



CITY OF REDMOND
Community Development Department

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Meeting Minutes

Monday, November 14, 2011

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

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

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

Visitors: Margie Dawson, *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

Chair Allman called the meeting to order at 5:05 p.m. with a quorum present.

DISCUSSION/ACTION ITEMS

A. Discussion/Update

1. Modifications to Property Assistance Loan Program

Mr. Williams reviewed the history of this loan program, eligible and ineligible work, and proposed tightening of underwriting and loan terms. The City started this loan program in 2007 to help downtown property owners upgrade building exteriors to meet new architectural design standards. The maximum loan amount is \$50,000. A total of \$117,000 has been invested in five projects: historic bank building, Landacre Building, historic Redmond church, Printing Post, and Evergreen Studio. Façade Improvement Grant and Small Projects Grant programs have been used more than the loan program. He requested DURAC input on policy recommendations to continue the program following adoption of the 12th Amendment to the Urban Renewal Plan.

DURAC suggestions included *increasing the maximum loan amount to \$100,000, decreasing the owner's percentage contribution, allowing loan applicants to layer funding mechanisms/programs, including multi-family housing projects, expanding the downtown district, stair-stepping loan repayments, and basing loan approval on a project's level of economic benefit to the community.*

Following discussion, Mr. Williams agreed to draft changes to loan approval criteria and underwriting language for consideration at the next DURAC meeting.

B. Action Items

1. Approval of DURAC comments to the Draft Strategic Plan

Chair Allman explained the rationale behind the subcommittee's recommendations.

Motion 1 (5/0/0): Mr. Smith moved that DURAC approve the proposed comments on the Draft Strategic Plan and forward them for consideration by the Redmond Development Commission. Ms. Nelson seconded the motion which passed unanimously.

2. Approval of Criteria for Pole Sign Removal and Replacement Grant Program

Mr. Williams presented his November 14, 2011, memo. The proposed program is intended to encourage new business investment to grow the job base and strengthen/diversify the tax base in designated blighted areas. This program would be part of the Property Assistance Program. To encourage removal of nonconforming signs before the deadline of November 1, 2015, this program would reimburse property owners for 50% of eligible costs up to \$5,000 through October 2013 and up to \$2,500 from November 2013 through October 2015.

At its October 2011 meeting, DURAC discussed whether this new program could be used to encourage property owners to provide public amenities such as benches, water fountains, or clocks. Following research, staff recommended that public amenities be addressed through a separate program to be discussed at a later time.

DURAC discussion covered *public amenities (needed/desired, feasibility, funding, maintenance), cost effectiveness of doing amenities in conjunction with pole sign removal, sign removal incentive levels, and eligible properties.* **By consensus**, DURAC requested that staff move forward quickly to develop and implement a public amenities program.

Motion 2 (5/0/0): Mr. Streater moved that DURAC approve the criteria for the Pole Sign Removal and Replacement Grant Program as proposed in the staff report. Vice Chair Boothroyd seconded the motion which passed unanimously.

3. Approval of Minutes

Motion 3 (5/0/0): Mr. Smith moved that DURAC approve the minutes from September 12, 2011, as presented. Mr. Streater seconded the motion which passed unanimously.

LIAISON COMMENTS

Ms. Dawson said that sidewalks on 6th Street north of Deschutes Avenue will be replaced in 2012. City Council is still discussing the Mixed Use Live/Work Zone and is divided on how to handle the residential island and standalone office issues. According to the City attorney, moving this issue forward requires a unanimous vote.

CITIZEN COMMENTS (None)

STAFF COMMENTS

Mr. Williams urged all DURAC members to work on filling the two vacant positions. Ms. Nelson and Vice Chair Boothroyd reported on their recruiting efforts which have, so far, proven unsuccessful. Staff will be presenting the review committee recommendations on the Business Medical District consultant at the next City Council meeting. Chair Allman and Mr. Streater will be serving on the Stakeholder Advisory Committee for this district.

DURAC COMMENTS (None)

ADJOURN

With no further business, Chair Allman adjourned the meeting at 6:23 p.m.

APPROVED by the Downtown Urban Renewal Advisory Committee and SIGNED by me this 9th day of January, 2012.

ATTEST:

/s/ Tory Allman
Tory Allman, Chair

/s/ Heather Richards
Heather Richards, Community Development Director