



**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, 2016 5:00 – 7:00 PM

## Agenda

**DURAC MEMBERS**

Donald Crouch, Chair

Edwin Danielson, Vice-Chair

Brad Smith

Sam Blackwell

Paul Hansen

Tom Kemper

Trish Pinkerton

Gib Stephens

Vacant

Vacant, Youth Ex Officio

PROPOSED AGENDA

TIME	ITEM
5:00 PM	<b>CALL TO ORDER / INTRODUCTIONS</b>
5:05 PM	<b>I. EXECUTIVE SESSION – REAL ESTATE</b>
	Oregon Law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session.
	Under the provisions of the Oregon Public Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.
	<b>II. MOTIONS AS A RESULT OF EXECUTIVE SESSION</b>
5:30 PM	<b>III. ACTION ITEMS</b>
	a. City Hall-716 SW Evergreen Acquisition (Exhibit 1)
	b. Surplus of URA Property (Exhibit 2)
	c. Wayfinding Sign Color Decision (Exhibit 3)
5:45 PM	<b>IV. APPROVAL OF MINUTES</b>
	a. October 10, 2016
	b. November 14, 2016
5:50 PM	<b>V. DISCUSSION ITEMS</b>
	a. Transit Hub Presentation-Guest COIC staff
	b. Budget Discussion-what's important to achieve in 17/18
	c. Membership, Thank you to David Purkey, Trish Pinkerton
	d. RFP for 5 <sup>th</sup> & Greenwood
6:40 PM	<b>CITIZEN COMMENTS</b>
6:50 PM	<b>STAFF COMMENTS</b>
6:55 PM	<b>DURAC COMMENTS</b>
7:00 PM	<b>ADJOURN</b>

\*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, and DURAC (under the Urban Renewal box at the bottom). You may also request a copy at City Hall from Chuck Arnold 541-923-7761 or Jackie Abslag 923-7763. Anyone needing accommodation to participate in the meeting must notify ADA Coordinator, at least 48 hours in advance of the meeting at 541-504-3036 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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# STAFF REPORT

**DATE:** December 12, 2016  
**TO:** Downtown Urban Renewal Advisory Committee Members  
**THROUGH:** Kate Porsche, Community Development Director  
**FROM:** Chuck Arnold, Economic Development / Urban Renewal Program Manager  
**SUBJECT:** Sale of Real Property (City Hall Block) to the Redmond Urban Renewal Agency

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## CITY COUNCIL GOALS:

The sale of Real Property which is the current site of the City Hall is important to help the city meet the following City Council Goals:

**4. ECONOMIC DEVELOPMENT:** Develop and maintain an environment that promotes and supports a strong, healthy and diverse economic base.

- Help existing businesses within the city to grow and thrive
- Help create and foster new businesses
- Invest in infrastructure on key opportunity sites which facilitates commercial and industrial site readiness

**9. 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 of the area.

- 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
- Make strategic investment in selected infrastructure projects which are expected to have a strong, demonstrable, positive impact on job creations and private investment
- Support Catalytic projects through programmatic tools which maximize private investment and leverage urban renewal resources in order to grow tax base

## REPORT IN BRIEF:

This is the consideration of approval of purchase of four properties from the City of Redmond-tax lots: 151316AC01000 (parking lot), 151316AC00600 (716 SW Evergreen Avenue), 151316AC00700 (523 SW 7<sup>th</sup> Street), 151316AC00800 (541 SW 7<sup>th</sup> Street), known as City Hall, to further the Redevelopment Opportunity Project in the Redmond Downtown Urban Renewal Plan.

## BACKGROUND:

The Downtown Redmond Urban Renewal Plan provides \$2,515,500 for Downtown Redevelopment Opportunity projects in the 2016/17 budget. The City is in the process of renovating the historic Evergreen School Building for the offices and services now provided at the current City Hall. The renovation is scheduled to be completed in early 2017 and all city staff and services will be moved in by the end of April 2017.

