



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

**MINUTES**  
**COLUMBIA GATEWAY URBAN RENEWAL**  
**BUDGET COMMITTEE MEETING**

Via Zoom

**Tuesday, May 12, 2020**

**5:30 p.m.**

**CALL TO ORDER**

Chair Grossman called the meeting to order at 5:31 p.m.

**ROLL CALL**

Present: Scott Baker, Staci Coburn, Bob Delaney, Forust Ercole, John Fredrick, Gary Grossman, Solea Kabakov, Darcy Long-Curtiss, Tim McGlothlin, Linda Miller, Doug Nelson and Dan Richardson

Absent: Joe Barcott, Steve Howard, Steve Kramer and Leon Surber

Staff Present: Urban Renewal Manager and Budget Officer Steve Harris, Finance Director Angie Wilson, City Clerk Izetta Grossman, CDD Secretary Paula Webb

**ELECTION OF CHAIR AND SECRETARY**

Chair Grossman opened nominations for Budget Committee Chair.

Miller nominated Darcy Long-Curtiss for Chair. There was no second to the nomination.

Hearing no other nominations, the nomination passed 10/0. Baker, Delaney, Ercole, Fredrick, Grossman, Kabakov, McGlothlin, Miller, Nelson and Richardson in favor, none opposed, Barcott, Howard, Kramer and Surber absent, Long-Curtiss abstained. Coburn temporarily lost video connection and did not participate in the vote.

Chair Long-Curtiss opened nominations for Secretary.

Grossman nominated Bob Delaney for Secretary. Miller seconded the nomination.

Hearing no other nominations, the nomination passed 11/0; Baker, Coburn, Ercole, Fredrick, Grossman, Kabakov, Long-Curtiss, McGlothlin, Miller, Nelson and Richardson in favor, none opposed, Barcott, Howard, Kramer and Surber absent, Delaney abstained.

**BUDGET OFFICER'S MESSAGE, FISCAL YEAR 2020-21**

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

In response to Committee questions, Harris replied:

- First Street/Riverfront Connection Project  
The City was awarded federal funds for the First Street/Riverfront Connection project. What began as a straight forward streetscape project evolved to include highway and railroad under-crossings and a plaza on Washington Street. Consequently, the costs multiplied; the project was placed on hold. In 2016 ODOT asked if the City would like to continue the project. The Urban Renewal Board returned to the original scope of the project and authorized Staff to move forward with the plan preparation phase. Staff will return to the Board at a later date with hard cost numbers and hopefully receive authorization to proceed. Estimated costs now are approximately \$3.2 million; 15 years ago the estimated cost was \$1.9 million for essentially the same project.
- Mill Creek Greenway  
Funds were allocated in the 2019/20 budget with the expectation the agency's contribution would be complete by June 30. There was no need to carry the item forward in the new budget year.
- Low Income Housing  
There are no specific programs designated for low income housing with the exception of the interest rates the Agency is paying on commercial properties. Affordable housing was not an adopted objective in the Urban Renewal Plan.

The Agency does not have a relationship with Hanlon Development; the ENA expired.

## **BUDGET PRESENTATION / DELIBERATIONS**

Finance Director Angie Wilson presented the proposed budget.

In response to inquiries, Wilson replied fewer expenditures this year resulted in a higher beginning fund balance. Fund 18 and TRT – this line item has had no activity and should be removed.

Contractual Services are the Agency's share of expenses for the GIS software and support.

Contract Administrative Services: city personnel involved in Agency functions. The City is now out-sourcing the legal department; estimated costs are uncertain.

The CD Analyst position has changed since the preparation of the budget. Director Wilson proposed removal of that item and adjusting the \$22,214 on the approved budget.

Committee Member Baker inquired about the Urban Renewal Manager position. UR Manager Harris replied, as proposed, the position would be filled by a consultant, not a City employee.

Baker then asked if the UR Manager position would reduce staff workload. Harris replied in previous years the CDD Director was budgeted at much more than the 10% budgeted in the coming year. The new position will provide greater flexibility to the Agency and reflects anticipated personnel changes.

Committee Member Baker asked if adoption of the budget would automatically green light line item projects. Chair Long-Curtiss suggested this topic be included at the next regular meeting.

UR Manager Harris provided clarification on Engineering Services and Property Rehabilitation.

Committee Member Baker asked if it was possible to wrap engineering services into the ODOT grant so that funds were reimbursable for the First Street Streetscape project. Harris replied this was the Agency's share of the expenses. Each phase of the project had a specific limit. Since the City expanded the project's scope, the reimbursables under those phases were exhausted.

UR Manager Harris said a small amount was budgeted for Building and Grounds as a placeholder due to the Agency's focus on sale of properties.

Property taxes are budgeted for the community parking lot. Liability insurance is budgeted for the Commodore II building.

CIS has informed the Agency as of July 1 they will no longer provide insurance for the Recreation Building.

Chair Long-Curtiss asked when the Commodore II parking lot would be paid off. Harris did not know the end date, but will return to the Board with the answer.

UR Manager Harris stated travel, lodging and training are all minor expenses that have remained consistent.

If authorized to proceed, Capital Projects include the Federal Street Public Plaza and the First Street Streetscape project.

Chair Long-Curtiss confirmed the only change to the proposed budget was to reallocate \$22,214 from the CD Analyst position to Opportunity Driven Projects.

Committee Member Richardson referred to earlier discussions regarding accelerated debt repayment; he asked where the funds would come from. UR Manager Harris replied expectations for projected revenues were not realized.

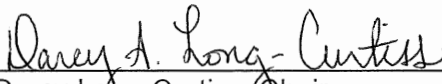
### **APPROVAL OF BUDGET**

It was moved by Nelson and seconded by Delaney to forward the proposed budget to the Urban Renewal Agency Board with the changes noted [reallocation of \$22,214 from the CD Analyst position to Opportunity Driven Projects]. The motion passed 12/0; Baker, Coburn, Delaney, Ercole, Fredrick, Grossman, Kabakov, Long-Curtiss, McGlothlin, Miller, Nelson and Richardson in favor, none opposed, Barcott, Howard, Kramer and Surber absent.

### **ADJOURNMENT**

Chair Long-Curtiss adjourned the meeting at 6:41 p.m.

Respectfully Submitted  
Paula Webb, Community Development Secretary

  
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Darcy Long-Curtiss, Chair