



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

**AGENDA
JOINT MEETING
COLUMBIA GATEWAY
URBAN RENEWAL AGENCY AND ADVISORY COMMITTEE**

Conducted in a Handicap Accessible Meeting Room

Thursday, November 6, 2008

5:30pm

City Hall Council Chambers

313 Court St.

The Dalles, OR

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Approval of Urban Renewal Advisory Minutes of: September 16, 2008
- VI. Public Comment
- VII. Action Item: Consideration of a contract addendum for the East Gateway/Brewery Grade Project with HDJ Design Group
- VIII. Presentation: East Gateway/Brewery Grade Design
Project update and presentation by HDJ Design Group and City Staff
- IX. Update on other projects
- X. Next Regularly Scheduled Urban Renewal Advisory Meeting Date:
November 18, 2008
- XI. Adjourn



COLUMBIA GATEWAY URBAN RENEWAL AGENCY
CITY OF THE DALLES

Columbia Gateway Urban Renewal Advisory Committee Minutes

Tuesday, September 16, 2008

City Hall Council Chambers
313 Court Street
The Dalles, OR 97058
Conducted in a handicap accessible room.

CALL TO ORDER

Chair Ericksen called the meeting to order at 5:35 p.m.

ROLL CALL

Planning Tech. Denise Ball conducted roll call.

Present members: Bill Dick, Dan Ericksen, Chris Zukin, Ken Farner, Gary Grossman, Dick Elkins

Absent members: Nikki Lesich,

Staff present: Dan Durow, Community Development Director, Denise Ball, Planning Tech., and Urban Renewal Consultant, Eric Nerdin

PLEDGE OF ALLEGIANCE

Chair Ericksen lead the group in the Pledge of Allegiance.

APPROVAL OF AGENDA ITEMS

Gary Grossman moved to approve the agenda and Chris Zukin seconded. The motion carried unanimously, Lesich absent.

APPROVAL OF MINUTES

Chair Ericksen asked if there were any corrections or additions needed for the minutes of September 16, 2008. Mr. Zukin moved to approve the minutes as submitted and Chair Ericksen seconded the motion. The motion carried unanimously, Lesich absent.

PUBLIC COMMENT

None.

DISCUSSION and RECOMMENDATION

- Urban Renewal Advisory Committee recommendation for Property Rehab. Grant and Loan – Civic Improvements Grant Program Application from American Legion Post #19.

Urban Renewal Advisory Committee
Minutes –September 16, 2008

Urban Renewal Consultant Eric Nerdin presented the Staff Report. The American Legion Post 19 was the only applicant for the July 31st grant cycle and met the eligibility criteria. The Committee had no questions for Mr. Nerdin.

Director Durow added that the Historic Landmarks Commission held a public hearing and had approved the proposed building changes. A couple of issues did arise from that application however. The entry at the rear of the building crosses private ownership with no recorded access easement. The American Legion has been using the access for a long time, primarily to take the trash to the bin at the rear of the building. The adjacent building owner is not inclined to give the American Legion an access easement for their ADA entry. An additional basement entry was located on the Court Street side of the building and was covered up during the 2nd Street Streetscape project when the American Legion felt they did not need it. It is uncertain at this time if Building Codes will require a second access for the basement but the lower level door could be usable again and, along with an ADA ramp, could provide for the accessibility the American Legion needs. This situation has created a change for Phase I of the application and the sidewalk is being deleted at this time. The American Legion would like to proceed with building a safer, less steep interior staircase as well as replace the rear door with a steel door for security purposes. The monies saved from the deletion of the sidewalk would go towards the contingency line of their application. The design and engineering request would remain at \$5,000.00 leaving the total grant request at \$64,843.00. Director Durow asked if there were any questions.

Ken Farner asked if the changed application request would be providing ADA accessibility and Director Durow replied that it would not. The new Court Street ADA access will need to be designed and engineered.

Jim Block, Sgt. of Arms for the American Legion, added that the former side entrance can be reestablished although the door location may have to be raised to accommodate the requirements for the ADA ramp.

Chris Zukin asked if the interior stairwell to the basement and the new steel door are items the American Legion would like to proceed with and Mr. Block said they are. The existing stairwell is narrow and steep and the older members of the Legion have a hard time using it.

Ken Farner said the Urban Renewal Committee would like to see the proposal for future Phase 3 renovations. Director Durow said Phase 3 will restore the original façade and entry to the building. Phase 2 will stabilize the building with the north side brick repointing. Phase 4 will replace and repair the second story windows and start the process on the façade work. These projects add value and life to the building, which is the goal of the Urban Renewal grant program.

Dick Elkins asked Mr. Block what the cost of the future Phase 3 renovations might be and Mr. Block replied that the estimate they have been given is around \$68,000.00. Mr. Elkins stated that giving 100 percent funding to the American Legion he is 100 percent against. The American

Legion is not leveraging the Urban Renewal dollars. Elkins added that he feels he made a mistake by giving the Granada Theatre all that money.

Ken Farner said that the both the historic building and the American Legion organization qualify for the grant. However, he would like to see the applicant participating in the funding of the project to provide leverage of the Urban Renewal dollars.

Mr. Elkins asked Mr. Block how many members the American Legion Post 19 has and how many of those members attend the business meetings. Mr. Block said the Legion has 237 members and about 20 members attend the business meetings.

Chair Ericksen pointed out that the grant is not about the group, it's about the historic building and how our downtown looks. The Granada building would probably be an eyesore by now had Urban Renewal not funded the new roof. The Legion Hall is an historic asset. Ericksen added that he would like to see the Urban Renewal dollars leveraged as well but it is not a requirement.

Gary Grossman added that restoring the downtown is the Mission for Urban Renewal. He added that a form of leverage could be to make the American Legion responsible for providing the exterior ADA accessibility.

Ken Farner pointed out that the Civic Auditorium received a lot of money from Urban Renewal. They used some of the funds for match to apply for additional grants. He suggested that the American Legion should also consider that.

Chris Zukin told Dick Elkins that he did not make a mistake on the Granada. The roof replacement was a valid project and saved the building. This proposal bothers him because there are no matching funds.

Ken Farner said he would be in favor of partial funding on this project and asked Mr. Block if that would work. Mr. Block said his organization would be grateful to receive any funding that can help them restore their building.

Gary Grossman moved to recommend that the Urban Renewal Agency approve the request of the American Legion for Phase Two and Phase Four of their application request, which totals \$49,343.00 in Urban Renewal grant funding. Ken Farner seconded the motion and it carried unanimously, with Nikki Lesich absent. The Committee invited the American Legion to reapply in January 2009 for additional grant funding regarding the design and construction of Phase I, the ADA access for their basement conference rooms.

Eric Nerdin was asked to assist the American Legion locate resources for help with Grant writing and he said he would be happy to do that.

The application will be on the October 13, 2008 Urban Renewal Agency agenda.

PROJECT UPDATE

Director Durow informed the Committee that meetings have been held with most of the taxing districts regarding the Urban Renewal future plans of extending the maximum indebtedness. Durow pointed out that the schools are really not affected due to the fact the State makes up those funds going to Urban Renewal. Director Durow described the "unique" plan the City has (along with Lake Oswego). A new bill is proposed to allow us to remove our "uniqueness" if we choose. Durow added that no new projects will be added to the Plan, however extending the maximum indebtedness will enable the completion of the downtown projects.

The East Gateway/Brewery Grade project will have 100% plans by the first week in November.

There will be a Task Force meeting on October 15th for the Washington Street Downtown Riverfront Connection project and the Committee members are invited to attend.

FUTURE MEETINGS

The next scheduled meeting is October 21, 2008.

ADJOURNMENT

The meeting was adjourned at 7:01 P.M.

Respectfully submitted by Denise Ball, Planning Tech.

Dan Ericksen, Chair



AGENDA STAFF REPORT

Joint meeting of the Urban Renewal Agency and Urban Renewal Advisory Committee

TO: Agency and Advisory Committee members

FROM: Dan Durow, Urban Renewal Manager

THRU: Nolan Young, City Manager

DATE: November 6, 2008

ISSUE: Consideration of a contract addendum for the East Gateway/Brewery Grade Project with Hopper Dennis Jellison; HDJ Design Group.

BACKGROUND:

The City entered into a contract with HDJ Engineers (now HDJ Design Group) on November 20, 2007, for the amount of \$197,979 as an Urban Renewal funded project. This contract amount was recently amended to include additional design, surveying, and engineering work based upon a larger project scope, including all of Taylor Street north of 3rd Street, and some other extra re-design work caused by the changing needs of the adjacent redevelopment projects. This amount of \$76,945.50 was approved by the Agency in October and added to the contract.

At that time, both staff and the Agency felt that the proposed design of an additional parking lot south of 3rd Street on Taylor Street, which required extensive retaining walls, would be too expensive and was eliminated. Since then, staff has determined that providing improved access south of Taylor Street along 3rd Street to the old Brewery property would greatly enhance the viability of that redevelopment project. It would also complete the downtown streetscape for the full length of Taylor Street and improve the transition into 2nd and 3rd Streets making a better project overall. This part of Taylor and 3rd Streets would need to be done when the 3rd Street streetscape project was built in any case. Some parking could be provided south of 3rd Street on Taylor with the modified design, and all of the retaining walls would be eliminated making it less expensive overall.

During the course of completing the final design, it was discovered that undergrounding of utilities was not included in the original scope of work, although it was always anticipated that this would be done where feasible. This has caused some additional engineering work that was not anticipated.

City engineers and street division staff have expressed some concern about the pavement design used in the 2nd Street streetscape project. Due to the heavy traffic and truck loading, it was determined that a higher design standard needs to be considered.

Following is the breakdown of the estimated additional design costs:

- 1) South leg of Taylor Street, extension of 3rd Street behind bookstore, Taylor Street between 2nd and 3rd Streets, intersections of Taylor and 2nd, Taylor and 3rd: Includes design (roadway, drainage, lighting, signing/stripping, adding crosswalks/ramps and modifying existing plan sheets) drafting, project management, coordination, redline changes, and extra reproduction: \$59,000
- 2) Undergrounding overhead utilities and coordinate gas line relocations throughout project: Includes design, drafting, project management, coordination, extra reproduction, and redline changes: \$11,500
- 3) Pavement design: Ash Creek services plus HDJ support/coordination hours: \$5,000
- 4) Additional meeting: Joint URAC/City Council meeting 11/6, prep + attendance: \$500 (travel is included in undergrounding above)
- 5) Additional meetings or other misc. items as directed by the City: \$1,500

Total: \$77,500

The City received a Federal appropriation since the HDJ engineering contract was awarded last year, and it is anticipated that more Federal grant monies will be needed to complete the funding package. Since these monies are coming through ODOT, the ODOT review of the engineering plans and its bidding process will need to be followed. This will have time and cost implications including a direct administrative fee to ODOT for the work they do on the project. This will cause the City's engineers to spend additional time working with ODOT to get the project through their review and bidding process.

City staff is working with ODOT to get the necessary agreements in place, the project included in the State Transportation Improvement Plan, and a determination of what impacts this will have on the project timeline and costs.

Overall, the design engineering cost for this project is in the average range. Typically, design engineering will run between 6 to 15 percent of construction costs. The more complicated the project the higher the engineering cost. With the proposed amendment, the design engineering for this project would be about nine (9) percent. HDJ Design Group has done a good job in keeping the costs within the average range.

BUDGET IMPLICATIONS: The Urban Renewal Agency has budgeted \$1,000,000 in this year's budget for design and construction of this project, so there are sufficient monies to cover all of the additional engineering design costs. Because all of the additional engineering design costs will exceed 20 percent of the original contract amount, staff is requesting authorization to extend the contract amount.

STAFF RECOMMENDATION: [suggested motion] ... move to authorize the City Manager to sign an addendum to Contract number 2007-008, the Design for the East Gateway/Brewery Grade Intersection Project, with HDJ Design Group in an amount not to exceed a total of **\$77,500**.

Alternative 1: Not authorize the contract addendum.

Alternative 2: Authorize the contract addendum but for a lesser amount.