



**Board of Directors**

- Brian Dalton
- Jim Brown
- Jim Fairchild
- Kelly Gabliks
- Beth Jones
- Jackie Lawson
- Kevin Marshall
- Murray Stewart
- LaVonne Wilson
- Ken Woods, Jr.

**Staff**

City Manager  
Ron Foggin

City Attorney  
Lane Shetterly

Community Development  
Director  
Jason Locke

Finance Director  
Cecilia Ward

City Recorder  
Emily Gagner

Recording Secretary  
Jeremy Teal

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# Dallas Urban Renewal Agency Board of Directors Agenda

Monday, January 7, 2013, 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 November 5, 2012, meeting	Approval
3. 800/900 block Main Street Design	Motion
5. Other Business	
6. Adjournment	

**DALLAS DEVELOPMENT COMMISSION  
URBAN RENEWAL AGENCY  
Monday, November 5, 2012  
Council Chambers**

1 The Dallas Development Commission Urban Renewal Agency Board of Directors met in regular  
2 session on November 5, 2012, at 7:50 p.m. in the Council Chambers of City Hall with Brian Dal-  
3 ton presiding.

4 **ROLL CALL**

5 Directors present: Jim Brown, Jim Fairchild, Beth Jones, Jackie Lawson, Kevin Marshall, Wes  
6 Scroggin, Murray Stewart, LaVonne Wilson, and Ken Woods, Jr.

7 Also present were: Interim City Manager Jon Nelson, City Attorney Lane Shetterly, Community  
8 Development/Operations Jason Locke, Finance Director Cecilia Ward, and Recording Secretary  
9 Emily Gagner.

10 **REVIEW AND APPROVAL OF MINUTES OF AUGUST 20, 2012, MEETING**

11 There were no changes made to the minutes. Chair Dalton declared the minutes approved.

12 **PROJECT UPATE**

13 Mr. Locke provided an update on the 800-900 block improvements on Main Street. He explained  
14 the Urban Renewal District Advisory Committee meeting would be the following evening and the  
15 committee would discuss the results of the public involvement process and surveying. He advised  
16 they would then begin work on a recommendation to the Agency. He noted there was a great deal  
17 of public involvement in the process.

18 Mr. Locke reported the Church Street sidewalk replacement was scheduled for demolition and con-  
19 struction the following week.

20 **EXECUTIVE SESSION UNDER ORS 192.660(2)(e)**

21 The meeting was recessed at 7:53 p.m. for an executive session to deliberate with persons desig-  
22 nated by the governing body to negotiate real property transactions as authorized in ORS  
23 192.660(2)(e).

24 Chair Dalton reconvened the Urban Renewal Agency meeting at 8:03 p.m.

25 **OTHER BUSINESS**

26 There was none.

27 **ADJOURNMENT**

28 There being no further business, the meeting was adjourned at 8:04 p.m.

29 Read and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

ATTEST:

\_\_\_\_\_  
Chair Brian W. Dalton

\_\_\_\_\_  
City Manager

# DALLAS URBAN RENEWAL AGENCY

## REPORT

**TO: DALLAS URBAN RENEWAL AGENCY BOARD OF DIRECTORS**

<i>City of Dallas</i>	<b>Agenda Item No.</b> 3	<b>Topic:</b> 800/900 block Main Street Design
<b>Prepared By:</b> Jason Locke, Community Development/ Operations Director	<b>Meeting Date:</b> January 7, 2013	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Ron Foggin, City Manager 		

**RECOMMENDED ACTION:** Direct staff to proceed with the engineering for the 800/900 block of Main Street as recommended by the URDAC.

**BACKGROUND:** A downtown streetscape upgrade was envisioned as part of the formation of the Urban Renewal District in 2004. Since that time, there was a Main Street toolbox and plan put together by a consultant in 2008, and 2 projects completed (Mill Street and Court Street). These projects have been done in order to test certain elements of the Main Street plan, and also to identify any problems or issues. In July of 2012, the URDAC undertook a public involvement process in order to get feedback on 3 options, which ranged from basic to very fancy. We received a lot of feedback via surveys and open houses, and have worked with stakeholders, property owners, and Polk County throughout this process. The result is the preferred alternative, which is essentially a hybrid option that is simple and attempts to highlight the Courthouse block and provide a good balance between amenities and costs. Moving forward, we will continue to work with all those affected in order to ensure the best possible outcome.

**FISCAL IMPACT:** It is anticipated that the project will cost \$700-750,000. The source of funding for the project would be through either a UR loan or bond, to be budgeted for in FY 13/14. In addition, there is an opportunity to utilize some Street Fund reserve funds to augment any available UR funds. Note that any approach will require the Urban Renewal District to go into debt (as it is supposed to).

**ATTACHMENTS:**

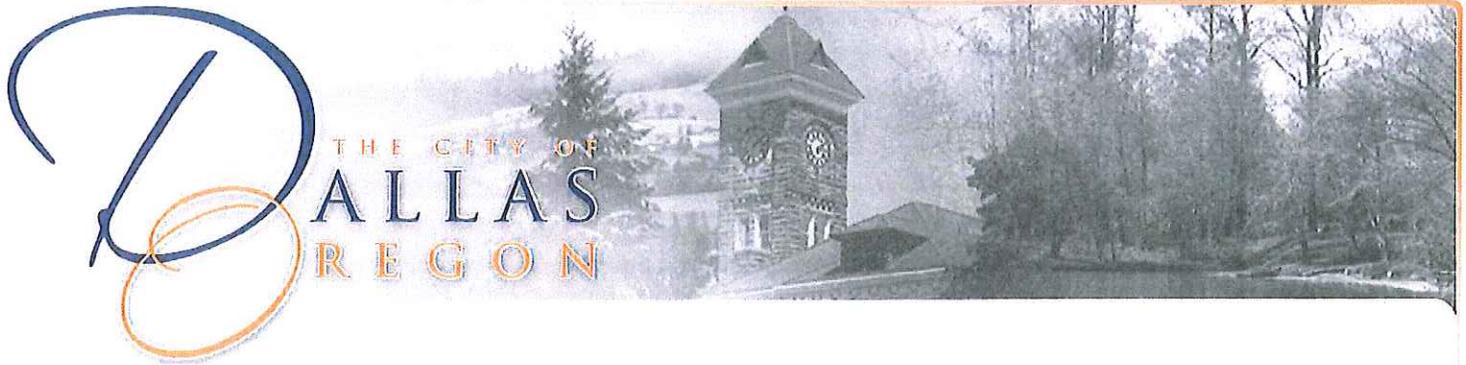
URDAC Preferred Main Street Plan  
Email from Commissioner Pope and URDAC Chair Shein response  
URDAC Minutes from December 4, 2012  
Final Survey Results  
Documentation of Public Involvement process



**summary**

1. Evenly spaced small/medium flowering trees with large trees at block ends
2. Alternating lights with banners and benches on both sides of street
3. Addition of seat walls along edges of existing paving on Courthouse lawn
4. Open views immediately in front of Courthouse
5. Stormwater basins at block ends
6. Total parking spaces = 44

**MAIN STREET Streetscape Preferred Alternative**



December 14, 2012

Polk County Commissioners  
850 Main Street  
Dallas, Oregon 97338

Dear Commissioners:

As Chairman of the Urban Renewal District Advisory Committee (URDAC), I'd like to offer some perspective and background regarding the concerns expressed by Commissioner Pope in his email to Patti Senger, our Executive Assistant.

Craig refers to the 800/900 Block Main Street Streetscape Improvement Project that has been for several years the subject of intensive discussion by the City, by URDAC, and by the community at large. What has emerged from this inclusive process is a consensus view of the project as a key ingredient in the drive to restore the economic health and vitality of downtown Dallas.

The project has been the focus of a professional design development effort coupled with an extensive public involvement process, resulting in a preferred design being adopted by the URDAC on December 4, 2012.

In advance of this recommendation, on October 16 city staff as well as members of the URDAC and the Chamber of Commerce met with you to apprise you of current progress and the rationale behind the options then under consideration, including the option finally selected.

Numerous matters were discussed, including possible impacts to the Courthouse property (primarily affecting irrigation and electrical systems), and some other potential issues that might need to be mitigated once a preferred alternative was chosen. The URDAC recognizes these impacts, fully intends that the project will pay for them, and has discussed a scenario for improving the lawn electrical system, which has issues centering on both safety and adequacy.

Let me comment on several specific issues raised in the email.

Concerning the use of public Courthouse property, the preferred alternative would reconfigure the existing concrete pads, add a seating wall at either end of the Courthouse block, and revamp the center concrete entrance adjacent to the existing sidewalk. That is the full extent of improvements on County property. The novel suggestion that the Agency must purchase these small areas from the County in order to make these improvements is one we had not contemplated; nor do we feel that it would be consistent with the rich tradition of City/County cooperation that has flourished throughout the years. We anticipated (and still hope for) a more collaborative arrangement to build these improvements to our shared public space.

The Chamber of Commerce has consistently stated their enthusiastic support for the project. They have repeatedly expressed confidence in their ability to manage the impact on their Courthouse-centered activities, notably Summerfest and the Bounty Market, both in general and specifically with reference to the changes contemplated by the preferred alternative. They are one hundred percent on board.

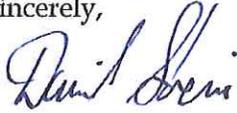
The email additionally says, "BOC has also wanted to be on the record with the Dallas URDAC that given the current economic environment, spending such a large sum of borrowed money on streetscape improvements like this do not seem to be the most responsible practice."

The principal purpose of urban renewal is to spark new investment; this assumes even greater urgency during difficult economic times. Other Polk County cities have successfully used urban renewal to improve their downtowns. For these reasons as well as others, we remain confident that we are on the right track.

Finally, we agree completely about the importance of façade improvement. The City presently has a program of long standing that provides façade loans and grants through a revolving fund not connected to the Urban Renewal District. One of the mechanisms recommended by the URDAC is a new façade grant fund specifically associated with the 800/900 block project to improve the buildings, cosmetics, signage, *etc.*, on those blocks. This proposal received overwhelming support in the surveys, and the URDAC has requested staff to prepare an implementation framework, a set of criteria, and a recommended funding level for review at the January meeting. The URDAC and Agency recognize the importance of improving all of downtown, and the need for investment to bring it about.

As a valued partner and stakeholder, we are confident that the County shares our determination to make this project a success – one that will pay long term dividends to the community in which we all take pride.

Sincerely,

A handwritten signature in cursive script, appearing to read "David Shein".

David Shein  
Chairman  
Dallas Urban Renewal District Advisory Committee

cc: Jon Nelson, City Manager  
Brian Dalton, Mayor  
Greg Hansen, County Administrator  
Urban Renewal Agency (via email)  
URDAC (via email)  
File



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, December 4, 2012 – 5:30 p.m.**

1 **MINUTES - DRAFT**

2 Members Present: Chair David Shein, Jim Fairchild, Nancy Adams, LaVonne Wilson, Randy Hunter,  
3 Ken Jacroux, Chelsea Pope, Rich Rohde, Joe Koubek and Rich Long.

4 Absent: Craig Pope and Wes Scroggin

5 Staff: Community Development Director Jason Locke, Planner John Swanson

6 **CALL TO ORDER**

7 Chair David Shein called the meeting to order at 5:30 p.m.

8 **APPROVAL OF MINUTES**

9 The minutes of the November 6 2012 meeting were presented and approved.

10 **PUBLIC COMMENTS**

11 There were none.

12 **OLD BUSINESS**

13 Community Development Director Jason Locke explained that the purpose of today's meeting is to reach  
14 final consensus on the Main Street streetscape design. The preferred concept is a "marriage" of Options  
15 2 & 3. Mr. Locke presented a new rendering of the design done by Greenworks. Mr. Locke informed the  
16 committee that design changes might still occur once the project goes to engineering. The policy will be  
17 that small, technical design detail changes will be approved by him as Project Manager, but should any  
18 significant design change requirements emerge, the decision will be brought to the Committee for  
19 approval and recommendation to the Urban Renewal Agency.

20 Mr. Locke concluded that if the URDAC committee agreed, a recommendation to approve the final  
21 design be forwarded to the Urban Renewal Agency for consideration and approval.

22 Joe Koubek stated that he had just assisted with the installation of the holiday snowflakes on the  
23 existing light poles downtown. He asked how the decorations were going to be compatible with the  
24 new light standards, which are much shorter and if this will be the last year for the existing snowflakes.  
25 Mr. Locke answered that the shorter standards will require decorations on a smaller scale. Planner John  
26 Swanson remarked that he was at the Chamber Board of Directors meeting this week and they are  
27 aware that there will be a need for new holiday decorations downtown next year.

28 The committee discussed the specifics of the new light posts and they were assured that they will be  
29 fully functional with options for any use including flag standards, banners, electricity and drip irrigation.

30 Chair David Shein asked if everyone was happy and there was general consensus among the committee  
31 membership. Jason Locke mentioned that Polk Soil and Water Conservation District would be providing

32 assistance with the new rain gardens. Committee members agreed that the more partnerships and  
33 expertise we can bring into this project the better.

34 Committee member Rich Rohde made a motion to recommend this final design to the Urban Renewal  
35 Agency for approval. Committee member Bob Brixius seconded the motion. Chair David Shein opened  
36 the floor for discussion before a vote. Joe Koubek asked if there would be any changes to the  
37 intersection at Main and Washington recently reconstructed by ODOT. Mr. Locke answered that the  
38 intersection would not be changed from it's current configuration. Brian Dalton remarked that the  
39 committee would like to have a say in choosing tree species. Mr. Locke said they would. Joe Koubek  
40 asked if the committee had a say in placement of street furniture locations or would staff decide. Mr.  
41 Locke replied that the furniture will not be installed until the entire sidewalk and street work was  
42 complete and that the committee will participate in choosing street furniture locations and  
43 configuration. There was no more discussion.

44 Chair Shein called for a vote on the motion to recommend forwarding the final design to the Urban  
45 Renewal Agency for approval. The motion carried unanimously. Mr. Locke said that staff would prepare  
46 a written recommendation for submittal to the Agency.

47 **NEW BUSINESS**

48 None

49 **MEMBER COMMENTS**

50 Rich Rohde asked how the Church Street sidewalk was coming along. Mr. Locke answered that the  
51 concrete was done and the street trees were installed just today. He said that the project was virtually  
52 complete. Joe Koubek mentioned that Church St. should have been signed to identify it as an Urban  
53 Renewal project.

54 Chair Shein commented that the Main Street project will be the most intensive streetscape plan to date  
55 and will strongly impact downtown during construction. Jason Locke said that the work will probably be  
56 completed in stages determined by the engineering and that the whole two blocks, both sides, will not  
57 be torn up all at once.

58 Brian Dalton remarked that we must engage the business owners in the project area. Mr. Locke replied  
59 that we have had a very good record of keeping businesses informed before and during construction so  
60 there are no surprises. We have learned from the Mill Street and Court Street projects how to best keep  
61 the businesses open and happy during construction.

62 Rick Rohde asked about design standards for building improvements and maybe it's time to set some  
63 standards so any downtown building renovations will be compatible with the streetscape design. The  
64 City of Dallas does not currently have design standards in place, but Mr. Locke said that we could  
65 develop some guidelines for a color palate, signs, and lighting and present them for discussion at a  
66 future meeting.

67 **STAFF COMMENTS**

68 Community Development Director Jason Locke discussed estimated project costs based on what we  
69 have learned from previous projects, and estimated the cost between \$700-\$750,000. We won't know  
70 exact dollar figures until the engineering has been completed and the project goes out for bid.

71 **OTHER BUSINESS**

72 None

73 The meeting adjourned from City Hall at 6:01 P.M.



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## 12/4/2012 URDAC Agenda

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**Pope, Craig** <pope.craig@co.polk.or.us>  
To: PATTI SENGER <patti.senger@dallasor.gov>

Tue, Dec 4, 2012 at 4:21 PM

Patti,

As I believe I told you earlier, I will not be able to attend tonight's meeting. However, I would like to weigh in on the preferred alternative that will be discussed. Please forward my statement to the committee.

While reviewing the Nov. 6 URDAC Draft meeting minutes I note that there was a discussion about Polk County's concerns. Mr. Locke characterizes our concerns about maintenance responsibilities and "change in general". I wish I could have been at this meeting on Nov. 6th so that I could have rebutted that characterization in person.

Polk County Board of Commissioners (BOC) invited Jason Locke, David Shein, and Chelsea Pope to a Tuesday Board meeting on October 16th. At this meeting the alternatives were displayed and discussion ensued regarding several concerns. The BOC and staff had concerns over impacts to current in-ground electrical and irrigation facilities and whether this project will expect to pick up costs associated with that. It was stated on the record that if an infrastructure issue did arise, the City would be responsible for paying for it. There was a BOC concern for on-going maintenance of walls and sidewalk improvements after enhancements, especially around vandalism. There were concerns about increased liability to the County based on the "attractive nuisance" of walls that would be used as skateboard challenges and the like. There is also concern for improvements outside the ROW and what the plan will be to negotiate with the County for ground that does not currently sit inside the ROW that is going to be required to complete the preferred alternative. There will likely be a need to acquire land from the County and the BOC will want to fully understand that process prior to agreeing to any alternative that would impact the facilities we are responsible for. The BOC expressed concerns about impacts to events that occur on the Courthouse property after walls are placed in corners of the block, or significant enhancements are placed anywhere mid block. These enhancements will change the layouts that have been allowed in the past, and will certainly create more impacts to Courthouse property and to citizens who have enjoyed the space. There is also the long standing concerns of increased maintenance around additional trees placed on the Courthouse property. The BOC and County staff have been very clear that additional trees are not preferred on the Courthouse block.

