



AGENDA **Urban Renewal District Advisory Committee**



TUESDAY, January 7, 2014 - 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 December 3, 2013
3. PUBLIC COMMENTS
4. OLD BUSINESS
 - a) 800/900 block project wrap-up
5. NEW BUSINESS
 - a) Projects for 2014
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, December 3, 2013 – 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, Bob Brixius

4 Absent: Craig Pope

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 October 1st meeting were presented and approved.

10 **PUBLIC COMMENTS**

11 There were none.

12 **OLD BUSINESS**

13 Community Development Director Jason Locke pre-empted a slideshow of the progress of the Main
14 Street project compiled by Chamber Director Chelsea Pope with final comments on the completion of
15 the project as follows: The final invoice to Brown Construction has been paid. The project came in
16 under budget at approximately \$625,000. There are still some small items to be completed such as
17 additional benches, planters, and more plant species in rain gardens. Asked about the signs the
18 committee agreed to finance, starting with the Dallas Library, Mr. Locke reported that the sign people
19 we are working with are going slowly. A new book-drop for the library is being designed and
20 constructed locally by EVCOR.

21 Chair David Shein asked about interest in or applications for the façade grants available. The only
22 applicant is for the Adolph Building located at Main and Mill Streets. Mayor Dalton is working to recruit
23 some new interest in the façade grants and several building and business owners have indicated that
24 they will apply in the spring of 2014. To that end, the façade grants deadline will be extended through
25 next summer.

26 Committee members had several questions regarding the completion of the project as follows: Joe
27 Koubek asked about the rain gardens and his concern about skimping on the number of plants and
28 trees. Mr. Locke replied that it was a matter of inventory available from the nurseries and the specific
29 plants we want. They will be added as they are available. Ken Jacroux asked about electrical upgrades
30 on the courthouse lawn for community events. Mr. Locke stated that we were in process of getting bids
31 for the upgrade. The cost will be between \$4000 and \$5000 and will be a shared cost with the Chamber
32 / Visitor's Center. Chair David Shein asked if the Polk County Bounty farmers market will be at the

33 courthouse or the Academy Building in 2014. Chamber Director Chelsea Pope replied that it's a 95%
34 certainty to be at the Academy.

35 Chelsea Pope went on to go through the slideshow of photographs she had taken through out the entire
36 project from groundbreaking to completion and ribbon cutting. She literally took hundreds of photos.
37 The committee members engaged in general discussion as we went through the photos. Chelsea was
38 thanked for her diligence to take so many progress photos and the comments were overwhelmingly
39 positive regarding the entire construction period.

40 **NEW BUSINESS**

41 Community Development Director Jason Locke talked about potential Urban Renewal projects for 2014.
42 First of all, it's going to depend on budget and what we can afford to do. Mr. Locke mentioned several
43 projects that could be considered as follows: We could rebuild the sidewalks on the opposite side of
44 Court St. (from our 2012 project), choose another block of side street off of Main, start planning for the
45 600 / 700 block of Main which could be a scaled back version of what we did in the 800 / 900 block. Mr.
46 Locke also mentioned a permanent sign or banner over Main Street where we now hang temporary
47 banners for special events.

48 **MEMBER COMMENTS**

49 Committee member Rich Rohde asked if a final financial report on the Urban Renewal District budget
50 and expenditures from the 2013 project would be ready for the next meeting of the URDAC in January.
51 Mr. Locke said that it would. Staff was asked if a potential project list, based on the budget could be
52 discussed at the January meeting. Staff will prepare an outline of potential and affordable projects.

53 Committee member Joe Koubek opined that the best next project was the permanent sign over Main
54 Street. Committee member Jim Fairchild recommended that the next project should continue to focus
55 on Main Street or high visibility areas like the block of Mill Street west of Main.

