



Board of Directors

- Brian Dalton
- Jim Brown
- Jim Fairchild
- Kelly Gabliks
- Beth Jones
- Jackie Lawson
- Kevin Marshall
- Murray Stewart
- LaVonne Wilson
- Ken Woods, Jr.

Staff

- City Manager
Ron Foggin
- City Attorney
Lane Shetterly

Community Development
Director
Jason Locke

Finance Director
Cecilia Ward

City Recorder
Emily Gagner

Recording Secretary
Jeremy Teal

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Dallas Urban Renewal Agency Board of Directors Agenda

Monday, June 2, 2014, 7:00 p.m. (following the City Council meeting)
Brian Dalton, Presiding
Dallas City Hall
187 SE Court Street
Dallas, Oregon 97338

All persons addressing the Board of Directors will please use the table at the front of the Board. All testimony is electronically recorded. If you wish to speak on any agenda item, please sign in on the provided card.

Please note a supplemental budget will be considered at this meeting.

<u>ITEM</u>	<u>RECOMMENDED ACTION</u>
1. Roll Call	
2. Review and approval of minutes of November 4, 2013, meeting	Approval
3. Public hearing on budget	
4. Adopt rules for Urban Renewal District Advisory Committee	Motion
5. Other Business	
6. Adjournment	

**DALLAS DEVELOPMENT COMMISSION
URBAN RENEWAL AGENCY
Monday, November 4, 2013
Council Chambers**

1 The Dallas Development Commission Urban Renewal Agency Board of Directors met in regular
2 session on November 4, 2013, at 7:41 p.m. in the Council Chambers of City Hall with Brian Dal-
3 ton presiding.

4 **ROLL CALL**

5 Directors present: Jim Brown, Jim Fairchild, Kelly Gabliks, Beth Jones, Jackie Lawson, Kevin
6 Marshall, Murray Stewart, LaVonne Wilson, and Ken Woods, Jr.

7 Also present were: City Manager Ron Foggin, City Attorney Lane Shetterly, Interim Chief of
8 Police Tom Simpson, Fire Chief Bill Hahn, Community Development/Operations Director Jason
9 Locke, Engineering and Environmental Services Director Fred Braun, Finance Director Cecilia
10 Ward, City Recorder Emily Gagner, and Recording Secretary Jeremy Teal.

11 **REVIEW AND APPROVAL OF MINUTES OF OCTOBER 7, 2013, MEETING**

12 It was moved by Director Marshall *to approve the minutes of the October 7, 2013, meeting as*
13 *presented.* The motion was duly seconded and carried unanimously with Director Gabliks
14 abstaining as she was absent from that meeting.

15 **RESOLUTIONS**

16 **Resolution UR 2013-03** – A resolution adopting and appropriating a supplemental budget for
17 Fiscal Year 2013-2014.

18 Director Lawson declared a potential conflict of interest due to her ownership of buildings in the
19 downtown.

20 Director Fairchild asked for an explanation on the resolutions. Ms. Ward stated that a
21 supplemental budget needed to be created to establish new appropriation line items to
22 accommodate the intergovernmental agreement for the financing agreement for the Main Street
23 project. She advised the budget transfer was moving appropriations around within the Urban
24 Renewal budget. Mr. Foggin reported the bank wouldn't loan the Urban Renewal Agency the
25 money, so the City took the loan and gave the money to the Urban Renewal Agency.

26 Director Lawson asked Mr. Foggin to explain the Urban Renewal Agency. Mr. Foggin shared in
27 2004 the City created the Urban Renewal District in the downtown core. He explained the taxes
28 collected in the area go to redevelopment of that area. He stated the money used for the Main
29 Street project was generated by the downtown businesses and would benefit them. He
30 commented that the question had been why that money didn't get used anywhere else and it was
31 because the Council created the Urban Renewal District it was decided to keep that money
32 within the downtown to improve the downtown. Mr. Shetterly advised that by law the City
33 wasn't allowed to transfer the money to other uses. Mr. Foggin stated if we invest in the
34 downtown, the building owners and business owners would invest in downtown. Mayor Dalton
35 explained that every year there was a property tax increase and that increase was added to the
36 Urban Renewal budget.

1 A roll call vote was taken and Mayor Dalton declared Resolution UR 2013-03 to have PASSED
2 BY A UNANIMOUS VOTE with Director Jim Brown, Director Jim Fairchild, Director Kelly
3 Gabliks, Director Beth Jones, Director Jackie Lawson, Director Kevin Marshall, Director Murray
4 Stewart, Director LaVonne Wilson, and Director Ken Woods, Jr. voting YES.

5 **Resolution UR 2013-04** – A resolution authorizing the transfer of budgetary funds.

6 Director Lawson declared a potential conflict of interest due to ownership of buildings in the
7 downtown.

8 A roll call vote was taken and Mayor Dalton declared Resolution UR 2013-04 to have PASSED
9 BY A UNANIMOUS VOTE with Director Jim Brown, Director Jim Fairchild, Director Kelly
10 Gabliks, Director Beth Jones, Director Jackie Lawson, Director Kevin Marshall, Director Murray
11 Stewart, Director LaVonne Wilson, and Director Ken Woods, Jr. voting YES.

