



**REDMOND URBAN RENEWAL AGENCY
CITY OF REDMOND**
Community Development Department

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE
City Hall Conference Room A, 716 SW Evergreen Avenue
Monday, June 11, 2012
5:00 – 6:30 PM

Agenda

DURAC MEMBERS

Steven Boothroyd, Chair

Robert Gomes

Ginny McPherson

Carol Nelson

Brad Smith

Ken Streater

MEETING OBJECTIVES

- Approve Downtown Parking Analysis
- Elect new Vice Chair
- Discuss ongoing projects
- Discuss DURAC recruitment

PROPOSED AGENDA

TIME	ITEM
5:00 PM	CALL TO ORDER / INTRODUCTIONS
	DISCUSSION / ACTION ITEMS
5:05 PM	A. Action Items
	1. Approval of consultant for Downtown Parking Study (Exhibit 1)
5:30 PM	2. Election of Vice Chair
	B. Discussion / Update
	1. Downtown Wayfinding Project
	2. Historic New Redmond Hotel Analysis
	3. Professional Business Medical District Project
	4. Recruitment of new DURAC Members
	C. Approval of Minutes
	a. April 9, 2012 (Exhibit 2)
5:45 PM	LIAISON COMMENTS
5:50 PM	CITIZEN COMMENTS
5:55 PM	STAFF COMMENTS
	CHAIR COMMENTS
6:00 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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DATE: June 11, 2012
TO: Downtown Urban Renewal Advisory Committee
THROUGH: Heather Richards, Community Development Director
FROM: Jon Williams, Economic Development Project Manager
SUBJECT: Downtown Core Parking Study

Addresses Council 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.

B. Downtown Urban Renewal Plan: Create a readily identifiable city center that is vibrant with a mixture of offices, specialty shops, entertainment, family amenities, housing and other commercial uses.

- a) Evaluate public parking program

Report in Brief:

This report requests DURAC approval to enter into a contract with Rick Williams Consulting of Portland, Oregon for a study of downtown parking including a survey of parking utilization and a strategy for shared parking in the downtown core. The cost of the proposed study is \$15,000 which would be drawn against the Public Parking program activity.

Background:

The most recent survey of downtown parking utilization was completed in 2003 and incorporated into the 2006 Downtown Parking Management Plan. The Management Plan concluded that parking utilization rates did not, as of 2006, justify active management of downtown parking, but suggested policies for managing parking downtown as utilization increased. The Management Plan's long term recommendations include planning for increased shared off-street parking downtown but did not specify particular locations for this parking.

At its March 12, 2012 meeting, DURAC discussed the potential value of updating the 2003 parking utilization survey and developing a long term strategy for shared parking in the downtown core. DURAC members expressed support for updating the survey and noted that having a long term shared parking plan would help ensure both the success of planned publicly supported projects and also give private developers greater confidence that parking issues would not restrict the downtown's future economic vitality.

At its April 9 meeting, DURAC recommended issuance of a request for proposals to a) update the 2003 parking utilization survey; and b) evaluate the number and location of shared parking spaces needed to support planned urban renewal projects and future private development in the downtown. DURAC further specified a not to exceed budget of \$15,000.

EXHIBIT 1

Staff solicited bids from three firms with known experience in the analysis of parking. All three firms proposed a responsive scope of work for \$15,000 or slightly less. The selected firm exhibited the highest level of experience in both analyzing parking in downtown settings and in developing long term parking strategies.

Discussion

Prior to entering into a contract with Rick Williams Consulting, staff requests DURAC guidance on the following items:

- Any requests for additions or deletions from the proposed scope.

Fiscal Impact:

The cost of this study, if approved, is \$15,000 which would be drawn against the Public Parking program activity of the Downtown Redmond Urban Renewal Plan.

Alternative Courses of Action:

- 1) Approve engagement of the selected consultant to complete the proposed scope of work for \$15,000.
- 2) Request more information; or
- 3) Decline to approve engagement of the selected consultant.

Recommendation/Suggested Motions:

"I move to approve engagement of Rick Williams Consulting to complete the Downtown Core Parking Study for a not-to-exceed amount of \$15,000."

**DRAFT**

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE

Meeting Minutes

Monday, April 9, 2012

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

Advisory Members: Chair Tory Allman, Vice Chair Steven Boothroyd (arrived 5:09 p.m.), Robert Gomes, Ginny McPherson, Carol Nelson (arrived 5:05 p.m.), Brad Smith, Ken Streater, Will Van Vactor, Rachel Winkler (absent: *Ken Streater, Rachel Winkler*)

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

Visitors: Erik Hidle, *The Bulletin*; 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 AND ACTION ITEMS

A. Action Items

1. Solicitation of Bids and Qualifications for Downtown Parking Study

Mr. Williams reviewed (April 9, 2012, staff report; PowerPoint) prior discussions. The proposed scope of work is to update the 2003 parking utilization strategy and evaluate the number and location of shared parking spaces needed to support planned urban renewal projects and future private development in the downtown core. Cost of the study is estimated at \$15,000.

