



REDMOND URBAN RENEWAL AGENCY
CITY OF REDMOND
 Community Development Department

716 SW Evergreen, Redmond OR 97756
 541-923-7756
 Fax: (541) 548-0706
www.ci.redmond.or.us

DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

City Hall Conference Room A, 716 SW Evergreen Avenue

Monday, January 14, 2013

5:00 – 7:00 PM

Agenda

DURAC MEMBERS

Donald Crouch

Edwin Danielson

Robert Gomes

Anne Graham

Heidi Hylkema

Trish Pinkerton

Brad Smith

Vacant

Vacant

MEETING OBJECTIVES

- Elect Chair and Vice Chair
- Approve Professional Business Medical District Master Plan and Development Strategy
- Adopt 2013 Work Plan

PROPOSED AGENDA

TIME	ITEM
5:00 PM	CALL TO ORDER / INTRODUCTIONS
	DISCUSSION / ACTION ITEMS
5:05 PM	A. Discussion / Update <ol style="list-style-type: none"> 1. Introduction of new DURAC Members 2. Swearing in and ethics review 3. Election of Chair and Vice-Chair 4. Select Subcommittee for Family Recreation Center Study
5:30 PM	B. Action Items <ol style="list-style-type: none"> 1. Professional Business Medical District Approval (<i>Exhibit 1</i>) 2. 2013 Work Plan Approval (<i>Exhibit 2</i>)
	C. Approval of Minutes <ol style="list-style-type: none"> a. October 8, 2012 (<i>Exhibit 3</i>) b. November 13, 2012 (<i>Exhibit 4</i>) c. December 10, 2012 (<i>Exhibit 5</i>)
6:45 PM	LIAISON COMMENTS
6:50 PM	CITIZEN COMMENTS
6:55 PM	STAFF COMMENTS
	CHAIR COMMENTS
7:00 PM	ADJOURN

*Please note that these documents are also available on the City's website www.ci.redmond.or.us; click on Departments, Community Development, Planning Division, DURAC (under the Urban Renewal box at the bottom). You may also request a copy at City Hall from Heather Richards 923-7756 or Jackie Abslag 923-7763.

Anyone needing accommodation to participate in the meeting must notify Mike Viegas, ADA Coordinator, at least 48 hours in advance of the meeting at 504-3032, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities



Exhibit 1

**CITY OF REDMOND
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Community Development Department**

**716 SW Evergreen Avenue
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DATE: January 14, 2013
TO: Downtown Urban Renewal Advisory Committee
FROM: Jon Williams, Economic Development Project Manager
THROUGH: Heather Richards, Community Development Director
SUBJECT: Professional Business Medical District

Addresses Council/Agency Goals:

3. ECONOMIC DEVELOPMENT

Encourage economic development by continuing to utilize business location incentives, ensuring an adequate supply of planned industrial, commercial and residential land, and supporting workforce development programs.

- A. Work to sustain existing jobs and attract new jobs to the City of Redmond.
- c) Support the Business Medical Park Master Plan.

Report in Brief:

This Report summarizes the Redmond Professional Business Medical District Development Strategy and Master Plan (the "PBMD DSMP") as revised following DURAC's review at its August 13 meeting. Further, it requests that DURAC recommend that the Urban Renewal Board adopt the Master Plan and Development Strategy as an Appendix to the Downtown Redmond Urban Renewal Plan.

The PBMD DSMP provides a physical plan and implementation strategy for the 20-year build out of the District including new streets, trails, parks, and roads as well as 330,000 to 770,000 square feet of new development. It includes an implementation roadmap describing proposed sequencing and budgeting of public and private initiatives such as private cooperative efforts, zoning changes, public investments, and public private partnerships.

The revised PBMD DSMP allocates approximately \$9.0 MM of urban renewal funds compared to \$13.4MM as originally proposed. In addition, the revised PBMD DSMP incorporates a filter for evaluating projects and determining when it is appropriate to go forward with identified investments. This filter includes the criteria used to evaluate all projects in the downtown Redmond urban renewal District as well as criteria specific to the PBMD including private sector support, market readiness, availability of capital funds, and financial planning for ongoing maintenance.

Background:

The goal of the DSMP is to provide a framework to attract professional jobs, strengthen the city's tax base, and improve the city's quality of life through accelerated development of the area surrounding the St. Charles Redmond Medical Center. The objectives by which the DSMP seeks to achieve these goals are as follows:

1. Raise perceptions of the District through:
 - a. Excellence of services
 - b. Excellence of physical environment

c. Distinctive brand

2. Identify complementary and catalytic anchor tenants for the District
3. Respond to existing and future trends in healthcare
4. Leverage public funds through job creation and private investment
5. Create an environment that attracts professionals
6. Help existing businesses to realize greater opportunity and facilitate transition to and
7. achievement of the future vision for the District
8. Build on existing assets to create a regional destination for quality medical care
9. Establish a high standard for public improvements and private development
10. Provide easy and intuitive access to and mobility within the District
11. Clearly define preferred uses and a phasing plan enabling their establishment

The primary physical elements of the Master Plan include:

- 1.25 mile recreational loop trail through district and along canal.
- Open spaces serving the whole District at SE corner of 4th St and Kingwood Avenue and at the SW corner of 4th St and Jackpine Avenue
- Larch Avenue as a campus street with enhanced pedestrian amenities.
- Kingwood Avenue as an eventual entry to the District from Sixth Street and a relocated southbound access to and from Highway 97 featuring lush greenery, including a double row of trees on each side.
- 6th Street as a primary frontage for the District with design standards encouraging active building frontages at the sidewalk, supporting pedestrian and bicycle access.
- Mixed employment and commercial development fronting 6th Street.
- Consolidated parking lots with shade trees, a bicycle and pedestrian trail network including a
- Strategically located shared parking facilities.
- Strategically places street trees, shade and street furniture along key routes
- Extensions to Fourth Street and Jackpine Avenue.



Based on feedback received at the August 13 DURAC meeting, the revised plan also includes minor adjustments to project phasing. Specifically it is assumed that street extensions for Jackpine, 4th Street, and Hemlock and the improvements to the eastern portion of Kingwood Avenue will occur in the

third phase of the District's development (10+ years out), while the relocation the southbound access/exit for U.S. 97 prior has been moved from the third phase to the second phase (5 to 10 years). The revised project phasing is summarized below:

Phase I - Getting Ready (2012-2015)

- Establishment of a property owners' organization
- Zoning changes
- Joint marketing efforts
- Formation of local improvement districts to fund aesthetic streetscape upgrades such as landscaping, benches, and distinctive street lighting.
- Formation of a business improvement district to support marketing and enhanced services within the district.
- Installation of signage and wayfinding to brand the District and assist visitors.

Phase II – Catalytic Investments (2015-2021)

- Support for catalytic private or institutional project.
- Streetscape enhancements on 6th Street, Larch Avenue, and western Kingwood Avenue
- A 1.25 mile recreational trail
- Northern park construction and associated non-potable irrigation work
- Relocation of southbound U.S. 97 access from Larch Avenue to Kingwood Avenue

Phase III – Building Momentum (2021-2030)

- Southern park construction and associated non-potable irrigation work
- Extensions to Fourth Street, Jackpine Avenue, and Hemlock Avenue
- Streetscape enhancements on eastern portion of Kingwood Avenue
- Parking along the canal

Based on DURAC comments provided at its August 13 meeting, Staff modified the report to reduce the amount of urban renewal funds allocated specifically to BMD projects from \$13,474,000 to \$9,000,000. Savings resulted primarily from reducing urban renewal's contribution to the Third Street Trail, the North and South Parks, and streetscape improvements on 6th Street/Business 97. While the total budgets for the parks was reduced, the amount of urban renewal funds allocated to Parks increased because the full construction cost of the Parks was moved to the urban renewal budget. A comparison of the budgets is provided below.