This move means that the current City Hall buildings will no longer be needed for public purposes and the site may be redeveloped to help meet the Council's goals for the downtown area. This property has been identified as a catalytic opportunity site for redevelopment. Staff have been working for the past couple years to identify potential uses and private-sector developers who could build and operate a new commercial building that would help the city encourage further redevelopment, people and activities to the downtown area. It is anticipated that a Disposition and Development Agreement (DDA) for redevelopment of this site will be brought to the Council in the near future.

The site does need additional work to be ready for redevelopment. The Redmond Urban Renewal Agency needs to control the site, demolish the existing building, vacate an alleyway, and stub new utilities to the site before a developer can begin construction. This control is best provided by selling the "City Hall" property to the Redmond Urban Renewal Agency. This will also allow the RURA to enter into a long-term lease or sale of the property to a future developer of the site.

This real property has been appraised at \$1,700,000. The City has agreed to sell the property to RURA less the cost of demolishing the buildings (approximately \$400,000). The recommended sale price is \$1,300,000.

### **DISCUSSION:**

This land purchase and the efforts to redevelop this property have been discussed by the Downtown Urban Renewal Advisory Committee (DURAC). The opportunity to provide new commercial businesses to the downtown core area that can encourage further development and activities will draw more people downtown to live, shop or enjoy the area and its amenities. It is hoped that this site can begin redevelopment next fiscal year.

### **Fiscal Impact:**

Funds for the redevelopment of this key site are authorized in the adopted 2016/2017 budget for Redmond Downtown Urban Renewal Plan under the "Redevelopment Opportunity Fund." The amount remaining in this Fund for this Fiscal Year is \$2,527,435.

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

1. Recommend to the Urban Renewal Agency to approve the purchase of four properties from the City of Redmond-tax lots: 151316AC01000 (parking lot), 151316AC00600 (716 SW Evergreen Avenue), 151316AC00700 (523 SW 7<sup>th</sup> Street), 151316AC00800 (541 SW 7<sup>th</sup> Street), known as City Hall
2. Request more information; or
3. Decline to recommend to the Urban Renewal Agency to approve the purchase of four properties from the City of Redmond-tax lots: 151316AC01000 (parking lot), 151316AC00600 (716 SW Evergreen Avenue), 151316AC00700 (523 SW 7<sup>th</sup> Street), 151316AC00800 (541 SW 7<sup>th</sup> Street), known as City Hall

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

"I move to recommend to the Urban Renewal Agency to approve the purchase of four properties from the City of Redmond-tax lots: 151316AC01000 (parking lot), 151316AC00600 (716 SW Evergreen Avenue), 151316AC00700 (523 SW 7<sup>th</sup> Street), 151316AC00800 (541 SW 7<sup>th</sup> Street), known as City Hall"

Chuck Arnold  
Economic Development / Urban Renewal Program Manager

Attachments-Map of Property



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## STAFF REPORT

**DATE:** December 12, 2016  
**TO:** Downtown Urban Renewal Advisory Committee (DURAC)  
**THROUGH:** Chuck Arnold, Economic Development / Urban Renewal Manager  
Kate Porsche, Community Development Department Director  
**FROM:** Troy Rayburn, Programs Assistant  
**SUBJECT:** Surplus of house located at 433 SW 8<sup>th</sup> Street-Tax Lot-151316AB09800

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### CITY COUNCIL GOALS:

The surplus of the house is crucial in moving forward the development of Centennial Park and meets the following City Council Goals:

3. **PRESERVE AND ENHANCE THE CITY'S INFRASTRUCTURE:** Preserve and enhance the City's infrastructure to position the City for future growth.
  - Support efforts to continue the Redmond/Evergreen rehabilitation project.
6. **COMMUNITY ENHANCEMENT:** Create an image and identity that generates a sense of community pride, ensures a high quality of life and safety for our citizens, and attracts new residents and businesses and facilitates opportunities for success.
  - Continue to improve the quality and amenities of Redmond neighborhoods.
9. **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.
  - 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.

