



REDMOND URBAN RENEWAL AGENCY
CITY OF REDMOND
Community Development Department

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DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE
MINUTES

February 13, 2017

Redmond Chamber of Commerce, 446 SW 7th Street, Redmond, Oregon

Committee Members Present: Chair Don Crouch, Vice-Chair Edwin Danielson, Sam Blackwell, Neal Cross, Paul Hansen, Tom Kemper (phone), Cheriee Perrine (*absent: Brad Smith, Gib Stephens*)

Student Ex Officio: Vacant

City Staff: Chuck Arnold, *Economic Development/Urban Renewal Project Manager*; Troy Rayburn, *Programs Assistant*; Kate Porsche, *Community Development Director*; Cameron Prow, *TYPE-Write II*

Visitors: George Endicott, *Mayor*; 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 of the Downtown Urban Renewal Advisory Committee (DURAC) to order at 5:03 p.m. with a quorum of members (6 of 9) present. Mr. Kemper joined the meeting via telephone. Mr. Cross arrived at 5:10 p.m. after approval of the minutes.

IV. APPROVAL OF MINUTES

Motion 1 (6/0/0): Mr. Hansen moved to accept the minutes from December 12, 2016. Mr. Blackwell seconded the motion which passed unanimously.

V. DISCUSSION ITEMS

B. Review 6-Month Meeting Plan

Mr. Arnold presented a proposed Meeting Topics Schedule for February 2017 through January 2018. Due to snow conditions in January, DURAC missed the first meeting of 2017 which means that topics proposed for this month will be considered at the March meeting. Since this is a living document, other topics could be added to the agenda from time to time.

A. Welcome New Members

Mayor Endicott administered the oath of office to Mr. Cross and Ms. Perrine. Mayor Endicott announced a ribbon-cutting ceremony for the new city hall would be held on Tuesday, February 21, 2017, 10 a.m.-12 noon. Tours of the new building will be available.

Ms. Porsche reported staff began moving into the new city hall on February 13, 2017.

C. Mid-Town Plan – 1-Year Update

Mr. Arnold reviewed (PowerPoint) the Mid-Town Plan which was completed a year ago. The plan covers the area bordered by NW 4th Street, NW 7th Street, NW Kingwood Avenue, and

West Antler Avenue. His summary included goals and priorities, local guidance, the master plan process/2025 vision, action plan: market interventions, property transactions in the first year, and planned improvements.

I. EXECUTIVE SESSION – REAL ESTATE

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 regular session and opened the executive session at 5:22 p.m.

Chair Crouch closed the executive session and re-opened the regular session at 6:22 p.m.

II. MOTIONS AS A RESULT OF EXECUTIVE SESSION

None.

III. ACTION ITEMS

None.

V. DISCUSSION ITEMS

D. Work Plan Discussion

Mr. Arnold reviewed the draft work plan for fiscal year (FY) 2017-2018. He asked committee members to e-mail additional questions to him following this meeting.

DURAC concerns included parking options, impact of new projects on the 2012 Circulation Study, and number of parking spaces that would be required if what currently exists in the Downtown District Overlay, Mid-Town, and hospital areas were being built today.

E. Business and Property Changes

Mr. Arnold presented updates and color photos of new business (Sweet Oasis), property transactions (city hall at 716 SW Evergreen Avenue, New Redmond Hotel, Redmond Auto Service), and property improvements (8th & Antler Apartments, A Kleene Sweep Chimney Service, Becerra, Best Care, Blackwell Development, Black Butte & Third Townhouses, Central Oregon Disability Support Network, Jersey Boys, State Farm, Urban on 6th).

Mr. Hansen reported a new tenant: Central Oregon Pharmacy and Compounding.

Mr. Blackwell reported a sale in the Professional Business Medical District.

A. Orientation, Elect Chair and Vice-Chair (continued from Page 1)

Mr. Arnold asked committee members to read the City of Redmond Committee/Commission Basics (revised 1-9-17). This one-page sheet included information about public meeting laws, public record laws, conflict of interest, and council liaisons.

DURAC members discussed how and when to declare a conflict of interest.

