



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

AGENDA

COLUMBIA GATEWAY URBAN RENEWAL AGENCY BOARD

Meeting Conducted in a Room in Compliance with ADA Standards

Tuesday, May 21, 2019

5:00 p.m.

City Hall Council Chambers

313 Court Street

The Dalles, Oregon

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – April 16, 2019
- VI. PUBLIC COMMENT
- VII. PUBLIC HEARING
Public Hearing to receive testimony regarding Proposed Fiscal Year 2019-20 Columbia Gateway Urban Renewal Agency Budget
- VIII. RESOLUTION
Resolution No. 19-001 Adopting the 2019-20 Fiscal Year Budget for the Columbia Gateway Urban Renewal Agency, Making Allocations, and Certifying a Request for Maximum Tax Revenue to the County Assessor
- IX. DISCUSSION ITEMS
 - A. Blue Building, 201 Washington Street
 - B. Tony's Building, 401-407 E. Second Street
 - C. Downtown Utilities Undergrounding
- X. STAFF COMMENTS
Next Regular Meeting Date: June 18, 2019
- XI. BOARD MEMBERS COMMENTS OR QUESTIONS
- XII. ADJOURNMENT

(This page intentionally left blank.)



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY
CITY OF THE DALLES

MINUTES
COLUMBIA GATEWAY URBAN RENEWAL AGENCY BOARD

Meeting Conducted in a Room in Compliance with ADA Standards

Tuesday, April 16, 2019

5:00 p.m.

City Hall Council Chambers
313 Court Street
The Dalles, Oregon

CALL TO ORDER

Chair Grossman called the meeting to order at 5:01 p.m.

ROLL CALL

Present: Scott Baker, Staci Coburn, Gary Grossman, Steve Kramer, Darcy Long-Curtiss, and Linda Miller

Absent: Bob Delaney, John Fredrick, and Tim McGlothlin

Staff Present: Urban Renewal Manager Steve Harris, City Attorney Gene Parker, Assistant to the City Manager Matthew Klebes

PLEDGE OF ALLEGIANCE

Chair Grossman led the Pledge of Allegiance.

APPROVAL OF AGENDA

It was moved by Board Member Miller and seconded by Board Member Kramer to approve the agenda as written. The motion passed 6/0, Miller, Coburn, Grossman, Baker, Long-Curtiss, and Kramer in favor, none opposed, Fredrick, McGlothlin and Delaney absent.

APPROVAL OF MINUTES

It was moved by Board Member Miller and seconded by Board Member Kramer to approve the minutes of March 19, 2019, as written. The motion passed 6/0, Miller, Coburn, Grossman, Baker, Long-Curtiss, and Kramer in favor, none opposed, Fredrick, McGlothlin and Delaney absent.

PUBLIC COMMENT

None.

ACTION ITEM

Proposed Hanlon Development Project – Submission of State Funding Assistance Request

Director Harris presented the staff report.

Board Member Long-Curtiss moved to designate the Columbia Gateway Urban Renewal Agency as the eligible entity and to submit for state funding assistance for the Hanlon Development public-private partnership to redevelop the property located at 542 East Third Street, The Dalles. Board Member Kramer seconded the motion. The motion passed 6/0, Miller, Coburn, Grossman, Baker, Long-Curtiss, and Kramer in favor, none opposed, Fredrick, McGlothlin and Delaney absent.

EXECUTIVE SESSION

Chair Grossman read the rules for Executive Session and recessed to Executive Session pursuant to Item VIII. A. of the Urban Renewal Agency Board Agenda dated April 16, 2019, which cites ORS 192.660(2)(h), at 5:10 p.m.

Chair Grossman reconvened to Open Session at 5:23 p.m.

Board Member Long-Curtiss moved to direct City Attorney Parker to not proceed with additional [BOLI prevailing wage] appeals on the behalf of Tokola. Board Member Kramer seconded the motion. The motion passed 6/0, Miller, Coburn, Grossman, Baker, Long-Curtiss, and Kramer in favor, none opposed, Fredrick, McGlothlin and Delaney absent.

STAFF COMMENTS

Director Harris stated staff continued to work with Mr. Zilka regarding the potential purchase of the Blue Building. During discussions, Mr. Zilka expressed concerns with the potential cost of the archeological study. A meeting has been scheduled with a consultant from Northwest Archeological Investigations.

A meeting was held regarding the installation of utilities underground. Participants included staff, Northern Wasco County PUD, utility providers, and a design firm retained by the City of Hood River for a similar project. Staff will prepare and distribute a memo based on that meeting to the Urban Renewal Agency Board and City Council.

Focus group meetings were held for the Downtown Visioning Exercise. To gather additional comments, a public meeting is scheduled for May 6. Staff will report back with results of the Visioning Exercise.

BOARD MEMBERS COMMENTS OR QUESTIONS

The next regularly scheduled meeting is May 21, 2019.

ADJOURNMENT

Chair Grossman adjourned the meeting at 5:28 p.m.

Respectfully Submitted
Paula Webb, Community Development Secretary

Gary Grossman, Chair

DRAFT

(This page intentionally left blank.)



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY
CITY OF THE DALLES

MINUTES

COLUMBIA GATEWAY URBAN RENEWAL BUDGET COMMITTEE

Meeting Conducted in a Room in Compliance with ADA Standards

Tuesday, April 16, 2019

5:38 p.m.

City Hall Council Chambers
313 Court Street
The Dalles, Oregon

CALL TO ORDER

Chair Grossman called the meeting to order at 5:38 p.m.

ROLL CALL

Present: Scott Baker, Joe Barcott, Staci Coburn, Gary Grossman, Solea Kabakov, Steve Kramer, Darcy Long-Curtiss, Linda Miller and Leon Surber

Absent: Bob Delaney, John Fredrick, Matt Herriges, Steve Howard, and Tim McGlothlin

Staff Present: Urban Renewal Manager and Budget Officer Steve Harris, City Attorney Gene Parker, Finance Director Angie Wilson and Assistant to the City Manager Matthew Klebes

ELECTION OF CHAIR AND SECRETARY

Chair Grossman opened nominations for Budget Committee Chair.

Board Member Miller nominated Gary Grossman for Chair; Board Member Kramer seconded the nomination.

Hearing no other nominations, the motion passed 9/0; Baker, Barcott, Coburn, Grossman, Kabakov, Kramer, Long-Curtiss, Miller and Surber in favor, none opposed, Delaney, Fredrick, Herriges, Howard, and McGlothlin absent.

Chair Grossman opened nominations for Secretary.

Board Member Miller nominated Staci Coburn for Secretary; Board Member Kramer seconded the nomination.

Hearing no other nominations, the motion passed 9/0; Baker, Barcott, Coburn, Grossman, Kabakov, Kramer, Long-Curtiss, Miller and Surber in favor, none opposed, Delaney, Fredrick, Herriges, Howard, and McGlothlin absent.

BUDGET OFFICER'S MESSAGE, FISCAL YEAR 2019/2020

Urban Renewal Manager and Budget Officer Steve Harris presented the Budget Officer's message, Exhibit 1.

BUDGET PRESENTATION / DELIBERATIONS

Finance Director Angie Wilson reviewed the proposed 2019/2020 budget, Exhibit 2.

Budget Committee Discussion

Committee discussion included:

Committee Member Kramer asked if there would be an increased workload for staff based on the increased use of consultants. Finance Director Wilson replied funds were available for increased staff demands. If staff time was not spent, funds would not be transferred from Urban Renewal into the City fund.

Building and Grounds were budgeted for anticipated repairs. Since the buildings were sold, the part of the Downtown Tree Maintenance Project was included in this item.

Cost of the audit increased \$6,000 this year. Finance Director Wilson will verify the number; the cost of the audit for last year was underestimated.

As part of the Recreation Building sales agreement, the agency approved up to \$15,000 for roof repair. The Agency needs to move forward with this in the 2019/2020 budget year.

Improvements to the Commodore II parking lot were not completed. Budget Officer Harris requested a quote from Public Works to clean up and re-stripe the lot. He suggested this item be considered for the 2019/2020 budget year.

Committee Member Coburn inquired about the status of the Tony's building. If the status had changed the Agency should re-assess maintenance needs for the structure.

Committee Member Long-Curtiss stated the Downtown Street Trees Maintenance Contract should be funded by the City. Committee Member Baker stated the downtown trees were planted incorrectly and a longer discussion was warranted.

Budget Officer Harris suggested the Agency bring the trees under a one year contract then commit to a more in-depth review. Committee Member Kramer suggested the line item be revised to Downtown Street Tree Maintenance Contract/Assessment and use the funds to assess and further the plan.

By Committee consensus, inclusion of the Downtown Street Tree Maintenance Contract was not supported. The Committee supported the addition of funding an assessment of the trees in next year's budget.

Committee Member Kramer left the meeting at 6:32 p.m.

Finance Director Wilson reviewed revisions to the proposed budget:

- Urban Renewal Consult will increase from \$85,000 to \$100,000. (This includes a tree assessment not to exceed \$15,000.)
- Buildings and Grounds will be reduced from \$12,000 to \$8,000
- Finance Director Wilson will verify the Auditing Services to confirm the \$9,800 amount

- A revenue adjustment brought in an additional \$12,700 in Loan Principal Repayment
- The Tony's Building Electric was increased to \$4,000

Public Comment

Mayor Mays stated he felt strongly that we need to calm traffic. One way to do that is to install bulb-outs at each intersection.

Committee Member Miller disagreed; they have not worked on Kelly at E. 10th or E. 11th Streets.

Budget Officer Harris stated the Public Works department had prepared a 30 year Draft ADA Transition Plan. Assistant to the City Manager Matthew Klebes stated it was a 30 year plan of over \$8,000,000; the downtown business area was estimated at \$530,000.

Chair Grossman stated a recommendation on the finalized budget would be presented May 21, 2019.

APPROVAL OF BUDGET

Board Member Barcott moved to recommend the proposed budget as amended to the Agency Board; Board Member Long-Curtiss seconded the motion. The motion passed 9/0; Baker, Barcott, Coburn, Grossman, Kabakov, Kramer, Long-Curtiss, Miller and Surber in favor, none opposed, Delaney, Fredrick, Herriges, Howard, and McGlothlin absent.

ADJOURNMENT

Chair Grossman adjourned the meeting at 6:52 p.m.