The BOC has also wanted to be on the record with the Dallas URDAC that given the current economic environment, spending such a large sum of borrowed money on streetscape improvements like this do not seem to be the most responsible practice. It is our belief that these dollars would be better spent at improving the business properties and assisting the community with creating a downtown culture that attracts customers. We don't believe wide sidewalks and trees accomplish that goal without the added benefit of facade improvements across the entire block.

I then read in the 11-6-12 Draft minutes that when the discussion turned to Facade Grant and Loan programs, it was stated that such programs were not urban renewal expenditures. These facade programs are almost always the first line of improvements that are marketed to the business community in order to get the political buy-in to pass an Urban Renewal District. If a Facade program is not an Urban Renewal expenditure, how will it get paid for? As a committee, I thought we agreed that the Facade program was going to be an integral component of this entire project. I think some of us even told business property owners that it would be an integral part of the overall project.

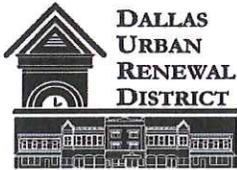
I think there are some significant un-answered questions that should be addressed prior to passing this on to the Urban Renewal Board/ City Council.

Craig

On Mon, Dec 3, 2012 at 10:33 AM, PATTI SENGER <[patti.senger@dallasor.gov](mailto:patti.senger@dallasor.gov)> wrote:  
[Quoted text hidden]



*Craig A. Pope*  
*Polk County Commissioner*  
503-623-8173 *cj*fice  
[pope.craig@co.polk.or.us](mailto:pope.craig@co.polk.or.us)



**2012 800 900 Block of Main Street Survey and Questionnaire**

**Total Surveys Counted:** 129

**Preferred Option**

* Preferred Option 3:	54
Preferred Option 2:	47
Preferred Option 1:	14

**Preferred Court House Option:**

* Courthouse - Option 3:	24
Courthouse - Option 2:	18
Courthouse - Option 4:	22
Courthouse - Option 1:	12

**Street Trees**

* Yes:	77
No:	22

**Sculpture/Public Art**

* Yes:	58
No:	35

**Seating Walls**

* Yes:	78
No:	16

**Facade Improvement Grants**

* Yes:	81
No:	9

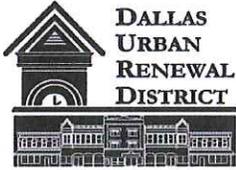
**Open ended questions - specifically mentioned:**

<i>Aesthetics: Likes Open, brighter, down-home feeling</i>	6
<i>Aesthetics: Doesn't like it too open, sparse, or barren</i>	4
<i>Aesthetics: Likes the bricks/cobblestone</i>	4
<i>Aesthetics: Doesn't like bricks/cobblestone</i>	2
<i>Aesthetics: Does not like hardscape engineering, concrete, sharp angles</i>	3
<i>Against: Absolutely against anything and everything</i>	2
<i>Awnings: Likes the addition of awnings</i>	1



**2012 800 900 Block of Main Street Survey and Questionnaire**

<i>Banners and Flags: Likes and wants to keep or add new banners</i>	5
<i>Banners and Flags: Wants to hang flags to promote patriotism</i>	1
<i>Banners and Flags: Hang every other one, Dallas &amp; Polk County</i>	1
* <i>Benches: Liked the benches and furniture</i>	34
<i>Benches: Need to face the street, not the buildings</i>	2
<i>Bikes: Requesting more bike racks</i>	3
<i>Bikes: Requesting bike lanes</i>	1
* <i>Bulb-outs: Against the bulb-outs</i>	7
<i>Bulb-outs: Liked the bulb-outs</i>	1
<i>Businesses: Concerns about impact, helping them, want to bring more, etc.</i>	5
<i>Businesses: Put apartments above the businesses</i>	2
* <i>Courthouse: Mentioned showcasing Courthouse</i>	16
* <i>Courthouse: No Trees on Courthouse side of block</i>	15
* <i>Courthouse: Trees to frame, balance, create scale, promenade, or block the view of the added-on portion</i>	10
<i>Courthouse: Removal of the rose bushes in front of Courthouse</i>	3
<i>Courthouse: Keep or add rose bushes in front of the Courthouse</i>	3
<i>Courthouse: Bring vendors and espresso stands in front of the Courthouse</i>	1
<i>Courthouse: No parking on Courthouse side to prevent blocking view, have diagonal on the other side of the street instead.</i>	1
<i>Courthouse: Wants Rhododendrons around perimeter of Courthouse</i>	1
<i>Courthouse: Retrofit to prevent earthquake damage</i>	1
<i>Courthouse: Put in below ground parking</i>	1
<i>Courthouse: Create parking for horse drawn carriage</i>	1
<i>Drinking Fountains: Addition of drinking Fountain(s)</i>	4
<i>Driving Lanes: Didn't like the narrower driving lanes</i>	3
<i>Façade: Would like to see buildings maintained better or enhanced</i>	3
<i>Façade: Design plan for uniformity or consistency</i>	3
* <i>Flowers: Liked or wanted more flowers, planters, hanging baskets</i>	19
<i>Funding: Mis-use of money, need to maintain streets, give to businesses etc.</i>	4
<i>Garbage Cans: Make them hidden</i>	1
<i>Garbage Cans: More garbage cans</i>	1



**2012 800 900 Block of Main Street Survey and Questionnaire**

* Lighting: Liked the lighting and improved lighting	12
Lighting: Solar lighting/panels	2
Lighting: Night lighting to showcase Courthouse, benches, trees	1
Lighting: Too much lighting/light pollution	1
Maintenance Issues: Weeding, vandalism, etc.	3
Maintenance Issues: Trees causing damage to sidewalks etc.	3
Maintenance Issues: Repair what we already have	1
Close Main Street Completely: For alternative traffic	1
Close Main Street Completely: Have daily outdoor markets	1
Community Corrections: Remove them from Main Street	1
Kiosk: Wanted information or historical kiosk	2
Other Cities: Wanted something like in McMinnville	3
Other Cities: Liked what is at Capital Mall in Salem	2
Other Cities: Uniformity like what is in Sisters	1
Other Cities: Design Standards like in Hanover, New Hampshire	1
Other Cities: Wood sidewalks like in Pendleton	1
* Parking Spaces: Liked or wanted more parking spaces	9
Parking Spaces: Doesn't want smaller spaces	2
Parking Spaces: Wants diagonal parking	2
Parking Spaces: Doesn't want diagonal	2
Parking Spaces: Wants diagonal parking on commercial side of street and no parking on Courthouse side	1
Parking Spaces: Should put underground parking in for the Courthouse	1
Patriotism: Promote with flags	1
Patriotism: Bring the Cannon(s) back	1
Patriotism: Art would distract from the veterans display at Courthouse	1
Patriotism: Flag of Honors like at the Capital Mall in Salem	1
* Public Art: Would like to see sculptures/Public Art	10
Public Art: Against the subjectivity of art, afraid of what would be chosen	5
Public Art: Bring the Cannon(s) back	3
Public Art: Wants local artists	2
Public Art: Would distract from focus on veterans	1



**2012 800 900 Block of Main Street Survey and Questionnaire**

<i>Seating Walls: Specifically mentioned they like the walls</i>	4
<i>Seating Walls: Specifically mentioned they did not want the walls</i>	1
<i>Seating Walls: Make them unfriendly for skateboarders</i>	1
<hr/>	
<i>Safety: Bricks are tripping hazards</i>	1
<i>Safety: Sprinklers are tripping hazards</i>	1
<i>Safety: Narrow streets are not safe</i>	1
<i>Safety: Wanted safe intersections</i>	1
<i>Safety: Parking spaces need to be easy to back out of</i>	1
<hr/>	
* <i>Sidewalks: Liked the wider sidewalks</i>	8
<i>Sidewalks: Repair the ones we have</i>	1
<i>Sidewalks: Covered, like in a mall</i>	1
<hr/>	
<i>Signs: Hang the business signs perpendicular to the building</i>	2
<hr/>	
* <i>Trees: Liked or wanted more trees</i>	39
<i>Trees: Specifically mentioned did not want them on Courthouse side</i>	14
<i>Trees: Frame, balance, create scale, promenade, or block the view of the added-on portion</i>	10
<i>Trees: Enjoy the shade trees provide</i>	3
<i>Trees: Worried about maintenance issues, sidewalk damage</i>	3
<hr/>	
* <i>Water Feature: Addition of a Water Fountain or Feature</i>	10
<i>Water Feature: Man-made lake in the middle to simulate the Nation's Capital</i>	1
<i>Water Feature: A splash fountain for kids to play in</i>	1
<hr/>	
<i>Wi-Fi: Provide free wi-fi from Courthouse</i>	1



## 800 – 900 Blocks of Main Street PUBLIC INVOLVEMENT PROCESS SUMMARY REPORT

The Urban Renewal District Advisory Committee (URDAC) along with City staff worked on an aggressive campaign to provide the business community and the residents of Dallas the opportunity to give input and feedback for the proposed upgrades on the 800-900 block of Main Street. The plan was multifaceted and included getting information out through the Itemizer Observer Newspaper, the City Website, a survey, a booth at Summerfest, multiple open houses, the Chamber of Commerce, Rotary Club, and regularly scheduled URDAC meetings.

### **TIMELINE:**

November 1, 2011 – URDAC Meeting Minutes: Jason Locke, Community Development Director, announced a Public Open House would take place before moving forward with the 800-900 blocks of Main Street. Page 5

December 6, 2011 – URDAC Meeting Minutes: Jason Locke, Community Development Director, stated that the Open House would take place after graphics were put together. Page 8

March 6, 2012 – URDAC Meeting Minutes: Mr. Koubek, URDAC member, stated that the Open House should focus on the view of the Courthouse. Mr. Shein, URDAC member, reminded the committee that more input from the Open House would be coming in. Page 10-11

April 3, 2012 – URDAC Meeting Minutes: Jason Locke, Community Development Director, stated that the Open House would take place to receive public input after the drawings were complete. Mayor Dalton suggested providing options to present at the Open House. Page 14-15

June 18, 2012 – Received revised design plans from Greenworks. Page 16-25

June 27, 2012 – Ordered Invitation to Open House from Fedex.com Page 26

July 6, 2012 – Ordered 22"x34" full color printing on photo gloss paper, mounting to foam with gloss laminate film for \$514.25. Page 27

July 6, 2012 – Hand delivered invitations to all businesses and property owners along the 800 and 900 blocks of Main Street, for the "Streetscape Design Open House & Discussion" scheduled for on July 19, 2012. We also mailed an invitation to every business and property owner to ensure they would receive invitation. Page 29 -30

July 10, 2012 – URDAC Meeting Minutes: Jason Locke, Community Development Director, reported the next phase of the process was to engage the public in a meaningful way to solicit and gather feedback that the committee could use as it prepared to make a recommendation to the Urban Renewal Board. He announced that a booth had been reserved for Summerfest and "Streetscape Design Open House & Discussion" meeting was scheduled for Thursday, July 19, at 5:30 p.m. at the Chamber of Commerce, for the business and property owners. Page 31-32

July 18, 2012 – FAQ Sheet made available to the public. Page 34-35

July 18, 2012 – Survey created and made available to the public. Page 35-37

July 19, 2012 – Held the “Streetscape Design Open House & Discussion” at the Dallas Area Chamber of Commerce on Court Street. This allowed easy access to view the Urban Renewal work that had been completed. Three business owners attended. Page 38-39

July 24 thru October 15, 2012 – Survey Posted the City of Dallas website. Page 40-46

July 24 thru October 15, 2012 – Business cards directing people to the survey on the website were distributed in the Finance Department, the Community Development Reception area, the Dallas Public Library, and the Chamber of Commerce. They were also used at every Open House between these dates. Page 47

July 26, 27, & 28 – Summerfest Booth. URDAC members worked the booth during Summerfest, distributed the survey, answered questions, provided the FAQ sheet, and directed people to the website to fill out the survey. Page 48-49

August 7, 2012 – URDAC Meeting Minutes: Jason Locke, Community Development Director, reported the success of the Summerfest booth and plans for the public Open House. He stated that the participation from the business community for the “Streetscape Design Open House & Discussion” was disappointing and that staff would reach out to these folks with in-person visits. Page 50

August 7, 2012 – Presented preliminary survey results at the URDAC meeting. Page 52

August 7, 2012 – Itemizer Observer published a story on the website about the URDACs desire for public feedback. It announced the on-line survey. Page 53

August 8, 2012 – Itemizer Observer published a story highlighting the project and URDACs desire for public feedback. It announced the on-line survey. Page 55

August 20, 2012 – Jason Locke, Community Development Director presented the project and the survey at the regular monthly Chamber Luncheon. Page 56

August 21, 2012 – Jason Locke, Community Development Director presented the project and the survey at the regular monthly Rotary meeting. Page 57

August 24, 2012 – Special Message on water bills announcing the survey went out to all customers in that billing cycle (first of two batches of water users). Page 58

September 4, 2012 – URDAC Meeting Agenda topic item. URDAC Meeting minutes. Page 59-60

September 10, 2012 – Special Message on water bills announcing the survey went out to all customers in that billing cycle (second of two batches to complete all water users getting the message). Invitation to the Open House on October 2, 2012 inserted into every water bill envelope (first of two batches of water users). Page 62-64

September 17, 2012 – Posters were hung in businesses around town inviting them to the October 2, 2012 Open House. In addition, an invitation to the Open House on October 2, 2012 inserted into every water bill envelope. Page 65

September 18, 2012 – Press release announcing the Oct. 2 Open House and the survey went to the Itemizer Observer and the Statesman Journal. Ad Placed in Itemizer Observer. Page 66-67

September 24, 2012 - An invitation to the Open House on October 2, 2012 inserted into every water bill envelope during this billing cycle (second of two batches to complete all water users getting the invitation insert).

September 26, 2012 – Itemizer on-line announced the October 2, 2012, Open House and reminded the public to take the on-line survey. A quarter page ad published in the Itemizer announcing the Open House and mentioned on two community calendars in that edition. In addition, in the Polk County section of the Statesman Journal discussed the Open House. Page 68-73

October 2, 2012 – Public Open House in the Civic Center. Nine people attended. Page 74

October 15, 2012 – Survey removed from the website. Page 75-78

October 16, 2012 – Jason Locke, Community Development Director, Jon Nelson, City Manager, and David Shein, URDAC Chairman met with the Polk County Board of Commissioners regarding the project, and presented results. Page 79



**City of Dallas  
Urban Renewal District Advisory Committee  
Council Chambers – City Hall  
November 1, 2011 - 5:30 p.m.**

**Present:** Jim Fairchild, Nancy Adams, LaVonne Wilson, Randy Hunter, Brian Dalton, Rich Rhode, Joe Koubek, bob Brixius and Rich Long.

**Absent:** Craig Pope, Ken Jacroux, Wes Scroggin, and Chelsea Pope.

**Staff:** Community Development Director Jason Locke and Planner John Swanson

**MINUTES**

**CALL TO ORDER**

David Shein called the meeting to order at 5:30 p.m.

**APPROVAL OF MINUTES**

With the correction of committee member Joe Koubek's name spelling, the minutes of October 4, 2011 were approved as presented.

**PUBLIC COMMENTS**

Mr. Shein called for public comments and there were none.

**OLD BUSINESS**

**Court Street Update**

Community Development Director Jason Locke reported on progress of the Court Street project as follows: Electrical service to the new streetlights is being routed from the Carnegie Building. Lights will be completely installed next week. Installation of the street furniture is beginning this week. The primary contractor's work is complete and the contractor has been paid. Mr. Locke added that he is compiling a list of "lessons learned" for the Court Street project. What worked well and what we can improve upon in future projects.

Committee members Joe Koubek and Jim Fairchild both expressed concerned regarding the down-slope from the sidewalk to the doors of several storefronts. Mr. Locke acknowledged their concerns, but reminded the committee that the engineering demonstrated no problem. To that he added that any problem discovered during this winter's heavy rain will easily and immediately be fixed by the City of Dallas. David Shein asked if we will see the same thing on Main Street. Mr. Locke answered that the elevations lines have not been shot yet on Main Street.

Mayor Brian Dalton commented on the appearance of the strip of pervious concrete in the new sidewalk on Court St. saying that is was unattractive. He recommended a color be introduced to the pervious concrete when we do the project on Main St. Mr. Locke responded that it can be

done and we may be able to add some color to the strip in Court St. and he would add the issue to the list he's compiling. Mr. Shein asked that the list of "lessons learned" for the Court Street project be presented at next months meeting.

#### **Main Street Discussion**

Mr. Locke stated that the preliminary base design for the 800 block of Main Street is moving forward according to the following timeline: We will be receiving feedback on the concept in the next two weeks. The preliminary design will be put before ODOT for comment. A detailed design will be prepared by December requiring approval to proceed from the Urban Renewal Agency. A public "open house" will be held in January. A letter of intent to apply to the State for a low interest loan will be prepared upon Agency approval to advance the project. The loan amount will be \$800,000. Committee member Rich Rhode asked for the final project deadlines to stay on schedule. Mr. Locke stated that complete design plans will be done in March 2012 and construction will occur early summer 2012.

Committee members discussed the process that got the Main Street project to where it is today including the different design concepts developed by Greenworks, decisions made regarding parking orientation, and public input to the process. Nancy Adams pointed out that this has been a long process deciding streetscape improvements with many opportunities for input and feedback from the community. Mr. Locke stated that the plan under development is a stripped down version of the preferred concept as designed by Greenworks. We will need to work with property owners on the west side of Main Street and Polk County on the east side. A cooperative effort will be necessary and everything we learned from Mill Street and Court Street will be applied.

Rich Rhode expressed a desire to set aside space on the Corner of Main Street and the courthouse lawn for a memorial celebrating armed services and public services: military, police and fire fighters. David Shein recommended that we try to coordinate the memorial with the Oregon National Guard and the opening of their new readiness center. The committee generally agreed to incorporate a memorial into the project design.

#### **NEW BUSINESS**

Mr. Shein called for New Business and there was none.