### REPORT IN BRIEF:

This is the consideration for a recommendation to the Urban Renewal Agency (URA) to surplus URA owned property located at 433 SW 8<sup>th</sup> Street.

## **BACKGROUND:**

The City of Redmond's Urban Renewal Agency purchased the property in 2015 as part of its Centennial Park Expansion Project. The vacant 1910 residence is a small one-level, two bedroom house less than a 1,000 sq. ft.

Community Development staff completed a historic review on the structure and confirmed that, while it was built in 1910, there are no local or national protections in place on the structure. Historic survey information from 1998 indicates that the residence is one of the oldest buildings in Redmond and is a good example of a Workingman's Four-square style home.

In an effort to find a partner who would be interested in buying and relocating the house, staff reached out to the descendants of the Redmond resident who built the house in 1910, as well as developers that the City has previously worked with to purchase and relocate structures for restoration. No additional interest was received.

A public notice for sale and relocation of a building structure was advertised in the *Redmond Spokesman* and the *Bend Bulletin* on November 9 & November 16 and then again on December 5 & December 7. The notice identifies the date and time for the URA public hearing.

Additional outreach to the following entities was also undertaken:

- City's Leadership Team regarding possible leads
- Parks Department about interest as onsite storage
- Historical Landmark Commission regarding possible interest or leads
- Redmond Habitat for Humanity about interest
- Channel 21 News regarding additional media coverage

The Channel 21 News provided much needed additional outreach. Staff received six contacts from individuals interested in purchasing the house, relocating it to a new location, and restoring its historical integrity. Staff is under the impression that URA will receive a couple of proposals before URA convenes on December 20.

## **DISCUSSION:**

The house is currently located on the site proposed for Centennial Park Expansion Project. The sale and relocation will enable the URA to begin the project development process.

## **FISCAL IMPACT:**

This action will cause only nominal fiscal impact to the URA-the cost of noticing.

**ALTERNATIVE COURSES OF ACTION:**

1. Recommend to the Urban Renewal Board to approve the Surplus of house located at 433 SW 8<sup>th</sup> Street-Tax Lot-151316AB09800
2. Request more information; or
3. Decline to Recommend to the Urban Renewal Board to approve the Surplus of house located at 433 SW 8<sup>th</sup> Street-Tax Lot-151316AB09800

**RECOMMENDATION / SUGGESTED MOTION:**

“I move to recommend to the Urban Renewal Agency to approve the Surplus of house located at 433 SW 8<sup>th</sup> Street-Tax Lot-151316AB09800”

Troy Rayburn  
Programs Assistant



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## STAFF REPORT

**DATE:** Tuesday, November 1, 2016  
**TO:** Downtown Urban Renewal Advisory Committee (DURAC)  
**THROUGH:** Chuck Arnold, Economic Development / Urban Renewal Manager  
Kate Porsche, Community Development Department Director  
**FROM:** Troy Rayburn, Program Assistant  
**SUBJECT:** Wayfinding Sign Color Decision

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### CITY COUNCIL GOALS:

3. **PRESERVE AND ENHANCE THE CITY'S INFRASTRUCTURE:** Preserve and enhance the City's infrastructure to position the City for future growth.
  - Support efforts to continue the Redmond/Evergreen rehabilitation project.
6. **COMMUNITY ENHANCEMENT:** Create an image and identity that generates a sense of community pride, ensures a high quality of life and safety for our citizens, and attracts new residents and businesses and facilitates opportunities for success.
  - Continue to improve the quality and amenities of Redmond neighborhoods.
9. **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.
  - 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.

### REPORT IN BRIEF:

This is the consideration for a recommendation to the Urban Renewal Agency (URA) regarding the selection of a color palate for wayfinding signage. Please see attached Exhibit "A" - Color Palettes.

