



Board of Directors

- Brian Dalton
- Jim Fairchild
- Beth Jones
- Jackie Lawson
- Mark McDonald
- Kevin Marshall
- Wes Scroggin
- Murray Stewart
- LaVonne Wilson
- Ken Woods, Jr.

Staff

City Manager
Jerry Wyatt

City Attorney
Lane Shetterly

Community Development
Director
Jason Locke

Finance Director
Cecilia Ward

City Recorder
Emily Gagner

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Dallas Urban Renewal Agency Board of Directors Agenda

Monday, August 15, 2011, 7:00 p.m. (following the City Council meeting)

Brian Dalton, Presiding
Dallas City Hall
187 SE Court Street
Dallas, Oregon 97338

All persons addressing the Board of Directors will please use the table at the front of the Board. All testimony is electronically recorded. If you wish to speak on any agenda item, please sign in on the provided card.

<u>ITEM</u>	<u>RECOMMENDED ACTION</u>
1. Roll Call	
2. Review and approval of minutes of June 20, 2011, meeting	Approval
3. Grant match request	Motion
4. Resolution No. 2011-02: A resolution authorizing the transfer of budgetary funds.	Roll Call Vote
5. OTHER BUSINESS	
6. ADJOURNMENT	

**DALLAS DEVELOPMENT COMMISSION
URBAN RENEWAL AGENCY
Monday, June 20, 2011
Council Chambers**

The Dallas Development Commission Urban Renewal Agency Board of Directors met in regular session on June 20, 2011, at 8:34 p.m. in the Council Chambers of City Hall with Brian Dalton presiding.

ROLL CALL

Members present: Jim Fairchild, Beth Jones, Kevin Marshall, Mark McDonald, Murray Stewart, LaVonne Wilson, and Ken Woods, Jr. Excused: Wes Scroggin and Jackie Lawson.

Also present: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Community Development Director Jason Locke, Finance Director Cecilia Ward, Administrative Services Manager Robert Spivey, and Recording Secretary Emily Gagner.

REVIEW AND APPROVAL OF MINUTES OF JUNE 6, 2011, MEETING

Mr. Dalton declared the minutes approved as presented.

RESOLUTION

Resolution No. 2011-01: A Resolution adopting a budget for the Dallas Development Commission Urban Renewal Agency, appropriating budget funds and certifying a request for the maximum amount of revenue.

Mr. McDonald asked what the debt service line item was for. Mr. Locke stated that is currently used to put money aside for any future debt the District may incur.

A roll call vote was taken and Mr. Dalton declared Resolution No. 2011-01 to have PASSED BY A UNANIMOUS VOTE with Jim Fairchild, Beth Jones, Kevin Marshall, Mark McDonald, Murray Stewart, LaVonne Wilson, and Ken Woods, Jr. voting YES.

OTHER BUSINESS

Mr. Wyatt stated the Chair of the Urban Renewal District Advisory Committee asked that the Board appoint Bob Brixius to the Advisory Committee.

It was moved by Ms. Wilson and seconded by Mr. Marshall to appoint Bob Brixius to the Urban Renewal District Advisory Committee. The motion carried unanimously with Jim Fairchild, Beth Jones, Kevin Marshall, Mark McDonald, Murray Stewart, LaVonne Wilson, and Ken Woods, Jr. voting yes.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:39 p.m.

Read and approved this _____ day of _____ 2011.

Mayor

ATTEST:

City Manager

DALLAS URBAN RENEAL AGENCY

REPORT

TO: DALLAS URBAN RENEAL AGENCY BOARD OF DIRECTORS

<i>City of Dallas</i>	Agenda Item No. 3	Topic: Grant Match Request
Prepared By: Jason Locke, Com Dev/Ops Director	Meeting Date: August 15, 2011	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED ACTION:

Approve the Ford Foundation Leadership Class request for \$500 to use as a match to complete the Pocket Park located adjacent to the Rickreall Creek Trail at Main Street.