Respectfully Submitted
Paula Webb, Community Development Secretary

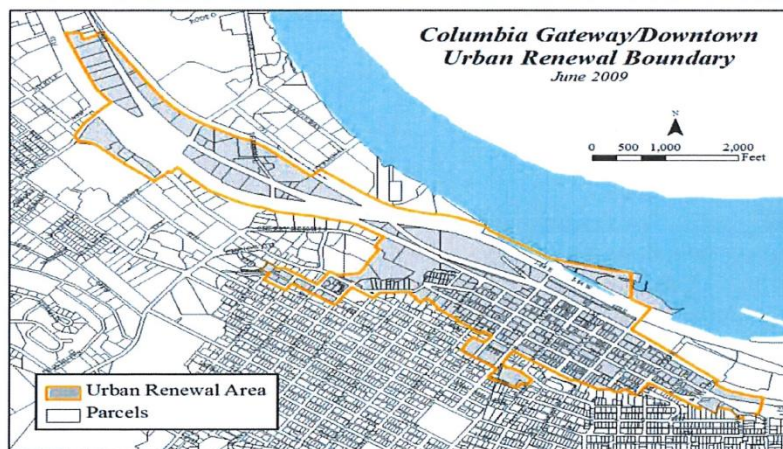
Staci Coburn, Secretary

Columbia Gateway Urban Renewal Agency Budget Committee FY2019-20

BUDGET COMMITTEE/AGENCY BOARD MEETING

APRIL 16, 2019

URBAN RENEWAL AGENCY – FY2019-20



URBAN RENEWAL AGENCY – FY2019-20

JANUARY 2018 – MARCH 2019 ACTIVITIES

PUBLIC/PRIVATE PARTNERSHIPS

- GBHD, LLC (COMMODORE II PARKING LOT)
 - ENA
 - CONFIDENTIALITY AGREEMENT
 - ECON/FISCAL IMPACT ANALYSIS
- TOKOLA PROPERTIES (TONY'S BLDG)
 - DDA
 - BOLI DETERMINATION/APPEALS
- CARPENTER/MCQUADE (RECREATION BLDG)
 - DDA
- HANLON DEVELOPMENT CO. (523 EAST 3RD ST)
 - ENA
- ZILKA (BLUE BLDG)
 - DDA

URBAN RENEWAL AGENCY – FY2019-20

JANUARY 2018 – MARCH 2019 ACTIVITIES

ADMINISTRATIVE/FINANCIAL MATTERS

- AGENCY BY-LAWS ADOPTION
- AGENCY FINANCIALS & BUDGET REVIEW
- AINW, LLC CONTRACT (TOKOLA)
 - ARCHAEOLOGICAL INVESTIGATION
- UR RESO NO.18-002 – MINOR AMENDMENT NO. 16
 - MILL CREEK TRAIL/GREENWAY PROJECT DESCRIPTION REVISION
- DECLARATION OF TONY'S BLDG SURPLUS PROPERTY & DISPOSITION
- TOKOLA BOLI DETERMINATION APPEALS
- RECREATION BLDG DEMOLITION COST ESTIMATE

URBAN RENEWAL AGENCY – FY2019-20

JANUARY 2018 – MARCH 2019 ACTIVITIES

PRESENTATIONS

- TRANSIT PLANNING & OPERATIONS IN THE DALLES
 - KATHY FITZPATRICK, MCEDD MOBILITY MANAGER
- A COMMUNITY VISION FOR DOWNTOWN THE DALLES
 - JULIE FISCHER, COGITO PARTNERS
- GRANADA THEATRE RENNOVATION UPDATE
 - CHUCK GOMEZ, CO-OWNER
- NATIONAL NEON SIGN MUSEUM
 - DAVID BENKO, OWNER
- REDEVELOPMENT PROPOSAL – 523 EAST 3RD STREET
 - MARY HANLON, HANLON DEVELOPMENT CO.
- THE DALLES MAIN STREET BRANDING
 - LUISE LANGHEINRICH, PRESIDENT MAIN STREET

URBAN RENEWAL AGENCY – FY2019-20

JANUARY 2018 – MARCH 2019 ACTIVITIES

AGENCY/CITY MATTERS

- DOWNTOWN BROWNFIELD GRANT/SURVEY
 - INFORMATION & INTENT OF SURVEY
- 2005 DOWNTOWN PARKING PLAN
 - DISCUSSION OF 2005 PLAN & 2017 ADV COM REVIEW
- DOWNTOWN VISIONING EXERCISE & STRATEGIC PLAN
 - INFORMATION
- WALDRON DRUG/GITCHELL BLDG
 - RELOCATION & DISPOSITION DISCUSSION
- FIRST STREET/RIVERFRONT CONNECTION PROJECT
 - UPDATED COST ESTIMATES
 - PROJECT AMENDMENTS
 - CITY COUNCIL RECOMMENDATIONS

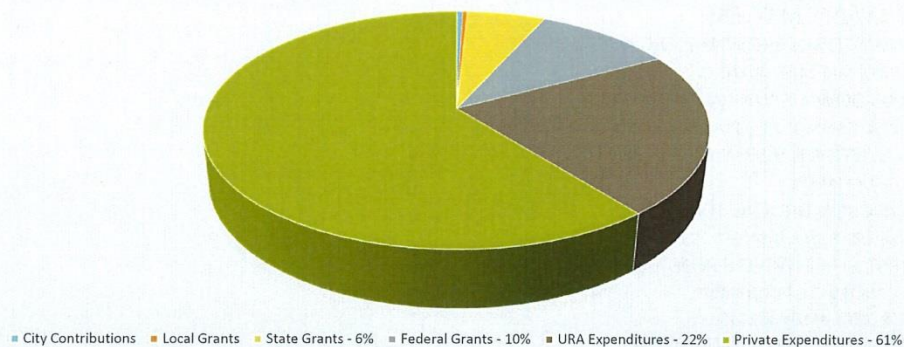
URBAN RENEWAL AGENCY – FY2019-20

Project Financing Summary (as of April 2019)

Summary Statistics	
Urban Renewal Expenditures	\$19,300,845
City Contributions	\$364,000
Property Owner/Developer Contributions	\$53,195,503
Federal Grants	\$9,188,000
State Grants	\$5,196,949
Local Grants	\$315,000
Total	\$87,560,297

URBAN RENEWAL AGENCY – FY2019-20

Funding Sources for Urban Renewal Projects



URBAN RENEWAL AGENCY – FY2019-20

FISCAL YEAR 2019-2020 DEBT SERVICE (FUND 210)

REVENUES

- BEGINNING BALANCE - \$801,588
- PROPERTY TAX – CREDIT - \$796,288
- INTEREST REVENUES - \$5,000
- TOTAL REVENUES - \$1,602,876

EXPENDITURES

- LOAN PRINCIPAL - \$510,000
- LOAN INTEREST - \$291,288
- RESERVE FUTURE DEBT - \$801,588
- TOTAL EXPENDITURES - \$1,602,876

URBAN RENEWAL AGENCY – FY2019-20

FISCAL YEAR 2019-2020 ANTICIPATED REVENUES (FUND 200)

BEGINNING BALANCE - \$2,038,358

PROPERTY TAX

- CURRENT YEAR - \$829,517
- PRIOR YEAR - \$43,000

MISC REVENUES

- INTEREST - \$41,233
- UNSEGREGATED TAX INTEREST - \$5,100
- MISC OTHER - \$10

LOAN PRINCIPAL REPAYMENT - \$140,222

LOAN INTEREST REPAYMENT - \$22,939

TOTAL REVENUES - \$3,110,379

URBAN RENEWAL AGENCY – FY2019-20

FISCAL YEAR 2019-2020 PROPOSED EXPENDITURES (FUND 200)

TOTAL EXPENDITURES - \$3,110,379

- TOTAL MATERIALS & SERVICES - \$390,881
- TOTAL CAPITAL OUTLAY - \$2,719,498

ADMINISTRATIVE

- CONTRACTUAL SERVICES - \$4,350
- CONTRACT ADMIN SERVICES - \$65,000
- AUDITING SERVICES - \$9,800
- PROPERTY TAXES - \$2,028
- MISC EXPENSES - \$5,120

URBAN RENEWAL AGENCY – FY2019-20

FISCAL YEAR 2019-2020 PROPOSED EXPENDITURES (FUND 200)

URBAN RENEWAL CONSULTANTS - \$85,000

- LEGAL ASSISTANCE
- DOWNTOWN VISIONING STUDY – IMPLEMENTATION
- URBAN RENEWAL PLAN AMENDMENTS/FINANCIAL REVIEW
- DOWNTOWN UTILITY UNDERGROUNDING STUDY

ENGINEERING SERVICES - \$81,900

- FIRST STREET/RIVERFRONT CONNECTION PROJECT
- MILL CREEK TRAIL

BUILDINGS & GROUNDS - \$12,000

- DOWNTOWN STREET TREES MAINTENANCE CONTRACT
- MISC REPAIRS/MATERIALS

URBAN RENEWAL AGENCY – FY2019-20

FISCAL YEAR 2019-2020 PROPOSED EXPENDITURES (FUND 200)

PROPERTY REHAB – PREVIOUSLY APPROVED - \$97,170

- CANTON WOK – interest subsidy
- HONALD BLDG – interest subsidy
- GAYER BLDG – interest subsidy

PROPERTY REHAB LOAN & GRANT PROGRAM - \$60,000

- NEW LOANS/GRANTS

OPPORTUNITY DRIVEN PROJECTS - \$2,719,498

- TOKOLA PROPERTIES - \$1,800,000
- HANLON DEVELOPMENT - \$700,000
- FIRST STREET/RIVERFRONT CONNECTION PROJECT - \$200,000

Fiscal Year 2018-2019

PROPOSED BUDGET

for the

**COLUMBIA GATEWAY
URBAN RENEWAL AGENCY**

City of The Dalles, Oregon

Columbia Gateway Urban Renewal Agency

Fiscal Year 2018-2019

PROPOSED BUDGET

Steven Harris, AICP
Urban Renewal Manager
and Urban Renewal Budget Officer

Urban Renewal Budget Committee

Scott Baker	Leon Surber
Steve Kramer	Corliss Marsh
Kathleen Schwartz	Richard Mays
Staci Coburn	Joe Barcott
Taner Elliot	Matt Herriges
Linda Miller	Steven Howard
Darcy Long-Curtiss	
John Fredrick	
Chuck Raleigh	

Department Managers

City Attorney:	Gene Parker
Finance Director:	Angie Wilson

BUDGET INDEX

FINANCIAL RESOURCES	1
OVERVIEW SUMMARY	1
CAPITAL PROJECTS FUND	
Mission/Goals/Accomplishments.....	2
Projects as of June 30, 2018 - Table I	5
Revenues and Expenditures	6
DEBT SERVICE FUND	
Mission/Goals/Accomplishments.....	7
Revenues and Expenditures	7
Debt Service Schedule	8
BUDGET WORKSHEET	
Revenues and Expenditures.....	9
RESOLUTION NO. 18-_____	
ADOPTING FY18/19 URBAN RENEWAL BUDGET.....	11
COLUMBIA GATEWAY/DOWNTOWN URBAN RENEWAL BOUNDARY MAP...	12

Columbia Gateway Urban Renewal Agency

Fiscal Year 2018-2019

Financial Resources

The Columbia Gateway Urban Renewal Agency financial resources consist of Beginning Working Capital, Revenues, and Other Financing Sources. The FY 2018-2019 beginning balance of the combined funds is \$2,037,359. Revenues consist of property taxes and interest income, and the combined total is \$1,551,354. Other resources include sale of surplus property (\$20,000), loan principal payments (\$153,066) and loan interest payments (\$24,346).