**BACKGROUND:**

The City of Redmond's wayfinding initiative is an outcome of the 2011 Circulation Study. This project includes the implementation of an area wide wayfinding and signage program. The program will benefit businesses and institutions by enhancing visibility and access.

Currently, the absence of a wayfinding program makes it challenging for visitors and residents to locate key destinations in the Urban Renewal Area, including business, civic and public amenities.

The City has partnered with The Redmond Chamber of Commerce and Central Oregon Visitors Association (COVA) to increase directional signage to various points of interest in the downtown core. The goal being to provide convenient and easy routes to key locations.

These points of interest include:

- Downtown
- City Hall
- Centennial Park
- Police Department
- Chamber of Commerce / Visitor Information
- Library
- Dry Canyon
- Hope Playground

**Fiscal Impact:**

The City of Redmond's Urban Renewal Agency will contribute \$18,500 of the total \$28,250.

COVA	= \$ 1,000
Redmond Chamber	= \$ 1,500
Travel Oregon Grant	= \$ 7,500
Urban Renewal	= \$18,500
<hr/>	
TOTAL	= \$28,250

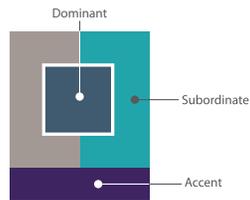
**ALTERNATIVE COURSES OF ACTION:**

1. Recommend a specific color palate.
2. Do not recommend a specific color palate.
3. Request more information.

**RECOMMENDATION / SUGGESTED MOTION:**

“I move to recommend to the Urban Renewal Agency (cite / insert selected color palate).”

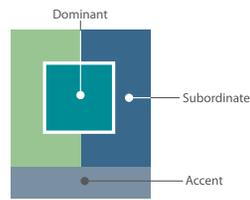
Troy Rayburn, Program Assistant  
Department of Community Development



Option 4c



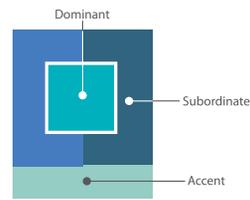
Option 4c - R2 Blue Boarder



Option 4e



Option 4e - R3 Visitor Panel Color



Option 3a



Option 3a





**DRAFT**

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**DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE**  
**MINUTES**  
**October 10, 2016**

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

**Advisory Members Present:** Chair Don Crouch, Sam Blackwell, Paul Hansen, Trish Pinkerton, Brad Smith, Gib Stephens (*absent: Vice-Chair Edwin Danielson, Tom Kemper; 1 vacancy*)

**Student Ex Officio:** (*absent: David Purkey*)

**City Staff:** Chuck Arnold, *Economic Development/Urban Renewal Project Manager*; Kate Porsche, *Community Development Director*; Troy Rayburn, *Program Assistant*; Keith Witcosky, *City Manager*; Jodi Burch, *Deputy Director-Central Services*; Cameron Prow, *TYPE-Write II*

**Visitors:** Tory Allman, *City Council Liaison*

**Media:** None; Dave Morgan, *RedmondNewsToday.com*

*(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair Crouch called the regular session to order at 5:04 p.m. with a quorum of members (6 of 8) present.

Chair Crouch closed the regular session and opened the executive session at 5:06 p.m.

**I. EXECUTIVE SESSION**

Chair Crouch read aloud the following statement: Oregon Law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session. Under the provisions of the Oregon Public Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.

Chair Crouch closed the executive session and re-opened the regular session at 5:15 p.m.

**II. MOTIONS AS A RESULT OF EXECUTIVE SESSION**

None.

**III. ACTION ITEMS**

None.

**IV. APPROVAL OF MINUTES**

**Motion 1** (6/0/0): Mr. Smith moved to approve the September 12, 2016, minutes as written. Ms. Pinkerton seconded the motion which passed unanimously.

