



CITY OF DALLAS
Urban Renewal Advisory Committee
Civic Center
187 SE Court Street, Dallas, Oregon 97338
Tuesday, August 4, 2020- 5:30 p.m.

No audio file for this meeting.

1 **MINUTES - DRAFT**

2 Members Present: Chair Joe Koubek, Nancy Adams, Bob Brixius, Rich Rohde, Terry Crawford,
3 Mayor Brian Dalton, and Paul Trahan

4 Absent: Tory Banford, Marlene Cox

5 Staff: City Manager Brian Latta, Recording Secretary Margie Pearce

6 Others Present. Jake Stamos, Chamber of Commerce

7 **CALL TO ORDER**

8 Chair Joe Koubek called the meeting to order at 5:33 p.m. The committee took a walk about, covering
9 parts of SE Court, SE Church and SE Washington Streets. The purpose of the walk about was to discuss
10 possible future projects in that area. Upon returning Mr. Koubek opened the business portion of the
11 meeting at 6:15pm.

12

13 **APPROVAL OF MINUTES**

14 The minutes of the July 7, 2020 meeting were presented. Ms. Nancy Adams moved to accept with the
15 correction to Ms. Adams last name. Mr. Bob Brixius seconded and the motion passed unanimously.

16

17 **PUBLIC COMMENTS**

18 There were none.

19

20 **STAFF REPORTS:** City Manager Brian Latta presented the reports.

21 **4a 2019-2020 Annual Report**

22 Mr. Latta discussed how this was a required report that needed to be published in the local newspaper.
23 He stated this year's deadline was missed, but would get back on track next year. Commissioners were
24 interested in how the committee decided how much to spend of the indebtedness. They also talked
25 about the interest that accrues, how projects early in the district's life create a greater tax base, which in
26 turn creates more interest.

27

28 **4b Street Banner Permit Program**

29 Mr. Latta showed the committee the proposed banner program the City would use for Community
30 Sponsored banners. He discussed permits, standardization of banners, who is eligible to apply, and cost.
31 Mr. Koubek stated he would love to see a banner up all the time and if possible to have City banners to
32 fill in the times the community is not using it.

33

34 **4c Minor Maintenance Grant Database**

35 Mr. Latta provided a spreadsheet for both the Façade Grant and Minor Maintenance Grant. He asked
36 the committee if there was anything else they felt needed to be on the spreadsheet. One suggestion
37 was to include what work is being done. Mr. Latta stated the spreadsheets were for the URDAC binders
38 and would have updates for them each month.

39

40 **4d Vacant Property Report**

41 Mr. Latta talked about the vacant property spreadsheet that was discussed at the July meeting. He said
42 he was also including properties outside of the district, but would focus on the district first. The
43 committee suggested adding the date of vacancy or something that lets the user know about how long
44 the property has been vacant.

45

46 **MEMBER COMMENTS**

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48 **5a DDA Report**

49 Ms. Marlene Cox submitted a written report.

50

51 **5b DACC Report**

52 Mr. Koubek talked about his presentation to the Chamber of Commerce Board of Directors. He
53 submitted a written report as well.

54

55 **5c Binder Updates**

56 Mr. Koubek discussed updates to the URDAC binder table of contents. They will be ready for the
57 September meeting

58

59 The meeting adjourned at 7: 00 pm.