



CITY OF REDMOND
Community Development Department

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**South US 97 Corridor Plan Implementation
Project Advisory Committee (PAC) – Meeting #1
Thursday, May 16, 2013
Redmond City Hall Conference Room A – 6:00PM-8:00PM
716 SW Evergreen Ave, Redmond, OR**

-AGENDA-

1. Welcome
2. Update on TAC Meeting #2
3. Discussion on Funding Options
4. Discussion on Unresolved Issues
5. Next Steps/Next Meeting/Adjourn



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MEMO

TO: South US 97 Corridor Project Advisory Group
FROM: Mike Caccavano, City Engineer
DATE: May 16, 2013
SUBJECT: Potential Funding Mechanisms for Improvement Projects

The June, 2010 Redmond South US 97 Corridor Plan included cost estimates for a number of potential corridor improvements. As summarized in Appendix E, these improvements include:

Frontage Improvements	\$10,486,000			
Multi-Use Trail	\$4,721,400			
Access Management Plan-Frontage Roads				
No Sidewalk on Frontage Roads		\$12,677,800		
One Sidewalk on Frontage Roads			\$18,839,800	
Two Sidewalks on Frontage Roads				\$25,001,800
TOTAL		\$27,885,200	\$34,047,200	\$40,209,200

The total cost estimates range from \$28 to 40 million based on the inclusion of sidewalks on the frontage roads. There are a number of options for funding these improvements including:

- **Developer/Property Owner Funded:** Improvements are constructed along the property frontage and through the property (frontage or backage roads) by the property owner or developer as the property develops or redevelops. Improvements are constructed piecemeal and there are likely to be sidewalk and connecting road gaps. Full improvements over the length of the corridor are reliant upon property development/redevelopment and could take significant time.
- **Reimbursement District:** Improvements can be constructed over a section or the full length of the corridor. Full funding for construction is required, either by a public agency or developer. A reimbursement district is then set up and approved by the City Council. When properties that receive a benefit from the improvements develop or redevelop, property owners are required to reimburse the entity that constructed the improvements. Full improvements are funded up front and constructed in a timely manner.

- **Local Improvement District:** Similar to a reimbursement district in that the City pays for the improvements up front and is then paid back by property owners that benefit from the improvements. The construction cost is typically bonded, but financing has become more difficult to obtain and significantly more expensive. Bonding cost can exceed \$100,000. Property owners are required to make regular payments. The City has experienced high default rates with recent LID's. City Council support may be difficult to obtain. Full improvements are funded up front and constructed in a timely manner.
- **Urban Renewal Tax Increment Financing:** The City of Redmond has the ability to form an Urban Renewal District to capture tax increment financing to fund improvement projects that reverse blighted conditions, stimulate private investment and create jobs. In order to do so, the City of Redmond needs to conduct a blight analysis of the area and develop a plan for reversing that blight. After development of the Plan, the City will need to obtain 75% of the overlapping taxing districts' concurrence and support of the Plan. After the Plan is adopted an Urban Renewal District is formed and the frozen assessed base value is established. After that any incremental tax revenue generated above the frozen base is directed to the Urban Renewal Agency for expenditure on projects identified in the approved Plan. Timeframe for construction of projects is dependent upon generating enough tax increment to finance debt, which sometimes occurs very quickly if there is private investment at the beginning of the Plan or could take a significant amount of time.
- **System Development Charges:** Only projects that are included in the City's Capital Improvement Project (CIP) list can be paid for with system development charges (SDCs). South Highway 97 is not currently included in the CIP. It is possible to add a project, but it will impact SDC rates for the City. A significant revision to the CIP requires a public process and City Council approval.
- **Grant Funding:** These projects would likely fit well into ODOT's Enhance It funding program which is a combination of many sources of state and federal funding for motor vehicle, bicycle and pedestrian improvements. Area Commissions on Transportation recently selected projects to recommend to the Oregon Transportation Commission for funding in the 2016 to 2018 Statewide Transportation Improvement Program (STIP). ODOT updates the STIP every two years.

We are not limited to one type of funding and these options may be combined as necessary.



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DATE: May 16, 2013
TO: South US 97 Corridor Plan Project Advisory Committee Members
THROUGH: Heather Richards, Community Development Director
James J. Lewis, Planning Manager
FROM: Scott Woodford, Associate Planner
SUBJECT: Unresolved Issues from Corridor Plan

Report in Brief:

This report provides background information to help with the next Project Advisory Committee (PAC) meeting to discuss the unresolved issues associated with the South US 97 Corridor Plan. The report analyzes the unresolved issues and provides a recommendation for a solution that the PAC will review at the May 16th meeting.

Background:

The 2010 South US 97 Corridor Plan, includes a section (Chapter 7) of recommended measures for implementing the vision and purpose of the Plan. It includes design concepts for the highway, access management actions, project costs and financing options, and recommendations for amendments to the Comprehensive Plan, the Development Code, and Transportation System Plan (TSP) to ensure that new re/development complies with the Plan vision.