## V. DISCUSSION ITEMS

### A. Family Recreation Center Subcommittee Update

Mr. Hansen said the subcommittee was awaiting the end of the Redmond Area Park and Recreation District's study about the feasibility of this facility being operated by RAPRD. Mr. Smith asked if Katie Hammer, RAPRD executive director, was interested in attending subcommittee meetings.

Mr. Arnold said he would meet with Ms. Hammer this week but that nothing prevented Ms. Hammer from attending DURAC subcommittee meetings. He is hoping for an update on RAPRD's feasibility study of this issue. The subcommittee needs to start planning land assembly strategies that will line up with RAPRD's funding and work program.

Following discussion, DURAC members agreed that Ms. Hammer's input would be valuable to the subcommittee's efforts.

### B. Housing Subcommittee Update

Mr. Hansen said subcommittee members agreed housing was still the main priority for the midtown area but were willing to consider other uses.

Mr. Arnold said the City decided to seek professional assistance in completing the RFP (Request for Proposals) for redevelopment of the former Grant property at 5<sup>th</sup> Street/Greenwood Avenue. DURAC will be able to review the RFP again before issuance.

Mr. Blackwell outlined the scope of the professional assistance (RFP development and marketing) being sought. Completing the RFP by January 1, 2017, will help this project meet its goal of breaking ground in 2018.

### C. Budget/Work Plan Discussion

Mr. Arnold presented a draft work plan for fiscal year (FY) 2017-2018 for DURAC review. He worked closely with Chair Crouch to develop this document. He outlined suggested projects, long-range timeframe, cost, description/status, priority, milestones, staff assignments, and the fiscal-year timeframe.

Mr. Rayburn provided a brief update on the Centennial Park expansion project. Councilor Joe Centanni will chair a nine-member task force which will be involved in planning and managing this project. Chair Don Crouch will represent DURAC interests on this task force.

DURAC concerns included how FY 2017-2018 activities fit into the long-range timeframe, impact on emergency services of converting the 5<sup>th</sup>/6<sup>th</sup> Street couplet to two-way traffic, potential of moving forward on public parking sooner given plans for the Family Entertainment Center, and impact of the City's move to the new city hall on the Redmond Museum.

### D. DURAC Urban Renewal Agency Briefing

Mr. Arnold said he and Chair Crouch were working on a slide-show presentation for the November 2016 meeting of the Redmond Urban Renewal Agency (URA). Topics under consideration included the property assistance program, Midtown plan, Professional Business Medical District (PBMD), Family Recreation Center, and status of projects planned for the rest of FY 2016-2017. Chair Crouch asked members to contact him or Mr. Arnold to suggest topics.

Mr. Blackwell said the PBMD stakeholder advisory committee (SAC) consisted of private property owners; the SAC would appreciate direction from the URA on next steps to take.

## CITIZEN COMMENTS

Councilor Allman requested a status report on the marketing collateral used to attract businesses to locate in Redmond. Mr. Smith said DURAC's Marketing Subcommittee felt the City could benefit from developing its own material to identify the strengths and opportunities that exist in Redmond for potential developers. Mr. Hansen suggested adding a video to the marketing collateral. Mr. Arnold said he was working with Communications Manager Heather Cassaro on the marketing piece and that she was starting dialogue on where the video could be placed in her bandwidth. Ms. Porsche agreed that quality materials are valuable when recruiting new businesses and residents. She emphasized the importance of the City working collaboratively with other community organizations involved in business recruitment to provide a consistent look and feel to messaging about Redmond.

Councilor Allman also requested a status report on the subcommittee looking for a catalytic tenant for the PBMD. Mr. Arnold responded that DURAC's catalytic tenant subcommittee had not met for a long time. Mr. Blackwell said the PBMD SAC had been working to develop the district as a whole before seeking catalytic tenants. This group is working to identify next steps now that the hospital has withdrawn its support from the group's streetscape improvement project.

Mr. Blackwell discussed the effectiveness of business-to-business (B2B) communications and suggested reaching out to existing business owners for their ideas.

## STAFF COMMENTS

- Flag Monument: Mr. Rayburn said the ribbon-cutting was scheduled for Wednesday, October 19, 2016, 10 a.m., and outlined the challenges including public safety. Congressman Walden, Deschutes County commissioners, Mayor Endicott, Redmond city councilors, and a variety of interest groups have indicated interest in attending.
- Highway 97 Beautification Fund: Mr. Arnold said the fund has about \$75,000 left over from other projects. He outlined ideas being discussed by the Redmond Committee for Art in Public Places to improve the appearance of the Pacific Power substation fence line and the Negus overpass. Councilor Allman expressed concern about using all of the remaining \$75,000 on one or two projects when the remaining 1¼ miles of the US 97 corridor through Redmond also needed aesthetic improvement.
- New City Hall: Mr. Arnold announced the City was working to move the ribbon-cutting from February 2017 to mid-December 2016. He discussed steps he was taking to improve the interim appearance of the City property directly east of the new city hall.
- Business Changes: Mr. Arnold reported that Best Care, a chemical dependency and recovery nonprofit organization with offices in other Central Oregon communities, has purchased land in the PBMD to open a new facility. Redmond Proficiency Academy (RPA) is moving forward with its purchase of the former site of The Printing Post.

Mr. Stephens said school activities were often incompatible with, and shouldn't be allowed, in retail spaces. He outlined problems he experienced with some RPA students which was one factor in his decision to move his business out of its downtown location, which was immediately next door to RPA. Mr. Arnold noted that schools were a permitted use in the urban renewal district. The City is interested in facilitating dialogue between the business community and RPA; he was unsure how much time he could allocate to this effort. Chair Crouch expressed support for the City's leadership role.

- Co-Working Spaces: Mr. Arnold reported good momentum on this development direction. The group supporting this effort has been meeting regularly to explore potential spaces and funding.

Ms. Porsche summarized her professional background and experience in urban renewal, economic development, data analysis, real estate (low-income housing, tax-credit financing, mortgage lending), and corporate communications. She stated her intention of pursuing one of the strategies she employed in Albany, Oregon – public/private partnerships – which could also be helpful in Redmond.

**DURAC COMMENTS**

None.

Next meeting: Monday, November 14, 2016, 5 p.m. (tentative agenda: Midtown Development Plan, quarterly financial report, draft presentation for Redmond Urban Renewal Agency’s November meeting).

**ADJOURN**

With no further business, Chair Crouch adjourned the meeting at 6:24 p.m.

APPROVED by the Redmond Downtown Urban Renewal Advisory Committee and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

\_\_\_\_\_  
Donald Crouch  
Chair

\_\_\_\_\_  
Chuck Arnold  
Economic Development/Urban Renewal Project Manager



**DRAFT**

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**DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE  
MINUTES**

**November 14, 2016**

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

**Advisory Members Present:** Chair Don Crouch, Vice-Chair Edwin Danielson, Paul Hansen, Trish Pinkerton (*absent: Sam Blackwell, Tom Kemper, Brad Smith, Gib Stephens; 1 vacancy*)

**Student Ex Officio:** (*absent: David Purkey*)

**City Staff:** Chuck Arnold, *Economic Development/Urban Renewal Project Manager*; Troy Rayburn, *Program Assistant*; Jason Neff, *Deputy Director-Central Services/Budget Manager*; Keith Witcosky, *City Manager*; Cameron Prow, *TYPE-Write II*

**Visitors:** James Cook, Garry Finley

**Media:** None

*(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair Crouch called the regular session to order at 5:02 p.m. without a quorum of members (4 of 8) present.

Chair Crouch closed the regular session and open the executive session at 5:07 p.m.

