



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

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CITY OF THE DALLES

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

Conducted in a Handicap Accessible Meeting Room

**Tuesday, September 17, 2013**

5:30 pm

City Hall Council Chambers

313 Court Street

The Dalles, Oregon

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - A. July 16, 2013
6. PUBLIC COMMENT (for items not on the agenda)
7. ACTION ITEMS – Grant Applications
  - A. United Church of Christ Congregational
  - B. Wonderworks Children’s Museum of the Gorge
8. ONGOING URBAN RENEWAL PROJECTS UPDATE
9. FUTURE MEETING – October 15, 2013
10. ADJOURNMENT

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

**Tuesday, July 16, 2013**

**5:30 p.m.**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room.*

CALL TO ORDER

Vice Chair Grossman called the meeting to order at 5:31 p.m.

ROLL CALL

Members Present: Chris Zukin, Gary Grossman, Mike Zingg, Dick Elkins, Robin Miles, Steve Kramer

Members Absent: Greg Weast, Jennifer Botts, Linda Miller

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

Also Present: Economic Development Specialist Dan Durow, Rapoza representative Michael Leash and WAVE General Counsel Dag Wilkinson

PLEDGE OF ALLEGIANCE

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

Note: Weast joined the meeting at 5:32 p.m.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

A. May 21, 2013 – It was moved by Miles and seconded by Weast to approve the May 21, 2013 minutes as submitted. The motion carried unanimously; Botts and Miller were absent.

B. June 18, 2013 – It was moved by Kramer and seconded by Zingg to approve the June 18, 2013 minutes as submitted. The motion carried unanimously; Botts and Miller were absent.

### PUBLIC COMMENT

None.

ACTION ITEM – Recommendation concerning Rapoza Development Group’s request for a 120-day extension on the Phase 1 Purchase Option of the Granada Block Redevelopment Project

City Manager Young reported that Section 2.2 of the Disposition and Development Agreement (DDA) outlined August 31, 2013 as the closing date, but allowed for a 120-day extension as long as the Agency agreed that closing could take place by December 30, 2013. Staff received a request from Rapoza Development Group (Rapoza) for the 120-day extension, Young stated.

Local Rapoza representative Michael Leash introduced Dag Wilkinson, general counsel for WAVE Hospitality Advisors. Leash presented a powerpoint presentation of the design renderings and progress reports for the project (copy attached). Some of the featured highlights of the presentation were:

- The hotel room count is 117, subject to change
- The grand entrance will be off of First Street, another entrance off of 2<sup>nd</sup> Street
- Basement Floor Level – minimal usage
- Ground Floor Level – Restaurant, lounge, exercise/workout facility, meeting spaces allowing for two simultaneous meetings, an outdoor pool
- Second Floor – rooms and rooftop terrace over the meeting space
- Third and Fourth Floors – rooms
- Developer acquired HVS Consulting and Valuation Services to prepare an independent study and financial projections
- Multiple investor contacts have been made

Weast asked if the hotel franchise had been established. Mr. Leash stated it was not yet established.

Mr. Wilkinson pointed out that the HVS study showed there was a great need for large-sized hotel meeting spaces in the area, and this project’s meeting spaces would bring people to The Dalles that typically would not come because of the current lack of meeting spaces. Mr. Leash reported the developers submitted an Enterprise Zone application.

Miles asked if the Granada project would coincide with the Washington Street Tunnel project. City Manager Young stated that the intent was to coordinate the projects to complement each other to potentially save costs. Mr. Leash noted that he and City Manager Young had multiple conversations with various contractors in an attempt to coordinate three projects: the Granada Block, Washington Tunnel and the City’s Parking Structure.

Zingg asked what the identifying factors were that would create a problem to close. Mr. Leash stated nothing was guaranteed at this point. The first set of capital, ten million dollars, needed to be put together, and Rapoza hoped to have all of the first set in place by the end of December. Leash said once that was done, the remainder should be relatively easy. Zingg asked staff what would happen if the ten million dollars was not raised by the deadline. City Manager Young stated there was no agreement to allow for another extension, so the developers needed to make the deadline. City Attorney Parker said if the deadline was not met, the Agency would not proceed with the sale of the property in accordance with

the DDA. Zingg said it would be very awkward if the developers did not produce the funds by the end of December. The community did not have a lot of other options. Zukin said that was the sentiment of the Advisory Committee when the Committee recommended approval of the last extension, and the current 120-day extension request and this request would be the last one.

