



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, June 2, 2015 – 5:30 p.m.**

1 **MINUTES - DRAFT**

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

4 Absent: Ken Jacroux

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

6 **CALL TO ORDER**

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

8 **APPROVAL OF MINUTES**

9 The minutes of the May 5, 2015 meeting were presented and approved.

10 **PUBLIC COMMENTS**

11 There were none.

12 **OLD BUSINESS**

13 Jason Locke provided an update on the Court Street sidewalk project. The sidewalk has been poured  
14 and the order placed for the street trees. The street trees should be in the ground in the next week or  
15 so. Next Jason provided an update on the Mill Street project. The project is proceeding but due to the  
16 higher than expected construction bids, the URA Board would need to amend the FY '15-16 budget.  
17 Project demolition work should be starting soon. Pacific Power will need to remove a light post, which  
18 may delay the project. The project will use the rough porous concrete finish. Mayor Dalton suggested  
19 using a darker finish on the porous concrete portion of the sidewalk.

20 Suzanne Dufner provided an update on the Urban Renewal Façade Grant Program. She indicated staff  
21 had met with Pressed to discuss additional information needed to complete their application. Staff is  
22 also working with Bob Collins on a grant request for the Blue Garden building. Work on the previously  
23 awarded grants (Locksmith building, House of Floors) should start this July.

24 Regarding the Courthouse electrical project, City staff is waiting for one more bid then they will be  
25 moving forward with construction work.

26 **NEW BUSINESS**

27 Jason reviewed the list of projects included in the Urban Renewal Master Plan handout provided for the  
28 meeting. The URA has completed a number of streetscape projects; many projects remaining on the list  
29 may not be feasible due to cost. Jason recommended URDAC walk each block of the downtown in the  
30 future to better understand what projects might be feasible and which projects would have the most  
31 impact.

32 Discussion ensued regarding the remaining projects to be completed and funds available. Chair Rhode  
33 asked whether staff could speak to the projections of remaining URA funds through the end of the

34 urban renewal period. Staff has not had the opportunity to review the projections yet. Chair Rhode  
35 suggested the URA could get a loan to finish the remaining projects and use the projected URA revenues  
36 to pay the debt back. David Shein commented that the discussion was premature since we haven't had  
37 a chance to review the projections yet. Jason suggested the Committee put together a list of priority  
38 projects and then match them with the available funds remaining. Chair Rhode indicated he was  
39 conservative in putting together his projects and only used a 3% increase per year for the tax increment  
40 revenues. Based on these projections he thought the URA would have \$100,000 per year to work with.  
41 Jason indicated only half of that would probably be available. Joe Koubek expressed concerns regarding  
42 scaling back projects if they are not done right. They might want to consider saving money to do bigger  
43 projects or consider other options such as expanding the façade grant program into other areas beyond  
44 Main Street.

45 Nancy Adams commented that URDAC was getting away from its responsibilities to serve as an advisory  
46 committee to the URA Board of Directors. The Advisory Committee was established to help the Board of  
47 Directors sift through details of the various projects. The main projects have been streetscape  
48 improvements on Main Street and purchasing the Old Armory property in order to redevelop the site  
49 and put it back on the tax rolls. A lot of thought went into discussions on purchasing the Old Armory  
50 site. URDAC is going way beyond what it was originally tasked with by the Board.

51 Councilor Jim Fairchild agreed with Nancy's comments. URDAC should be innovative in its approach to  
52 the remaining projects and consider doing projects in a way that they can be added on to further at a  
53 later date.

54 Councilor Wilson also agreed with Nancy's comments. Debt service will go down in the future and there  
55 will be some funding to do small projects.

56 Joe agreed with the idea to get out and walk Jefferson Street and the north side of Court Street. The  
57 tour should include photos that the Committee can review at a later date.

58 Chair Rhode asked why they are not able to spend any contingency funds. Jason commented that they  
59 need to maintain a certain level of funds in case there are projects that go over budget like the Mill  
60 Street project for example. The Agency determines what level of contingency funds is needed and it  
61 may vary from year to year.

62 The next meeting URDAC will walk around and make an assessment of potential project sites and then  
63 have a discussion on how to prioritize these projects. Chair Rhode asked staff to provide an update on  
64 the status of DEQ progress on the Armory site; obtain a signed letter from the State to purchase the  
65 Armory site at a specific price; search for grant funding to do a conceptual plan for the Armory site; and  
66 put together a rough timeline for developing the Armory property.

#### 67 **MEMBER COMMENTS**

68 Councilor Wilson expressed gratitude for including the Council on URDAC correspondence and meeting  
69 minutes.

70 Joe Koubek commented there is no sign at the Intersection of Ellendale and Highway 223 that identifies  
71 Main Street. Directional signage is needed to direct people Downtown.

72 Councilor Fairchild commented the URA Board of Directors normally meets three times per year when  
73 there are specific action items that need to be discussed. The URA Board discussed the potential to  
74 meet more frequently to improve communication.

75 **STAFF COMMENTS**

76 None.

77 **OTHER BUSINESS**

78 None.

79 The meeting adjourned from City Hall at 6:47 p.m.