#### **MEMBER COMMENTS**

None

#### **STAFF COMMENTS**

Mr. Locke announced the next meeting was scheduled for December 6 at 5:30 p.m.

#### **ADJOURNMENT**

David Shein adjourned the meeting at 6:20 p.m.



**City of Dallas  
Urban Renewal District Advisory Committee  
Council Chambers – City Hall  
December 6, 2011 - 5:30 p.m.**

**Present:** Jim Fairchild, Nancy Adams, Randy Hunter, Rich Rohde, Wes Scroggin, Joe Koubek, and Rich Long

**Absent:** Craig Pope, Ken Jacroux, LaVonne Wilson, David Shein, Chelsea Pope

**Staff:** Community Development Director Jason Locke.

**MINUTES**

**CALL TO ORDER**

Chair Brian Dalton opened the meeting at 5:30 p.m.

**APPROVAL OF MINUTES –**

Chair Brian Dalton declared the minutes of November 1, 2011, approved as presented.

**PUBLIC COMMENTS**

Chair Dalton called for public comments. Chair Dalton announced that Sue Rohde was publishing a book of historic photos of Dallas that would be coming out next year.

**OLD BUSINESS**

**COURT STREET PROJECT**

Jason Locke reported that a couple of items were left to do on the punch list including vegetation in the rain gardens and trees. He explained that due to the larger size of the trees, the root balls were bigger and the trees were heavy, which made them difficult to plant. He stated that right now the ground was not easy to dig because it was so hard. He noted that Daryll's Nursery had the plants for the rain gardens and they would be installed next week.

He reported the lights were on and noted there had been positive feedback from tenants along that block. He noted that they were considering removal of the single cobra head light fixture that was unnecessary, although it currently holds up a "Do Not Enter" sign to the alley. He suggested cutting the top of the light post off, painting it black, and using it as the sign post for the alley, noting it would fit in with the improvements. This plumbing for the irrigation for the baskets would take place next spring.

Rich Rohde noted that he had just driven past that area in the fog and it looked bright and good. He agreed that the only problem was the light that needed to be removed. Jim Fairchild indicated that it would be nice if they could have alternated the lighting back and forth across the street for balance. Rich Long asked if there was a plan to redo the other side of the street and Mr. Locke indicated there would be at a future date. Mr. Fairchild pointed out that additional lighting along the other side would make it too bright.

#### MAIN STREET DESIGN

Mr. Locke provided a revised hand-out of the conceptual plan. He reviewed the document stating that the original design was there as well as revisions to compare with one another. He pointed out the differences including the number, angle, and shape of areas that would hold the trees which brought up concern about how parking maneuvering would be affected. He stated that he brought the design to a rain garden and green streets class that staff attended, and several issues were brought up pertaining to the its overall effectiveness. He noted that this design would not be able to contain all of the storm water and the street sweeper would not be able to get into those angles. He addressed parking space issues, noting that they would be reduced from 12 to 11 spaces on each side of the street. He discussed the sizes of trees indicating there would be larger trees with room in between for smaller trees or furniture. He stated the revisions took into account these issues as well as accomplishes the goal of making the streets greener. He explained there could be space for a "Hero's Plaza" with these revisions, but pointed out that the County had something similar in front of the Courthouse. He asked if the design was on the right track, if it was worth refining, or if it was on the wrong track and requested feedback.

Joe Koubek asked if the dimensions would be the same on the both sides of the street, and Mr. Locke stated they would be. Mr. Koubek asked if this would accommodate placement of historical signs or maps and Mr. Locke indicated there would be enough space available.

Mr. Rohde asked about the gentler bulb-outs for street sweeping and if it would allow for bigger trees and how tall they would be. Mr. Locke indicated it would accommodate larger trees, and depending on species they may have a diameter of 30-40 feet or so. Mr. Brixius stated that with taller and bigger trees businesses are going to find fault with them, especially given the sign ordinances. Mr. Fairchild stated that signs could be raised. Mr. Koubek expressed concerns about ladder trucks and the clearance and visibility around the bulb-outs with large trees. Mr. Locke indicated tree clearance and vision issues are an important part of the decision and would be discussed during the design phase. When asked about deciduous versus evergreen trees, Mr. Locke stated that deciduous trees were a better choice.

Wes Scroggin asked if the parking spaces were designed to regulation and Mr. Locke assured him it was, noting they were an additional foot longer than required.

Mr. Locke explained that the intersection at Washington Street could get interesting and it may have to be left alone. It wouldn't be too much of a design issue integrating that intersection with the project, and a more comprehensive look would be prepared for the January meeting.

Mr. Scroggin asked about what the business owner responsibility was in upkeep and care in front of their shops including sweeping, cleaning, and blowing off of leaves. Mr. Locke stated that is their responsibility now and that would remain the same. Court Street provided a certain amount of incentive for them to clean the space and take responsibility for the area in front of their business. The City would maintain planting and irrigation as part of the storm water system.

Mr. Long asked about alternating the light posts referring to Mr. Fairchild's earlier comments in regards to the lighting on Court Street. Mr. Locke stated that it could be done, indicating two smaller ones on one side of the street and a large on the opposite side of the street , which has the potential to free up additional parking and create more visual interest. Mr. Koubek commented that it would be better for security and visibility.

Mr. Scroggin asked about using a line of credit explaining that it was hard for most businesses to do business without them. Mr. Locke replied that the City was still pursuing that but also was looking into a loan from the state's revolving loan fund, which may be better due to the good rates. He added that the Urban Renewal revenue is coming in higher than anticipated, which would be confirmed. After further investigation, the City would determine if a loan or line of credit from our banking partner would be preferable.

Mr. Locke stated that an open house would take place toward the end of January after additional designs were put together with better graphics.

#### **NEW BUSINESS**

Mr. Locke reviewed a consolidated list of notes he had accumulated from the Court Street Project, which would be considered in the Main Street Project.

#### **MEMBER COMMENTS**

None

#### **STAFF COMMENTS**

None

#### **OTHER BUSINESS**

The meeting adjourned from City Hall at 6:11 p.m.



**City of Dallas  
Urban Renewal District Advisory Committee  
Council Chambers – City Hall  
March 6, 2012 - 5:30 p.m.**

1 Present: Chair Dave Shein, Mayor Brian Dalton, Jim Fairchild, Randy Hunter, Joe Koubek, Craig Pope,  
2 Rich Rohde, Wes Scroggin, LaVonne Wilson, and Bob Brixius.

3 Absent: Nancy Adams, Ken Jacroux, Richard Long, and Chelsea Pope.

4 Staff: Community Development Director Jason Locke.

5

6 **CALL TO ORDER**

7 Chair Dave Shein called the meeting to order at 5:30 p.m.

8 **APPROVAL OF MINUTES**

9 Joe Koubek pointed out that he was missing the letter “t” in some of the words on his copy of the  
10 minutes, and noted it could just be his copy. Chair Shein added that a space was missing after the “800”  
11 and before “and” in the first paragraph under OLD BUSINESS. He asked that the corrections be made to  
12 the minutes and declared the contents of the minutes from the January 3, 2012, meeting were approved  
13 as presented.

14 **PUBLIC COMMENTS**

15 Chair Shein called for public comments. There were none.

16 **OLD BUSINESS**

17 Mr. Locke presented a conceptual drawing of the 800 and 900 block of Main Street showing the  
18 improvements discussed at past meetings and to give the committee some perspective on how it would  
19 look. He discussed a future public meeting and stated that Visual Media center would be putting  
20 together some visual aids.

21 Chair Shein asked about stopping short of the intersection on the west side of Main Street and Mr.  
22 Locke explained that it was for traffic reasons.

23 Mayor Dalton asked about the smaller trees on the west side of the 800 block and Mr. Locke said they  
24 were smaller, more decorative trees, explaining that Polk County has an interest on that block. The  
25 smaller plantings would highlight the visual resource of the façade of the Court House and the grounds.  
26 Mayor Dalton suggested that this created asymmetry and it appeared that something was missing on  
27 the west side of the street, noting there was more symmetry on the next block. He informed everyone  
28 that his studies of urban planning revealed that trees add a lot of value to property, especially large  
29 trees. With removal of the trees in front of the buildings along that block, there was an idea that the  
30 façade of buildings would be rebuilt. He explained that it was a sobering experience to see the  
31 façade of the buildings without the trees. Unless a plan to work with the owners to fix up the buildings  
32 was in place, the bigger trees would be more valuable for many reasons.

33 Joe Koubek asked if the County had provided input and suggested that there would be a desire to keep  
34 the east side of the street open. Bob Brixius noted that after removal of the previous trees he had heard  
35 from County Commissioners over the years that they would never want them to come back. Craig Pope  
36 shared that he had invited Mr. Locke to make a presentation to the Polk County Board of  
37 Commissioners. He explained that bringing in trees would add more work and maintenance for the  
38 already limited County staff and was counter to what the previous Board's concept for design had been.  
39 He asked about long term planning for the trees noting that there were issues along Mill Street. He  
40 stated that when they adjusted the tree grates, the removal of the iron had caused scratches to the  
41 bricks and rust damage from what they left behind. He also brought attention to the trees that had  
42 grown into the signage and overhead wires had caused an ongoing problem for the businesses along  
43 there. Mr. Pope noted that he loved trees and brought the questions forward only as property owners.  
44 Mr. Brixius added, as a business owner, that the trees should not block signage above first floor level.

45 Joe Koubek added that trees along the sidewalk in front of the Courthouse would hide the building. He  
46 suggested putting the trees on the west side of the street and the street lighting on the east side to  
47 allow for a visible courthouse lawn. He informed everyone that the Courthouse was the second oldest  
48 working courthouse in the state, the view was critical, and that should be a major focus for the open  
49 house.

50 Wes Scroggin suggested leaving the corner trees. Mr. Locke recalled the original Greenworks design  
51 that showed a promenade of trees lining both sides of the sidewalk. Acknowledging Mr. Pope's  
52 concerns, Mr. Locke stated that because both sides of the street could be different, we could create a  
53 design on that block while working within the confines of the issues the County had brought up that  
54 would minimize maintenance and enhance the grounds.

55 Rich Long suggested using evergreens as a solution. There was discussion of which tree species to place  
56 along there. Mayor Dalton stated that timber built the courthouse and those trees would represent that  
57 building. Jim Fairchild stated that he would like to see consistency on both sides because it would  
58 continue all the way down, similar to McMinnville. LaVonne Wilson stated that continuity would be  
59 required to enhance that block and a lack of continuity would take away.

60 Wes Scroggin asked about how the light posts were staggered on the drawing. Mr. Locke explained they  
61 were more offset from one another than staggered, which could be changed.

62 Chair Shein reminded everyone that this was the brainstorming stage and there would be more input  
63 coming in, including an open house, before the design would be finalized. He also noted that blocking  
64 the view of the courthouse was a "red herring" noting that with this design it showed only a 25%  
65 blockage from the trees leaving a 75% view.

66 Rich Rohde commented that his notes said completion of the design portion of this project would be by  
67 March 2012, and that construction would begin in May or June of this year. Mr. Locke explained that  
68 the project would begin in the summer of 2013.

69 There was further discussion about the current and past signage, the sign code, and what  
70 recommendations this committee could make to council. There were suggestions of universal signage  
71 and helping businesses with those costs. Mr. Locke stated that the current sign code was now over 20  
72 years old and was under review.

73 Mayor Dalton stated the key to downtown is the history and that it is the City's living room. This group  
74 is sensitive to that in one way or another and achieving the design balance of not too much clutter and  
75 not too modern. Urban Planners have said that downtown has great bones and we have great  
76 opportunity. He discussed how Independence worked with their business owners and painted most of  
77 their businesses at the same time. Mr. Pope suggested a partnership approach with the businesses, as  
78 they should be part of the project. Dave Shein stated there were façade grant/loan programs in place.  
79 Mayor Dalton stated we could give architectural support to encourage them to do the right thing. Mr.  
80 Locke asked if they were suggesting a building enhancement program, stating that because we are  
81 making a public investment there would need to be an investment from the property owners. We could  
82 probably make a program that would encourage that.

83 Mr. Locke stated he would like to adjust the drawings and get them back sooner now that we are full  
84 strength with our staffing after hiring an Engineering Technician, which would provide an opportunity  
85 for more staff time to be dedicated to this project.

86 Rich Long talked about signage that was on the buildings in Jacksonville displaying the history of each of  
87 the buildings, and suggested doing something similar here. Joe Koubek talked about an outreach to the  
88 business owners and suggested inviting them to a meeting before going public. Mr. Locke affirmed that  
89 was the objective.

## 90 **NEW BUSINESS**

### 91 **Budget**

92 Jason Locke reported on the budget and stated that the preliminary numbers showed there would be a  
93 little over \$125,000 coming in from the Urban Renewal District with an approximate beginning fund  
94 balance of \$230,000 for the next fiscal year for this project. He explained there was more funding than  
95 anticipated due to the acceleration in assessed value due to additions, remodels, a new building, and a  
96 correction of assessment of the telecommunications building on Court Street. Although there was no  
97 debt at this time, there was a debt service line item where money was kept in reserve until there was  
98 debt in the project.

99 He reviewed the expenditure side of the budget. He talked about including some of the outer blocks of  
100 the District, including the portion of Church Street to Mill Street, and possibly a couple of other areas as  
101 well. He reviewed the estimated numbers for Staff and Engineering time, the project for the 800-900  
102 blocks of Main Street, and building enhancement programs. He indicated that the budget was  
103 conservative.

104 In answer to a question, Mr. Locke explained that the amended 2011-12 budget included total spent  
105 revenue up through June of 2012, which consisted of the entire Court Street project. He explained the  
106 transfer of money from the debt service reserve to the projects line item to cover costs to do the full  
107 block of Court Street.

108 There was discussion about when the 800-900 blocks of Main Street project would begin and under  
109 what budget year it would fall. Mr. Locke stated work would probably begin late summer of 2013 and  
110 fall under the 2013-14 budget. In answer to a question, he explained that \$145,000 would be set aside  
111 in debt services, another \$45,000-\$50,000 would be set aside to build up the reserve to about \$200,000.

112 Because of the smart development concepts on this project, financing would be through the State  
113 Revolving Loan Fund and span for approximately 10-12 years. The debt service would be \$60,000 -  
114 \$70,000, about half of what would come in through Urban Renewal. We would do other projects with  
115 the remaining equivalent amount.

116 Mr. Pope suggested making this information clear to business owners and the public in plain English so  
117 they understood where the money would be coming from without having to look through the budget  
118 documents. Mayor Dalton noted the importance of explaining why we were going into debt for the  
119 Urban Renewal project in tight times, especially when the streets were in need of fixing.

120 **MEMBER COMMENTS**

121 There were none.

122 **STAFF COMMENTS**

123 Mr. Locke reported on plant hangers that would hang from the street light fixtures. He stated that after  
124 looking at stock options he began working with Bob Evans from Evcor for a custom design that would  
125 incorporate the stainless steel circle used in the benches. Mr. Shein asked if they would hang more than  
126 just plants. Mr. Locke noted that the posts already had no-parking signs attached to them and the  
127 concept was to keep it simple. With this in mind they would have one plant hanger over the sidewalk to  
128 appeal to pedestrians and supports for banners on the street side. He added that he would provide a  
129 conceptual drawing at the next meeting.

130 Mr. Koubek asked about the bid process. Mr. Locke explained there were thresholds and that smaller  
131 projects such as this did not have to go through the bid process but larger portions of the project, such  
132 as actual construction of the street and the pavers would. He noted that they utilized local businesses  
133 when possible and when they did compare prices with an outside vendor, Evcor was 30% lower. Mr.  
134 Fairchild commented that it was positive to use a local company and to keep the money local, and  
135 reported that the feedback from the community was positive.

136 The meeting adjourned at 6:11 p.m.



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, April 3, 2012 - 5:30 p.m.**

1 **MINUTES**

2 **Members Present:** Chair David Shein, Jim Fairchild, LaVonne Wilson, Craig Pope, and Rich Rohde.

3 **Absent:** Nancy Adams, Joe Koubek, Randy Hunter, Ken Jacroux, Chelsea Pope, Wes  
4 Scroggin, and Rich Long.

5 **Staff:** Community Development Director Jason Locke

6 **CALL TO ORDER**

7 Chair David Shein called the meeting to order at 5:33 p.m.

8 **APPROVAL OF MINUTES**

9 Rich Rohde noted that his last name was spelled incorrectly on line 71 of the March 6, 2012, minutes  
10 and Craig Pope asked that his suggestion of a partnership approach with the businesses be added to the  
11 minutes between lines 81-83 and that the tone be characterized as such. The minutes of the March 6,  
12 2012, meeting were approved with two changes noted above.

13 **PUBLIC COMMENTS**

14 There were none.

15 **OLD BUSINESS**

16 **Main Street Design**

17 Jason Locke reviewed the design options for the 800-900 blocks of Main Street and discussed  
18 Greenwork's original design highlighting the Courthouse and what that building represented. He noted  
19 that the intersection at Washington Street and Main Street was already consistent with the new design  
20 and this project would stop just before that intersection. He discussed the options on the 800 block of  
21 Main Street and referred to slides in a power point presentation. He noted that the design labeled 4a  
22 was a higher intensity design with larger trees to create somewhat of a promenade and 4b was a lower  
23 intensity design with decorative trees no greater than 6-8 feet wide and no higher than 15 feet. Mr.  
24 Locke reported that the design could be refined down further to essentially a hardscape option with no  
25 trees or very little vegetation and use of elements such as lighting and street furniture to fill that space.  
26 He indicated that maintenance would be minimal and prevent blockage of the view of the building. In  
27 answer to a question, Mr. Locke stated that another option would be to leave that side of the street as it  
28 was and do nothing; he acknowledged it would not be palatable but would be an option. Mayor Dalton  
29 noted that rather than doing nothing they could improve just the sidewalks.

