGET
	EXPECTED PROJECT COSTS		
	Cost item		Est. cost
	Phase One (Replacing Door)		\$
	Suburban door		6,136
	Door hardware		5075
	Laquer		79
	Permit		352
	Labor		2,858
	Phase One (Replacing office window)		
	Low-E insulated glass w/ transom		1400
	Labor		373
	Mileage		90
	Total (Phase One)		16,363
	Phase Two (Replacing two gallery windows)		
	2 Low-E insulated glass windows (one w/ transom)		1950
	Labor		600
	Total (Phase Two)		2550
	TOTAL PROJECT COST		18,913
	PROPOSED SOURCES OF FUNDING		
	Source	Amount	Rate
			Term

Equity (applicant)	\$	4,600	
Bank	\$		
Private loan	\$		
Other	\$		
Urban Renewal Grant	\$	14,313	
Urban Renewal Loan	\$		
Total	\$	18,913	(Must equal Total of expected costs)

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.

Carmen Toll Executive Director
 Signature (and Title if appropriate)

1/31/13
 Date

Kay Skov Board President
 Signature (and Title if appropriate)

1/31/13
 Date

Signature (and Title if appropriate)

Date

Signature (and Title if appropriate)

Date

Project Narrative

Project Outline

Built in 1910 as a Carnegie Library, The Dalles Art Center (TDAC) is a neoclassical brick building that provides local residents classes, workshops, summer art camps for youth and a sales gallery offering juried art by regional artists.. It was converted from a library to an art center in 1966, and has been the property of The Dalles Art Association (TDA) since 1998. Building upgrades during these years have included a new roof, electrical, heating and cooling improvements and installation of an elevator to meet ADA requirements.

With substantial financial support from a public appeal this fall, TDAA is now ready to embark on a two-phase project to renovate and replace the Center's front doors and three windows (one in the administrative office and two in the main gallery). These renovations will improve the functionality, historic character, energy efficiency and safety of the building, which served over 8000 residents and guests in 2012.

Phase One

Replacing or renovating the front doors is a priority goal of TDAC and therefore falls her Phase One of this renovation. These doors (which are the originals) have over time become dysfunctional. Gaps between and at the bottom of the doors let in huge amounts of air, driving up energy costs and making the gallery uncomfortable for guests in both summer and winter. The locking mechanism doesn't work well, allowing for too much fore and aft movement and making it difficult to securely lock the doors. The single pane glass in the door panels is not energy efficient, placing undue drain on the Center's small budget.

Phase One involves replacing the complete front door assembly with new doors sufficient to improve thermal efficiency and meet historical landmark status. Estimated cost is \$14,500. Although more expensive, this would result in a more durable, attractive and historically accurate facade, and is our preferred option.

The replacement of the window in the administrative office also falls under Phase One. This window no longer fits or functions as it should, due to natural aging and deterioration. Like the front door, it is very drafty, greatly diminishing the Center's ability to efficiently regulate the temperature inside. In addition, the window's dysfunctional storm casing poses a safety risk to anyone working in the office, as it does not provide adequate egress in the event of a fire. Because of this safety violation, the Center considers replacing this window a top priority, and includes it in Phase One of this project. Details of this replacement are attached in the detailed work plan, with an estimated cost of \$1,863.

Phase Two

Phase Two of the renovation project focuses on replacing the tall window and the upper south wall window in the gallery. Like the window in the office, these windows need to have their window ropes and weights replaced so that they may be opened properly. The existing outer storm windows need to be removed and a screen assembly needs to be installed on the upper transit windows (which also may need repair). Finally, we would like to install secondary glass

panes with molding on the interior (lower main section only) to improve thermal efficiency. Estimated cost to repair these two windows is \$2,550.

Project Criteria

1. This project restores dysfunctional doors and windows in this historic building to good working condition, and prevents their further deterioration due to weathering and age. It will result in improved function, ventilation and safety.
2. A. This project, if completed in total, will expand local job opportunities by providing at least 62.5 hours of contracted employment in the removal and replacement of these doors and windows. We estimate that at least \$2750 will be spent on labor alone for this project.

In addition, The Dalles Art Center provides exhibition space to almost 100 local artists each year, many of whom make sales and connections that are critical to their profession and income as artists. Providing these critical renovations will help the gallery maintain and expand this important service.

2.B, C and D Adding these new, energy-efficient doors and windows will increase the property value by 5-9%, according to a research study by Opinion Research Corp (an independent research firm, and sponsored by Dow Chemical C.) More significantly, these renovations will help the Center continue to preserve the historical integrity of the building as a community and cultural resource. The new front doors will provide significant aesthetic improvement to the front facade of the building, which is located in the historical downtown area. This will be enjoyed not only by the thousands of visitors to the Center each year, but also by the substantial car and foot traffic in this area.

Included on the National Register of Historic Buildings since 1978, the Art Center is a significant historic and cultural resource for both city and county, providing exhibition space for artists, classes for youth and adults, and a Summer Art Camp for children ages 6-14. Keeping this building in good repair and function allows the Center to continue serving over 8000 youth and adults each year, thereby enhancing the cultural lives of local residents.

3. The Dalles Art Center raised \$4600 specifically for these renovations during a special appeal at their annual fund raiser this fall. This is the most money ever raised during a special appeal, illustrating the strong public support behind this project—and the Art Center in general.

4. The Dalles Art Center is a fiscally sound organization with a membership base of 160 members who contribute about 16% of the annual income. Other revenue sources include corporate sponsorships, grant funds, fund-raising events and earned income through classes and gallery sales. The Center has maintained cash reserves above one-third of its annual expenses for at least the past four years. It currently has cash reserves of over \$30,000, in addition to the \$4600 earmarked for completion of this project.

Timeline:

The Dalles Art Association would like all designated work to be completed before summer. If we receive the grant, work will be scheduled according to the following timeline:

March	Notification of grant award Contact contractor. Meet to discuss final plan. Develop and sign contract. Apply for all necessary permits.
April	Submit permits and final plans to the Urban Renewal Agency Work begins and continues until finished, no later than end of May
June	Celebration of new doors/windows at our June show**

** If the project needs to occur in two phases, we will adjust the timeline accordingly.

January 23, 2013

ATTACHMENT 1

Page 8 of 21

City of The Dalles
Historic Landmarks Commission
The Dalles, OR

Re: Repair / Upgrade for Review – Front Door Project
The Dalles Art Center - Carnegie Library

Dear Council Members:

The Dalles Art Center is currently reviewing the repair and or upgrade of the main Front Door and three (3) exterior windows of the Carnegie Library building located at 220 East 4th Street. Our review has thus far encompassed approval by the Art Center Board to pursue the project, inquiry into grant funding for the project, and contacting qualified contractors to obtain budget estimates for the project work. Prior to filing a formal application for an Urban Renewal Grant, we are submitting the following outline and scope of work for your review.

Our intent in following through with this project is to address both the functionality of the door and windows, and to address the necessary maintenance that is required both for the door and the windows. In addition, this project will address the need for emergency egress capability via one of the windows located in the Gallery office of the Art Center. Finally, this project will improve the cosmetic appearance and subsequent "street appeal" of the front of the Carnegie Library – A factor The Dalles Art Center gratefully desires.

With contractor estimates yet to be received as of this date, we are making the projection that this project will cost the Art Center between \$5,000 and \$7,000. The Dalles Art Center currently has funds set aside for this project in the amount of approximately \$4,500. We will be seeking the remaining balance necessary via an Urban Renewal Grant.

The scope and photos of the project area are as per the attached.

Thank you for your review and please feel free to contact us as needed for any additional information you may need.

Sincerely,



Camen Toll
Art Center Director

Shawn Stratton
Art Center Board Member-at-large

THE DALLES ART CENTER

CARNEGIE LIBRARY FRONT DOOR / WINDOW UPGRADE

SCOPE OF WORK

PROJECT - FRONT DOOR

Option 1 – Repair Front Door Assembly (Doors) as follows:

(Work may be quoted by item number listed)

- 1.) As needed realign doors so that the center gap between the doors is minimized.
- 2.) Reduce air flow heat loss by weatherstripping the center joint between the doors and at the bottom of the doors – Replace or modify center vertical wood section between doors as needed.
- 3.) Repair door assembly so that the doors lock into position tighter with less fore & aft movement – Replace or modify lower door pin plate as needed.
- 4.) Repair door handle assembly so that the locking mechanism is easier to unlock with key – As an option, quote replacement of entire handle assembly.
- 5.) Strip, fill and recoat exterior surface of doors. Include the cost of removing the brass kick plates for polishing (or perhaps simply reversing them so that the polished inner sides are exposed). Currently the doors are coated with polyurethane like clear coat. Please quote as an option the use of a more UV resistant coating or stain over the wood.
- 6.) Replace narrow wood threshold w/ a wider wood threshold that will encompass the entire door section up to the entryway tiles. The new threshold will need to be tapered at the inner edge to minimize the potential as a step (trip) hazard.
- 7.) Install secondary glass panes w/ molding on the interior of the doors to improve thermal efficiency.

Option 2 - Replacement of complete front door assembly w/ new doors sufficient to improve thermal efficiency and meet historical landmark status.

PROJECT - ARCHED TRANSIT WINDOW ABOVE FRONT DOOR

- 1.) Install a secondary glass pane w/ molding on the interior of the arched transit window to improve thermal efficiency.

PROJECT – WINDOW REPAIR

Window 1 – Tall Window in Gallery & in Office

- 1.) Repair / replace window rope / weight hanging mechanism so that windows may be properly opened.
- 2.) Remove existing outer storm windows.
- 3.) Install screen assembly on lower sections and on upper transit windows.
- 4.) Verify that upper transit windows will open properly – repair as needed for function. (Install a hook mechanism on office transit window to properly secure window frame against wall when open)
- 5.) Optional - Install secondary glass panes w/ molding on the interior of the windows (lower main section only) to improve thermal efficiency.

Window 3 – Upper South Wall Window in Gallery

- 1.) Remove existing outer storm window.
- 2.) Install screen assembly on window.
- 3.) Verify that the window will open properly – repair as needed for function.
- 5.) Optional - Install a secondary glass pane w/ molding on the interior of the window to improve thermal efficiency.

