



IMPROVING OUR COMMUNITY

**COLUMBIA GATEWAY URBAN RENEWAL AGENCY**  
**CITY OF THE DALLES**

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**AGENDA**  
**COLUMBIA GATEWAY**  
**URBAN RENEWAL ADVISORY COMMITTEE**

Conducted in a Handicap Accessible Meeting Room

**Tuesday, May 19, 2015**

5:30 pm

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 21, 2015
- VI. PUBLIC COMMENTS (For items not on the agenda)
- VII. ACTION ITEM – Urban Renewal Property Rehabilitation Façade Improvement Grant Application – Windermere Glenn Taylor Real Estate
- VIII. ONGOING URBAN RENEWAL PROJECTS UPDATE
- IX. EXECUTIVE SESSION
  - A. Recess to Executive Session in Accordance With ORS 192.660 (2) to Conduct Deliberations With Persons Designated by the Governing Body to Negotiate Real Property Transactions.
  - B. Reconvene to Open Session
- X. FUTURE MEETING – June 16, 2015
- XI. ADJOURNMENT

**Columbia Gateway Urban Renewal Agency Advisory Committee  
Tuesday, April 21, 2015**

**5:30 PM**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room.*

**CALL TO ORDER**

Vice Chair Weast called the meeting to order at 5:30 PM.

**ROLL CALL**

Members Present: Greg Weast, Jennifer Dewey, Steve Kramer, John Nelson, Linda Miller

Members Absent: Gary Grossman, Atha Lincoln, John Willer

Staff Present: Urban Renewal Manager Nolan Young, City Attorney Gene Parker, Planning Director Richard Gassman, Administrative Fellow Daniel Hunter, Administrative Secretary Carole Trautman

Others Present: City of The Dalles Business Development Director Gary Rains; Main Street Director Matthew Klebes

**PLEDGE OF ALLEGIANCE**

Vice Chair Weast led the group in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Upon the recommendation of Acting Chair Weast, it was the general consensus of the Committee to move the Granada Block Redevelopment Project update after agenda Item V, "Approval of Minutes," and assign the Granada Block update as Item V.B.

**APPROVAL OF MINUTES**

It was moved by Miller and seconded by Nelson to approve the March 17, 2015 minutes as submitted. The motion carried unanimously; Grossman, Lincoln and Willer absent.

**ONGOING URBAN RENEWAL PROJECT UPDATE**

- Granada Block Redevelopment – Rapoza representative Michael Leash reported that they were on target to meet the franchise application deadline by the end of April 2015. Rapoza was working with Hilton Hotel representatives on the hotel's due diligence portion of the application.

PUBLIC COMMENT

Urban Renewal Manager Young asked for Committee members to serve on the Urban Renewal Agency Budget Committee. The meeting was scheduled for May 4, 2015 at 7 PM. Kramer, Weast, Nelson and Dewey agreed to serve.

The Committee recessed to Executive Session at 5:33 PM. The Committee reconvened to Open Session at 6:26 PM.

ONGOING URBAN RENEWAL PROJECTS UPDATE (continued)

Urban Renewal Manager Young reported on the following Urban Renewal Property Rehabilitation projects:

- Thompson Pool – The project is over 50% complete and is scheduled to open mid-June of 2015.
- Columbia Gorge Real Estate Façade Improvement – All contracts are signed, and project work will begin after Cherry Festival.
- The Civic – Still in design work, they are approximately 50% through their urban renewal grant funds.

FUTURE MEETING – May 19, 2015

ADJOURNMENT

Acting Chair Weast adjourned the meeting at 6:28 PM.

Respectfully submitted by Administrative Secretary Carole Trautman.

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Greg Weast, Vice Chairman



IMPROVING OUR COMMUNITY

**COLUMBIA GATEWAY URBAN RENEWAL AGENCY**  
**CITY OF THE DALLES**

**AGENDA STAFF REPORT**

**URBAN RENEWAL ADVISORY COMMITTEE**

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
May 19, 2015		

**TO:** Urban Renewal Advisory Committee

**FROM:** Eric Nerdin, Urban Renewal Contract Consultant  
Mid-Columbia Economic Development District, Loan Fund Manager

**THRU:** Nolan Young, Urban Renewal Manager *ny*

**DATE:** May 5, 2015

**ISSUE:** Urban Renewal Property Rehabilitation Façade Improvement Application  
Review and Recommendation to the Agency Board

**BACKGROUND:**

Windermere – Glenn Taylor Real Estate, a long time real estate business recently moved to a leased building located at 122 E. 2nd Street, The Dalles, Oregon. The contact person for this business and this Urban Renewal Façade Improvement program grant application is Kim Salvesen Pauly.

The 6,600 square foot building located at 122 E. 2nd Street was constructed in 1966 and is used as office/retail space. This building is owned by Bill Matthew. This building is located in The Dalles Urban Renewal Zone.

According to the application, this project will improve and restore the exterior of the building, including restoring “several original historic features”, such as transom windows and awnings. This project will also showcase through restoring and painting original exterior wood, currently covered with blue panels. Additional improvement will be lighting, signage, scaled down and artistically modified front sign frame and flower sconces installed on vertical columns.

