



CITY OF DALLAS
Urban Renewal Advisory Committee
Dallas City Hall
187 SE Court Street, Dallas, Oregon 97338
Tuesday, August 2, 2016 – 5:30 p.m.

1 **MINUTES**

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

4 Absent: Ken Jacroux

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

6 Visitors: Sue Rohde, Beverly Shein

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 5, 2016 meeting were presented and approved with the correction noted to the
11 spelling of Rich Rohde’s last name.

12 **PUBLIC COMMENTS**

13 There were none.

14 **OLD BUSINESS**

15 Jason Locke provided an update on old business URA activities. He is working with Joe Koubek on the
16 informational signs. Joe has met with City staff to go over mapping and design issues. Jason is working
17 with City staff on a mechanism for attaching items to the new banner poles. He will also be meeting with
18 the Fire Department to see what works best for them. He’s started looking at the 800 Block of Jefferson
19 Street for the sidewalk widening project. No substantive issues have been identified or are anticipated.
20 He’ll work on putting together a preliminary estimate and start working on the design with the hope of
21 getting the project done in October. Jason spoke with the County and they are not opposed to the
22 project but asked that we come back and talk to them once we have something down on paper. City
23 staff is trying to figure out the feasibility of extending irrigation to the project area for landscaping.

24 Suzanne Dufner provided an update on the URA grant program and noted the DDA’s mural project on
25 the side of the Polk-a-Dots building is underway with the finishing details wrapping up in the next couple
26 of weeks. URDAC members commented on the number of positive comments received about the mural
27 during Summerfest activities. Suzanne has been in contact with the owner of Dominos regarding a new
28 façade grant application.

29 **NEW BUSINESS**

30 Jason noted the Urban Renewal Agency Board agreed with the URDAC recommendation to not purchase
31 the Old Armory Site. Staff clarified the Agency does not need to amend the URA budget at this time to
32 reflect this decision. The budget can be amended when the URA decides how to use the funds. The
33 funds cannot be spent on anything else at this time.

34 Mr. Locke referred to the list of URA projects that was prepared last summer and the adopted URA
35 budget included in the agenda packet. He suggested URDAC refamiliarize themselves with the project
36 list to discuss whether they should make any changes to the project priorities. Staff is in the process of
37 setting up a meeting with Elaine Howard, an Urban Renewal Consultant to take a mid-cycle look at the
38 URA. Staff anticipates her attending the October 4th URDAC meeting. Jason suggested URDAC wait to
39 finalize the list of projects until after that meeting in order to make sure the projects have the most
40 positive impact on the district.

41 Joe Koubek commented that he agreed with taking another look at the project list and reprioritizing the
42 projects based on recent grant activity such as the Dominos building in the 700 Block of Main Street.

43 David Shein commented that he agreed the mid-cycle review was a good idea to help make sure the
44 \$125,000 is used as efficiently as possible.

45 Jim Fairchild also agreed with taking a mid-cycle look at the URA. He commented the acquisition of the
46 vacant lot on the corner of Washington and Main streets may be a potential site for creating a new
47 business.

48 Rich Rohde commented on the importance of finishing the 600-700 blocks of Main Street and making
49 them look the same as the rest of Main Street. Staff should investigate the possibility of grant
50 opportunities to leverage URA dollars as part of a larger project.

51 David Shein commented on the need to discuss the possibility of extending the life of the URA district in
52 the future.

53 Joe Koubek asked about the cost of the mid-cycle study and whether there is adequate budget available.
54 Jason commented that funding is available for the study and the cost of the study is \$2,500 or less.

55 Nancy Adams agreed with the mid-cycle review and reprioritizing the project list would provide value.

56 Jason Locke commented that we wouldn't necessarily need to tear everything out for the 600/700
57 blocks of Main Street like we did for the 800/900 blocks. We can take an incremental approach that
58 would allow additional upgrades be made at a later date.

59 Brian Dalton commented that other mayors found Elaine Howard to be very helpful.

60 Jason noted another funding option would be to have the adjacent property owner help pay for a
61 portion of the sidewalk improvements.

62 LaVonne Wilson agreed with the mid-cycle review and asked if the consultant would be provided copies
63 of work completed in the URA to date. Jason said he would be providing Elaine copies of everything
64 before our meeting.

65 Jason asked URDAC members to look over the list of projects and put their thoughts down for continued
66 discussion at the next meeting. The next URDAC meeting was rescheduled to Wednesday, September 7th

67 at 5:30pm due to the Labor Day holiday and rescheduled Council meeting. Rich Rohde asked staff to
68 send out an early reminder of the rescheduled meeting date.

69 **MEMBER COMMENTS**

70 Joe Koubek asked about the funds used to purchase the Radio Shack building. Jason replied the funding
71 is from the City's General Fund.

72 **STAFF COMMENTS**

73 None.

74 **OTHER BUSINESS**

75 The meeting adjourned from City Hall at 6:09 p.m.