30 There was discussion about the impracticality of continuing the use of the tree grates for a number of  
31 reasons including the expense. Craig Pope suggested tree box planters and noted they could be moved  
32 easily. Mayor Dalton mentioned he had seen them used in other communities as well as shopping malls

33 and noted they would require frequent replacement. Mr. Locke indicated the problem with tree boxes  
34 would be containing the root ball and limiting the size to smaller trees. He noted the trees for this  
35 project would be utility smart trees and when installed correctly, the roots would not damage sidewalks.  
36 Dave Shein reminded the group that there was a broad range of experience and knowledge we could  
37 draw from when choosing an appropriate species of tree for this project.

38 Mr. Locke asked for feedback and stated he would have additional drawings to present to the  
39 committee. He suggested meeting at the site for a better understanding of how the design options  
40 would actually function. Mr. Locke clarified that he wanted to make sure everyone was fully informed  
41 and that a good decision would be made.

42 Jim Fairchild pointed out that on slide 4a there were larger trees on the corners of the block. He stated  
43 that they did not obstruct the view of the Courthouse, but actually framed and isolated the view of the  
44 old portion of the building while hindering the view of the back addition. He indicated that smaller trees  
45 would be a compromise along the front and that he thought they would be worthwhile. He discussed  
46 the hardscape tables and chairs he had seen in the City of Redmond and suggested that those would fit  
47 in front of the Courthouse nicely.

48 Craig Pope explained that it was hard to envision what it would look like and asked for a presentation  
49 with species of trees included. He stated that a responsible question to ask was about the fiscal impact  
50 of the trees maturing, including damage to the sidewalks and understanding the costs associated with  
51 the lifecycle of the trees; he expressed the importance of understanding the maintenance costs as the  
52 decisions were made. Mr. Pope asked if there had been arborist input and Mr. Shein explained there  
53 had been input, but not for some time. He indicated he had seen hardscape in Washington, DC and the  
54 hardscape was not especially attractive.

55 Mr. Locke explained that a hardscape design could be intriguing and that when done correctly there  
56 were real benefits in terms of maintenance. The objective would be to make these areas more  
57 attractive and friendly for people to utilize these spaces, explaining the goal was to get people to use  
58 these spaces who could economically benefit the downtown.

59 Dave Shein stated that he heard the commentary of the group and summarized that they wanted a  
60 better image of what this would really look like. He asked for hardscape pictures and a three-  
61 dimensional view rather than aerials of the options they were seriously considering. Mr. Locke stated  
62 that he would get drawings to the committee and speak to Kirsten Ramstad, the arborist for the  
63 Department of Forestry, who would provide technical and aesthetic support. Mr. Locke noted that the  
64 Courthouse was Dallas's living room, the heart and soul of the community, and once the drawings were  
65 complete, an open house would take place to receive public input. Mr. Pope agreed that would be fair.  
66 Mayor Dalton suggested this Board would need to have some options to present before the open house.

67 LaVonne Wilson noted that with slide 4b the softness of the trees was desirable. She discussed art and  
68 sculptures and how placing one or two pieces strategically on the block would be pleasing.

69 Rich Rohde asked for more input from Polk County staff on what they would like to see in front of the  
70 Courthouse.

71 Mr. Fairchild suggested using a booth at Summerfest where ideas could be presented to the public and  
72 possibly have them vote. Mayor Dalton and Mr. Rohde both agreed that was a good idea. Mr. Locke  
73 stated that this would be a good opportunity to get an instant response from a large section of the  
74 population and give the Urban Renewal Agency a sense of what the public was thinking. He explained

75 that the response would be different from an open house since the target audience was more for  
76 business owners or people who had an interest. Ms. Wilson noted that along with pictures there would  
77 need to be fiscal information so people would understand the budget constraints of their ideas.

78 Mr. Shein recapped the ideas of the discussion and stated that a meeting with the arborist would need  
79 to take place, mock-up views of the Courthouse from ground level with more options including  
80 hardscape, a booth at Summerfest, and an open house to gain public input.

81 Mr. Rohde elaborated that he would like to see someone visit and offer participation from the County.  
82 Mr. Pope stated that he was there because he cared about the project and was interested in moving the  
83 process forward in a partnership with the City. He stated that he was elected by and answers to the  
84 taxpayers and how the money was spent was the key to County support for the project. He noted  
85 business input may be just as important. Bob Brixius added that he had asked business owners to come  
86 to the meetings and he had been turned down. Mr. Pope noted that he was doing what he could to  
87 bring input and explained that several of his staff wanted no trees although he personally did not feel  
88 that way. Mr. Rohde asked if there was something other than trees the County would like to see placed  
89 along there. Mr. Pope stated that if costs were not prohibitive, he would be in favor of a metal  
90 sculpture. Mr. Rohde suggested a military veteran would be a good illustration of our commitment to  
91 all of those who fought for our freedom. Mr. Pope noted that trees did not draw people to downtown  
92 but sculptures and art would. Mr. Rohde stated that he was in favor of sculptures that represent Polk  
93 County. Ms. Wilson noted that you do not have to be an artist to appreciate art. Mr. Shein added that  
94 art gets attention.

95 **NEW BUSINESS**

96 There was no new business.

97 **MEMBER COMMENTS**

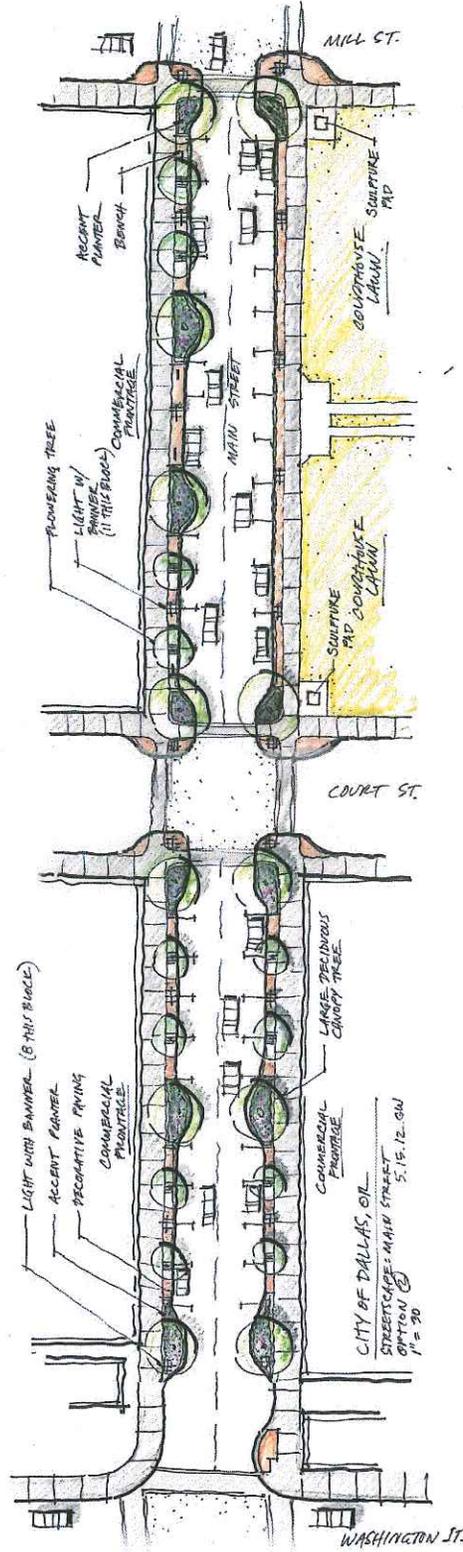
98 There were no member comments.

99 **STAFF COMMENTS**

100 Mr. Locke announced he would send out a hardscape design option to this group in a couple of weeks.

101 **OTHER BUSINESS**

102 The meeting adjourned from City Hall at 6:24 p.m.



## option 1

### summary

1. Descriptive notes to enhance pedestrian experience and create historical context
2. Open Courthouse shows with no electric lines from trees
3. Large trees of both sides of courthouse block
4. Mirrored lampposts, trees, lighting, except of courthouses
5. Accent planters to create visual interest
6. Total parking spaces = 39

CITY OF DALLAS, OR  
STREETSCAPE: MAIN STREET  
OPTION 1  
1" = 30'

# MAIN STREET Streetscape Design Options



**option 1**

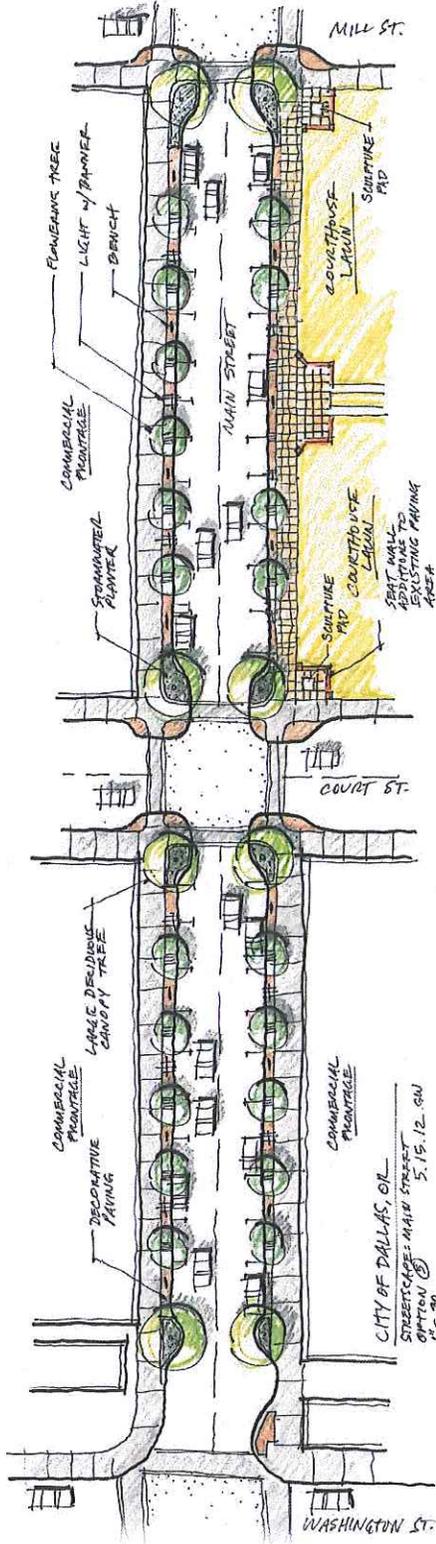


**MAIN STREET Perspective View 1**

**option 1**



# MAIN STREET Perspective View 2



## option 2

### summary

1. Family sized small flowering trees with large trees at black walls
2. Alternating lights with banners and benches on both sides of street
3. Addition of seat walls along edges of existing parking on Courthouse lawn
4. Open views immediately in front of Courthouse
5. Stormwater benches at black walls
6. Total parking spaces = 44

CITY OF DALLAS, TX  
 STREETScape: MAIN STREET  
 OPTION 2  
 5.15.12 - RW  
 1" = 30'

**option 2**

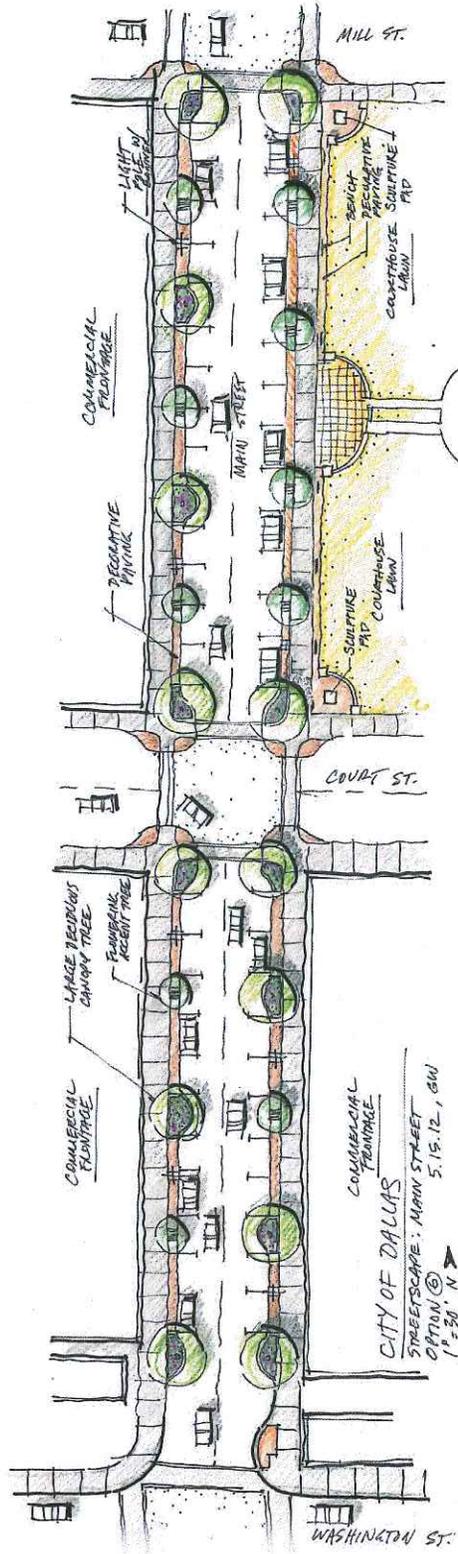


**MAIN STREET Perspective View 1**

**option 2**



**MAIN STREET Perspective View 2**



### option 3

#### summary

1. Descriptive paving to enhance pedestrian experience and create historical context
2. Enhancements to mid-block plaza area in front of the Courthouse
3. Extension of Courthouse design language to streetside
4. Lights with banners affixed to one street side in the other
5. Large trees and smaller flowering cacti trees planted in an alternating pattern
6. Open signs immediately in front of Courthouse
7. Total parking spaces = 44

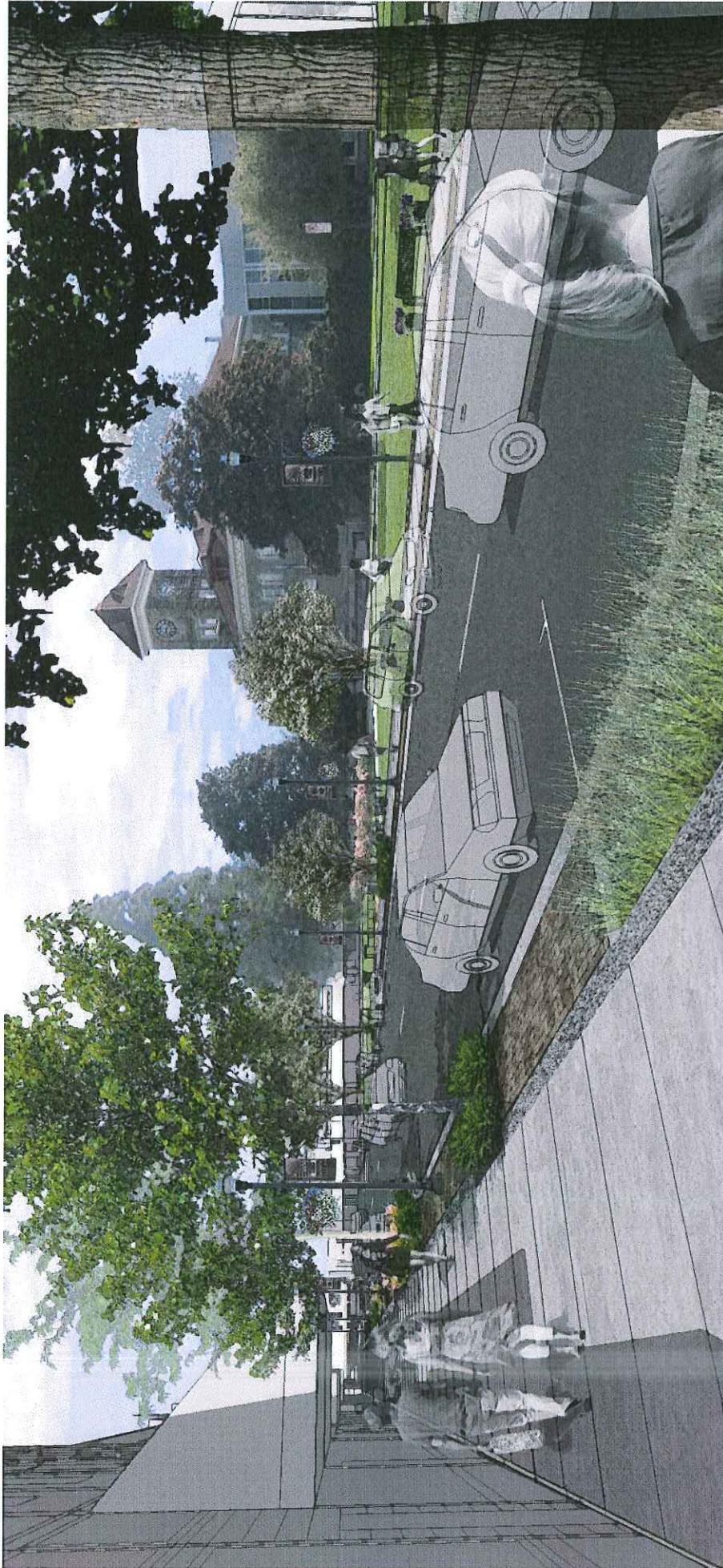
# MAIN STREET Streetscape Design Options