Note: Miller joined the meeting at 5:52 p.m.

Miller asked how many of the items on the staff memorandum DDA checklist had been completed. City Manager Young reviewed each line item and summarized by saying most of the items had not been completed. Young stated some items were partially completed. The demolition of the Recreation Building was approved by the Historic Landmarks Commission, but permits had not been issued. A preliminary "cost per space" range was determined for the required parking in the Public Garage, but a final figure had not been reached. An environmental report had been completed; and archaeological costs were being completed but were not finalized. Miller commented that it appeared there were many items to be completed. City Manager Young reminded the Committee to evaluate whether or not enough work had been completed to have confidence that the tasks could be completed in an additional 120 days. At the approval of the DDA, the Agency knew it would be tight, Young stated. Grossman asked where in the 165-day time period these task items would progress. Mr. Wilkinson stated that getting the capital was important, because investors would be looking for a room count and a final design plan. Rapoza's goal was to get the equity lined up in the 165-day time period.

Zingg asked if a number of the task items would be completed by the end of closing. City Manager Young stated the permits probably would not be completed. Much depended upon Rapoza's efforts to bring together the development team of investors to start finalizing the redevelopment plan. Young thought the archaeological costs would be completed. The parking structure would come later in the process before there would be solid figures on that, Young stated.

Vice Chair Grossman asked how progress was going on obtaining investors. Mr. Wilkinson said the HVS study was very positive, and it indicated there was a need for the project in the area. More education would need to be done to present to investors for this area's market because it is not as well known as Los Angeles or other large city markets. Wilkinson said there was interest and curiosity, but it would take longer to get investors to the "check writing" stage. Mr. Wilkinson noted they were looking at different kinds of investors such as private investors, and that process would be accelerating in a couple of weeks. The developers were taking a multi-faceted approach and "widening the net." Miller clarified that Rapoza did not have one hard investor. Mr. Wilkinson said that was correct, but it was not a surprise. They were looking at many ways to partner with either one major investor or a group, the strategy was multi-faceted.

Weast noted that the Advisory Committee supported the project in the past. Weast felt the two choices were either to recommend the 120-day extension, or not recommend the extension and let the property sit. Zukin agreed with Weast and said he felt the developers had made progress and he saw no reason to stop the project now.

It was moved by Weast and seconded by Zukin to recommend to the Agency to approve the 120-day extension of the deadline for the option to purchase Phase 1 parcels of the Granada Block Redevelopment project, as outlined in the DDA, to December 30, 2013. The motion carried unanimously; Botts was absent.

ONGOING URBAN RENEWAL PROJECTS

City Manager Young reported that some of the Civic Grants work was moving forward. The Art Center ordered a new front door and other materials, and The Civic Auditorium obtained its initial structural report.

Vice Chair Grossman adjourned the meeting at 6:11 p.m.

Respectfully submitted by Administrative Secretary Carole Trautman.

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Gary Grossman, Vice Chairman

# AGENDA STAFF REPORT

## URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
September 17, 2013		

**DATE:** September 9, 2013

**TO:** Urban Renewal Advisory Committee

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

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

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

**BACKGROUND:**

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

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

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

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

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

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

**APPLICATION:**

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

**Proposed Project Costs**

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

**Proposed Fund Sources**

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

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

**BUDGET IMPLICATIONS:**

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

**RECOMMENDATION:**

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

**ALTERNATIVE OPTIONS:**

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

Applicant: United Church of Christ Congregational

Points Awarded: **20**

**Selection Criteria:**

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

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

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property <b>(10 points)</b>	<b>0</b>
ii. Provides needed services or community function <b>(10 points)</b>	<b>0</b>
iii. Serves a significant portion of the community, <b>(5 points)</b>	<b>0</b>
iv. Enhances the quality of life for residents of the city <b>(5 points)</b>	<b>5</b>
3. The project leverages other public and/or private sources of funding. <b>(15 Points)</b>	<b>0</b>
\$1 Urban Renewal grant to \$3 (or more) other funding – (15 points)	
\$1 Urban Renewal grant to \$2 other funding – (10 points)	
\$1 Urban Renewal grant to \$1 other funding – (5 points)	
4. The Applicant shows that it is financially able to complete the project and maintain the property. <b>(10 points)</b>	<b>10</b>
5. Administrative – The Agency may assign additional points for project considerations which do not fit into one of the above categories, but which provide compelling evidence that the project will further the goals of the Agency; or, if the project meets one or more of the above factors in a way that is far beyond the norm for that category. The assignment of points in this category will be by memorandum stating the reasons and will be maintained in Agency files. <b>(25 points)</b>	<b>0</b>
<b>TOTAL</b>	<b>20</b>



