



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
CITY OF THE DALLES

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## AGENDA

Columbia Gateway Urban Renewal Agency  
City Hall Council Chambers  
313 Court Street, The Dalles, Oregon

*Meeting Conducted in a Room in Compliance with ADA Standards*

TUESDAY, JANUARY 17, 2017  
5:30p.m

1. CALL TO ORDER
2. ROLL CALL
  - a. John Fredrick, Steve Kramer, Darcy Long-Curtiss, Scott Baker, Taner Elliot, Staci Coburn, Linda Miller, and John Willer
3. ELECTION OF OFFICERS
4. APPROVAL OF THE AGENDA
5. APPROVAL OF THE MINUTES
  - a. Minutes from November 28, 2016
6. PUBLIC COMMENT (Items not on the agenda)
7. ACTION ITEMS
  - a. Grant Application: Chamber of Commerce Facade Application
8. STAFF COMMENTS
  - a. Next Meeting Date: February 21, 2017
9. BOARD MEMBERS COMMENT OR QUESTIONS
10. ADJOURNMENT

# MINUTES

Columbia Gateway Urban Renewal Agency  
City Hall Council Chambers  
Monday, October 24, 2016  
Immediately Following City Council Meeting

**PRESIDING:** Chair Steve Lawrence

**AGENCY PRESENT:** Dan Spatz, Linda Miller, Russ Brown, Tim McGlothlin

**AGENCY ABSENT:** Taner Elliott

**STAFF PRESENT:** City Manager Julie Krueger, City Attorney Gene Parker, City Clerk Izetta Grossman, Assistant to the City Manager Matthew Klebes

## **CALL TO ORDER**

The meeting was called to order by Chair Lawrence at 6:00 p.m.

## **ROLL CALL**

Roll call was conducted by City Clerk Izetta Grossman; Elliott absent.

## **APPROVAL OF AGENDA**

It was moved by Spatz and seconded by Miller to approve the agenda as amended. The motion carried unanimously, Elliott absent.

## **APPROVAL OF MINUTES**

It was moved by Spatz and second by Brown to approve the October 24, 2016 Regular Meeting Minutes. The motion carried unanimously, Elliott absent.

## **PRESENTATION**

Urban Renewal Fiscal Year 2015-16 Audit Report – Tonya Moffitt, Merina & Co.

Moffitt reviewed the report, saying there was only one finding and that was related to the Tony's Building purchase not being listed as an asset. She said that it had been rectified.

It was moved by Spatz and seconded by McGlothlin to accept the Fiscal Year 2015-16 audit report for the Columbia Gateway Urban Renewal Agency. The motion carried unanimously, Elliott absent.

**ADJOURNMENT**

Having no further business the meeting was adjourned at 6:05 p.m.

Submitted by:  
Izetta Grossman  
City Clerk

SIGNED: \_\_\_\_\_  
President of the Board

ATTEST: \_\_\_\_\_  
Steven K. Harris, Planning Director



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
CITY OF THE DALLES

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**AGENDA STAFF REPORT**  
**AGENDA LOCATION: #7A**

**MEETING DATE:** January 17, 2017

**TO:** Urban Renewal Agency Board

**FROM:** Steven K. Harris, AICP  
Urban Renewal Manager

**ISSUE:** Urban Renewal Property Rehabilitation Façade Improvement  
Application Review and Action for The Dalles Area Chamber of  
Commerce.

**BACKGROUND:**

The Visitor Center and Chamber Office building located at 404 W. 2<sup>nd</sup> Street, is within The Dalles Urban Renewal Zone and is owned by The Dalles Area Chamber of Commerce, a 501(c)6 non-profit organization. This building was constructed as a chamber of commerce building in 1937. The Dalles Area Chamber of Commerce board and staff want to “preserve the historic structure and bring back much of the original design” and have received enterprise zone funds of \$15,000 to be used on this project.

As noted in the grant application, the building “...has a flat roof with a slightly corbelled banding at the cornice line with an art deco influence. The front elevation is accentuated by a recessed entrance. The exterior of the structure is covered with stucco.” The building façade needs significant restoration, repairs and improvements. The stucco needs restoration, decks and ramps need replaced and made ADA compliant and additional lighting and fencing around the visitor park area is desired to deter unauthorized overnight camping.

**PROJECT DESCRIPTION:**

The façade improvement project includes the following components:

- Replace decking and ramps at the front and employee entries.
- Window repair, painting and preservation.
- Stucco repair and painting.
- Relocation of flag pole.
- Add and improve lighting.
- Add and repair signage.

- Landscaping will be replaced and irrigation system modified.
- Add fencing.
- Repairing, repaving, striping parking and handicapped areas of parking area and providing directional traffic flow and informational signs.

This project received approval from the Historic Landmarks Commission at its meeting on November 16, 2016 (minutes attached).

### **APPLICATION:**

The application from The Dalles Area Chamber of Commerce was received on November 22, 2016. This application is for an Urban Renewal Façade Improvement Grant of \$38,175 to assist with this \$76,350 building façade improvement project. The applicant will contribute \$38,175 (\$23,175 applicant funds and \$15,000 enterprise zone grant), which is the 100% match required for urban renewal grant request amounts of \$20,001 to \$40,000.

### **Expected Project Costs**

The expected project costs as listed in the application total \$76,349. Please see the application and attached construction bids for detailed cost information for this project.

### **Proposed Fund Sources**

Applicant:	\$23,175.00
Wasco County/City of The Dalles Grant	\$15,000.00
Urban Renewal Grant:	<u>\$38,175.00</u>
<b>Total:</b>	<b>\$76,350.00</b>

Note: The total proposed funding sources provide \$1.00 more funding than the listed total project costs.

These proposed project costs and funding sources are provided by the applicant. Documentation verifying applicant funds and enterprise zone grant must be provided to The Dalles Urban Renewal Agency prior to grant funding, if grant applicant is approved.

### **BUDGET IMPLICATIONS:**

This fiscal year (FY17/18) there was \$200,000 budgeted for new Property Rehabilitation Projects, including façade improvement grants. Thus far, the Agency has approved a total of \$103,575.63 with \$87,325.63 in grants for façade improvement and \$16,250 for Civic Improvement Grants. There is \$96,424.37 remaining for future applications.

