



AGENDA

Urban Renewal District Advisory Committee

Wednesday, May 7, 2024 - 5:30 p.m.
Council Chambers – City Hall

URDAC MEMBERS

CHAIR:

Rich Rohde

VICE CHAIR:

Tory Banford

MEMBERS:

Bob Brixius

Trevor Peterson

Sam Dufner

Marlene Cox

Ken Woods

STAFF:

Charlie Mitchell,

Economic &

Community

Development Director

Tyler Ferrari,

Economic

Development

Specialist

Benjamin Curry,
Recording Secretary

1. CALL TO ORDER
2. PUBLIC COMMENTS
3. CONSENT AGENDA
 - a. APPROVAL OF MARCH 5, 2024 MEETING MINUTES
 - b. BUDGET & GRANTS REPORT
4. STAFF REPORTS
 - a. Proposed FY24/25 Budget
 - b. Building Improvement Grant (BIG) Program
 - c. 791 Main Street RFQ Update
 - d. GENERAL UPDATES
 - Tim's Automotive
 - Historic District Signage
5. CHAIR COMMENTS
6. MEMBER COMMENTS
7. OTHER BUSINESS
8. NEXT MEETING AGENDA BUILD
9. ADJOURN

Next meeting: June 4, 2024 5:30 PM

Dallas City Hall is accessible to all persons with disabilities. Any requests for accommodation should be made at least 48 hours before the meeting to the Administration Department, 503.831.3502 or TDD 503.623.7355.

For questions or comments on the agenda, contact: Charlie Mitchell at 503-831-3565 or charlie.mitchell@dallasor.gov.

City of Dallas - Urban Renewal District Advisory Committee
Council Chambers
187 SE Court Street, Dallas, OR
March 5, 2024 - 5:30 PM

MINUTES

1 Mr. Rohde presiding, opened the meeting at 5:30 p.m.

2
3 **1. CALL TO ORDER**

4 Members Present: Sam Dufner, Rich Rohde, Trevor Petersen, Tory Banford, Bob Brixius, Marlene Cox

5 Members Not Present: Ken Woods

6 Staff Present: Economic Development Specialist, Tyler Ferrari; Recording Secretary, Benjamin Curry

7
8 **2. PUBLIC COMMENT**

9 Mr. Pate, representing the Dallas Downton Association introduced himself as the new President of the Board
10 and shared that he is looking forward to working with the committee in the future.

11
12 **3. CONSENT AGENDA**

13 Mr. Rohde presented the minutes from the regularly scheduled meeting on January 3, 2024.

14 Mr. Dufner made a motion to approve the minutes as written. Mr. Banford seconded the motion. The motion
15 passed unanimously.

16
17 **4. STAFF REPORTS**

18 **a. 791 Main Street**

19 Mr. Ferrari walked through the results of the 791 Main Street Survey utilizing a slide deck and facilitated a
20 Q&A. The committee discussed the survey results, the train mural, the potential for a pedestrian plaza, the
21 future ownership arrangement, and the URDAC's role in setting conditions of approval and guiding the final
22 design of the property. Mr. Ferrari shared the possibility of putting together a Technical Advisory
23 Committee (TAC) to make recommendations and advise the URDAC on the project. Mr. Rohde requested
24 that staff seek clarification of the role of the proposed TAC and whether or not they will be an independent
25 body or subcommittee of the URDAC. Mr. Ferrari, referencing the timelines for the project, shared the
26 current options being considered for demolition.

27
28 **5. GENERAL UPDATES**

29 Mr. Ferrari read from the staff report and shared general staff updates on the following topics:

- 30 • Tim's Automotive – Conditional Use Permit Update
- 31 • 430 Main Street – Proposed developments
- 32 • New Business Activity

33
34 **6. CHAIR REPORTS**

35 There were none.

36
37 **7. MEMBER COMMENTS**

38 Mr. Petersen disclosed that he was asked to participate as a member of the Project Advisory Committee for
39 the Dallas Mill Site Transportation Growth Management project representing the URDAC. Ms. Cox asked
40 about the current status of the Farmer's Market. Mr. Ferrari provided the planned date and location and
41 requested that the committee direct interested vendors to city staff. Ms. Cox also inquired about designating
42 a downtown historic district and installing street signage. Mr. Ferrari shared an update on the current
43 application process and the discussions with ODOT regarding the design and placement of the signs.

44 Mr. Brixius asked about the commercial fire located at the Dallas Mill Site. Mr. Ferrari directed him to an
45 upcoming press release from Dallas Fire & EMS Chief Wallace.

46
47 **8. ADJOURN**

48 Chair Rich Rohde adjourned the committee at 6:09 p.m. Next meeting: April 2, 2024 5:30 p.m.



**CITY OF DALLAS
URBAN RENEWAL DISTRICT ADVISORY COMMITTEE
STAFF REPORT**

DATE: May 7, 2024
AGENDA ITEM NO. Consent
TOPIC: Budget & Grants Report
PREPARED BY: Charlie Mitchell
APPROVED BY:
ATTACHMENTS: Attachment A – March 2024 budget + Grants detail

RECOMMENDED ACTION:

N/A – This item is information sharing only.

BACKGROUND:

Attachment A is the budget report for March 2024. The attachment also includes an update on the two grant programs – Building Improvement Grants and Minor Improvement Grants.

For the month of March:

- Revenue: \$4,429.51 – property taxes
\$4,447.73 – interest
\$8,877.24
- Expenses: \$3,075.00 – Professional Services (audit)
\$3,075.00

Year to Date:

- Revenue: \$645,638.35
- Expenses: \$113,459.15

Budget Report

For Fiscal: 2023-2024 Period Ending: 03/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 29 - DALLAS DOWNTOWN URBAN RENEWAL FUND						
Revenue						
State LB Report: 90 - Property Taxes						
29-450-00-4100	CURRENT PROPERTY TAXES	235,000.00	235,000.00	4,192.08	207,248.74	-27,751.26 11.81 %
29-450-00-4110	DELINQUENT PROPERTY TAXES	3,000.00	3,000.00	237.43	3,143.85	143.85 104.80 %
	State LB Report: 90 - Property Taxes Total:	238,000.00	238,000.00	4,429.51	210,392.59	-27,607.41 11.60%
State LB Report: 91 - Resources Except Property Taxes						
29-400-00-5900	BEGINNING BALANCE	300,000.00	300,000.00	0.00	389,033.45	89,033.45 129.68 %
29-480-00-4610	INTEREST ON INVESTMENTS	10,000.00	10,000.00	4,447.73	31,224.31	21,224.31 312.24 %
29-480-00-4830	MISCELLANEOUS REVENUE	20,000.00	20,000.00	0.00	14,988.00	-5,012.00 25.06 %
	State LB Report: 91 - Resources Except Property Taxes Total:	330,000.00	330,000.00	4,447.73	435,245.76	105,245.76 31.89%
	Revenue Total:	568,000.00	568,000.00	8,877.24	645,638.35	77,638.35 13.67%
Expense						
State LB Report: 01 - Personnel Services						
29-019-50-6051	SALARIES	5,500.00	5,500.00	0.00	5,971.04	-471.04 -8.56 %
29-019-50-6061	FRINGE BENEFITS	3,500.00	3,500.00	0.00	3,052.82	447.18 12.78 %
	State LB Report: 01 - Personnel Services Total:	9,000.00	9,000.00	0.00	9,023.86	-23.86 -0.27%
State LB Report: 02 - Materials and Services						
29-019-50-6210	MATERIALS AND SUPPLIES	250.00	250.00	0.00	0.00	250.00 100.00 %
29-019-50-6465	PROFESSIONAL SERVICES	35,000.00	35,000.00	3,075.00	5,140.00	29,860.00 85.31 %
29-019-50-6473	BUILDING IMPROVEMENT GRANT P...	2,200.00	2,200.00	0.00	2,131.25	68.75 3.13 %
29-019-50-6484	MINOR IMPROVEMENT GRANT	10,000.00	10,000.00	0.00	4,000.00	6,000.00 60.00 %
29-019-50-6600	MISCELLANEOUS	2,000.00	2,000.00	0.00	662.12	1,337.88 66.89 %
	State LB Report: 02 - Materials and Services Total:	49,450.00	49,450.00	3,075.00	11,933.37	37,516.63 75.87%
State LB Report: 03 - Capital Outlay						
29-019-50-6507	SPECIAL PROJECTS	10,000.00	10,000.00	0.00	0.00	10,000.00 100.00 %
29-019-50-6553	PROPERTY AQUISION	105,000.00	105,000.00	0.00	6,134.54	98,865.46 94.16 %
	State LB Report: 03 - Capital Outlay Total:	115,000.00	115,000.00	0.00	6,134.54	108,865.46 94.67%
State LB Report: 05 - Transfers						
29-019-50-6908	TRANSFER TO GF-DEBT SERVICE	148,915.00	148,915.00	0.00	86,367.38	62,547.62 42.00 %
	State LB Report: 05 - Transfers Total:	148,915.00	148,915.00	0.00	86,367.38	62,547.62 42.00%
State LB Report: 06 - Contingencies						
29-019-50-6980	OPERATING CONTINGENCIES	96,720.00	96,720.00	0.00	0.00	96,720.00 100.00 %
	State LB Report: 06 - Contingencies Total:	96,720.00	96,720.00	0.00	0.00	96,720.00 100.00%
State LB Report: 07 - Reserves and Special Payments						
29-019-50-6955	DEBT SERVICE RESERVE	148,915.00	148,915.00	0.00	0.00	148,915.00 100.00 %
	State LB Report: 07 - Reserves and Special Payments Total:	148,915.00	148,915.00	0.00	0.00	148,915.00 100.00%
	Expense Total:	568,000.00	568,000.00	3,075.00	113,459.15	454,540.85 80.02%
Fund: 29 - DALLAS DOWNTOWN URBAN RENEWAL FUND Surplus (...)		0.00	0.00	5,802.24	532,179.20	532,179.20 0.00%

ATTACHMENT A.

URA GRANTS REPORT – 2023-24, THROUGH 4/30/2024

BUILDING IMPROVEMENT GRANTS (BUDGET = \$2,200)

\$2,131.25 - JUDI LAMBERT – 936 MAIN ST.

MINOR IMPROVEMENT GRANTS (BUDGET = \$10,000)

\$1,000 - NEW MORNING BAKERY – 788 MAIN STREET; awarded 7/7/2023

\$1,000 - WASHINGTON STREET STEAKHOUSE – 125 SW WASHINGTON; awarded 8/30/2023

\$1,000 - WORLD GYM – 887 MAIN ST.; awarded 9/21/2023

\$1,000 - WASHINGTON STREET STEAKHOUSE – 141 SW Washington; awarded 11/14/2023

\$4,000.00

Pending:

\$1,000 – 123 MILL STREET – Work must be completed by 6/20/2024

\$1,000 – 131 MILL STREET – Work must be completed by 6/20/2024

\$1,000 – 135 MILL STREET – Work must be completed by 6/20/2024

\$1,000 – 139 MILL STREET – Work must be completed by 6/20/2024

\$1,000 – 745 MAIN STREET – Work must be completed by 6/29/2024

\$1,000 – 375 MAIN STREET – Work must be completed by 11/7/2024

**CITY OF DALLAS
URBAN RENEWAL DISTRICT ADVISORY COMMITTEE
STAFF REPORT**

DATE: May 7, 2024
AGENDA ITEM NO. 4. a.
TOPIC: 2024-25 Proposed Budget
PREPARED BY: Charlie Mitchell
APPROVED BY:
ATTACHMENTS: Attachment B – 2024-25 Downtown Dallas Urban Renewal Fund proposed budget

RECOMMENDED ACTION:

N/A – This item is information sharing only.

BACKGROUND:

While property tax revenues remain flat to declining slightly (primarily due to properties being removed from the tax rolls), the proposed budget for the Downtown Dallas Urban Renewal Fund looks to be healthy enough for us to accomplish several key things.

- We are proposing to bring back the Building Improvement Grant program, reinstated at \$75,000 this year. As we will learn more about during the next agenda item, we will recommend that we scale back maximum awards to \$15K. This would allow for a possible maximum of five awards for the next fiscal year.
- We are proposing the Minor Improvement Grant program remain the same at \$10K with \$1K maximum awards.
- For the Property Acquisition line item - these are the planned 791 Main project Expenses in the next fiscal year:
 - \$120,000 - Demolition;
 - \$120,000 - Design, Vision, Market Analysis Consultant;
 - \$60,000 - environmental management (this is an “if needed,” and will be eventually reimbursed by a \$60K state Brownfield grant);
 - \$10,000 – project contingency
- We have also amply funded the Professional Services line at \$50K; we utilize \$5-10K during any one “normal” fiscal year for such things as annual reports and audits.
- We are retaining the “Projects” line at \$10K, which can allow us to do some smaller projects, such as signage.

Downtown Dallas Urban Renewal Fund

Revenues

	Actual 2021-22	Actual 2022-23	Amended 2023-24	Proposed 2024-25	Approved 2024-25	Adopted 2024-25
Current taxes	230,286	227,901	235,000	220,000		
Delinquent taxes	3,782	3,231	3,000	3,500		
Interest	4,602	18,514	10,000	30,000		
Miscellaneous	18,465	19,743	20,000	20,000		
Total revenues	257,136	269,390	268,000	273,500	0	0
Beginning Balance *	521,376	355,715	389,033	460,000		
TOTAL	778,512	625,105	657,033	733,500	0	0

* The Beginning Balance reflects cash on hand, carried over in the budget and budgeted as Revenue.

Expenditures

	Actual 2021-22	Actual 2022-23	Amended 2023-24	Proposed 2024-25	Approved 2024-25	Adopted 2024-25
Personnel Services						
Salaries	8,385	10,054	5,500	6,500		
Fringe	5,610	6,488	3,500	3,500		
Total personnel services	13,994	16,542	9,000	10,000	0	0
Materials and Services						
Materials and Supplies	0	0	250	250		
Professional Services	10,050	750	35,000	50,000		
Minor Improvement Grant	1,000	8,375	10,000	10,000		
Bldg Improv Grant Program	236,908	52,558	2,200	75,000		
Miscellaneous	1,749	1,626	2,000	2,000		
Total materials & services	249,707	63,309	49,450	137,250	0	0
Capital Outlay						
Projects	9,950	3,100	10,000	10,000		
Property Acquisition	0	6,823	105,000	310,000		
Total capital outlay	9,950	9,923	115,000	320,000	0	0
Transfers						
Transfer to GF-Debt Service	149,145	146,297	148,915	62,350		
Transfer to GF-Loan Reimb	0	0	0	0		
Total transfers	149,145	146,297	148,915	62,350	0	0
Reserves						
Debt Service Reserve	0	0	148,915	62,350		
Total reserves	0	0	148,915	62,350	0	0
Operating Contingencies	0	0	96,720	141,550	0	0
Total Contingencies	0	0	96,720	141,550	0	0
TOTAL EXPENDITURES	422,797	236,071	568,000	733,500	0	0

CITY OF DALLAS URBAN RENEWAL DISTRICT ADVISORY COMMITTEE STAFF REPORT

DATE: May 7, 2024
AGENDA ITEM NO. 4. b.
TOPIC: Proposed Changes to Building Improvement Grant Program
PREPARED BY: Tyler Ferrari
APPROVED BY:
ATTACHMENTS: Attachment A: Revised Program Guidelines

RECOMMENDED ACTION:

Recommended Motion: Move to recommend that the agency approve the proposed changes to the Building Improvement Grant Program and recommend

BACKGROUND:

The Building Improvement Grant Program is designed to assist building owners within the Downtown Urban Renewal District with major building improvements to ensure their buildings are suitable to be occupied by businesses and to increase their taxable value for the district.