THE DALLES ART CENTER FRONT DOOR / WINDOW UPGRADE

PROJECT PHOTOS



EXTERIOR VIEW – FRONT DOOR



EXTERIOR – FRONT DOOR



INTERIOR – FRONT DOOR



INTERIOR VIEW – WINDOWS



EXTERIOR VIEW – WINDOWS & FRONT DOOR

1910

This is a photo of
the Building right
after completion



Cavoy Library, The Dalles, Oregon.



1912

The Dalles Art Center
220 E 4th St
The Dalles, OR 97058

Date: 1-30-2013

Proposal # 1389

We Hereby submit specifications and estimate for:

Phase #1 Install new entry doors and office window as follows:

Entry Door

- > Submit drawings and apply for building permit.
- > Demolish and dispose of existing door slabs only.
- > Install (2) new 42" x 96" Oak slabs in existing jamb with 4621 bevel Insulated Glass raised moulding, one side bore and mortise double door. New slabs to match existing as close as possible.
- > Install new exit devices and closers on both doors.
- > Apply (1) coat stain and (1) coat lacquer to new doors.
- > Clean and remove any debris left over from work.
- * Cost... \$14,500.00

Note

- > Price subject to change after doors are removed and jambs are inspected.
- > Includes \$3,800.00 hardware allowance. (i.e. exit devices and closers)
- > Exit devices and closers are required per building codes.

(1) Office Window

- > Install insulated Low-E glass in existing window sash in 48" x 78" DH and 48" x 20" transom as follows:
- > Remove inside stops, bottom sash, parting bead and top sash.
- > Cut sash, remove all glazing material in preparation for insulated units. Glaze glass into sash using primed wood stops secured in place with exterior grade caulking and brad nails. Apply primed exterior grills as needed.
- > Replace or modify balance (as needed), fit top sash in place, install parting bead, weather strip, install bottom sash, weather strip, fit to opening, install original locks, weather strip inside stops and re-install.
- * Cost... \$1,863.00

Note

- > Price subject to change after windows are removed and frames are inspected.

Phase #2 Install (2) new windows in showroom as follows:

- > Install insulated Low-E glass into existing window sash in 52" x 78" DH, 52" x 20" transom and 42" x 40" casement as follows:
- > Remove inside stops, bottom sash, parting bead and top sash.
- > Cut sash, remove all glazing material in preparation for insulated units. Glaze glass into sash using primed wood stops secured in place with exterior grade caulking and brad nails. Apply primed exterior grills as needed.
- > Replace or modify balance (as needed), fit top sash in place, install parting bead, weather strip, install bottom sash, weather strip, fit to opening, install original locks, weather strip inside stops and re-install.
- * Cost... \$2,550.00

Note

- > Price subject to change after windows are removed and frames are inspected.

Total Project Cost: \$18,913.00

Any alterations or deviations from work to be performed will involve extra cost of materials and labor above the sum mentioned in this contract which does not include the cost of any permits that may be involved, plumbing, or electrical unless specifically stated in the above proposal. All agreements must be in writing. Note: This proposal may be withdrawn by us if not accepted within 30 days.

Authorized by



TERMS

Cash or check payments require 50% due at time of acceptance, 50% due at time of substantial completion. For convenience purposes
Credit Card payments are accepted and require 100% down at time of acceptance.

Total Down \$ _____ Check # _____ Verification _____ / _____

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which

_____ agrees to pay the proposed amount, according to the terms above.

Accepted

Date _____

(541) 296-4242

1215 E. 18th Street • The Dalles, OR 97058

CCB# 160240 • WA# ADAM/SCL956/JL



QUOTE

SUBURBAN DOOR CO. INC.
 12365 S.W. HERMAN ROAD
 TUALATIN, OR 97062
 (503)692-0180/FAX(503)691-2323
 503 692-0180/503 691-2323

Page: 1

To: CASH IN ADVANCE
 TUALATIN, OR 97062

Ship to: ADAMS CONST.
 THE DALLES / QUOTE

Quote Number: 08814000
 Cust Number: 100003
 Quote Date: 01/15/2013
 Expiration Date: 02/15/2013

Job Name:
 Terms: D00 - NET 10TH
 Sales Person: ROB BITNEY
 P/O Number:
 Entered By: Barryh

Line	Qty's	Description	Unit Price	Sales Price
1	1.00	EXTERIOR DOUBLE DOOR UNIT 7'0"X8'0" (PAIR) 3-6"X8-0"X2-1/4" OAK 4621 BEVEL IG RAISED MOULDING 1-SIDE (WLD RIVER 4-5 WKS) BORE AND MORTISE DOUBLE DOOR ! prep for 5 x 5 hinges !MORTISE POCKET WITH FUNCTION HOLE PREP OAK ASTRAGAL FOR 2-1/4" THICK DOOR (WLD RIVER) US-10B EXTENDED MORTISE BOLT US-10B EXTENDED MORTISE BOLT +-----+ .08814000+1 +-----+	4,608.23	4,608.23

Merchandise
 4,608.23

Quote Total
 4,608.23

End of Quote



SUSTAINABLE HISTORIC SOLUTIONS

Estimate

DATE: JANUARY 29, 2013

ESTIMATE NO. 13 0129-1

PO Box 12230 Portland OR 97212
503-922-2202 t • 503-922-1497 f
info@viridianwindow.com • viridianwindow.com

Licensed • Bonded • Insured
Oregon CCB License No. 185028

FOR: Jason Johnson
Adams Construction LLC
1215 E 18th St
The Dalles OR 97058

PHONE: 541-296-4242

E-MAIL: jason001@embarqmail.com

ASSOCIATE	JOB	PAYMENT TERMS	TENTATIVE START DATE
GH	Com-Adams	25/25/50*	TBD

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Install insulated low-E glass into existing window sash-48x78 DH w/48x20 transom, 1/1/1, (Office-1)	\$1,400	\$1,400
1	Install insulated low-E glass into existing window sash-52x78 DH w/52x20 transom, 1/1/1, (Showroom North-1)	1,450	1,450
1	Install insulated low-E glass into existing window sash-42x40 Casement, single lite, (Showroom South-1)	500	500
1	Mileage (160 miles round trip @ 56.5 cents per mile, rounded)	90	90

- Preparation:** Double-hung windows: Remove inside stops, remove bottom sash, remove parting bead, remove top sash. Fixed & Casements: Remove Sash.
- Glazing:** Cut sash, remove all glazing material in preparation for insulated units. Glaze glass into sash using primed wood stops secured in place with exterior grade caulking and brad nails. Apply primed exterior grills as needed.
- Fitting:** Double-hung: Replace or modify balance (as needed), fit top sash in place, install parting bead, weather strip, install bottom sash, weather strip, fit to opening, install original locks, weather strip inside stops & re-install. Fixed & Casement: Weather strip and re-install sash.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. By signing this estimate you are accepting the above prices, specifications and conditions. This estimate is subject to acceptance within 45 days and is void thereafter at the option of Viridian Window Restoration, LLC. Materials will be purchased based on your acceptance of this estimate. Should you cancel, you will be billed or refunded the difference in the material costs and your deposit.

SUBTOTAL	\$3,440
TAX	
TOTAL	\$3,440

Please sign estimate and return with a 25% deposit for the items you select.

Signature _____

*25% of total estimate due at acceptance of bid, 25% due at commencement of work, and final 50% due upon completion.
Make all checks payable to Viridian Window Restoration LLC

THANK YOU FOR YOUR BUSINESS!

CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125

FAX: (541) 298-5490

Planning Department

HISTORIC LANDMARKS RESOLUTION NO. 127-13

Adopting The Dalles Historic Landmarks Commission Application #137-13 of The Dalles Art Association. This application is for a Historic Landmarks Commission hearing to gain approval to repair the front entrance door and three facility windows of The Dalles Art Center. The structure is located at 220 East 4th Street and is further described as 1N 13E 3BC t.l. 2100. The historic name of this structure is The Dalles-Wasco County Carnegie Library. The structure was built in 1910 and was placed on the National Register of Historic Places in 1978. It is classified as Secondary Significant in The Dalles Commercial Historic District.

I. RECITALS:

- A. The Historic Landmarks Commission of the City of The Dalles has, on February 27, 2013, conducted a public hearing to consider the above request.
- B. A Staff report was presented, stating findings of fact and conclusions of law.
- C. Staff Report number 137-13 and the minutes of February 27, 2013, upon approval, provide the basis for this resolution and are herein attached by reference.

II. RESOLUTION: Now, therefore, be it FOUND, DETERMINED, and ORDERED by the Historic Landmarks Commission of the City of The Dalles as follows:

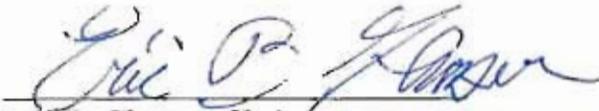
- A. In all respects as set forth in Recitals, Part "I" of this resolution.
- B. Historic Landmarks Review No. 137-13 – The Dalles Art Association, with the following Conditions of Approval:
 1. Work will be completed in substantial conformance to the drawings and proposals as submitted and reviewed.
 2. Prior to construction, the applicant will need to submit for approval to the City Planning Department. Once approved, the applicant will need to submit for a structural permit from the local Mid-Columbia Building Codes Services.

3. Final paint colors on the refurbished windows and doors will need to be approved by the Planning Director unless the same colors are being used.

III. APPEALS, COMPLIANCE AND PENALTIES:

- A. Any party of record may appeal a decision of the Historic Landmarks Commission to the City Council for review. Appeals must be made in accordance to Section 9(a) of the Historic Landmarks Ordinance No. 1194, and must be filed with the City Clerk within ten (10) days of the date of mailing of this Order.
- B. Failure to exercise this approval within the time line set either by Order or by Ordinance will invalidate this permit.

APPROVED AND ADOPTED THIS 27th FEBRUARY, 2013.



Eric B. Gleason, Chairman
Historic Landmarks Commission

I, Richard Gassman, Director of the Planning Department of the City of the Dalles, hereby certify that the foregoing Order was adopted at the meeting of the City Historic Landmarks Commission, held on February 27, 2013.

AYES: Gleason, McNary, Parker, Smith, Davis
NAYS: None
ABSENT: None
ABSTAIN: None

ATTEST: 

Richard Gassman, Director
Planning Department

AGENDA STAFF REPORT

URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
March 19, 2013		

DATE: February 28, 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, Economic Development Specialist

ISSUE: Semi-annual competitive Property Rehabilitation Grant application review and recommendation to the Agency Board for St. Peter's Landmark Preservation, Inc.

BACKGROUND:

St. Peter's church building located at 405 Lincoln Street in The Dalles was built in 1897. It was dedicated in 1898 and operated as a church until 1970, when it was slated for demolition due to its non-use as a church. Concerned local citizens raised awareness and monies to purchase the building and save it from destruction. These same people created a non-profit corporation, Old St. Peter's Landmark Preservation, Inc., that operates as a nondenominational organization dedicated to the preservation and upkeep of this historic building, as well as maintaining its availability and enhancing its functionality as a venue for many events. Since 1974 the St. Peter's Landmark has been listed on the U.S. Department of the Interior's National Register of Historical Sites. Please see applicant's letter dated December 5, 2012 and the applicant provided list of "Expenditures from the beginning through December 2012" for more detailed information.

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 Old St. Peter’s Landmark Preservation, Inc. was received on 12/17/2012. This application is for a grant of \$18,225.00 as part of a \$36,725 project to restore 13 stained glass windows.

Historically, the majority of the preservation of this historic building has been paid for through fundraising and private contributions. These expenditures are listed in the previously mentioned and accompanying expenditure list provide by the applicant.

The costs for the specific windows are detailed in the bid letter from David Schlicker, which is also attached.

REQUEST:

Old St. Peter’s Landmark Preservation, Inc. is requesting an \$18,225.00 grant as part of a \$36,725 project to restore 13 stained glass windows. Two windows have already been restored with \$7,500 in North Wasco County PUD grant monies. The applicant has \$11,000 of its own funds and is requesting this urban renewal grant for the remaining monies needed to complete this project. If this work is not done, the stained glass windows will continue to deteriorate until they fall completely apart. It is much easier and less expensive to the window repairs now instead of when they begin to fall apart.

BUDGET IMPLICATIONS:

Budget implications would depend on the amount approved. The dollar amount available for new grants is \$48,423. There is also approximately \$42,000 of Urban Renewal funds held in reserve for “Opportunity Driven Projects” that can be recommended to the Urban Renewal Agency to be granted for qualifying projects. This application is one of four applications being presented for grant funding totaling \$110,538.

RECOMMENDATION:

Staff Recommendation: Move to recommend approval of the applicant’s request for an \$18,225 grant to help pay for the restoration of the remaining 11 stained glass windows of the St. Peter’s Landmark building located at 405 Lincoln Street, The Dalles, Oregon.

ALTERNATIVE OPTIONS:

1. Move that the Urban Renewal Advisory Committee recommends approval of a grant amount of \$17,225 due to insufficient monies available to fully fund each grant request without using funds designated for “Opportunity Driven Projects” .
2. Move that the Urban Renewal Agency decline the request.

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property (10 points)	10
ii. Provides needed services or community function (10 points)	10
iii. Serves a significant portion of the community, (5 points)	5
iv. Enhances the quality of life for residents of the city (5 points)	5
3. The project leverages other public and/or private sources of funding. (15 Points)	5
\$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. (10 points)	10
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. (25 points)	5

Note: 5 Administrative points are awarded due to St. Peter’s Landmark being a venue that is supported by many small businesses, such as event planners, caterers, restaurants, florists, supplies, equipment and vehicle rentals. These businesses would have a noticeable negative impact if St. Peter’s Landmark was not a viable, attractive and significant venue for many different types of events.

TOTAL 75

The Dalles Urban Renewal Agency

Property Rehabilitation Grant and Loan Programs

APPLICATION



Application Date 12/13/2012

Application Number _____

GENERAL INFORMATION

Applicant CLA St. Peters Landmark Preservation, Inc

Contact person Doug Leash

Mailing Address 1623 E 9th

The Dalles, Oregon 97058

Property Address 405 Lincoln (PO. Box 882)

The Dalles, Oregon 97058

Applicant is: h Property owner k Business leasing the property

Telephone # 541-298-8861 Fax # _____

Federal tax ID # or Social security # 23-7120819

Bank of account and contact Columbia Bank

The Dalles Branch

Name of Business _____
(if different than applicant)

Mailing Address _____

Name of Principal _____

PROJECT INFORMATION

Site address 405 Lincoln

Legal Description _____

Building age 114 Square Footage _____Building use Open to public 6 days a week, concerts, weddings

Project description outline We have 11 stained glass windows that are in dire need of restoration. This involves removing the windows, taking them to Portland, cleaning, replacing broken or missing glass, reaming (replacing the failing lead) and re-installing them. The work would be done by David Schlicker stained glass studio, an expert in his field.

We had David restore two windows this fall that were returned and installed 11/30/2012. The restoration was paid for with a PUD grant of \$17,500⁰⁰.

Please include the following with your Application:

1. Project outline
2. Initial concept sketches
3. Proposed timeline
4. Final plans and specifications (prior to final certification)



david
schlicker
stained
glass
studio

4310 S.E. Division St. / Portland OR 97206 / 503.231.0086
fax: 503.230.1620 / www.davidschlicker.com

St. Peters Landmark Church
Doug Leash
1623 East 9th
The Dalles, Oregon 97058
541.298.8861

September 15, 2012

ATTACHMENT 1
Page 3 of 12

Hi Doug,

This is a bid for restoring specific window in St. Peters Landmark Church. The restoration costs include the following: transportation, removal of the windows, creating rubbings of the windows for historical documentation, disassembly, cleaning the glass, reassembling the windows with new lead, replacing broken pieces with historically correct colors, and reinstalling the windows. Lead lines will be placed over simple cracks, when colors cannot be matched. The windows will be reinstalled with the original reinforcing system in place, for historical accuracy.

The specific windows are:	N2 & N3	\$7500.	<i>Restored this fall with PUOCRANT</i>
	P2, P3, P4, & P5	\$11,725.	
	I2 & I3	\$7500.	
	O6 & O1	\$3700.	
	D4	\$1500.	
	J1	\$2800.	
	J4	\$2000.	

The total cost for the (13) windows is: $\begin{array}{r} \$36,725. \\ - \quad 7,500. \\ \hline 29,225 \end{array}$

While windows J1 & J4 are the same size as windows D4, the reason they are more expensive to restore is that they have figurative subject matter, rather than a geometric design. There are pieces within J1 & J4 that will need to be painted and fired in a kiln. The pieces of glass needing to be replaced are also more intricate in these two windows.

Thank you for your continued enthusiasm in this project. I appreciate being a part of it!

David Schlicker



EXPECTED PROJECT COSTS

<u>Cost item</u>	<u>Est. cost</u>
<u>Windows P2, P3, P4, P5</u>	<u>\$ 11,725⁰⁰</u>
<u>Windows I2, I3</u>	<u>\$ 7,500⁰⁰</u>
<u>Window D4</u>	<u>\$ 1,500⁰⁰</u>
<u>Window J1</u>	<u>\$ 2,800⁰⁰</u>
<u>Window J4</u>	<u>\$ 2,000⁰⁰</u>
<u>Windows O6, O1</u>	<u>\$ 3,700⁰⁰</u>
<u>Windows N2 + N3</u>	<u>\$ 7,500⁰⁰</u>
<u>Sub Total</u>	<u>\$ 36,725⁰⁰</u>
<u>PUD GRANT FALM 2012</u>	<u>- \$ (7,500⁰⁰)</u>
	<u>\$</u>
Total	<u>\$ 29,225⁰⁰</u>

PROPOSED SOURCES OF FUNDING

Source	Amount	Rate	Term
Equity (applicant)	\$ _____		
Bank	\$ _____		
Private loan	\$ _____		
Other:	\$ <u>11,000⁰⁰ Landmark funds</u>		
Urban Renewal Grant	\$ <u>18,225⁰⁰</u>		
Urban Renewal Loan	\$ _____		
Total	\$ <u>29,225⁰⁰</u>		(Must equal Total of expected costs)

Dec. 5, 2012

The board of Old St. Peter's Landmark is requesting funding from the Civic Improvements Grant Program to continue restoration of stained glass windows.

Old St. Peter's Landmark was built in 1897 and dedicated on St. Patrick's Day in 1898. It's Gothic beauty houses priceless stained glass and marble; and it's illuminated 176 foot steeple crowned with a six foot weathercock is visible from many vantage points in The Dalles and from across the Columbia River, lighting the city scape.

In 1970, when St. Peter's was no longer used for a church its existence was literally threatened by the wrecking ball. Local citizens saved St. Peter's by raising awareness, donations, and obtaining a small grant of \$5,000 to buy the building and its contents. It became Old St. Peter's Landmark; owned and managed by a nonprofit, nondenominational organization. Today there are 11 active board members and 23 volunteers from many different walks of life. Thanks to volunteers the Landmark is open to the public as well as tours being available six days a week. Over 900 weddings, concerts performed by local and worldwide performers, civic forums and educational series have occurred within the Landmark. Most performances hosted by the Landmark are free to the public, with donations accepted. The landmark is a major attraction of the community's historic walking tour as well as an integral part of the history of the Mid-Columbia region.

Grants from PU and UR amount to \$124,540.63 over the past eight years. Prior to seeking grants, beginning in 2005, our organization had invested over \$300,000 for a new roof, a total make over of the basement including a kitchen and restrooms, painting the steeple and trim as needed, replacing lexon to protect the stained glass windows, etc. The list could go on as you can see from the enclosed expenditure document. Money was mostly earned by volunteers running a thrift shop for 14 years, with the proceeds being invested wisely in the stock market. The thrift shop is no longer operating. Other fund raisers have taken its place. We have also been the recipient of individual gifts from community individuals. Our annual newsletter generates membership with dues.

When a sponsoring organization charges the public to attend an activity at the Landmark, they are charged a nominal rental fee. Otherwise, no fee is charged to the user. Donations are accepted from the public. There is a charge to have a wedding at the Landmark. The Landmark has paid wedding coordinators that assist to assure a memorable ceremony.

CRITERIA JUSTIFICATION:

1. We have several stained glass windows that are in dire need of repair. If windows are not removed and recamed, they will eventually fall apart. The life expectancy of

stained glass windows is approximately 100 years. Large windows are more prone to self destruct than smaller ones. Out of the 41 large windows in the Landmark, 20 have been recamed over the last 12 years. Of the 44 smaller windows, only 8 have been recamed. We would prefer to remove and recame windows on a yearly basis or the cost will become overwhelming.

