



CITY OF REDMOND
Community Development Department

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Meeting Minutes

Monday, April 9, 2012

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

Advisory Members: Chair Tory Allman, Vice Chair Steven Boothroyd (arrived 5:09 p.m.), Robert Gomes, Ginny McPherson, Carol Nelson (arrived 5:05 p.m.), Brad Smith, Will Van Vactor, (absent: *Ken Streater, Rachel Winkler*)

City Staff: Heather Richards, *Community Development Director*; Jon Williams, *Economic Development Project Manager*; Cameron Prow, TYPE-*Write II*

Visitors: Erik Hidle, *The Bulletin*; Trish Pinkerton, *Redmond Spokesman*

(scribe CP's note: The minutes were created from an audio recording and notes taken at the meeting. The three digits after the motion title show the number of members voting in favor/against/abstaining.)

CALL TO ORDER – INTRODUCTIONS

Chair Allman called the meeting to order at 5:02 p.m. with a quorum present.

DISCUSSION AND ACTION ITEMS

A. Action Items

1. Solicitation of Bids and Qualifications for Downtown Parking Study

Mr. Williams reviewed (April 9, 2012, staff report; PowerPoint) prior discussions. The proposed scope of work is to update the 2003 parking utilization strategy and evaluate the number and location of shared parking spaces needed to support planned urban renewal projects and future private development in the downtown core. Cost of the study is estimated at \$15,000.

Ms. Richards discussed the long-term strategy, empirical data, potential downtown investors, and overall use of the existing parking inventory.

DURAC concerns included *study boundaries, impact of Redmond Bicycle Refinement Plan (bike lanes), timing of 12th Amendment plans/projects, and contingency parking options.*

Motion 1 (7/0/0): Vice Chair Boothroyd moved that DURAC approve the solicitation of bids and qualifications for an update to the 2003 parking utilization strategy and evaluation of the number and location of shared parking spaces needed to support future development in the Downtown Urban Renewal District. Mr. Gomes seconded the motion which passed unanimously.

2. Modifications to Rehabilitation Loan Program and Related Minor Amendment to Downtown Redmond Urban Renewal Plan

Mr. Williams reviewed (April 9, 2012, staff report; PowerPoint) the loan program background, 12th Amendment guiding principles, eligible projects and work, ineligible activities, loan terms,

underwriting and closing review processes, and rationale for expanding this loan program to all commercial properties within the downtown core.

DURAC concerns included *rationale for low use of existing loan program, definition of commercial property, tenant improvements, and impact of expanding outside the downtown core.*

Motion 2 (7/0/0): Ms. McPherson moved that DURAC recommend to the Urban Renewal Board the proposed criteria for the Property Rehabilitation Loan Program in the Downtown Redmond Urban Renewal Plan, subject to allowing eligible projects to include commercial, multi-family, or industrial properties; authorizing staff to review loan applications for less than \$50,000; requiring staff to provide notice to DURAC on projects of less than \$50,000 value; including structural systems in building system upgrades; retaining the 20% maximum loan value; and allowing a maximum loan value of 35% for rehabilitating local historic landmarks. Mr. Van Vactor seconded the motion which passed unanimously.

Motion 3 (7/0/0): Ms. McPherson moved that DURAC recommend that the Urban Renewal Board adopt the proposed Minor Amendment to the Downtown Redmond Urban Renewal Plan to expand the boundaries of the Property Assistance Program to include commercial and industrial properties within the Downtown Redmond Urban Renewal District. Vice Chair Boothroyd seconded the motion which passed unanimously.

B. Discussion/Update

1. April 4 Professional Business/Medical District Meeting

Mr. Williams reported that the Stakeholder Advisory Committee held its second meeting. The consultants also met with property owners. The market study analyzes types and amount of development that could be anticipated over 20 years. Preliminary design concepts for the area are available from the Urban Renewal Agency website. The consultants are expected to complete a refined master plan by July 2012 along with an implementation strategy and other incentives to accelerate development.

DURAC concerns included *what's best for the community vs. what's best for medical district property owners and Highway 97 access.*

Ms. Richards said that the consultants are aware of individual property owner concerns, but that City staff may need to take a stronger role as facilitators.

2. Update on New Historic Redmond Hotel Study

Mr. Williams said that preliminary market analysis indicates a large lodging-type use would bring the greatest economic development benefit to the downtown area. Converting the hotel is expected to cost less than building a new structure, since the hotel units are already configured for lodging. Staff will meet with the consultants on April 11, 2012, to review their programmatic assumptions. The next step will be to estimate the cost of providing these needs.

DURAC members discussed *potential uses that might generate a demand for hotel lodging.*

C. Approval of Minutes

Motion 4 (4/0/3): Mr. Smith moved that DURAC approve the minutes from February 13, 2012, as written. Vice Chair Boothroyd seconded the motion which passed with Chair Allman, Vice Chair Boothroyd, Ms. McPherson, and Smith voting in favor and Mr. Gomes, Ms. Nelson, and Mr. Van Vactor abstaining due to their absence from that meeting.

Motion 5 (5/0/2): Mr. Smith moved that DURAC approve the minutes from March 12, 2012, as written. Vice Chair Boothroyd seconded the motion which passed with Chair Allman, Vice Chair

Boothroyd, Ms. McPherson, Ms. Nelson, and Mr. Smith voting in favor and Mr. Gomes and Mr. Van Vactor abstaining due to their absence from that meeting.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

STAFF COMMENTS (None)

CHAIR COMMENTS (None)

ADJOURN

With no further business, Chair Allman adjourned the meeting at 6:31 p.m.

APPROVED by the Downtown Urban Renewal Advisory Committee and SIGNED by me this
__13th__ day of __August__, 2012.

ATTEST:

_____/s/ Steve Boothroyd_____
Steve Boothroyd, Chair

_____/s/ Heather Richards_____
Heather Richards, Community Development Director