



CITY OF DALLAS
Urban Renewal Advisory Committee
Dallas City Hall
187 SE Court Street, Dallas, Oregon 97338
Tuesday, September 1, 2015 - 5:30 p.m.

1 **MINUTES - DRAFT**

2 Members Present: Chair Rich Rohde, Bob Brixius, Brian Dalton, Ken Jacroux, Joe Koubek, and David
3 Shein

4 Absent: Nancy Adams, Jim Fairchild, and LaVonne Wilson

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

6 **CALL TO ORDER**

7 Chair Rich Rohde called the meeting to order at 5:33 p.m.

8 **APPROVAL OF MINUTES**

9 The minutes of the August 4, 2015 meeting were presented and approved.

10 **PUBLIC COMMENTS**

11 There were none.

12 **OLD BUSINESS**

13 Under project updates, Mr. Locke noted street lights will be installed on Mill Street within the next few
14 weeks. Staff is working on a proposal to have National Hose Testing complete ten (10) benches for the
15 Urban Renewal District and five (5) for City Parks Department. Each bench costs \$1,675. Other
16 companies can produce a similar bench for \$1,370 each; however that cost does not include assembly
17 time, side plates and shipping. Staff recommends URDAC approve ordering benches from National Hose
18 Testing now as we do not currently have any benches in stock now and it will take approximately eight
19 (8) weeks to make them.

20 A question was raised regarding whether we needed to obtain bids for the project. Staff replied we can
21 do it as a sole source contract. Another question was raised regarding whether we have the funds
22 available to purchase the benches. Staff replied yes funds are available. Locations have not been
23 identified for each of the ten (10) benches. At this point we would be buying the benches for inventory
24 purposes. A motion was made and second to purchase ten (10) benches for the Urban Renewal District.
25 A clarification was made that the ten (10) benches purchased for the Urban Renewal District were part
26 of the bulk purchasing agreement with the Parks Department to purchase five (5) benches in order to
27 receive the discounted rate.

28 Suzanne Dufner provided an update on the façade grant program. Work has been completed on the
29 House of Floors building and work is currently underway for the Blue Garden. A grant was approved for
30 the main storefront for Pressed for signage, lighting, a new window, and awning. Pressed is also
31 interested in applying for a façade grant for the special events building was the building permit work is
32 completed.

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35 **NEW BUSINESS**

36 Staff reviewed photos from the two walking tours completed in July and August. Potential projects were
37 grouped into two (2) categories: (1) projects that require more planning/design work and (2)
38 incremental projects that could easily be done. URDAC requested staff put together a chart that would
39 rank how difficult it would be to do each project. A copy of the PowerPoint with a notes section on the
40 side will be sent out before the next meeting.

41 Projects discussed include removing and repouring sections of sidewalk on Jefferson Street, widening
42 the sidewalk in front of the Courthouse on Jefferson Street, improving landscaping on Jefferson Street
43 and screening the existing parking area. No URA money has been spent on Jefferson Street to date.

44 On Main Street there are some street trees that are pushing up the sidewalk that need to be removed,
45 sidewalk sections and water meters that need to be replaced. The curbing on the west side of Main
46 Street between Mill and Oak is also in need of replacement.

47 On the north side of Court Street there's a high degree of difficulty for this sidewalk replacement
48 project. Improvements could be similar as to what was done on Court Street in front of the IO or Mill
49 Street.

50 Regarding Washington Street, there are a number of lots that will improve once they are redeveloped
51 like the Senior Center parking lot on the corner of Church and Washington. There's possibly the need
52 for some sidewalk replacement in front of Chen's and areas to add landscaping.

53 URDAC and staff discussed the need to maintain momentum in constructing new projects even if they
54 are smaller in scale to show progress. A question was raised regarding whether there are other grant
55 funds available to assist with these projects. Staff replied there are not a lot of Main Street
56 improvement programs but there may be some possible funding reintroduced into the Governor's
57 Budget and funding through ODOT.

58 URDAC asked for rough cost estimates on each of the projects, information on whether they can be
59 phased and how difficult they would be to construct. With this information, URDAC members can begin
60 to prioritize the projects.

61 **MEMBER COMMENTS**

62 None.

63 **STAFF COMMENTS**

64 None.

65 **OTHER BUSINESS**

66 None. The meeting adjourned from City Hall at 6:39 p.m.