**option 3**



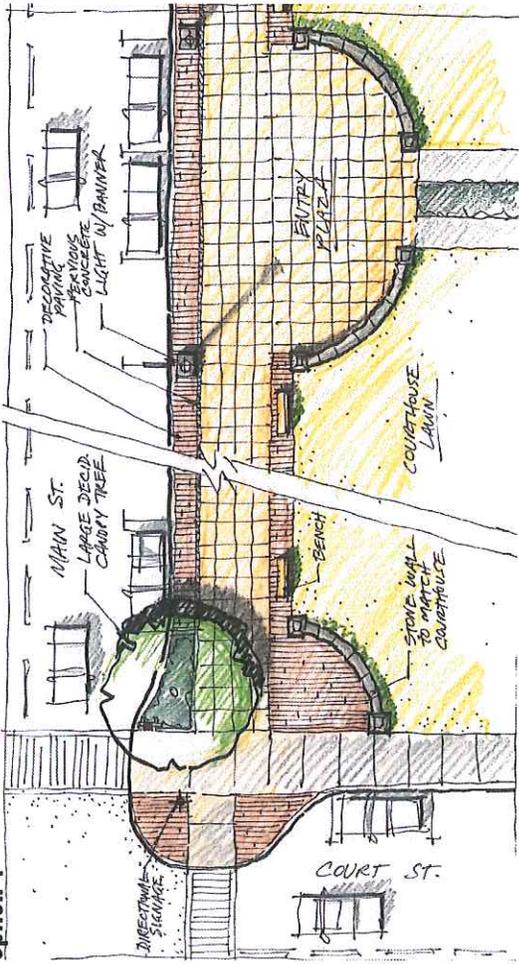
**MAIN STREET Perspective View 1**

**option 3**



# MAIN STREET Perspective View 2

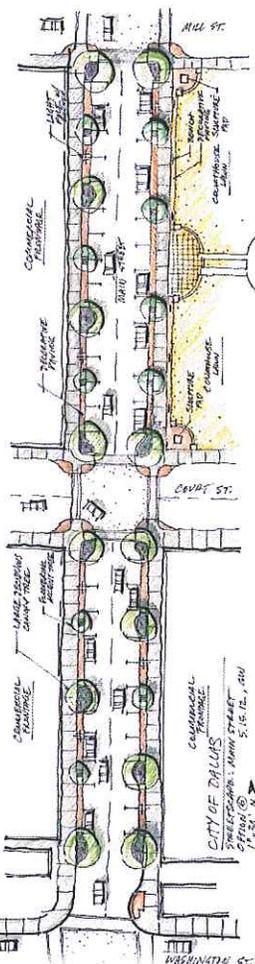
option 1



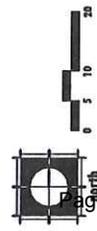
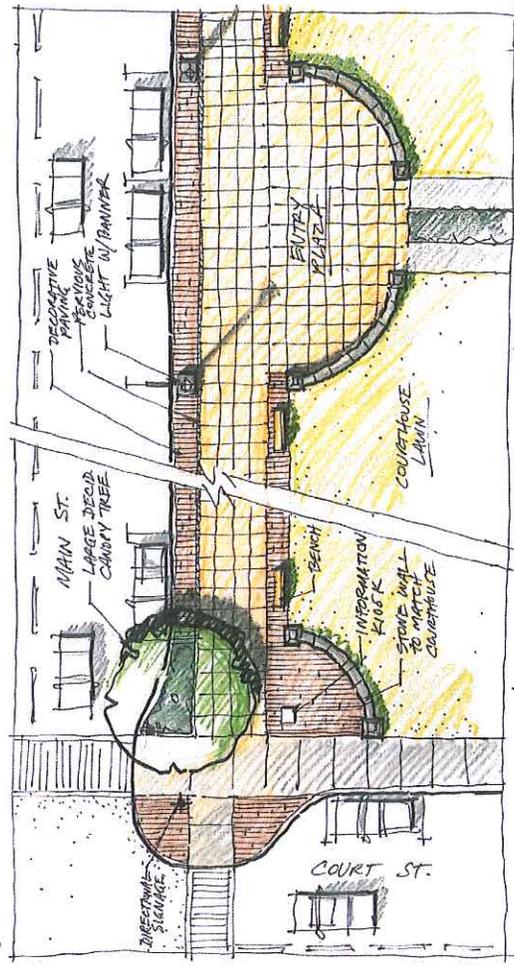
option 2



option 3



option 4



# MAIN STREET Courthouse Improvements

Thursday, October 18, 2012

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#	Name	Details	Actions
1	<p>July 19, 5:30 - 7:30pm</p>  <p><a href="#">Preview</a></p>	<p>Product: Flat Invitations and Announcements                      Identification #: 63JFK-L1A60-4K7</p> <p> Image Upload</p> <p> Ordered: 6/27/2012</p>	<p><a href="#">Edit</a>  <a href="#">Order</a>  <a href="#">Rename</a>  <a href="#">Save a Copy</a>  <a href="#">See Matching Documents</a></p>

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PATTI SENGER <patti.senger@dallasor.gov>

---

## Main Street Streetscape Presentation

2 messages

---

**William Johnson** <bill@salembblue.com>  
To: patti.senger@dallasor.gov

Fri, Jul 6, 2012 at 4:13 PM

Hi Patti,

The Cost on that would be as Follows:

Print Size 22"x34" (5.5Sq' each) 55 Square Feet Full Color Printing on Photo Gloss Paper @ \$6.00 per Square Foot = \$330.00  
Mounting to White 3/16" Foam Core 55 Square Feet @ \$3.50 / Sq' = \$192.50

**Total \$522.50 Less 15% \$444.13**

If you would like Gloss Laminate Film (Not necessary, but increases protection of Photo Paper) 55 Square Feet \$82.50

**Total \$605.00 Less 15% \$514.25**

Thanks,

William Johnson  
**Salem Printing & Blueprint, Inc.**  
475 Ferry Street, SE  
Salem, OR 97303  
Voice 503-363-6097  
Fax 503-588-3491  
[bill@salembblue.com](mailto:bill@salembblue.com)  
[www.salembblue.com](http://www.salembblue.com)

P.S. And Remember Trees are a renewable resource, and paper is 100% recyclable, so the Printing Industry Is A GREEN business from the Get-Go.

**From:** PATTI SENGER <patti.senger@dallasor.gov>  
**Date:** July 5, 2012 4:30:02 PM PDT  
**To:** [print@salembblue.com](mailto:print@salembblue.com)  
**Subject:** City of Dallas Printing Project - Quote first please

Please give me a quote for printing these attached documents on glossy paper - 24" x 36" and then mounting them on phone board. There are 10 copies total and we need to have them no later than July 16 - earlier if possible.

Thank you!

--

Patti Senger  
Executive Assistant  
City of Dallas  
503.831.3562  
Fax 503.623.2339  
please note my new address: [patti.senger@dallasor.gov](mailto:patti.senger@dallasor.gov)

---

**PATTI SENGER** <patti.senger@dallasor.gov>  
To: William Johnson <bill@salemblue.com>

Fri, Jul 6, 2012 at 4:15 PM

Thank you! We will do the the \$514.25 witht he laminate. Please let us know when they are ready to pick up. Have a great weekend!

[Quoted text hidden]



DALLAS  
URBAN  
RENEWAL  
DISTRICT



July 19 - 5:30 to 7:30 pm

CITY OF DALLAS  
URBAN RENEWAL ADVISORY COMMITTEE

## Streetscape Design Open House & Discussion

800 - 900 BLOCKS OF MAIN STREET

THURSDAY, JULY 19, 2012  
5:30PM TO 7:30PM

*light refreshments will be served*

DALLAS AREA CHAMBER OF COMMERCE OFFICE  
119 SW COURT STREET

CONTACT: JASON LOCKE  
COMMUNITY DEVELOPMENT/OPERATIONS DIRECTOR  
503.631.3565

DREISZUS LOVING TRUST	DREISZUS G & DREISZUS MABAEI, TRS	P O BOX 1221	BROOKINGS	OR	97415	123 SW Mill Street
LAWSON DAVID M & JACQUELINE Y		569 WALNUT AVE SE	DALLAS	OR	97338	101 SW Court Street
GOODMAN JENNIFER		109 SECOND ST S	INDEPENDENCE	OR	97351	827 Main Street
BRIXIUS DONALD L, TRUST ETAL	BRIXIUS LAVINA A, TR ETAL	375 JASPER ST NW #17	DALLAS	OR	97338	837 Main Street
PMC LIVING TRUST & MDC LIVING TRUST	COX MICHAEL D & COX PENNY M, TRS	11140 ORRS CORNER RD	RICKREALL	OR	97371	857 Main Street
PMC LIVING TRUST & MDC LIVING TRUST	VTI INVESTMENTS LLC, AGT	PO BOX 280	GRAND RONDE	OR	97347	861 Main Street
FOSTER BRADLEY & FOSTER BRENT		620 DESCHUTES DR SE	DALLAS	OR	97338	869 Main Street
SMITH BRUCE F & KRISTINA M		1540 ILLIHE RD SW	DALLAS	OR	97338	877 Main Street
LAWSON DAVID M & JACQUELINE Y		569 WALNUT AVE SE	DALLAS	OR	97338	887 Main Street
PMC LIVING TRUST	COX PENNY M, TR	11140 ORRS CORNER RD	RICKREALL	OR	97371	904 Main Street
LAMBERT JUDI S		13820 SALT CREEK RD	DALLAS	OR	97338	930 Main Street
DALLAS MAIN STREET LLC		1470 SW WILLOWBROOK CT	GRESHAM	OR	97080	939 Main Street
S&G DALLAS, LLC		13171 MILLCROFT CT	SAN DIEGO	CA	92130	947 Main Street
HERRERA NANCY J		957 MAIN ST	DALLAS	OR	97338	957 Main Street
LIU HENRY ETAL		15437 SE KNAPP DR	PORTLAND	OR	97236	962 Main Street
GAGZDOS EDWARD D & CINDY J		2075 E ELLENDALE AVE	DALLAS	OR	97338	967 Main Street
KITSAP SERVICES INC		848 LEVENS ST SW	DALLAS	OR	97338	970 Main Street
ESPINOZA MARIO & MARIA		6720 ACOMA RD SE	ALBUQUERQUE	NM	87108	994 Main Street
S&G DALLAS, LLC		13171 MILLCROFT CT	SAN DIEGO	CA	92130	995 Main Street
						801 Main Street
						811 Main Street
						831 Main Street
						863 Main Street
						865 Main Street
						873 Main Street
						891 Main Street
						973 Main Street
						976 Main Street



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, July 10, 2012 – 5:30 p.m.**

1 **MINUTES**

2 Members Present: Chair David Shein, Mayor Brian Dalton, Jim Fairchild, Nancy Adams,  
3 Randy Hunter, Ken Jacroux, Chelsea Pope, Rich Rohde, Joe Koubek, Bob  
4 Brixius, and Rich Long.

5 Absent: Chelsea Pope, LaVonne Wilson, Craig Pope, and Wes Scroggin.

6 Staff: Community Development/Operations Director Jason Locke, and  
7 Recording Secretary Patti Senger.

8 **CALL TO ORDER**

9 Chair David Shein called the meeting to order at 5:30 p.m.

10 **APPROVAL OF MINUTES**

11 Dave Shein declared the minutes of the June 5, 2012, meeting approved as presented.

12 **PUBLIC COMMENTS**

13 David Shein called for public comments. Rich Rohde announced that Sue Rohde's book went to  
14 the publisher last week and should be out before the holidays.

15 **OLD BUSINESS**

16 **800 and 900 Block of Main Street**

17 Mr. Locke stated the purpose of the next phase of the process for the 800 and 900 Block of  
18 Main Street was to engage the public in a meaningful way to solicit and gather feedback that  
19 this committee could use as it prepares to make a recommendation to the Urban Renewal  
20 Board. This process should go through the end of September or October, allowing time to  
21 ensure the committee is pleased with the amount of information received.

22 He reported that a booth for Summerfest had been reserved to begin this portion of the  
23 process. It provided an opportunity to present various options of the project and receive  
24 feedback. He distributed a questionnaire that would be used at the Summerfest event and  
25 other times throughout the public process. He asked the board to volunteer to work the booth  
26 and passed around a sign-up sheet.

27 In response to questions, Mr. Locke clarified that it was an Urban Renewal District Advisory  
28 Committee booth and the goal was to talk about improvements and solicit public feedback by  
29 encouraging them to fill out a survey. He mentioned he would provide a FAQ sheet with talking  
30 points in the booth, before and after pictures of Court and Mill Streets, nametags for the  
31 volunteers, and a sign to identify the booth. Jim Fairchild noted that the differences between  
32 the designs were subtle and suggested identifying differences between the options when  
33 talking to the public.

34 There was discussion about various aspects of the survey. It was suggested that the survey line  
35 up with the display boards, differentiate between the east and west sides of the Courthouse,  
36 and that it should include the Courthouse options.

37 Mr. Locke explained that another portion of the process was to work with the business and  
38 property owners. A "Streetscape Design Open House & Discussion" meeting was scheduled for  
39 Thursday, July 19, at 5:30 p.m. at the Chamber of Commerce and everyone was invited to  
40 attend. The purpose was to get feedback of the stakeholders and those impacted by the  
41 project. Printed invitations were mailed and hand delivered to everyone along those blocks.  
42 Staff would be present to take notes and document the event. This would give us a sense of  
43 what types of questions would be asked and to better prepare for Summerfest.

#### 44 **NEW BUSINESS**

45 Mr. Locke announced an opportunity for a straightforward project this fiscal year. He explained  
46 that the block directly north of Court Street on SE Church Street was in dismal shape. He  
47 suggested it would be a good, quick, project that would cost less than \$15,000. Mr. Koubek  
48 asked about the long term plans for the old Safeway building and Mr. Locke answered that he  
49 hoped it would be redeveloped and the upgrade may improve the likelihood of that happening.  
50 In response to a question, Mr. Locke explained this was not a proposal yet, but the project  
51 would be brought back with drawings and associated costs.

52 Jim Fairchild asked for an update on the old Armory building. Mr. Locke reported that it was  
53 completely gone and the directional signs were covered. He discussed the informal agreement  
54 to enter into an agreement between the Urban Renewal Board and the Oregon Military to  
55 purchase the land. He explained that with the unexpected presence of an underground tank  
56 that was found during demolition, they were waiting for a DEQ signoff so the contractor could  
57 close out the demo permit. Mr. Locke clarified that the City had not entered into an agreement  
58 yet, but once we heard from the state then our attorney would review the agreement before  
59 moving forward.

60 Mr. Locke stated that with ownership of this land, we would have leverage for projects that we  
61 wanted to see happen. Brian Dalton stated that in other communities it is quite common to

62 purchase property and even give the property away if it helped the community. Jim Fairchild  
63 stated that the City Council would like to get taxable dollars there, which does not occur with  
64 nonprofits. In response to questions, Mr. Locke stated that the funds to purchase would come  
65 out of the Urban Renewal budget, that it would cost \$120,000 with \$60,000 coming out of the  
66 budget for two years (already included in next year's budget), and that it appraised \$10 per  
67 square foot. Mr. Fairchild reiterated that City Council would not buy the land to flip it and  
68 make money, but to make sure it gets to private hands to enhance the Urban Renewal District.

69 Ken Jacroux asked about other projects and Mr. Locke said they would be minor since the  
70 workload with the public process requires a lot of staff time ensuring that we do everything  
71 correctly. He mentioned a minor project would to replace the banner poles and that they were  
72 working with Pacific Power. Mr. Jacroux asked about the design and availability and Mr.  
73 Koubek suggested taking photos of the ones they use in Salem. Mr. Hunter asked if we could  
74 have it designed and built locally by Bob Evans at Evcor. Mr. Locke answered that having it  
75 done by Evcor was a possibility and explained the hurdle of meeting state highway  
76 requirements with engineering, anchoring, wind-load calculations, height above roadway, and  
77 other aspects.

#### 78 **OTHER BUSINESS**

79 Joe Koubek stated that on Court Street he observed that it was tight for larger pick-up trucks.  
80 Bob Brixius mentioned had heard the new street was too narrow.

81 The meeting adjourned from City Hall at 6:10 p.m.



## **MAIN STREET 800/900 Block** **STREETSCAPE PROJECT FAQ's**

**Why are we redoing the 800/900 block of Main Street?** One of the goals of the City Council and Urban Renewal Agency is to improve downtown Dallas. The 800 and 900 blocks are the busiest and considered to be the premiere blocks downtown. The current condition of the sidewalks and other features is generally poor, and needs to be revitalized.

**Why are there 3 Streetscape options and 4 Courthouse options?** The Urban Renewal Advisory Committee has worked for the last 8 months to come up with options that will hopefully address the needs and desires of the community. Each option contains different elements of design, and can be combined or separated as necessary. The options were developed by consensus, and the current process is important in determining the final design.

**What will the project include?** The project will remove and replace all the existing sidewalks, widen the sidewalks by 6 feet or so, reduce the width of the travel lanes to 16 feet, remove all the existing street lights and their overhead wires and replace them with decorative lighting with flower baskets, remove all the existing benches and garbage cans and replace them with the new design, bike racks would be added, flower pots would be added, eco-friendly rain gardens would be included, as well as trees that are better suited to the location. In addition, the "bulb-out" areas at the intersections would be removed and replaced with larger, better designed ones. (please see the option boards)

**When is the project scheduled to start and how long will it take?** The project will start in August 2013 and last approximately 2 months.

**How will businesses be affected during construction?** The goal is to minimize interruption to access of all businesses as with past projects, and there will be noise and parking issues to work through.

**How will traffic be affected by construction?** Vehicle traffic would be minimally affected during construction, potentially narrowing to one lane at certain times.

**How much will it cost and who is paying for the project?** The project is estimated to cost \$750,000 +/- at this time. The Dallas Urban Renewal District is funding the project.