If this \$38,175.00 grant application is approved, the remaining funds available would be \$58,249.37. The budget would be impacted differently if a different grant amount is approved

### **STAFF REVIEW:**

Staff has reviewed the \$38,175 Urban Renewal Property Rehabilitation Façade Improvement Grant application and has determined that it meets the minimum criteria as set forth by the Urban Renewal Agency. Staff also determined that some components of this project; including kiosk, fencing, flag pole, landscaping and parking lot are not part of or directly attached to the building. Some of the landscaping and the

flag pole relocation components are required as part of the ADA ramp construction portion of the project, therefore could be considered eligible components.

The remaining components will also enhance and improve the overall appearance and usability of this building; however they are not listed as eligible or ineligible projects or activities in Urban Renewal Property Rehabilitation Grant and Loan Programs Administrative Plan and Program Descriptions (revised and dated October 15, 2015), and therefore could be open for interpretation on their eligibility for a façade improvement grant. The total cost of these project components is \$38,308.

Staff offers the following options for the Urban Renewal Agency Board:

1. Approve a \$38,175.00 Urban Renewal Property Rehabilitation Façade Improvement Grant to The Dalles Area Chamber of Commerce to be used for façade improvements, as presented, on the building and property located at 404 W. 2<sup>nd</sup> Street, The Dalles, Oregon, with the condition that the applicant provide the following information to staff:
  - a. Applicant to provide documentation of match funds availability.
  - b. Applicant to provided documentation as a 501(c)6 non-profit organization.
2. Request The Dalles Area Chamber of Commerce resubmit its Urban Renewal Property Rehabilitation Façade Improvement Grant application be used for façade improvements on the building and property located at 404 W. 2<sup>nd</sup> Street, The Dalles, Oregon with the project components removed that are not attached to or part of the building.
3. If the above referenced components of the project are deemed ineligible, approve an Urban Renewal Façade Improvement Grant of \$20,000 to assist with the eligible components of this project. These components equal \$38,041 and the applicant will contribute \$18,041 as its required match for urban renewal grant requests. This exceeds the 50% match required for urban renewal grants of \$20,000 or less.

The applicant will also contribute \$5,134 of its own funds and the \$15,000 Wasco County/City of The Dalles Grant towards the \$38,308 of ineligible components of this project. The shortfall of \$18,174 in funding to complete the entire project will come from other sources, including donations, grants and additional Chamber funds. This option will require more time for the applicant to complete the project and they may opt to do it in phases as they obtain the needed funding.

4. Deny the grant request.

### **Attachments**

Grant Application

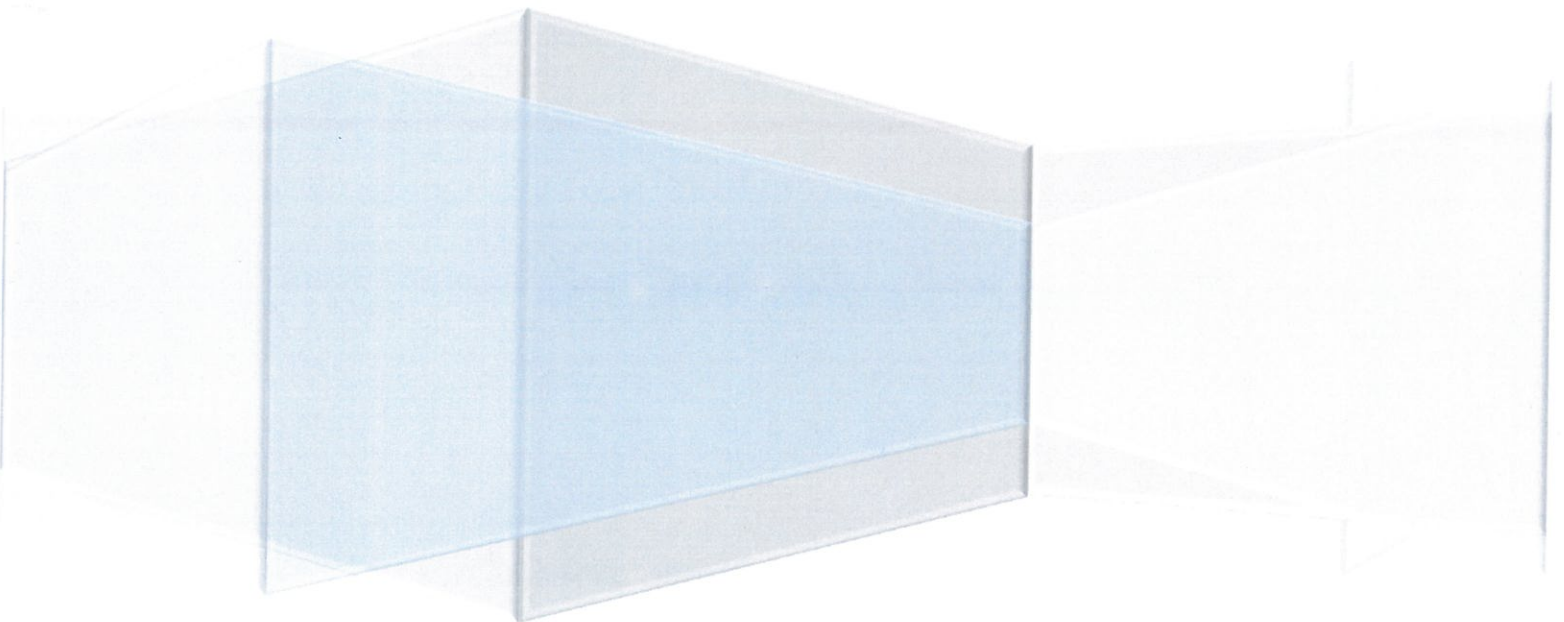
Historic Landmarks Commission Minutes (dated November 16, 2016)

APPLICATION

# THE DALLES

## URBAN RENEWAL AGENCY

PROPERTY REHABILITATION  
GRANT AND LOAN PROGRAMS



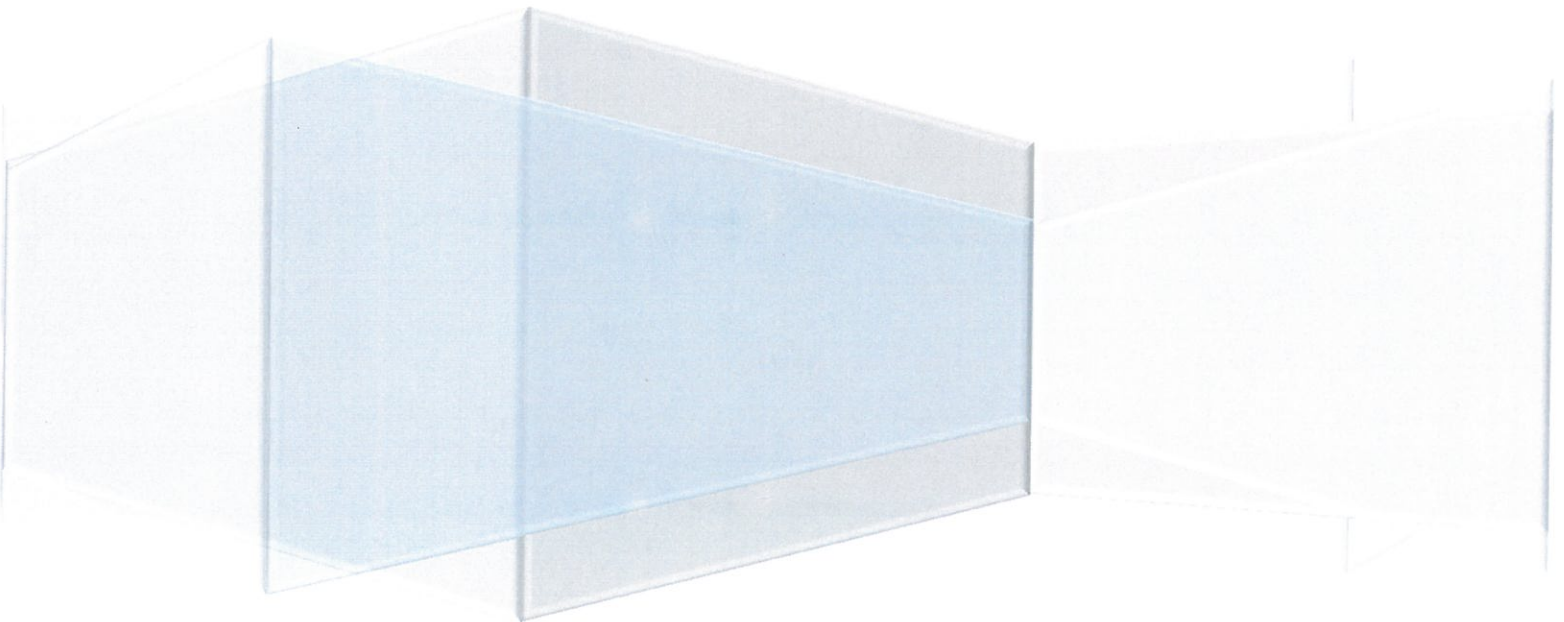
MAY CONTAIN CONFIDENTIAL INFORMATION

APPLICATION

# THE DALLES

## URBAN RENEWAL AGENCY

PROPERTY REHABILITATION  
GRANT AND LOAN PROGRAMS



MAY CONTAIN CONFIDENTIAL INFORMATION



The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

Application Date: \_\_\_\_\_

Application Number: \_\_\_\_\_

**PROGRAM APPLYING TO (Check One)**

- ☐ Historic Design and Restoration Program
- ☐ Redevelopment of Unused & Underused Property Program
  - ☐ Loan Interest Subsidy Program
  - ☐ Demolition Loan Program
- ☐ Civic Improvements Grant Program
- ☒ Façade Improvement Grant Program
  - ☐ Residential Structure

**APPLICANT INFORMATION**

Applicant Name: Lisa Farquharson

Contact Person: Sherry Dufault or Lisa Farquharson

Mailing Address: 404 W 2nd St, The Dalles OR 97058

Applicant is: Owner ☒ Leaser ☐

Phone Number: 541-296-2231 Email: [lisa@thedalleschamber.com](mailto:lisa@thedalleschamber.com)

Federal Tax ID or Social Security Number: \_\_\_\_\_  
(Loan & Interest Subsidy Only)

Bank of account and contact:  
(Loan & Subsidy Only)

Name of Business: The Dalles Area Chamber of Commerce

Business Mailing Address: 404 W 2nd St, The Dalles OR 97058

The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

Name of Principle: The Dalles Area Chamber of Commerce

Site Address

404 W 2nd St, The Dalles OR  
97058

Legal Description

Map # 1N-13-3BB # 1100,  
Trevitts Addition

**HISTORIC PROPERTY (STAFF USE)** YES ☐ NO ☐ (If yes, requires HLC approval)

**PROJECT INFORMATION**

Building Age: 79 Building Square Footage: 1800 sq ft

Building Current Use: Visitor Center & Chamber office

Building Planned Use: Visitor Center & Chamber office

**Project Description Outline:**

- Front and Employee Entries – current wooden structures have widespread deterioration and are a safety hazard. The ramp does not meet current ADA requirements. The new entries will compliment and preserve the original aesthetic intent of this art deco structure. The deck materials will be concrete and iron work to keep future upkeep at a minimum.
- Painting and Repair – The historic windows have been painted shut over the years and are in need of repair and preservation. This work will allow for ventilation as well as preserving and protecting the window frames. The original stucco is in need of repair which will require the building to be rebranded with a color more inline with the historic era of the building.
- Flag Pole – The current pole will need to be moved to a new location to accommodate the new ADA ramp. Moving the flag pole to northeast corner of property near an existing power source will allow for a properly lighted flag and higher visibility.
- Lighting – Currently the building has little to no lighting which is a safety hazard and reduces visibility. New lighting would enhance the historic feel of building, be consistent with lights found in the historic district, and improve safety and visibility for visitors.
- Signage – New lettering on the building will bring the building back to its' 1937 style and will be more easily visible. The freestanding sign with a map of The Dalles will be repaired and proper lighting will be added for visitors ease of viewing.
- Landscaping – The current landscaping must be removed for installation of the new entries. New landscaping will include proper irrigation be installed to enhance the appearance of the property.
- Fencing – The Visitor Center, Chamber of Commerce has been a popular place for transient camping and with the installation of site fencing, the treed park will be secured at night so visitors to our town will not be greeted by inappropriate use of the park. There is also a concern for employee safety due to litter, human waste, and other issues each morning. The fence materials will be compatible with the adjacent public pool area.
- Parking Area – Repairing, repaving, striping parking and handicapped areas, and providing directional signs will improve safety of visitors and reduce confusion and congestion

The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

**EXPECTED PROJECT COSTS**

Cost Item/Source:

Est. Cost

Fencing	\$ 13,572
Concrete ADA entry	\$ 22,255
Building Lighting	\$ 2,500
Repair of facade & windows	\$ 8,988
Landscaping modification for ramp	\$ 1,460
Building Signage	\$ 1,443
Flag pole move due to ada ramp	\$ 1,470
Resurfacing parking lot	\$ 21,800
Kiosk	\$ 1,861
Design Architect	\$ 1,000
	\$
	\$
	\$
	\$
Total Expected Cost	\$ 76,349

Will there be an anticipated contractor's pre-payment for construction materials prior to the start of the project? YES ☒ NO ☐ If yes, list the estimated dollar amount: \$ 25,000

(For Civic Improvement or Façade Improvement Grants only)



The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

**PROPOSED SOURCES OF FUNDING (loans)**

<u>Source</u>	<u>Amount</u>	<u>Rate</u>	<u>Term</u>	<u>Match</u>
Urban Renewal Loan	\$ _____			
Equity (applicant)	\$ _____			
_____ Bank	\$ _____	_____ %	_____	

**PROPOSED SOURCES OF FUNDING (grants)**

Urban Renewal Grant	\$ <u>38,175</u>			
Applicant Match	\$ <u>23,175</u>			
Other Source <small>County/city google</small>	\$ <u>15,000</u>	_____ %	_____	<input type="checkbox"/>
Other Source _____	\$ _____	_____ %	_____	<input type="checkbox"/>
Other Source _____	\$ _____	_____ %	_____	<input type="checkbox"/>
Total	\$ _____	(Must equal total expected costs)		

Facade Grant Matching Funds:

- TIER 1:** Request \$20,000 or less (50% match) ☐  
**TIER 2:** Over \$20,000 (100% match) ☐

**NOTE:** To determine what tier your grant match is in and what your match will need to be, divide your total project costs by three (3); that amount is your match in tier one, unless the balance remaining is higher than \$20,000. If that request amount is higher than \$20,000 your grant will be tier two. To determine that divide the total project cost by two (2), this amount is your grant request and your match.

**EXAMPLE 1:** Suppose your total project cost is \$22,170. Divide that by three (3) gives you \$7,390, this is your required match. The remaining balance is \$14,780. This is your grant request, since it is \$20,000 or less. Your grant is in tier one. (\$7,390 is 50% of \$14,780)

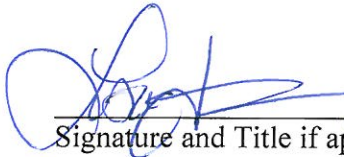
**EXAMPLE 2:** Suppose your total project cost is \$45,650. Divide that by three (3) gives you \$15,216.66, and the remainder is \$30,433.34 which is greater than \$20,000. Your grant is tier 2. Divide the total project cost by two (2); \$22,825 this is the amount of your grant and your required match.

The Dalles Urban Renewal Agency  
Property Rehabilitation Grant and Loan Programs  
-APPLICATION-

Applicant hereby certifies that all information contained above and in exhibits attached hereto are true and complete to the best knowledge and belief of the applicant and are submitted for the purpose of allowing the full review by The Dalles Urban Renewal Agency and its agents for the purpose of obtaining the financial assistance requested in this application.

Applicant hereby consents to disclosure of information herein and the attachments as may be deemed necessary by MCEDD and its agents for such review and investigation.

I Lisa Farquharson have read and understood the guidelines of The Dalles Urban Renewal Agency Property Rehabilitation Grant and Loan Programs and agree to abide by its conditions.

 President/CEO  
Signature and Title if appropriate

11-9-2016  
Date

\_\_\_\_\_  
Signature and Title if appropriate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature and Title if appropriate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature and Title if appropriate

\_\_\_\_\_  
Date

The Following Items Are Required Before A Loan Is Approved Or Grant Project Can Begin:

A. Loans and Grants

1. Certificate of approval from agency (if required).
2. Letter of approval from Historic Landmarks Commission (if required).
3. A summary of the project outlining the work to be done.
4. Complete plans and specifications.
5. Costs estimates or bids from a licensed contractor.
6. Evidence that building permits or any other required permits are in place.
7. Preliminary commitment of any other funds to be used in the project.

B. Loans Only

1. Amount of loan requested and proposed terms being requested.
2. Bank's loan application and any other information the bank requires, such as current financial statements, including balance sheets and income statements.

For Applicants Under The Civil Improvements Grant Program:

The grants will be awarded semi-annually on a competitive basis and based on the selection criteria in your narrative and attach it to this application form. The deadlines for applications are July 31 and January 31 of each year.



## The Dalles Chamber of Commerce Façade Update

### Background:

The current structure was built in 1937 for the Chamber of Commerce, a 501 (C) 6 organization. The building has a flat roof with slightly corbelled banding at the cornice line with an art deco influence. The front elevation is accentuated by a recessed entrance. The exterior of the structure is covered with stucco.

The Board of Directors would like to preserve the historic structure and bring back much of the original design. The Chamber has been allocating funds for building improvements and was recently awarded Wasco County/ City of The Dalles Enterprise Zone funds in the amount of \$15,000. We are hopefully with the façade grant program and additional donation of services we can complete the project in its entirety.

### Current Situation:

The façade of the structure is in dire need of repair. Restoration work of the stucco is needed, the current deck is splintering, and the ADA ramp does not meet current requirements. Additional lighting and installing fencing around the treed visitor park will deter overnight camping .

### Project Components:

- Front and Employee Entries – current wooden structures have widespread deterioration and are a safety hazard. The ramp does not meet current ADA requirements. The new entries will compliment and preserve the original aesthetic intent of this art deco structure. The deck materials will be concrete and iron work to keep future upkeep at a minimum.
- Painting and Repair – The historic windows have been painted shut over the years and are in need of repair and preservation. This work will allow for ventilation as well as preserving and protecting the window frames. The original stucco is in need of repair which will require the building to be rebranded with a color more inline with the historic era of the building.
- Flag Pole – The current pole will need to be moved to a new location to accommodate the new ADA ramp. Moving the flag pole to northeast corner of property near an existing power source will allow for a properly lighted flag and higher visibility.
- Lighting – Currently the building has little to no lighting which is a safety hazard and reduces visibility. New lighting would enhance the historic feel of building, be consistent with lights found in the historic district, and improve safety and visibility for visitors.
- Signage –. New lettering on the building will bring the building back to its' 1937 style and will be more easily visible. The freestanding sign with a map of The Dalles will be repaired and proper lighting will be added for visitors ease of viewing.
- Landscaping – The current landscaping must be removed for installation of the new entries. New landscaping will include proper irrigation be installed to enhance the appearance of the property.
- Fencing –The Visitor Center, Chamber of Commerce has been a popular place for transient camping and with the installation of site fencing, the treed park will be secured at night so visitors to our town will not be greeted by inappropriate use of the park. There is also a concern for employee safety due to litter, human waste, and other issues each morning. The fence materials will be compatible with the adjacent public pool area.

- Parking Area — Repairing, repaving, striping parking and handicapped areas, and providing directional signs will improve safety of visitors and reduce confusion and congestion.

**Cost Projections:**

\$1,000	Design Architectural Work
\$13,572	Fencing ( bid attached Kiwi Fence)
\$22,255	Entries front & Rear w/ADA ramp ( bid attached Stamp the earth)
\$21,800	Resurfacing and repair of parking and paved areas( bid attached Seal Kote)
\$2,500	Building lighting ( bid attached Hire Electric)
\$8,988	Painting and repair of façade and historic windows (bid attached Adams Const)
\$1,460	Landscaping, including plumbing of sprinklers ( bid attached FLI)
\$1,470	Flag pole move (Bid Attach Russ Brown & Hire)
\$1,443	Building Signage ( bid attached from Rage)
	Kiosk ( bid attached from Rage)
<u>\$76,349</u>	Total

**Current Available Funding:**

( 16,000)	Chamber Funds
<u>( 15,000)</u>	City/County Enterprise Zone Funds
<b>(\$ 31,000)</b>	





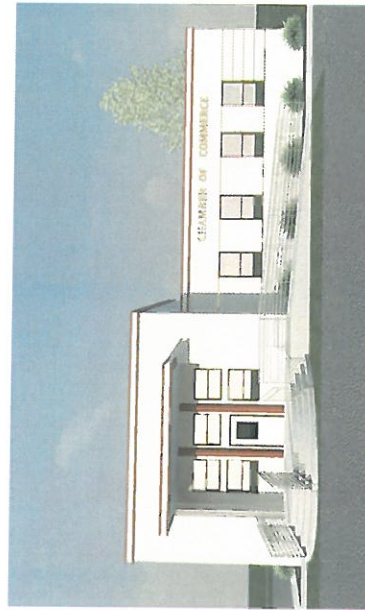
Past  
1949



2016  
Present







SHEET TITLE: **EXTERIOR RENDERING - OPTION 1**

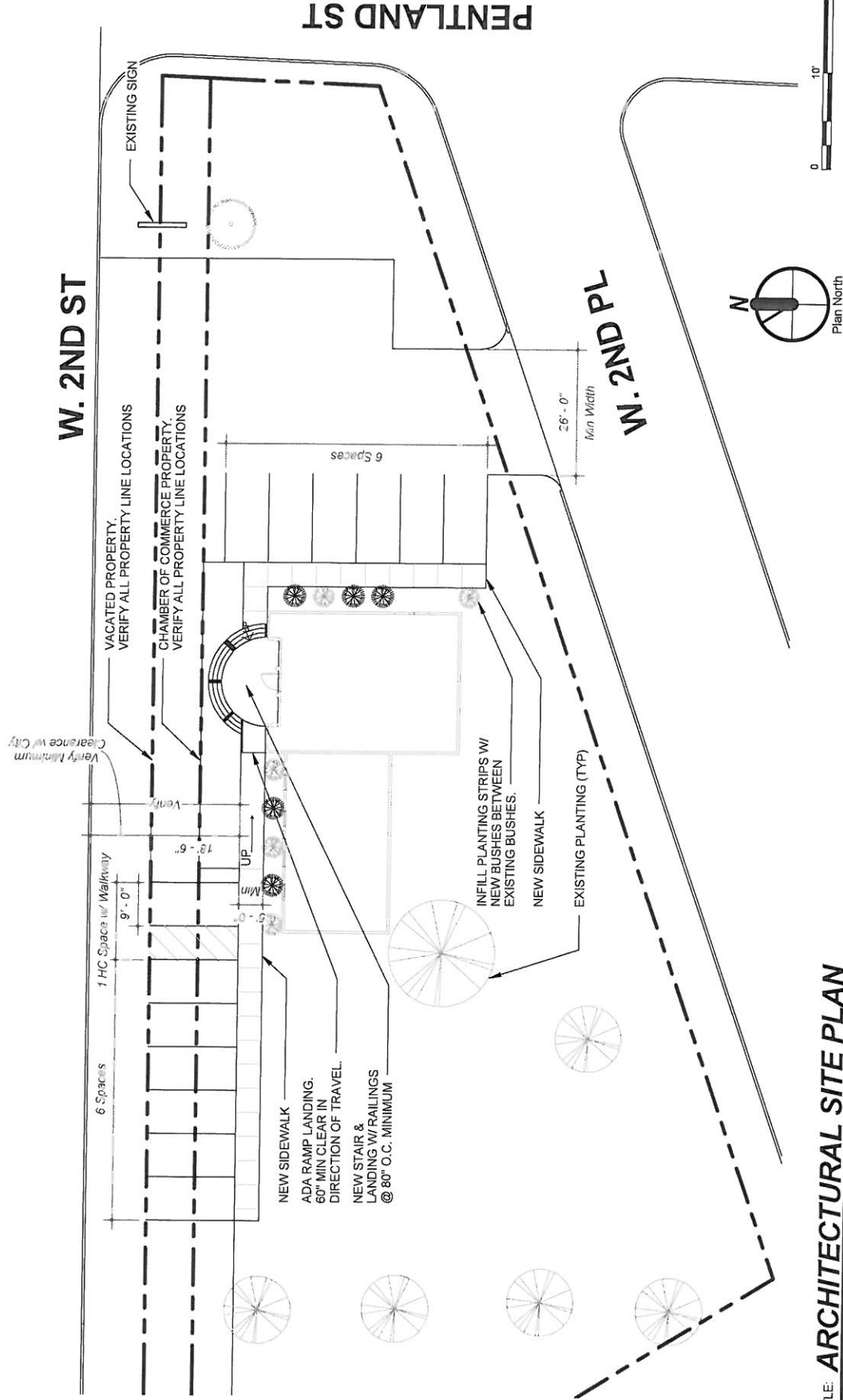
**URS**  
ARCHITECTS  
720 NW Davis  
Suite 300  
Portland OR 97209  
503.221.1121  
503.221.2077  
www.ursarchitects.com

8/24/2016 9:48:08 AM

PROJECT NAME: The Dalles Chamber of Commerce Renovation  
PROJECT NUMBER: 216211  
DRAWN BY: RLW  
DATE CREATED: 08/19/16

SHEET:  
**A990**  
CONCEPTUAL DESIGN  
08.19.16

*Projected LORX - 2017*



SHEET TITLE: **ARCHITECTURAL SITE PLAN**

**URS**  
 ARCHITECTS  
 720 NW Davis  
 Suite 300  
 Portland OR 97209  
 503.221.1121  
 503.221.2077  
 www.ursarchitects.com

PROJECT NAME: The Dalles Chamber of Commerce Renovation  
 PROJECT NUMBER: 216211  
 DRAWN BY: RLW  
 DATE CREATED: 08.19.16

SHEET:  
**A001**  
 CONCEPTUAL DESIGN  
 08.19.16

# **KIWI FENCE CONTRACTORS, LLC.** 410 15th Place • The Dalles, OR 97058 541.993.6529

CCB # 202130 • WA#KIWIFFC863KH

## **PROPOSAL AND ACCEPTANCE**

000372

PROPOSAL SUBMITTED TO		PHONE	DATE
TD Chamber of Commerce		541-506-7760	5-25-2016
STREET		JOB NAME	
404 W 2nd St		6' Black Chain Link	
CITY, STATE AND ZIP CODE		JOB LOCATION	
The Dalles OR 97058			
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

To Install 377' of 6' Tall Chain Link Fence with Two Gates. Fence will be built with all Black Schedule 40 pipe. Wire will be a 2" x 4 core 8 gage finish Permaused Black. All Labor + material is Included In proposal.

### Option #1

6' Tall permaused Black chain link	@ 13,813. <sup>00</sup>
12' Gate	@ 540. <sup>00</sup>
4' Gate	@ 250. <sup>00</sup>
8' Gate	@ 500. <sup>00</sup>

### Option #2

5' Tall permaused Black chain link	@ 13,572. <sup>00</sup>
12' Gate	@ 530. <sup>00</sup>
4' Gate	@ 240. <sup>00</sup>
8' Gate	@ 490. <sup>00</sup>

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

*[Signature]*

Note: This proposal may be withdrawn by us if not accepted within 65 days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_ Signature \_\_\_\_\_



hire electric inc.

# Estimate

Date: 07/29/2016

2700 West Second Street The Dalles, Or. 97058 CBB #10360

Phone (541) 296-5574 Fax (541) 296-2222

Estimate Submitted To: The Dalles Chamber of  
Commerce

Project: New Exterior Lighting

ESTIMATOR	DATE OF PLANS	ATTENTION	JOB TELEPHONE	JOB NAME
Dan McHale	N/A	Lisa Farquharson	541 296-2231	Exterior Lighting

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES TO FURNISH ALL LABOR AND MATERIALS AS FOLLOWS:  
ALL LABOR AND MATERIALS TO COMPLY WITH ALL STATE AND LOCAL CODES. PRICE TO INCLUDE:

Estimated cost to provide and install (3) new LED fixtures on the front exterior of the building. Due to the current location of the breaker panel and the age of the building we will need to install a sub panel in the basement so we can get new circuits installed for the new lighting.

We will use existing conduit which has branch circuits for the basement wiring. We will remove these wires and use this conduit to feed power to the new panel. The basement circuits will be relocated to the new sub panel. We will install a new timer for the new exterior fixtures. Electrical permits are included.

**\$2,500.00**

*50% Down Upon Acceptance / Balance Due at Completion.*

Acceptance of Estimate - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**IMPORTANT NOTICE TO OWNER ABOUT CONSTRUCTION LIENS ON REVERSE SIDE! PLEASE READ AND SIGN.**

*Note: This estimate may be withdrawn by us if not accepted with in 20 days.*

By: Dan McHale



Stamp the Earth LLC

PO Box 1751  
The Dalles OR 97058

# Estimate

Date	Estimate #
5/25/2016	6

Name / Address
The Dalles Chamber of Commerce Sherry DuFault 404 West 2nd Street The Dalles OR 97058

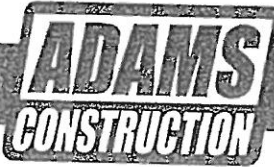
Description	Qty	Rate	Total
Building Permits	1	250.00	250.00
City License Fee		30.00	30.00
Site Work			
* Demo	40	45.00	1,800.00
Excavation	60	45.00	2,700.00
Concrete- high strength premium grade. Pump mix and fiber reinforced.	35	50.00	1,750.00
Slick finished concrete surface.	17	160.00	2,720.00
Concrete wall and footing installation.	500	3.18	1,590.00
Hire skilled labor.	10	340.00	3,400.00
Strategic placement- concrete pumping.	80	40.00	3,200.00
Hardened steel for structural integrity.	12	100.00	1,200.00
Micro-etched topping for decorative finish.	80	4.00	320.00
* Electrical & Lighting- run conduit lighting boxes	3	165.00	495.00
Handrails & Trim- custom metal fabrication.	3	50.00	150.00?
Paving- Hot batch asphalt	3.5	500.00	1,750.00
Cleanup & Restoration	1.5	300.00	450.00
25% acrylic concrete sealer.	4	50.00	200.00
Misc. rollers, sponges, tape, paper	2	100.00	200.00
	5	10.00	50.00
		<b>Total</b>	<b>\$22,255.00</b>

*Demo Estimate - 2700*  
*Volunteer?*

19555

Phone #
541-716-1094

E-mail
stamptheearthconcrete@gmail.com



The Dalles Chamber of Commerce  
404 West 2nd St  
The Dalles OR 97058  
541-296-2231

Date: 6/23/2016

Proposal #1835

**We Hereby submit specifications and estimate for: Exterior Paint.**

**Body:**

- > Pressure wash with mild mildewcide.
- > Scrape all loose peeling paint.
- > Prime all bare, cracking areas with Sherwin-Williams Loxon.
- > Apply (1) coat, (2) colors Sherwin-Williams SuperPaint, color TBD.

**Trim:**

- > Prepare as spec'd above.
- > Apply (2) coats, (1) color to all trim areas for a third color.

**Windows:**

- > Prime all bare surfaces with Sherwin-Williams Primer RX.
- > Paint (2) coats, (1) color Sherwin-Williams SuperPaint, color TBD.
- > Free all lower operable windows and add screens.