The property taxes are to be first received in the Debt Service Fund as required by the bond document. If there are revenues from property taxes remaining after debt service requirements have been met, then and only then are the remaining monies received in the Capital Projects Fund. We are anticipating this will happen in the budget for FY 2018-2019.

PROPOSED BUDGET

Overview Summary

Account Description	Capital Projects Fund	Debt Service Fund	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
BEGINNING BALANCE	1,235,771	801,588	2,037,359	-	-
REVENUES	750,816	800,538	1,551,354	-	-
OTHER SOURCES	197,412	-	197,412	-	-
TOTAL RESOURCES	2,183,999	1,602,126	3,786,125	-	-
			-		
CAPITAL PROJECTS FUND	2,183,999	-	2,183,999	-	-
DEBT SERVICE FUND	-	1,602,126	1,602,126	-	-
TOTAL EXPENDITURES	2,183,999	1,602,126	3,786,125	-	-
			-		
	-	-	-	-	-

**Columbia Gateway Urban Renewal Agency
Fiscal Year 2018-2019**

Agency:	Urban Renewal Agency
Fund:	Capital Projects Fund (200)
Program:	Other (419)

Mission:

By and through the Cooperation Agreement with the City of The Dalles, the primary mission of the Urban Renewal Agency Capital Project Fund is the enhancement of public and private properties, increasing the likelihood of investments in the City, and increasing property values in the District. In many cases, the Urban Renewal monies will be used as matching monies, along with grants and private monies, enhancing property within the Urban Renewal District through the removal of blight. The administration of this program is also expensed in this fund, covering all aspects of money management and planning. In FY12/13 it was determined that the Urban Renewal Agency had committed \$20,223,000 to leverage \$17,879,000 in grants and \$51,335,000 in Private Investment.

Description:

The requirement of the Urban Renewal Agency is the creation of accounting funds being collected and the dispensing of monies covering the operation of the Agency. The Capital Projects fund covers all accounting of revenues and expenses in response to the above requirements. All administrative and capital outlay debt is paid from this fund.

2018-19 Goals, Projects and Highlights

- ✓ Continue the financing of the adopted Plan of the Urban Renewal Agency through the debt instrument (Cooperation Agreement) with the City of The Dalles, the bonded debt service, and the collection of property taxes.
- ✓ Continued funding of administrative and engineering services provided to the Agency by the City of The Dalles.
- ✓ If determination made to proceed with 1st Street/Riverfront Connection Project, proceed with completion of design plans and construction bid package, and preparation of financing plan.
- ✓ Actively market the sale of Agency-owned Recreation and Blue Buildings.
- ✓ Upon approval of Development and Disposition Agreement (DDA) for Tokola Properties, provide assistance with entitlement and construction phases, including financial assistance.
- ✓ Enter into DDA with GBHD, LLC for the development of a downtown hotel.
- ✓ Provide engineering services funding for Phase 1 of Mill Creek Trail project.
- ✓ Undertake a downtown visioning/strategic investment plan.
- ✓ Initiate amendments to urban renewal plan, as needed, following adoption of downtown visioning/strategic investment plan.

2017-18 Accomplishments/Comments

- ✓ Closed out \$300,000 property rehabilitation grant for Civic Auditorium theatre restoration.
- ✓ Approved façade improvement grant applications for Hattenhauer Energy Building, Granada Theatre, Columbia Brewery Building, and Herbring House.
- ✓ Approved demolition loan for Griffith Motors and loan interest subsidy grant for the Honald Building.
- ✓ Entered into DDA with Tokola Properties for the development of a residential/commercial downtown mixed use development.
- ✓ Entered into an Exclusive Negotiating Agreement (ENA) with GBHD, LLC for the development of a downtown hotel.
- ✓ Completed restructuring of installment loan agreement and installment land sales contract with Sunshine Mill (DBA Discover Development, LLC)
- ✓ Amended project description for 1st Street/Riverfront Connection Project to include connection to proposed Phase 1 of Mill Creek Trail, updated estimated project costs and schedule.

Major Issues to be Resolved in the Next 5 Years

- ✓ Redevelopment of the Granada Block properties.
- ✓ Maximize opportunities for grants, partnerships, and matching grants for designed projects.
- ✓ West Gateway Streetscape
- ✓ 3rd Street Downtown Streetscape
- ✓ 3rd Place Streetscape
- ✓ Downtown parking management plan, including possible parking structure
- ✓ Financial plan, including analysis of new bond issuance

Table I
FY 2018-19 PROJECTS

BUDGET ITEMS	PROJECTS	AMOUNT
Engineering Services \$157,500		
	1 st Street/Riverfront Connection	\$63,000
	PW Engineering Services	
	Mill Creek Trail Phase 1	\$94,500
Property Rehabilitation \$175,775-180,775		
	Loan Interest Subsidies	
	Dong Xi ¹	\$7,200
	Honald Building ²	\$30,000-35,000
	Gayer Building	\$16,198
	Canton Wok	\$6,185
	Façade Improvement Grants ³	
	Hattenhauer Energy Co.	\$40,000
	Herbring House	\$19,899
	Granada Theatre	\$18,676
	New Undetermined Projects	\$60,000
Capital Projects \$2,845,000		
	1 st Street/Riverfront Connection ⁴	\$45,000
	Tokola Properties ⁵	\$1,800,000
	GBHD Hotel ⁶	\$1,000,000

1. Dong Xi – loan interest subsidy payments average \$600/month, final payment scheduled for 6/2019
2. Honald Building – interest-only construction loans to be converted to conventional financing in FY2018-19
3. Façade Improvement Grants – grants awarded in FY2017-18, projects completion anticipation prior to FY2018-19
4. 1st Street/Riverfront Connection – amount represents estimated local match requirement for ROW & Final P/S phase
5. Tokola Properties – amount represents multi-budget year estimate of URA participation, including property write-down (\$450,000)
6. GBHD Hotel – amount represents multi-budget year estimate of URA participation, including property write-down (\$103,000)

**Columbia Gateway Urban Renewal Agency
Capital Projects Fund
Fiscal Year 2018-2019 Budget**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget
			URBAN RENEWAL AGENCY FUND 200		
			REVENUES		
655,222	599,338	1,150,583	200-0000-300.00-00	BEGINNING BALANCE	1,235,771
515,815	628,097	656,459	200-0000-311.10-00	PROPERTY TAX - CURRENT	690,242
79,627	53,671	66,407	200-0000-311.15-00	PROPERTY TAX - PRIOR YEAR	43,687
14	7,018	15	200-0000-311.19-00	UNSEGREGATED TAX INTEREST	2,587
6,762	17,662	6,012	200-0000-361.00-00	INTEREST REVENUES	14,300
-	-		200-0000-363.50-00	RENTAL INCOME	-
(127)	844		200-0000-369.00-00	OTHER MISC REVENUES	-
25,000	116,969	649,701	200-0000-373.10-00	LOAN PRINCIPAL REPAYMENT	153,066
41,890	36,897	19,729	200-0000-373.20-00	LOAN INTEREST REPAYMENT	24,346
1,890	-	365,000	200-0000-392.00-00	SALE OF SURPLUS PROPERTY	20,000
-			200-0000-393.10-00	LOAN/BOND PROCEEDS	-
1,326,093	1,460,495	2,913,906	TOTAL REVENUES		2,183,999
			EXPENDITURES		
			Materials & Services		
215	7,350	3,000	200-6700-000.31-10	CONTRACTUAL SERVICES	3,000
25,585	91,185	85,509	200-6700-000.31-15	CONTRACT ADMIN SERVICES	116,263
4,150	5,130	5,120	200-6700-000.32-10	AUDITING SERVICES	3,728
13,090	12,474	35,000	200-6700-000.32-60	URBAN RENEWAL CONSULT	35,000
8,550		152,620	200-6700-000.34-10	ENGINEERING SERVICES	158,900
124,351	62,411	593,185	200-6700-000.39-10	PROPERTY REHABILITATION	153,685
-			200-6700-000.41-10	WATER / SEWER	-
2,348	3,008	3,000	200-6700-000.41-30	NW NATURAL GAS	-
4,274	7,064	4,500	200-6700-000.41-40	ELECTRIC	4,500
8,283	440	1,000	200-6700-000.43-10	BUILDINGS & GROUNDS	1,000
1,935	1,971	4,000	200-6700-000.46-10	PROPERTY TAXES	2,200
9,972	12,457	13,500	200-6700-000.52-10	PROPERTY/LIABILITY INS	27,405
-	56	200	200-6700-000.53-20	POSTAGE	200
334	997	600	200-6700-000.53-40	LEGAL NOTICES	600
93		500	200-6700-000.58-10	TRAVEL, FOOD & LODGING	500
-		400	200-6700-000.58-50	TRAINING AND CONFERENCES	400
1,088	1,067	1,500	200-6700-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	570
198	140	200	200-6700-000.60-10	OFFICE SUPPLIES	200
-		100	200-6700-000.64-10	BOOKS/PERIODICALS	100
-			200-6700-000.69-80	ASSETS < \$5000	-
204,464	205,751	903,934	Total Materials & Services		508,251
			Capital Outlay		
423,937			200-6700-000.71-10	LAND	-
53,368		689,904	200-6700-000.75-10	CAPITAL PROJECTS BY CITY	45,000
44,987	273,223	1,320,068	200-6700-000.75-20	CAPITAL PROJECTS BY UR	1,630,748
522,292	273,223	2,009,972	Total Capital Outlay		1,675,748
726,755	478,974	2,913,906	TOTAL EXPENDITURES		2,183,999
599,338	981,521	-	REVENUES LESS EXPENDITURES		-

Columbia Gateway Urban Renewal Agency Fiscal Year 2018-2019

Agency:	Urban Renewal Agency
Fund:	Debt Service Fund (210)
Program:	Debt Service (470)

Mission:

The mission of the Debt Service Fund is to maintain the one-year reserve payment and to continue to make principal and interest payments on the bonded debt.