56 **STAFF COMMENTS**

57 None

58 **OTHER BUSINESS**

59 None

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



City of Dallas

Detail Report Account Detail

Date Range: 07/01/2013 - 12/31/2013

Account	Post Date	Packet Number	Name	Description	Vendor	Project Account	Beginning Balance	Total Activity	Ending Balance
Fund: 29 - URBAN RENEWAL AGENCY									
29-019-50-6507			SPECIAL PROJECTS				0.00	625,059.61	625,059.61
	07/05/2013	APPKT001162	21191	INVITATION TO BID-MAIN ST	ITEMIZER-OBSERVER	292-6507	178.50	178.50	178.50
	07/08/2013	APPKT001147	13859	DEPOSIT STREET FURNITURE- MAIN ST	EVCOR LLC	292-6507	10,000.00	10,178.50	10,178.50
	08/07/2013	APPKT001177	080713	BOLI-PREVALING WAGE FEES-2013 MAIN ST E...	BUREAU OF LABOR AND INDUSTRIES	292-6507	546.70	10,725.20	10,725.20
	08/08/2013	APPKT001185	4805	STREET BANNER-"OPEN FOR BUSINESS"	DALLAS SIGN & DESIGN	292-6507	375.00	11,100.20	11,100.20
	08/19/2013	APPKT001196	4203	MOILED GRATING X6	AMD INC	292-6507	3,552.00	14,652.20	14,652.20
	08/19/2013	GLPKT05124	JN05327	Move expense to correct project and account		292-6507	-3,552.00	11,100.20	11,100.20
	08/26/2013	APPKT001196	161241	12" WHITE LINE/4" WHITE LINE/8" LFT TURN A...	FLINT TRADING INC	292-6507	1,390.20	12,490.40	12,490.40
	09/25/2013	APPKT001210	S002279775.001	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	8,700.52	21,190.92	21,190.92
	09/25/2013	APPKT001210	S002279775.005	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	0.21	21,191.13	21,191.13
	09/25/2013	APPKT001210	S002279775.007	HOLOPHANE LIGHTING	EOFF ELECTRIC SUPPLY CO	292-6507	2,673.03	23,864.16	23,864.16
	09/25/2013	APPKT001210	S002279775.009	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	465.39	24,329.55	24,329.55
	09/25/2013	APPKT001210	S002279775.011	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	11,527.26	35,856.81	35,856.81
	09/25/2013	APPKT001210	S002279775.013	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	2,883.54	38,740.35	38,740.35
	09/25/2013	APPKT001210	S002279775.015	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	5,369.62	44,109.97	44,109.97
	09/25/2013	APPKT001210	S002279775.03	HOLOPHANE LIGHTING-PO 13860	EOFF ELECTRIC SUPPLY CO	292-6507	630.43	44,740.40	44,740.40
	09/30/2013	APPKT001213	816216	BLUE SKIN 6" X 75" - 800/900 BLOCK PROJECT	VAN WELL BUILDING SUPPLY	292-6507	36.00	44,776.40	44,776.40
	10/07/2013	APPKT001232	4143-5086	PAY ESTIMATE #1-MAIN ST ENHANCEMENT P...	BROWN CONTRACTING, INC	292-6507	146,514.02	191,290.42	191,290.42
	10/22/2013	APPKT001287	42376100-001	4000 WATT LIGHT TOWER-MAIN ST	SUNBELT RENTALS INC	292-6507	873.00	192,163.42	192,163.42
	10/23/2013	APPKT001247	7185355	MAIN ST PROJECT IRRIGATION MATERIALS	EWING IRRIGATION	292-6507	803.06	192,966.48	192,966.48
	10/28/2013	APPKT001247	115220137-001	LIGHT TOWERS X2, ADAPTOR	UNITED RENTALS (NORTH AMERICA) INC.	292-6507	155.44	193,121.92	193,121.92
	10/31/2013	APPKT001251	4143-5106	2013 MAIN ST-PROGRESS PMT #2 10/1-10/13	BROWN CONTRACTING, INC	292-6507	306,620.10	499,742.02	499,742.02
	11/01/2013	APPKT001255	170203	MAIN ST PROJECT X15 SETS	SALEM PRINTING/BLUEPRINT	292-6507	207.36	499,949.38	499,949.38
	11/01/2013	APPKT001255	7211063	18" ROOT BARRIER X16	EWING IRRIGATION	292-6507	116.48	500,065.86	500,065.86
	11/01/2013	APPKT001255	1013 STMT	LAMINATE X5	TIPPS INC	292-6507	28.00	500,093.86	500,093.86
	11/04/2013	APPKT001255	110413 STMT	POSTAGE METER - POSTAGE/PROJECTS	PURCHASE POWER	292-6507	11.30	500,105.16	500,105.16
	11/06/2013	APPKT001256	826509	MOSS OUT/SCREW/BRUSH/MOULDING	VAN WELL BUILDING SUPPLY	292-6507	117.50	500,222.66	500,222.66
	11/07/2013	APPKT001255	15828	TURN DOWN PIPE FOR STOP SIGNS	CUSTOM MACHINING	292-6507	150.00	500,372.66	500,372.66
	11/07/2013	APPKT001255	49977	GALV PIPE MATERIAL	SAFRON SUPPLY COMPANY	292-6507	77.50	500,450.16	500,450.16
	11/08/2013	APPKT001262	50104	LANDSCAPE PLANTS	MEYER NURSERY & ORCHARDS	292-6507	3,140.00	503,590.16	503,590.16
	11/08/2013	APPKT001256	827203	BOLTS	VAN WELL BUILDING SUPPLY	292-6507	3.40	503,593.56	503,593.56
	11/10/2013	APPKT001262	0380288	RPM DRP IN LID/CVR/ROTOCAST	FERGUSON ENTERPRISES, INC #3001	292-6507	188.03	503,781.59	503,781.59
	11/12/2013	APPKT001256	828191	ADAPTERS/BUSHINGS/TEES/PVC CEMENT/PIPE...	VAN WELL BUILDING SUPPLY	292-6507	58.16	503,839.75	503,839.75
	11/14/2013	APPKT001256	163293	SELF ETCHING PRIMER - MAIN ST PROJECT	DALLAS AUTO PARTS	292-6507	17.38	503,857.13	503,857.13
	11/14/2013	APPKT001287	42376100-002	4000 WATT LIGHT TOWER-MAIN ST	SUNBELT RENTALS INC	292-6507	2,405.76	506,262.89	506,262.89
	11/20/2013	APPKT001264	13133	PLANTS-MAIN ST	SINCLAIR'S ORNAMENTAL NURSERY	292-6507	801.00	507,063.89	507,063.89