Professional Business Medical District - Summary of Budget Modifications

	Consultant Budget July 2012	Revised Budget November 2012
Property owner's organization	\$0	\$0
Zone change	\$0	\$0
Joint marketing and recruitment	\$0	\$0
Local Improvement District (LID) Formation	\$5,000	\$5,000
Economic Improvement District (EID) Formation	\$5,000	\$5,000
Signage and wayfinding	\$109,000	\$109,000
Development gap financing	\$3,000,000	\$0
Streetscape Improvements -		\$899,000
6th Street, Larch, Kingwood	\$2,615,000	
3rd Street Trail	\$2,890,000	\$2,100,000
North Park Construction	\$1,175,000	\$1,715,000
New Streets	\$1,500,000	\$1,500,000
South Park Construction*	\$1,175,000	\$1,662,250
Highway 97 Right-in right-out	\$1,000,000	\$1,000,000
Parking lots along Canal	\$0	\$0
Total	\$13,474,000	\$8,995,250

The resulting budget would draw approximately \$6,000,000 from the Business/Medical Park Development line item of the Urban Renewal Plan (100% of that line item), \$2,500,000 from the Circulation Improvements line item (71%), and \$500,000 from the Public Open Space line item (14%).

Finally, the revised Strategy includes additional guidelines for investing urban renewal funds in Professional Business Medical District projects. These guidelines supplement the adopted urban renewal investment criteria. The guidelines are as follows:

- **Private sector support:** *While many of the investments will be in the public realm, it is essential that there be demonstrated private sector readiness to invest simultaneously. This can be demonstrated through joint funding for infrastructure (e.g., through a local improvement district, formation of a property owners association, or direct contributions to project funding) or through public-private partnerships that link public infrastructure to adjacent development on private property.*
- **Market readiness:** *"Build it and they will come" is rarely a viable economic development strategy. The City shall monitor market conditions carefully to ensure that investments are not made until market conditions are supportive of business and employment growth in the district. This may mean slowing down or accelerating the timeline and phasing of projects.*
- **Availability of funds:** *The urban renewal funding identified in the Master Plan comes from the Downtown Urban Renewal District. As such, the availability of this funding is contingent on tax increment growth within the overall urban renewal district. The timing and scale of public investments in the Master Plan area must be calibrated to the tax increment revenue stream of the urban renewal district and reflect priorities and obligations to fund investments in the downtown core and other areas within the district.*
- **Ongoing maintenance:** *Urban renewal can fund the up-front capital investments in streetscapes, open spaces, and trails, but is typically prohibited from funding ongoing maintenance of those facilities. Prior to making capital investments, each project should have a funding plan in place that identifies the public and private revenue sources that will pay for ongoing maintenance of those facilities.*

Discussion:

Staff is seeking DURAC final comments on the revised document and a decision as to whether to recommend the document to the Urban Renewal Board for adoption as an appendix to the Downtown Redmond Urban Renewal Plan. In particular, we seek feedback on the following items:

- Comments regarding to the budget, timing, and investment criteria.
- Comments regarding revised document as a whole.
- Guidance as to whether to recommend the Professional Business Medical District Master Plan and Development Strategy to the Urban Renewal Board for adoption as an appendix to the Downtown Redmond Urban Renewal Plan.

Fiscal Impact:

Adoption of the Professional Business Medical District Master Plan and Development Strategy will not commit the Agency or the City to expend any funds.

Alternative Courses of Action:

1. Move that DURAC recommend that the Urban Board adopt the Professional Business Medical District Master Plan and Development Strategy as an appendix to the Downtown Redmond Urban Renewal Plan.
2. Request more information; or
3. Decline at this time to recommend that the Urban Board adopt the Professional Business Medical District Master Plan and Development Strategy.

Recommendation/Suggested Motion:

“I move that DURAC recommend that the Urban Board adopt the Professional Business Medical District Master Plan and Development Strategy as an appendix to the Downtown Redmond Urban Renewal Plan.”

Respectfully submitted,

Jon Williams
Economic Development Project Manager



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DATE: January 14, 2013
TO: Downtown Urban Renewal Advisory Committee
FROM: Jon Williams, Economic Development Project Manager
THROUGH: Heather Richards, Community Development Director
SUBJECT: DURAC Work Plan for 2013

Addresses Council/Agency Goals:

7. URBAN RENEWAL

Invest resources to encourage new business investment in designated blighted areas that will grow the job base and strengthen and diversify the tax base in that area.

A. Maintain and manage resources to ensure consistent program delivery and sufficient financial resources.

i. Align the use of Agency resources with objectives identified in the Downtown Urban Renewal Plan, and with priorities and tasks established in the Downtown Action Plan.

Report in Brief:

This report summarizes the proposed 2013 DURAC Work Plan for consideration by DURAC. The work plan represents the actions DURAC intends to take in 2013 to implement the Redmond Downtown Urban Renewal Plan.

Background:

DURAC is asked to approve a work plan to prioritize its efforts in implementing the Redmond Downtown Redmond Urban Renewal Plan for the upcoming year.

The proposed work plan items are as follows:

January

- Introduce new DURAC Members
- Elect Chair and Vice Chair
- Approve Professional Business Medical District Development Strategy and Master Plan
- Family Recreation Center appointment of DURAC subcommittee

February

- Host public workshop on 2013 DURAC Work Plan and solicit feedback on goals and priorities.

March

- Debrief public workshop and discuss need for any changes to Work Plan
- Implementation of Business Medical District
- Historic Redmond Hotel Update

April

- Alternative Mobility Planning
- U.S. 97 Beautification implementation

May

- Family Recreation Center update
- Center City Housing Strategy approval

June

- Wayfinding installation
- RFP for Downtown Circulation Study

July

- Incentive Programs update
- Permanent skating rink foundation/roller rink

August

- Center City Housing Strategy implementation

September – December

- Evergreen Elementary Rehabilitation
- Implementation of Center City Housing Strategy
- Oversight of Downtown Circulation Study

Discussion:

DURAC members are invited to discuss the proposed work plan including:

- Are there projects that should be added or eliminated?
- Are there projects that should be started earlier (i.e. before other projects) or moved later (i.e. after other projects are completed)

Fiscal Impact:

There is no direct financial cost associated with adoption of the work plan.

Alternative Courses of Action:

1. Adopt the proposed 2013 DURAC Work Plan;
2. Request more information; or
3. Decline at this time to adopt the proposed 2013 DURAC Work Plan.

Recommendation/Suggested Motion:

“I move to adopt the proposed 2013 DURAC Work Plan.”



DRAFT

EXHIBIT 3

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Meeting Minutes

Monday, October 8, 2012

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

Advisory Members: Chair Steven Boothroyd, Brad Smith, Carol Nelson, Donald Crouch, Ginny McPherson (absent: *Heidi Hylkema, Robert Gomes, Ken Streater*, 1 position vacant)

City Staff: Heather Richards, *Community Development Director*; Jon Williams, *Economic Development Project Manager*; Bill Duerden, *Public Works Director*; 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

Chair Boothroyd called the meeting to order at 6:35 p.m. with a quorum present.

DISCUSSION AND ACTION ITEMS

A. Action Items

2. Urban Renewal Participation in Construction of Homestead Trail

Ms. Richards reported that the Public Works Department has received a \$125,000 grant to construct a six-foot gravel path along the Pilot Butte Canal. Much of this path runs through the Downtown Urban Renewal District. DURD has an opportunity to leverage funding and extend this pathway south from Evergreen Avenue to Veterans Way.

Mr. Williams presented his staff report (PowerPoint). The segment of the Homestead Trail between Maple and Evergreen Avenues fits with the City's long-term plan to extend a trail from Smith Rock to Ridgeview High School and the south Redmond city limits. The medical district master plan process envisioned separate trail facilities for pedestrians and cyclists, but the City is considering a multi-modal facility. Cost estimates are preliminary. Staff needs to determine if alternate mobility funds in the urban renewal budget and \$30,000 in the City Parks budget could be used for this project. Should the urban renewal agency move in this direction?

DURAC discussed *decision timeframe, benefits to extending the Homestead Trail, trail width (6 to 12 feet), trail surface (gravel, pavement), multi-modal use, public safety, construction and maintenance costs, and route options.*

Motion 1 (5/0/0): Mr. Smith moved to recommend that the Agency explore funding construction of the Homestead Trail segment extending from Maple Avenue all the way to Veterans Way and having it paved. Mr. Crouch seconded the motion which passed unanimously.

1. Request for Proposals for Downtown Circulation Strategy

Mr. Williams recapped the study parameters outlined at the September 2012 meeting. The study is expected to cost \$135,000 and will be used to guide investment of \$5.5 million of urban renewal funds allocated to vehicular circulation improvements downtown. Areas of focus will include the 5th Street/6th Street couplet, efficient access to the hospital and medical district, access to downtown from Highways 97 and 126, central area interchange location, and multi-modal uses (bicycle, pedestrian, transit). The consultant needs to consider long-term goals for downtown revitalization, stakeholder concerns, best practices/successes, compatibility with adopted plans, existing conditions, and staff expertise. The deliverables should include a tech memo on community goals, case studies, prioritized project list (concept-level designs, preliminary cost estimates, funding strategy), and downtown circulation strategy including a map. He recommend scoring consultant proposals on effectiveness, experience in economic development and transportation planning, and capacity to meet the City's scope and budget within a reasonable timeframe. Staff would appreciate DURAC guidance before issuing an RFP.

DURAC discussion covered *consultant prospects, potential interchange locations, case study criteria* (similar size, re-route experience), *downstream results, measuring success*, and the *comprehensiveness of the RFP process so far*.

Motion 2 (5/0/0): Ms. McPherson moved that the Agency request proposals for the Downtown Circulation Strategy with a not-to-exceed cost of \$135,000. Ms. Nelson seconded the motion which passed unanimously.

B. Discussion/Update

1. Downtown Parking Study

Mr. Williams said that he will present results of the consultant's survey of parking utilization in the downtown core at the next meeting.

2. Professional Business Medical District Development Strategy

Mr. Williams said that staff will make a presentation on the final consultant's report at the next meeting and discuss how to move forward on the consultant's recommendations.

3. Downtown Housing Strategy

Mr. Williams reported that Johnson Reid (economist from Portland, Oregon) will lead the consultant team. The market research firm selected was the consultant review committee's #1 choice. A technical advisory committee (TAC) will work with the consultant to make sure that the products provided meet City expectations. The TAC will probably meet four times over six months to provide feedback on draft project deliverables.

Mr. Smith and Ms. McPherson volunteered to represent DURAC on the TAC.

C. Approval of Minutes

Motion 3 (5/0/0): Mr. Smith moved to approve the minutes from August 13 and September 10, 2012, as written, subject to correcting the September 10 minutes so that Sentence 1 under the ADJOURN heading reads: "With no further business, Chair Boothroyd adjourned the meeting at 18:02 p.m." Mr. Crouch seconded the motion which passed unanimously.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

STAFF COMMENTS

Ms. Richards reported that the "Thoughts of Flight" sculpture has been installed at the Eastern Y. Art is intended to stimulate. Response from the public has been passionate in terms of "likes" and "dislikes." Citizens calling have also been concerned about funding. DURAC recommended four to five years ago that 0.5-1% of large capital improvement projects be set aside. Funding for this sculpture came from the \$12 million re-route of Highway 97. She explained that the artist's intent with the design and materials used was to reflect the Art Moderne style from the 1940s and Redmond's industrial heritage.

Chair Boothroyd said that several people have asked him what the words mean and then wanted to know what is going to happen on the big parcel south of the Eastern Y. Selection of this particular piece was done by citizens.

Mr. Smith commented that the outline lighting turns one sculpture into two.

DURAC COMMENTS

Ms. McPherson requested an update on wayfinding signage. Ms. Richards reported that the City has received final product designs and is working to get construction documents by December 1, 2012. She is working with the high schools to add engineering design and metal fabrication to the curriculum so students can help in the manufacturing process.

ADJOURN

With no further business, Chair Boothroyd adjourned the meeting at 7:35 p.m.

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

ATTEST:

Steven Boothroyd, Chair

Heather Richards, Community Development Director



DRAFT

EXHIBIT 4

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Minutes

Monday, November 13, 2012

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

Advisory Members: Carol Nelson, Donald Crouch, Ginny McPherson, Heidi Hylkema (absent: Brad Smith, Ken Streater, Robert Gomes, Steven Boothroyd; 1 position vacant)

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

Visitors: Jon Stark, *Redmond Economic Development Inc.*; Leslie Pugmire Hole, *Redmond Spokesman*

(scribe CP's note: The minutes were created from an audio recording and notes taken at the meeting.)

CALL TO ORDER – INTRODUCTIONS

Mr. Williams called the meeting to order at 5:09 p.m. without a quorum present.

DISCUSSION/ACTION ITEMS

A. Action Items

1. Central Oregon Truck Industrial Opportunity Fund Loan

Mr. Williams (PowerPoint) said that Central Oregon Trucking (COT) has applied for a \$112,500 loan through the newly created Industrial Opportunity Fund. The loan would be forgivable over five years as COT meets its employment thresholds. COT's relocation of its headquarters from Prineville to 394 NE Hemlock Avenue will bring 49 permanent jobs to Redmond. He discussed the project's background, eligibility, loan value, site summary, sponsorship, project financing, satisfaction of program requirements, loan review process, and fiscal impact. Total contracted value of COT's improvements including site work will be \$3,514,000. Construction is underway and should be completed in mid-December 2012. He requested guidance on the project's satisfaction of program criteria and urban renewal goals and DURAC's acceptance of loan risks.

Following discussion, Mr. Crouch, Ms. Hylkema, Ms. McPherson, and Ms. Nelson individually agreed with Alternative Course of Action 1: recommend that the Urban Renewal Board consider and approve the Industrial Opportunity Fund Loan to Central Oregon Trucking in an amount of \$112,500. Mr. Williams reported receiving e-mails on November 13, 2012, from Mr. Boothroyd, Mr. Gomes, and Mr. Smith, indicating their individual support for Alternative Course of Action 1.

Mr. Stark commended DURAC, City of Redmond, Business Oregon, Economic Development for Central Oregon, REDI, and Oregon Department of Transportation (ODOT) for their forward-thinking approach and willingness to work together. Their joint efforts persuaded COT to relocate to Redmond instead of outside Oregon and enabled transportation improvements to Highways 126 and 97. He stated this effort was an excellent example of how public agencies and private interests could work together for Oregon's benefit.

2. Homestead Trail Design and Budget

Mr. Williams (PowerPoint) reported the results of staff research into DURAC's proposal at the last meeting. Paving a 10-foot trail right-of-way from Veterans Way to Maple Avenue along the Pilot Butte Canal (10,800 feet) would cost \$641,000 to \$841,000. (Extending this path from Maple Avenue to Quince Avenue, outside the Downtown Urban Renewal District, would cost an extra \$157,000.) He summarized the project's background, context, design options, input from ODOT, fiscal impact/financing, and next steps. This path is part of a long-term plan to provide a continuous recreational trail from the south end of Redmond northward to downtown and east to Smith Rock. He requested guidance on the appropriate budget amount for crossing designs (Evergreen, Highland, and Glacier Avenue intersections) and directing trail users into downtown, and requested DURAC support to move forward with the project.

Ms. Richards discussed related concerns including corridor utility and mobility. The City is applying for a grant to extend the trail from Veterans to Odem Medo (Phase 2). Staff will continue exploring affordable design options and will present results at the next meeting.

Mr. Crouch stated his support for a multi-use trail, noting that families are more likely to utilize it if user conflicts and traffic impacts are minimized. Ms. McPherson expressed concern about public safety, especially for children using the trail. Mr. Crouch, Ms. Hylkema, Ms. McPherson, and Ms. Nelson individually indicated their approval of Alternative Course of Action 1: support budgeting \$641,000-\$841,000 to fund design and construction of the Homestead Trail segments between Veterans Way and Maple Avenue, utilizing \$135,000 from Professional Business Medical District line items and \$706,000 from the Alternative Mobility line item. Mr. Williams reported receiving e-mails on November 13, 2012, from Mr. Boothroyd, Mr. Gomes, and Mr. Smith, indicating their individual support for Alternative Course of Action 1.

3. Center City Housing Strategy

Ms. Williams (PowerPoint) said that the City has grown dramatically in the past 20 years. However, the urban renewal district has lower density than peripheral areas which is an inefficient use of public infrastructure. He summarized the background, goal, strategic elements (baseline conditions, recommendations, expected return on investment), next steps, and fiscal impact. Approval of this contract would allow disbursement of up to \$100,000 from the \$7 million Housing Development Opportunity Fund line item of the City's Urban Renewal Plan. The review team selected Johnson Reid to develop a Center City Housing Strategy. This contractor's primary focus is real estate market analysis and economic development consulting. Johnson Reid did a housing study for downtown Salem (Oregon) that is similar to what Redmond hopes to do here and is experienced in working with private developers. He requested guidance on the scope of work and a volunteer to replace Ms. McPherson on the Project Advisory Committee. The PAC will begin meeting in December 2012 and wrap up in late spring 2013.

Ms. McPherson said that she liked the project's phased approach (short-, medium-, and long-term). Mr. Crouch volunteered to serve on the PAC. Mr. Crouch, Ms. Hylkema, Ms. McPherson, and Ms. Nelson individually indicated their approval of Alternative Course of Action 1: recommend that the Redmond Urban Renewal Board approve awarding a professional services contract to Johnson Reid to prepare a Center City Housing Strategy for an amount not to exceed \$100,000. Mr. Williams reported receiving e-mails on November 13, 2012, from Mr. Boothroyd, Mr. Gomes, and Mr. Smith, indicating their individual support for Alternative Course of Action 1.

4. Historic New Redmond Hotel Highest-and-Best-Use Study

Mr. Williams discussed (PowerPoint) the background, study scope, market demand, financial feasibility, economic development impact, and next steps. He requested guidance on whether DURAC should move forward with redevelopment of the hotel at this time.

Following discussion, Mr. Crouch, Ms. Hylkema, Ms. McPherson, and Ms. Nelson individually indicated their approval of Alternative Course of Action 1: move that DURAC form a subcommittee to further explore redevelopment of the Historic New Redmond Hotel. Ms. Hylkema and Ms. Nelson volunteered to serve on the subcommittee.

5. Professional Business Medical District Master Plan and Development Strategy

Consideration of the proposed master plan was postponed due to lack of a quorum.

B. Discussion/Update

1. Downtown Parking Study

Mr. Williams summarized the background and preliminary results of the parking survey. Next steps include finalizing the report, evaluating the need for changes to the City's current parking policy, and sharing the findings with DURAC and the downtown merchants association.