BACKGROUND:

The Ford Family Foundation Leadership Class has requested \$500 as a match in order to complete their pocket park project (Total Cost: \$5,000) located adjacent to the Rickreall Creek Trail at Main Street, which is within the Urban Renewal District. The URDAC has recommended approval of the request. The funds would come from the Projects line item.

FISCAL IMPACT:

\$500

ATTACHMENTS:

- A) Letter from the Ford Family Foundation Leadership Class



POCKET PARK

Dallas, Oregon ~ Falls City Oregon

August 2, 2011

City of Dallas Urban Renewal District Advisory Committee
C/o Jason Locke, Director of Community Development
187 SE Court Street
Dallas, OR 97338

Ladies and Gentlemen:

On behalf of the Ford Leadership Institute Dallas/Falls City Cohort, I respectfully ask that the City of Dallas Urban Renewal District Advisory Committee recommend to the Urban Renewal Agency for a contribution of \$500.00 for the Dallas portion of the Pocket Park Project.

We are excited to move forward with our class project, which will be 2 pocket parks, one in downtown Dallas and one in downtown Falls City.

The generosity of the City of Dallas and Urban Renewal Agency will enable us to meet our match requirements in order to leverage a \$5,000 grant from the Ford Family Foundation. The City of Falls City has generously supported the Pocket Park in their location and we hope Dallas can do the same.

The pocket parks will consist of park benches, planters and plaques honoring community contributors. We are finalizing the design to begin construction by the end of August. Each will be a wonderful contribution to the Dallas and Falls City downtown areas providing seating in a beautiful setting for locals and visitors alike.

Thank you for your consideration of this worthwhile community project.

Warmest regards,

Denise Swanson
503-363-1651 x302
dswanson@unitedwaymwv.org

Plant a Park, Build a Community

Pocket Park
Project

Dallas & Falls City Oregon

Visit us on facebook:

Ford Institute Leadership Program ~ Dallas / Falls City

Polk Community Development Corp.
Fiscal Agent

503 931 3173
P.O. Box 33
Dallas, OR 97338

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DALLAS URBAN RENEAL AGENCY

REPORT

TO: DALLAS URBAN RENEWAL AGENCY BOARD OF DIRECTORS

<i>City of Dallas</i>	Agenda Item No. 4	Topic: Resolution #2011-02 UR Budget Transfer
Prepared By: Jason Locke, Com Dev/Ops Director	Meeting Date: August 15, 2011	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED ACTION:

Adopt Resolution #2011-02

BACKGROUND:

The City received 6 bids for the Court Street Streetscape project, the lowest being \$79,400. In addition, there will be approximately \$7,000 in supplementary expenditures for ancillary items including light fixtures and wiring, irrigation, and trees/plants. In order to have the funding available to complete the project, staff is requesting that the Agency adopt the attached Resolution, which transfers \$25,000 from Debt Service to Projects. The transfer would result in both line items being \$100,000. The Agency did not spend the proposed amount (\$35,000) on the Court Street project last fiscal year, and the Agency currently has no debt to service. The Urban Renewal District Advisory Committee has recommended approval of the transfer.

FISCAL IMPACT:

None, as the total budget remains the same.

ATTACHMENTS:

A) Resolution #2011-02

Dallas Community Development Commission Urban Renewal Agency

RESOLUTION NO. 2011-02

A Resolution authorizing the transfer of budgetary funds.

WHEREAS, it is necessary to transfer the appropriation authority of \$25,000 from the Urban Renewal Fund, Debt Service, to the Urban Renewal Fund, Projects, for costs associated with Court Street Project;

NOW, THEREFORE, BE IT RESOLVED BY THE DALLAS URBAN RENEWAL AGENCY OF THE CITY OF DALLAS:

Section 1. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$25,000 from the Urban Renewal Fund, Debt Service, to the Urban Renewal Fund, Projects.

Section 2. This Resolution shall be effective upon its passage.

Adopted: August 15, 2011
Approved: August 15, 2011

BRIAN W. DALTON, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER