



**CITY OF REDMOND**  
Community Development Department

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## **DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE**

### Meeting Minutes

Monday, June 11, 2012

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

**Advisory Members Present:** Chair Steven Boothroyd, Vice Chair Ken Streater, Carol Nelson, Ginny McPherson (*absent:* Brad Smith, Robert Gomes; 3 positions vacant)

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

**Visitors:** Tory Allman, *City Councilor*; 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**

Vice Chair Boothroyd called the meeting to order at 5:04 p.m. with a quorum present.

### **DISCUSSION AND ACTION ITEMS**

#### A. Action Items

##### **2. Election of Chair and Vice Chair**

Mr. Williams said that Mr. Allman's recent appointment to City Council required that Vice Chair Boothroyd serve as Acting Chair until a new chair is elected.

**Motion 1** (4/0/0): Ms. McPherson nominated Mr. Boothroyd to serve as Chair for the rest of 2012. Mr. Boothroyd agreed to serve. Mr. Streater seconded the motion which passed unanimously.

**Motion 2** (4/0/0): Chair Boothroyd nominated Mr. Streater to serve as Vice Chair for the rest of 2012. Mr. Streater agreed to serve with the understanding that he would not be ascending to Chair. Ms. McPherson seconded the motion which passed unanimously.

##### **1. Approval of Consultant for Downtown Parking Study**

Mr. Williams presented the June 11, 2012, staff report. The last parking survey was completed in 2003 and incorporated into the 2006 Downtown Parking Management Plan. Staff solicited bids from three firms with known experience in parking analysis. Rick Williams Consulting of Portland, Oregon, exhibited the most experience in parking analysis of downtown settings and developing long-term parking strategies. The study will include a survey of parking utilization and a strategy for shared parking in the downtown core, and will cost a maximum of \$15,000.

DURAC agreed **by consensus** that the survey would be more accurate if conducted on a weekday when Redmond Proficiency Academy is in operation.

**Motion 3** (4/0/0): Commissioner Streater moved that DURAC approve Rick Williams Consulting as the consultant of choice for the Downtown Core Parking Study for a not-to-exceed amount of \$15,000. Ms. Nelson seconded the motion which passed unanimously.

B. Discussion/Update

**2. Historic New Redmond Hotel Analysis:** Mr. Williams said that preliminary market analysis indicated that office and/or hotel use would be the best return on investment in the near term. This direction will be refined based on rehabilitation costs. Staff have reviewed the consultants' preliminary documents and expect a revised report in July 2012.

**3. Professional Business Medical District Project:** Mr. Williams said that the next public meeting will be held on July 18, 2012. The consultants will be sharing a draft master plan, zoning recommendations to help this area grow, and a strategic component (urban renewal investment and policy). He invited DURAC to attend.

**4. Recruitment of New DURAC Members:** Mr. Williams requested assistance in recruiting three new members to fill positions vacated by Tory Allman, Rachel Winkler, and Will Van Vactor. Applications are available from City Recorder Kelly Morse.

Chair Boothroyd called a break at 5:25 p.m. and reopened the meeting at 5:30 p.m.

C. Approval of Minutes

Approval of the April 9, 2012, minutes was postponed to the next meeting due to lack of a quorum of the members present at that meeting.

B. Discussion/Update

**1. Downtown Wayfinding Project:** Ms. Richards presented three maps and proposed design details for Welcome to Redmond, Welcome to Downtown Redmond, vehicular directions, on-street parking, parking lots, and street signs. After considering the consultant's recommendations, the City decided to focus primarily on signage directing residents and visitors to public facilities such as City Hall, Redmond Public Library, parks, and schools. Factors considered included best location (near lights for visibility), signage clutter, and design palette (Art Deco). The City is collaborating with Redmond School District (metal fabrication) and the Opportunity Foundation (vinyl lettering). This project is about half done.

DURAC members discussed *desirable design elements* (lights, coordinating with City Hall and Evergreen Elementary designs, using international "P" for Parking), *visibility under low-light conditions*, and *allowable illumination types*.

**LIAISON COMMENTS**

Ms. Richards reported that, based on their workload, City Councilors have directed staff to serve as liaison between DURAC and the Council. Councilors will review the draft minutes and participate in meetings only when Commissioners or staff feel that Council presence is necessary.

Councilor Allman said that he has been representing DURAC on the Design Review Committee but would be stepping down from that position due to being appointed to City Council. DURAC might want to appoint a new representative to that committee.

**CITIZEN COMMENTS** (None)

**STAFF COMMENTS**

Mr. Williams thanked Ms. McPherson and Center City Church for their fantastic volunteer effort. They planted over 900 flowers at the Eastern Y gateway in about 2 hours. He also commended Bridge Church which planted flowers in Centennial Park the previous week.

Ms. Richards reported that the urban renewal budget would be presented to Council on June 12, 2012.

**COMMISSIONER COMMENTS** (None)

**ADJOURN**

With no further business, Chair Boothroyd adjourned the meeting at 6 p.m.

APPROVED by the Downtown Urban Renewal Advisory Committee and SIGNED by me this  
\_\_13th\_\_ day of \_\_August\_\_, 2012.

ATTEST:

    /s/ Steven Boothroyd      
Steven Boothroyd, Chair

    /s/ Heather Richards      
Heather Richards, Community Development Director