



**CITY OF REDMOND**  
Community Development Department

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## **DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE**

### Meeting Minutes

Monday, April 11, 2011

City Hall, 716 SW Evergreen Avenue, Redmond, Oregon

**ADVISORY MEMBERS PRESENT:** Chair Tory Allman, Vice Chair Steven Boothroyd, Carol Nelson, Susan Nobles, Ken Streater, Will Van Vactor

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

**CITY COUNCIL LIAISON:** Margie Dawson

**OTHERS PRESENT:** 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 5:08 p.m. with a quorum present.

### **DISCUSSION/ACTION ITEMS**

#### A. Discussion/Update

##### **1. Façade Rehabilitation/Renovation Grant Criteria**

Mr. Williams said that the Design Review Committee requested objective guidelines as to the type of projects that qualify for 90% grant assistance. A few property owners have indicated interest in upgrading the rear façades of their buildings but only if 90% grant funds can be used. He reviewed the history and operational policy of the property assistance program (loans and grants) and discussed the pros and cons of changing that policy, including financial impacts.

DURAC concerns included the *precedent that would be set by allowing storefront grant funds to be used for alleyway improvements.*

**Motion 1** (6/0/0): Mr. Streater moved that DURAC retain the current operational policy regarding storefront improvements in the urban renewal district. Ms. Nobles seconded the motion which passed unanimously.

##### **2. DURAC Work Program for 2011**

Mr. Williams summarized DURAC's workload for this year. Short-term projects with high visibility include signage to downtown amenities (wayfinding) and implementing an ice rink in Centennial Park for winter 2012. Long-term Requests for Proposal (RFP) that may be authorized under the 12<sup>th</sup> Amendment to the Urban Renewal District could include a business medical park master plan for the area around St. Charles Medical Center-Redmond and a circulation study of the urban renewal district. If the 12<sup>th</sup> Amendment passes, program rules and criteria will be required

for new programs and expansion of existing programs. Requests are already being received for the Restaurant Capital Assistance Program.

Ms. Richards said that the effective date of the 12<sup>th</sup> Amendment would be May 12, 2011, if adopted on April 12. Crafting operational policies would probably push the real effective date to July 1, 2011.

DURAC concerns included *posting notices of upcoming RFPs on DURAC's website, adding a permanent sign for Art Around the Clock, impact to traffic circulation from downtown events such as street fairs, and expected timeline for implementation of the 12<sup>th</sup> Amendment if it passes.*

### **3. 12<sup>th</sup> Amendment to Downtown Urban Renewal Plan – City Council Public Hearing**

Vice Chair Boothroyd and Ms. Nobles volunteered to serve as “point” people in support of the proposed 12<sup>th</sup> Amendment at the City Council public hearing on April 12, 2011. Chair Allman said he would also attend.

DURAC members urged emphasizing that the property tax rate will not be increased, clarifying the definition of maximum indebtedness, highlighting benefits to the proposed amendment, and sharing personal perspectives.

## **B. Action Items**

### **1. Property Assistance Program – Color Palette Request for Qualifications (RFQ)/RFP**

Mr. Williams presented the staff report (Exhibit A) and discussed responses to the RFQ/RFP. Most project applications revolve around a new paint scheme. Both staff and DURAC's Design Review Committee (DRC) spend considerable time helping applicants determine what is appropriate, given the complex and subjective design review criteria. Goals in developing a color palette are to significantly reduce project delays and enhance the appearance of Redmond. The DRC unanimously recommended BLRB/GGL Architects based on that firm's experience. This contract would be funded through the Property Assistance Program. Should applicants be required to use the color palette to receive Property Assistance Program funds? Is the proposed contract an appropriate use of Property Assistance Program resources? Should the color palette be codified into the design review criteria?

DURAC concerns included *palette format, implementation flexibility, and experience of the firm recommended by the DRC.*

**Motion 2** (6/0/0): Mr. Streater moved that DURAC accept the bid from BLRB/GGL Architects to develop 35 color palettes for the Property Assistance Program at a total contract cost not to exceed \$15,000. Mr. Boothroyd seconded the motion which passed unanimously.

DURAC members agreed **by consensus** that use of the color palette should remain an option for applicants, not a requirement.

## **C. Approval of Minutes**

**Motion 3** (5/0/1): Ms. Nobles moved to approve the November 16, 2010, December 13, 2010, and January 11, 2011, minutes (Exhibits B, C, and D) as presented, subject to the following changes:

- \* November 16 minutes: Verifying the 4:06 p.m. start date, identifying who seconded Motion 1, and identifying who moved and seconded Motion 2;
- \* December 13 minutes: Correcting the meeting date in the footer; and
- \* January 11 minutes: Adding the name of the person representing the Boys & Girls Club of Central Oregon, changing “Chair Dawson” to “Chair Allman” under the ADJOURN heading, and correcting the footer date.

Mr. Streater seconded the motion which passed with Mr. Allman, Mr. Boothroyd, Ms. Nelson, Ms. Nobles, and Mr. Streater voting in favor and Mr. Van Vactor abstaining due to his absence from those three meetings.

Mr. Williams said that staff would identify parties to the motions on the November 16, 2010, minutes.

**Motion 4** (6/0/0): Ms. Nobles moved to approve the March 14, 2011, minutes, subject to correcting the footer date. Mr. Streater seconded the motion which passed unanimously.

**LIAISON COMMENTS**

Ms. Dawson said that most of the other taxing districts support the proposed amendment. The Deschutes Public Library System has taken no action which is, in effect, a “no” vote. She is looking forward to hearing public testimony on this proposal.

**CITIZEN COMMENTS** (None)

**STAFF COMMENTS**

Mr. Williams said that he is coordinating the City-sponsored Easter egg hunt that will take place in Centennial Park on April 23, 2011. Children (up to 6 years old) will receive candy and prizes. Refreshments will be provided for volunteers who help set out 10,000 plastic eggs filled with candy.

**DURAC COMMENTS** (None)

**ADJOURN**

With no further business, Chair Allman adjourned the meeting at 6:05 p.m.

APPROVED BY THE DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE AND SIGNED BY ME THIS 12th DAY OF May, 2011.

ATTEST:

/s/ Tory Allman  
Tory Allman, Chair

/s/ Heather Richards  
Heather Richards, Community Development Director