2. Over the years it has become necessary to have a paid wedding consultant as the number of weddings have increased. With the new heating and cooling system in place, we hope for a significant increase in the number of weddings held at the Landmark. Quoting from an article in The Dalles Chronicle dated May 4, 2005; Holly Macfee, Director of Consumer Marketing at Travel Oregon states: "The economic impact of the wedding sector on the local tourism economy is tremendous. One study illustrated that 14 weddings held at one location brought in 1,800 out-of-town attendees, who utilize 876 hotel rooms and directly impacted 76 companies (hotels, wineries, caterer, photographers, florists, and rental companies.) The total direct cash infusion to the community was over \$600,000 with over \$10,000 in room tax revenue." Even more money was generated into the community secondarily to the weddings to restaurants and recreation providers throughout the region. The Landmark has been placing advertisements in AAA for about 30 years. For at least 15 years, the Landmark has paid for brochures to be placed in "Welcome Centers" at nine points of entry to Oregon. When promoting the Landmark the City of The Dalles is also promoted. The Landmark has its own website to further encourage tourism and travel to The Dalles and to the Landmark. Without a doubt, the Landmark is of historical and economic significance, as related in our application. In order to preserve this treasure, ongoing maintenance is mandatory. The Landmark is available to the public. It has always been a desire of the board to share the history and the facility with the community and visitors from far and wide. At no charge, the local high school has been annually holding its Honor Society induction at the Landmark, which also hosted during the last year one leg of the Organ Crawl, concerts by the Cascade Singers, and Buffalo Gals from Portland concert. Barley Draught performs at the Landmark, giving the donated concert receipts to a local non-profit. This represents a diverse cross section of the community. Performers from around the nation and other parts of the world have drawn in the public. There is not another venue in the area that provides such beauty and great acoustics at such a moderate, if any, cost. This has been the Landmark's gift to the community providing culture and entertainment. The beauty and function of the Landmark is a source of pride to the Mid-Columbia area.
3. Through the years the Landmark has managed to support itself as stated in the application letter. Volunteers have spent hundreds of hours to save as much money as possible to see our plans to fruition. Since June of 2006 the Landmark has paid \$2,582.60 for pavers on the east side of the building; \$2,184.02 to Hire Electric for labor and materials; \$1,927.05 on the chair lit; \$1,418.00 for upgrading the fire alarm system; and \$510.00 for a handrail. Tom Foley donated bark and two helpers to enhance the flower beds. Doug Leash and Chuck Kornegay poured the steps on the new exterior staircase. Doug Leash prepped and painted the window sills and

replaced two dry rotted sills. Verna Brown has spent hours working on the flower beds. Al Eagey and Doug Leash keep our lawn mowed. We try very hard to keep our operating costs to a minimum. Even so, it costs an average of \$23,000.00 yearly to pay for insurance, phone, water, heat, etc.

4. Our past history should be an indication of the likelihood of our continuing to maintain the Landmark. We operate in "the black." If you wish to see our account records, they will be made available upon request.
5. The time spent by volunteers to operate the Landmark is remarkable. Eleven months out of the year the Landmark is open to the public. It is closed in January. Even then, it can be opened and reserved for events. Volunteers are there for four hours a day Tuesday through Friday, and from 1-3 pm on Saturday and Sunday to give informative tours. Volunteers do the mowing and others maintain the flower beds and grounds. From early on the Landmark has been fortunate to have an accounting firm handle our taxes, w-2 forms and our books free of charge. A volunteer maintains our checkbook. This has saved the Landmark thousands of dollars. These selfless acts demonstrate how committed the board, volunteers, and the community are to the Landmark. *One should think of the Landmark as being publicly owned. For the city and especially area businesses, the beauty of the arrangement is that there is a group of caring individuals that have accepted total responsibility, since 1970, as caretakers of the most visible historic buildings in The Dalles.*
6. Projects and expenditures from the start of ownership of the Landmark in 1970 are provided in detail in the attached "Expenditure" document. Future goals for the Landmark are first getting the matching Urban Renewal Grant that we are currently applying for. Second, it will be necessary to paint the building in the near future. Third, is our dream of restoring the interior of the building. It would require painters, plasters, and an artist to restore the stenciling. This will cost approximately \$150,000.

The Landmark has never jeopardized its financial stability, even though there are always projects that need to be completed and eventually must be completed.



Department of Commerce
Corporation Division

Certificate of Incorporation

OF

ST. PETERS LANDMARK PRESERVATION, INC.

The undersigned, as Corporation Commissioner of the State of Oregon, hereby certifies that duplicate originals of Articles of Incorporation, duly signed and verified pursuant to the provisions of the Oregon Nonprofit Corporation Act, have been received in this office and are found to conform to law.

Accordingly, the undersigned, as such Corporation Commissioner, and by virtue of the authority vested in him by law, hereby issues this Certificate of Incorporation and attaches hereto a duplicate original of the Articles of Incorporation.

In Testimony Whereof, I have hereunto set my hand and affixed hereto the seal of the Corporation Division of the Department of Commerce of the State of Oregon this 30th day of April, 1970.



Frank J. Healy
Corporation Commissioner

By Helene K. [Signature]
Chief Clerk

EP/EO Disclosure Desk
P.O. Box 2350 Los Angeles, CA 90053

ST PETERS LANDMARK PRESERVA-
TION INC.
P. O. BOX 882
THE DALLES, OR 97058

Person to Contact:
Felicia C. Miraflores
Telephone Number:
(213)894-4292
Refer Reply to:
89-230
Date:

NOV 09 1988

RE: 23-7120819
ST PETERS LANDMARK PRESERVA-
TION INC.

Gentlemen:

This is in response to your request for a determination letter of the above-named organization.

A review of our records indicates that the above-named organization was recognized to be exempt from Federal income tax in JULY 1971, as an organization described in Internal Revenue Code section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in section 509(a) of the code, because it is an organization described in section 170(b)(1)(D)(i).

We are not however, able to provide you with a copy of the exemption letter at this time. The determination letter issued on JULY 1971 continues to be in effect.

If you are in need of further assistance, please feel free to contact me at the above address.

We appreciate your cooperation in this regard.

Sincerely,

Felicia C. Miraflores
Disclosure Assistant

OLD ST. PETER'S LANDMARK PRESERVATION, INC. Page 10 of 12
EXPENDITURES FROM THE BEGINNING THROUGH DECEMBER 2012

- 1970: Needed \$25,000 to buy the building and save it from demolition - \$15,000 came from smaller (mainly one and five dollar) donations, \$5,000 from the Jackson Foundation, and at the eleventh hour putting us over the top was \$500 from Tom and Marjory Foley and \$6,000 from Henry Keller.
- 1971: the roof and steeple scraped and painted (\$6,000), local painters donated time to paint the trim
- 1972: worst damaged of the stained glass windows repaired and straightened (\$4,000)
- 1973: bricks pointed (\$2,866)
- 1974: organ repair for the first time (\$1,500) (*In 1974 the U.S. Department of the Interior accepted St. Peter's Landmark to the National Register of Historical Sites*)
- 1975: the basement was converted from dirt floor and pipes to a finished room. (\$26,000) Basement ceiling sheetrock and trim installation, time donated by Doug Leash and Chuck Kornegay, kitchen, bathrooms, furnace room, south basement entry framing, jack hammering a ditch out to the street for toilets (time donated by Doug Leash)
- 1976: Restoration of the North Sacristy Room. (\$500) *The Soroptomist Club donated the \$500*
- 1977: New carpeting in the altar area and North Sacristy room (\$850)
- 1977: The post light, handrails and timer on outside lights were installed, the labor and materials cost donated by Keiran Kelly.
- 1978: Lexon exterior coverings installed on the stained glass windows. Martin Marietta paid for the major portion of the project, in the thousands. Margret Flynn donated \$2,500
- 1979: New sidewalks and sidewalk repairs (\$1,000)
- 1980-81: Irrigation system revamped on timer. (\$254)
- 1980: Storm windows installed on all basement windows. Keiran Kelly donated time, labor and materials.
- 1983: Trim painted (\$461), Steeple painted (\$4,232)
Pointing of bricks (\$330)
- 1986: Beveled plate glass in swinging door replaced thanks to a man's temper tantrum (\$379)
- 1990: Painting contract including roof, steeple, all wood around windows and doors, sheet metal work (\$28,005)
- 1990: Sidewalk repair by Virg Sharp (\$1,092)
- 1990: Security system installed by Security Plus (\$305)
- 1990-91: Outside lighting installed (\$2,513) An additional \$8,000± was paid by donations. Bill Holt donated the major portion to make up for empty pledges. *Monthly lighting costs. (\$60)*
- 1992: Tree trimming and cutting down of seven trees (diseased and losing limbs), tree roots getting into pipes (\$1,261)
- 1993: Complete cleaning and tuning of the pipe organ and the rooms it occupies (\$2,600)
- 1993: Carpeting for aisles and stairway (\$1,725)
- 1993: All new sprinkler system (\$2,237)
- 1993: NW Business Systems (\$2,088)
- 1995: One hundred year old roof completely replaced, pointing of bricks in some areas (\$63,000) *New roof is supposed to last for 75 to 100 years.*
- 1999: Security system upgrade (\$496)
- 2000: Stained glass window restoration - recaming two windows by David Schlicker (\$5,340)
- 2000: Replacement of exterior Lexon window covering by David Schlicker (\$25,435)
- 2000: Painting of trim and steeple by Schiller & Vroman, Inc., (\$23,755)
- 2001: Stained glass window restoration - recaming two windows by David Schlicker (\$5,490)
- 2001: Gutter replacement on North side by CC&L Roofing (\$11,564)

- 2001 Pointing of bricks by Dave Wuorenma (\$17,085)
 2001: Stained glass window restoration - recaming two windows by David Schlicker (\$5,740)
 2002: Sound system (\$989)
 2003: Brick restoration and sealing by D&R Waterproofing, Inc., (\$43,145)
 2003: Stained glass window restoration - recaming two windows by David Schlicker (\$4,800)
 2004: Front steps repaired by D&R Masonry Restoration (\$2,148)
 2004: Stained glass window restoration - recaming four windows by David Schlicker (\$9,588)
 2004: Front doors prepped and varnished for the second time by Doug Leash

Aside from the Jackson Foundation grant to help purchase the building in the beginning, the Landmark had not applied for any grant monies. Beginning in 2005, that changed with the application and approval for an Urban Renewal Grant.