**APPLICATION:**

The application from Windermere – Glenn Taylor Real Estate was received on April 28, 2015. This application is for a grant of \$6,626.00 to assist with this project. The applicant will contribute \$2,540 and the building owner will contribute \$773.00, which is the required 50% match of the Urban Renewal grant request amount required of the grant applicant.

**Expected Project Costs**

The expected project costs as listed in the application total \$9,390.

Primary metal sign and installation:	\$1,000.00
Removal/disposal of existing blue panels	\$ 400.00
Reduce size and artistically modify of existing sign frame:	\$ 300.00
Construction/installation of transom windows and beams:	\$4,116.00
Installation of tension cables:	\$1,600.00
Restoring and painting of wood behind existing blue panels:	\$ 350.00
Installation of illuminating lights:	\$1,773.00
Minor blade sign and installation:	<u>\$ 400.00</u>
<b>Total:</b>	<b>\$9,939.00</b>

**Proposed Fund Sources**

Applicant:	\$ 2,540.00
Building Owner:	\$ 773.00
Urban Renewal Grant:	<u>\$ 6,626.00</u>
<b>Total:</b>	<b>\$ 9,939.00</b>

The proposed project costs are based on a summary of estimates from various local contractors provided by the applicant. This estimate summary is attached. This building does not appear to be a historic building and, therefore, may not need to be presented to the City of The Dalles Historic Landmarks Commission for compliance to historic design standards.

**BUDGET IMPLICATIONS:**

The Dalles Urban Renewal Agency has \$272,927 available for new property rehabilitation and façade improvement grants and interest rate subsidies. If this \$6,626 grant application is approved, the remaining funds available would be \$266,301.

**STAFF RECOMMENDATIONS:**

1. Staff recommends that the Urban Renewal Advisory Committee Agency recommend approval by the Urban Renewal Agency Board of a \$6,626.00 Urban Renewal Property Rehabilitation Façade Improvement Grant to Windermere – Glenn Taylor Real Estate to be used for façade improvements and building renovation, as presented, on the building located at 122 E. 2nd Street, The Dalles, Oregon.

**ALTERNATIVE OPTION:**

1. Move that the Urban Renewal Agency deny the grant request.

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

Application Date: 4/24/15

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

**PROGRAM APPLYING TO**

- ☐ 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

**APPLICANT INFORMATION**

Applicant Name: Windermere Glenn Taylor Real Estate

Contact Person: Kim Salvesen Pauly

Mailing Address: 122 E 2nd St.  
The Dalles, OR 97058

Applicant is: Owner ☐ Leaser ☒

Phone Number: 541-921-0406 Email: kimsalvesen@windermere.com

Federal Tax ID or Social Security Number: \_\_\_\_\_  
(Loan subsidy only)

Bank of account and contact: Riverview Community Bank  
(Loan subsidy only) Jan Kingston

Name of Business: Same as Applicant

Business Mailing Address: Same as Applicant

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

Name of Principle: Kim Salvesen

Site Address

122 E 2nd St.  
The Dalles, OR 97058

Legal Description

1N13E 3 BD Tax Lot 4100

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

**PROJECT INFORMATION**

Building Age: 1966 Building Square Footage: 6600

Building Current Use: Office/Retail

Building Planned Use: Office/Retail

**Project Description Outline:**

This project will improve and restore the exterior of the building. It will restore several original historic features of the building such as the transom windows and awnings. It will also improve the facade of the building through the addition of lighting, signage, and other features.

The project will remove the existing blue panels above the awning. This will expose original wood which will be restored and repainted.

Tension cables will be added to the existing awning along the East and North faces. The cables will be 6' apart.

The project will also restore transom windows along the original portion of the East and North face of the building according to historic photos. The transom windows will be back lit until they can be fully restore through to the interior of the building during a potential future project.

The project will also scale down the large existing sign frame from 14x14 feet to 14x8 ft. A new Windermere sign will be installed on the scaled down sign frame along with lighting. Minor blade signs will also be installed along the North face of the building.

Finally, flower sconces will be installed on the vertical columns of the existing storefront system of Windermere.

Proposed time line for the project will be 2-3 weeks.



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

**EXPECTED PROJECT COSTS**

Cost Item/Source:

Est. Cost

Primary Metal Sign and Installation	\$ 1,000.00
Removal and Disposal of Existing Blue Panels	\$ 400.00
Scale Down of Existing Sign Backing	\$ 300.00
Construction/Installation of Transom Windows and Beams	\$ 4,116.00
Installation of Tension Cables	\$ 1,600.00
Painting of Wood Behind Blue Panels	\$ 350.00
Installation of Illuminating Lights	\$ 1773.00
Minor Blade Sign and Installation	\$ 400.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Expected Cost	\$ 9,939.00

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: \$ \_\_\_\_\_  
 (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)	\$ <u>2,540.00</u>			
_____ Bank	\$ _____	_____ %	_____	

**PROPOSED SOURCES OF FUNDING (grants)**

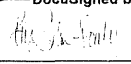
Urban Renewal Grant	\$ <u>6,626.00</u>			
Private Loan	\$ _____	_____ %	_____	<input type="checkbox"/>
Other Source	\$ <u>773.00</u>	_____ %	_____	<input type="checkbox"/>
Other Source	\$ _____	_____ %	_____	<input type="checkbox"/>
Other Source	\$ _____	_____ %	_____	<input type="checkbox"/>
Total	\$ <u>9,939.00</u>	(Must equal total expected costs)		

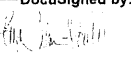
Facade Grant Matching Funds: Request \$20,000 or less (50% match) ☒; Over \$20,000 (100% match) ☐

**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.

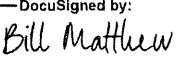
Applicant hereby consents to disclosure of information herein and the attachments as may be deemed necessary by MCEDD and its agents for such review and investigation.

I  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.

  
 DocuSigned by:  
 74B220992C1347E  
 Signature and Title if appropriate

4/28/2015 | 12:52 PM PT

Date

  
 DocuSigned by:  
 9BBA098A734E461  
 Signature and Title if appropriate

4/28/2015 | 1:34 PM PT

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**

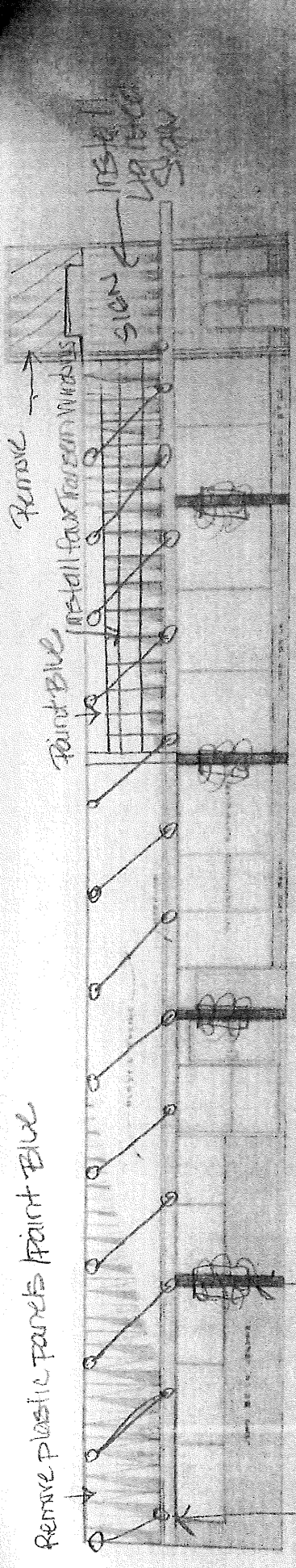
1. Certificate of approval from agency (if required).
2. Letter of approval from Historic Landmarks Commission (if required).
3. A summary of the project outlining the work to be done.
4. Complete plans and specifications.
5. Costs estimates or bids from a licensed contractor.
6. Evidence that building 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**

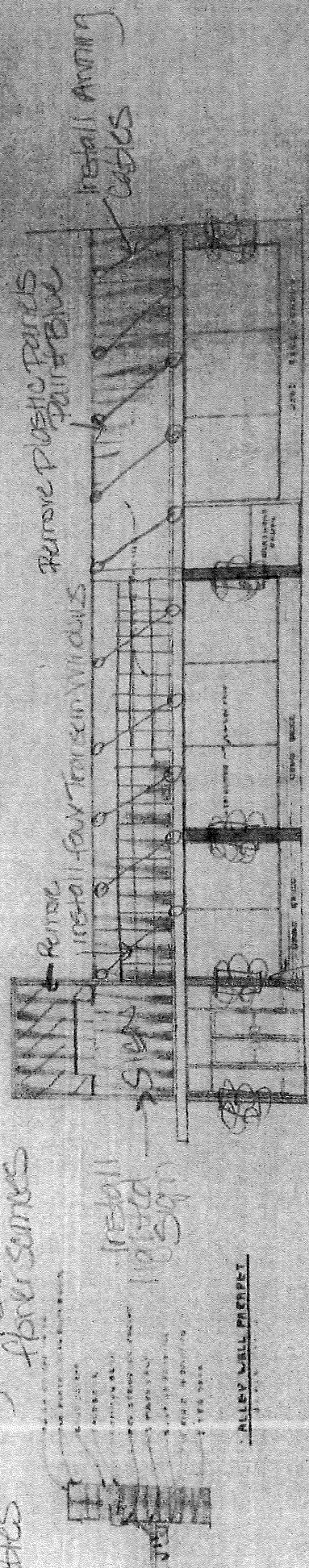
1. Amount of loan requested and proposed terms being requested.
2. Bank's loan application and any other information the bank requires, such as current financial statements, including balance sheets and income statements.

**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.



COURT STREET ELEVATION



SECOND STREET ELEVATION

Reinstall Arming Cables

ALLEY WALL PROPERT