



IMPROVING OUR COMMUNITY

COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

## AGENDA

**Columbia Gateway Urban Renewal Agency**  
City Council Chamber  
313 Court Street, The Dalles, Oregon

*Meeting Conducted in a Handicap Accessible Room*

Monday, July 27, 2015  
Immediately Following the City Council Meeting

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. AUDIENCE PARTICIPATION

During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Five minutes per person will be allowed. If a response is requested, the speaker will be referred to the City Manager for further action. The issue may appear on a future meeting agenda for Agency Board consideration.

- V. APPROVAL OF MINUTES
  - A. Approval of June 8, 2015 Regular Meeting Minutes
  - B. Approval of July 13, 2015 Special Meeting Minutes
- VI. ACTION ITEMS
  - A. Approval of Facade Improvement Grant for Petite Provence
- VII. EXECUTIVE SESSION
  - A. Recess to Executive Session in Accordance With ORS 192.660 (2) (e) to Conduct Deliberations With Persons Designated by the Governing Body to Negotiate Real Property Transactions
  - B. Reconvene to Open Session



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CITY OF THE DALLES

VIII. DECISIONS FROM EXECUTIVE SESSION

IX. ADJOURNMENT

**MINUTES**

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
SPECIAL MEETING  
OF  
JUNE 8, 2015

CITY COUNCIL CHAMBER  
313 COURT STREET  
THE DALLES, OREGON

**PRESIDING:** Chair Steve Lawrence

**AGENCY PRESENT:** Dan Spatz, Tim McGlothlin, Linda Miller, Russ Brown, Taner Elliott

**AGENCY ABSENT:** None

**STAFF PRESENT:** City Manager Nolan Young, City Attorney Gene Parker, City Clerk Julie Krueger, Administrative Fellow Daniel Hunter, Finance Director Kate Mast

**CALL TO ORDER**

The meeting was called to order by Chair Lawrence at 7:43 p.m.

**ROLL CALL**

Roll call was conducted by City Clerk Krueger; all members present.

**APPROVAL OF AGENDA**

It was moved by Elliott and seconded by Miller to approve the agenda as presented. The motion carried unanimously.

**AUDIENCE PARTICIPATION**

None.

MINUTES (Continued)  
Urban Renewal Agency Meeting  
June 8, 2015  
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### **APPROVAL OF MINUTES**

It was moved by Miller and seconded by McGlothlin to approve the minutes of March 23, 2015 and May 27, 2015 meetings. The motion carried unanimously.

### **PUBLIC HEARINGS**

#### **Public Hearing to Receive Testimony Regarding Proposed 2015-16 Fiscal Year Budget**

Chair Lawrence reviewed the procedures to be followed for the hearing.

Finance Director Mast reviewed the staff report. She added one change, which was to move \$41,335 from the current year budget into the next because the Lewis and Clark fountain would not be completed by the end of the fiscal year.

#### **Testimony**

Hearing no testimony, the hearing was closed.

#### **Resolution No. 15-003 Adopting the Columbia Gateway Urban Renewal Agency Budget for the 2015-16 Fiscal Year**

It was moved by Miller and seconded by McGlothlin to adopt Resolution No. 15-003 adopting the Columbia Gateway Urban Renewal Agency budget for the 2015-16 fiscal year including the proposed amendment. The motion carried unanimously.

### **ACTION ITEMS**

#### **Approval of Property Rehabilitation Facade Improvement Grant for Windermere Real Estate**

The staff report was reviewed by Matthew Klebes. It was noted that the property owner had been included in the application process and was in agreement with the grant application.

It was moved by Elliott and seconded by Brown to approve a \$6,626 property rehabilitation facade improvement grant to Windermere-Glenn Taylor Real Estate to be used for facade improvements and building renovation at 12 East Second Street, contingent on approval by Historic Landmarks Commission. The motion carried unanimously.

MINUTES (Continued)  
Urban Renewal Agency Meeting  
June 8, 2015  
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**OTHER BUSINESS**

Administrative Fellow Hunter provided a brief update on the Lewis and Clark fountain project, saying the foundry needed three months to produce the art, from the time the molds were ready. He said the proposed schedule now was to install it by Labor Day. He said staff was working to have a water feature and plantings in place for the Independence Day celebration.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:57 p.m.

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Submitted by/  
Julie Krueger, MMC  
City Clerk

SIGNED:

\_\_\_\_\_  
Stephen E. Lawrence, Chair

ATTEST:

\_\_\_\_\_  
Julie Krueger, MMC, City Clerk

## MINUTES

COLUMBIA GATEWAY URBAN RENEWAL AGENCY  
SPECIAL MEETING  
OF  
JULY 13, 2015

CITY COUNCIL CHAMBER  
313 COURT STREET  
THE DALLES, OREGON

**PRESIDING:** Chair Steve Lawrence

**AGENCY PRESENT:** Dan Spatz, Tim McGlothlin, Linda Miller, Russ Brown, Taner Elliott

**AGENCY ABSENT:** None

**STAFF PRESENT:** City Manager Nolan Young, City Attorney Gene Parker, City Clerk Julie Krueger, Administrative Fellow Daniel Hunter, Business Development Director Gary Rains

### CALL TO ORDER

The meeting was called to order by Chair Lawrence at 8:00 p.m.

### ROLL CALL

Roll call was conducted by City Clerk Krueger; all members present.

### APPROVAL OF AGENDA

It was moved by Elliott and seconded by McGlothlin to approve the agenda as presented. The motion carried unanimously.

### EXECUTIVE SESSION

Chair Lawrence recessed the meeting to Executive Session in accordance with ORS 192.660 (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions and ORS 192.660 (f) to consider information or records that are exempt by law from public inspection at 8:02 p.m.

MINUTES (Continued)  
Urban Renewal Agency Meeting  
July 13, 2015  
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Reconvene to Open Session

The meeting reconvened to open session at 8:42 p.m.

It was moved by Spatz and seconded by Brown to direct the City Attorney to prepare a Notice of Default to Rapoza Development and to work with Rapoza and Gary Rains to get information regarding the Hilton agreement and the financial capital stack. The motion carried unanimously.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 8:44 p.m.

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Submitted by/  
Julie Krueger, MMC  
City Clerk

SIGNED:

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Stephen E. Lawrence, Chair

ATTEST:

\_\_\_\_\_  
Julie Krueger, MMC, City Clerk



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CITY OF THE DALLES

AGENDA STAFF REPORT

URBAN RENEWAL AGENCY

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
July 27, 2015		

**TO:** Urban Renewal Agency

**FROM:** Daniel Hunter, Project Coordinator

**THRU:** Nolan Young, Urban Renewal Manager *ny*

**DATE:** July 15, 2015

**ISSUE:** Urban Renewal Property Rehabilitation Façade Improvement Application

**BACKGROUND:** Dalles4, LLC dba Petite Provence of the Gorge is a bakery and restaurant operating in a leased building located at 408 E. 2nd Street in downtown The Dalles. Philippe Justel is the managing member of this LLC and operator of this business. This 2,600 square foot building is owned by Penta, LLC, which is separate business entity, of which Philippe Justel is also the managing member. This building is listed as a "Non-compatible and Non-contributing Resource" in the 1997 update to The Dalles Commercial Historic District for the National Register of Historic Places with the historical name of "Uptown Cafe" and being built in 1929.

Based on this information, this project is not required to be presented to the City of The Dalles Historic Landmarks Commission for compliance to historic design standards. The City of The Dalles Planning Department has completed the required administrative review and found this project to be compatible with related ordinances and other requirements. This building is located in The Dalles Urban Renewal Zone. According to the application, this project will improve the exterior storefront of the building by installing three fabric awnings over the transom windows at the front of the building.

**APPLICATION:** The application from Dalles4, LLC dba Petite Provence of the Gorge was received on July 1, 2015. This application is for a grant of \$3,342 to assist with this \$5,013 project. The applicant will contribute \$1,671.00, which is the required 50% match of the Urban Renewal grant request amount required of the grant applicant for requests of \$20,000 or less.

**Expected Project Costs:**

The expected project costs as listed in the application total \$5,013. (see attached sketch)

Three Fabric Awnings:	\$ 4,280.00 (Total cost; not per awning)
Engineering Study:	\$ 733.00
Total:	\$ 5,013.00

Proposed Fund Sources Applicant:	\$ 1,671.00
Urban Renewal Grant:	\$ 3,342.00
Total:	\$ 5,013.00

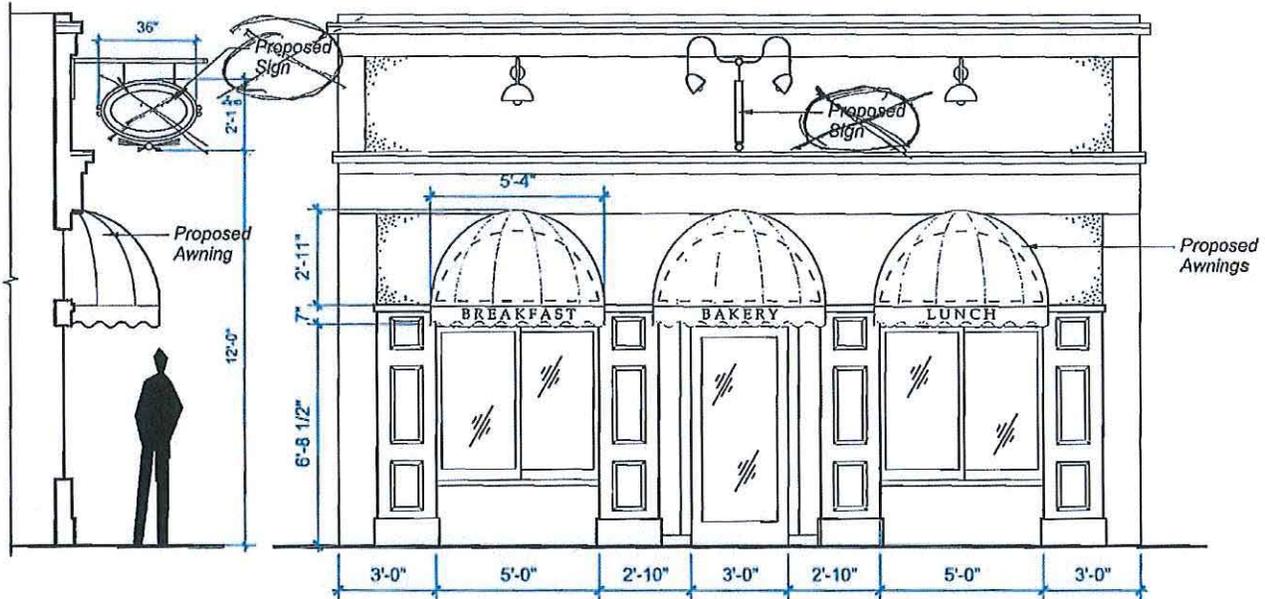
These proposed project costs and funding sources are provided by the applicant. Note: The applicant has already paid \$733 for the engineering study and is included as part of the \$1,671 matching funds to be provided by the applicant.

At the Urban Renew Advisory Committee Meeting July 14, 2015 the staff report was provided by Eric Nerdin of MCEDD. The request was made of the Advisory Committee that the approval of the application for façade improvement grant funds be recommended to the Agency Board. The Advisory Committee voted unanimously to approve the recommendation to the Agency Board.

**BUDGET IMPLICATIONS:** The Dalles Urban Renewal Agency has \$200,000 in new monies available for new property rehabilitation and façade improvement grants and interest rate subsidies for fiscal year 2015. If this \$3,342 grant application is approved, the remaining funds available would be \$196,658.

**AGENCY ALTERNATIVES**

1. **Staff Recommendation:** Approve the request for Façade Improvement Grant funds to Petite Provence of The Gorge.
2. Delay the request and request further information be provided.
3. Deny the request.



**2. Wall Section**  
SCALE: 1/4" = 1'-0"

**1. North Elevation**  
SCALE: 1/4" = 1'-0"

**PROPOSED SIGN & AWNINGS**

**LRS**  
ARCHITECTS  
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5th Fl 300 503.221.2071 G  
Portland, OR 97209 www.lrsarchitects.com

PROJECT NAME:	PETITE PROVENCE 408 W. 2nd STREET THE DALLES, OR 97058	SHEET: <b>SK-2</b>
PROJECT NUMBER:	215xxx	
DATE ISSUED:	01.28.15	
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