Chair Crouch opened nominations for **Chair** for 2017. Mr. Danielson nominated Mr. Crouch. Mr. Crouch agreed to serve if elected.

Motion 2 (7/0/0): Mr. Hansen moved to close the nominations for Chair. Mr. Blackwell seconded the motion which passed unanimously.

Members voted unanimously to reappoint Mr. Crouch to serve as Chair for 2017.

Chair Crouch opened nominations for **Vice-Chair** for 2017. Mr. Crouch nominated Mr. Danielson. Mr. Danielson agreed to serve if elected.

Motion 3 (7/0/0): Mr. Hansen moved to close the nominations. Mr. Cross seconded the motion which passed unanimously.

Members voted unanimously to reappoint Mr. Danielson as Vice-Chair for 2017.

F. 2nd Quarter Financial Report

Mr. Arnold briefly reviewed the 2nd Quarter Financial Report for FY 2016-2017.

DURAC members requested additional detail about the parenthetical figures in the column entitled \$\$ of Budget Remaining for FY 2016-2017.

Mr. Arnold said he would check those figures before the March meeting. He requested full review of this report be postponed to the March meeting due to staff's unusually heavy workload over the next two weeks as City operations are moved from 716 SW Evergreen Avenue to 411 SW 9th Street. Jason Neff, the City's Chief Financial Officer, normally makes this report to DURAC. However, he is Project Manager for the new City Hall and is also Acting City Manager while the City Manager is out of town this week.

CITIZEN COMMENTS

None.

STAFF COMMENTS

Mr. Arnold said the City was making a small administrative change to its Industrial Opportunity Fund following discussion with its economic partner, Redmond Economic Development, Inc. This change will allow the program to fund fixed, taxable manufacturing equipment (production lines, packaging tools, processing machinery, and other related equipment). He announced Mr. Rayburn received a stellar performance review for his first six months of employment with the City of Redmond.

Mr. Rayburn provided updates on two programs. Wayfinding signage: The Urban Renewal Agency Beard approved the color palette and other sign features DURAC recommended in December 2016. Due to the severe winter weather, the Public Works Department is running behind about two months so this signage will be installed, primarily downtown, in summer 2017. Centennial Park expansion: City-owned lots in the block immediately west of the current Centennial Park will eventually become the front entrance to the new City Hall. The workman's cottage that DURAC recommended the URA surplus (one of the City's first houses, built in 1910) has been purchased by a man who intends to restore the building's historic integrity and use it for his business office. Mr. Blackwell has renters in the property he owns on that block. The Printing Post is looking for a new home.

The City's new landscape architectural consultant will be on-site this week (February 15) to begin the environmental assessment. A nine-member taskforce will help with the design and planning process and serve as a sounding board for any issues that arise during construction. Leadership Redmond is one of the groups that will advocate for park amenities in the expansion area on March 29.

Upcoming events and meetings:

- February 21, Tuesday, 10 a.m.-12 noon – Ribbon-cutting, New City Hall, 411 SW 9th Street
- February 28, Tuesday – Urban Renewal Board, resolution to transfer Evergreen Gateway Welcome to Redmond monument project to City of Redmond for long-term maintenance
- March 8, Wednesday, New City Hall, 411 SW 9th Street – Centennial Park expansion design and planning taskforce, 1st meeting
- March 29, Wednesday – Centennial Park expansion design and planning taskforce, meeting with organized interest groups (potential park amenities)

DURAC COMMENTS

Chair Crouch welcomed new members Mr. Cross and Ms. Perrine.

Mr. Blackwell commended Mr. Rayburn for the spectacular job he has done in his first six months.

Next meeting: Monday, March 13, 2017, 5 p.m.

ADJOURN

With no further business, Chair Crouch adjourned the meeting at 6:03 p.m.

APPROVED by the Redmond Downtown Urban Renewal Advisory Committee and SIGNED by me this
____ 13th ____ day of ____ March ____, 2017.

ATTEST:

/s/ Donald Crouch
Donald Crouch
Chair

/s/ Chuck Arnold
Chuck Arnold
Economic Development/Urban Renewal Project Manager