



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY
CITY OF THE DALLES

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

**Tuesday, March 19, 2013
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

Members Present: Chris Zukin, Gary Grossman, Jennifer Botts, Steve Kramer, Dick Elkins, Greg Weast, Mike Zingg, Linda Miller

Members Absent: Robin Miles

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

Also Present: Economic Development Specialist Dan Durow, MCEDD Loan Fund Manager Eric Nerdin

PLEDGE OF ALLEGIANCE

Chair Zukin led the group in the Pledge of Allegiance.

Note: Robin Miles joined the meeting at 5:32 PM.

APPROVAL OF AGENDA

It was moved by Zingg and seconded by Weast to approve the agenda as submitted. The motion carried unanimously.

APPROVAL OF MINUTES

- A. November 20, 2012 – It was moved by Grossman and seconded by Zingg to approve the minutes as submitted. Zukin, Grossman, Botts, Elkins, Weast, Zingg and Miller approved, Kramer abstained. The motion carried.

- B. February 26, 2013 – It was moved by Grossman and seconded by Elkins to approve the minutes as submitted. The motion carried unanimously.

PUBLIC COMMENT

None.

ACTION ITEM – Grant Applications

City Attorney Parker stated that, according to Oregon State Law, if committee members previously served on the board of any of the organizations that submitted a grant application, it would not be considered a conflict of interest to vote on the applications.

Economic Development Specialist Dan Durow presented opening comments to the grant application reviews. Durow stated that the total amount of funds requested for all four applications was approximately \$110,000. The total of three of the applications (The Art Center, St. Peter's and the Mural Society) was approximately \$50,538. Durow also stated that there was currently \$48,423 in the Urban Renewal Agency (URA) "Property Rehabilitation" budget line item. The Civic Auditorium Historic Preservation Committee (CAHPC) requested \$60,000 as outlined in the Staff Report. Staff researched the possibilities of accommodating all of the requests, including considering another URA budget line item entitled "Opportunity Driven Projects" that had a current balance of approximately \$42,000.

It was Staff's overall recommendation to take \$2,015 from the "Opportunity Driven" URA line item and move it to the "Property Rehabilitation" URA line item in order to fully fund the three smaller grant requests this fiscal year. For the CAHPC, staff's recommendation was to grant \$27,200 for engineering out of the "Opportunity Driven" line item this fiscal year and authorize \$30,000 for the architectural design work to be scheduled for the URA budget for next fiscal year 2013-14. Staff also recommended that the \$2,800 rendering be paid by the CAHPC, Durow reported.

MCEDD Loan Fund Manager Eric Nerdin gave an overview of the Staff Report for The Dalles Art Association and highlighted staff's recommendation to recommend to the URA an approval of the Art Association's request for \$14,313. Nerdin stated that the Art Association had already received approval from the Historic Landmarks Commission for the project.

Weast asked Steve Lawrence, Managing Board Member for the CAHPC, if the CAHPC would be satisfied with staff's suggested recommendation. Lawrence stated that the CAHPC was satisfied with staff's recommendation. It was the consensus of the URAC members to hear all four staff reports then follow up with discussion and motions.

Regarding The Dalles Art Association application, Weast asked what would take place if the attached contractors' quotes expired. Durow explained that he asked both the Art Association Board and St. Peter's Board to prioritize their project items in case the URA grant monies did not fully meet their projected costs. City Attorney Parker stated that, with any grant application approved by the Agency, grant agreement documents would be drawn up that would clearly indicate costs and grant amounts, and applicants were required to submit cost documents at that time. If there was a major discrepancy in money figures, it would be addressed at that time.

MCEDD Loan Fund Manager Nerdin gave an overview of the Staff Report for St. Peter's Landmark. Nerdin also highlighted staff's recommendation to recommend to the URA an approval of the St. Peter's Landmark request for \$18,225 to restore 11 stained glass windows.

Miles asked if these were the last remaining windows to be repaired at St. Peter's Landmark. Doug Leash, St. Peter's representative, stated that approximately 40% of the windows still needed to be repaired, but this application request would take care of immediate needs.