Since 2021, the Building Improvement Grant Budget has been exhausted and supplemented by funding allocated to the Agency by the City Council with funding from the American Rescue Plan Act (ARPA). This ARPA funding was a separate program with similar requirements but had additional uses for the funding related to pandemic recovery and disease prevention.

Beginning in Fiscal Year 2024/2025, the Agency is allocating \$75,000 to the Building Improvement Grant Program to restart the program using Urban Renewal funds.

SUMMARY OF CHANGES:

A summary of the changes proposed in Attachment A. are as follows:

- Clarification that applicants must obtain all necessary permits and have no outstanding fines or other payments due to the City
- Clarification and addition of eligible activities/uses
- Addition of a clear list of non-eligible activities
- Addition of requirements that ensure the building is occupied within nine months of the grant reimbursement
- Restriction of funding to one building per property owner, even if they own multiple properties

FISCAL IMPACT:

Up to \$75,000 may be spent on this program, depending on the amount of applicants received.



Building Improvement Grant Program Guidelines and Overview

Purpose:

The Dallas Urban Renewal agency is investing directly into downtown buildings and businesses with the Building Improvement Grant Program. Each year, the Agency allocates funding from the Urban Renewal District for projects across the district, including this program. This program will strive to carry out the goals and objectives outlined in the Dallas Downtown Urban Renewal Plan. Financial assistance is available for projects within the Urban Renewal District, meeting the following goals of the Urban Renewal Plan:

1. Promote development of a unified and cohesive downtown.
2. Promote a mix of retail, commercial and residential uses oriented to pedestrians.
3. Promote high quality design and development compatible with the historic architectural theme of Dallas' Central Business District.
4. Increase employment and business activity in the downtown.
5. Increase the tax base in the downtown and throughout the Urban Renewal District

Roles:

- **Applicant** – The property owner or tenant of the building where the project is to occur. If the applicant is the tenant, an application shall include property owner consent.
- **Grant Administrator** – The City Manager or designee shall be the Grant Administrator, and is the public contact for information about the program. The Administrator is responsible for assembling city staff to review grant applications for compliance with applicable provisions of City and State codes and ordinances.

Approval Criteria

1. The applicant must be the property owner or a tenant with permission from the owner.
2. No outstanding bills, fines, or other payments associated with the applicant. This includes any bills, fines or other payments associated with a property owned or managed by the applicant that is not part of the application.
3. The building and its tenants shall have all necessary permits to operate in the designated space.
4. The project must meet all state and local building codes and zoning requirements.
5. Projects must be located in the Dallas Urban Renewal Area and must result in permanent improvements to **commercial** buildings. Residential uses may exist on floors above the street level, but residential uses on the street level are not eligible.
6. The project and property are not tax exempt.

Eligible Activities include but are not limited to:

1. Exterior painting IF painting is a part of a larger project; painting alone is NOT an eligible activity
2. Permanent signs. (Must be attached to the building in a permanent fashion)
3. Alteration, replacement, or repair to exterior facades, including windows and doors
4. Exterior lighting, IF this is a part of a larger project; exterior lighting alone is NOT an



Building Improvement Grant Program Guidelines and Overview

eligible activity

5. Utility infrastructure (e.g. plumbing, electrical, mechanical and HVAC)
6. Roof repair or replacement
7. Awnings, or other pedestrian weather protection measures
8. New construction or structure additions
9. Seismic upgrades requiring a structural permit
10. Interior structural improvements
11. ADA Improvements to entryways, exits, and restroom facilities

Targeted Activities

Projects may receive priority consideration if one or more of the following activities are functions of the application:

- **Upper story reutilization.** Project must be for a currently unused space above street level and must lead to occupancy.
- **Vacant building reutilization.** Project must be for a currently unused structure or a portion of a structure of at least 1,000 square feet and must lead to occupancy.
- **New construction on vacant land or as a building addition.** Project must be for a new structure or an addition to an existing structure of at least 1,000 square feet and must lead to occupancy.

Non-Eligible Activities

1. Purchase of appliances/equipment that can be removed from the building when the use changes (kitchen equipment, washers/dryers, cleaning equipment, etc)
2. Interior improvements designed for a specific use (ex: temporary walls for dividing large spaces into smaller offices)
3. Improvements to spaces used primarily for permanent or temporary storage of personal or business goods, items, etc. All improvements must either be in a building that is occupied or the owner must present a plan for how the space will be occupied after these improvements.

Grant Awards and Matching Funds

Grant awards are up to \$15,000, and require 50% private matching funds. Matching funds must be in cash (no in-kind match like volunteer work is allowed.)

The minimum total project value for eligibility is \$10,000.

Grant Requirements (minimum):

1. Grant funds are disbursed on a reimbursement basis only.
2. Grant recipients are required to sign a Grant Approval Agreement prepared by the city, prior to commencing work. Work performed prior to signing the agreement is not eligible for reimbursement.
3. Projects must be completed within 12 months of signing the Grant Approval Agreement.
4. At least one (1) competitive quote must be submitted for service estimates that exceed



Building Improvement Grant Program Guidelines and Overview

\$500. Cost estimates are to be itemized. These quotes must be submitted with the application.

5. The City will award no more than one grant to any one property owner during any one fiscal year. If a property owner owns multiple properties, they are eligible for only one grant during the fiscal year. The same property owner may become eligible for grant approval in the subsequent fiscal year, if all work associated with a prior grant is complete and has received final inspection approval from the City.
6. Grants distributed to unoccupied buildings must be occupied at the end of the project or have a plan to occupy the building within 9 months of the grant reimbursement. Failure to comply may result in forfeiture of funding.

Grant Application Submittal

- City staff, under the direction of the Grant Administrator, will receive applications on a rolling basis as long as there is funding available in the program. If funding is exhausted before the end of the fiscal year, applications will no longer be accepted.
- Applications must meet applicable building design standards (currently under Chapter 2, Section 2.3.080 of the Dallas Development Code).
 - In cases where the applicant's plans do not meet applicable design standards, applicants will be afforded an opportunity to adjust plan elements accordingly for compliance with the standard(s). Plans that do not comply with the design standard(s) will not be awarded a grant.

Grant Application Evaluation

- The Grant Administrator will inform all grant applicants of application complete/incomplete status within one week of receiving the application.
- Once an application is deemed complete, the application will be referred to the Dallas Development Commission (Urban Renewal Agency Board of Directors).
- The Commission will make a decision based upon the approval criteria. The Commission may impose conditions of approval, which shall be included in the Grant Approval Agreement.
- NOTE: The Urban Renewal Agency Board typically meets the first and third Mondays of each month. Applications should be submitted at least TWO WEEKS prior to the next scheduled meeting in order to be considered for approval. Please call 503-831-3571 for more information.

Performance Evaluation

- Grant Administrator is responsible for monitoring the progress of work performed under grant approval and for trouble-shooting problems as they arise.
- If Building Permits are necessary through the City or County, the project must receive final inspection approval from the City and/or County Building Official before grant funds are issued.
- If an applicant is seeking grant award consideration under a Targeted Activity based on tenant occupancy, the applicant must provide proof of occupancy at the time of grant



Building Improvement Grant Program Guidelines and Overview

disbursement. Disbursements may be withheld until proof of occupancy is provided.

- City staff, under the direction of Grant Administrator, will determine finished project compliance with plans associated with grant approval. Funds are then to be issued within 30 days from the date paid invoices and receipts for work performed are received.
- For projects that are performed by the applicant or that do not use a licensed contractor, only material costs will be eligible for reimbursement. For the purpose of this section, shipment cost, tools/machinery and labor are not “material costs” and will not be reimbursed.

**Funding for this program varies from year to year, depending on revenue to the Urban
Renewal District**

CITY OF DALLAS

URBAN RENEWAL DISTRICT ADVISORY COMMITTEE

STAFF REPORT

DATE: May 7, 2024
AGENDA ITEM NO. 4. c.
TOPIC: 791 Main Street project updates
PREPARED BY: Charlie Mitchell
APPROVED BY:
ATTACHMENTS:

RECOMMENDED ACTION:

N/A – this item is for information only.