Description

The requirement of the bond document calls for all property taxes of the Urban Renewal Agency to be received in this fund before any of these financial resources are directed elsewhere. The revenues, along with the working capital amount of this fund, must be present for payment of debt when it is required. All recommended budgets meet this requirement.

2018-2019 Goals, Projects and Highlights

- ✓ A continuation of paying for debt created by bonded debt.

2017-2018 Accomplishments/Comments

- ✓ Debt payments made.

Debt Service Fund Fiscal Year 2018-2019 BUDGET

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
			URBAN RENEWAL DEBT SERVICE FUND 210				
			REVENUES				
797,630	801,588	801,588	210-0000-300.00-00	BEGINNING BALANCE	801,588		
802,746	796,588	798,788	210-0000-311.10-00	PROPERTY TAX - CURRENT	795,538		
5,000	5,000	5,000	210-0000-361.00-00	INTEREST REVENUES	5,000		
-			210-0000-393.10-00	LOAN/BOND PROCEEDS	-		-
1,605,376	1,603,176	1,605,376	TOTAL REVENUES		1,602,126	-	-
			EXPENDITURES				
			Debt Service				
430,000	445,000	465,000	210-6600-000.79-30	LOAN PRINCIPAL	485,000		
373,788	356,587	338,788	210-6600-000.79-40	LOAN INTEREST	315,538		
-	-	801,588	210-6600-000.79-80	RESERVE FOR FUTURE DEBT	801,588		
803,788	801,587	1,605,376	Total Debt Service		1,602,126	-	-
803,788	801,587	1,605,376	TOTAL EXPENDITURES		1,602,126	-	-
801,588	801,589	-	REVENUES LESS EXPENDITURES				

Bond Debt Service			
Urban Renewal Obligations			
Payment Due	Principal	Interest	Annual Debt Svc
12/1/2009		55,875.62	
6/1/2010	185,000.00	218,643.75	
Total FY09/10	185,000.00	274,519.37	459,519.37
12/1/2010		215,868.75	
6/1/2011	370,000.00	215,868.75	
Total FY10/11	370,000.00	431,737.50	801,737.50
12/1/2011		212,168.75	
6/1/2012	380,000.00	212,168.75	
Total FY11/12	380,000.00	424,337.50	804,337.50
12/1/2012		206,468.75	
6/1/2013	390,000.00	206,468.75	
Total FY12/13	390,000.00	412,937.50	802,937.50
12/1/2013		200,618.75	
6/1/2014	400,000.00	200,618.75	
Total FY13/14	400,000.00	401,237.50	801,237.50
12/1/2014		193,118.75	
6/1/2015	415,000.00	193,118.75	
Total FY14/15	415,000.00	386,237.50	801,237.50
12/1/2015		186,893.75	
6/1/2016	430,000.00	186,893.75	
Total FY15/16	430,000.00	373,787.50	803,787.50
12/1/2016		178,293.75	
6/1/2017	445,000.00	178,293.75	
Total FY16/17	445,000.00	356,587.50	801,587.50
12/1/2017		169,393.75	
6/1/2018	465,000.00	169,393.75	
Total FY17/18	465,000.00	338,787.50	803,787.50
12/1/2018		157,768.75	
6/1/2019	485,000.00	157,768.75	
Total FY18/19	485,000.00	315,537.50	800,537.50
12/1/2019		145,643.75	
6/1/2020	510,000.00	145,643.75	
Total FY19/20	510,000.00	291,287.50	801,287.50
12/1/2020		135,443.75	
6/1/2021	535,000.00	135,443.75	
Total FY20/21	535,000.00	270,887.50	805,887.50
12/1/2021		124,868.75	
6/1/2022	550,000.00	124,868.75	
Total FY21/22	550,000.00	249,737.50	799,737.50
12/1/2022		113,868.75	
6/1/2023	575,000.00	113,868.75	
Total FY22/23	575,000.00	227,737.50	802,737.50
12/1/2023		100,212.50	
6/1/2024	600,000.00	100,212.50	
Total FY23/24	600,000.00	200,425.00	800,425.00
12/1/2024		85,962.50	
6/1/2025	630,000.00	85,962.50	
Total FY24/25	630,000.00	171,925.00	801,925.00
12/1/2025		71,000.00	
6/1/2026	660,000.00	71,000.00	
Total FY25/26	660,000.00	142,000.00	802,000.00
12/1/2026		54,500.00	
6/1/2027	695,000.00	54,500.00	
Total FY26/27	695,000.00	109,000.00	804,000.00
12/1/2026		37,125.00	
6/1/2027	725,000.00	37,125.00	
Total FY26/27	725,000.00	74,250.00	799,250.00
12/1/2026		19,000.00	
6/1/2027	760,000.00	19,000.00	
Total FY26/27	760,000.00	38,000.00	798,000.00
Totals	10,205,000.00	5,490,956.87	15,695,956.87

Budget Worksheet

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	Line Item Detail	FY18/19 Proposed Budget
				URBAN RENEWAL AGENCY FUND 200		
				REVENUES		
655,222	599,338	1,150,583	200-0000-300.00-00	BEGINNING BALANCE		1,235,771
				Current Year Beginning Balance		
				Current Year Projected Revenue		
				Less Current Year Projected Expenditure		
515,815	628,097	656,459	200-0000-311.10-00	PROPERTY TAX - CURRENT		690,242
				Current Year Taxes Assessed (SAL Report)	1,634,910	
				Less Compression Estimate	(83,831)	
				Sub-TOTAL	1,551,080	
				Add 3% inflation	1,597,613	
				Estimated collections in FY18/19	1,485,780	
				Less amount budgeted in Fund 210	795,538	
79,627	53,671	66,407	200-0000-311.15-00	PROPERTY TAX - PRIOR YEAR		43,687
				Average of prior years		
14	7,018	15	200-0000-311.19-00	UNSEGREGATED TAX INTEREST		2,587
6,762	17,662	6,012	200-0000-361.00-00	INTEREST REVENUES		14,300
				Only receives revenue AFTER all budgeted interest revenue is received in Fund 210.		
-			200-0000-363.50-00	RENTAL INCOME		-
(127)	844		200-0000-369.00-00	OTHER MISC REVENUES		-
25,000	116,969	649,701	200-0000-373.10-00	LOAN PRINCIPAL REPAYMENT		153,066
				Sunshine Mill Prin Loan Pmt	133,066	
				Granada Theatre 3 installment paymnts of 20,000	20,000	
41,890	36,897	19,729	200-0000-373.20-00	LOAN INTEREST REPAYMENT		24,346
				Cook loan on Commodore II - annual interest pmts of \$2,824.45, with principal pmt of \$282,445.10 due in full on or before 12/31/26.	2,824	
				Interest Payment of 5% on Granada Building	1,000	
				SS Mill - 5.25% on \$494,118.28 = \$12,798.86 per month Pay off scheduled 8/15/2021	20,521	
1,890	-	365,000	200-0000-392.00-00	SALE OF SURPLUS PROPERTY		20,000
				Granada Block properties (including the Recreation Bldg & Blue Bldg) Anticipating payments		
-	-	-	200-0000-393.10-00	LOAN/BOND PROCEEDS		-
				As of 04/2015: Any bonds will be issued in Fund 018 as part of the repayment will be with Transient Room Tax Funds.		
1,326,093	1,460,496	2,913,906	TOTAL REVENUES			2,183,999

			EXPENDITURES			
			Materials & Services			
215	7,350	3,000	200-6700-419.31-10	CONTRACTUAL SERVICES		3,000
				1/6 share of GIS Support to Wasco County (See Meeting rental fees (occasional))		
25,585	91,185	85,509	200-6700-419.31-15	CONTRACT ADMIN SERVICES		116,263
				FY18/19 - Wages + Benefits		
				5% City Manager		
				30% Planning Director		
				25% Planning Tech		
				10% Assistant to City Manager		
				10% Planning Secretary		
				8 hrs/month Accountant in training		
				8 hrs/month Accounts Payable		
				8 hrs/month Finance Director		
				10% City Attorney		
				8 hrs/mn Legal Secretary		
4,150	5,130	5,120	200-6700-419.32-10	AUDITING SERVICES		3,728
				Merina & Co extended for two more years		
				FY18/19 & FY19/20 - Est 3% increase per year	3,348	
				Add Secretary of State filing fee - \$380	380	
13,090	12,474	35,000	200-6700-419.32-60	URBAN RENEWAL CONSULT		35,000
				UR Consultant - \$30,000	30,000	
				Legal Consultant - \$5,000	5,000	
8,550	-	152,620	200-6700-419.34-10	ENGINEERING SERVICES		158,900
				1/2 PW Engineer's costs for UR projects		
				1. 1st St Construction Service - \$63,000	63,000	
				Mill Crk Trail Phase 1 Engineering - \$95,900	95,900	
124,351	62,411	593,185	200-6700-000.39-10	PROPERTY REHABILITATION		153,685
				Dong Xi, LLC	7,200	
				Honald Bldg _ loan % still in progress no set amount until project complete. Estimated amount	35,000	
				Civic-Engineering Grant 2013	29,102	
				New Undetermined Projects	60,000	
				Gayer Building	16,198	
				Canton Wok	6,185	
-		-	200-6700-419.41-10	WATER / SEWER		-
2,348	3,008	3,000	200-6700-419.41-30	NW NATURAL GAS		-
				Currently no buildings with Gas		
4,274	7,064	4,500	200-6700-419.41-40	ELECTRIC		4,500
				Tony's, Rec Building, Blue Building	4,500	
8,283	440	1,000	200-6700-419.43-10	BUILDINGS & GROUNDS		1,000
				Misc Repairs on Buildings	1,000	
1,935	1,971	4,000	200-6700-419.46-10	PROPERTY TAXES		2,200
				Commodore II Parking, other leased URA properties; est 3% increase in FY18/19		
9,972	12,457	13,500	200-6700-419.52-10	PROPERTY/LIABILITY INS		27,405
				Sunshine Mill & Warehouse		
				Loan on Commodore II Building		
-	56	200	200-6700-419.53-20	POSTAGE		200
334	997	600	200-6700-419.53-40	LEGAL NOTICES		600
-			200-6700-419.53-60	PUBLIC EDUCATION		