**How does Urban Renewal work?** Urban renewal is a tool used by many cities to help improve and spur economic development within a specific geographic area (district) by using tax-increment financing to implement capital improvements and other projects within the district. The purpose of urban renewal is to increase the total assessed value of the district, and during the duration of the district, use the funds derived from that increase in assessed value to fund the various projects in the Urban Renewal Plan. Once the district expires, the full assessed value of the district comes back on the tax rolls and the increased revenue goes into the City's general fund. Urban Renewal funds can only be spent in the District. The City of Dallas Urban Renewal Area is essentially composed of the downtown core area and was approved in 2005. The Urban Renewal Plan contains both the structure and potential projects of the district. In our case, the City Council acts as the Urban Renewal Agency, and they have appointed an Urban Renewal District Advisory Committee (URDAC) to carry out many of the planning and implementation activities contained in the plan.

**What other projects have been done in the Urban Renewal District that I can look at?** The north side of Mill Street (between Main and Jefferson) was completed in 2010 and the south side of Court Street (directly west of Main Street) was completed in 2011.

**Why do this “cosmetic” project on Main Street when local streets are in such bad shape?** As discussed above, Urban Renewal funds can only be used within the District. The City is currently exploring options and solutions for local street funding through a Citizens Advisory Committee formed specifically for that purpose.

**How can I give Input?** There will be open houses and meetings, as well an online survey at [dallasor.gov/survey](http://dallasor.gov/survey)

Please Contact Jason Locke, Community Development/Operations Director, with any questions you may have. 503.831.3565 [jason.locke@dallasor.gov](mailto:jason.locke@dallasor.gov)



# 800/900 Block of Main Street Survey and Questionnaire

The purpose of this survey is to solicit public comment and feedback regarding the options to improve the 800 and 900 blocks of Main Street in Downtown Dallas. These blocks are the epicenter of downtown, and the Urban Renewal Agency has made this project a high priority. The Urban Renewal District Advisory Committee (URDAC) has developed 3 streetscape options as well as additional options for the Courthouse block for public review and comment. Your feedback is important as the URDAC moves forward and makes a recommendation to the Urban Renewal Agency.

Please check your preferred option, tell us what you like about it, and are there things from the other options you like or don't like.

     **OPTION 1:** A more minimal approach, no trees on Courthouse side to obstruct views, just lighting and hardscape elements, 39 parking spaces, has mid-block planters with larger trees

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

     **OPTION 2:** A middle ground approach that includes smaller trees evenly spaced, alternating lights with banners and plans, no mid-block planters, trees framing the Courthouse entrance, 44 parking spaces

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

     **OPTION 3:** A more grand approach that combines mid-block planters, to include spaces for public art, mid-block Courthouse enhancements like seating walls, alternating lights, 44 parking spaces

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**In general what things do you:**

**Like:** \_\_\_\_\_  
\_\_\_\_\_

**Dislike:** \_\_\_\_\_  
\_\_\_\_\_

**What things and/or features would you like to see that are not included:**  
\_\_\_\_\_  
\_\_\_\_\_

**Front of Courthouse**

**Would you like to see:**

*Street Trees* Y\_\_\_\_ N\_\_\_\_

*Sculpture/Public Art* Y\_\_\_\_ N\_\_\_\_

*Seating Walls* Y\_\_\_\_ N\_\_\_\_

*Other:* \_\_\_\_\_

**Front of Courthouse Option Preference:**

Option 1\_\_\_\_ Option 2\_\_\_\_

Option 3\_\_\_\_ Option 4\_\_\_\_

**Would you support facade improvement grants for painting, signs, etc for businesses located in the 800/900 Block** Y\_\_\_\_ N\_\_\_\_

*(A facade grant program would supply matching funds up to a certain amount to businesses or building owners to improve the outside of their buildings. For instance, the Agency might match dollar for dollar up to \$5000 per building)*

**Any other comments related to this project:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NAME (optional):** \_\_\_\_\_

**Are you a:**

**Resident** \_\_\_\_\_

**Business Owner** \_\_\_\_\_

**Just an interested person** \_\_\_\_\_

**Please return to Dallas City Hall, 187 Court Street SE (2<sup>nd</sup> floor) by September 10, 2012**



---

## Streetscape Design Open House & Discussion

July 19, 2012 - 5:30 to 7:30 p.m.

### Attendance:

1. Jason Locke
2. Chelsea Pope
3. Patti Senger
4. David Shein
5. Jim Fowler
6. Cliff (Round-up Pub)
7. Brian Dalton
8. Rich Rohde
9. Sue Rohde
10. Joe Koubek
11. Judy Lambert (Prayer Chapel on Main Street)
12. Gabe Harder (Barbershop on Main Street)
13. Jim Fairchild



---

## Streetscape Design Open House & Discussion

July 19, 2012 - 5:30 to 7:30 p.m.

### Comments

1. Cliff (Round-up Pub)  
Commented that we should relax the parking regulations behind City Hall during construction.
2. Joe Koubek  
Discussed Option 1 and that the double street lights would need to parallel the street so they wouldn't hang over the street and get damaged by the fire trucks.



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## Urban Renewal 800/900Block of Main Street Questionnaire



### Main Street Survey

The purpose of this survey is to solicit public comment and feedback regarding the options to improve the 800 and 900 blocks of Main Street in Downtown Dallas. These blocks are the epicenter of downtown, and the Urban Renewal Agency has made this project a high priority. The Urban Renewal District Advisory Committee (URDAC) has developed three streetscape options as well as additional options for the Courthouse block for public review and comment. Your feedback is important as the URDAC moves forward and makes a recommendation to the Urban Renewal Agency.

Please comment on the options and indicate what you like or don't like about each one. At the bottom of the survey, please vote on your favorite. If you have additional comments or would like to be contacted, please indicate that in the comment section at the end of the survey.

#### OPTION 1

A minimal approach, no trees on Courthouse side to obstruct views, just lighting and hardscape elements, 39 parking spaces, has mid-block planters with larger trees.



**MAIN STREET** Perspective View 1

DOWNTOWN STREETScape PLAN

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option 1



**MAIN STREET** Perspective View 2

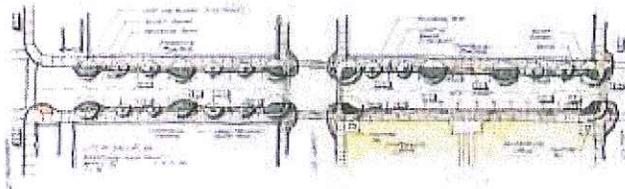
DOWNTOWN STREETScape PLAN



option 1

Legend

- 1. 10' sidewalk with utility
- 2. 10' concrete curb and street
- 3. 10' concrete curb and street
- 4. 10' concrete curb and street
- 5. 10' concrete curb and street
- 6. 10' concrete curb and street



**MAIN STREET** Streetscape Design Options

DOWNTOWN STREETScape PLAN

Click for:

[Expanded view of Option 1](#)

Please comment on what you like or don't like about Option 1 in the comment box to the right.

**OPTION 2**

A middle ground approach that includes smaller trees evenly spaced, alternating lights with banners and plans, no mid-block planters, trees framing the Courthouse entrance, and includes 44 parking spaces.

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option 2



**MAIN STREET** Perspective View 1

DOWNTOWN STREETSCAPE PLAN

option 2

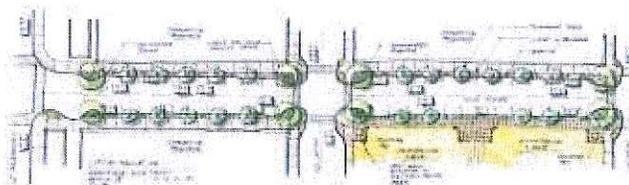


**MAIN STREET** Perspective View 2

DOWNTOWN STREETSCAPE PLAN

option 2

- summary**
- 1. Sidewalk
  - 2. Street
  - 3. Planting
  - 4. Building
  - 5. Tower
  - 6. Sky



**MAIN STREET** Streetscape Design Options

DOWNTOWN STREETSCAPE PLAN

Click for:

[Expanded view of Option 2](#)

Please comment on what you like or don't like about Option 2 in the comment box to the right.

My Favorites

Pages

Modules

Live Edit

Patti

Help

### OPTION 3

A more grand approach that combines mid-block planters, to include spaces for public art, mid-block Courthouse enhancements like seating walls, alternating lights, and has 44 parking spaces.



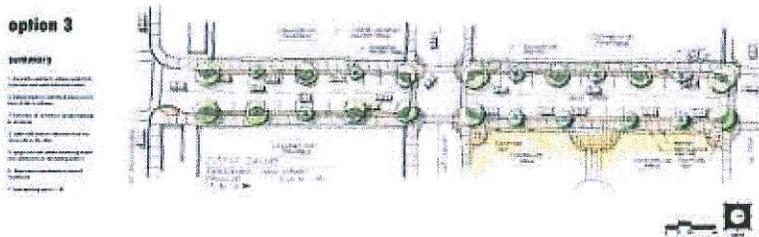
**MAIN STREET** Perspective View 1

CITY OF DALLAS  
**DOWNTOWN STREETSCAPE PLAN**



**MAIN STREET** Perspective View 2

CITY OF DALLAS  
**DOWNTOWN STREETSCAPE PLAN**



### MAIN STREET Streetscape Design Options

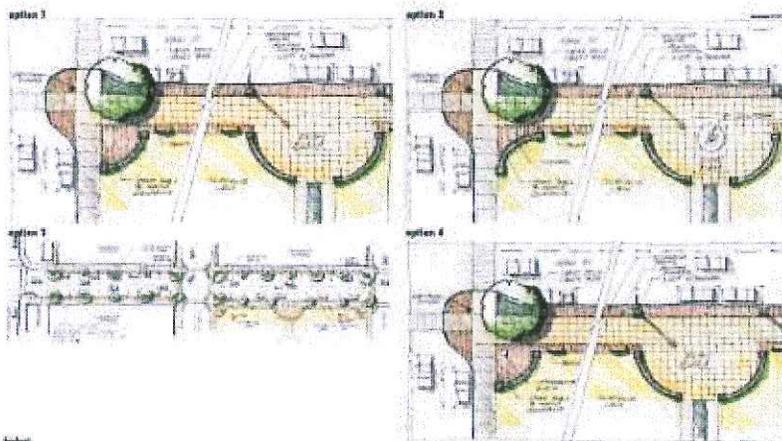
DOWNTOWN STREETScape PLAN

Click for:  
[Expanded view of Option 3](#)

Please comment on what you like or don't like about Option 3 in the comment box to the right.

### FRONT OF COURTHOUSE: OPTIONS 1 - 4

This shows four different options in front of the Courthouse. This drawing includes Options 1-4.



### MAIN STREET Courthouse Improvements

DOWNTOWN STREETScape PLAN

Click for:  
[Expanded view of the front of the Courthouse Options](#)

Please comment on what you like and don't like about the front of the

Courthouse options in the box to the right.

My Favorites Pages Modules Live Edit Patti Help

**VOTE HERE**

Please vote for your preferred option for improvements for the 800 and 900 blocks of Main Street in downtown Dallas.

- Option 1
- Option 2
- Option 3

Please vote for your preferred option for the Front of the Courthouse

- Option 1
- Option 2
- Option 3
- Option 4

In the front of the Courthouse, would you like to see Street Trees?

- Yes
- No

In front of the Courthouse, would you like to see sculpture/public art?

- Yes
- No

In front of the Courthouse, would you like to see Seating Walls?

- Yes
- No

In front of the Courthouse, is there something other you would like to see?

In general, what things do you like about the Streetscape Design Options for the 800 and 900 Block of Main Street?

In general, what things do you dislike?

Would you support facade improvement grants for things such as painting and signage for businesses located in the 800 and 900 blocks of Main Street?

- Yes
- No

Do you have additional comments? Please leave additional information in the comment box below.

**\*OPTIONAL\***

Would you like to be contacted by City of Dallas staff?





**Take the 800/900 Block of Main Street Survey and Questionnaire on-line at [www.dallasor.gov/survey](http://www.dallasor.gov/survey)**



**Take the 800/900 Block of Main Street Survey and Questionnaire on-line at [www.dallasor.gov/survey](http://www.dallasor.gov/survey)**



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**Take the 800/900 Block of Main Street Survey and Questionnaire on-line at [www.dallasor.gov/survey](http://www.dallasor.gov/survey)**

**Summefest 2012**

**Urban Renewal District Advisory Committee Booth**

**July 26, 27, 28**



## Urban Renewal Summerfest Schedule

### **Thursday, July 26:**

1-3:00 pm Nancy Adams and LaVonne Wilson

3-5:00 pm Wes Scroggin and Jim Fairchild

### **Friday, July 27**

Noon - 2:00 pm Randy Hunter

2-4:00 pm - Jason Locke

4-6:00 pm - Ken Jacroux

### **Saturday, July 28**

2-4:00 pm Richard Long and Joe Koubek

4-6:00 pm Bob Brixius and Brian Dalton



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, August 7, 2012 – 5:30 p.m.**

1

**MINUTES**

2 Members Present: Chair David Shein, Jim Fairchild, Nancy Adams, Randy Hunter, Rich Rohde, Joe  
3 Koubek and Rich Long.

4 Absent: Craig Pope, Ken Jacroux, Chelsea Pope, LaVonne Wilson, and Wes Scroggin

5 Staff: Community Development Director Jason Locke, Planner John Swanson

6 **CALL TO ORDER**

7 Chair David Shein called the meeting to order at 5:30 p.m.

8 **APPROVAL OF MINUTES**

9 The minutes of the July 10, 2012, meeting were presented and approved .

10 **PUBLIC COMMENTS**

11 There were none.

12 **OLD BUSINESS**

13 Community Development Director Jason Locke reported that he was very happy with the response of  
14 the public to the Main Street streetscape project at the booth at Summerfest. He thanked committee  
15 members for volunteering their time at the booth. Mr. Locke went on to say that we received more  
16 comments and completed surveys than expected. He felt it was constructive and that it's good to  
17 engage the public. A summary of the completed survey results was distributed to committee members.

18 Mr. Locke went on to discuss future public involvement opportunities including a general open house  
19 sometime in September. Participation in the property and business owners meeting to discuss the  
20 project was disappointing with a very small turnout. Mr. Locke stated that we would reach out to these  
21 folks with in-person visits. The project would also be highlighted at the next Chamber of Commerce  
22 luncheon on August 20.

23 Joe Koubek asked if there was any opportunity to show the plan options to the public at other events  
24 such as the Bounty Market and Sounds of Summer. Mr. Locke said we were exploring various other  
25 ways to solicit public input. He said we've had good input so far, we need to keep it going.

26 Rich Rohde asked if representatives from Polk County have seen the survey results yet as the general  
27 consensus that's emerging is counter to what the County has favored. Mr. Locke stated that they have  
28 not seen it yet, but we would forward them the survey results.

29 Jim Fairchild recommended that a presentation be made to the Dallas Rotary Club at a near-future  
30 meeting.

31 **NEW BUSINESS**

32 Community Development Director Jason Locke discussed the smaller project that we would be able to  
33 do this year: The block of Church Street on the east side from Court Street to Mill Street. Improvements  
34 were proposed to be similar to those installed on Church Street directly to the south at a cost estimated  
35 at \$20,000. We were doing the east side of the street until the former Armory site is developed. The  
36 comment was made that the intersection of Church and Court Streets has much potential for  
37 redevelopment. There was consensus among the committee members that this was a worthy project to  
38 forward to the Urban Renewal Agency for approval.

39 **MEMBER COMMENTS**

40 Rich Rohde commented that the Summerfest booth was exceptionally well done.

41 **STAFF COMMENTS**

42 Mr. Locke updated the committee on the future of the Armory site. We were anticipating purchasing  
43 the property from the Oregon Military Department, but won't execute a purchase agreement until the  
44 site is deemed environmentally clean by DEQ.

45 **OTHER BUSINESS**

46 None

47 The meeting adjourned from City Hall at 6:14 P.M.



## 2012 800 900 Block of Main Street Survey and Questionnaire

**Total Surveys Counted:** 60

### **Preferred Option**

\* Preferred Option 2: 24  
 \* Preferred Option 3: 24  
 Preferred Option 1: 9

### **Preferred Court House Option:**

\* Courthouse - Option 3: 13  
 Courthouse - Option 2: 7  
 Courthouse - Option 4: 5  
 Courthouse - Option 1: 3

### **Street Trees**

\* Yes: 31  
 No: 7

### **Sculpture/Public Art**

\* Yes: 24  
 No: 11

### **Seating Walls**

\* Yes: 33  
 No: 2

### **Façade Improvement Grants**

\* Yes: 35  
 No: 3

### **Open ended questions - specifically mentioned the most**

*Liked or wanted more trees* 21  
*Liked the benches and furniture* 12  
*Addition of a Water Fountain or Feature* 6  
*Liked or wanted more flowers* 6  
*Against the bulb-outs* 5  
*Less Trees, especially Courthouse Side* 5  
*Would like to see sculptures/Public Art* 5  
*Addition of a drinking Fountain* 3  
*Absolutely against anything and everything* 2  
*Liked what is at Capital Mall in Salem* 2  
*Liked the lighting and improved lighting* 2  
*More parking spaces* 2  
*Removal of the rose bushes in front of court house* 2  
*Would like to see less concrete* 2  
*Liked the bulb-outs* 1  
*Wanted something like in McMinnville* 1



October 18, 2012

Covering Dallas, Monmouth, Independence, Falls City and surrounding areas since 1868

News

- Local News
- Features
- Letters
- Opinion
- Columns
- Obituaries

## Public can have say on Main Street

DALLAS -- Want to have a say in the future appearance of Dallas' Main Street?

Jolene Guzman  
August 07, 2012

DALLAS -- Want to have a say in the future appearance of Dallas' Main Street?

The Dallas Urban Renewal District is asking for public input on its most ambitious Streetscape project yet: the 800 and 900 blocks of Main Street.

The district's advisory committee has three possible plans to consider for rejuvenating the two-block stretch, plus additional options for the Polk County Courthouse block, and is asking residents to offer their opinions.

A survey is available on the city's website at [www.ci.dallas.or.us](http://www.ci.dallas.or.us). The survey includes plan drawings and space for people to comment on what they like and don't like about each option. Survey takers will be asked to vote for their favorite of the three plans.

The agency had a booth at Summerfest, where more than 60 people filled out the survey. It's hoping for more feedback.

"This is part of public involvement for this project," said Dallas Community Development Director Jason Locke. "This is going to have a big impact."

The project will be similar to those on Mill and Court streets completed over the last three summers, only larger in scope. Construction likely will begin after Summerfest 2013.

The first option adds the least amount of elements, with no trees planted on the courthouse side, added lighting and street furniture, and midblock planters with trees.

The second option adds trees on either side of the courthouse entrance, more smaller, evenly spaced trees on the opposite block, and street lights with space for banners.

The last option would combine midblock planters with space for public art, street furniture on the courthouse side of the block, and alternating lighting.

Locke said the project will widen the sidewalks on the stretch and narrow the travel lanes, an element the district worked with the Oregon Department of Transportation to approve.

Funding for the project will be provided through the urban renewal district, which incorporates the downtown area and was approved in 2005. Financing is provided through taxes collected on properties within the district and can only be used for improvements inside district boundaries.

Locke said the district will hold meetings with affected business owners and is planning an open house.

In the meantime, the survey will be on the city's website until mid-September.

For more information: 503-831-3565.

Sports

- Sports stories
- Sports briefs
- Schedule

Lifestyle

- Entertainment
- Connections
- Calendars
- Images of Polk County

Classifieds

- Daily Regional Ads
- Place an ad

Special Sections

- Explore Polk County
- Who's Who in Polk County
- Polk Properties

Submit Information

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- News Tip
- Community Event
- Engagement
- Wedding
- Anniversary
- Birth
- Business News
- Business Listing

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- Story Archives
- Photo Archives

Polk County Links

City/State

- Dallas Chamber

# Public can have say on Main Street

By Jolene Guzman

The Itemizer-Observer

DALLAS — Want to have a say in the future appearance of Dallas' Main Street?

The Dallas Urban Renewal District is asking for public input on its most ambitious Streetscape project yet: the 800 and 900 blocks of Main Street.

The district's advisory committee has three possible plans to consider for rejuvenating the two-block stretch, plus additional options for the Polk County Courthouse block, and is asking residents to offer their opinions.

A survey is available on the city's website at [www.ci.dallas.or.us](http://www.ci.dallas.or.us). The survey includes plan drawings and space for people to comment on each option. At the end of the survey, people will be asked to vote for their favorite of the three plans.

The agency had a booth at Summerfest, where more than 60 people filled out the survey. It's hoping for more feedback.

"This is part of public involvement for this project," said Dallas Community Development Director Jason Locke. "This is going to have a big impact."

The project will be similar to those on Mill and Court streets completed over the last three summers, only larger in scope. Construction likely will begin after Summerfest 2013.

The plan includes a "minimalist approach" adding the fewest elements, a "middle-ground option" and a "grand approach" with multiple enhancements.

Locke said the project will widen sidewalks on the stretch and narrow the travel lanes. The district worked with the Oregon Department of Transportation to approve that.

Funding for the project will be provided through the urban renewal district, which incorporates the downtown area and was approved in 2005. Financing is provided through taxes collected on properties within the district and can only be used for improvements inside district boundaries.

Locke said the district will hold meetings with affected business owners and is planning an open house.

In the meantime, the survey will be on the city's website until mid-September.

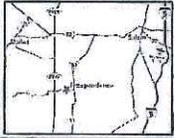
For more information: 503-831-3565.

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eir

**INDEPENDENCE CINEMA 8**  
 450 S. 2nd St., Independence  
 Showtimes 503-606-3000  
[www.IndependenceCinema8.com](http://www.IndependenceCinema8.com)

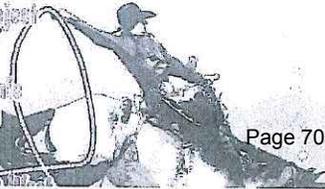


Friday August 10 through Tuesday August 14  
 Matinee and all shows

July 12  
 Chris Brown Project  
 Rush/Rock/Coal

July 19  
 Hamilton Legends  
 Steve Bond  
 Beach Party

July 26  
 The All-American Boy





## chamber lunch

Created by: JASON LOCKE

Time

**11:30am - 1pm (Pacific Time)**

Date

**Mon Aug 20, 2012**

My Notes



# Rotary

Created by: JASON LOCKE

Time

12pm - 1pm (Pacific Time)

Date

Tue Aug 21, 2012

My Notes



City of Dallas  
187 SE Court Street  
Dallas, OR 97338-3117  
[www.dallasor.gov](http://www.dallasor.gov)

# Account Statement

## ACCOUNT INFORMATION

ACCOUNT: 10-3500-24  
SERVICE ADDRESS: 664 NW HEATH ST  
LAST PAYMENT: 07/25/2012 -70.16  
SERVICE PERIOD: 07/03/2012 TO 08/03/2012  
BILLING DATE: 08/09/2012  
DUE DATE: **08/24/2012**

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2779 1 MB 0.404



3296-5166

## CURRENT WATER CHARGES

Meter	Previous	Current	Usage	Amount
WATER	1384	1401	17	\$35.55

## OTHER CHARGES

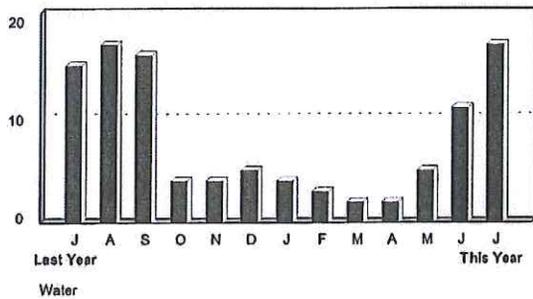
Description	Amount
SEWER	\$40.91

## AMOUNT DUE

TOTAL DUE IF PAID BY 08/24/2012 **\$76.46**

BANK DRAFT - DO NOT PAY

## YOUR MONTHLY WATER CONSUMPTION IN 100 CF



## SPECIAL MESSAGE

The Urban Renewal District Advisory Committee is looking for public feedback on the streetscape design for downtown Main Street. This is your opportunity to let us know what your preferences as an important part of the decision making process for this committee. Please take this online survey at [www.dallasor.gov/survey](http://www.dallasor.gov/survey). You can request a survey to be mailed to you by calling 503.831.3562. For questions regarding this water bill, please call 503.831.3508.

DDAID020128150076 - 75453AA08A-1Z778.1.10.404

# Payment Coupon

## ACCOUNT INFORMATION

ACCOUNT: 10-3500-24  
SERVICE ADDRESS: 664 NW HEATH ST  
SERVICE PERIOD: 07/03/2012 TO 08/03/2012  
BILLING DATE: 08/09/2012  
DUE DATE: 08/24/2012

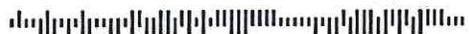
## AMOUNT DUE

TOTAL DUE IF PAID BY 08/24/2012 **\$76.46**

## AMOUNT ENCLOSED

BANK DRAFT - DO NOT PAY

REMIT PAYMENT TO:



CITY OF DALLAS  
187 SE COURT ST  
DALLAS OR 97338-3117



103500240000076460000076467



**AGENDA**  
**Urban Renewal District Advisory Committee**

**TUESDAY, September 4, 2012 - 5:30 p.m.**  
**City Hall Council Chambers**  
**187 SE Court Street**

---

**Chair: David Shein**

1. CALL TO ORDER
2. APPROVAL OF MINUTES - Meeting of August 7, 2012
3. PUBLIC COMMENTS
4. OLD BUSINESS
  - a. Discussion: Main Street Public Open House
5. NEW BUSINESS
  - a. None
6. MEMBER COMMENTS
7. STAFF COMMENTS
8. OTHER BUSINESS



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, September 4, 2012 – 5:30 p.m.**

1 **MINUTES - DRAFT**

2 Members Present: Chair David Shein, Jim Fairchild, Nancy Adams, LaVonne Wilson, Craig Pope,  
3 Chelsea Pope, Rich Rohde, and Joe Koubek.

4 Absent: Randy Hunter, Ken Jacroux, Wes Scroggin, and Rich Long.

5 Staff: Community Development Director Jason Locke, Planner John Swanson

6 **CALL TO ORDER**

7 Chair David Shein called the meeting to order at 5:30 p.m.

8 **APPROVAL OF MINUTES**

9 The minutes of the August 7, 2012, meeting were presented and approved with minor corrections

10 **PUBLIC COMMENTS**

11 Interim City Manager Jon Nelson told the URDAC that they were doing a great job.

12 **OLD BUSINESS**

13 Community Development Director Jason Locke reported on public outreach efforts to gather opinions  
14 and to promote Urban Renewal projects: Specifically, the plan to construct streetscape improvements  
15 on both sides of Main Street on the 800 and 900 blocks. Detailed were the booth at Summerfest,  
16 presentations to the Chamber of Commerce and the Rotary Club, and an Open House planned for  
17 October 2 from 5:30 to 7 PM. Additional promotion will be in the Itemizer Observer, the City website,  
18 and a message in utility bills.

19 Mr. Locke went on to discuss current results of the survey gather opinions on the three Main Street  
20 streetscape options under consideration for the final design. 106 completed surveys were submitted by  
21 the end of August and more are expected. Joe Koubek asked if the survey would still be open and  
22 available at the Oct 2 Open House. Mr. Locke stated that the survey will remain open until mid-October.

23 Chairman David Shein asked for a breakdown of the timeline of the project moving forward. Mr. Locke  
24 stated that once the survey and Open House are completed it would be within two months to get a final  
25 design plan started. He added that staff member Patti Senger did a great job breaking down the data  
26 received from the surveys right down to reporting every single comment on the projects. The  
27 committee went on to discuss comments submitted by the public on the survey.

28 Joe Koubek recommended that the Open House start time be moved to 5:00 p.m. from 5:30 p.m. to  
29 catch people before they go home from work to possibly get a bigger attendance. The committee  
30 concurred and the Open House time will be 5:00 p.m. to 7:00 p.m. on October 2, 2012.

31 Mr. Locke stated that staff would be visiting downtown property and business owners again to make  
32 sure they were aware of the big project to occur next summer.

33 Rich Rohde offered a strong compliment to Patti Senger for her work on compiling the survey data.  
34 Chairman David Shein asked that the compliment be passed along to Patti.

35 **NEW BUSINESS**

36 None

37 **MEMBER COMMENTS**

38 Chelsea Pope reported that the Polk County Bountly Farmers Market would end at the end of the month  
39 and that she was helping plan a League of Oregon Cities tour through the Dallas area and already had 35  
40 people signed up. Chairman David Shein asked how the market did this year and Ms. Pope responded  
41 that they had more vendors than ever and the addition of a Mid Willamette Valley Wine Trail booth was  
42 a popular addition. Rich Rohde asked when the tree lighting and Santa coming to town event would be  
43 happening. Chelsea informed the group that the date was set for November 30. Joe Koubek reported  
44 that the City of Dallas Firefighters Association would not be doing the "Breakfast with Santa" event this  
45 year.

46 **STAFF COMMENTS**

47 Community Development Director Jason Locke reported that the Church Street sidewalk improvement  
48 project recommended by the URAC had been approved by the Urban Renewal Agency and that plans  
49 would be in place by the end of October.

50 **OTHER BUSINESS**

51 None

52 The meeting adjourned from City Hall at 5:55 p.m.



City of Dallas  
187 SE Court Street  
Dallas, OR 97338-3117  
www.dallasor.gov

# Account Statement

## ACCOUNT INFORMATION

ACCOUNT: 06-6503-06  
SERVICE ADDRESS: 1850 SE GREGORY DR  
LAST PAYMENT: 08/01/2012 -60.21  
SERVICE PERIOD: 07/18/2012 TO 08/18/2012  
BILLING DATE: 08/23/2012  
DUE DATE: 09/10/2012

## CURRENT WATER CHARGES

Meter	Previous	Current	Usage	Amount
WATER	1052	1056	4	\$17.52

## OTHER CHARGES

Description	Amount
SEWER	\$40.91

## AMOUNT DUE

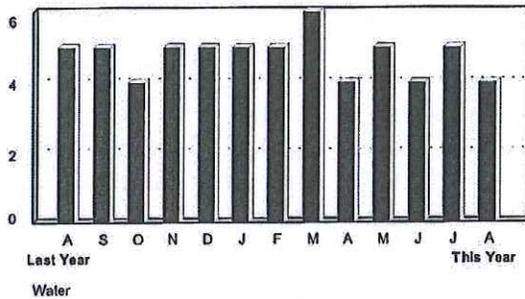
TOTAL DUE IF PAID BY 09/10/2012 \$58.43

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802 1 AV 0.350



1850 SE GREGORY DR  
DALLAS OR 97338-2709

## YOUR MONTHLY WATER CONSUMPTION IN 100 GF



## SPECIAL MESSAGE

The Urban Renewal District Advisory Committee is looking for public feedback on the streetscape design for downtown Main Street. This is your opportunity to let us know what your preferences as an important part of the decision making process for this committee. Please take this online survey at [www.dallasor.gov/survey](http://www.dallasor.gov/survey). You can request a survey to be mailed to you by calling 503.831.3562. For questions regarding this water bill, please call 503.831.3508.

Please return this portion along with your payment and make your check payable to the City of Dallas. Please include your account number on your payment.

## Payment Coupon

### ACCOUNT INFORMATION

ACCOUNT: 06-6503-06  
SERVICE ADDRESS: 1850 SE GREGORY DR  
SERVICE PERIOD: 07/18/2012 TO 08/18/2012  
BILLING DATE: 08/23/2012  
DUE DATE: 09/10/2012

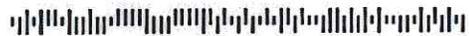
1850 SE GREGORY DR  
DALLAS OR 97338-2709

### AMOUNT DUE

TOTAL DUE IF PAID BY 09/10/2012 \$58.43

### AMOUNT ENCLOSED

REMIT PAYMENT TO:



CITY OF DALLAS  
187 SE COURT ST  
DALLAS OR 97338-3117

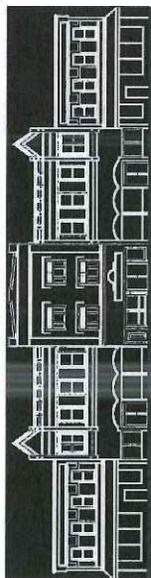


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DDA042012R50078 - 75952AA23.A.1.802.1.1.0.350



DALLAS  
URBAN  
RENEWAL  
DISTRICT



**October 2, 2012 – 5pm to 7pm**

**CITY OF DALLAS**

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE

*Invites the public to a*

**Streetscape Design  
Open House &  
Discussion**

**800 – 900 BLOCKS OF MAIN STREET  
IN DOWNTOWN DALLAS**

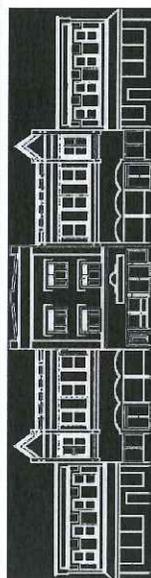
**Tuesday, October 2, 2012  
5pm to 7pm**

**Dallas Civic Center  
945 SE Jefferson Street  
Dallas, Oregon 97338**

Contact: Jason Locke, Director  
of Community Development  
503.831.3565



DALLAS  
URBAN  
RENEWAL  
DISTRICT



**October 2, 2012 – 5pm to 7pm**

**CITY OF DALLAS**

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE

*Invites the public to a*

**Streetscape Design  
Open House &  
Discussion**

**800 – 900 BLOCKS OF MAIN STREET  
IN DOWNTOWN DALLAS**

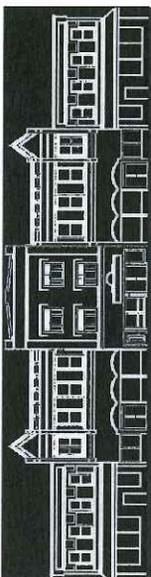
**Tuesday, October 2, 2012  
5pm to 7pm**

**Dallas Civic Center  
945 SE Jefferson Street  
Dallas, Oregon 97338**

Contact: Jason Locke, Director  
of Community Development  
503.831.3565



DALLAS  
URBAN  
RENEWAL  
DISTRICT



**October 2, 2012 – 5pm to 7pm**

**CITY OF DALLAS**

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE

*Invites the public to a*

**Streetscape Design  
Open House &  
Discussion**

**800 – 900 BLOCKS OF MAIN STREET  
IN DOWNTOWN DALLAS**

**Tuesday, October 2, 2012  
5pm to 7pm**

**Dallas Civic Center  
945 SE Jefferson Street  
Dallas, Oregon 97338**

Contact: Jason Locke, Director  
of Community Development  
503.831.3565



# INSERT REQUEST FORM

CLIENT CONTACT INFO	
Company Name	City of Dallas, OR
Contact Name	Patti Senger
Address	_____
City, State Zip	_____
Phone/Fax	503.831.3562
Email	Patti.senger@dallasor.gov

CSG SYSTEMS CONTACT INFO	
Gina Randall	
CSG International	
1122 W Bethel Rd, Suite 100	
Coppell, TX 75019	
Phone: 972-462-5430	Fax: 972-462-5470
EMAIL: <a href="mailto:gina.randall@csgi.com">gina.randall@csgi.com</a>	

**Shipping Hours: Monday – Friday 8:00 am – 12 noon; 1:00 pm – 4:00 pm**

**Please complete this section regarding the inserts to be included along with your statements produced by CSG Systems. Once complete, please fax a copy of this form to your CSG Systems Representative. If at all possible, please also include a copy of the insert(s) that will be sent.**