Nerdin gave an overview of the Staff Report for The Dalles Mural Society. Nerdin highlighted staff's recommendation to recommend to the URA an approval of the Mural Society's request for \$18,000 to pay for lighting, protection and enhancements to four outdoor murals and to include the condition of approval listed in staff's recommendation.

Weast asked who would pay electrical bills. Gary Honald, The Dalles Mural Society representative, stated the Mural Society would ask building owners to share the electrical costs.

Nerdin presented an overview of the Staff Report for the CAHPC. Nerdin reported that the CAHPC received a donation for the \$2,800 rendering. Staff recommended a motion to recommend the Agency approve the CAHPC grant request for \$60,000 for the theatre rendering, engineering design, and architectural design, as outlined in the Staff Report, including Staff's budget recommendations from Agency budget line items "Projects by Urban Renewal" and "Opportunity Driven Projects" for fiscal years 2012-13 and 2013-14.

It was moved by Weast and seconded by Grossman to recommend that the Columbia Gateway Urban Renewal Agency approve the four grant applications, based upon related Staff Report recommendations, and to include staff's recommended conditions of approval and budget strategies as outlined in the four Staff Reports. The motion carried unanimously.

ONGOING URBAN RENEWAL PROJECTS

City Manager Young gave the following urban renewal project updates:

- Granada Block – Rapoza Developers have signed the 45-day extension for the signing of the Disposition and Development Agreement, and they paid over \$20,000 for The Recreation Building back property taxes.
- The archaeological investigation at the Recreation Building will be taking place within the month to determine whether or not there are significant archaeological findings underneath the building. The developers are looking at "building up," and they are researching an engineering design on a foundation system that would not require them to dig at all into the asphalt and disturb the archaeological deposits underneath the building. Two letters regarding the archaeological impact of the development were received by the Agency. The Agency considered the comments but chose to approve the Advisory Committee's recommendation.

Zingg commented that, in some past projects, his design firm had been allowed to leave concrete slabs in place. Durow stated that the engineering is not that far along, and this information would be helpful.

Botts asked if there were any plans for recycling materials. City Manager Young reported that the City looked into that issue and decided it was not cost effective to tear out and salvage wood and other structural materials. Some loose items would be salvaged such as bowling balls, shoes, trophies, etc. Durow clarified that the demolition contractor would have the option to salvage materials for their use, Urban Renewal Advisory Committee

so the City would not require that all of the materials go to the landfill. Durow stated that the environmental materials would be removed from the Recreation prior to the removal of the loose items City Manager Young previously mentioned.

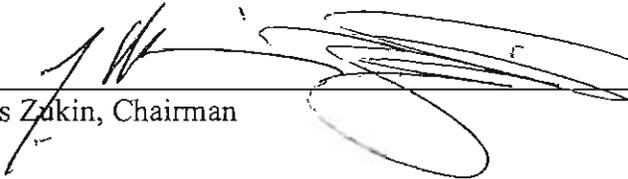
City Manager Young continued his project update as follows:

- Additional items regarding the Granada Block will go before the Advisory Committee, including the plan for the final development, the financing plan, and the overall schedule.
- The City has been working with a firm to develop the Request for Proposal on the design build for the Granada Block Redevelopment. The original timeline plan of awarding a contractor bid in May of 2013 and the start of construction in August of 2013 would probably not be feasible at this point. The City made a commitment to hold off on awarding a bid until the Granada Block property was purchased by the developers. The Memorandum of Understanding (MOU) allowed for a 120-day extension on the entire project, and the developers indicated they wanted the time extension.
- The City has been working with the private utility companies on the relocation of utilities located in the portion of the alley to be vacated behind the Granada Theater. The current plan was to create a common trench with the Washington Street Crossing development that would also require utility relocations. Overhead utilities close to the parking structure property between Federal and Washington streets would also be placed underground.

It was the consensus of Staff and the Advisory Committee that URAC meetings would be scheduled whenever Staff had agenda items that required committee feedback. Written updates would be posted on the City's website, and URAC members would receive update emails if committee feedback was not necessary. City Manager Young encouraged committee members to read staff reports and meeting minutes to remain updated on information if they were unable to attend a meeting.

Chair Zukin adjourned the meeting at 6:23 PM.

Respectfully submitted by Administrative Secretary Carole Trautman.


Chris Zukin, Chairman