



CITY OF DALLAS
Urban Renewal Advisory Committee
Dallas City Hall
187 SE Court Street, Dallas, Oregon 97338
Tuesday, August 3, 2021- 5:30 p.m.

1 **MINUTES - DRAFT**

2 Members Present: Chair Joe Koubek, Nancy Adams, Bob Brixius, Tory Banford, Mayor Brian Dalton,
3 Marlene Cox

4 Absent: Rich Rohde

5 Staff: Economic and Community Development Director Charlie Mitchell, City Manager
6 Brian Latta, Recording Secretary Margie Pearce

7 **CALL TO ORDER**

8 Chair Joe Koubek called the meeting to order at 5:33 p.m.

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10 **APPROVAL OF MINUTES**

11 The minutes of the June 1st, 2021 meeting were presented. Ms. Nancy Adams moved to accept the
12 minutes as presented with stated correction. Ms. Marlene Cox seconded the motion and it was
13 approved unanimously.

14

15 **PUBLIC COMMENTS**

16 Jake Stamas, Dallas Chamber of Commerce, stated the last few weeks were dedicated to Krazy Dayz. Mr.
17 Koubek thanked the chamber for their participation in Krazy Dayz preparations.

18 Eddie Nelson, DDA, talked about how the lack of Grant monies has affected the businesses who are in
19 the process of preparing applications and are now wondering what to do.

20 Rich Wolcott, DDA, echoed Ms. Nelson's concern.

21

22 **NEW BUSINESS**

23 **4 Consent Agenda**

24 Mr. Koubek requested item 4b be removed from the consent agenda for discussion.

25 **4a Budget Report**

26 Mr. Bob Brixius moved to approve item 4a of the consent agenda. Mr. Brian Dalton seconded the
27 motion and it was approved unanimously.

28 **4b Grants Update**

29 Mr. Koubek asked Mr. Charlie Mitchell what "in process" meant in the last paragraph on page 9 of 18.

30 Mr. Mitchell stated it meant that at the time of the staff report the application had been submitted but
31 not approved. Mr. Koubek suggested the title on page 10 of 18 be changed from Minor Improvement

32 Grant to Minor Maintenance Grant, and he asked Mr. Mitchell what amount was requested for Grant

33 21-17 on page 8 of 18. Mr. Mitchell replied they requested \$50,000 and received \$33,376.72. Ms. Adams

34 moved to approve item 4b of the consent agenda. Mr. Tory Banford seconded the motion and it was
35 approved unanimously.

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37 **5 Staff Reports**

38 **5a Projects Update (property study)**

39 Mr. Mitchell stated there had been no progress on the property study due to three (3) factors: 1) two of
40 the targeted properties have had recent activity; 2) the budget may be adjusted delaying this

41 project; 3) staffing capacity and competing priorities.

42 **5b Building Improvement Grant Budget**

43 Ms. Marlene Cox declared a potential conflict since she owns two of the buildings in this discussion. Mr.
44 Mitchell stated six applications have been submitted, three were approved and three are in the process
45 of approval. These applications will exhaust the Building Improvement Grant budget monies. One Minor
46 Improvement grant application was submitted and approved. Mr. Mitchell asked the committee for
47 recommendations. Many scenarios were discussed and the committee finally agreed on redistributing
48 \$5,000.00 from Professional Services, \$1,000.00 from Minor Improvement Grants, and \$10,000.00 from
49 Special Projects into the contingencies budget. Mr. Brixius moved to recommend to the Urban Renewal
50 Agency redistributing the agreed upon monies. Mr. Banford seconded the motion. The motion passed
51 unanimously.

52 **5c Future Urban Renewal District**

53 Mr. Mitchell told the committee that the Transportation & Growth Management Grant application had
54 been submitted. The Committee then reviewed the preliminary map of the area.

55

56 **MEMBER COMMENTS**

57 Ms. Adams thanked the Chamber and City for a great Krazy Dayz.

58 Ms. Cox talked about the URA respecting the process that URDAC put in place for grant applications.

59 Mr. Koubek stated that URDAC should have a booth at Krazy Dayz next year.

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61 **STAFF COMMENTS**

62 None.

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64 **OTHER BUSINESS**

65 None.

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68 The meeting adjourned from City Hall at 6:55 PM.