
MINUTES

COLUMBIA GATEWAY URBAN RENEWAL AGENCY BOARD MEETING

February 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: Tim McGlothlin, Dan Richardson (arrived at 5:35 p.m.), Shanon Saldivar and Ellen Woods

BOARD ABSENT: Staci Coburn and David Peters

STAFF PRESENT: Director and Urban Renewal Manager Joshua Chandler, City Attorney Jonathan Kara, Executive Assistant Nubia Sanchez

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

Chair Long recommended moving Item 11. A. Urban Renewal Annual Financial Reports for Fiscal Year 2021/2022 to follow Public Comments.

It was moved by Saldivar and seconded by Woods to approve the agenda as amended. The motion carried 4/0; Long, McGlothlin, Saldivar and Woods in favor, none opposed, Coburn, Peters and Richardson absent, two positions vacant.

ELECTION OF OFFICERS

City Attorney Kara stated he was unable to determine who would fill the position of representative for the Wasco County Commission.

Board Member Richardson joined the meeting at 5:35 p.m.

Board consensus was to reschedule the Election of Officers to the next meeting.

APPROVAL OF MINUTES

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

PUBLIC COMMENT

None.

DISCUSSION ITEM

Urban Renewal Annual Financial Reports for Fiscal Year 2021/2022

Director Chandler stated the City of The Dalles provides financial reports annually to the Board. The City and the Urban Renewal Agency are both audited.

TKW, LLP prepared the audit. Elaine Howard Consulting prepared the financial report. The financial report must be completed prior to December 31 of each year. The financial report must be noticed twice and distributed to all taxing districts prior to March 1, 2023.

This is the second year TKW, LLP prepared the audit. The audit will go out for competitive bid next year.

STAFF COMMENTS / PROJECT UPDATES

First Street Project

The City, along with ODOT, has mutually terminated the contract for the First Street project. The City, with design consultant KPFF Consulting Engineers, has since re-scoped the project. The project was approved to go forward at the last City Council meeting [February 13, 2023]. Once signed, the new contract will go into effect March 1, 2023. The new scope includes previously unfinished tasks and additional tasks determined necessary by Staff.

URAB Incentive Program

Staff, with outside counsel, is reviewing refinements to the program. Director Chandler hopes to return with this as an Action Item at the March meeting.

Two applications were received, one of which is waiting on land use approval. If the Board has no objection, Director Chandler intends to move forward with the second application prior to redline approval. This application is for the Soda Works Building at the corner of E. Second and Monroe Streets (800 E. Second Street). The Brownfields program flagged this building.

The property owner is working with Development Inspector Jim Schwinof and the City's consultant, Stantec. The Brownfields program provided funding to consider hazardous material abatement and demolition. The estimate is specifically for demolition; currently, there are no plans for redevelopment.

Director Chandler noted the Incentive Program states, "funding can be provided for demolition *and* redevelopment." Chandler requested consensus from the Board to fund demolition without redevelopment.

Board Member McGlothlin was in favor of demolition.

Board Member Saldivar noted the Agency's intent is to add to the tax rolls. She asked if, even though the building was in poor condition, demolition would decrease the tax revenue. Director Chandler replied he could not speak to taxes, but added he building was borderline condemned.

Chair Long agreed the building was a blight, and was in favor of funding demolition.

Downtown Development Updates

Director Chandler said there is interest in developing a grocery store in the old Chronicle building [315 Federal Street]. The applicant has applied to the Incentive Program, but must first secure land use approval.

At the former Griffith Motors site [523 E. Third Street], a large scale, mixed-use structure is under consideration. This developer also plans to apply to the Incentive Program.

The Pioneer Building (corner of E. Second and Washington Streets) will be redeveloped. The second floor will be converted into eight residential units. This developer will also apply to the Incentive Program.

The Dalles Inn is also under consideration for development; this developer may also apply to the Incentive Program.

BOARD MEMBER COMMENTS / QUESTIONS

Board Member McGlothlin stated the Oregon Motor Motel [200 W. Second Street] is in development. Many comments have been received regarding the development. McGlothlin added the City does not have approval or oversight for the project. Legislative action has permitted the project to move forward.

Board Member McGlothlin requested the status of the Mill Creek Trail. Director Chandler replied that it is an Oregon Department of Transportation (ODOT) project scheduled eight to 10 years out. Board Member Woods agreed, stating the primary focus recently was on Sorosis Park and the Skate Park.

Director Chandler stated the Agency committed \$300,000 to the Mill Creek project; the funds will remain as a line item in the budget.

Board Member Woods stated irrigation and initial planting at Sorosis Park is complete. An ad hoc committee has formed to raise funds for specific items in the park. Regarding the Skate Park extension, the only company that can complete the "bowl" is experiencing difficulty scheduling the project.

Chair Long noted she had requested downtown updates in an effort to keep the Board informed on all projects, not only Agency projects. She added her appreciation for meeting monthly with Director Chandler.

ACTION ITEM

Urban Renewal Agency Local Contract Review Board Rules – Update

City Attorney Kara stated Wasco County Commissioner Scott Hege had been appointed to the Urban Renewal Agency Board.

City Attorney Kara stated the Agency is a public body in the state of Oregon. According to state law, it must have its own procurement rules, or it is subject to the attorney general's model rules. The Agency's current rules were adopted in 2011. Best practices suggest updating the rules at least twice every decade.

Changes of note include:

- The Urban Renewal Manager's purchase authority increased to \$100,000 before seeking Board approval.
- The emergency spending threshold capped at \$250,000.

City Attorney Kara stated Staff's recommendation is to move to adopt Resolution No. 23-001, a resolution updating the Agency's local contract review board rules effective February 22, 2023.

Resolution No. 23-001 Updating the Agency's Local Contract Review Board Rules

It was moved by McGlothlin and seconded by Woods to adopt Resolution No. 23-001, updating the Agency's local contract review board rules effective February 22, 2023. The motion carried 5/0; Long, McGlothlin, Richardson, Saldivar and Woods in favor, none opposed, Coburn and Peters absent, two positions vacant.

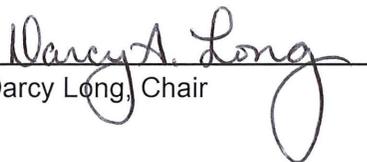
ADJOURNMENT

Being no further business, the meeting adjourned at 6:07 p.m.

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