BACKGROUND:

The project is moving along with good, steady progress, and some new developments worth sharing.

- Staff developed a survey which was distributed to targeted interest groups and was solicited from Dec. 15 – Jan. 15 to reestablish project vision sideboards. Staff presented the data from this survey to the URDAC during your March 2024 regular meeting.
- Salvage/Demolition phase – Salvage operations are still scheduled to wrap up by the end of May. During the month of June there will be a couple weeks of Police and Fire/EMS training occurring in the building. Beginning in mid-June and ending in mid-July, the structures on the site will be demolished and removed. The City will be contracted with a private firm to do this work; despite our efforts, it was not feasible for the National Guard to perform this work.
- Design/market analysis/vision phase – An RFQ for a consultant to lead this phase was issued on March 1 with proposals were due on April 1. We received what we felt were four solid proposals, and a three-person scoring committee scored and ranked the proposals. Staff is negotiating with the selected consulting firm at this time. Once the scope of work, budget and schedule are finalized and the agreement is signed, we can officially announce who the selected firm is. Work is scheduled to begin in June and will continue over the following 12 months. At the consultant’s recommendation, we will not be forming an advisory committee. There will be rounds of stakeholder interviews and two community meetings. The consultant will present to the URDAC at least twice during the project.
- As a reminder, the City has secured a Brownfield Redevelopment Grant through Business Oregon that will be utilized, as needed, in the design and/or redevelopment phase(s).

SUMMARY TIMELINE:

May 2024 - City staff negotiates contract for design/analysis services
Site salvage phase concludes
June 2024 - Public safety training onsite
Demolition begins
Design/analysis work begins
July 2024 - Site demolition concludes
Through May 2025 - Design/analysis work
May - July 2025 - Design/analysis work concludes; site is marketed and a developer is solicited
Late 2025-2027 - Redevelopment could begin

FISCAL IMPACT:

\$120,000 has been proposed to be budgeted for the demolition work.
\$120,000 has been proposed to be budgeted for the design/analysis work.
\$60,000 has been proposed to be budgeted for environmental management consulting (to be reimbursed through a state grant)
\$10,000 has been proposed as project contingency

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**CITY OF DALLAS
URBAN RENEWAL DISTRICT ADVISORY COMMITTEE
STAFF REPORT**

DATE: May 7, 2024
AGENDA ITEM NO. 4. d.
TOPIC: General Updates
PREPARED BY: Charlie Mitchell
APPROVED BY:
ATTACHMENTS: Mock-up of new Historic District street name signs

RECOMMENDED ACTION:

N/A – This item is information sharing only.

BACKGROUND:

- Tim’s Automotive:
 - The sidewalks, street trees/wells and drive approaches have all been completed. All that remains is the installation of fencing. The fencing has been ordered and is scheduled to be installed no later than July 19. We are in regular contact with the business, receiving at least bi-weekly updates.
- Historic District Signage:
 - Attached is a mockup of the new National Historic District street name signs. All street name signs within the proposed District will be replaced with these style of signs. There will also be several “Welcome to” signs installed at major entry points into the District. These signs are currently being produced and will be installed by City of Dallas public works once the District is formally established by the National Parks Service this fall.

Submittal Drawing



TRAFFIC SAFETY
SUPPLY COMPANY

Job Number: SQN 58531 - SO 67149

File Name: SO00067149_City of Dallas - Public Works Dept.fs

Drawn By: EV

Date: 4/16/2024

Note: Colors shown are for reference only. Because of variations in monitors & printers, the colors in this drawing may not match the exact colors used.



● REVISIONS &/OR ADDITIONS REQUESTED

Sheeting & Materials:

SNS (2-Sided) HIP - 0.080 - AL

12 x18 - HIP - 0.063 - AL

Colors:

● Traffic BROWN

● Traffic BLACK

Fonts:

HWYC-Regular Helvetica-Regular

● APPROVED FOR PRODUCTION

By checking & signing customer agrees to purchase sign as it appears on this artwork proof. Once approval is received by TSSCO, production will begin & any changes &/or cancellations will not be possible.

APPROVAL SIGNATURE:

