



**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, December 12, 2011  
 5:00 – 7:00 PM

**Agenda**

MEETING OBJECTIVES		TIME	ITEM
DURAC MEMBERS  Tory Allman, Chair			<ul style="list-style-type: none"> <li>Discuss Downtown Parking Management</li> <li>Discuss 2012 Work Plan Priorities</li> <li>Advise on Highest and Best Use Analysis for New Historic Redmond Hotel</li> </ul>
		5:00 PM	CALL TO ORDER / INTRODUCTIONS
Steven Boothroyd, Vice-Chair			DISCUSSION / ACTION ITEMS
		5:05 PM	A. Discussion / Update <ul style="list-style-type: none"> <li>a. Work Plan for 2012</li> <li>b. Wayfinding Project Update</li> <li>c. Public Input</li> <li>d. Parking Management</li> </ul>
Carol Nelson			
		5:40 PM	B. Action Items <ul style="list-style-type: none"> <li>1. Highest and Best Use Analysis for New Historic Redmond Hotel (<i>Exhibit 1</i>)</li> </ul>
Brad Smith			
			C. Approval of Minutes <ul style="list-style-type: none"> <li>a. October 10, 2011 (<i>Exhibit 2</i>)</li> </ul>
Ken Streater			
		6:45 PM	LIAISON COMMENTS
Rachel Winkler		6:50 PM	CITIZEN COMMENTS
		6:55 PM	STAFF COMMENTS
Will Van Vactor			CHAIR COMMENTS
		7:00 PM	ADJOURN

\*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



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**DATE:** December 12, 2011  
**TO:** Downtown Urban Renewal Advisory Committee  
**FROM:** Jon Williams, Economic Development Project Manager  
**THROUGH:** Heather Richards, Community Development Director  
**SUBJECT:** Historic New Redmond Hotel Highest and Best Use Analysis

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**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.**

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.

i. Assume an active role in redevelopment opportunities, supporting “tipping point” or catalyst projects that will help fuel additional investment within the downtown core.

**Report in Brief:**

This report summarizes a Request for Proposals for a highest and best use analysis for redevelopment of the Historic New Redmond Hotel (the “Hotel”) and seeks DURAC support to proceed with this analysis at costs not to exceed \$50,000.

This project will be funded from the Redevelopment Opportunity Fund in the Redmond Downtown Urban Renewal Plan.

The program would be funded utilizing Tax Increment Funds (TIF) collected by the Redmond Urban Renewal Agency and limited to projects located within the boundaries of the Downtown Redmond Urban Renewal District. The use of TIF is governed by Oregon Revised Statutes 457.

**Background:**

One of the catalytic projects identified in the Redmond Downtown Urban Renewal Plan Development Strategy is the redevelopment of the Redmond Hotel, a large historic property located in the heart of the downtown. \$2,000,000 is set aside for a public/private redevelopment project on this “significantly underutilized asset” located at the downtown’s “100 percent corner.”

In order to maximize the Redmond Urban Renewal Agency’s investment in this property, staff would like to commission a study that identifies the highest and best use for this property for both long-term vitality of the property and for maximum catalytic impact on the rest of the downtown core. The proposed analysis will evaluate redevelopment options for the Hotel. Specifically the analysis will identify the uses that are likely to be financially feasible while having the greatest catalytic impact on the downtown, and provide guidance on the optimal amount and timing of any public investment.

The proposed scope would include: analysis of demand for potential uses, architectural evaluation of the costs to upgrade the building to support new uses while preserving the historic integrity of the National Register Historic landmark, a financial analysis of the economic feasibility of redeveloping the

property, and a strategic evaluation of the uses that are likely to have the greatest catalytic impact, and an analysis of optimal timing of investment relative to other projects identified in the Plan.

Funding for this analysis as well as any future investment in the Hotel would be made through the Plan's Redevelopment Opportunity Fund which includes \$17,050,000 to support development opportunities within the Urban Renewal District. Of this amount, the Redmond Downtown Urban Renewal Development Strategy recommends budgeting \$2,000,000 to support an adaptive reuse project at the New Historic Redmond Hotel.