**UNITED CHURCH OF CHRIST CONGREGATIONAL**  
SERVING THE GORGE SINCE 1859



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

To Whom It May Concern:

Please accept this application from the United Church of Christ Congregational. We have enclosed the required documents listed below:

- Application
- Project outline and proposed timeline
- A summary of work to be done
- Photographs of the area to be renovated
- Cost estimate from contractor

If this application is approved, we will provide your office with complete plans and specifications, and all required permits.

Thank you for your consideration of this request.

Deborah J. Allen  
Pastor, United Church of Christ Congregational  
111 E. 5<sup>th</sup> St., TD  
541-296-2909  
Secretary @uccthedalles.org



**UNITED CHURCH OF CHRIST CONGREGATIONAL**  
SERVING THE GORGE SINCE 1859

City of The Dalles  
Historic Landmarks Commission  
The Dalles, OR

July 31, 2013

Re: Window Improvement Project

Dear Council Members:

The United Church of Christ Congregational is preparing to upgrade the windows in both the sanctuary building and the addition. We have previously finished work on insulating and protecting the stained glass in the sanctuary. The congregation has approved this work and we are seeking grant assistance through Urban Renewal Grants to complete it.

Our purpose in advancing this project is both to preserve our structure and improve the energy efficiency of the building. At over 12,000 square feet, reducing our energy footprint and maintaining the building are important goals of the congregation.

We have already received contractor estimates for the work to be done, just over \$33,000. The congregation is earmarked \$6,800.14 dollars toward this project. The scope and photographs of the project area are attached.

Thank you for your review and please contact us for any additional information you may require.

Sincerely,

Deborah J. Allen  
Pastor

## Project Narrative

### **Project Outline:**

United Congregational Church of Christ (UCCC) was built in 1936. The original part of the building is used for church services and functions as well as space for Boy Scouts of America. The Phase II of the project addresses the addition to the historic building, which has space dedicated to the use of public daycare, Alcoholics Anonymous, Start Smart and Habitat for Humanity.

Recent upgrades to the building have included new signage (7/2013) and brick pointing (7/2012).

This project will help preserve this historic building as well as make it a more energy-efficient facility for both church and public services.

### **Phase I:**

Phase One will replace 25 windows in the original historic portion of the building and meet the historical rules by the City of The Dalles standards. The windows age between 1936 to 1957. After the July, 2013, energy audit performed by The Northern Wasco County Public Utility Department, it was evident that replacing these windows were important to preserving the building as well as improving energy efficiency.

**Phase 2:** Phase II will be reviewed by the Board of Trustees after confirmation of funding for Phase I. Phase II will address the window replacements for the additional building footprint built in 1952-1953. This part of the building was included in the July, 2013, Northern Wasco PUD Energy Audit. We are not asking for funding for Phase Two in this application.

### **Project Criteria:**

Phase I of this project will restore the windows dating as old as 1936 to 1957 to this historic building built in 1936. It will improve ventilation and function.

This project, when completed, will use a local contractor; therefore, keeping both UCCC contributing funds and Urban Renewal funds in our community.

UCCC church has been on the National Register of Historic Building since 1986.

UCCC has contributing funds of \$6,732.14 for this window-replacement project. Our membership base is ninety-one (91), who contribute 78% of the annual income. Other revenue sources are from facility rentals. UCCC currently has cash reserves in our Memorial Funds for protection and improvement of this historical structure.