2005 - 2006 PROJECTS	LANDMARK	URBAN RENEWAL GRANT
Installation of the interior staircase:		
• Plans for interior staircase (Tenneson Engineering)	\$717.50	\$565.15
• Building permit	\$381.24	
• Tempered glass by Kennelly Glass	\$325.00	
• Handrail, newel posts, molding (Creative Woodworking NW Inc.)	\$1,000.00	\$3,080.00
• Balusters (Aurora Colony Turning)	\$500.00	\$1,200.00
• Moving pipes, furnace work due to floor opening (Lundell Plumbing)		\$6,089.80
• Roughing in interior staircase, spraying material, shop rental and heat (Mike O'Brien Construction)		\$4,599.00
• Finish work on interior staircase (Sean Corbin Construction)	\$9,000.00	
• Finish applied to new oak stairs (Jeff Taylor Construction)		\$490.00
• Materials for interior staircase (McCoy Millworks)		\$4,672.75
• Materials for interior staircase (Tum A Lum Lumber)		\$425.14
• Installation of "Stair Glide" model chairlift (Dave Bearson Construction Enterprises, Inc.)	\$10,919.95	
Altar restoration (Northwest Stone Restoration)	\$1,000.00	
Installation of forced air conditioner / gas furnace in basement (Oregon Equipment Co.)	\$7,350.00	
Installation of second air conditioner behind and above organ pipes (Oregon Equipment Co.)		\$5,450.00
Wiring for forced air system (Hire Electric)	\$969.07	
Wiring upgrade (Hire Electric) - two service panels, four light fixtures above altar, plug-ins, light fixture (Rejuvenation)		
\$6,000.00 PUD grant,	\$141.00	\$16,826.44
Excavation for Southeast sidewalk (Carothers Excavation)		\$12,817.50
Retaining walls, sidewalks, steps, pad for exterior steps on south side (Joe Seckora Construction)		\$19,924.50
Red brick pavers on eastside (Joe Seckora Construction)	\$2,582.60	
Relocation of natural gas line (NW Natural Gas)	\$526.98	
Replacement of exterior stairs down payment to The Dalles Ironworks	\$815.27	

Prepping and painting exterior window sill on south side of building, replacement of two sills on north side Donated by Doug Leash

2007

Stained glass window restoration -windows over front door (A series) (David Schlicker)

\$8,268.00

Stained glass window restoration (M2-M3) by David Schlicker \$6,942.00

Stained glass window restoration (D2-D3) by David Schlicker \$6,942.00

David Schlicker did not charge to repair Rose Window 1

Fabrication and installation of exterior staircase (The Dalles Ironworks)
\$510.00 \$19,494.73

Upgrading fire alarm systems, new smoke sensors and all new hand operated alarms
(Hire Electric) \$1,148.00

Bark for flower beds provided by Tom Foley

Pouring of steps and landings on exterior staircase done by Doug Leash and Chuck Kornegay

Removal/replacing of mortar on rockwall, realignment of rockcap by Doug Leash (54½ hrs.)

2008

Stained glass window restoration (O2-O5) David Schlicker \$11,725.00

Stained glass window restoration (E2-E3, C3) David Schlicker \$10,412.00

2009

Installed ceiling heater for card club in SW corner of basement. Hire Electric
\$497.67

Wiring in North Sacristy room \$420.68

June 17 Devco - changed pipe under staircase \$242.91

July 7 N. Sacristy room prepped and painted by Doug Leash. Prints framed and hung, including donations from Wilma Roberts and Mark & Tracy Linebarger.

2010

March 14 Entry painted by Doug Leash, Carol Earl. Molding for hanging prints and prints framed by Doug Leash. Verna Browne and Shirley Bjelland redid bulletin board.

Doors painted with spar varnish.

May 5 Front door exteriors sanded and spar varnished two times by Doug Leash.

2011

No expenditures

2012

Bark put on flower beds by Alan Eagy and Tom Foley's workers. Bark donated by Tom Foley.

East side exterior window sills prepped and painted by Doug Leash. Donated by Doug Leash

Two large stained glass windows restored by David Schlicker \$7,500.00

Paid for by PUD grant.

Front doors prepped and spar varnished by Doug Leash. Donated by Doug Leash

Two new toilets installed \$571.11

labor donated by Doug Leash

DECEMBER 2012

AGENDA STAFF REPORT

URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
March 19, 2013		

DATE: February 28, 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, Economic Development Specialist

ISSUE: Semi-annual competitive Property Rehabilitation Grant application review and recommendation to the Agency Board for The Dalles Mural Society.

BACKGROUND:

The Dalles Mural Society is a non-profit organization that has commissioned and placed thirteen (13) outdoor talking murals depicting historic scenes throughout historic downtown The Dalles. The Dalles Mural Society pays for the upkeep and renewal of these murals. See attached letter for more details about The Dalles Mural Society and its murals.

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 The Dalles Mural Society was received on 12/18/2012. This application is for a grant of \$18,000.00 as part of a \$34,135 project that includes the purchase and installation of lighting for four of its murals, as well as brochures and improvements and maintenance of murals. See application for budgeted Income and Expense categories and dollar amounts.

REQUEST:

The Dalles Mural Society is requesting an \$18,000.00 grant as part of a \$34,135 project to add lighting to four of the thirteen outdoor murals depicting historical scenes and events throughout downtown The Dalles. Also included in this project are mural maintenance and preservation and enhancement, along with publishing a brochure that describes and explains the murals. This project will protect and further highlight these murals that bring visitors to downtown and lengthen their stay, which increases the opportunity that these visitors will spend money at local downtown businesses.

Please see attached application, project description letter, letters of supports (4) and light description sheet for additional information related to this application.

BUDGET IMPLICATIONS:

Budget implications would depend on the amount approved. The dollar amount available for new grants is \$48,423. There is also approximately \$42,000 of Urban Renewal funds held in reserve for “Opportunity Driven Projects” that can be recommended to the Urban Renewal Agency to be granted for qualifying projects. This application is one of four applications being presented for grant funding totaling \$110,538.

RECOMMENDATION:

Staff Recommendation: Move to recommend approval of \$18,000 to The Dalles Mural Society to pay for lighting, protection and enhancements to four outdoor murals; this approval would require that \$2,115 be funded from “Opportunity Driven Projects” funds. This approval is conditional upon The Dalles Mural Society receiving \$16,500 of the other income listed in the application and providing documentation of receipt of these funds to Urban renewal staff. 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.

Note: This project contains expenses that do not qualify for the urban renewal grant program, such as batteries (on-going maintenance), brochure redesign and printing (marketing) that will be paid for with funds from other sources outside of Urban Renewal funds.

ALTERNATIVE OPTIONS:

1. Move that the Urban Renewal Agency approve a grant amount of \$17,000 due to insufficient monies available to fully fund each grant request. This option is conditional upon reducing the approved grant amounts to Old St. Peter's Landmark, The Dalles Mural Society and The Dalles Art Center by \$1,000 each, so the amount funded is less than the amount available to grant without using funds designated for "Opportunity Driven Projects".
2. Move that the Urban Renewal Agency approve a grant amount of \$15,885 due to insufficient monies available to fully fund each grant request. This amount is the applicant's requested amount of \$18,000 minus the difference of \$2,115 between the available grant funds of \$48,423 and the total amounts requested for the Old St. Peters Landmarks, The Dalles Art Center and The Dalles Mural Society applications. It is recommended to subtract the shortfall of grant funds from The Dalles Mural Society's requested amount in this alternative option because this project is not for a specific building and doesn't impact overall building use or rehabilitation.
3. Move that the Urban Renewal Agency decline the request.

Applicant: The Dalles Mural Society

Points Awarded:

Project 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)
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. <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>
1. <i>Defective design and quality of physical construction;</i>
2. <i>Faulty interior arrangement and exterior spacing;</i>
3. <i>Overcrowding and a high density of population;</i>
4. <i>Inadequate provision for ventilation, light, sanitation, open spaces, and recreational facilities; or</i>
5. <i>Obsolescence, deterioration, dilapidation, mixed character or shifting of uses;</i> | 0 |
| 2. The project develops, redevelops, improves, rehabilitates or conserves property in ways which will:

A. Encourage expansion and development of jobs, (20 points)
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)
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

0

0 |

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property (10 points)	10
ii. Provides needed services or community function (10 points)	10
iii. Serves a significant portion of the community, (5 points)	5
iv. Enhances the quality of life for residents of the city (5 points)	5
3. The project leverages other public and/or private sources of funding. (15 Points)	5
\$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. (10 points)	10
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. (25 points)	10

Note: Ten (10) administrative points are assigned due to the downtown murals potentially bringing more consumers to the downtown area and retaining them for a longer period of time. This potential also gives potential consumers, especially travelers, tourists and other “one-time” spenders more opportunity to spend money at local downtown small businesses.

TOTAL 55



October 29, 2012

May this letter serve as support for The Dalles Mural Society's grant request . Grant monies will be used to add period lighting to the murals in our historic downtown.

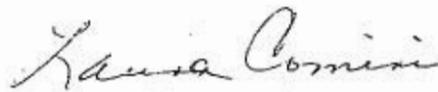
The Dalles is a culturally insignificant site for Native Americans, a stop over on the Lewis and Clark Corp of Discovery and the point of decision along the Oregon Trail. We are home to many cultural and historical landmarks and the site of several historic events. Our murals are a visual walk through time, depicting the significance of The Dalles throughout our long history. The murals are an integral part of our community. They are already impressive. Adding period lighting will make them even more dramatic.

Tourism is a strong economic driver in The Dalles. We are a destination for historians and others interested in getting a glimpse of life at the turn of the century and earlier. Our murals are a must see for these visitors. This project will enhance the visitor experience and allow visitors to tour the murals at night.

We strongly urge your support for this project.

