



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, January 5, 2016 – 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 Ken Jacroux

4 Absent: LaVonne Wilson

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

6 Visitors: Sue Rohde, Kathryn Ross

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 November 3, 2015 meeting were presented and approved.

11 **PUBLIC COMMENTS**

12 There were none.

13 **OLD BUSINESS**

14 Jason Locke provided an update on current projects. Staff is still working on finding banner poles and  
15 targets having the new poles installed by the end of this fiscal year (June 2016). Regarding the old  
16 Armory property, a new appraisal is needed and the site monitoring should be completed in 18 months.  
17 Ron Foggin contacted DAS in November and in early December and has not heard back from them. The  
18 URA budgeted \$125,000 to purchase the property. Staff is not aware of any negative soil test results  
19 from the site. An appraisal is needed to determine the current value of the property as it has been five  
20 (5) years since the last estimate was done.

21 Suzanne Dufner gave an update on the Urban Renewal Façade Grant Program. Two grants have been  
22 completed and closed out (House of Floors, Locksmith Bldg) and staff has issued an interim payment for  
23 work on the Blue Garden. Staff is currently working on a new grant with the Downtown Association that  
24 includes repairing the exterior wall of the Polk-a-Dots building and painting a mural of a historic train  
25 photo on the side of the building. The Downtown Association was recently awarded a grant from the  
26 Oregon Arts Commission for the project.

27 **NEW BUSINESS**

28 Jason provided an update on the Urban Renewal Agency meeting held on December 7th. The Agency  
29 approved the general list of projects in the order recommended by URDAC. Jason requested a budget  
30 amendment to start work on the proposed Jefferson Street improvement projects. He will be putting  
31 together a project of scope for the work in front of City Hall and the blocks of Jefferson Street north of  
32 Mill Street, and bring the scope of work to URDAC in February or March. The block of Jefferson adjacent  
33 to the Courthouse will be skipped initially to allow additional time for coordination with the County.

34 Staff anticipates the project will go out to bid in spring and the work will be completed prior to June 30,  
35 2016.

36 The work will not include light fixtures, but conduit will be laid if needed for future improvements. Staff  
37 has not yet contacted Polk County about the project but will do so in the next month.

38 **ELECTION OF CHAIR AND VICE CHAIR**

39 Bob Brixus indicated he would be glad to serve as the Vice Chair again. Rich Rohde indicated he was also  
40 okay with serving as the Chair again. Joe Koubek indicated he was interested in serving as the Chair. A  
41 motion was made and approved to reelect Bob Brixus as Vice Chair and Rich Rohde as Chair with Bob  
42 Brixus and Rich Rohde abstaining from the vote. The vote was amended to appoint Joe Koubek as Vice  
43 Chair and approved unanimously.

44 **MEMBER COMMENTS**

45 Rich Rohde attended the December URA meeting and said it was helpful to keep URDAC informed of  
46 upcoming URA meetings. The next URA meeting is January 19<sup>th</sup> to process the budget amendment  
47 resolution. A question was raised regarding the amount of façade grant money available this fiscal year.  
48 Staff indicated there's around \$10,000 left based on the current allocation for the Blue Garden and  
49 Pressed. Elaine Howard, an Urban Renewal Consultant, will be meeting with the URA this spring to  
50 assist with URA planning efforts.

51 **STAFF COMMENTS**

52 None.

53 **OTHER BUSINESS**

54 The meeting adjourned from City Hall at 6:07 p.m.