**Timeline:**

**UCCC would like all designated work to be completed before summer, 2014. If we receive the grant, work will be scheduled according to the following timeline:**

**\*January, 2014:** Notification of grant award

**\*February, 2014:** Submit permits and final plans to the Urban Renewal Agency

**\*March/April, 2014:** Work with contractor on seasonal construction timeline for project

**\*June/July, 2014:** Project complete

**\*\*\*Depending on the seasonal timeline restraints, the project may be completed earlier.**

# The Dalles Urban Renewal Agency

## Property Rehabilitation Grant and Loan Programs

### APPLICATION

Application Date 7-29-2013

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

#### GENERAL INFORMATION

Applicant United Congregational Church of Christ

Contact person Rev. Deb Allen

Mailing Address 111 E 5th Street

The Dalles, OR 97058

Property Address 111 E. 5th Street

The Dalles, OR 97058

Applicant is:  (h) Property owner  k Business leasing the property

Telephone # 541-296-2909 Fax # 541-296-2909

Federal tax ID # or Social security # EIN # 93-0421468

Bank of account and contact Bank of America, The Dalles

Deidre Baumgartner, Treasurer  
541-296-6140

Name of Business \_\_\_\_\_  
(if different than applicant)

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

Name of Principal n/a

PROJECT INFORMATION

Site address 111 E. 5th Street

The Dalles, OR 97058

Legal Description 1N 13E 3 BC 6700

Building age 1936 Square Footage 7,118 - original.

Building use Church services, preschool, 4,594 - addition  
A.A. meetings, Start Smart, Habitat for Humanity  
Boy Scouts of America, other community non-profits.

Project description outline

Phase I will be replacing 25 windows in  
the original historical portion of the building  
and meet the historical rules by the City of  
The Dalles standards. The windows are  
between 1936 to 1957.

-A July, 2013, energy audit performed  
by the Northern Wasco County PUD,  
it was evident that replacing these  
windows were important to preserving  
the building as well as improving energy  
efficiency.

UCCC is contributing \$6,800.14 to the project  
grant request

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.

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.

Deborah J. Miller PASTOR  
Signature (and Title if appropriate)

7/30/2013  
Date

Gere E. Parker MODERATOR  
Signature (and Title if appropriate)

7-31-2013  
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.

# Gorge Glass & Contracting Inc.

616 East 3rd Street  
 The Dalles, OR 97058  
 O- 541.296.2074 F-503.907.6646  
 ccb# 103940 wa# gorgegc011jz

# Estimate

Date	Estimate #
7/2/2013	4911

Name / Address
United Church Of Christ Congregational 111 E 5th Street The Dalles, OR 97058

P.O. No.

Description	Qty	Cost	Total
Window(s) - (13) as listed below	13	700.00	9,100.00
Window(s) - (2) as listed below	2	2,778.57	5,557.14
6) 30 X 53 DHT 1) 47 X 47 XO 1) 128 X 81 L Egress Middle 2) 128 X 80 Egress Window 5) 30 X 65 1/2 DHT			
30 X 65 DHT Bottom Obscured (Handi-capped Restroom)	2	700.00	1,400.00
23 X 28 PW (Ladies Restroom)	1	700.00	700.00
23 X 28 Obscured Tempred (Downstairs Bathroom)	1	700.00	700.00
30 X 89 DHT (Tenney Room)	5	700.00	3,500.00
30 X 59 DHT (Kitchen)	1	700.00	700.00
Marvin Tilt Pack Windows To Meet Historical Rules By City Of The Dalles Standards			
Labor & Materials		12,000.00	12,000.00