Sincerely,

THE DALLES AREA CHAMBER OF COMMERCE


Laura Comini, Executive Director

THE DALLES URBAN RENEWAL AGENCY
Property Rehabilitation Grant and Loan Programs

APPLICATION

Application Date

Application Number

GENERAL INFORMATION

Applicant The Dalles Mural Society

Contact person Gary B. Honald
Mailing Address 2505 Wright Drive
The Dalles, OR 97058



Applicant is: The Dalles Mural Society
Name of Principal: Gary B. Honald – Executive Director
Site address see attached list of mural sites
Project description outline see attached

Please include the following with your Application:

1. Project outline
2. Initial concept sketches (lighting pictures, murals, diagrams)
3. Proposed time line – Phases
4. Final plans and specifications

Due date – January (submit in December)

Amount available - \$25000 to \$30000
The following additional items will be required before the loan is approved:

1. Certificate of approval from agency (if required).
2. Letter of approval from Historic Landmarks Commission.
3. A summary of the project outlining the work to be done.
4. Complete plans and specifications.
5. Costs 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.

Project outline

The Dalles Mural Society hereby requests a funding amount of \$18000 to fund the creation and installation of lighting for the existing talking murals in the historic downtown area. This improvement will allow for local residents, educators and visitors to learn about The Dalles historic value, explore our historic downtown through the shops and other activity centers that are being created. The goal will be realized by the additional visitors, local community events using the murals and serve as an educational tool for schools. An amount of \$18,000 will allow for lighting fixtures for 4 of the 13 existing talking murals. The portion of the project to be completed with the funds provided by Urban Renewal will be the lighting of the murals.

Our goal is to add lighting to our 13 murals and to eventually add an additional mural with a voice box which will continue to showcase our areas historic value. To complete this project we will first accomplish a number of tasks to assure that we are successful in our projects planning. The board will be working in phases which will allow us to complete these tasks in a timely manner. The first phase of this project will identify 4 of the 13 murals to have the addition of lighting. To accomplish this goal the society will: 1) complete a membership drive. Over 1800 mailings to nonmembers have been mailed. With a projected return of 30% we should gain approximately 500 members. 2) By February 2013 we will circulate our mural brochures: It will be necessary for us to update and reprint our brochure. Updates to our brochure will include a self-guided walking tour and also a membership form. 3) By March 2013 we will complete the framing of our original artwork of the murals. These have been well kept yet in need of framing prior to our release for viewing by the public. Completing this will allow us to showcase them at our open house event in May 2013. By May 2013, we will begin installation of lights to the four identified murals. This project will allow for a longer viewing time and act as a deterrent for vandalism to the murals and the downtown area. Once completed, an event will be planned with open invitations to all community members, teachers, visitors and guests.

During these activities we will also be moving forward with a sponsorship program for each of the murals we will be lighting. This will assure maintenance for each of the murals and allow for advertising for local merchants. We will be using an electronic advertising method so that mural information is available to anyone prior to their visit.

The Mural Society received a bid for the lights and installation for the 4 murals we will be working on. The company we have been working with is offering a 25% discount bringing the cost for the lighting and electrical expenses to \$23625. With this portion of our plan underway we are able to continue on with our effort.

The choice of light fixtures that we will be using depicts the historic values of the existing structures. These fixtures are a great addition to the existing décor of the area.

The Dalles Mural Society Budget for the Mural Lighting Project

Income

City of The Dalles	\$9000
Urban Renewal	\$18000
Wasco Cultural Trust	\$1750
Membership	\$3800
The Dalles Chamber	<u>\$2000</u>
Total Income	\$34,550

Expenses

Batteries (annual)	\$125
Paint (Touch Up)	\$4200
Clear Coat (protective coating)	\$1800
Labor (80 hours x \$25)	\$2000
Framing Material	\$800
*Labor (40 hours x \$18)	\$720
Brochure Redesign	\$300
Brochure Printing (5000)	\$565
**Lighting and Electrical	<u>\$23625</u>
Total Expenses	\$34,135

*In Kind Services – no charge

**Cost includes expenses for 4 murals and a 25% discount

Lighting and Electrical Budget – Detailed

The project will cover the four murals on the corners of 2nd and Washington. Hollywood Lights has offered us a 25% discount on material and labor bringing our total expenditures for this portion of our project to \$23625 which is a savings of \$7875.

Mural Name	Size	Lighting	Electrical	25% discount
Decision at The Dalles	10'x60'	\$3000	\$6000	\$6750
Lewis and Clark Expedition	30'x25'	\$2000	\$4000	\$4500
Trading Post/10,000 Years	10'x60'	\$3000	\$6000	\$6750
Ancient Indian Fishing Grounds	12'x60'	<u>\$2500</u>	<u>\$5000</u>	<u>\$5625</u>
		\$10,500	\$21,000	\$23,625

Labor expenses are included in the above costs

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.

ATTACHMENT 1

Page 5 of 10

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.


Signature (and Title if appropriate) P.H.S.

Dec 17-2012
Date

Signature (and Title if appropriate)

Date

Signature (and Title if appropriate)

Date

Signature (and Title if appropriate)

Date

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

1. Certificate of approval from agency (if required).
2. Letter of approval from Historic Landmarks Commission.
3. A summary of the project outlining the work to be done.
4. Complete plans and specifications.
5. Costs 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 Applicants 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.

The Dalles Mural Society
P.O. Box 444
2505 Wright Drive
The Dalles, Oregon 97058

Board Member Roster

Gary Honald - President
2505 Wright Drive
The Dalles, Oregon 97058
541-980-2556
ghonald@gorge.net

Jake Grossmiller - Publicity
6590 Reservoir Road
The Dalles, Oregon 97058
541-993-1939
jake@haystackbroadcasting.com

Marilyn Keys – Vice-President
2445 Wright Drive
The Dalles, Oregon 97058
541-296-6606
asingingmom@charter.net

Mary Stocks – Board Member
1002 West 11th Street
The Dalles, Oregon 97058
541-980-0719
mstocks@charter.net

Sally Hay - Secretary
4455 Emerson Loop Road
The Dalles, Oregon 97058
541-296-2448
hayranch@gorge.net

Gerald Richmond - Board Member
1824 East 9th
The Dalles, Oregon 97058
541-980-1138
tdcivictheater@gmail.com

Jody Cochenour - Treasurer
319 West 20th Street
The Dalles, Oregon 97058
541-298-5692
joanndc@embarqmail.com

ANGLED REFLECTOR



When You Choose Ark You Choose Quality

Ideal for store fronts, restaurants and other public places. Available in a variety of sizes, finishes, mounting options, light sources and with a large selection of accessories.

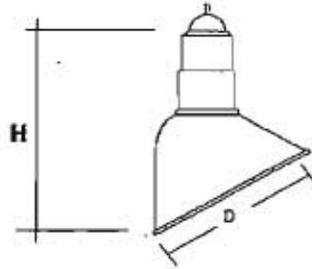
Materials - Fixtures spun of 18-gage cold-rolled steel and powder coated for a durable high-end finish.

Voltage - See Voltages Below or Contact us For Custom Options

Socket - #30 Medium Base Porcelain Socket (Standard)

Warranty - 1 Year Full Warranty

Listing - All Fixtures are UL or ETL Approved



Fixture Size	Fixture Height (Inches)	Fixture Width (Inches)	Fixture Depth (Inches)	Fixture Weight (Lbs)	Fixture Voltage (Volts)	Fixture Length (Inches)	Fixture Diameter (Inches)	Fixture Material
AA-7	100	32	32	100	100	7"	7"	4
AA-9	150	32	32	100	100	9"	9"	5
AA-11	200	32	42	150	150	10"	11"	5
AA-14	200	42	42	150	150	12"	14"	6

Fixture Voltage	Light Source	Remote or Integral Ballast	Indoor or Outdoor	Finish	Cord	Mounting	Globe/Guard	Accessories
Comes with 1/2" #30 Medium Base Socket (see Sockets for Specifications) 120V								
13 18 26 32 42		INT = Integral Ballast (120V) REM = Remote Ballast (120-277V)	Indoor = SCE Outdoor = RTE (for Remote Ballasts)	White = WH Black = BLK Red = RD Blue = BL Green = GR Yellow = YL Galvanized = GA Painted Copper = PC Satin Nickel = SN (for custom colors please contact us)	4' of Factory Pre-Wired Leads For Use With Stem or Gooseneck Mounting in Wet and Indoor Locations WL = Wire Leads (Custom Length Available) Angled Reflectors cannot hang straight down from a ceiling with a cord.	Most Popular: AGB-101 (see Mounting Options for Stem and Gooseneck Specifications) *Custom Bends Available *134 = 3/4" Hub * ACN009 or ACN004 Mounting Hardware included With Purchase of Gooseneck or Stem	Globe Required for Outdoor Locations Standard Clear Globe = AVX100GL or AVX200GL Standard Clear Globe & Guard = AVX100DG or AVX200DG (AVX200 for 42PL, 50MH, 70HPS, 100HPS, 150HPS) (see Globes and Guards for Globe Colors and Specifications)	Wireguards: AG-107 AG-109 AG-111 AG-114 (e.g. AG-107 = AA-7) Colored Cap: ACC-002
35 50 70 100 150		Remote Ballast Required 35W = 120V 50W-150W = 120/208/240/277V (MT)	For Outdoor a Globe is Required (see Globes & Guards)					
50 70 100 150		Remote Ballast Required 50W-150W = 120/208/240/277V (MT) The 50W Metal Halide option can be with a MP Socket or Medium Base Socket MP = Open Rated (No Globe Allowed) Medium Base (Globe Required) The 70W - 150W Metal Halide options are with MP Socket Only						

Sample Order	Fixture	Ballast	Indoor / Outdoor	Finish	Cord	Mounting	Globe/Guard	Accessories
	AA-7	32CF-REM	RTE	WH	WL	AGB-101	AVX-100DG	

Columbia Gorge Discovery Center & Museum

April 24, 2012

To Whom It May Concern:

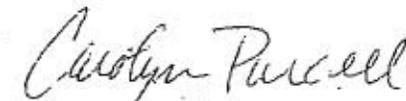
I am writing in support of the efforts of The Dalles Mural Society to obtain lighting for murals in downtown The Dalles. The murals not only enhance the downtown area, they help bring awareness to the rich history of our region.

The Dalles offers significant opportunities for the interpretation of national historic themes that once touched this place. These include the Lewis and Clark Expedition, the Oregon Trail, frontier military, Cayuse Indian Wars, the gold rush era, and much more. These murals are a constant reminder of the significance of our regional heritage.

The mission of our organization is to inspire appreciation and stewardship of the Columbia River Gorge and Wasco County through collection, preservation, and interpretation of cultural and natural history resources. To that end, we support all efforts in the region that further that mission. The murals are a series of themed public art that are strategically placed throughout the downtown area. By lighting the murals for evening viewing, they will reach a greater audience and enhance the downtown area for enjoyment by evening visitors.

Please contact me if I may be of further assistance in this effort.

Sincerely,



Carolyn Purcell
Executive Director

Fort Dalles Museum

To whom it may concern:

I would like to express my support for The Dalles Mural Society in its efforts to obtain funding for the lighting of the wonderful murals in downtown The Dalles. Enhancing these attractive murals will help draw additional attention to them, and extend the hours they are available for the enjoyment of visitors and the community.

Besides providing visual interest and variety to the downtown streets, the murals serve as a focal point to introduce visitors to the rich history of The Dalles. They help people see, in an easy, enjoyable way our immensely rich heritage of Native Americans, Lewis and Clark and Oregon Trail pioneers. Even a brief study of the murals' subject matter provides newcomers with a window going back hundreds of years into local history.

This knowledge encourages visitors to stay a little longer, learn a little more, visit our historical sites and our wonderful museums, walk or bicycle our trails, get a good night's sleep and enjoy meals at our excellent restaurants. Enhancing the downtown murals is a sensible way to increase foot traffic downtown and encourage visits to the many other historical and scenic attractions in and around The Dalles.

Sincerely,

Paula D. Kuttner
Wasco County Historical Society/Fort Dalles Museum



312 COURT STREET
THE DALLES, OR 97058

(541) 296-5481 ext. 4448

April 16, 2012

Northern Wasco County People's Utility District
Attn: Dwight Langer
2015 River Road
The Dalles, OR 97058

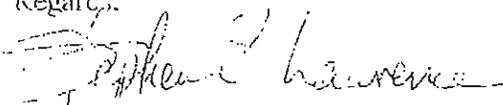
Mr. Langer:

The purpose of this letter is to state The Dalles Main Street Program's strong support for The Dalles Mural Society's grant application. Main Street has always appreciated the Mural Society's commitment to downtown The Dalles.

It is our understanding that, with the help of these PUD funds, the Mural Society plans to light our community's beautiful murals throughout the downtown district. This will enhance visibility later in the day and into the night, as well as reduce vandalism. Downtown The Dalles, with its businesses, agencies and organizations, will be significantly benefited by the completion of this project as greater visibility on these murals will result in more visitors to the district. Visibility to downtown The Dalles are desperately needed, as the number of vacant storefronts has grown from approximately 20 to more than 40 in just two years.

Again, we pledge our support for this project and partnership with the Mural Society until completion. Please contact The Dalles Main Street Program at City Hall if you have any questions.

Regards:


Stephen Lawrence
Main Street Special Services Committee

AGENDA STAFF REPORT

URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
March 19, 2013		

DATE: February 28, 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 for Civic Auditorium Historic Preservation Committee.

BACKGROUND:

The Civic Auditorium located at 323 E. 4th Street in The Dalles is owned and operated by the Civic Auditorium Historic Preservation Committee (CAHPC). The Civic Auditorium was built in 1921 as a community center to honor World War I veterans and to be a memorial to them and their sacrifice and that of their fallen soldiers-in-arms. The CAHPC has been raising funds and restoring and renovating this large historical building that occupies almost one-fourth of a city block. According to the "Exhibit C – Grant Request Introduction, the CAHPC has "already funded \$2.3 million in renovations to the ballroom, community and fireside rooms; \$5,300,000 total project costs" and in kind contributions of more than \$143,000. The remaining major project is the \$3 million restoration and renovation of the 1,110 seat auditorium and associated areas, such as balcony, stage, orchestra pit, dressing rooms and the adding of a commercial kitchen in the old locker room space.

Please see the application and the following applicant provided documents attached to the application for more detailed information:

1. Exhibit A – Scope of Work, Design and Engineering, The Dalles Auditorium
2. Exhibit B – the Dalles Civic Auditorium Restoration Project, Scope of work by Yankee Design and Build. (Note: Yankee Design and Build is closed and is no longer an operating business.)
3. Exhibit C – Grant Request Introduction

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.

On page 15 on the Urban Renewal Plan it states that “The Urban Renewal Agency may fund in full, in part, a proportionate share, or cause to be funded, the following numbered projects and activities.” Number seven (7) on that list is the “Civic Auditorium Remodel and Reconstruction.” With limited funds available for the Civic improvement grant program, the Committee may want to consider funding for this application out of project funds.

APPLICATION:

The application from the Civic Auditorium Historic Preservation Committee was received on 1/31/2013. This application is for a grant of \$60,000 to create design and engineering plans for the restoration and renovation of the theatre in the Civic Auditorium, as set forth in provided Exhibit A – Scope of Work.

The specific costs for this project are:

1. Theatre rendering \$ 2,800
2. Engineering Design \$27,200
3. Architectural Design \$30,000

Upon a request to the applicant on phasing or reduction of their request, they indicated that they could pursue private funding for the \$2,800 rendering.

REQUEST:

The application is requesting a grant of \$60,000 to pay for the theatre rendering, architectural design and engineering design for Civic Auditorium theatre. These drawing, designing and engineering steps are the first part of the \$3 million project to restore and renovate the theatre in the Civic Auditorium.

BUDGET IMPLICATIONS:

Budget implications would depend on the amount approved. The dollar amount available for new grants is \$48,423. This application is one of four applications being presented for grant funding totaling \$110,538. There is also approximately \$42,000 of Urban Renewal funds held in reserve for “Opportunity Driven Projects” that can be recommended to the Urban Renewal Agency to be granted for qualifying projects.

RECOMMENDATION:

Staff Recommendation: Move to recommend that the Urban Renewal Agency transfer this request for \$60,000 to pay for theatre rendering, architectural design and engineering design for Civic Auditorium theatre located at 323 E. 4th Street, The Dalles, Oregon to “Projects by Urban Renewal,” move to recommend that the Urban Renewal Agency approve the \$27,200 for engineering from “opportunity driven projects” this fiscal year, move to recommend that the Agency consider an additional \$30,000 for architectural design in preparation of the fiscal year 2013-14 Urban Renewal budget, and move to recommend that CAHPC pay for the \$2,800 rendering. Any funds budgeted for fiscal year 2013-14 would be available July 1, 2013 and would be designated to fund the request for the Civic Auditorium.

ALTERNATIVE OPTIONS:

1. Move to recommend that the Urban Renewal Agency transfer this request to “Project by Urban Renewal,” move to recommend the Agency approve \$27,200 to apply for the Civic Auditorium engineering from “opportunity driven projects” for this fiscal year, move to recommend that CAHPC pay for the \$2,800 rendering, and move to recommend that CAHPC apply for the remainder of their request next year.

Applicant: Civic Auditorium Historic Preservation Committee

Points Awarded:

Project 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)
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. <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>
1. <i>Defective design and quality of physical construction;</i>
2. <i>Faulty interior arrangement and exterior spacing;</i>
3. <i>Overcrowding and a high density of population;</i>
4. <i>Inadequate provision for ventilation, light, sanitation, open spaces, and recreational facilities; or</i>
5. <i>Obsolescence, deterioration, dilapidation, mixed character or shifting of uses;</i> | 10 |
| 2. The project develops, redevelops, improves, rehabilitates or conserves property in ways which will:

A. Encourage expansion and development of jobs, (20 points)
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)
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) | 5

0

25 |

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property (10 points)	10
ii. Provides needed services or community function (10 points)	10
iii. Serves a significant portion of the community, (5 points)	5
iv. Enhances the quality of life for residents of the city (5 points)	5
3. The project leverages other public and/or private sources of funding. (15 Points)	15
\$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. (10 points)	10
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. (25 points)	10

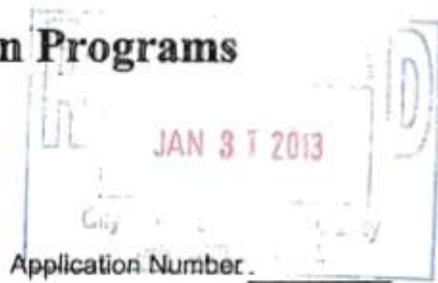
Note: Ten (10) Administrative points are awarded. Five (5) points due to Civic Auditorium being a venue that is supported by many small businesses, such as event planners, caterers, restaurants, florists, supplies, equipment and vehicle rentals. These businesses would have a noticeable negative impact if the Civic Auditorium was not a viable, attractive and significant venue for many different types of events. Five (5) points awarded due to the theatre portion of the Civic Auditorium becoming a renewed additional resource and venue that will also provide business opportunities to many local small businesses.

TOTAL 105

The Dalles Urban Renewal Agency

Property Rehabilitation Grant and Loan Programs

APPLICATION



Application Date 1-31-13

Application Number _____

GENERAL INFORMATION

Applicant Civic Auditorium Historic Preservation Committee

Contact person Randy Haines

Mailing Address PO Box 1102, The Dalles, Or 97058

Property Address 323 E. 4th St.
The Dalles, OR 97058

Applicant is: h Property owner k Business leasing the property

Telephone # 541-298-8533 Fax # _____

Federal tax ID # or Social security # 94-3149720

Bank of account and contact Columbia Bank

Name of Business _____
(if different than applicant)

Mailing Address _____

Name of Principal _____

PROJECT INFORMATION

Site address _____

Legal Description

Lots 7, 8 & 9, Block 6, Bigelow Addition
to the plat of Dalles City

Building age

92 years

Square Footage _____

Building use

weddings, reunions, community events, music/theatre

Project description outline

Create design and engineering
plans as set forth in Exhibit "A", Scope
of Work.

These plans are essential to receiving
a competent restoration contract bid and to
secure public and private foundation grants
for full theatre restoration.

Completion of plans is estimated to be
nine (9) months.

See Exhibit "B", 2007 Scope of Work
(Yankee Design no longer exists) for final
restoration of theatre.

See Exhibit "C" for project narrative.

Please include the following with your Application:

1. Project outline
2. Initial concept sketches
3. Proposed timeline
4. Final plans and specifications (prior to final certification)

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.

ATTACHMENT 1
Page 4 of 11

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.