93		500	200-6700-419.58-10	TRAVEL, FOOD & LODGING		500
				AORA Conferences		
				OR Downtown Development Assn meetings		
				Other Meetings	500	
-		400	200-6700-419.58-50	TRAINING AND CONFERENCES		400
				AORA Conferences		
				OR Downtown Development Assn meetings		
				Other Meetings	400	
1,088	1,067	1,500	200-6700-419.58-70	MEMBERSHIPS/DUES/SUBSCRIP		570
				AORA membership/OEDA Membership	250	
				DAS Fin. Serv. & Ethics Commission Fees	320	
198	140	200	200-6700-419.60-10	OFFICE SUPPLIES		200
-		100	200-6700-419.64-10	BOOKS/PERIODICALS		100
-			200-6700-419.69-80	ASSETS < \$5000		-
				For items that do NOT qualify as fixed assets (computers, office furniture, etc.). Fixed assets are items that cost more than \$5,000 & have a life of		
204,464	205,750	903,934	Total Materials & Services			508,251
			Capital Outlay			
423,937		-	200-6700-419.71-10	LAND		-
53,368		689,904	200-6700-419.75-10	CAPITAL PROJECTS BY CITY		45,000
				For funds to be transferred to the City for UR projects to be done in Fund 018 (Spcl Grants	45,000	
				To cover additional construction design and rights away acquisition For First Street		
44,987	273,223	1,320,068	200-6700-419.75-20	CAPITAL PROJECTS BY UR		1,630,748
				Opportunity Driven Projects	1,630,748	
522,292	273,223	2,009,972	Total Capital Outlay			1,675,748
726,755	478,973	2,913,906	TOTAL EXPENDITURES			2,183,999
599,338	981,523	-	REVENUES LESS EXPENDITURES			(0)

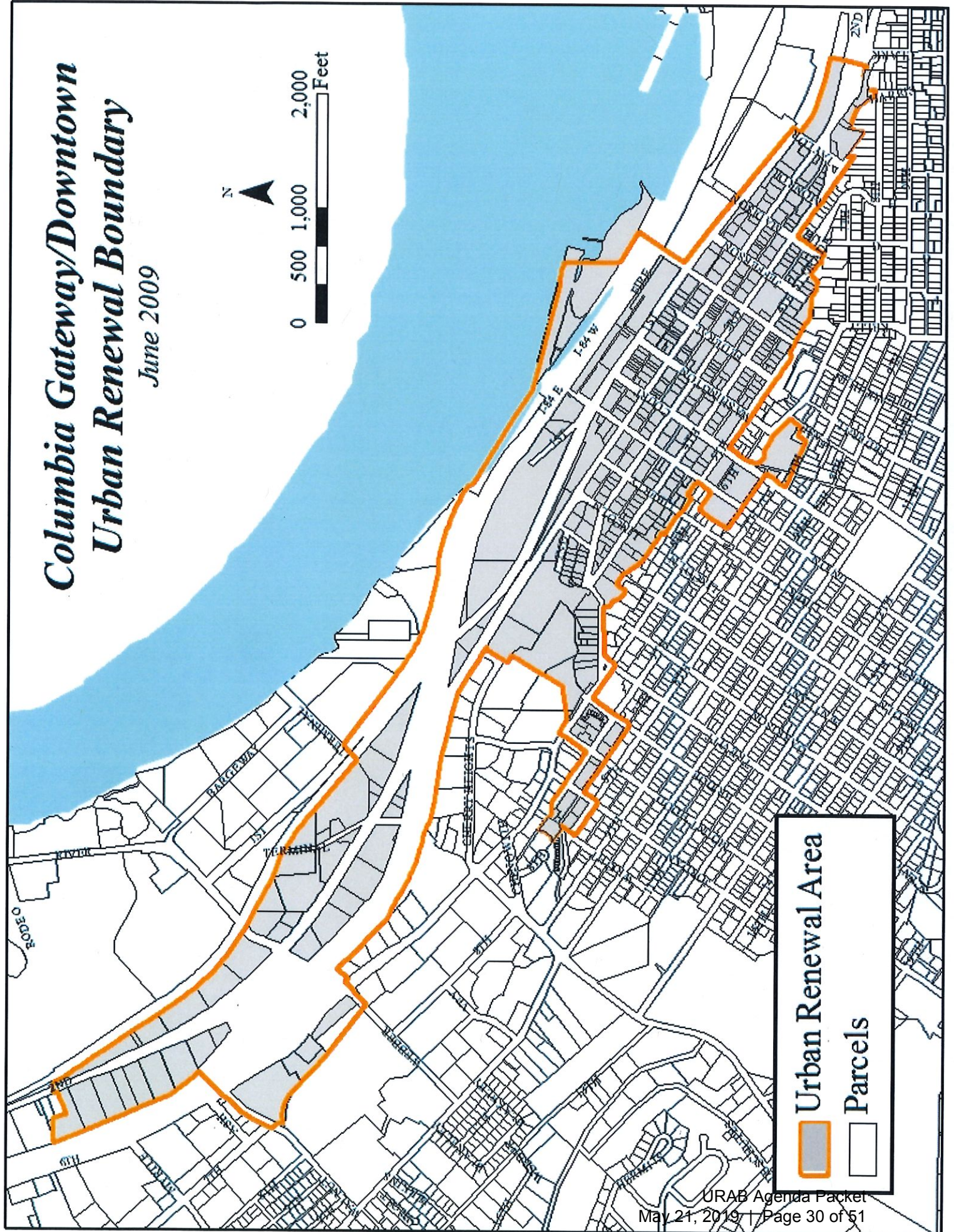
SPACE RESERVED FOR ADOPTING RESOLUTION

Columbia Gateway/Downtown Urban Renewal Boundary

June 2009



0 500 1,000 2,000 Feet



Urban Renewal Area

Parcels



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

AGENDA STAFF REPORT

AGENDA LOCATION: VII.

DATE: May 21, 2019

TO: Chair and Members of the Agency Board

FROM: Angie Wilson, Finance Director

ISSUE: Public Hearing on Columbia Gateway Urban Renewal District Approved Budget for FY19/20 as Required by Oregon Budget Law, and Consideration of Resolution No. 19-001 Adopting the FY19/20 Budget for the Columbia Gateway Urban Renewal Agency, Making Allocations, and Certifying a Request for Maximum Tax Revenue to the County Assessor.

BACKGROUND

The Agency Budget Committee reviewed the proposed budget and approved that budget on April 16, 2019. The Urban Renewal Agency Board will hold the required Public Hearing on May 21, 2019, and will consider the proposed resolution adopting the budget on that same agenda.

BUDGET IMPLICATIONS

At this time staff has no recommendations for changes to the budget approved by the Urban Renewal Budget Committee. If staff should identify any changes that may be needed, they will inform the Board during the Public Hearing.

If the Board determines that additional changes are necessary, Oregon Budget Law allows a governing body, prior to final adoption, to make changes to a fund approved by the Budget Committee in the amount of \$5,000 or 10% of the operating portion of that Fund, whichever is greater. The operating portion includes the Personnel, Materials & Services, and Capital Outlay categories, but does not include Interfund Transfers, Contingencies, or Unappropriated amounts. If the changes the governing body wishes to make are greater than these limits allow, another Public Hearing must be held on June 18, 2019, with the required published notices, prior to adoption.

URBAN RENEWAL BOARD ALTERNATIVES

1. **Staff recommendation:** *Hold the Public Hearing and **Move to Adopt Resolution No. 19-001 Adopting the Fiscal Year 2019-2020 Budget for the Columbia Gateway Urban Renewal Agency, Making Allocations, and Certifying a Request for Maximum Tax Revenue to the County Assessor.***
2. Make changes to the approved budget, subject to the limitations and requirements described above, and adopt the budget as amended.

RESOLUTION NO. 19-001

**A RESOLUTION ADOPTING THE FISCAL YEAR 2019-2020 BUDGET
FOR THE COLUMBIA GATEWAY URBAN RENEWAL AGENCY,
MAKING ALLOCATIONS, AND CERTIFYING A REQUEST FOR
MAXIMUM TAX REVENUE TO THE COUNTY ASSESSOR.**

WHEREAS, the Urban Renewal Budget Committee, on April 16, 2019, solicited public comment on the proposed budget and approved a balanced budget for FY19/20; and

WHEREAS, in accordance with State Law, the Urban Renewal Board of Directors held a Public Hearing on the approved budget on May 21, 2019; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE COLUMBIA GATEWAY URBAN RENEWAL AGENCY AS FOLLOWS:**

Section 1. Adoption of the Budget for FY19/20.

The Board of Directors of the Columbia Gateway Urban Renewal Agency hereby adopts the budget for Fiscal Year 2019-2020 in the total of **\$4,725,955**, now on file in the office of the City Finance Director.

The amounts for the Fiscal Year beginning July 1, 2019 and for the purposes shown below are hereby appropriated:

Capital Projects Fund (200)

Columbia Gateway Urban Renewal Operations	\$ 3,123,079
---	--------------

Debt Service Fund (210)

Debt Service	\$ 1,602,876
--------------	--------------

Total Appropriations, All Funds	<u>\$ 4,725,955</u>
--	----------------------------

Section 2. Certifying to County Assessor.

The Board of Directors of the Columbia Gateway Urban Renewal Agency resolves to certify to the County Assessor, for the Columbia Gateway Downtown Plan Area, a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article XI, of the Oregon Constitution and ORS Chapter 457.

PASSED AND ADOPTED THIS 21st DAY OF MAY, 2019.

