



CITY OF REDMOND
Community Development Department

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Meeting Minutes

Monday, December 12, 2011

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

Advisory Members: Chair Tory Allman, Carol Nelson, Brad Smith, Ken Streater, Will Van Vactor, Rachel Winkler (*absent:* Steven Boothroyd; 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 5:03 p.m. without a quorum present. Mr. Smith and Mr. Streater arrived at 5:10 p.m., establishing a quorum. Ms. Nelson arrived at 5:37 p.m.

DISCUSSION AND ACTION ITEMS

A. Discussion/Update

1. Work Plan for 2012

Mr. Williams reviewed (PowerPoint) 2011 activities and discussed 2012 goals. Accomplishments for 2011 included the 12th Amendment to the Redmond Downtown Urban Renewal Plan, planting at the Eastern Y, Re-Route Beautification Master Plan, color palettes, Restaurant Capital Assistance Program, Redevelopment Catalyst Project Opportunity Fund Program, Pole Sign Removal/Replacement Program, and opening of the seasonal ice rink in mid-December. Redmond Area Park and Recreation District will be managing the ice rink. Projects moving forward in 2012 will include the Business Medical District, Wayfinding Program, alternate mobility study, downtown housing study, downtown parking/circulation study, public amenity study, and historic Redmond Hotel. Agenda items for the January 2012 meeting will include electing a Chair and Vice Chair for the year and reviewing the draft 2012 Work Plan. Applications have been received for the two vacant DURAC positions.

Ms. Richards said that US Highway 97 beautification projects identified by DURAC at the entryways to Redmond (Evergreen, Highland, and Glacier Avenues) will begin in 2012. Installing an art piece ("Thoughts of Flight") at the eastern entrance is in the contract review process. Study is continuing on a possible breezeway to 6th Street. Construction of 6th Street Phase 2 will begin in 2012. A Request for Proposal to design the new city hall will be issued before Christmas 2011 with construction expected to start in 2013.

DURAC concerns included *incorporating the parking and circulation study into the wayfinding program, keeping one lane of 6th Street open at all times during construction of Phase 2, and continuing economic enhancements to encourage investment in the downtown area.*

3. Public Input

Chair Allman asked about the status of a rumor that a company named In Cartridge was coming to Redmond. Mr. Streater reported that the press release issued by a state representative was a mistake but that discussions are continuing.

Chair Allman said that DURAC members are frequently approached by citizens, asking why the City does/doesn't do something. A public forum would encourage the public to make suggestions and give them a place to voice their concerns. DURAC concerns included attendance, agenda topics, encouraging constructive suggestions about downtown improvements, administrative costs, publicity, and scheduling.

Ms. Richards recommended having staff make a short presentation on where funding comes from and how they can be used, investments made to date, and upcoming projects.

Following discussion, DURAC members requested **by consensus** that staff schedule a public forum for the February 2012 meeting.

2. Wayfinding Project Update

Ms. Winkler volunteered to serve on an advisory committee with Ms. Richards, Mr. Williams, and a representative from Public Works. This committee will work with the design consultant from December 2011 through March 2012.

4. Parking Management

Mr. Williams said that the City received a petition from 15 downtown merchants, requesting help in assuring that customers have sufficient parking. Lack of parking is attributed to employee use and new park activities.

Ms. Richards said that merchants who attended a meeting of the Redmond Downtown Association elected to not sign this petition. Staff will be meeting with the merchants who did sign to discuss issues and solutions. It may be time to reinstate parking signage and enforcement.

B. Action Items

1. Highest and Best Use Analysis for New Historic Redmond Hotel

Mr. Williams (PowerPoint) said that this property has been identified as an asset that could be a catalyst for activity in downtown. Current uses include retail and office. Suggestions of potential uses include boutique hotel, housing, or high-end offices. He discussed the scope, purpose, background, desired outcome, and process. The study would include an assessment of market demand for potential reuses, renovation costs, financial feasibility, catalytic impact on downtown, timing of investment, and the role of urban renewal. To date, two firms (EcoNorthwest and Johnson Gardner) have submitted proposals. An analysis is expected to be done by spring 2012.

Ms. Richards said that the City needs an independent assessment to provide a filter in evaluating business proposals. The study will help determine the best time to invest in this property, the type of project that would maximize impact on downtown, and the most sustainable project.

DURAC concerns included the *number of proposals received and impact of the National Historic Register listing*. Mr. Streater, Mr. Van Vactor, and Ms. Winkler volunteered to serve on a Selection Subcommittee with Ms. Richards and Mr. Williams to review consultant proposals.

Motion 1 (6/0/0): Mr. Smith moved that DURAC recommend that the Redmond Urban Renewal Agency proceed with the proposed Highest and Best Use Analysis at a cost not to exceed \$50,000 based on the Selection Committee's recommendation. Mr. Streater seconded the motion which passed unanimously.

C. Approval of Minutes

Motion 2 (6/0/0): Mr. Smith moved that DURAC approve the minutes from October 10, 2011, as written. Mr. Streater seconded the motion which passed unanimously.

LIAISON COMMENTS

Ms. Dawson reported that City Council, at its last meeting, approved the Business Medical District Master Plan, approved a miniature ice wizard to maintain the seasonal ice rink, and hired a new airport manager. City Council will be interviewing applicants for City commissions and committees on December 15, 2011.

CITIZEN COMMENTS (None)

STAFF COMMENTS (None)

DURAC COMMENTS

Mr. Van Vactor said that there are at least three applicants for the two open DURAC positions.

ADJOURN

Motion 3 (6/0/0): Ms. Winkler moved that DURAC adjourn. Mr. Streater seconded the motion which passed unanimously.

With no further business, Chair Allman adjourned the meeting at 5:58 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