**Total Project Cost: \$8,988.00**

Any alterations or deviations from work to be performed will involve extra cost of materials and labor above the sum mentioned in this contract which does not include the cost of any permits that may be involved, plumbing, or electrical unless specifically stated in the above proposal. All agreements must be in writing. Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Authorized by**

**TERMS**

50% deposit via cash / check / credit card required at time of acceptance, 50% due at time of substantial completion.  
*Credit card payments will incur a processing fee of 2.5% of total project cost.*

**Total Down \$** \_\_\_\_\_

**Check #** \_\_\_\_\_

**Verification** \_\_\_\_\_ / \_\_\_\_\_

**ACCEPTANCE**

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which

\_\_\_\_\_ agrees to pay the proposed amount, according to the terms above.

**Accepted**

**Date** \_\_\_\_\_

(541) 296-4242

1215 E. 18<sup>th</sup> Street • The Dalles, OR 97058

CORP# 180249 • WIA# ADAMS000811

PO Box 757  
OR 97058

## Estimate

Date	Estimate #
10/24/2016	3096

Name / Address
The Dalles Chamber of Commerce 404 West 2nd The Dalles, OR 97058

[illegible]



# Landscaping #2

The Dalles Area Chamber  
404 W 2<sup>nd</sup>, The Dalles OR 97058

## Estimate for New Plants & Planters

### Planters

5 @ \$131.99 (plus shipping or allowance) = \$700.00

### Plants...

Outdoor Boxwood Topiary (vertical and approx 3' in height)

\$75.00 each / \$375.00 total

### Total for outdoor plants and pots

\$1075.00

## QUOTE

DATE: OCTOBER 24, 2016

TO The Dalles Area Chamber  
404 W 2nd St The Dalles OR  
541-296-2231

Relocate Flag Pole in preparation of new ADA ramp & entrance at 404 w 2nd

[illegible]

# \* Building Signage

Prismatic - Cast Aluminum Letter with Anodized Gold coloring - 12" tall & 3/4" deep - \$4364 + Installation

Minnesota Plastic Letter - Prismatic - Architectural Font style - 12" tall - \$483 + Installation

Installation costs Stud mounting w/ adhesive silicone \$960

I hope that helps, I have some sample letters I can bring over to you to look at or let borrow to show to everyone else to help you decide.

Thanks again,  
Chad

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Rage Graphix and Design, dba Signpro

P.O. Box 354

217 E. 3rd Street

The Dalles, Oregon 97058

Phone: 541.296.7446

Office Hours: Monday - Friday 9am - 5pm

Website: ragegraphix.com

$$\begin{array}{r} 483 \\ 960 \\ \hline 1443 \end{array} \quad \checkmark \quad \begin{array}{r} 4364 \\ 960 \\ \hline 5324 \end{array}$$



\* Kiosk

Nan Wimmers <thedallesrealty@gmail.com>

## sign for posters / can attach to building on East side parking

1 message

Lisa Farquharson <lisa@thedalleschamber.com>

Mon, Oct 24, 2016 at 12:02 PM

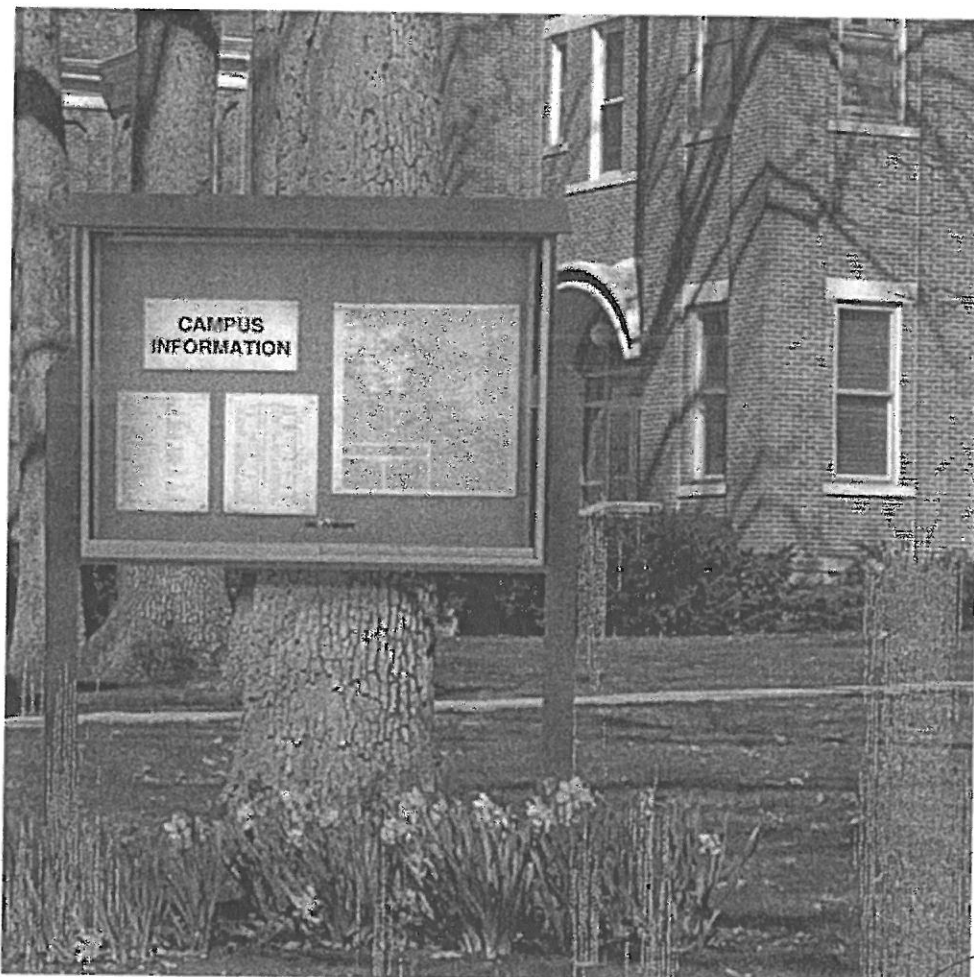
To: Nan Wimmers <thedallesrealty@gmail.com>, Sherry Dufault <sherdufault@gmail.com>, Dave Adams <dave@adamsdesigncenter.com>, Mindy McHale <mmchale@hireelectric.com>, Tina Kipper <tspring07@aol.com>, Tina Springsted <tina@columbiagorgetitle.com>

### Sliding Door Message Center Cork Board with Leg Posts

- Overall Size - 60" Wide x 40" High (+ \$795.00)
- Orientation - Landscape
- Door Style - (2) Sliding Doors
- Posts - 2 Posts Included (+ \$275.00)
- Frame Finish - Sand
- Vinyl Color - Black (15% Upcharge)
- LED Lighting - Top Lighting 60" (+ \$172.00)

