

**MINUTES**

**COLUMBIA GATEWAY URBAN RENEWAL AGENCY BOARD MEETING**

March 21, 2023

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, Scott Hege, Tim McGlothlin, David Peters, and Ellen Potter, and Dan Richardson, one position vacant

**BOARD ABSENT:** Shanon Saldivar

**STAFF PRESENT:** Director and Urban Renewal Manager Joshua Chandler, City Attorney Jonathan Kara, Secretary Paula Webb

**CALL TO ORDER**

The meeting was called to order by Chair Long at 5:30 p.m.

**PLEDGE OF ALLEGIANCE**

Chair Long led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

It was moved by Coburn and seconded by McGlothlin to approve the agenda as submitted. The motion carried 7/0; Coburn, Hege, Long, McGlothlin, Peters, Potter and Richardson voting in favor, none opposed, Saldivar absent, one position vacant.

**ELECTION OF OFFICERS**

Board Member McGlothlin nominated Darcy Long as Chair. Board Member Richardson seconded the nomination. The nomination carried 7/0; Coburn, Hege, Long, McGlothlin, Peters, Potter and Richardson voting in favor, none opposed, Saldivar absent, one position vacant.

Board Member Richardson nominated Tim McGlothlin as Vice Chair. Board Member Peters seconded the nomination. The nomination carried 7/0; Coburn, Hege, Long, McGlothlin, Peters, Potter and Richardson voting in favor, none opposed, Saldivar absent, one position vacant.

**APPROVAL OF MINUTES**

It was moved by McGlothlin and seconded by Potter to approve the minutes of February 21, 2023 as submitted. The motion carried 5/0; Coburn, Long, McGlothlin, Potter and Richardson voting in favor, none opposed, Saldivar absent, Hege and Peters abstained, one position vacant.

**PUBLIC COMMENT**

None.

**DISCUSSION ITEM**

**Urban Renewal Incentive Program Amendments**

Director Chandler provided an overview and suggested amendments for the Urban Renewal Incentive Program, Exhibit 1.

Director Chandler suggested removal of the funding cap (\$700,000). He stated the cap is an arbitrary number. The amount is discretionary.

Board Member Potter recused herself from the discussion.

Board Member Hege left the meeting at 6:19 p.m.

City Attorney Kara stated the cap is a handcuff to the Agency, and has no purpose in law. Attorney Kara said, "I couldn't recommend removing it strongly enough." Removal of the cap provides more flexibility. He added, currently none of the applications received come near these numbers; the majority will be handled administratively by staff.

Board consensus was in favor of removing the cap.

Director Chandler requested a clarification of "mixed use." Does the Board consider it a mix of commercial and residential?

Board Member Coburn agreed that was the original intent. The Board had no objection to the definition. The addition of residential units is considered "mixed-use."

**Urban Renewal Plan Updates, Summer 2023**

The Urban Renewal Plan, adopted in 1990, includes 14 goals and objectives. Since that time, the Plan was amended 16 times. In the coming months, staff will review the Plan. The review will include updated project lists and goals.

Board Member Richardson stated at the Board meeting on March 15, 2022 a Federal Street Plaza was suggested. The Board should include this project in the goals.

**STAFF COMMENTS / PROJECT UPDATES**

**Tony's Building**

After months of waiting for funding from Business Oregon and the Environmental Protection Agency (EPA), it was determined the Tony's Building is ineligible for funding. The property was purchased without a Phase 1 Study, resulting in the EPA's denial of funding. An opportunity remains to secure \$60,000 in funding. Staff will submit a revised application by the end of the month. The demolition will not be postponed by the revised application; those funds can be used toward the end of the project. A Request for Proposal (RFP) for abatement and demolition will be distributed by the end of March.

**First Street Parking Lots**

New fencing will be installed along First Street, between Court and Washington Streets, prior to Cherry Festival. Next steps will include improvements to the parking lots to increase safety and the appearance.

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Budget Meeting: April 11, 2023

The budget meeting will be followed one week later by the regularly scheduled meeting (April 18, 2023).

**BOARD MEMBER COMMENTS / QUESTIONS**

In response to Board Member McGlothlin inquiries, Director Chandler replied:

- The Soda Works building [800 E. Second Street] was funded for demolition.
- Until the Mill Creek Greenway Project is complete, the Agency will continue to include it in the budget. Possible completion will occur in the next ten years.
- An Incentive Program application is in the queue for the Chronicle building [315 E. Third Street]. The land use application is in process.
- The Basalt Commons project [old Griffith Motors, 500 block of E. Third Street] is ongoing. The developer is working through financials and gathering materials for land use review.

