



**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, November 14, 2011  
 5:00 – 7:00 PM

**Agenda**

**DURAC MEMBERS**

MEETING OBJECTIVES

- Discuss Property Assistance Loan Program
- Approve DURAC comments to RDC Draft Strategic Plan
- Approve criteria for Pole Sign Removal and Replacement Program

Tory Allman,  
 Chair

**TIME ITEM**

5:00 PM CALL TO ORDER / INTRODUCTIONS

**DISCUSSION / ACTION ITEMS**

Steven Boothroyd,  
 Vice-Chair

5:05 PM A. Discussion / Update  
 1. Modifications to Property Assistance Loan Program

Carol Nelson

5:45 PM B. Action Items  
 1. Approval of DURAC comments to Redmond Development Commission Draft Strategic Plan- *Exhibit 1*  
 2. Approval of criteria for Pole Sign Removal and Replacement Grant Program- *Exhibit 2*

Brad Smith

Ken Streater

C. Approval of Minutes  
 a. September 12, 2011- *Exhibit 3*

Rachel Winkler

Will Van Vactor

6:45 PM LIAISON COMMENTS

6:50 PM CITIZEN COMMENTS

6:55 PM STAFF COMMENTS

CHAIR COMMENTS

7:00 PM ADJOURN

PROPOSED AGENDA

\*Please note that these documents are also available on the City's website [www.ci.redmond.or.us](http://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



**CITY OF REDMOND**  
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**EXHIBIT 1**

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**DATE:** November 14, 2011  
**TO:** Downtown Redmond Urban Renewal Advisory Committee  
**THROUGH:** Heather Richards, Community Development Director  
**FROM:** Jon Williams, Economic Development Project Manager  
**SUBJECT:** Redmond Development Commission/Strategic Plan – DURAC Comments

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**Report in Brief:**

The Redmond Development Commission (“RDC”) has invited DURAC and other stakeholders to provide input on the Draft Strategic Plan created over the past several months. Community and City Commission input is necessary to help ensure the Strategic Plan is reflective of all community groups who will help implement the Plan.

At today’s meeting, DURAC is asked to formally approve the attached comments on the Draft Strategic Plan for consideration by the Redmond Development Commission.

**Background:**

The Redmond Development Commission is city commission appointed by the mayor that has been working on the development of a Strategic Plan for the City of Redmond to guide economic growth for the next 20 years. As part of the Strategic Planning process, the RDC is seeking community input from various civic groups and organizations to help shape the direction that should be taken. The RDC anticipates presenting a Draft Strategic Plan to City Council in late November 2011 and commencing a public involvement and comment process in early 2012.

DURAC’s role as a body in the RDC process is to provide guidance with regard to issues under its direct purview or which could significantly affect its work. There are likely to be many issues of interest to DURAC members which do not relate directly to DURAC’s work. If DURAC as a body opts not to weigh in on an issue of concern to an individual DURAC member, members are invited to provide citizen comments directly to the RDC, to City Council, or through public forums anticipated to be held in early 2012.

**Discussion:**

At the September 12<sup>th</sup> DURAC meeting, DURAC appointed a subcommittee to review the Draft Strategic Plan. On September 27, the subcommittee met and provided comments both at the meeting and in follow up communications with staff. On October 11, DURAC conducted a work session to review the subcommittee comments. DURAC decided to comment as a body only on areas most relevant to DURAC’s work and discussed the subcommittee’s recommendations. Staff has incorporated comments and decisions from the work session into a revised set of recommendations for

Attachments: Draft Strategic Plan with DURAC Comments

## **EXHIBIT 1**

DURAC's approval. Portions of the Draft Strategic Plan determined by DURAC to be most relevant to DURAC's work are highlighted in yellow. DURAC's recommendations are shown in **bold red** with recommended deletions identified by ~~strikethroughs~~.

### **Fiscal Impact:**

Approval of the attached recommendation will have no direct fiscal impact.

### **Alternative Courses of Action:**

1. Approve the proposed comments on the Draft Strategic Plan for consideration by the Redmond Development Commission;
2. Request more information; or
3. Decline to approve the proposed comments on the Draft Strategic Plan for consideration by the Redmond Development Commission;

### **Recommendation/Suggested Motion:**

I move to approve the proposed comments on the Draft Strategic Plan for consideration by the Redmond Development Commission.

**BUSINESS DEVELOPMENT**

**OVERARCHING GOAL: The City of Redmond shall establish an environment that promotes and supports a strong, healthy and diverse economic base.**

**GENERAL**

**Strategy 1: Redmond needs to have a competitive advantage on costs.**

Action Plan:

- A. Develop a strategy to insure land costs, as well as business start-up and operating costs have a competitive advantage within the region.

Tasks:

- B. Conduct a region-wide economic and costs comparison. The City’s goal should be to be in the lower half of any cost comparison within the region.

Tasks:

**Strategy 2: Employ zoning and planning strategies that enhance the opportunity for business development, as well as expansion of the COCC campus in Redmond.**

Action Plan:

- A. Assess and implement a plan to provide mixed-use development, both on the west side of Redmond and on the east side. Mixed use would allow for planned unit developments that would incorporate business sector development, retail, commercial and residential development.

Tasks:

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- B. Develop Master Plan and a strategy to remove the FAA patent on some of the City of Redmond lands near the Airport to sell, as well as other land adjacent to the COCC campus to transfer to COCC for campus expansion.

Tasks:

- C. Site-heavy industrial development east of NE 9<sup>th</sup> Street and north of Antler Avenue. Change the M2 zoning west of NE 9<sup>th</sup> Street to a business sector zoning.

Tasks:

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D. Ensure all agreements on city-owned land must have appropriate benchmarks.

Tasks:

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E. Promote a vibrant Downtown through implementation of the Urban Renewal Plan

Tasks:

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**Strategy 3: Improve business support systems in Redmond.**

Action Plan:

A. Market, enhance and improve connection of business support services at the COCC's MATC and Tech Center and other similar programs with the business community.

Tasks:

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B. Explore a comprehensive incubator program for business development in connection with available resources, such as COCC Tech Center, the Ceed Program, as well as resources of the City of Redmond, REDI and Chamber of Commerce. Develop an effective marketing strategy of these services to businesses.

Tasks:

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C. Support and promote the development of the Department of State Lands properties (south Redmond) and other publicly owned lands in and around Redmond, particularly for the possibilities of a research triangle or applied research centers and large lot development.

Tasks:

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D. Establish a consistent program of business development conferences between leaders in the business community and local public officials.

Tasks:

E. Develop a single point of contact for business opportunities to serve as a conduit of information between all economic development agencies.

Tasks:

F. Support the creation of Business Associations to represent a variety of business sectors and geographic areas in the city.

Tasks:

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**Strategy 4: Improve and coordinate the marketing of Redmond as a community dedicated toward a healthy business environment.**

Action Plan:

- A. Create a consistent marketing effort between the City, REDI, the Fairgrounds, the Airport, COCC and the Chamber of Commerce, as well as other agencies.

Tasks:

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- B. Attract and promote locally owned and entrepreneurial hospitality and unique retail businesses (economic gardening).

Tasks:

- **Market Redmond as entrepreneur friendly**

- C. Develop, promote and maintain a coordinated strategy to generate and respond to inquiries about Redmond from prospective individuals and businesses.

Tasks:

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- D. Promote Redmond through destination resorts, the Airport and other venues within the tourism industry.

Tasks:

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**Strategy 5: Market to and promote businesses that provide family wages.**

Action Plan:

- A. Promote or support programs which will enhance a skilled work force that will provide a labor force that warrants family wage jobs.

Tasks:

- 

- B. Support expansion of St. Charles Medical Center (Redmond) and other healthcare providers in Redmond.

Tasks:

- **Support Urban Renewal Agency’s Business/Medical District planning process and implementation.**

C. Provide incentives and prioritize support for businesses that provide family wage jobs.

Tasks:

- **Support Urban Renewal Agency’s Industrial Opportunity Fund incentives for industrial expansion tied to family wage jobs.**

**AIRPORT**

**GOAL: Maximize the Economic Development of The Redmond Municipal Airport.**

**Strategy 1: Promote a Balanced Approach to Commercial Aviation and General Aviation Based Upon Their Relative Economic Value.**

Action Plan:

A. Market airport property within the fence line for aviation related business.

Tasks:

B. Develop leasing strategies for inside the fence property which are flexible and attractive to tenants but which also insure fair market returns pursuant to FAA requirements.

Tasks:

C. Continue to aggressively pursue physical improvements to airport facilities.

Tasks:

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D. Continue to pursue FAA funding for expansion and preservation of the Airports physical facilities, including the extension of the main runway.

Tasks:

E. Consider rezoning industrial lands on the east side of Redmond such that heavier manufacturing uses would be located east of E. 9<sup>th</sup> Street and north of Antler Ave. and business/office uses would be permitted west of E. 9<sup>th</sup> Street and south of Antler.

Tasks:

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- F. Request that the Airport Commission evaluate the necessary balance between Commercial Aviation and General Aviation strategies, based on both local and regional needs, and establish benchmarks for the development of each.

Tasks:

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**Strategy 2: Maximize the Development Potential of Airport Lands Located Outside the Fence Line.**

Action Plan:

- A. Prepare a specific strategic plan for developing and marketing airport properties.

Tasks:

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- G. Ensure that any long term relationship with property developers contains enforceable benchmarks.

Tasks:

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- B. Develop plans, including funding plans, to bring water and sewer services, and other necessary utilities, to airport patent lands.

Tasks:

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**Strategy 3: Market the Airport as a Regional Asset.**

Action Plan:

- A. Continue to market the airport and the region to attract new commercial air carriers, and new and expanded routes. .

Tasks:

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- A. Continue to market the airport as an asset to commercial aviation businesses other than passenger carriers.

Tasks:



## INFRASTRUCTURE

**OVERARCHING GOAL: The City of Redmond shall provide a well planned infrastructure system to provide a competitive advantage for business and community growth.**

**Strategy 1: Redmond Needs to Develop a Long-range Infrastructure Plan for the next 50 Years.**

Action Plan:

- A. Index and coordinate all existing plans of the City affecting infrastructure of the City and/other agencies affecting infrastructure requirements.

Tasks:

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- B. Identify lands within transportation corridors for right-of-way preservation.

Tasks:

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- C. Coordinate with the Oregon Department of Transportation, Cascade Natural Gas, Pacific Power and Light and other providers of infrastructure services on a quarterly basis and coordinate both short term and long range plans.

- D.

Tasks:

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- E. Promote and help facilitate direct road access from the Pronghorn and Brasada Ranch Resorts to Redmond via 19<sup>th</sup> Street.

- F.

Tasks:

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- G. **Strategy 2: Work with State/federal Elected and Appointed Officials Regarding Planning, Funding and Regulatory Impacts on Infrastructure plans and construction.**

Action Plan:

- A. Elected and appointed officials, as well as private citizens, will pursue a coordinated lobbying approach at the County, State and Federal level prioritized on the City's prioritized projects.

Tasks:

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- B. Coordinate with the Central Oregon Cities Organization on these efforts.

Tasks:

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- 
- C. Consider use of lobbyists for a particular project or projects.

**Strategy 3: Improve East/west Connectivity, Transportation Connectivity and Other Action Plans.**

Action Plan:

- A. A minimum of three additional grade separated crossings of the railroad tracks and/or Hwy 97 should be planned and implemented.

Tasks:

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- B. Connect the overpass at O’Neil Junction with Hwy 97.

Tasks:

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- C. Assess the potential for a complete ring road/beltway around Redmond with O’Neil Junction at the north and Quarry on the south. The western alignment would be Helmholtz and the eastern alignment is yet to be determined.

Tasks:

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- D. Pursue expansion of the Urban Growth Boundary to incorporate the northeast Urban Reserve Area.

Tasks:

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**Strategy 4: Promote Regulatory Flexibility for the Design and Construction of Necessary Infrastructure.**

Action Plan:

- A. Use a pragmatic or common sense approach toward infrastructure projects rather than a strict standard approach, *e.g.* grade separated crossings which may not be current standards but could be practical and safe.

Tasks:

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- B. Delay implementation of sidewalks in undeveloped areas. Consider local improvement district waivers and subsequent formation as an alternative.

Tasks:

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- C. Provide greater flexibility to place business, commercial and residential in the same general area.

Tasks:

- D. Seek infill and re-development opportunities in the downtown Urban Renewal area where infrastructure is either in place or is planned and has funding.

Tasks:

- **Support implementation of Downtown Redmond Urban Renewal Plan.**

**Strategy 5: Establish a Long Term Funding Plan for Both Capital Expansion and Maintenance of Infrastructure and Improvements.**

Action Plan:

- A. Consider in-house grant writing.

Tasks:

- B. Pursue the use of local improvement districts for infrastructure development in the south Highway 97 business corridor and in conjunction with business sector development.

Tasks:

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- C. Evaluate grant monies from the FAA to bring water and sewer services to airport patent lands.

Tasks:

- D. In 2014, consider supporting a gas tax in Deschutes County and the cities therein to support maintenance of roads, as well as improvements within the US Hwy 97 corridor.

Tasks:

-

## **IDENTITY**

### **OVERARCHING GOAL: Redmond is Authentic Central Oregon**

**Identity Vision Statement: Redmond’s image and identity accurately reflects our culture.**

#### **Strategy 1: Establish the shared vision for the culture of Redmond.**

Action Plan:

- A. Work with stakeholders to identify and select components of the Redmond culture that we desire to promote (either already existing or aspirational).

Tasks:

- B. Identify portions of the “vision” that are currently missing in the community – work through the Action Plans of other categories of the Strategic Plan to fill in the missing pieces.

Tasks:

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#### **Strategy 2: Adopt a Positioning Statement that effectively describes our multiple target audiences and how we want to be perceived.**

Action Plan:

- A. Identify the Markets (buyers/audiences) – both the existing market and the desired market.

Tasks:

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- B. Identify the marketing resources available within the community.

- C. City of Redmond will provide baseline support for a marketing effort for Redmond’s Identity, including a professionally developed overall identity development plan which contributes to other Identity Action Plan items.

Tasks:

#### **Strategy 3: Direct the marketing efforts toward sectors of society (individuals, businesses, groups) that are currently lacking in Redmond which can contribute to the economic betterment of the community.**

Action Plan:

- A. Redmond must take an active rather than passive approach in developing an image/identity and then actively market that image/identity.

Tasks:

- B. Create a list of benefits (including assets) of living, working and doing business in Redmond so that identified sectors can be targeted with “positive attribute” marketing efforts.

Tasks:

**Strategy 4: Capitalize on existing community events and initiate community gatherings to foster the marketability of Redmond as the hub of activity for the region.**

Action Plan:

- A. Connect existing events at the Fair and Expo Center to similarly themed community events occurring concurrently in the core of the City.

Tasks:

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- B. Establish a “Point of Coordination” for the organization of community events – this could be the City, the Chamber of Commerce or other private organization.
- C.

Tasks:

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- D. Provide an event coordination package that lists necessary information for organizing and establishing events in the City – including City required permit/street closure processes, marketing/promotional information, sign companies, vendors lists).

Tasks:

- E. Establish a signature/identity event for Redmond, including a signature/identity facility.

Tasks:

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- F. Make “family oriented” events a priority for Redmond.

**Strategy 5: Leverage the combined resources of public and private entities to effectively communicate the Redmond Identity to our target audiences.**

Action Plan:

- A. The RDC will serve as the coordinating/managing marketing entity – as a board of directors, commission or other duly designated managing entity.

Tasks:

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- B. Work with businesses to incorporate the Redmond Identity into existing marketing efforts (websites, display ads, etc.).

Tasks:

- C. Identify the marketing resources available within the community – including representatives from existing business groups, community groups and organizations and agencies as appropriate.

Tasks:

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- D. Compile a list of tangible communication/marketing assets available to the community – within the City and regionally (such as: TV, radio, print media resources; social networks).

Tasks:

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- E. Work with the Airport and Fairgrounds to leverage their marketing efforts to align with the Redmond Identity.

Tasks:

-

## **LIVABILITY**

**OVERARCHING GOAL: Redmond is the First Choice Where People Want to Live, Work and Play.**

### **I. HOUSING**

**GOAL: Redmond is Known for Quality Neighborhoods**

**Strategy 1: Target, invest in and enhance existing neighborhoods.**

Action Plan:

- A. Support formation of neighborhood associations to identify and work to address neighborhood priorities and concerns.

Tasks:

- B. Periodically survey neighborhood residents or seek other input to identify neighborhood specific needs or concerns (i.e. policing, recreation, sidewalks etc.).

Tasks:

- C. Identify funding sources to support ‘retrofit’ improvements or upgrades to amenities (both public and private) in existing neighborhoods.

Tasks:

- **Study needs of existing neighborhoods.**
- **Utilize Urban Renewal and System Development Charge where appropriate.**

- D. Develop open space and trail plans to ensure that residents of existing neighborhoods have accessible opportunities for recreation and are able to reach essential services. Gaps in existing facilities connections should be identified, prioritized and funded.

Tasks:

- **Implement Bicycle Refinement Plan**
- **Consider Park System Development Charges to fund implementation**
- **Consider partnership between Public Works and RAPRD to fund implementation.**

- E. Ensure that the City programs and policies include provisions that incentivize and encourage quality in-fill development **and reinvestment in existing buildings.**

Tasks:

- **Utilize urban renewal programs including Redevelopment Opportunity Fund and Housing Development Opportunity Fund to incentive development within the urban renewal district.**
- **Develop and evaluate programs to offset or reduce the cost of converting residential uses within commercial zones to commercial uses.**
- **Develop and evaluate programs to encourage energy efficiency in buildings and reduce Redmond’s carbon footprint.**

**~~Strategy 2: Create well-balanced neighborhoods that provide a variety of housing types for all income levels.~~ Encourage development of neighborhoods that provide a diversity of housing types suitable for different household sizes and income levels with consistent excellence in quality.**

Action Plan:

- A. Gather data to evaluate local population base to address gaps in housing types and availability.

Tasks:

- **Complete Downtown Housing Strategy authorized by Downtown Redmond Urban Renewal Plan and include analysis of citywide trends in housing demand.**
- **Promote findings with COBA to stimulate awareness of areas of over/under supply.**

- B. Evaluate existing development codes and growth assumptions to support quality development of a diverse range of housing types.

Tasks:

- C. ~~Develop policies to ensure that lower income housing is distributed throughout the community rather than concentrated in specific neighborhoods.~~ **Develop policies that encourage development of neighborhoods across the city that provide a diversity of housing types suitable for different household sizes and income levels.**

Tasks:

- D. Support quality higher density and infill development in areas close to services and well served by existing infrastructure.



Tasks:

- **Complete Downtown Housing Study and implement recommendations to guide policies to support infill and higher density development within Downtown Urban Renewal Area.**
- **Evaluate zoning code and development code to identify obstacles to higher density infill development.**

- E. Encourage lower and mixed density development at city periphery and transitions to rural areas.
- F. Explore creative amendments to City development codes and policies which will attract higher end housing to the community.

Tasks:

**Strategy 3: Create neighborhoods that contribute to resident’s quality of life and maintain their long-term value.**

Action Plan:

- A. **Evaluate existing development codes to improve neighborhood aesthetics.**

Tasks:

- B. **Develop open space and trail plans to ensure that residents of new neighborhoods can safely walk, jog, or cycle for recreation or to reach schools, retail, employment, and parks.**

Tasks:

- **Implement urban renewal Alternative Mobility Project**
- **Implement Bicycle Refinement Plan.**
- **Support Commute Options programs in local schools.**
- **Evaluate trail system and identify additional corridors to connect neighborhoods to parks and schools and both employment and residential areas to the downtown.**
- **Explore park SDC increase or bond to fund expansion of trail network.**

- C. Within or near new neighborhoods, encourage development of neighborhood-serving retail that can be safely reached by foot as well as by car.

Tasks:

- D. Require connected networks of local streets and sidewalks to allow pedestrians and cyclists to reach destinations while minimizing travel along or across major arterials.

Tasks:

**II. SAFETY**

**GOAL: Redmond is the Safest City in the State -**

**Strategy 1: Identify gaps in resources and public services that contribute to public safety.**

Action Plan:

- A. Evaluate “Best Practices” and develop priorities for overall crime reduction.

Tasks:

- B. Survey local social service providers to determine existing services available to the public and how those services contribute directly to reducing crime.

Tasks:

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- C. Identify necessary social services that are not readily available or convenient to access in Redmond.

Tasks:

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**Strategy 2: Establish an umbrella organization to coordinate criminal justice and social services.**

Action Plan:

- A. Establish a stakeholder committee from members of local law enforcement agencies, criminal justice officials and social service agencies to coordinate the interconnection of program goals aimed at reductions in crime.

Tasks:

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- B. Coordinate and increase the capacity of established Redmond agencies.

Tasks:

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- C. Identify and match volunteers to appropriate opportunities.

Tasks:

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- D. Establish a Criminal Justice Center in Redmond that provides easy local access to programs aimed at crime reduction.

Tasks:

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**Strategy 3: Increase public awareness about the diversity of available resources.**

Action Plan:

- A. Develop a coordinated public education program that makes resource information available to all citizens.

Tasks:

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- B. Provide methods for surveying and tracking community awareness of available resources, including the effectiveness of programs.

Tasks:

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- C. As a part of social service programs, provide public education aimed at reducing recidivism.

Tasks:

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**Strategy 4: Evaluate the effectiveness that social service programs have on influencing crime reduction.**

Action Plan

- A. Monitor overall reduction in crime rates for crimes that have a direct correlation to social service programs (i.e. drug/alcohol related crimes, domestic violence).

Tasks:

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- B. Track the reduction in recidivism for those crimes that have a direct correlation to social service programs (i.e. drug/alcohol related crimes, domestic violence).

Tasks:

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- C. Establish yearly goals for reductions in the number of repeat offenders and the volume of social crimes.

Tasks:

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**III. ARTS and CULTURE**

**GOAL: Redmond Places a High Value on Arts and Culture, and Identifies it as a Critical Attribute of the City**

**Strategy 1: Support a well funded Public Arts and Culture Commission.**

Action Plan:

- A. Continually seek donations, public and private grants and other private funding sources for arts and culture programs and amenities.

Tasks:

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- B. The City of Redmond will invest in public arts and culture.

Tasks:

**Strategy 2: Continually promote and educate the public on the value of arts and culture – recognizing that arts and culture has economic value and contributes to community pride.**

Action Plan:

- A. Utilize arts and culture programs as a catalyst to stimulate community awareness for the overall beautification of Redmond.

Tasks:

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- B. Maintain and nurture partnerships among and between arts/culture constituents to stimulate marketing, audience draw and retention.

Tasks:

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- C. Encourage economic development and tourism advocacy groups to increase their efforts in promoting arts and culture as an economic tool.

Tasks:

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- D. Develop a marketing and awareness campaign for arts and culture programs and utilize art for the promotion of tourism to Redmond.

Tasks:

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- E. Increase the diversity of arts and culture programs through the establishment of venues suitable for exhibits, theater and music, including an arts and culture center.

Tasks:

- **Implement Performing Arts Center component of Downtown Redmond Urban Renewal Plan.**

**Strategy 3: Elevate the on-going role that Arts and Culture plays in the development of Redmond.**

Action Plan:

- A. The Redmond Commission for Art in Public Places should be continually supported by the City and play a significant role in the future development plans for Redmond.

Tasks:

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- B. Collaborate with schools and civic organizations to include arts and culture programs in the activities that they promote and sponsor.

Tasks:

#### **IV. OPEN SPACE and PARKS**

**GOAL: Redmond is an Interconnected Community of Parks and Open Spaces: “The Community is the Park”**

**Strategy 1: Ensure that all Redmond Citizens have access to a full range of parks and open space amenities.**

Action Plan:

- A. Existing park facilities should be inventoried, categorized and rated for their quality.

Tasks:

- B. Annually evaluate park facilities and programs to ensure amenities are available to serve all residents.

Tasks:

- C. Seek professional park and recreation planning assistance for individual park design and overall coordination of all community parks and facilities.

Tasks:

- D. Create both active/developed and passive/open space park areas either individually or in combination as appropriate.

Tasks:

- E. Develop a regional and/or signature recreation facility.

Tasks:

- F. Install signs and way-finding markers that identify significant features and provide directions.

Tasks:

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**Strategy 2: Maximize the potential of the Dry Canyon as the premiere park and open space of Central Oregon.**

Action Plan:

- A. Use the Dry Canyon for both passive and active recreation – including formally developed areas with a variety of park amenities, and natural areas with minimal development.

Tasks:

- B. Update the master plan for park and open space development in the Dry Canyon.

Tasks:

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- C. Seek professional park and recreation planning assistance for updating the master plan for the Dry Canyon.

Tasks:

**Strategy 3: Ensure that all park and open space stakeholders, programs and facilities are connected.**

Action Plan:

- A. Develop and implement an expanded trail plan that includes connections between neighborhoods and recreation areas.

Tasks:

- B. The City, the Park District and the School District will collaborate on the development and use of recreational facilities.

Tasks:

- C. Neighborhood park and open space needs shall be considered with all new development.

Tasks:

## **V. ATTRACTIVENESS**

### **GOAL: Redmond’s Appearance Creates a Positive and Lasting First Impression**

#### **Strategy 1: Redmond’s appearance reflects community pride.**

Action Plan:

- A. Ensure public spaces are clean and well maintained.

Tasks:

- B. Continue to fund and support the code enforcement program.

Tasks:

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- C. Encourage and support individual responsibility for appearance of community.

Tasks:

#### **Strategy 2: Focus on quality details and unique style to create a sense of place and evoke emotional attachment to the community.**

Action Plan:

- A. Ensure that public signs, street furniture and other public amenities are of a distinctive style and provide a degree of consistency throughout the community.

Tasks:

- **Within Downtown Redmond Urban Renewal Area support implementation of Wayfinding program authorized by Urban Renewal Plan.**
- **With DURAC support, solicit public input on design of public amenities.**

**B. Continue the storefront improvement program in downtown/urban renewal area. DURAC endorses this.**

Tasks:

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C. Seek creative solutions to improve the overall aesthetics of existing arterial and collector street corridors (i.e. landscaping as an alternative to fences).

Tasks:

**Strategy 3: Recognize natural beauty as a key component of community attractiveness.**

Action Plan:

A. Plant flowering trees along streets.

Tasks:

B. Identify and protect significant view sheds of Cascades and Smith Rock, etc.

Tasks:

C. Install green (as opposed to xeriscape) landscaping in select areas.

Tasks:

D. Elevate the degree of the landscaping component in design and renovation of roadways.

Tasks:

**VI. ENTERTAINMENT**

**GOAL: Redmond provides diverse family friendly entertainment for all Central Oregon residents and visitors.**

**Strategy 1: Create new venues which fulfill diverse entertainment interests.**



Action Plan:

- A. Identify gaps in community facilities and venues.

Tasks:

- B. The city center should be prioritized for locating new entertainment venues.

Tasks:

- Leverage Centennial Park and 7<sup>th</sup> Street Plaza as venues for
- Invest in downtown ice rink and downtown family entertainment venue.

- C. Provide facilities and venues that serve local citizens, but that also fulfill a regional need. DURAC agrees.

Tasks:

- Support development of projects identified in Downtown Redmond Urban Renewal Plan including Family Entertainment Center, and Aquatic Center.

**Strategy 2: Establish superior quality community and cultural events.**

Action Plan:

- A. Engage event promoters in discussions to determine factors that are instrumental in attracting entertainment opportunities to Redmond.

Tasks:

- B. Ensure that both active and passive entertainment opportunities and events are pursued.

Tasks:

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- C. Establish and promote signature events from which other events can build.

Tasks:

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**Strategy 3: Support and foster both new and existing entertainment options.**

Action Plan:

- A. Ensure that existing entertainment venues are being utilized to their greatest potential, including use for multiple purposes.

Tasks:

- B. Continually seek ways to improve the quality of existing community events and entertainment options.

Tasks:

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- C. Maintain consistency and continuity in community events in terms of style, longevity and tradition.

Tasks:

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- D. Seek entertainment “sharing” opportunities with existing theater, music, etc., groups in the region.

Tasks:

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**Strategy 4: Better communication to community and region about entertainment opportunities in Redmond.**

Action Plan:

- A. Actively advertise Redmond events to all of Central Oregon utilizing all forms of media, including social media.

Tasks:

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- B. Seek “piggyback” advertising and marketing efforts for entertainment events.

Tasks:

- 

**VII. DOWNTOWN**

**GOAL: Downtown Redmond offers diverse districts with mutually supportive functions, including a pedestrian focused core that attracts residents and visitors for entertainment, shopping, dining, civic activities and community events.**

**Strategy 1: Ensure that Downtown is accessible from other parts of the region via all forms of transportation.**

**Action Plan:**

**A. Provide clear signage and gateways directing people to the downtown from the primary transportation corridors.**

**Tasks:**

- Implement Wayfinding program authorized by Downtown Redmond Urban Renewal Plan. (short term)**
- Continue to work with ODOT for improved directional signage to downtown from U.S. 97.**

**B. Provide convenient and well identified public parking for downtown visitors, including parking for motor homes, oversized vehicles and bicycles.**

**Tasks:**

- Implement Wayfinding program authorized by Downtown Redmond Urban Renewal Plan. (short term)**
- Evaluate parking demand through an update to downtown parking study. (short term)**
- Evaluate and fund new offstreet parking facilities over time and as demand warrants (long term).**

**C. Identify need and address constraints for large vehicle access to the downtown (i.e. buses, RV's, delivery trucks).**

**Tasks:**

- Assess need for action on this item.**

**D. Identify need and address constraints for bicycles access to the downtown (i.e. lack of bike lanes on primary transportation corridors).**

**Tasks:**

- Utilize findings of Bicycle Refinement Plan and identify any areas required for further study. (short)**
- Reach out to downtown schools to explore needs of population and provide education on bike safety. (short)**
- Evaluate Bicycle Refinement Plan and prioritize funding for projects related to safe access to downtown. (medium)**

**E. Provide public and other alternative forms of transportation between the downtown and outlying areas and communities.**

Tasks:

- 

**Strategy 2: Workers, visitors, and residents can safely and conveniently travel to and within the greater Downtown area on foot, by bicycle, and by car.**

Action Plan:

A. Plan and retrofit streets to safely accommodate pedestrians, bicyclists, and vehicles (including large vehicles).

Tasks:

- Utilize Bicycle **Refinement** Plan to prioritize streets for upgrades.
- Dedicate a portion of SDC charges to pedestrian and bicycle upgrades.

B. Develop a bicycle and walking trail system (physically protected from vehicle traffic) that links the downtown with community destination points, employment centers and residential neighborhoods.

Tasks:

- 

C. Identify and address obstacles and safety hazards for pedestrians and bicyclists movement between the downtown and adjacent and residential employment areas (north/south and east/west).

Tasks:

- 

D. Install signs and way-finding markers that provide identification and directions.

Tasks:

- **Pursue funding for bike wayfinding signage.**

**Strategy 3: Provide year-round activity generators, including high-quality entertainment and dining options in the downtown core for families, residents and visitors – it is the social hot spot of Redmond.**

Action Plan:

**Define the physical boundaries of the downtown core. Utilize Downtown Overlay District as working definition of downtown core.**

A.

Tasks: Expand Centennial Park to allow it to accommodate larger events.

Tasks:

- **Study demand for park amenities that could consistently draw additional visitors downtown.**
- **Tie expansion to park to incorporation of new amenities that can serve as attractions (i.e. ice rink)**

B. Foster growth of new and existing events that draw residents and visitors downtown, such as the farmer's market.

Tasks:

- **Evaluate best practices of farmer's markets in other parts of region to identify opportunities to increase performance of Redmond Farmer's Market.**

C. Support development of attractions within the downtown core, such as an ice rink, family entertainment venues (such as movie theaters), and restaurants.

Tasks:

- **Implement catalyst projects identified in Downtown Urban Renewal Plan.**

**Strategy 4: Downtown development is consistent with the Redmond Downtown Urban Renewal District Plan.**

Action Plan:

- Encourage development of a mixed use district in the downtown core with a significant emphasis on uses that draw families and visitors for civic, dining, entertainment and recreation – including a family entertainment center, a family recreation center, an expanded Centennial Park and a Hotel/Convention Center.

Tasks:

- **Implement catalyst projects identified in Downtown Redmond Urban Renewal Plan.**

- Encourage development of quality higher density housing in the downtown.

Tasks:

- **Complete Downtown Housing Study and implement recommendations. (short/medium term)**

- Encourage development of strengthened employment centers in the downtown urban renewal district, including an Uptown Business Park.