1  
Update  
Price

\$1,361.25



\$500  
installation

\$1,861.25

Seal Kote Plus Inc.  
6855 Seven Mile Hill Road  
The Dalles, Oregon 97058

## Estimate

Date	Estimate #
10/27/2016	1086

Name / Address
The Dalles Chamber of Commerce 404 West Second Street The Dalles, or 97058

			Project
Description	Qty	Cost	Total
Remove and replace approx. 8000 square feet of asphalt at Chamber Bldg. at 404 2nd St., The Dalles, Oregon 97058	8,000	2.65	21,200.00
Stripe lot per instruction from Chamber members. Includes HDCP access.		600.40	600.40
Out-of-state sale, exempt from sales tax		0.00%	0.00
		<b>Total</b>	\$21,800.40

Customer Signature \_\_\_\_\_

**MINUTES**  
**CITY OF THE DALLES**  
**HISTORIC LANDMARKS COMMISSION**  
CITY HALL COUNCIL CHAMBERS  
313 COURT STREET  
THE DALLES, OREGON 97058  
*CONDUCTED IN A HANDICAP ACCESSIBLE MEETING ROOM*

**Special Meeting -Wednesday, November 16, 2016**  
4:00 PM

**I. Call to Order**

Chair Gleason called the meeting to order at 4:00p.m.

**II. Roll Call**

Commissioners In Attendance: Eric Gleason, Robert McNary, Dennis Davis, Sandra Bissett, Heather Kirby, Doug Leash, and Dennis Davis

**III. Pledge of Allegiance**

The room did not have a flag available.

**IV. Approval of Agenda**

Commissioner McNary moved to approve the agenda as written. This motion was seconded by commissioner Bisset and approved by the committee.

**V. Approval of Minutes – October 26, 2016**

Bisset moved to approve the minutes pending minor changes to note unknown speakers as “a commissioner” and give credit to Caroline Wood discussing an invasive species lecture. The motion was seconded by Davis and approved by the committee.

**VI. Public Comments -** There were no public comments noted.

**VII. Public Hearing – HLC 155-16 Chamber of Commerce**

To restore the historic Chamber of Commerce Building to near original state.

Property is located at 404 West Second Street, and is further described as 1N 13E 3BB tax lot 1100.

Chair Eric Gleason read the rules for public hearings.

Senior Planner Hert read from the staff report. She noted that staff was particularly happy with the proposed plans from the Chamber citing a prior plan to demolish the building. The Chamber charting a new course to rehab the building to a near original state was welcome. She described how the proposed plan was in compliance with required ordinances and the staff recommended approval.

The committee stated that they were pleased with the thoroughness of the application put forth by the Chamber of Commerce with Davis noting that they were appreciative of the Chamber

seeking the approval of the HLC Committee. Bisset commented that she believed that the renovation would be an exciting part of the neighborhood.

Commissioner Leash appreciated the look of the drawing noting the ADA steps.

Chair Gleason invited testimony.

**Lisa Farquaharsen – 404 W. 2<sup>nd</sup> Street, The Dalles, OR.**

Farquaharsen stated that she appreciated the opportunity to present the planned renovation to the committee, and hoped it would bring new life to the Chamber. She noted that the near original plan could not be entirely original because the building had settled. Staff at the Chamber of Commerce were excited to take pride in the building again, especially looking forward to windows that can open, new paint colors, and better signage. Farquaharsen stressed the importance of signage to be able to better fulfill their role as an active visitor center.

Commissioner Bisset asked if the sidewalk would continue on to 2<sup>nd</sup> Place. Farquaharsen said that it would not. Bisset added that it would be beneficial to the Hop-on-Hop off tours for the sidewalk to extend to 2<sup>nd</sup> place.

McNary asked if the current plan was going to impact a section of missing sidewalk near the Chamber. Farquaharsen noted that the current plan did not, and the Chamber was not in contact with the owner of the property.

Chair Gleason asked if Farquaharsen knew the location of original blueprints for the building, believing they were drawn by Herman Brookman. Farquaharsen said she believed either she had them in her office, now unframed, or her predecessor may have them.

Chair Gleason asked if there were any others wishing to testify or offer comments. There were not and the public hearing portion of the meeting was closed.

**VIII. Resolution – 145-16**

Approving **HLC 155-16 Application** for the Chamber of Commerce. McNary motioned pending the nine conditions of approval, to approve the application. This was seconded by Leash.

Davis asked the timeframe for the project.

Farquaharsen noted that the project should start next spring, and was expected to take six months.

Davis moved to adopt **HLC Resolution 145-16**. This was seconded by Bisset and unanimously adopted the resolution.

## **X. Staff/Commissioner Comments**

Senior Planner Hert updated the committee on the engraving of Elizabeth Buehler's name. The quote had been finalized by Vancouver Granite Works, but the act of engraving is weather dependent. Hert informed the committee that they had enough funds in the HLC budget to move forward. The committee agreed.

The committee discussed the transition of Pioneer Cemetery. Senior Planner Hert informed the committee that the City Maintenance Department would be handling the transition, but could reference City Attorney and Senior Planner Hert for guidance. Commissioner McNary stated concerns on clean-up and debris. Senior Planner Hert addressed she had confidence in the Maintenance Department to correctly handle the transition.

Chair Gleason asked if there were any other comments on the cemetery. There were none.

Commissioner Bisset noted that the grant for "Place of Interest" brochure mentioned last meeting had been finalized.

Chair Gleason commented that he, Commissioner McNary and Senior Planner Hert had attended a Historic Landmarks meeting in Salem. They heard about current proposed historic preservation legislation and found the meeting very informative.

Commissioner McNary stated that he believed the HLC should be funding more headstone restoration. Chair Gleason noted that the remaining headstones in Pioneer Cemetery were incased in concrete making them hard to restore.

Chair Gleason stated that the next meeting was to set goals for 2017.

Carolyn Wood, PO Box 820 addressed the council about a sign near the chamber that was too hard to read. The committee discussed several options for improving or replacing the sign. They decided that it was possible it to be a part of the Oregon Trail signage or could be part of a Civic Improvement grant.

Chair Gleason called for adjournment.

## **XI. Next Meeting Date – December 28, 2016**

**X. Adjournment** – Eric Gleason adjourned the meeting at 5:00pm.

Respectfully submitted by Jamie Jensen, Administrative Secretary.

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Eric Gleason, Chair  
Historic Landmark Commissions