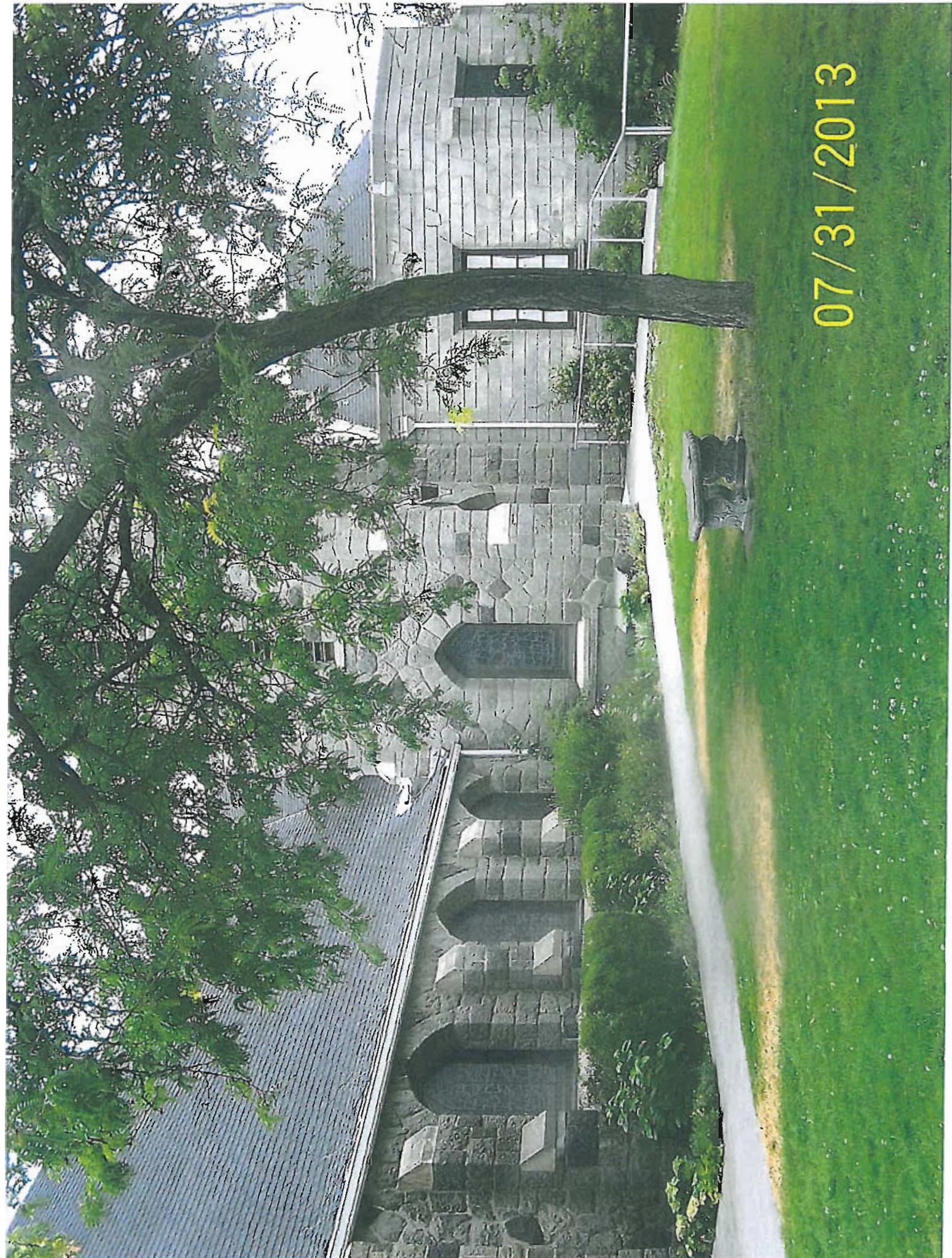
Estimates are good for 30 days.  
 Terms: 1/2 down at time of signing the contract.  
 Remaining to be paid upon completion of the job.  
 Finance charge of 2.5% per month will be applied to the unpaid balance remaining past 10-days of project completion date.

<b>Subtotal</b>	\$33,657.14
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$33,657.14

Signature \_\_\_\_\_



07/31/2013



07/31/2013



**FIRST CONGREGATIONAL  
CHURCH  
(United Church of Christ)**

Since 1859, The Dalles area Congregationalists have occupied four edifices, three of which were destroyed by fire. The present Tudor Gothic church has served since 1937. The church is distinguished by Tudor arches, Celtic crosses, corner bell tower, half-timbered stucco facade and stained-glass windows. The Rev. Thomas Condon, pastor of an earlier congregation, achieved wide recognition in scientific circles for his fossil and other geologic discoveries in the John Day River country.