Detail Report

Account 29-019-50-6507

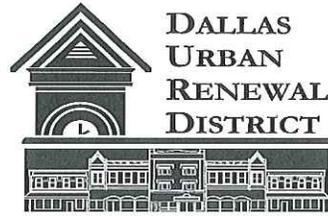
Date Range: 07/01/2013 - 12/31/2013

Post Date	Packet Number	Source Transaction	Name	Description	Vendor	Project Account	Beginning Balance	Total Activity	Ending Balance
			- Continued						
			SPECIAL PROJECTS						
11/21/2013	APPKT001256	20091	BENCHES AND RECEPTACLES - PO#13859 #2		EVCOR LLC	292-6507	0.00	625,059.61	625,059.61
11/21/2013	APPKT001278	46-1906924	BASALT LANDSCAPE BOULDERS-MAIN ST		VALLEY CONCRETE & GRAVEL COMPANY	292-6507	18,430.00	18,430.00	525,493.89
11/22/2013	APPKT001278	00037246	RAIN GARDEN, TREE WELLS-MAIN ST		ROCKY MOUNTAIN NURSERY	292-6507	43.10	43.10	525,536.99
11/27/2013	APPKT001256	20093	14 GA STRIPS-MAIN ST SIGNS 11/7 W/O 13102		EVCOR LLC	292-6507	304.00	304.00	525,840.99
11/27/2013	APPKT001278	55196384	18 BUSHEL CANVAS TRUCK, LIFT COVER-DROP ...		ULINE	292-6507	20.00	20.00	525,860.99
11/27/2013	APPKT001278	977617	BUMPS X2, STEEL PLATE		TRAFFIC SAFETY SUPPLY	292-6507	432.22	432.22	526,293.21
12/04/2013	APPKT001275	120413	PC-BALLOONS FOR URDAC MAIN ST EVENT 11/...		PETTY CASH, CECILIA WARD,	292-6507	172.89	172.89	526,466.10
12/09/2013	APPKT001278	4143-5123	PROGRESS BILLING #3 11/1-12/4		BROWN CONTRACTING, INC	292-6507	17.88	17.88	526,483.98
12/12/2013	APPKT001278	280008000	MAIN STREET BANNERS		CARROT-TOP INDUSTRIES INC	292-6507	97,451.74	97,451.74	623,935.72
12/16/2013	APPKT001287	121613	REPAIRS-947 MAIN ST ENTRANCE		JUST STUFF	292-6507	682.89	682.89	624,618.61
							441.00	441.00	625,059.61

Total Fund: 29 - URBAN RENEWAL AGENCY : Beginning Balance: 0.00 Activity: 625,059.61 Ending Balance: 625,059.61

Grand Totals: Beginning Balance: 0.00 Activity: 625,059.61 Ending Balance: 625,059.61

+ Library Drop Box \$2700
 + LANDSCAPE MATERIALS \$1500
 + INFO KIOSK/SIGN \$2000



Community Development/Operations Department

Memo

To: Urban Renewal District Advisory Committee
From: Jason Locke, Community Development/Operations Director 
Date: 1/3/2014
Re: 2014 projects

1) New Banner Poles on Main Street

Cost- \$15,000

2) Redo north side of Court Street between Main and Church

Cost- \$85,000

3) Redo north side Mill Street between Main and Church

Cost- \$85,000

4) Redo the 700 block of Main Street (between Oak and Mill with new corners)

Cost- \$280-320,000