Any support for a future project at the Hotel would be made per the terms of the Catalytic Project Loan Program. Per the terms of the loan program, the Agency would evaluate applications for these funds based on the following criteria:

- Catalytic impact (in terms of ability to draw a consumer base and additional investment to the district)
- Relevant experience of development team
- Financial feasibility

**Discussion:**

Staff invited several firms to propose on this project. Firms were asked to propose as teams consisting of both an architect and an economist. Invited firms included:

- EcoNorthwest
- BLRB|GGL Architects
- Leland Consulting Group
- Johnson Reid
- Maul Foster Alongi
- SERA Architects
- BBT Architects

Attached is the Request for Proposals (RFP). Proposals were due on December 9, 2011. Staff intends to select a qualified consultant based upon price and qualifications. Staff will provide DURAC an update on received proposals at the December 12 DURAC meeting. The anticipated timeframe is three months for completion (March 2012).

**Fiscal Impact:**

The analysis is expected to cost between \$25,000 and \$50,000. The funds will be disbursed from the Redevelopment Opportunity Fund of the Redmond Downtown Urban Renewal Plan.

**Alternative Courses of Action:**

1. Recommend that the Agency proceed with the proposed Highest and Best Use Analysis at a cost not to exceed \$50,000;
2. Request more information; or
3. Decline at this time to approve recommend that the Agency proceed with the proposed Highest and Best Use Analysis.

**Recommendation/Suggested Motion:**

"I move to recommend that the Agency proceed with the proposed Highest and Best Use Analysis at a cost not to exceed \$50,000."

**DRAFT**

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## **DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE**

### Meeting Minutes

Monday, October 10, 2011

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

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

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

**Visitors:** Camden King, *City Councilor*

*(scribe CP's note: The minutes were created from an audio recording and notes taken at the meeting. The three digits after the motion title show the number of members voting in favor/against/abstaining.)*

### **CALL TO ORDER/INTRODUCTIONS**

Chair Allman called the meeting to order at 5:03 p.m. with a quorum present.

### **DISCUSSION/ACTION ITEMS**

#### A. Discussion/Update

##### **1. Business/Medical District Master Plan and Development Strategy RFP**

Mr. Williams said that the Request for Proposals went out last month for the area around St. Charles Medical Center-Redmond. Once the consultant team is on board, staff will reach out to property owners in the area. Property owners who have been in contact with staff are generally supportive. The submission deadline is October 12, 2011. He requested a DURAC subcommittee to help in scoring the consultant responses in mid-October.

Chair Allman, Vice Chair Boothroyd, and Mr. Smith volunteered to serve on the subcommittee.

#### B. Action Items

##### **1. Pole Sign Removal and Replacement Grant**

Mr. Williams summarized the City's proposal to remove the blighting condition associated with the existing pole signs, improve the appearance of the Downtown Overlay District, and encourage new amenities to improve the pedestrian environment. Public/private partnerships may make it possible to install public amenities such as a bench, fountain, clock, public art pedestal, landscaping, interactive kiosk with smart phone applications, or compliant signage. The grant would be forfeited if the amenity was not maintained. This program could be combined with the Small Projects Improvement Grant under the umbrella of the Property Assistance Program.

Ms. Richards reported that a sign company has proposed removing pole signs for free in exchange for ownership of the signs.

DURAC concerns included *incentive amounts and match percentages, funding source, estimated removal cost, maintenance, liability, legality of public amenity on private property, leveraging existing public infrastructure, funding public amenities under a separate program, inventorying public amenity needs, and educating the public about the pole sign sunset provision*. Following discussion, DURAC members decided to continue discussion at their next meeting. They also asked staff to present draft language to increase the incentive if a new public amenity is part of the sign removal project.

#### A. Discussion/Update

##### 2. Ice Rink – Status Update

Ms. Richards said that the ice rink project will be going to City Council on October 11, 2011. Based on staff research, a 4,000-square-foot rink can be constructed at 7<sup>th</sup> Street Plaza for \$136,000. The Centennial Park site would cost about \$169,000 because a protective pad would have to be built over the fountain area. The City will issue a Request for Proposals (RFP) to recruit a skate rental vendor.

DURAC concerns included *dates and hours of operation, City liability, and spring removal cost*.

##### 3. Wayfinding/US 97 Beautification Project– Status Update

Ms. Richards said that the City has issued an RFP and is awaiting proposals on the *Wayfinding* project. The Public Works Department is finalizing financial details on the *US 97 Beautification* project. Construction is expected to start in the spring of 2012. She requested DURAC help to identify wayfinding consultants.

#### B. Action Items

##### 2. Design Review Committee Recommendations for Color Palette

Mr. Williams presented the five color palettes recommended by the Design Review Committee. The palettes can be used to facilitate an applicant's choice of colors for body and trim based on their building's architectural style: *Art Deco, 20<sup>th</sup> Century Modern, International, or Residential*. BRLB Architects designed the color palettes following their survey of architectural styles in the urban renewal district. Each packet comes with samples to enable matching at any paint store.

**Motion 1** (6/0/0): Ms. Winkler moved that DURAC approve the Design Review Committee recommendations for the color palettes as presented. Ms. Nelson seconded the motion which passed unanimously.

##### 4. Discussion of RDC Draft Strategic Plan

Mr. Williams summarized the subcommittee (Ms. Winkler, Mr. Streater) review process.

DURAC members asked staff to incorporate the changes requested below and to present a new draft for review/approval at the November 2011 meeting:

- \* **Business Development:** Strategy 4, Action B, Task 2: Marketing Redmond as entrepreneur-friendly. Strategy 5, Actions B and C: Tasks okay as written.
- \* **Livability-Housing:** Housing Goal to read: "Redmond Is Known for Its 'Great Neighborhood' Principles." Strategy 1, Action D, Task 1, to read: "Implement Bicycle Refinement Plan." Tasks 2 and 3: Okay as written. Action E, Task 1, to read: "Utilize urban renewal programs including Development Opportunity Fund and Housing Development Opportunity Fund to incentivize development within the urban renewal district." Task 2: Okay as written. Task 3: "Develop and evaluate programs to increase energy efficiency and decrease carbon footprint."

Strategy 2, Action C: Delete red text and restore black strike-out text. *Task 1:* Delete. Strategy 3, Action B, Task 4: “Implement alternative mobility project downtown.”

- \* **Livability-Attractiveness:** Strategy 2, Action A, Task 1, to read: “Within Downtown Urban Renewal Area, support implementation of wayfinding program to encourage public amenities authorized by the Urban Renewal Plan.”
- \* **Livability-Entertainment:** Strategy 1, Action B, Task 1, to read: “Leverage Centennial Park and 7<sup>th</sup> Street Plaza as venues for entertainment.” *Action C, Task 1:* “Implement family entertainment center, aquatic center, and cinema complex in the Urban Renewal Plan.”
- \* **Livability-Downtown:** Strategy 1 to read: “Ensure that Downtown is accessible by all forms of regional transportation.” *Action A, new Task 1:* “Continue to work with the Oregon Department of Transportation to install signs along US Highway 97, directing motorists to downtown.” *Action B* to read: “Provide convenient and well-identified public parking for downtown visitors including parking for motor homes and bicycles.” *Action C* to read: “Identify need and address constraints for large-vehicle access to the downtown (i.e., busses, RVs, delivery trucks) and reassess annually.” *Action D, Task 1,* to read: “Utilize findings of the Bicycle Refinement Plan Study and identify any areas required for further study.” *Task 2* to read: “Reach out to Redmond downtown schools to explore needs of population and provide education on bike safety.” *Task 3* to read: “Evaluate Bicycle Refinement Plan and prioritize funding for projects related to safe access to downtown.” *Action E:* Delete red-text comment. Strategy 2, Action A, Task 1, to read: “Utilize Bicycle Refinement Plan to prioritize streets for upgrades.” *Action D, Task 1,* to read: “Pursue flexible funding for bike wayfinding signage.” Strategy 3, Action A, Task 4: Move to Strategy 6. Strategy 5, Action A: Delete red-text comment. *Action B, Task 1,* to read: “Evaluate and develop creative marketing programs.” *Action C, new Task 1:* Develop a “shop local” campaign. Strategy 6, Action A: Delete red text and restore black strike-out text. *Action B:* Delete comment. *New Task 1:* “Preserve all Art Deco buildings.”

Mr. Williams requested that additional concerns be e-mailed to him by October 24, 2011.

### 3. Approval of Minutes

Approval of the September 12 minutes postponed to the November meeting due to lack of time.

**LIAISON COMMENTS** (None)

**CITIZEN COMMENTS** (None)

#### STAFF COMMENTS

Ms. Richards renewed her request for each DURAC member to e-mail two names for consideration as new members. Potential members should be either business owners or community stakeholders.

**DURAC COMMENTS** (None)

#### ADJOURN

With no further business, Chair Allman adjourned the meeting at 7:20 p.m.

APPROVED by the Downtown Urban Renewal Advisory Committee and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ATTEST:

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Tory Allman, Chair

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Heather Richards, Community Development Director