**I. EXECUTIVE SESSION**

Chair Crouch read aloud the following statement: Oregon Law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session. Under the provisions of the Oregon Public Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.

Chair Crouch closed the executive session and re-opened the regular session at 5:17 p.m.

**II. MOTIONS AS A RESULT OF EXECUTIVE SESSION**

None.

**III. DISCUSSION ITEMS**

A. Update From BPAC on Bike Corral

Chair Crouch postponed this item to the next meeting.

B. 1<sup>st</sup> Quarter Financial Report

Mr. Neff presented (PowerPoint) the Downtown Urban Renewal Development Fund table, reviewed resources and expenditures, and explained the relationship between the Debt Service Fund and the Development Fund.

C. Business and Property Changes Memo

Mr. Arnold presented updates and color photos of new businesses (Lil' Southern Accent, Just Cut Juice Bar, Best Care), property transactions (Wild Ride, El Rancho, Landaker Building, Smoke Shop Building), and property improvements (La Fondita). Grant funds through the Property Assistance Program were made available in 2008 to help property owners convert nonconforming pole signs. As of November 2016, funds available for sign conversion have expired, leaving about 12 nonconforming signs which will now be moved into a code enforcement process.

D. Member Satisfaction Survey

Mr. Arnold reported the top three goals in the 50% of surveys returned were the Family Entertainment Center, Professional Business Medical District, and Midtown Plan and Redmond Hotel. One respondent emphasized the importance of making sure decisions are based on facts rather than emotions. He summarized ongoing dialogue.

Chair Crouch said everyone wanted to avoid analysis paralysis and continue moving forward.

E. DURAC Update to URA

Mr. Arnold summarized staff dialogue on meeting logistics, group organization, and agenda planning. Providing an annual report to the appropriate governing body will give each commission/committee an opportunity to get feedback on the work plan and budget for the next fiscal year.

Chair Crouch reviewed the PowerPoint he developed with Mr. Arnold which will be presented to the Redmond Urban Renewal Agency. Topics will provide an overview of DURAC activities and include the Downtown Urban Renewal Plan purpose, funding, property assistance program, loan and incentive programs, open space and beautification, and redevelopment opportunity fund projects.

## **CITIZEN COMMENTS**

None.

## **STAFF COMMENTS**

Mr. Arnold outlined progress on:

- New Member Recruitment: One member prospect will be interviewing with the mayor. Two other property and business owners and a community member are considering this opportunity.
- 5<sup>th</sup> Street/Greenwood Avenue: An RFP (Request for Proposals) is expected to be issued in January 2017 for the former Grant property. The consultant (N.A.I. Cascade) developing the RFP will also assist with marketing. Staff will follow up on leads. Council's recent change to the Business License Code to allow leasing of public property for short-term uses will take effect on November 15. At that time, the City will have an executed lease with a Christmas tree seller. The City is working with Grocery Outlet to resolve parking and access issues. Staff will work with Ryan's Produce to find another location after summer 2017.
- Professional Business Medical District: The stakeholder committee has disbanded after five years. He recommended reconvening the DURAC subcommittee but tabling discussion until the December 2016 meeting when Mr. Blackwell will (hopefully) be present.
- City Website: He invited members to visit the e-Notifications page and update their contact data and preferences for staying informed about City business.

- Key Employers: Data collected by the Oregon Employment Department for 2015 indicated 1,200 employers in Redmond who have 13,000 employees with annual payroll of \$487 million. Pay for those employees averaged \$37,000 per year.

Next meeting: Monday, December 12, 2016, 5 p.m.

**DURAC COMMENTS**

None.

**ADJOURN**

With no further business, Chair Crouch adjourned the meeting at 5:56 p.m.

APPROVED by the Redmond Downtown Urban Renewal Advisory Committee and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

\_\_\_\_\_  
Donald Crouch  
Chair

\_\_\_\_\_  
Chuck Arnold  
Economic Development/Urban Renewal Project Manager