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**MINUTES**

**COLUMBIA GATEWAY URBAN RENEWAL AGENCY BOARD MEETING**

December 20, 2022

5:30 p.m.

City Hall Council Chambers  
313 Court Street, The Dalles, Oregon 97058  
Via Zoom / Livestream via City Website

**PRESIDING:** Darcy Long, Chair

**BOARD PRESENT:** Staci Coburn, Dan Richardson, Shanon Saldivar and Kathy Schwartz, two positions vacant

**BOARD ABSENT:** Diana Bailey and Tim McGlothlin

**STAFF PRESENT:** Director Joshua Chandler, City Attorney Jonathan Kara, Secretary Paula Webb

**CALL TO ORDER**

The meeting was called to order by Chair Long at 5:32 p.m.

**PLEDGE OF ALLEGIANCE**

Chair Long led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

It was moved by Saldivar and seconded by Coburn to approve the agenda as submitted. The motion carried 5/0; Coburn, Long, Richardson, Saldivar and Schwartz voting in favor, none opposed, Bailey and McGlothlin absent, two positions vacant.

**APPROVAL OF MINUTES**

It was moved by Schwartz and seconded by Coburn to approve the minutes of September 20, 2022 as presented. The motion carried 5/0; Coburn, Long, Richardson, Saldivar and Schwartz voting in favor, none opposed, Bailey and McGlothlin absent, two positions vacant.

**PUBLIC COMMENT**

None.

**STAFF COMMENTS / PROJECT UPDATES**

The Dalles Riverfront Access Project ("First Street Streetscape" Project)

At the July 19, 2022 meeting of the Board, consensus was to deliver the project in-house and terminate the contract with the Oregon Department of Transportation (ODOT). Savings,

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estimated at \$820,000 assumed repayment of previously expanded grant funds totaling \$320,000.

City Council approved the contract termination at the October 24, 2022 Council meeting. November 2, 2022, ODOT acknowledged receipt of the letter to terminate the contract. In mid-November, ODOT granted an exception to repayment of the funds expended. This exception resulted in a savings of \$320,000.

Staff met with the design team, KPFF, to review an amended scope for the project. The amendment will remove ODOT's responsibility and result in a new contract with KPFF.

#### Tony's Building, 401-407 E. Second Street

Delays continue for hazardous abatement and demolition. Business Oregon verbally committed up to \$400,000 for the project. However, an agreement between Business Oregon and the EPA requires signatures prior to distribution of award letters. This agreement is delaying multiple projects throughout Oregon.

An RFP for the project is 90-95 percent complete. No further action is planned pending receipt of the award letter.

#### URAB Incentive Program

The program launched in August, 2022. Three grants were awarded totaling approximately \$102,000. The improvements include ADA sidewalk work, parking lot improvements, safety upgrades and HVAC upgrades. Two of the properties were vacant.

During application review, some difficulties were encountered. This has necessitated working closely with the Wasco County Building Codes and the Tax Assessor's office on project review.

For example, the application states an upgrade of a fire suppression system is an eligible project. However, the fire suppression system is actually listed in the base cost of the building. Consequently, installing a \$100,000 fire suppression system would have no impact on the tax rolls. That project was, therefore, ineligible.

Another caveat requires a building permit. Replacing windows with insulated windows improves the tax rolls, but does not require a building permit. Therefore, applicants are required to obtain an unnecessary building permit.

The encountered issues led to further review by Staff. Resultant edits remain a top priority for Director Chandler and City Attorney Kara. Director Chandler plans to have these issues resolved prior to filling the Economic Development Officer position.

Director Chandler anticipates returning to the Board in January or February for further discussion.

In response to Board Member Schwartz' inquiry, Director Chandler replied six applications were submitted. Three were ineligible, one was for a fire suppression system, and one for roof repair. Repair and maintenance of a structure is ineligible. To date, only three application were approved.

Chair Long stated the unintended consequences and challenges relate to timing. It is possible the intent of the Board is to approve projects deemed ineligible by existing standards. After revision to the eligibility standards, previously ineligible projects will be reviewed again.

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**BOARD MEMBER COMMENTS / QUESTIONS**

None.

**ACTION ITEM**

**Consideration of Sixth Addendum to the Recreation Building Disposition and Development Agreement, 213-219 E. Second Street**

Director Chandler presented the staff report.

In response to Board Member Richardson's question, Director Chandler replied there is no drawback to granting the amendment, other than the delay in completion.

Board Member Schwartz requested a description of his vision.

**Todd Carpenter, 216 E. Fifth Street, The Dalles**

Carpenter said he recently received approval from the Historic Landmarks Commission to retain the original back wall. The structural integrity is 90% complete. The contractor will begin framing on the street level in early January, 2023.

Carpenter's plan is an indoor/outdoor event venue. Ramps were removed to create a flat surface for access. The street frontage will be a 2,400 SF enclosed space with two man doors and two roll-up doors to access the patio. The patio area, a 6,400 SF space, will include a stage at the rear and outdoor seating. The area will include gas fire pits with flexible seating for dancing, etc.

The downstairs will contain a family friendly event space. Carpenter hopes to complete the upstairs space by April, 2023.

Board Member Schwartz expressed her appreciation for Mr. Carpenter's willingness to take on this project.

Board Member Coburn thanked Mr. Carpenter and Ms. McQuade for their passion and vision for this project.

Mr. Carpenter thanked the Board for the opportunity to develop the properties. Chair Long added this project is working well with the Community Visioning process.

It was moved by Schwartz and seconded by Coburn to authorize the execution of the Sixth Addendum to the Disposition and Development Agreement between the Columbia Gateway Urban Renewal Agency and Todd Carpenter and Carla McQuade for property known as the Recreation Building located at 213-219 E. Second Street. The motion passed 5/0; Long, Coburn, Richardson, Saldivar and Schwartz in favor, none opposed, Bailey and McGlothlin absent, two positions vacant.

**ADJOURNMENT**

Board Member Schwartz stated she would not return in January. She added it had been a pleasure, and she wished the Board great future success. Her replacement will be decided in January.

Being no further business, the meeting adjourned at 6:06 p.m.

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*Meeting conducted in a room in compliance with ADA standards.*

Submitted by/  
Paula Webb, Secretary  
Community Development Department

SIGNED:

  
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Darcy Long, Chair

ATTEST:

  
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Paula Webb, Secretary  
Community Development Department