12 **OTHER BUSINESS**

13 **ADJOURNMENT**

14 There being no further business, the meeting was adjourned at 7:48 p.m.

15 Read and approved this _____ day of _____ 2013.

Chair Brian W. Dalton

ATTEST:

City Manager

DALLAS URBAN RENEWAL AGENCY

REPORT

TO: URBAN RENEWAL AGENCY BOARD OF DIRECTORS

<i>City of Dallas</i>	Agenda Item No. 3	Topic: 2014-2015 Budget Hearing
Prepared By: Emily Gagner	Meeting Date:	Attachments: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Approved By: Ron Foggin	June 2, 2014	

RECOMMENDED MOTION:

A motion should be made to approve the 2014-2015 Urban Renewal Agency Budget as approved by the Budget Committee and to impose the maximum property tax levy amount permitted by Oregon law. Staff should be directed to prepare a resolution to adopt the budget for the June 16, 2014, Urban Renewal District Board Meeting.

BACKGROUND:

FISCAL IMPACT:

Adoption of the budget allows for expenditures in the 2014-2015 fiscal year.

ATTACHMENTS:

None

DALLAS URBAN RENEWAL AGENCY REPORT

TO: DALLAS URBAN RENEWAL AGENCY BOARD OF DIRECTORS

<i>City of Dallas</i>	Agenda Item No. 4	Topic: Resolution 2014-01 URDAC Membership
Prepared By: Jason Locke, Community Development/ Operations Director	Meeting Date: June 2, 2014	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Ron Foggin, City Manager		

RECOMMENDED ACTION: Adopt Resolution 2014-01

BACKGROUND: Earlier in the year, the issues of attendance, membership, terms, and elections for president were raised by the URDAC. After some research by staff, it became apparent that although there were some discussions about the URDAC and its role in the Urban Renewal program, nothing had ever been formalized.

The URDAC has reviewed and recommended that the Agency adopt the attached Resolution, which addresses the issues raised above. After the Resolution is adopted, a revised member list with terms will be presented to the Agency for approval.

FISCAL IMPACT: None

ATTACHMENTS:

Resolution 2014-01

Dallas Development Commission, Urban Renewal Agency

Resolution No. 2014-01

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE (URDAC)

There is hereby continued an Urban Renewal District Advisory Committee (hereinafter referred to as URDAC) for the City of Dallas Urban Renewal District (Hereinafter referred to as District). URDAC shall consist of seven to nine members appointed by the Dallas Development Commission, Urban Renewal Agency (hereinafter referred to as the Agency), and shall include a downtown business and/or building owner, the Mayor, and not more than two Agency members. Members need not reside within the City of Dallas.

Terms and Attendance

(1) The term of office for each member is four years. Members in office at the time this resolution takes effect shall continue in office until the expiration of their appointments, as made by the Agency.

(2) A vacancy shall be filled by the Agency for the unexpired term of any member. A member of the URDAC may be removed by the Agency for misconduct or nonperformance of duty. In the event that a member is absent from three meetings in any 12-month period without an excuse, or in the event of an emergency, the URDAC may recommend removal of the member or the Agency may remove the member on its own initiative.

(3) At its first meeting in each calendar year, the board shall elect a chairperson and vice chairperson. The chairperson shall preside at all meetings and the vice chairperson shall preside over the meetings in the event that the chairperson is absent.

Procedures

(1) A majority of the members of the URDAC shall constitute a quorum, and a majority of a quorum may transact business. Meetings shall be held monthly, and only when there is business to transact. Procedures of the URDAC shall be subject to the Oregon Public Meetings Law and governed by Roberts Rules of Order.

(2) Any potential or actual conflict of interest shall be disclosed at the meeting of the commission where the action is being taken. A member of the URDAC shall not participate in any committee proceeding or action in which the member has an actual conflict of interest.

Duties

The URDAC shall be advisory to the Agency and shall:

- (1) Review and recommend projects to the Agency for approval.
- (2) Make recommendations related to the Agency budget.
- (3) Engage in planning for future District projects and programs.

- (4) Develop and, with the approval of the Agency, implement grant and or other improvement programs.
- (5) Generally encourage community interest in downtown and the District.
- (6) Such other responsibilities as the Agency may, from time to time, direct.

Limitation on Authority

The actions of the URDAC shall be advisory only and shall not constitute policy of the Agency, nor shall such actions be binding upon the Agency or upon the District. The Agency may adopt all or part of any recommendation of the URDAC, with or without amendment.

Adopted: June 2, 2014
Approved: June 2, 2014

BRIAN W. DALTON, CHAIR

ATTEST:

APPROVED AS TO FORM:

RONALD W. FOGGIN,
CITY MANAGER

LANE P. SHETTERLY,
CITY ATTORNEY