Ms. Richards discussed the long-term strategy, empirical data, potential downtown investors, and overall use of the existing parking inventory.

DURAC concerns included *study boundaries, impact of Redmond Bicycle Refinement Plan* (bike lanes), *timing of 12th Amendment plans/projects*, and *contingency parking options*.

Motion 1 (7/0/0): Vice Chair Boothroyd moved that DURAC approve the solicitation of bids and qualifications for an update to the 2003 parking utilization strategy and evaluation of the number and location of shared parking spaces needed to support future development in the Downtown Urban Renewal District. Mr. Gomes seconded the motion which passed unanimously.

2. Modifications to Rehabilitation Loan Program and Related Minor Amendment to Downtown Redmond Urban Renewal Plan

Mr. Williams reviewed (April 9, 2012, staff report; PowerPoint) the loan program background, 12th Amendment guiding principles, eligible projects and work, ineligible activities, loan terms,

underwriting and closing review processes, and rationale for expanding this loan program to all commercial properties within the downtown core.

DURAC concerns included *rationale for low use of existing loan program, definition of commercial property, tenant improvements, and impact of expanding outside the downtown core.*

Motion 2 (7/0/0): Ms. McPherson moved that DURAC recommend to the Urban Renewal Board the proposed criteria for the Property Rehabilitation Loan Program in the Downtown Redmond Urban Renewal Plan, subject to allowing eligible projects to include commercial, multi-family, or industrial properties; authorizing staff to review loan applications for less than \$50,000; requiring staff to provide notice to DURAC on projects of less than \$50,000 value; including structural systems in building system upgrades; retaining the 20% maximum loan value; and allowing a maximum loan value of 35% for rehabilitating local historic landmarks. Mr. Van Vactor seconded the motion which passed unanimously.

Motion 3 (7/0/0): Ms. McPherson moved that DURAC recommend that the Urban Renewal Board adopt the proposed Minor Amendment to the Downtown Redmond Urban Renewal Plan to expand the boundaries of the Property Assistance Program to include commercial and industrial properties within the Downtown Redmond Urban Renewal District. Vice Chair Boothroyd seconded the motion which passed unanimously.

B. Discussion/Update

1. April 4 Professional Business/Medical District Meeting

Mr. Williams reported that the Stakeholder Advisory Committee held its second meeting. The consultants also met with property owners. The market study analyzes types and amount of development that could be anticipated over 20 years. Preliminary design concepts for the area are available from the Urban Renewal Agency website. The consultants are expected to complete a refined master plan by July 2012 along with an implementation strategy and other incentives to accelerate development.

DURAC concerns included *what's best for the community vs. what's best for medical district property owners and Highway 97 access.*

Ms. Richards said that the consultants are aware of individual property owner concerns, but that City staff may need to take a stronger role as facilitators.

2. Update on New Historic Redmond Hotel Study

Mr. Williams said that preliminary market analysis indicates a large lodging-type use would bring the greatest economic development benefit to the downtown area. Converting the hotel is expected to cost less than building a new structure, since the hotel units are already configured for lodging. Staff will meet with the consultants on April 11, 2012, to review their programmatic assumptions. The next step will be to estimate the cost of providing these needs.

DURAC members discussed *potential uses that might generate a demand for hotel lodging.*

C. Approval of Minutes

Motion 4 (4/0/3): Mr. Smith moved that DURAC approve the minutes from February 13, 2012, as written. Vice Chair Boothroyd seconded the motion which passed with Chair Allman, Vice Chair Boothroyd, Ms. McPherson, and Smith voting in favor and Mr. Gomes, Ms. Nelson, and Mr. Van Vactor abstaining due to their absence from that meeting.

Motion 5 (5/0/2): Mr. Smith moved that DURAC approve the minutes from March 12, 2012, as written. Vice Chair Boothroyd seconded the motion which passed with Chair Allman, Vice Chair

Boothroyd, Ms. McPherson, Ms. Nelson, and Mr. Smith voting in favor and Mr. Gomes and Mr. Van Vactor abstaining due to their absence from that meeting.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

STAFF COMMENTS (None)

CHAIR COMMENTS (None)

ADJOURN

With no further business, Chair Allman adjourned the meeting at 6:31 p.m.

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

ATTEST:

Steve Boothroyd, Chair

Heather Richards, Community Development Director