



CITY OF REDMOND
Community Development Department

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Meeting Minutes

Monday, September 12, 2011

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

Advisory Members: Chair Tory Allman, Carol Nelson, Ken Streater, Will Van Vactor, Rachel Winkler
(*absent:* Steven Boothroyd and Brad Smith; 2 positions vacant)

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

Visitors: Jon Stark and Joe Centanni, *Redmond Economic Development, Inc.*; 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/ACTION ITEMS

A. Discussion/Update

1. Redmond Development Commission Request for Feedback to Livability Recommendations

Mr. Williams presented the RDC's draft strategy for "Livability" (July 26 letter). City Council created the RDC to develop a strategic plan that will enable Redmond to attract more family-wage jobs. He summarized RDC's purpose and history and said that many of the Livability goals, strategies, and action plans are consistent with what DURAC is trying to do. The RDC will hold a public meeting on September 29, 3:30-5:30 p.m., to seek community input on its draft plan. He recommended appointing a subcommittee to facilitate developing a formal DURAC response.

Chair Allman led a brief review of the Open Space/Parks subsection as an example of how the subcommittee might approach this task. Tasks suggested for Strategy 1 during discussion included *setting up quality criteria, identifying funding sources, and setting up budgets*. Ms. Nelson, Mr. Streater, and Ms. Winkler volunteered to work with Mr. Williams to prepare recommendations for consideration at the next DURAC meeting on October 10, 2011.

B. Action Items

1. Recommend Industrial Development Fund Program Criteria to Urban Renewal Board

Mr. Williams presented his staff report (September 12, 2011, memo; PowerPoint) and summarized the background, funding, goals, proposed criteria, alternate courses of action, and next steps. Program activity through the Industrial Opportunity Fund supports Redmond Comprehensive Plan goals related to job creation, business development, and diversification of Redmond's economy. The Downtown Redmond Urban Renewal District (DURD) contains about 170 acres of industrially zoned land, 67 acres of which are vacant. Per the Plan's financial focus,

funds are expected to be available in increments of \$90,000-\$150,000 per year over a 20-year period. He and Ms. Richards have met with *REDI* staff to get their feedback.

Mr. Stark presented a sample scenario of how the proposed program criteria might work.

DURAC concerns included *number of jobs needed, desired wage levels, eligibility for funding, value of subsidy, using Enterprise Zone criteria, appropriate investment threshold, and loan repayment terms.*

Motion 1 (4/0/1): Ms. Winkler moved that DURAC recommend that the Redmond Urban Renewal Agency adopt the Industrial Development Fund Program Criteria as proposed in the staff report, subject to requiring an investment threshold of 20% and jobs that pay 125% of Deschutes County's average wage. Ms. Nelson seconded the motion which passed with Mr. Allman, Ms. Nelson, Mr. Van Vactor, and Ms. Winkler voting in favor and Mr. Streater abstaining to avoid a conflict of interest.

2. Approval of Request for Proposals for Wayfinding/Signage Program

Ms. Richards presented her staff report (September 12, 2011, memo) and summarized key components of the Request for Proposals (RFP) as well as subcommittee recommendations. DURAC's subcommittee concluded, following review of the amount of signage currently proposed in the Redmond Downtown Urban Renewal Plan, that hiring a consultant was crucial to successful implementation. The subcommittee will serve as the consultant selection committee.

DURAC discussion covered *administrative funding source, number and location of signs, project completion date, type of company that might respond, and consistent design theme.*

Motion 2 (5/0/0): Mr. Streater moved that DURAC approve the Request for Proposals for the Wayfinding/Signage Study as set forth in the staff report. Ms. Winkler seconded the motion which passed unanimously.

Mr. Streater left at 5:50 p.m.

3. Approval of Minutes

Motion 3 (3/0/1): Mr. Van Vactor moved that DURAC approve the minutes from June 13, 2011, as written. Ms. Nelson seconded the motion which passed with Mr. Allman, Ms. Nelson, and Mr. Van Vactor voting in favor, none opposed, and Ms. Winkler abstaining due to her absence from that meeting.

Motion 4 (3/0/1): Ms. Winkler moved that DURAC approve the minutes from July 11, 2011, as written. Ms. Nelson seconded the motion which passed with Ms. Nelson, Mr. Van Vactor, and Ms. Winkler voting in favor, none opposed, and Mr. Allman abstaining due to his absence from that meeting.

Motion 5 (2/0/2): Ms. Winkler moved that DURAC approve the minutes from August 8, 2011, as written. Ms. Nelson seconded the motion which passed with Mr. Allman and Ms. Winkler voting in favor, none opposed, and Ms. Nelson and Mr. Van Vactor abstaining due to their absence from that meeting.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

STAFF COMMENTS

Mr. Williams requested assistance in filling the two vacant Commissioner positions. He asked Commissioners to each e-mail to staff before the October 10 meeting two names of people who might be willing to serve on DURAC.

DURAC COMMENTS (None)

ADJOURN

With no further business, Chair Allman adjourned the meeting at 5:53 p.m.

APPROVED by the Downtown Urban Renewal Advisory Committee and SIGNED by me this 14th day of November, 2011.

ATTEST:

/s/ Tory Allman
Tory Allman, Chair

/s/ Heather Richards
Heather Richards, Community Development Director