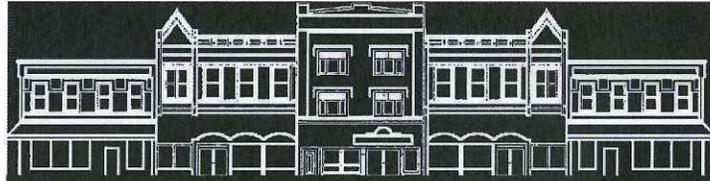
Insert Name 1	Insert Name 2	Insert Name 3
<b>Dallas Urban Renewal District Invite</b>		
Begin Inserting: <b>September 7 and September 24, 2012</b>	Begin Inserting On	Begin Inserting On
End Inserting On <b>September 30</b>	End Inserting On	End Inserting On
Expected Shipping Date and Quantity: <b>September 7 and September 24, 5500</b>	Expected Shipping Date and Quantity	Expected Shipping Date and Quantity
All Bills or Selective <b>All bills</b>	All Bills or Selective	All Bills or Selective
Recycle Date: <b>October 3, 2012</b>	Recycle Date	Recycle Date
Return leftover stock to <b>City of Dallas, Attn: Patti Senger 187 SE Court Street, Dallas OR 97338</b>	Return leftover stock to	Return leftover stock to

### INSERT CHECKLIST: DON'T FORGET TO...

- ◇ Please notify your CSG Systems Representative in advance that you will be shipping inserts for a given cycle. If your CSG Representative is not notified in advance that you'll be shipping an insert the insert could be missed and not included with your statements.
- ◇ Fax this form to your CSG Systems Representative with a sample of the expected bill insert
- ◇ Confirm that your insert mail-piece meets the CSG Systems Insert guidelines
- ◇ **Verify the total inserts mailed will exceed the total number of statements to be printed by CSG Systems.**
- ◇ Selective Insert Criteria needs to be defined a minimum of 10 business days in advance. Programming fees may be associated with the setup of your selective insert. Please discuss with your CSG Systems Rep
- ◇ **Mark each box with the expected quantity per box and include packing slip with total quantity shipped.**
- ◇ **Mark each box with the CSG provided ITEM ID number. Contact your CSG Account Manager for ID.**
- ◇ Bundling of inserts is recommended (and will be a requirement in the future). Paper banding is preferred in groups divisible by 50. Quantity per bundle must remain consistent through the entire shipment
- ◇ To minimize any damage to inserts, be sure to package boxes so that contents do not shift or more during shipment. Damage to inserts during shipping may result in refusal of shipment or a delay in the processing of inserts
- ◇ Allow adequate time for delivery of shipment to our facility to prevent delays in delivery of mailing
- ◇ **If you would like stock returned to you please be sure to include a street address as we are unable to ship to**



# DALLAS URBAN RENEWAL DISTRICT



**October 2, 2012 – 5pm to 7pm**

**CITY OF DALLAS**

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE

*Invites the public to a*

## ***Streetscape Design Open House & Discussion***

**800 – 900 BLOCKS OF MAIN STREET  
IN DOWNTOWN DALLAS**

***Tuesday, October 2, 2012***

***5pm to 7pm***

***Dallas Civic Center***

***945 SE Jefferson Street***

***Dallas, Oregon 97338***

Contact: Jason Locke, Director  
of Community Development  
503.831.3565

CITY OF DALLAS  
DEPARTMENT OF COMMUNITY  
DEVELOPMENT/OPERATIONS  
JASON LOCKE, DIRECTOR  
WWW.DALLASOR.GOV



NEWS RELEASE  
FOR MORE INFORMATION CONTACT:  
PATTI SENGER 503.831.3562  
PATTI.SENGER@DALLASOR.GOV

**September 18, 2012**  
**FOR IMMEDIATE RELEASE:**

Main Street Design Open House October 2, 2012  
5:00 p.m. to 7:00 p.m.  
Civic Center - 945 SE Jefferson Street

The Urban Renewal District Advisory Committee is announcing an Open House on Tuesday, October 2, from 5:00 p.m. to 7:00 p.m. at the Civic Center located at 945 SE Jefferson Street in Dallas. The Committee is looking for input from the public as decisions for improvements of the 800 and 900 block of Main Street move forward.

As part of the Urban Renewal Revitalization Project, the improvements along Mill Street and Court Street have been completed. This included new sidewalks, streetlights, bench seating, and flower baskets. The transformation has been well received by the public and businesses.

The next phase of the project includes rejuvenation of the 800 and 900 blocks of Main Street. The Urban Renewal District Advisory Committee is in the final design phase of this project and has brought forward three alternatives for those blocks. They are looking to the community for feedback before making the final recommendation to the Urban Renewal Board of Directors.

A survey has been set up online at [www.dallasor.gov/survey](http://www.dallasor.gov/survey) to give the public an opportunity to vote and make comments on the designs. The Open House will have City Staff and Urban Renewal Advisory Committee members available to answer questions and talk with the public.

This is your chance to be part of the process; please take a moment to fill out the online survey and come to the open house.

###



PATTI SENGER <patti.senger@dallasor.gov>

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## Advertisement

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**Maiden Isaac** <IMaiden@polkio.com>  
To: PATTI SENGER <patti.senger@dallasor.gov>

Tue, Sep 18, 2012 at 10:40 AM

I will reserve you for a quarter page and have this redesigned to fit those dimensions. I also have put in a placement request for the outside edge.

Expect to see a proof from me soon.

Isaac

---

**From:** PATTI SENGER [mailto:[patti.senger@dallasor.gov](mailto:patti.senger@dallasor.gov)]  
**Sent:** Tuesday, September 18, 2012 10:36 AM

[Quoted text hidden]

[Quoted text hidden]

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Wednesday, September 26, 2012

Covering Dallas, Monmouth

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- Daily Regional Ads

## 9/26 News in Brief

*\*City schedules Main Street open house\*Construction work on Zena Road set\*Downtown Monmouth work continues\*Drug 'take-back day' set for Saturday\*Immunization clinic available for youths\*Health seminar offered Tuesday in Dallas\**

September 26, 2012

### City schedules Main Street open house

DALLAS -- The Urban Renewal District Advisory Committee is holding an open house on plans for revitalizing the 800 and 900 blocks of Main Street in downtown Dallas.

The open house will be Tuesday from 5 p.m. to 7 p.m. at the Dallas Civic Center, 945 SE Jefferson Street.

The committee is seeking public input on improvement plans.

City staff will be available to answer questions about proposal options.

The plans are part of the Urban Renewal Revitalization

Project, which has already upgraded portions of Mill Street and Court Street, including new sidewalks, street lights, bench seating, and flower baskets.

The advisory committee is in the final design phase of this project and has three alternatives for those blocks. Public feedback will be used to make a final recommendation to the Urban Renewal District Board.

An online survey is available at [www.dallasor.gov/survey](http://www.dallasor.gov/survey).

Place an ad

For more information: 503-623-3565.

**Special Sections**

Polk County Fair

Explore Polk County

Who's Who in Polk County

Polk Properties

Gift Guide 2011

**Submit Information**

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News Tip

Community Event

Engagement

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**City/State**

Dallas Chamber

M/I Chamber

City of Dallas

City of Falls City

City of Independence

Independence Police

City of Monmouth

Polk County

County Sheriff

Polk County Fire

**Construction work on Zena Road set**

WEST SALEM -- Road work taking place on Zena Road at the intersection of Wallace Road (Highway 221) and near the intersection of Brush College Road Northwest will result in a two-day closure Wednesday and Thursday.

Zena Road will be closed to all traffic including emergency vehicles on a 24-hour basis at those two locations starting Wednesday (today) at 7:30 a.m.

Polk County road crews will place readerboards prior to the work starting. Drivers in the area should plan on using alternative routes past this project.

For more information: Polk County Public Works, 503-623-9287.

**Downtown Monmouth work continues**

MONMOUTH -- Work continues on the Main Street Streetscape enhancement in downtown Monmouth, as well as a traffic safety improvement on Highway 99W.

Contractors began pouring new sidewalks and driving approaches between the Main Street intersections with Broad and Ecols streets last week. This week, the contractor will install conduits for lighting.

Construction crews will also start work this week on a crosswalk on Highway 99W at the Madrona Street intersection.

The project entails new ADA ramps on both sides of the highway at the junction. New crosswalk signs and pavement markings will be installed to identify the fixture as a crosswalk.

**Drug 'take-back day' set for Saturday**

POLK COUNTY -- The Polk County Sheriff's Office and other emergency agencies and businesses in Polk County will participate in "National Prescription Drug Take-Back Day" on Saturday.

The event is a Drug Enforcement Agency initiative that invites citizens to safely dispose of unwanted and unused prescription drugs by leaving them at established drop-off sites.

The event will take place from 10 a.m. to 2 p.m. The Sheriff's Office has set up four locations: the West Salem Roth's; Polk Fire District No. 1 Central station in Independence; Dallas Fire Department and Falls City Fire Department.

Deputies will accept prescription and over-the-counter medications, vitamins and illegal drugs. This is an anonymous event. Participants are asked to mark out their names or identifying marks on bottles and packages.

**Education**

Dallas High School

Perrydale Schools

Central High School

Falls City School District

Luckiamute Valley Charter Schools

Kings Valley Charter School

Dallas School District

Central School District

Chemeketa

Community College

Western Oregon University

**Services**

Oregon Blue Book

Regional Libraries

Road Conditions

West Valley Hospital

During the last DEA-led take back day, citizens turned in more than 276 tons of unwanted or expired medication at 5,660 take-back sites across the United States, according to a sheriff's office news release.

For more information: Deputy Shon Latty, 503-623-9251.

**Immunization clinic available for youths**

POLK COUNTY -- Polk County Public Health will offer a monthly immunization clinic for children and adults in the Polk County Mental Health West Salem office, 1520 Plaza St. NW, Suite 150.

This clinic is the first Wednesday of every month from 8:45 to 11 a.m.

Public health hosts clinics every Monday and Thursday in Dallas at the Academy Building, 182 SW Academy St., Suite 302; and in Independence on the first Wednesday of every month at the Oregon Child Development Coalition, 535 G St. Both clinics run from 1:30 to 3 p.m. Call 503-623-8175 for an appointments.

Polk County Public Health offers all required immunizations for school, and some vaccines for adults. The department has a one time allotment of Tdap -- for tetanus, diphtheria and whooping cough -- which is available to all uninsured adults between the ages of 19 and 64 at no cost.

**Health seminar offered Tuesday in Dallas**

DALLAS -- Salem Health recently launched a new health seminar entitled "Learn Well. Live Well. Be Well." that will be presented in several cities in the Willamette Valley, including Dallas on Tuesday.

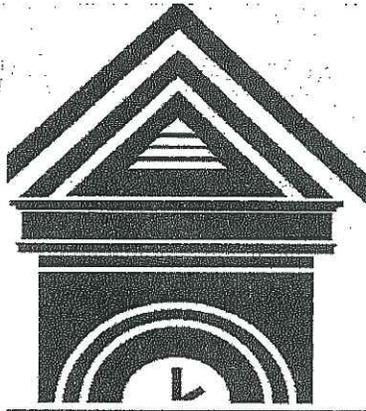
The presentations are opportunities for community members to learn from health specialists and professionals about preventive measures for health issues or to explore various treatment options available for different ailments.

The presenters will also address questions attendees should ask their primary doctors if they suffer from specific conditions.

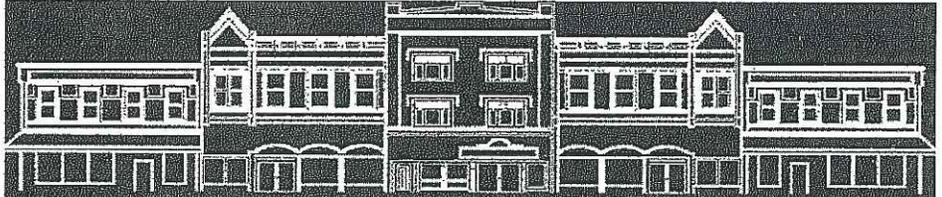
The event in Dallas will run from 4:30 to 8:15 p.m. at West Valley Hospital. Topics for the include facts about the heart and cardiovascular disease; foot care; modern spine care; and joint mobility.

Salem Health is comprised of Salem Hospital, West Valley Hospital, Willamette Health Partners and other regional care organizations.

To register for the Learn Well series: [www.salemhealth.org/learnwell](http://www.salemhealth.org/learnwell) or 503-814-2432.



# DALLAS URBAN RENEWAL DISTRICT



**October 2, 2012 – 5pm to 7pm**

**CITY OF DALLAS**

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE

*Invites the public to a*

## ***Streetscape Design Open House & Discussion***

**800 – 900 BLOCKS OF MAIN STREET  
IN DOWNTOWN DALLAS**

***Tuesday, October 2, 2012***

***5pm to 7pm***

***Dallas Civic Center***

***945 SE Jefferson Street***

***Dallas, Oregon 97338***

Contact: Jason Locke, Director  
of Community Development  
503.831.3565

**TUESDAY, OCT. 2**

• **James2 Community Kitchen Meal** — 4:30 to 6 p.m., St. Philip Catholic Church, 825 SW Mill St., Dallas. Free; everyone welcome. 503-623-8429.

• **Dallas Urban Renewal District Advisory Committee open house** — 5 p.m. to 7 p.m. to take input on plan to revitalize 800 and 900 blocks of Main Street downtown. Civic Center, 945 SE Jefferson St., Dallas. 503-623-3502.

**WEDNESDAY, OCT. 3**

**TUESDAY, OCT. 2**

• **Polk County Board of Commissioners** — 9 a.m., Polk County Courthouse, 850 Main St., Dallas. 503-623-8173.

• **Dallas Urban Renewal District Advisory Committee** — 5:30 p.m., City Hall, 187 SE Court St., Dallas. 503-831-3502.

• **Monmouth City Council** — 7 p.m., Volunteer Hall, 144 S. Warren St., Monmouth. 503-838-0722.

## IN BRIEF

### Open House seeks streetscape design ideas for Dallas

Dallas Urban Renewal District announced that it is hosting an open house from 5 to 7 p.m. Tuesday at the Civic Center, 945 SE Jefferson.

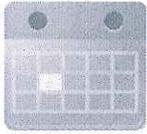
The Urban Renewal District Advisory Committee is seeking ideas from the public regarding improvements to the 800 and 900 blocks of Main Street. Recent improvements have taken place along Mill and Court streets, including new sidewalks, streetlights, bench seating and flower baskets.

The district furnished an online option at [www.dallasor.gov/survey](http://www.dallasor.gov/survey) to offer residents with an opportunity for input on the designs. City staff and Urban Renewal Advisory Committee members will be at the open house to answer questions. For information, contact Jason Locke at (503) 831-3565.

— Justin Much

Urban Renewal District Advisory Committee  
 Openhouse and Discussion  
 800 - 900 Block of Main Street  
 October 2, 2012

	NAME	MAILING ADDRESS	Comments
1	GREG LEWIS	216 NW HOWARD LN.	
2	GREG HANSEN	POCK COUNTY	
3	Ed Dressel	1062 Main St.	
4	Sudi Johnson	341 SE Mill St.	
5	Carl Harbaugh	788 Main St	
6	Lynnette + Gene Henshaw	PO Box 44, DALLAS	
7	Tom + Jani Vinsky	1151 SW Ellis St. Dallas	
8	DeAnna Dintyker	818 SE Greenbriar Ave Dallas	
9	Steve S. Sowell	520. S. E. Ash DALLAS	
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# BOC - Main Street

Created by: JASON LOCKE

Time

9am - 10am (Pacific Time)

Guests

- ✓ JASON LOCKE
- ✓ JON NELSON

Date

Tue Oct 16, 2012

My Notes

---

## UPPCC Announces Newest CPPOs & CPPBs

1 message

---

certification@uppcc.org <certification@uppcc.org>  
To: patti.senger@ci.dallas.or.us

Wed, Jan 2, 2013 at 3:15 AM



### UPPCC Announces Newest Certified Public Procurement Officer (CPPO) & Certified Professional Public Buyer (CPPB) Designees

**Herndon, VA – January 2, 2013** - The Universal Public Procurement Certification Council (UPPCC) is pleased to announce that 248 individuals successfully completed the fall 2012 UPPCC certification examinations administered October 15-27, 2012. The coveted Certified Public Procurement Officer (CPPO) and Certified Professional Public Buyer (CPPB) credentials, recognized throughout the public procurement profession, demonstrate an individual's comprehensive knowledge of public procurement.

Of these 248 newly certified individuals, a total of 164 earned the CPPB certification while 84 earned the CPPO certification. This newest class of professionals brings the total number certified for CPPB and CPPO to 9,085 and 2,209 respectively.

Obtaining either UPPCC certification requires the candidate to demonstrate through an application process, that they meet specific requisites; including formal education, procurement related coursework/training and public procurement employment experience. A comprehensive written examination (specific to each certification) is required to confirm the candidate's mastery of a variety of public procurement concepts found in the UPPCC Body of Knowledge. The next examinations for both CPPO and CPPB are scheduled for May 6-18, 2013. The application deadline for this specific exam opportunity is February 4, 2013 (February 18, 2013 with \$50 late fee).

To view a complete list of all newly certified individuals from the October 2012 exams, access the following links:

New CPPOs & CPPBs - by Name - <http://www.uppcc.org/certified/Oct2012name.pdf>

New CPPOs & CPPBs - by State/Province - <http://www.uppcc.org/certified/Oct2012location.pdf>

To search for or verify an individuals UPPCC credentials, visit the Certificant Search area of the UPPCC Website; <http://www.uppcc.org/current-certificants/certificants.aspx>.

*Certified Public Procurement Officer (CPPO) and Certified Professional Public Buyer (CPPB) certification programs. The CPPO and CPPB programs are highly regarded and respected among procurement professionals and employers involved in the public sector. To date, the UPPCC has certified well over 10,000 professionals primarily within the US and Canada as well as in other nations around the globe.*

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