



AGENDA Urban Renewal District Advisory Committee



TUESDAY, October 7, 2014 - 5:30 p.m.
City Hall Council Chambers
187 SE Court Street

URDAC MEMBERS

Chair:

Rich Rohde

Members:

Nancy Adams

Bob Brixius

Brian Dalton

Jim Fairchild

Ken Jacroux

Joe Koubek

David Shein

LaVonne Wilson

STAFF

Jason Locke,
Community
Development Director

1. CALL TO ORDER
2. APPROVAL OF MINUTES – September 2, 2014
3. PUBLIC COMMENTS
4. OLD BUSINESS
 - a) 2014 Project updates
5. NEW BUSINESS
 - a) Facade grant revision discussion
6. MEMBER COMMENTS
7. STAFF COMMENTS
8. OTHER BUSINESS



CITY OF DALLAS
Urban Renewal Advisory Committee
Dallas City Hall
187 SE Court Street, Dallas, Oregon 97338
Tuesday, September 2, 2014 – 5:30 p.m.

1 **MINUTES - DRAFT**

2 Members Present: Chair Rich Rohde, Brian Dalton, Jim Fairchild, David Shein, Nancy Adams,
3 LaVonne Wilson, Joe Koubek and Bob Brixius

4 Absent: Ken Jacroux

5 Staff: Community Development Director Jason Locke, Planner Suzanne Dufner

6 Other Attendees: Sue Rohde

7 **CALL TO ORDER**

8 Chair Rich Rohde called the meeting to order at 5:30 p.m.

9 **APPROVAL OF MINUTES**

10 The minutes of the July 1, 2014 meeting were presented and approved.

11 **PUBLIC COMMENTS**

12 None.

13 **OLD BUSINESS**

14 Mr. Locke provided an update on the sidewalk replacement project on Court Street. The project is
15 anticipated to take two (2) weeks and be completed by the end of October. The city Engineering
16 Department is working on finalizing plans for the Mill Street streetscape project. Staff anticipates the
17 project will go to bid in April and construction will start in May. Delays in the project design have largely
18 been a result of limited staff capacity due to a number of other engineering projects underway. Mr.
19 Locke also provided an update on the banner poles to be installed. Staff is investigating the use of poles
20 that are similar to the fluted lighting poles. Staff anticipates the new poles will be available for use at
21 Winterfest. Mr. Locke commented staff is also looking for the right sign materials to use that will be
22 durable and weather resistant. The signs will be rectangular in shape and Sue Rohde helped with the
23 wording on the signs.

24 Mr. Locke provided an update on the Armory Building. The state is completing the Phase 2
25 environmental monitoring on the site and will contact the URA when the Department of Environmental
26 Quality (DEQ) issues a letter of No Further Action (NFA), hopefully sometime at the beginning of next
27 year. During the monitoring period, city staff is working on a draft Memorandum of Understanding
28 (MOU) for the sale of the property. A question was raised regarding the purchase price of the site and
29 whether the URA budgeted enough money to purchase the site. The URA budgeted the purchase price
30 amount of \$120,000. A clarification was made that the city is not purchasing the property, and that the

31 URA is a separate entity that intends to return the property to the tax rolls. Staff confirmed the URA is
32 authorized to purchase and acquire property, and that URAs often develop an agreement with a private
33 developer to ensure the property is redeveloped in accordance with URA plan goals and objectives. Mr.
34 Locke commented the concept for the site discussed previously is a multi-use building with
35 retail/commercial on the first floor and second story residential and/or office use. URDAC requested
36 further discussion on whether current economic times would suggest a different approach at a future
37 meeting.

38 Mayor Brian Dalton gave an update on the renderings under development for four (4) businesses
39 located on Main Street. Design professionals working on the renderings, recently conducted a tour of
40 Dallas and reviewed historic photos. Mayor Dalton commented the Downtown Association is still
41 interested in hiring a RARE participant next year and is hoping URDAC can endorse the idea in the
42 future.

43 Joe Koubek asked for a copy of the committee rules from the July meeting that he was not able to
44 attend. Mr. Locke said staff would resend a copy of the rules and roster to URDAC members. Mr.
45 Koubek asked if there was a conflict of interest in having more than 2 agency members serve on URDAC.
46 Staff indicated there was not a conflict and that the appointments comply with the committee rules.
47 The committee rules specify attendance requirements, which will be closely monitored in the future.

48 **NEW BUSINESS**

49 Mr. Locke announced the Oregon Main Street Program is hosting a conference on Enhancing Main
50 Street in McMinnville on October 1-3rd and everyone is encouraged to attend. Committee members
51 should sign up individually online. There is no charge for the conference. Staff will be attending the
52 conference on Thursday, and maybe Friday. Mayor Dalton indicated he would be attending all three (3)
53 days and that the only activity that requires a fee is the Dayton tour. Staff and committee members
54 attending the conference can share information and ideas learned at the conference at the next URDAC
55 meeting.

56 Mr. Koubek gave an update on the Ford Institute Leadership project currently underway. The team
57 selected a project to provide safety lighting in the lower Falls City Park and to provide interpretive
58 signage for the Rickreall Creek Trail in Dallas. The team is currently in the fundraising stage of the
59 project and anticipates construction will begin next Spring. Mr. Koubek provided an invitation to an
60 upcoming fundraising event known as, "Light the Park & Sign the Trail" that will be held at Pressed
61 Coffee and Wine Bar on Thursday, September 18th from 5:30-7:30pm. Mr. Koubek indicated the signs
62 cost approximately \$2,500 each and the project team is searching for partners such as the Rotary Club,
63 to assist with the project. He indicated the team would be interested in partnering with URDAC in the
64 future. Ford Foundation will provide up to \$5,000 in matching funds for the project.

65 **MEMBER COMMENTS**

66 Mayor Brian Dalton updated the committee on upcoming events such as an Art and Wine Walk that will
67 be held in Downtown Dallas on September 12th, the same night as the Home Comfort picnic that will be
68 held on the Courthouse lawn. The Downtown Association will meet on September 16th at 6pm at
69 Pressed, and the League of Oregon Cities (LOC) Conference will be held on September 25-27th in Eugene.

70 **STAFF COMMENTS**

71 None.

72 **OTHER BUSINESS**

73 None.

74 The meeting adjourned from City Hall at 6:20 p.m.