



**Columbia Gateway Urban Renewal Agency Advisory Committee
Meeting Minutes**

Tuesday, March 18, 2014

5:30 p.m.

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

Conducted in a handicap accessible room.

CALL TO ORDER

Acting Chair Grossman called the meeting to order at 5:33 PM.

ROLL CALL

Members Present: Gary Grossman, Steve Kramer, Robin Miles, Linda Miller, Greg Weast

Members Absent: Jennifer Botts, Chris Zukin

Staff Present: City Manager Nolan Young, City Attorney Gene Parker, Administrative Fellow Jon Chavers, Administrative Secretary Carole Trautman

Also present: Mid-Columbia Economic Development District (MCEDD) Loan Fund Manager Eric Nerdin, RARE Main Street Coordinator Matthew Klebes

PLEDGE OF ALLEGIANCE

Grossman led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

It was moved by Weast and seconded by Kramer to approve the agenda as submitted. The motion carried unanimously; Botts and Zukin absent.

APPROVAL OF MINUTES

It was moved by Kramer and seconded by Miller to approve the September 17, 2013 minutes as submitted. The motion carried unanimously; Botts and Zukin absent.

It was moved by Miller and seconded by Weast to approve the February 18, 2014 minutes as submitted. The motion carried unanimously; Botts and Zukin absent.

PUBLIC COMMENT

None

ACTION ITEM – Grant Application for the Independent Order of Odd Fellows (IOOF)

MCEDD Loan Consultant Eric Nerdin presented the staff report. Nerdin pointed out that the IOOF proposed project had been reviewed and approved by the City's Historic Landmarks Commission. He concluded his report by presenting the staff recommendation and alternative options.

Miller asked if any other applications would be submitted in the near future. Nerdin said he knew of none other, and Grossman pointed out that the end of the fiscal year was approaching. City Manager Young stated there were other available Urban Renewal Agency (URA) funds available should something arise in the future.

Weast asked what the possibilities were that the State Historic Preservation Office (SHPO) would approve an additional grant to the applicant. RARE Main Street Coordinator Matthew Klebes stated the possibilities were good, in his estimation. Miller said she thought this application was a good start. Kramer and Miles agreed. Nerdin stated that having the URA grant approved would aid the applicant in obtaining the SHPO grant.

It was moved by Miller and seconded by Kramer to recommend approval of a \$10,000 Urban Renewal Agency Grant to the Independent Order of Odd Fellows No. 5 Columbia Lodge to be used for the restoration project, as described in the staff report, of its building located at 421 E. 2nd Street, The Dalles, Oregon. The recommended approval is conditional upon: 1) this project being approved and permitted by all applicable agencies and entities; 2) the applicant obtaining \$20,000 in funds from a source approved by the Urban Renewal Agency, such as SHPO; and 3) documentation of IOOF's 501C8 non-profit fraternal organization status. The motion carried unanimously; Botts and Zukin absent.

DISCUSSION ITEM – Amendment to the Urban Renewal Agency Property Owner Rehabilitation Program to Include Private Business Owners Within the Urban Renewal District

Administrative Fellow Chavers presented the highlights of the staff report.

Miller asked what the biggest change in the current program would be. Chavers said the proposed amendment would be the creation of a completely separate fund for for-profit business and property owners within the Urban Renewal District (URD) so as not to compete with the non-profit participants. Chavers indicated that the intent was to make the funds available as soon as possible. City Manager Young indicated one small change to the URA Plan would need to be made—the deletion of the word “only” in the Property Owner Rehabilitation portion of the plan.

RARE Main Street Coordinator Matthew Klebes presented a PowerPoint program that highlighted the proposed program objectives, recommendations and rationale.

Acting Chair Grossman asked what, if any, interest Klebes had received from the downtown owners/business owners. Klebes stated he had heard significant interest from them and had heard of three or four projects that were of interest.

Miles asked if the façade work would have any uniform design guidelines. After further discussion from the committee, it was the consensus of the committee that any non-historic buildings within the URD would need to comply with the Historic District guidelines for uniform design purposes.

It was moved by Weast and seconded by Kramer to recommend approval of the proposed amendment to the Columbia Gateway/Downtown Urban Renewal Property Owner Rehabilitation Grant Program as outlined in staff's report dated March 10, 2014, and to recommend that the Agency make any necessary URA Plan amendments in the Property Owner Rehabilitation Grant Program portion of the plan.

Miller clarified that this proposed amendment was for façade work. Klebes reminded the committee that, according to the grant guidelines, grant funds could not be used for maintenance work. However, if painting a façade was part of the re-imaging of the building, it would not be considered maintenance. Nerdin emphasized that if a building was not kept up for a long period of time to the point that it needed to be salvaged rather than destroyed, the plan would allow for a grant application and would not be considered a maintenance project.

City Manager Young asked for clarification on Page 3 of 4 of the staff report (under "Eligible Activities") if Americans with Disabilities Act (ADA) accessibility work was eligible. Klebes said it was included, and Young clarified that the ADA accessibility work must be visible from the public's viewpoint.

Acting Chair Grossman called for the vote. The motion passed unanimously; Botts and Zukin absent.

PROJECT UPDATE

City Manager Young gave the following update on other URA projects:

- Existing property owner rehabilitation grant projects – The Dalles Art Center and Mural Society have completed their projects. St. Peter's Landmark's project is almost completed. Wonderworks Children's Museum, United Church of Christ Congregational and the Civic Auditorium projects are well underway.
- Sunshine Mill Winery – \$42,000 remains on the \$600,000 loan. The remaining \$42,000 is designated for the painting of the mill. Sunshine Mill Winery (SMW) is working with the Planning Department for guidelines on the exterior painting and possible signage. The intention of the SMW is to complete the work by the end of June 2014.

Acting Chair Grossman asked the committee members to make every effort to attend the meetings and to be on time because of quorum issues. Meetings are delayed when members come late.

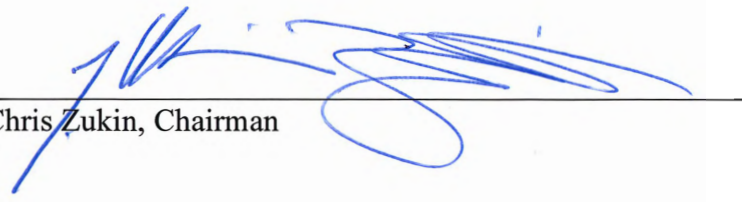
Discussion followed regarding current committee member vacancies. Administrative Secretary Trautman reported that the Planning Commission would be discussing filling its URAC vacancy

at the March 20 meeting. City Manager Young stated Mayor Lawrence was working on the citizen's vacancy.

ADJOURNMENT

Acting Chair Grossman adjourned the meeting at 6:13 PM.

Respectfully submitted by Administrative Secretary Carole Trautman.



Chris Zukin, Chairman