Voting Yes: _____

Voting No: _____

Absent: _____

Abstaining: _____

**AND APPROVED BY THE CHAIR OF THE BOARD THIS 21st DAY OF MAY
2019.**

SIGNED:

ATTEST:

Gary Grossman, Chair

Paula Webb, Secretary

(This page intentionally left blank.)



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY
CITY OF THE DALLES

AGENDA STAFF REPORT
AGENDA LOCATION: IX. B.

DATE: May 21, 2019

TO: Chair and Members of the Urban Renewal Agency Board

FROM: Steven Harris, AICP
Urban Renewal Manager

ISSUE: **Tony's Department Store Building**
(401-407 East 2nd Street, Tax Lots 1N 13E 3BD 2200, 2300)

BACKGROUND

As previously reported out to the Urban Renewal Agency Board, the state Bureau of Labor and Industry (BOLI) denied the Agency's appeals of the prevailing wage determination pertaining to Tokola Properties' mixed use development proposal for the Tony's Building site. As a result of follow up discussions, Tokola informed Agency staff that they were no longer interested in pursuing the project and would withdraw from the DDA.

DISCUSSION

The issue now before the Board is the disposition of the property. Following acquisition of the property in 2015, at a cost of \$450,000 (exclusive of closing costs), a Request for Qualifications (RFQ) for a mixed used vertical housing project was circulated. Tokola Properties was the only response received. The 2015 RFQ is attached for the Board's information.

In recent weeks staff has been informally contacted by four parties that have expressed an interest in acquiring and/or leasing the property. The interests have varied from redeveloping the site with a mixed use (residential/commercial) project similar to that proposed by Tokola, to a retail/arcade type re-purposing of the building. No formal letters of intent have been submitted, as of this writing. Staff informed the individuals that the property would be a discussion topic on the May 21st Agency meeting agenda.

STAFF RECOMMENDATIONS

Staff is requesting direction from the Board on disposition of the property. Among the various options available the Agency, staff is suggesting the following be included in the discussion:

- Circulate an updated RFQ for a mixed-use (commercial/residential) vertical housing development opportunity on the property.
 - Direction requested to limit development footprint to the site only, or to include potential abandonment of alleyway and inclusion of public parking lot on 1st Street.
- Market the building for sale or lease, as is.
- Clear the site (demolish the building, stub utilities, etc.) and market the property for development.
- Clear the site, for other public purposes.

Staff recommends that the Board discuss and direct staff as appropriate.

Attachments

- RFQ – Mixed Use Vertical Housing Development Opportunity (2015)



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481

FAX (541) 296-6906

CITY OF THE DALLES REQUEST FOR STATEMENT OF QUALIFICATIONS

Mixed-Use Vertical Housing Development Opportunity

City of The Dalles is seeking qualifications from interested parties to form a public-private partnership for the redevelopment of four parcels of property located in Historic Downtown, The Dalles, Oregon. The City is interested in redevelopment of these properties, and hopes to have the site under development by Summer 2016.

This Request for Qualifications ("RFQ") describes the City's intentions for the Project. Information about the submission requirements and the selection process are also included. Submission packets are to be delivered to:

City Clerk
City of The Dalles
313 Court
The Dalles, OR 97058

Responses are due on Friday, December 4th, 2015 by 4:00 P.M. Time is of the essence. Any response received after the due date whether by mail or otherwise will not be considered.

All questions should be addressed to Daniel Hunter, Project Manager,
(541) 296-5481, ext. 4448, or by email at dhunter@ci.the-dalles.or.us.

Anticipated Schedule

Release of RFQ-----	Friday, October 30th, 2015
Submittals Due-----	Friday, December 4th, 2015
Preliminary Decisions/Short List Identified-----	Friday, January 15th, 2015

DEVELOPMENT OFFERING

The City, working with the Columbia Gateway Urban Renewal Agency, is interested in the redevelopment of four parcels located in the Historic Downtown District of the City.



The City is seeking a development team with the demonstrated experience and capacity to redevelop these sites in one or more phases. The demolition of the buildings will most likely be required to fulfill goals for the project site and is expected. The City is interested in a timely redevelopment of the site and expects that the project would be underway by Summer 2016 with final construction beginning no later than the Spring of 2017.

The City is not required to select any of the submissions and may decide to conduct an additional RFQ process if appropriate.

These properties are described in the Assessor's Map:

401 E 2ND ST - 1N 13E 3 BD 2200 & 1N 13E 3 BD 2300 • 1N 13E 3 BD 1300 • 1N 13E 3 BD 1400

CONTEXT FOR DOWNTOWN DEVELOPMENT

Economic development and revitalization of The Dalles Downtown is a key objective for the City and the Agency. The City has adopted the following Mission Statement:

“By working together, we will provide services that enhance the vitality of The Dalles.”

The City has also adopted the following value statement in support of its Mission Statement:

“Promote economic development opportunities which will provide jobs and enhance community livability.”

As part of its 2015-16 Workplan, the City Council also adopted the following goal:

“Develop, in partnership with Main Street, programs and activities to fill empty downtown store fronts and strengthen its economic vitality.”

The City’s Comprehensive Plan includes the following Economic Development Goal in support of Goal 9 of the Plan:

“Encourage redevelopment and adaptive reuse of commercial space downtown as an alternative to commercial sprawl.”

DEVELOPMENT DESIRES

The City seeks creative concepts for complete redevelopment of over a half acre of property in Downtown The Dalles – *a proposal that will generate additional housing in the downtown as well as contribute to morning, afternoon, and evening activity downtown*. First floor uses could include restaurants, retail spaces, and other uses that contribute to the downtown fabric, activity, and walk-ability. 2nd floor and above spaces must include a variety of housing offerings and may include potential office space.

Designs compatible with the historic character of Downtown The Dalles will be a central consideration in the redevelopment of the site.

There is a community mural on one of the buildings on the project site and one additional mural on an adjacent site that may be affected by development. The City would respond more positively to proposals that are sensitive and address any impacts to these murals.

Preference will be given to proposals that, *at a minimum*, maintain the number of parking spaces available *and* address any increase demand for parking by customers, employees, and inhabitants. However, redevelopment does *not* have to maintain the current parking area.

The City seeks a proposal from a developer with a demonstrable ability to undertake the proposed project, preferably with a track record of success with projects of a similar scope.

PUBLIC/PRIVATE PARTNERSHIP

The City currently owns both the parking lots along 1st St., as well as having the buildings along 2nd St. under contract, and may contribute these to supplement development. The buildings are currently not in use in any capacity.

To assist in the redevelopment the City has established a Vertical Housing Ordinance designated by the Oregon Housing and Community Services under the Vertical Housing Program established by ORS 307.481 to 307.990. This Vertical Housing Tax Credit provides a 20% tax credit per floor to a maximum of 80% for the creation of upstairs housing for a period of ten years.

Columbia Gateway Urban Renewal Agency as well as the City of The Dalles Enterprise Zone has several programs and monies that may also be used to develop this project. Public contributions could include assistance with demolition, architectural and engineering work, System Development Charge reductions, and others.

A local Main Street program, The Dalles Main Street, can also provide a variety of resources and assistance. The Program was incorporated in 2011 and is a vibrant and active partner in revitalizing the downtown. Main Street coordinates local events designed to bring people to Downtown, communicates with local businesses regarding needs and opportunities, and assists the Agency in the implementation of the Agency's Property Rehabilitation Program, including a program for improvement of local business facades.

SELECTION PROCESS

Upon receiving responses to this RFQ, the City may, in its sole discretion, elect to proceed in any of the following or possibly other directions:

- The City may establish a Selection Advisory Committee to review team qualifications and provide input to City staff.
- The City may select a small number of teams for a second round process. The second round may entail interviews, a formal Request for Proposals, or some other means of selection from a short list of developer teams.
- The City may opt to select a single team for the development, without going to a second round process. Under this scenario, the City would enter directly into negotiations with the preferred team based solely upon the RFQ process.

The City reserves the right to negotiate with one or more teams during the selection process to refine a team's concept.

SUBMISSION REQUIREMENTS

ORIGINAL MATERIAL (12 PAGES OR LESS, NOT INCLUDING RESUMES, REFERENCES, OR SAMPLES OF OTHER PROJECTS) MUST INCLUDE:

Cover Letter

Describe the development team and interest in the project. Please also indicate your preliminary thoughts about the development. You need not present conceptual ideas – but if you have specific ideas about programming, such as use mix, density of development or other, these will be considered in the future.

Please provide information on how your development responds to the value statement and goals described earlier. The City has not identified a specific plan for these parcels, but is seeking developers who can provide a compelling business plan that will result in the redevelopment of this site into an active use that contributes to urban living.

Proposals which support new housing in the downtown, and which are designed to generate pedestrian and commercial activity in the downtown area are highly desirable.

Team and Development Experience

Identify development team members and roles, and describe qualifications. Provide resumes for key team members.

Describe the team's experience in the development of high quality, successful urban infill projects. Please include photos of recent similar projects.

Describe the team's previous experience working with public sector partners, and types of public-private partnerships.

Financial Capacity

Explain the team's financial capacity, and share any preliminary thoughts about financing approaches for the team's project ideas. Please discuss likely or possible equity and debt sources. Provide as much information as you wish to make the case that the team possesses the financing capacity to develop the project sites. *Any financial documents submitted to the City should be placed in a separate envelope and clearly marked as confidential.*

Describe any expectations for public financial participation. The response should include general statements relating to financial participation, assistance with permits, and other potential public funding sources.

Please include an estimated timeframe to carry out the project and describe if you envision a phased approach.

Additional Materials

In addition to the twelve pages of original material, please include the resumes of key team members, letters of reference, and examples of other relevant projects. The City does not require drawings or other illustrative materials in response to this RFQ. The City will not refuse any drawings, but they are not necessary at this stage.

Confidentiality

Please clearly mark any information the team would like to be kept confidential.

EVALUATION CRITERIA

Development Team Qualifications:

1. Demonstrated success in developing and managing high quality urban projects.
2. Ability to work with public agencies, local residents and business organizations, to achieve a building project that has broad public support.
3. The capacity of the team to create a project that serves as an important component in the City's ongoing efforts to revitalize downtown The Dalles.
4. Expressed interest by the team in the project and their preliminary thoughts and broad ideas about the development program for the two sites.

Financial Capacity to Complete Project:

1. The level and nature of the proposed public participation expected relative to other proposals. The City recognizes that financial assistance (direct or indirect) may be necessary to meet identified public objectives and a superior proposal may warrant higher levels of financial assistance than lesser proposals.
2. Demonstrated ability to provide necessary project equity, and secure construction and permanent financing to develop the project.
3. Capacity to have the redevelopment project underway by Summer 2016.