Ray Michael Program Manager
Signature (and Title if appropriate)

1.31.13
Date

Steph E. Lawrence, Managing Board Member
Signature (and Title if appropriate)

1-31-13
Date

Signature (and Title if appropriate)

Date

Signature (and Title if appropriate)

Date

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

1. Certificate of approval from agency (if required).
2. Letter of approval from Historic Landmarks Commission.
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**Scope of Work
Design and Engineering
The Dalles Civic Auditorium**

Rehabilitation of the Auditorium:

Review and adjust the specifications for plaster repair, painting, atrium construction, entry construction, tile work, carpet, doors, woodwork, and other miscellaneous work necessary to make the Auditorium functional.

Acoustic Analysis and Design of the Auditorium:

Perform a professional engineering acoustic analysis of the auditorium. Design and specify work and materials necessary to accomplish a reverberation time of consistent with use of the auditorium.

Design of Auditorium Balcony for Simply Supported Beam:

Redesign the balcony and support systems. The main balcony beams to support simply only at the walls, no supporting structures from the roof trusses, and no columns rising from the main floor. Analyze the present supporting columns and footings within the adjacent walls. Make necessary adjustments.

Design and Specifications for Electrically Controlled Gridiron:

Design and specify a new gridiron system for the stage scenery. Operation of the new gridiron will be from the stage floor. Maintenance access to the motors and machinery on the gridiron will be OSHA compliant. Specify the best available system for efficient manipulation of the stage scenery and theatrical effects.

Design and Specifications for Stage Lighting:

Design and specifications for stage spot lighting and lighting effects to include lighting and power supply for the orchestra pit.

Design and Specifications for Sound System:

Design and specifications for a sound control system to include enhancement of sounds of musical groups and theatrical productions. Wireless microphone systems to allow multiple speakers moving over the full range of the auditorium. Design of modular video and slide presentation systems including rear projection, remote control, internet access, and from the podium presenter controls.



THE DALLES CIVIC AUDITORIUM RESTORATION PROJECT

SCOPE OF WORK

ARCHITECTURAL: Architectural Resources Group (San Francisco, California)

Review existing plans for compliance with ADA. Create revised Construction Documents for submission to local and state review bodies. Integrate plans from 'as built' provided by Yankee Design & Building as well as Philip R. McCurdy Architects, P.C. (Plan set supplied by owner, dated 1997)

ENGINEERING: Froelich Engineering (Bend, Oregon)

Create structural plans for integration with Construction Documents from Architectural Resources Group and Yankee Design & Building. Scope of structural to be limited to balcony support, wheelchair lift, shaft-way and fly-bridge re-support.

PERMITS: Yankee Design & Building (Bend, Oregon)

Yankee Design & Building will secure permits for all work to be performed including, but not limited to, Planning Department approval, structural engineering, Historic Commission reviews, State Elevators Inspection Division, and Building Departments, both local and state.

HISTORIC REQUIREMENTS: Yankee Design & Building

Yankee Design & Building will perform a Historic Code required window and door audit, to delineate extent of work required for window repair and/or replacement. Scope of audit will include windows and doors on entire first floor/south elevation, and entire first floor/east elevation.

Design and Specifications for Stage Digital Control System:

Design and specifications for a PC based modular control system operated from the stage, control of the stage scenery, curtain, lighting systems, hall lights, and sound control. Software, PC, and peripherals are upgradeable without complete replacement of the systems.

Plans and Specifications for Dressing Rooms under the Stage:

Design a set of dressing and preparation rooms under the stage with full access to enter the stage from either side. Dressing rooms include vanity sink, mirrors, and lighting necessary to support a full theatrical production. Provide restroom facilities either unisex or sufficient for both sexes. Provide rehearsal space isolated from the stage so a rehearsal and production may occur simultaneously.

Plans and Specifications for Orchestra Pit:

Design an orchestra pit with access from under the stage. Provide power supply for any electrically operated instruments, and lighting. Provide sound system access for full auditorium broadcast and integration.

Plans and Specifications for a more Continuous Slope of Auditorium Floor:

Plan and specify the construction of a more evenly sloped auditorium floor. Provide in floor electrical, sound system and communication conduits to support a fully functional and full range of ancillary services.

Design and Specifications for Dumb Waiter from Basement to Ballroom:

Design and specification for a dumb waiter to function between the basement level to the Ballroom floor level. The dumb waiter will have intermediate stops at the gymnasium level, and the mezzanine level. Dumb waiter shall be modular, upgradeable, and digital.

Plans and Specifications for Commercial Kitchen in the Old Locker Room:

Commercial Kitchen located in the old locker room space to include adequate power and fuel supply for full range of baking, burner top, ventilation, dishwasher, and appliance operation. Provide sufficient counter space and sufficient worktable space. Include commercial size and quality linen laundering capacity.

Scan and Redraw of Original Drawings:

Scan a full set of original building drawings into raster format. Redraw drawings #1, 2, 4, 16, 17, 22, 23, 26, and 29 into vector format.

Utility Diagrams:

Review existing drawings. Make necessary additions to provide a plumbing diagram, floor drain diagram, roof drain diagram, communication (voice and data) diagram, and one-line electrical circuit and load center diagram.

Contract Ready Documents:

Provide six sets of contract ready plans and specifications. Provide the Civic Auditorium with rights to use these documents to accomplish rehabilitation of the Civic Auditorium.

Architect – Engineer Estimate of Construction Costs:

Provide an architect/engineers estimate of each phase of the construction listed above. Build the estimate in such a fashion so the Civic may readjust the estimate to reflect inflation and time.

The Civic Auditorium Historic Preservation Committee (CAHPC) will restore the theatre that was built in 1921. A *Capital Campaign Plan* has been developed that provides a strategy to raise approximately \$3,000,000 to complete the theatre. With the campaign strategy and management established, the plan identifies goals of local donations, in-kind contribution, and grants. The plan includes specific fund raising events to complete the plan. Raising the full amount needed for the project will require that the Civic, staff and volunteers work on raising the funds for about 18-24 months.

The CAHPC Board has also completed 5-year *Theatre Sustainability Plan* that provides projections for income/expense following the renovations. The budget shows that the theatre is sustainable and can generate revenues that will ensure its preservation.

Currently, the Civic Auditorium is self-sustaining. The operation of the Civic will remain a community-based, non-profit 503(C)3. Revenue is primarily generated from event rental income, concessions and donations. With the completion of the Theatre, the Civic will also add contract ticket sales, promotional material sales and, of course, theatre rental income.

It is estimated that theatre revenue projections in year one will be nearly \$50,000 and by year five projections reflect total income from the theatre just under \$100,000. Ticket sales, depending on the type of performance and the location of the seat will range from \$10 to \$15. Projections reflect that ticket sales in year five will provide annual sales of \$39,000 with concessions and promotional materials adding another 4.0% (each) of total annual income. It is expected that income from special events will contribute approximately 21% of annual income.

As a part of the 5-year sustainability plan, the Civic made reasonable production expense assumptions, which include approximately 21% of income. Facility expenses are a fundamental expense that must be paid regardless of the activities in the rest of the building, but average 27.5% of income over a 5-year period. General office expenses in the budget reflect 30% of the total related costs for the Civic as a whole. The expense estimate is based on historic figures and includes a 2% annual inflation rate increase in years 2 through 5. The Civic is also focusing on building reserves to accommodate unforeseen expenses.

A core assumption of the sustainability plan is the importance of hiring a full-time staff person who will assist in accomplishing the goals and objectives as they relate to the renewed prominence and influence of the Civic and all of its amenities. The budget assumes that 50% of this person's time will focus on marketing, promotion and booking the theatre. The budget includes an annual salary of \$35,000, plus a modest 2% annual increase. Benefits are also a part of the staffing expense, which are valued at 30% of the annual salary.

The Dalles Civic Auditorium Historic Preservation Committee here by respectfully submits our grant request of \$ _____ from the _____ to aid in the renovation of the theatre portion of The Dalles Civic Auditorium.

If awarded a grant from the _____ The Dalles Civic Auditorium Historic Preservation Committee will restore the theatre and theatre balcony, which would complete the building renovation plan for a Historic Civic Auditorium located in The Dalles, OR. The Dalles Civic Auditorium is on the National Register of Historic Places and is located down town which is designated as The Dalles Historic Commercial District.

The Civic occupies nearly one-fourth of a city block and houses an auditorium seating 1,100+ patrons with a balcony, a grand ballroom with "floating" hardwood flooring with its own balcony, a "fireside room" for meetings, and a community room (formerly the gymnasium).

The renovation and capital campaign focuses exclusively on the renovation to the theatre that will provide a singular venue for public use in the Mid-Columbia region. The Civic Auditorium will seek the support of outside funding sources to complete the theatre renovations and upgrades. The funding sources will be comprised of both public and private sources. The Civic will solicit grants to assist with the capacity building efforts throughout the five-year period, although, the projections assume that grants will not be needed in the 5th year, when revenues will be sufficient to sustain operations without grant support. Because the Civic is listed on the National Register of Historic Places and is located in downtown in the designated The Dalles Historic Commercial district opens the door to potential funding to preserve America's historical treasures. Also, the fact that the building is a Veterans' Memorial makes the history that much more poignant and important. For this reason, the Civic will solicit \$300,000 from relevant federal and state-level funding sources.

The Dalles has a rich history and tradition of supporting local capital campaigns in order to expand and develop services and opportunities within the Mid-Columbia region. The Civic will use traditional fund raisers such as a "public launch" to generate the need and local buzz, holiday events, challenge grants, digital outreach and gift campaigns. The Civic plans to offer naming opportunities for the theatre renovations, focusing on opportunities that will provide significant to moderate opportunities for individuals and business to contribute to the campaigns, while also leaving a legacy for future generations.

The cost benefit and project outcome will be measured in terms of providing a major theatre for entertainment within the Mid-Columbia area. To enhance community economic growth from visiting patrons, provide goods and services to the community, enable local theatre experience and develop local talent. Hundreds of volunteers will reap the reward of helping the Civic return to its original use and the entire community will benefit the stabilizing effect that only a community center can provide.

The Civic Auditorium Historic Preservation Committee has a clear vision for the Theatre and its role as a community treasure. The building has an honored position in The Dalles and is a critical foundation of the downtown revitalization effort. The theatre is an outstanding component that will cap off a multi-year renovation and revitalization of the entire facility.

The CAHPC has already funded \$2.3 million in renovations to the ballroom, community and fireside rooms; \$5,300,000 total project costs, plus in-kind of \$143,000+ is 50% of the total project costs.