



**City of Dallas
Urban Renewal District Advisory Committee
Council Chambers – City Hall
October 6, 2009 - 5:30 p.m.**

Present: Chair Brian Dalton, Mayor Jim Fairchild, Randy Hunter, Ken Jacroux, Chelsea Pope, Sue Rohde, Wes Scroggin

Absent: Nancy Adams, Ron Dodge and Ken Woods Jr.

Staff: Community Development Director Jason Locke, Planner John Swanson and Recording Secretary Joanne Ballweber.

MINUTES

CALL TO ORDER

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

APPROVAL OF MINUTES – September 1, 2009

Chair Brian Dalton declared the minutes of September 1, 2009 were approved as presented.

PUBLIC COMMENTS

Chair Dalton called for public comments. There were none.

OLD BUSINESS

Street Furniture Update

Mr. Locke reported that the two benches and 1 bike rack have arrived and are being assembled. Mr. Locke said he is hoping to get them out on the street this week. The staff will arrange a temporary layout and see how it functions together. There is a plan to move the garbage can, for lack of use, from the corner of Jefferson Street by the Barber Shop to somewhere near the front of the theater on Mill Street, where there is actually a need for a garbage can. This will allow several of the elements to be put together prior to the next meeting. Mr. Locke stated at the next meeting the committee can go and evaluate how the combination looks.

Urban Renewal Plan Update Status

Mr. Locke stated our consultant Jeff Tashman is still working on getting all the assessed values and property information for the current district plus two areas that the City feels and expansion district is feasible. Mr. Locke indicated at the last meeting there were problems with Polk County assessor's office and they are in the process of getting a remedy. Mr. Tashman informed Mr. Locke there is an additional problem at this time because the assessor's office is working on property taxes and must get the tax bills out. Mr. Tashman is hopeful he will have the needed information by the end of the week.

Mr. Locke said once Mr. Tashman gets the information and compiles it we should have some of the data at the next meeting.

Tree Planting in Downtown

Mr. Locke advised after the Urban Renewal District Advisory Committee gave staff the approval to move forward, he presented the details from the Planning Commission to the City Council. The Council approved to plant twenty five (25) trees on the 800 & 900 blocks of Washington Street and Jefferson Street.

Mr. Locke said he and Ron Lines from the parks department met with Kristen Ramstad from the Oregon Department of Forestry. They went over tree species selection and feel the City has a good variety and appropriate placement of the trees based on the different characteristics of each of the blocks. Mr. Locke stated the staff is in the process of locating and ordering those trees. Mr. Locke added he called for the locates to the areas that need to be dug and the street department employees will start cutting the sidewalk as soon as locates are finished. Mr. Locke stated the trees should be ready to plant when the rain starts.

Mr. Locke confirmed the species of trees are Golden Desert Ash, which is the grouping to be planted on Jefferson Street, Red Baron Crabapple, Amanogawa Flowering Cherry, Pink Chimes Japanese Snowbell and Ivory Silk Japanese Lilac. These trees are all utility smart trees and none will be taller than 30 feet. Mr. Locke said there needs to be consideration of shape and flowering when placing the trees. The committee and Mr. Locke discussed the mapping of the trees. Mr. Locke said all the information regarding each tree such as age, where purchased and placement will be documented. The City is going to start the replacement of the existing trees downtown in the near future.

NEW BUSINESS

Directional Signs in Downtown

Mr. Locke presented a PowerPoint about the new sign dimensions, color, mounting options and pole placement. The committee discussed the two mounting options of full frame or hanging. After some discussion there was a consensus on the using the full frame. Mr. Locke advised the committee that the standard sign size is and the price is around \$80.00. The staff will shop around locally for prices.

Most committee members preferred the maroon color as it stands out because it is a different color than the street signs and would make it completely distinct. The committee also agreed the font that is on the sample is the font that should be used.

There was some discussion among the committee regarding Main Street being a State Highway and the placement of the signs. Mr. Locke stated the City has jurisdiction from the curb back.

The Urban Renewal Committee also discussed which buildings or establishments would need to be on the directional signs. Chair Dalton said Mr. Locke and the Urban Renewal Committee should bring back to the next meeting, some suggestions of businesses that would be on the signs.

Downtown McMinnville Pictures

A PowerPoint was presented by Chair Dalton about McMinnville's historic downtown curb appeal. Presented were McMinnville's street signs, trees, sidewalks, store fronts, flower planters, street lights, banners and A frame boards used for advertisement.

MEMBER COMMENTS

None

STAFF COMMENTS

None

OTHER BUSINESS

None

The meeting adjourned at 6:23 p.m.