GENERAL CONDITIONS

Everything within this RFQ and all supporting documents are based on information available from a variety of sources. No representation or warranty is made with respect to them.

The City reserves the right in its sole discretion to accept or reject all responses.

The City reserves the right in its sole discretion to modify the selection process or other aspects of this RFQ, including extending the deadline or canceling the RFQ without selecting a developer or team. The City will take reasonable steps to ensure that any modification or clarification to the RFQ will be distributed to all persons requesting a copy of the RFQ.

The City reserves the right to request additional information following review of the initial submission. In addition, the City may retain consultants to assist in their evaluation.

In the interest of a fair selection process, the City reserves the right to determine the timing, arrangement, and method of any presentation throughout the selection process. Teams are cautioned not to undertake any activities to promote or advertise their proposals except during City requested presentations. Teams are encouraged to contact the City staff with any questions. However, developers and their representatives are not permitted to make any direct or indirect (through others) contact with members of The Dalles City Council or Selection Advisory Committee concerning their proposals, except in the course of City-sponsored presentations. Violation of these rules is grounds for disqualification of the team.

All submissions become the sole and exclusive property of the City. Teams should not copyright, or cause to be copyrighted, any portion of their submission. Any confidential information will be maintained to the extent allowed by Oregon public records law.

The City makes no representations as to whether or not a project to be developed as a result of this RFQ, or any possible City participation therein, is a “public improvement project” or a “public work project” as those terms are defined in the Oregon Public Contracting Code, and no representations as to whether a project will be subject to public contracting procedures or federal or state prevailing wage rate laws.

The City will permit the participation of real estate brokers acting on behalf of and with the authorization of teams, provided the broker arranges for the payment of commissions or other compensation exclusively by the proposed developer team.

The City reserves the right to verify the qualifications and financial capacity of any members of the proposing teams.

The City does not accept responsibility or obligation to pay any costs incurred by any party in the preparation of submission of a proposal or in complying with any subsequent request by the City for information or for participation throughout the evaluation process.

News releases by the selected team must be approved by the City prior to release.

(This page intentionally left blank.)

The Dalles

Imagine Being Here!

The Dalles is a very old city. The name was first used in 1814 to refer to the long series of falls in the Columbia River. In 1957 Celilo Falls were submerged by the opening of The Dalles Dam.

Today, 22,000 people per day pass through The Dalles on I-84 on the way to metropolitan Portland – 70 miles to the West. The City is also served by Union Pacific Railroad and Columbia River traffic, including 140 riverboat landings. The Discovery Center and Maryhill Museum attract over 40,000 visitors per year.

Rocket City Neon Sign Museum

Beginning Summer 2015, The Dalles will be home to Rocket City Neon and ICONS [The International Collection of Neon Signs] in the historic Elks Building in Downtown. This museum will house iconic neon signs like the ones seen here.



The Dallesport Regional Airport, located just minutes from Downtown and half owned by the City of The Dalles, serves a wide variety of corporate accounts including Google, Cardinal Glass, Coastal Supply, Fred Meyer and the BPA.



Adjacent to I-84, on the Union Pacific rail line, in the heart of the Gorge.

Just the Facts*

Selected Categories	The Dalles	Hood River
Households—incomes over \$50,000	1,981	1,264
Households—incomes over \$125,000	526	308
Population	13,260	7,167
Median Age	39.7	36.3
Home Ownership	63.9%	73.9%
Rental Units	2,348	1,264
Current Occupancy	90%	92%

Largest Employers – Mid-Columbia Medical Center (965), Oregon Cherry Growers (275), Google (250), Oregon State (243), Home Depot (100).

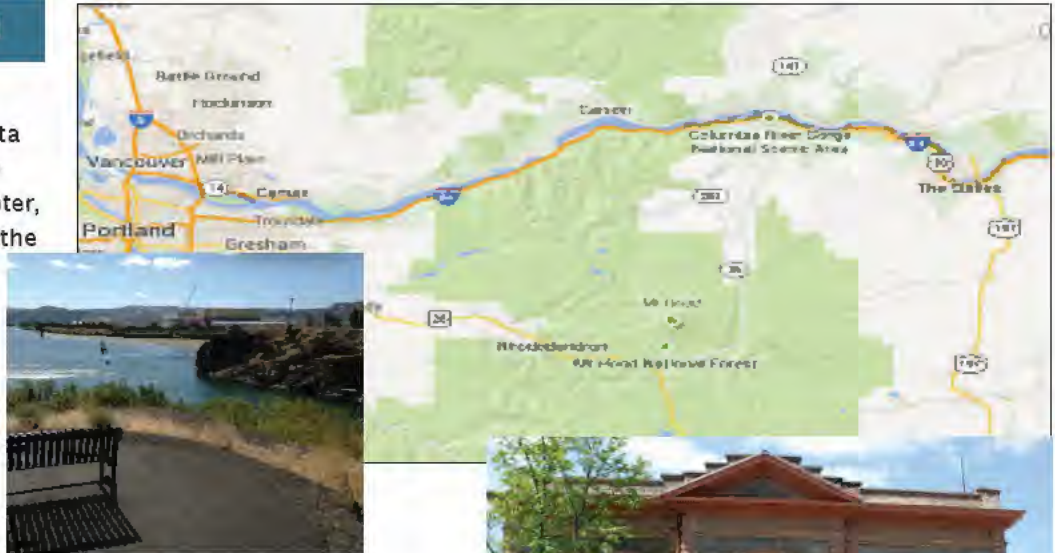
Other Notable Employers—Columbia Phytotechnology, Integrated 3-D, Design Structures, Crestline Development, Copa Da Vino, Marriott Fairfield Inn & Suites.

* 2010 US Census

Just 70 miles from Portland

The Dalles is also home to the Discovery Center, two Google data centers, Home Depot, The Dalles Dam, Mid-Columbia Medical Center, Copa Da Vino and most recently the Marriott Fairfield Inn.

North Chenoweth's 26-lots are the only industrial properties move-in ready in the Gorge. These properties boast amazing river views, access to the Q-Life fiber optic network and are only minutes from I-84.



Columbia Gorge Community College



Located above the City, the Columbia Gorge campus offers a wide variety of courses designed to make college affordable for the widest number of students.

It also houses the Small Business Development Center (SBDC) with all the resources you might need to make your business successful.



The Dalles Historic City Hall

Downtown The Dalles – Your Best Bet

Downtown The Dalles is at the beginning of a renaissance – *to make the central business district vibrant and exciting*. Several historic buildings are being redeveloped which will bring quality apartments, a new brewery, distillery and restaurant to the area later this year. The Chamber of Commerce is planning for over 140 riverboat dockings at the new commercial dock.



For Information and Details
Please Contact:

Gary Rains
City of The Dalles
Business Development Director
(541) 386-5351

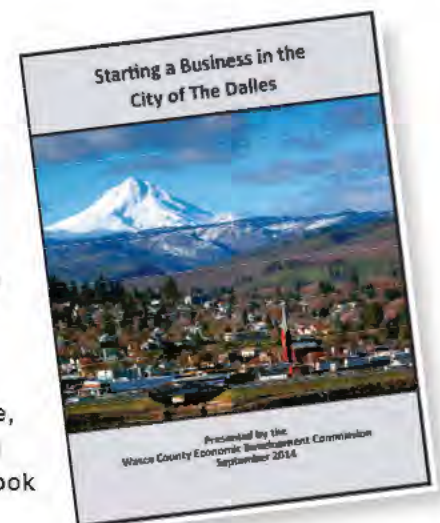
Matthew Klebes
Mainstreet Program
Director
(541) 370-2966

The City has adopted a vertical housing ordinance making working and living in the same location possible. Plus we've undertaken an aggressive new policy to bring new family wage jobs to Downtown.

Whether you need a 1,500 sq. ft. retail space, a 3,500 sq. ft. manufacturing location, or 2 acres of perfect light industrial property we have a site for you.

The cost of housing is the lowest in the Gorge, the income levels are among the highest, and opportunities are everywhere. Anyway you look at it, The Dalles is a great value.

Just imagine being here!





IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY
CITY OF THE DALLES

AGENDA STAFF REPORT
AGENDA LOCATION: IX. C.

DATE: May 21, 2019

TO: Chair and Members of the Urban Renewal Agency Board

FROM: Steven Harris, AICP
Urban Renewal Manager

ISSUE: **Downtown Utilities Undergrounding Assessment**

BACKGROUND

Undergrounding of the overhead utilities (electrical and telecommunications) is being considered as an economic stimulus project for downtown The Dalles. To further this effort, \$25,000 is proposed to fund a project feasibility study in the FY2019/20 Columbia Gateway Urban Renewal Agency.

The study area (see attached exhibit) has been identified as the area generally bounded on the north by 1st Street, on the south by 4th Street, easterly to Taylor Street, and 3rd Place on the west side. The utilities to be undergrounded are generally located within the public alleyways between East 1st and 2nd Street, and East 2nd and 3rd Streets. There will also need to be limited work on the intersecting streets for placement of above/below ground equipment vaults and other associated facilities.

DISCUSSION

Informational Meeting

On April 5, 2019, City staff met with representatives of NWCPUD (Northern Wasco County PUD) and Bell Design Company to discuss various aspects of undergrounding overhead utilities in the downtown core area of The Dalles. Bell Design was invited to the meeting to discuss their experiences with a similar project in downtown Hood River.

The City of Hood River had contracted with Bell Design to serve as project manager/engineer for the State Street streetscape and utility undergrounding project. The State Street project was an eight block long project that included a number of streetscape improvements (new curb/gutter/sidewalk, street furniture, lighting, etc.) and the undergrounding of overhead utilities. State Street is a high volume traffic, bicyclist

and pedestrian east/west street along the southerly edge of downtown Hood River. According to Bell Design the project was completed over three years, which was needed to accommodate the busy summer visitor season with the associated higher vehicular and pedestrian traffic in downtown Hood River.

The Hood River URA had been setting aside funds for several years to pay for the project. Additionally, a LID (Local Improvement District) was established which provided a funding source for certain improvements. Property owners were required to pay for new curbs, gutters and sidewalks that served their properties. Property owners could also pay for, if requested, electrical service upgrades to their properties/buildings. PUD noted that due to the age of buildings in downtown The Dalles, along with past system upgrades, it would be necessary to identify inconsistencies and non-conformities with current electrical codes as a part of any undergrounding project. There also may be individual businesses that have equipment which runs on specialized currents/electrical demands that would require modification to run on modern standardized electrical services. It was strongly encouraged that the project team include an electrical engineer(s) to assess individual buildings to identify necessary service upgrades. The property owners should also be surveyed for current and future electrical needs to anticipate future demand loads.

Project Phasing

Undergrounding of the overhead utilities would be a phased project. Pre-construction work would include a Phase 1 Environmental Assessment and as needed, an archaeological investigation within the project boundaries (alleyways). The recently completed downtown brownfields survey would be a part of this work. A pre-construction survey to locate the presence of any older private basements located in the alleyways was also encouraged by Bell Design as a result of the Hood River project.

The next phase would consist of trenching, installation of equipment vaults and conduit, and the installation of the power lines, cabling, etc. from PUD and the other utility providers. Trenching and installation of the conduit would be a City responsibility, with the PUD responsible for the equipment vaults, transformers, laying of their power lines, etc. The other utilities would be responsible for the installation their respective lines, cables, etc. PUD would require separate equipment vaults, while the communication utilities could operate with shared vaults. Service upgrades to individual properties would be made during this phase of the project. A legal review and opinion of the responsibilities of the utility provider franchise agreements should be undertaken when developing project cost estimates.

Above ground equipment cabinets could be located on either public or private property. If located on private property the most obvious locations would be parking lots, service areas, etc. where there would be minimal disruption of on-site activities. Access easements would be required for periodic service/maintenance. Equipment cabinets located on public property (including rights-of-way) could be located in parkway areas, curbside areas, or parking lots. Regardless of a private or public property location, the cabinets should be screened and/or landscaped to minimize their visual impact. From

preliminary research it appears that most of equipment cabinets would be located on the side streets at the intersections of the alleyways.

The final phase would consist of energizing the newly installed underground lines and removing the existing overhead lines, equipment and poles. Backfilling the utility trenches and resurfacing the alleyway surfaces would also be included in the final phase.

1st Street/Riverfront Connection Project Coordination

Coordination with the 1st Street/Riverfront Connection Project construction schedule was discussed at the April 5th meeting. The consensus of the meeting participants was to coordinate with the street reconstruction for the placement of the 1st/2nd Street alleyway, rather than undergrounding those utilities in place. Discussion also focused on the impact such activity would have on the City's current ODOT contract (and possible federal funding complications). In a follow up discussion between KPFF and ODOT, ODOT confirmed that the utility undergrounding and the 1st Street project should remain as two separate projects, not to amend the 1st Street project description to include the utility work. It was recommended that the utility undergrounding be completed first, to be followed by the streetscape project. Coordinating the two projects may result in a delayed start date, however relocating the 1st/2nd Street alleyway utilities to a reconstructed 1st Street would prove beneficial during and after the construction phase.

Private Development Considerations

Another consideration of the project schedule is the impact on private development opportunities in the downtown area. In the past few weeks Tokola Properties has withdrawn from their redevelopment of the Tony's Bldg site (East 2nd Street and Federal Street). In order to accommodate the development footprint, a portion of the 1st/2nd Street alleyway would have been vacated and the underlying and overhead utilities would have been relocated. The cost of the utility relocation was estimated at approximately \$375,000. The Tokola project was considered a "driver" in the phasing of the downtown wide utility undergrounding project. With the cancellation of the Tokola project, phasing priorities of the utility project can now be re-evaluated.

The overhead utilities that serve another downtown development proposal should now be evaluated for prioritization. Hanlon Development Co. is proposing a mixed use residential/commercial project on East 3rd Street, between Laughlin and Jefferson Streets. The developer has requested financial assistance from the UR Agency to underground the utilities located in the 3rd/2nd Street alleyway. A preliminary cost estimate for this work is between \$350,000 and \$400,000. Depending upon the respective construction schedules, it may be possible to coordinate the two projects. Undergrounding utilities for a single block (as opposed to a downtown-wide project) would most likely result in higher per block costs due to associated facilities (support poles, lines, etc.) needed for the single block. Further study is warranted.

Funding Alternatives

Preliminary cost estimates for the undergrounding range from \$3.5 to \$4.0 million. These are very preliminary numbers and are dependent upon a number of factors and project components that haven't been completely identified at this time. Some of the factors have been noted above, e.g., archaeological investigation, franchise agreement financial responsibilities, property service upgrades, acquisition of construction and equipment easements, etc.

A number of potential federal, state and local funding sources have been identified. Given the cost and complexity of the project, it is recommended that each potential source be investigated for applicability, funding limits and the eligibility of project components with a funding source (e.g., ODOT grant funds could be used for the repaving of the alleyways once the undergrounding has been completed). Potential sources identified to date include: Special Public Works Fund (SPWF), Regional Infrastructure Fund (RIF), USDA Rural Business Development Grant (RBDG), Oregon Department of Transportation Immediate Opportunity Fund (IOF), Urban Renewal Agency (URA) and City of The Dalles (COTD). As stated previously, the City franchise agreements with the various utilities should be reviewed by the City Attorney to determine their financial responsibilities to participate in the project. It would be prudent to assume that direct financial contributions by the URA and City would be limited. A reasonable assumption would be that the Agency and City would contribute in-kind staffing resources to the project.

Next Steps

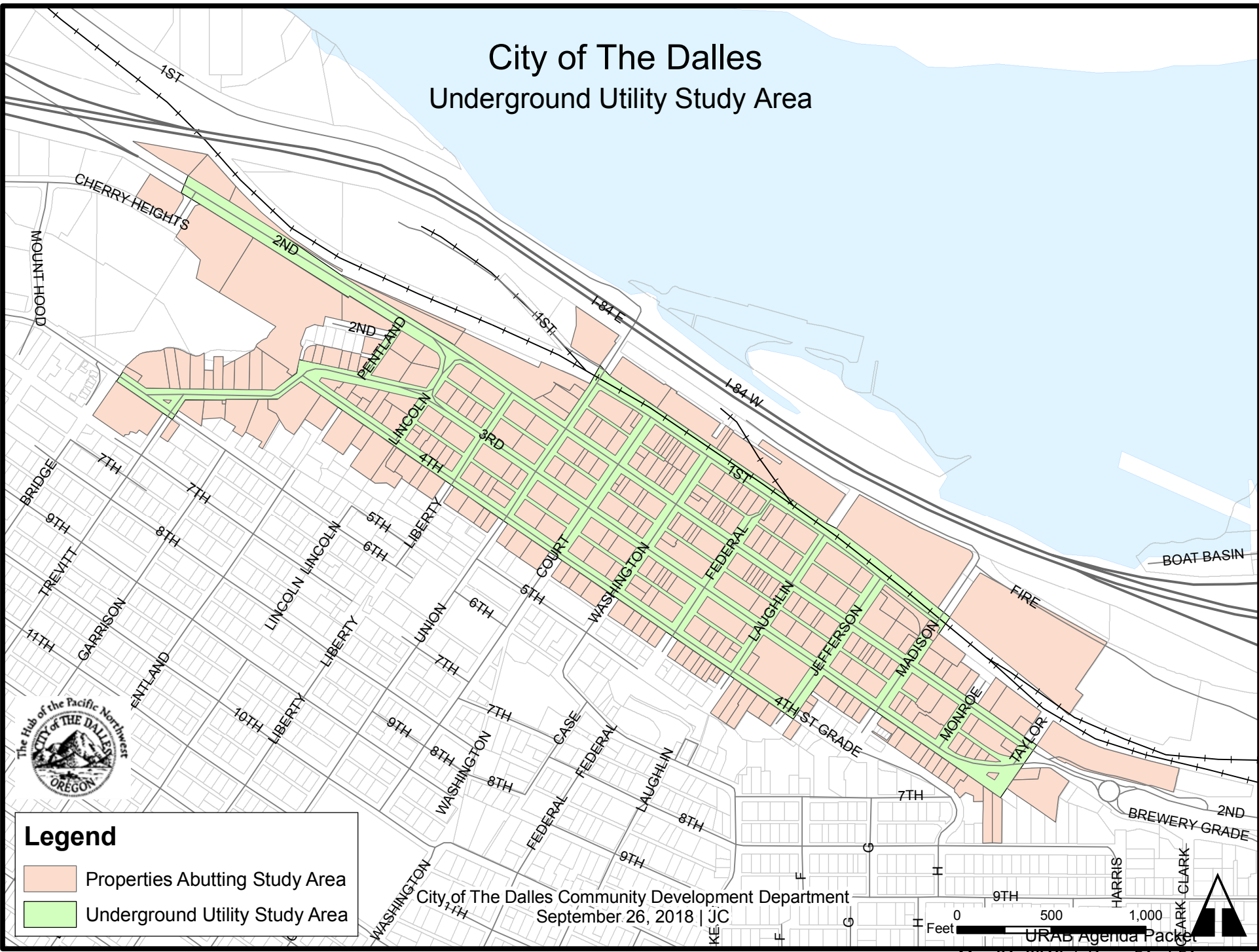
Depending upon the source, funding application requirements vary from conceptual project descriptions and estimated project schedules/costs, to the preparation of feasibility studies, concept plans and perhaps cost/benefit analyses. The suggested first step in the process would be to research and rank each of the identified funding sources for project applicability, application requirements and funding cycles (some of the state funding sources operate on a biennial basis). The next step would be to prepare the necessary application submittal materials, which could include the preparation of cost estimates, project schedules/phasing plans and supplemental conceptual engineering work.

It is assumed that the subject utilities would be responsible for preparing any supplemental technical materials, with the City/Agency responsible for the formal application, cost estimates, schedules, etc. It is recommended that the City/Agency retain consultant assistance for the preparation of the funding applications. It is also recommended that a consultant be retained to serve as project manager for the undergrounding project.

STAFF RECOMMENDATIONS

For informational purposes only. No action required at this time. Staff report back at a later date with more information on potential funding sources, cost estimates and other project details.

City of The Dalles Underground Utility Study Area



Legend

- Properties Abutting Study Area
- Underground Utility Study Area

City of The Dalles Community Development Department
September 26, 2018 | JC

0 500 1,000 Feet

URAB Agenda Packet
May 21, 2019 | Page 51 of 51