Tasks:

- **Complete Business/Medical District Study authorized by Downtown Redmond Urban Renewal Plan.**
- **Support implementation of recommendations of Business Medical District study.**
- Support the overall implementation of the 12<sup>th</sup> Amendment to Downtown Urban Renewal District Plan.

Tasks:

- 

**Strategy 5: Downtown is actively marketed to local residents and to the region.**

Action Plan:

- A. Utilize all media sources for advertisement of downtown events.

Tasks:

- 

- B. Pursue “piggyback” advertising opportunities for existing events to draw visitors into the downtown.

Tasks:

- **Evaluate and develop marketing programs.**
- **Evaluate and develop a ‘buy local’ campaign**

- C. Incentivize and encourage downtown businesses and business organizations to collectively advertise, market and create activity within the downtown district.

Tasks:

- **Evaluate best practices of successful downtown organizations and identify best model for downtown Redmond.**

**Strategy 6: Establish Downtown Redmond as a unique place in Central Oregon**

Action Plan:

- A. Develop a Restaurant District within the downtown core.

Tasks:

- **Implement Restaurant Capital Improvements Program.**

- B. Identify a Historic District with a distinctive and consistent theme.

Tasks:

- **Promote downtown Redmond's Art Deco Architecture through creation of Art Deco walking tour brochure.**
- **Incorporate Art Deco themes into Redmond marketing material.**
- **Where historically appropriate, incorporate Art Deco elements in rehab projects receiving city support.**
- **Preserve Patrick Building (7<sup>th</sup> and Deschutes) as example of Art Deco architecture.**

C. **Develop marketing materials with a distinctive and consistent theme.**

Tasks:

- 

D. **Identify and utilize fun, entertaining and enticing advertising/marketing techniques that illustrate the uniqueness of downtown.**

Tasks:

-

## **EDUCATION and WORKFORCE**

### **OVERARCHING GOAL: Redmond Has a Highly Educated, Skilled and Competitive Workforce Capable of Fulfilling a Variety of 21<sup>st</sup> Century Employer Needs.**

**Strategy 1: Encourage all schools in Redmond to continually raise student achievement in all facets related to K-12 educational opportunities.**

Action Plan:

- A. Provide performance measures and tracking for students aimed at specific goals – reward students who exceed established goals.

Tasks:

- 

- B. Provide performance measures and tracking for teachers aimed at specific goals – reward teachers who exceed established goals.

Tasks:

- 

- C. Provide performance measures and tracking for individual schools aimed at specific goals – reward schools that exceed established goals.

Tasks:

- 

- D. Provide first-class physical facilities for learning and for community use.

Tasks:

- 

- E. Provide a variety of educational choices for children with different learning abilities and styles – including faculty development for the use of multiple teaching strategies.

Tasks:

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- F. Initiate, encourage and support new and existing parental involvement programs in the schools.

Tasks:



- 
- G. Shifting social modeling toward being college prepared and career ready.

Tasks:

- 
- H. Actively market the successes of the Redmond School District to the public.

Tasks:

**Strategy 2: Continue to recruit both public and private (profit or non-profit) post secondary institutions to establish branches in Redmond or Central Oregon.**

Action Plan:

- A. Advocate and support funding initiatives at the State level that address higher education opportunities in Redmond and the Central Oregon region.

Tasks:

- B. Advocate and support a regional strategy for legislative opportunities to expand and further develop a four year institution in Central Oregon.

Tasks:

- C. Continue to explore ways the City/Community can provide land or other resources to facilitate the development of a “destination” four year educational facility.

Tasks:

**Strategy 3: Encourage and support traditional 2+2+2 relationships between high schools, COCC and post secondary institutions to include a local upper division presence.**

Action Plan:

- A. Continue to support expanded industry training opportunities through COCC’s Technology Education Center programs.

Tasks:

- 
- B. Encourage COCC to provide a lower division curriculum which facilitates 2+2+2 program.

Tasks:

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- C. Establish a “scholarship bank” to ensure the upper-division partner that its programs will be fully enrolled.

Tasks:

- 
- D. Increase the percentage of high school students receiving dual credit.

Tasks:

**Strategy 4: Continue to assess industry demand for particular post-secondary education and training, and market that information to educational service providers.**

Action Plan:

- A. Develop partnerships that align career opportunities and pathways with economic development goals through internships and apprenticeship as a supplement to educational requirements.

Tasks:

- B. Create and maintain a broad based industry advisory group to identify and support job skill training programs.

Tasks:

**Strategy 5: Support educational and career partnerships aimed at better qualifying citizens for emerging as well as existing job opportunities in Redmond and Central Oregon.**

Action Plan:

- A. Support the work of the Oregon Employment Division in assessing and certifying residents for basic job skills.

Tasks:

- 
- B. Facilitate and provide for entrepreneurial and small business start-up, development and training.

Tasks:

- 
- C. Facilitate internships between high school, colleges and businesses to keep students here or return after graduation.

Tasks:

- D. Facilitate alliances between the educational institutions and businesses to expand curriculum and career planning – evaluate necessary curriculum changes.

Tasks:

- E. Continue to support expanded industry training opportunities through COCC's Technology Education Center programs.

Tasks:

-

## **GOVERNMENT**

### **OVERARCHING GOAL: The City of Redmond and Other Local and Regional Governments Shall Support and Foster Economic Development in Redmond to Ensure Redmond is a Business Ready City.**

#### **Strategy 1: Effectively coordinate economic development activities between governments.**

##### Action Plan:

- A. Coordinate economic development activities between local layers of government (e.g. City and School District).

##### Tasks:

- B. Convene primary economic development agencies on a regular basis (i.e. City of Redmond/RDC, Deschutes County, REDI, EDCO, Chamber of Commerce, COIC, COCC, State Regional Solutions Program, etc.).

##### Tasks:

- 
- C. Coordinate joint efforts between the primary economic development agencies and other groups/agencies.

##### Tasks:

- 
- D. Participate in and advocate for economic development initiatives regionally.

##### Tasks:

- 
- E. Participate in and advocate for sound economic development legislation and rule making at the State level.

##### Tasks:

#### **Strategy 2: The City will prioritize economic development expenditures.**

Action Plan:

- A. Prioritize the expenditure of economic development funds based upon sound analysis of relative impact, the Strategic Plan action items and the recommendations of the Redmond Development Commission.

Tasks:

- B. Prioritize the investment of capital infrastructure based upon demonstrated cost/benefit impact to economic growth.

Tasks:

- 

**Strategy 3: Evaluate and implement strategies to generate dedicated revenues for expenditures to support economic development.**

Action Plan:

- A. Evaluate and implement strategies to generate revenue to support economic development programs.

Tasks:

- Identify a sustainable source of funds to support a single point of contact for business opportunity coordination activities.
- Evaluate the creation of an Economic Improvement District.
- B. Evaluate and implement new revenue sources to development and maintenance of infrastructure necessary to support economic development.

Tasks:

**Strategy 4: City government will be responsive to citizen needs and will actively engage the community in discussions concerning customer service and overall service levels as they influence economic development.**

Action Plan:

- A. Establish performance benchmarks for customer service and monitor customer satisfaction levels.



**CITY OF REDMOND**  
Community Development Department

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**DATE:** November 14, 2011  
**TO:** Downtown Urban Renewal Advisory Committee  
**THROUGH:** Heather Richards, Community Development Director  
**FROM:** Jon Williams, Economic Development Project Manager  
**SUBJECT:** Pole Sign Removal and Replacement Grant

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**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. Create a readily identifiable city center core that is vibrant with a mixture of offices, specialty shops, entertainment, housing and other commercial uses.
- iii. Develop tools that improve the quality of development in the Downtown Urban Renewal District.
  - C. Develop incentive program as part of the Property Assistance Project.

**Report in Brief:**

The proposed action would establish a Pole Sign Removal and Replacement Grant under the Property Assistance Program. The proposed grant would be patterned after the Small Projects Improvements Grant and would provide reimbursement for the removal of non-conforming pole signs and related sidewalk repair, as well as for the replacement of non-conforming signs with upgraded landscaping or replacement signage compliant with Downtown Overlay District standards. The reimbursement would be 50% of eligible costs up to a maximum of \$5,000 through October 2013 and \$2,500 through October 2015. The incentive would terminate on November 1, 2015. Property owners would be able to combine this grant with funds already available through the Small Projects Improvements Grant, but would still need to provide the required owner match.

**Background:**

DURAC first discussed criteria for a Pole Sign Removal and Replacement Grant on October 11, 2011. At that meeting there was discussion of whether and how the program could be used to encourage property owners to provide public amenities such as benches, water fountains, and clock towers. After exploring options, Staff recommends that public amenities be addressed through a distinct program. Staff will bring DURAC its recommendations for supporting public amenities to a future DURAC meeting.

Section 8.4180 of the City Development Code prohibits the use of Pole Signs within the Downtown Overlay District. Pole signs are also described in the Code as "Free Standing Signs" and are described as:

*"A sign supported by one or more uprights or braces and not attached to or incidentally attached to any building or structure but which does not include ground mounted signs."*

## **Exhibit 2**

Non-conforming signs must be removed by November 2015 or upon change of land use or occupancy. Due to the cost of replacing these signs many property owners to have opted to delayed replacing non-conforming signs.

There are several unused or non-conforming Pole signs within the Downtown Overlay District. These signs detract from the appearance of the District and constitute a blighting condition. The proposed program would address this contributor to blight through a dedicated Pole Sign Removal and Replacement Program. The proposed grant would be patterned after the Small Projects Improvements Grant and would provide reimbursement for the removal of non-conforming pole signs and related sidewalk repair, as well as for the replacement of non-conforming signs with upgraded landscaping, or replacement signage compliant with Downtown Overlay District standards. The reimbursement would be 50% of eligible costs up to a maximum of \$5,000 through October 2013, and \$2,500 through October 2015. The incentive would terminate in November 1, 2015. The reduction of the incentive over time is intended to encourage property owners to accelerate their efforts to removal non-conforming signs. Property owners would be able to combine this grant with funds already available through the Small Projects Improvements Grant, but would still need to provide the required owner match.

### **Discussion**

Staff requests DURAC guidance on the following items:

- Is the level of incentive appropriate?
- Should the incentive be available for properties outside the Downtown Overlay District?

### **Fiscal Impact:**

The proposed program would utilize funds already authorized through the Downtown Redmond Urban Renewal Plan's Property Assistance Program project activity and will have no net fiscal impact.

### **Alternative Courses of Action:**

1. Approve the proposed Pole Sign Removal and Replacement Grant;
2. Request more information; or
3. Decline at this time to approve the proposed Pole Sign Removal and Replacement Grant;

### **Recommendation/Suggested Motion:**

I move approve the proposed Pole Sign Removal and Replacement Grant.







**DRAFT**

**CITY OF REDMOND**  
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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 \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ATTEST:

\_\_\_\_\_  
Tory Allman, Chair

\_\_\_\_\_  
Heather Richards, Community Development Director