07/31/2013

FIRST  
CONGREGATIONAL  
CHURCH



GATHERED IN COVENANT  
AUGUST 14, 1859

07/31/2013

1859 — 1936

07/31/2013

07/31/2013



07/31/2013



07/31/2013



07/31/2013





07/31/2013



07/31/2013

# AGENDA STAFF REPORT

## URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
September 17, 2013		

**DATE:** September 9, 2013

**TO:** Urban Renewal Advisory Committee

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

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

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

**BACKGROUND:**

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

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

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

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

**APPLICATION:**

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

Total Project Costs

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

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

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

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

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

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

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

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

The Phase 2 Project Costs

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

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

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

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

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

#### **BUDGET IMPLICATIONS:**

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

#### **RECOMMENDATION:**

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

#### **ALTERNATIVE OPTIONS:**

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

Applicant: **Wonderworks Children's Museum**

Points Awarded: **60**

**Selection Criteria:**

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

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

D. Make The Dalles a more attractive and functional city in the following ways:	
i. Shows significant aesthetic improvement to the property <b>(10 points)</b>	<b>10</b>
ii. Provides needed services or community function <b>(10 points)</b>	<b>10</b>
iii. Serves a significant portion of the community, <b>(5 points)</b>	<b>5</b>
iv. Enhances the quality of life for residents of the city <b>(5 points)</b>	<b>5</b>
3. The project leverages other public and/or private sources of funding. <b>(15 Points)</b>	<b>0</b>
\$1 Urban Renewal grant to \$3 (or more) other funding – (15 points)	
\$1 Urban Renewal grant to \$2 other funding – (10 points)	
\$1 Urban Renewal grant to \$1 other funding – (5 points)	
4. The Applicant shows that it is financially able to complete the project and maintain the property. <b>(10 points)</b>	<b>10</b>
5. Administrative – The Agency may assign additional points for project considerations which do not fit into one of the above categories, but which provide compelling evidence that the project will further the goals of the Agency; or, if the project meets one or more of the above factors in a way that is far beyond the norm for that category. The assignment of points in this category will be by memorandum stating the reasons and will be maintained in Agency files. <b>(25 points)</b>	<b>0</b>
<b>TOTAL</b>	<b>60</b>

# The Dalles Urban Renewal Agency

3:00 pm

## Property Rehabilitation Grant and Loan Programs

JUL 31 2013

### APPLICATION

Application Date

7/31/13

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

#### GENERAL INFORMATION

Applicant Wonderworks Children's Museum of the Gorge

Contact person Erin Kovalchuk

Mailing Address PO Box 355  
The Dalles, OR 97058

Property Address 206 Madison St  
The Dalles, OR 97058

Applicant is:  Property owner

Business leasing the property

Telephone # 541-980-5922

Fax # \_\_\_\_\_

Federal tax ID # or Social security # 93-0686750

Bank of account and contact Centerpointe Bank  
Shae Kasinger

Name of Business \_\_\_\_\_  
(if different than applicant)  
Mailing Address \_\_\_\_\_

Name of Principal \_\_\_\_\_

**PROJECT INFORMATION**

Site address 206 Madison St  
The Dalles, OR

Legal Description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Building age \_\_\_\_\_ Square Footage 5,000

Building use Children's Museum

Project description outline Wonderworks Children's Museum is a  
Museum where all exhibits are educational, fun and  
geared towards children. We are conducting a capital  
campaign to renovate and purchase a building in  
downtown The Dalles to secure the future of the museum.  
In October 2012, Wonderworks finished renovations to  
the front two thirds of the building and moved our  
operations into this space. We are currently in Phase  
2 of the project which is to purchase the building  
and build the parking lot. Our final phase 3 will be  
to finish the renovations of the remaining 1,000 sq.  
feet which will be a classroom and a larger art  
area. The project should be completed by ~~Spring~~ Spring 2013.

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.

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.

Craig H. Kovalchuk, President  
Signature (and Title if appropriate)

7/25/13  
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.

## Phase 2 – Wonderworks New Home

Wonderworks is requesting \$16,900 for a parking lot base and surfacing from the Urban Renewal Civic Grant program. Wonderworks is currently in Phase 2 of our larger project called Wonderworks New Home. Phase 2 consists of purchasing the building from the Port of The Dalles and building the parking lot. The total cost is \$276,230. We have \$135,000 in committed funds. We have requested \$125,000 from Murdock Charitable Trust and expect to hear from them on August 15, 2013. Our timeline for Phase 2 is complete the purchase of the building by November and start the engineering for the parking lot in December. We expect to complete the parking lot by spring 2014. Wonderworks feels that a parking lot base and surface is an improvement to the exterior of our overall property.

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

<b>Phase 2 - Funding Sources</b>	<b>Committed</b>	<b>Pending</b>
Ford Family Foundation	\$100,000.00	
Collins Foundation	\$30,000.00	
Union Pacific Foundation	\$5,000.00	
Murdock Charitable Trust		\$125,000.00
Urban Renewal		\$16,900.00
<b>Totals:</b>	<b>\$135,000.00</b>	<b>\$141,900.00</b>
<b>Grand Total of Committed and Pending:</b>	<b>\$276,900.00</b>	