C. Approval of Minutes

Approval of the October 8, 2012, minutes was postponed due to lack of a quorum.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

STAFF COMMENTS

Ms. Richards said the City is almost done with construction documents for wayfinding signage. She met with Redmond School District about two weeks ago; administrators and teachers are excited about this project and working to modify the curriculum to allow students to fabricate the signs. Sign installation is expected in late spring 2013. She will keep DURAC informed. Ms. Richards requested assistance in recruiting five new DURAC members for 2013. The City is almost done with its studies and will be implementing projects soon.

DURAC COMMENTS (None)

ADJOURN

The next meeting is scheduled for December 10, 2012.

With no further business, Chair Boothroyd adjourned the meeting at 6:06 p.m.

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

ATTEST:

Heather Richards, Community Development Director



DRAFT

CITY OF REDMOND
Community Development Department

EXHIBIT 5
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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Minutes

Monday, December 10, 2012

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

Advisory Members: Brad Smith, Donald Crouch, Ginny McPherson (absent: *Carol Nelson, Heidi Hylkema, Ken Streater, Robert Gomes, Steven Boothroyd*; 1 position vacant)

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

Visitors: Mayor George Endicott; Tory Allman, *City Councilor*; Trish Pinkerton

(scribe CP's note: The minutes were created from an audio recording and notes taken at the meeting.)

CALL TO ORDER – INTRODUCTIONS

Mr. Williams called the meeting to order at 5:09 p.m. without a quorum present.

DISCUSSION AND ACTION ITEMS

A. Action Items

1. Mayor Endicott

Mayor Endicott commended Steven Boothroyd, Ken Streater, and Carol Nelson for their service to DURAC (terms ending December 31, 2012) and the City of Redmond. Certificates of Appreciation will be delivered to them. He also handed out lapel pins to Mr. Crouch and Ms. Pinkerton. Ms. Pinkerton has applied to join DURAC, starting in January 2013.

2. Professional Business Medical District Master Plan and Development Strategy

Mr. Williams presented (PowerPoint) the draft PBMD Master Plan. He summarized the key elements including Background, Goals, Objectives, Approach, Vision, Master Plan, Design Elements, and Modifications (phasing, implementation criteria, budget, revised funding sources). Through value engineering, staff have reduced the consultant's budget from \$13.4 million to \$9 million. The next steps are to incorporate DURAC comments and then submit the master plan and development strategy to the Urban Renewal Agency for adoption as an appendix to the Downtown Redmond Urban Renewal Plan.

DURAC comments and concerns:

- * How does the PBMD compare to Bend's medical district?
- * Feels more like Portland than Redmond.
- * What progress has been made in attracting catalytic clients?
- * Will this plan be a tool for Redmond Economic Development's business recruitment efforts?
- * Marketable (shovel-ready) parcels are easier to "sell" to prospective businesses.
- * What is the status of a property owners association?
- * How will redevelopment of 6th Street impact the PBMD?

- * Does the Oregon Department of Transportation support the access change on Highway 97 from Larch Avenue to Kingwood Avenue?
- * Where will traffic-calming measures need to be implemented?
- * What's the difference between C-1 and C-2 commercial zones?

Mr. Williams asked DURAC to e-mail questions/concerns about the draft PBMD master plan.

3. Approval of Minutes

Approval of the October 8, 2012, minutes was postponed due to lack of a quorum.

LIAISON COMMENTS

Councilor Allman recommended following Mr. Smith's suggestion to prepare a one-page summary of the advantages in locating a new business in the Redmond PBMD versus in Bend's medical district.

CITIZEN COMMENTS (None)

STAFF COMMENTS

Mr. Williams commended Ms. McPherson for her DURAC service (she will be resigning to start her new duties as a City Councilor) and thanked Mr. Crouch and Mr. Smith for staying on to provide continuity.

DURAC COMMENTS

Ms. McPherson said that she loved the practical aspect of having a walkable medical district.

ADJOURN

The next meeting is scheduled for January 14, 2013.

With no further business, Mr. Williams adjourned the meeting at 5:55 p.m.

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

ATTEST:

Heather Richards, Community Development Director