Board Member McGlothlin stated he and Mayor Mays visited the Annex (200 E. Second Street, Oregon Motor Motel). Good progress has been made. McGlothlin hopes the plan for appropriate use and amount of supervision will lower community concerns.

Board Member Richardson said he would like to see some creative thinking for the Mill Creek Greenway. Ten years until completion is ludicrous. Perhaps further conversations with our Northern Wasco County Parks and Recreation (NWPRD) partners and ourselves to lay out options might be advisable.

Board Member Potter added NWPRD received approval for a Mountain Bike Skills development trail to alleviate the camping issues and improve safety in the area. The project will be completed this Spring.

Chair Long stated the Board still has one position vacant. Please submit any suggestions to Chair Long.

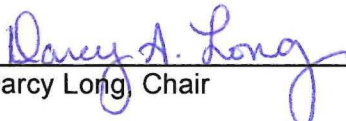
**ADJOURNMENT**

Being no further business, the meeting adjourned at 6:57 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:   
Darcy Long, Chair

ATTEST:   
Paula Webb, Secretary  
Community Development Dept.



# COLUMBIA GATEWAY URBAN RENEWAL AGENCY

TUESDAY, MARCH 21, 2023 | 5:30 PM

## Urban Renewal Incentive Program

### *Background*

- *Adopted: May 2022*
- *Launched: August 2022*
- *Program replaces five previously established programs*

### *Funding provided to date*

- *\$128,000 / 4 properties*
- *Two applications in queue:*
  - *One requires land use review*
  - *One requires application review and upcoming Board approval*

### *Shortcomings/Barriers*

*Staff is currently in process of fine-tuning guidelines for clarity, objectivity, and legal sufficiency*



## Amendments

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- *Administration*
  - *Staff Responsibilities*
  - *Lien Information*
  - *Application Material and requirements*
- *Terminology*
- *Funding*
  - *Disbursement*
  - *Funding cap*
  - *Additional Funding*
- *Eligibility*



## Amendments: Administration

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- *Staff's Responsibilities*
- *Lien Information*
- *Application Material and requirements*



## Amendments: Terminology

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- *Mixed-Use: More than one use? **OR** Commercial and Residential?*
- *Like-for-Like, Maintenance, Repairs, etc.: Same standards applied to all buildings/properties, not based on years of ownership*
- *Upgrades: Overall system upgrade, more intense use*
- *Reuse: Use of previously unused area of building/property*



## Amendments: Funding

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- *Funding Limit*
- *Disbursement*
- *Additional Funding*



## Amendments: Funding

### Funding Limit

- *Currently: "No project may receive greater than \$700,000 total"*
- *Agency is not obligated to fund up to the cap and has discretion on total funding for a project*
- *Funding cap limits Agency ability to fund unknown "game-changing" projects*
- *BOLI Public/Private Funding Cap*
  - *\$750k*
  - *SDCs not included*



## Amendments: Funding

### Disbursement

- *Clearly define*
- *50% down payment available*
- *Not until project is complete*

### Additional Funding

- *Only mixed-use developments with 50+ dwelling units are eligible for additional funding*
- *Commercial development expansion in the area would be limited to only \$50k*
- *Should additional information be required for projects that exceed a certain amount (ex. \$500k)?*



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## Amendments: Eligibility

### ***“Eligible projects must comprise one or more of the following:***

- e. Safety and accessibility improvements in combination with other reinvestment activities adding value to the Area, such as installation of fire suppression and seismic reinforcement systems, ADA access improvements, elevator installation, and architectural lighting.
- f. Infrastructure upgrades (in association with other permanent building improvements) supporting the City's environmental/sustainability goals and adding property value to the Area.
- g. Quality exterior improvements or rehabilitation intended to restore or improve Area building exteriors and façade elements (such as doors, windows, porches, balconies, etc.).
- h. Demolition and redevelopment of blighted properties in the Area.
- i. Other permanent improvements and redevelopment aligned with Area and Agency goals as approved by Agency staff and Board.





## Amendments: Ineligibility

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*“Examples of expenditures ineligible for Incentive Program funding include:*

- General cleaning and maintenance
- Replacement of building materials
- Equipment or property acquisition
- Financing costs or debt
- Similar operating expenses



## Amendments: Eligibility/Ineligibility

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- *Should an eligible project meet more than one of the listed “projects”?*
- *If one listed “project” is met, should the whole project be funded?*
- *Create list of specific eligible/ineligible projects*
- *Remove vague/redundant project descriptions*
- *Improvements required with development (infrastructure, utilities)*
- *Clearly define the eligible “applicant” or “property”*





# Questions/Comments/ Suggestions?

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