While there was general consensus amongst the Citizen Advisory Committee on highway design cross sections, Comprehensive Plan amendments, and some development code amendments in 2010, there remained a list of unresolved issues in terms of access management, financing, and other development code amendments. The discussion on those items was set aside for several years and now City staff is seeking PAC feedback to help resolve the issues and move the project forward. Eventually, a recommended implementation list will be created that will be presented to the Redmond Development Commission (RDC), the Planning Commission and City Council for adoption.

Discussion:

The following is a summary of the unresolved issues. Staff has tried to frame the issue and provide a recommendation for a solution for discussion purposes.

A. Unresolved Issues – Proposed Development Code Amendments:

Amongst the list of unresolved issues are proposed development code amendments, which are necessary to ensure that new development and redevelopment of private property within the South US 97 Corridor is done to “promote the recommended (slower) speeds in the corridor through streetscape, signage, and urban design elements.” Appendix C of the South US 97 Corridor Plan is the Implementation Strategy Memorandum and outlines the amendments necessary to implement the Corridor Plan. Appendix F provides specific language recommendations for development code

Attachments:

Attachment A – Multi-Way Boulevards Article

amendments that address many of the unresolved issues and provides a section where more discussion was necessary (noted in the boxed area).

1. **Trip threshold for secondary access.** What is the number of trips generated by a development that triggers the need for a secondary access to US 97 by ODOT? Secondary access means access from a side street or through a consolidated access with a neighboring property. Currently, the trip threshold for requiring a secondary access through ODOT's Division 51 office is 50 additional peak hour trips (peak hour means the highest one-hour volume observed on an urban roadway during a typical or average week), 580 average daily trips (ADT) or increase in heavy vehicles using the site of 10 or more. A trip means a one-way vehicular movement (a vehicle entering a property and later exiting that property has made two trips).

Whether or not a development tripped the 50 peak hour trips would only be analyzed as part of a development proposal where City review is required and a traffic generation letter is needed to determine the number of trips generated. If a property does not develop or does not trigger City review, then there would be no traffic analysis and the access status quo would remain (unless there was a safety concern).

As a barometer, Big 5 was required to restrict access to US 97 because it exceeded the 50 peak hour trips (it's traffic study predicted 125 peak hour trips) by constructing a porkchop curb at the intersection of US 97 and the site access and a left hand turn pocket in the highway median to prohibit left hand turns out of the site onto US 97. As a means of comparison, the Big 5 development includes about 25,000 sq. ft. of retail and a 1,812 sq. ft. of fast food restaurant.

➤ Proposed Code Language (from Appendix F in the Corridor Plan):

4. Applicability. All development proposals within the Corridor Overlay District that are subject to Article IV Site and Design Review shall be subject to the requirements of Section 8.0180. In addition, proposals that meet one or more of the following criteria shall also be subject to the requirements of Section 8.0180:
 - A. Redevelopment proposals where the cost of proposed building improvements are greater than or equal to [75% of the Deschutes County Assessor's estimate of Market Value) of the existing site improvements.
 - B. Development or redevelopment proposals where proposed building improvements are expected to generate up to or greater than [50 PM peak hour trips].
 - C. Proposals for a Zoning Permit where a change in use is proposed that will generate up to or greater than [50 PM peak hour trips].

➤ Recommendation for Resolution:

4. Applicability. All development proposals within the Corridor Overlay District that are subject to Article IV Site and Design Review shall be subject to the requirements of Section 8.0180. In addition, proposals that meet one or more of the following criteria shall also be subject to the requirements of Section 8.0180:
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 - C. Proposals for a Zoning Permit where a change in use is proposed that will generate up to or greater than [50 PM peak hour trips].

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2. **Improvement threshold for complying with the building orientation requirements.** The Corridor Plan recommends new standards for building setbacks to bring buildings closer to the street to both help reduce speeds by establishing more visual interest along the road and introducing vertical elements to the streetscape to provide the sense of a narrower corridor, thus encouraging motorists to slow down. In the Village Commercial Character Area (see page 5-2 of the Corridor Plan for a map of Character Areas), the maximum setback is proposed to be 20' and in the Urban Commercial and Gateway Character Areas, the minimum setback would be 20' (current requirement is 50').

All new development proposals in the Highway 97 Overlay District where development is occurring on undeveloped land or where the proposal to scrape off existing development and start from scratch would be required to comply with the new building orientation requirements. The unresolved issue is how to deal with properties that are already developed and who wish to remodel and/or expand. How much investment or change is necessary to enforce compliance with the new setbacks, especially when it might mean a substantial change in the layout of the site?

➤ Proposed Code Language (from Appendix F in the Corridor Plan):

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- A. Redevelopment proposals where the cost of proposed building improvements are greater than or equal to [75% of the Deschutes County Assessor's estimate of Market Value] of the existing site improvements.
 - B. Redevelopment proposals where proposed building improvements are expected to generate up to or greater than [50 PM peak hour trips].
 - C. Proposals for a Zoning Permit where a change in use is proposed that will generate up to or greater than [50 PM peak hour trips].

Note: Additions to an existing building of less than 25% of the total building square footage that are 1,000 square feet or less are exempt from Site Design Review and therefore would not be subject to A. B. or C.

➤ Recommendation for Resolution: Staff is researching what other communities in Oregon require as a threshold and will either forward the information separately or present it at the PAC meeting.

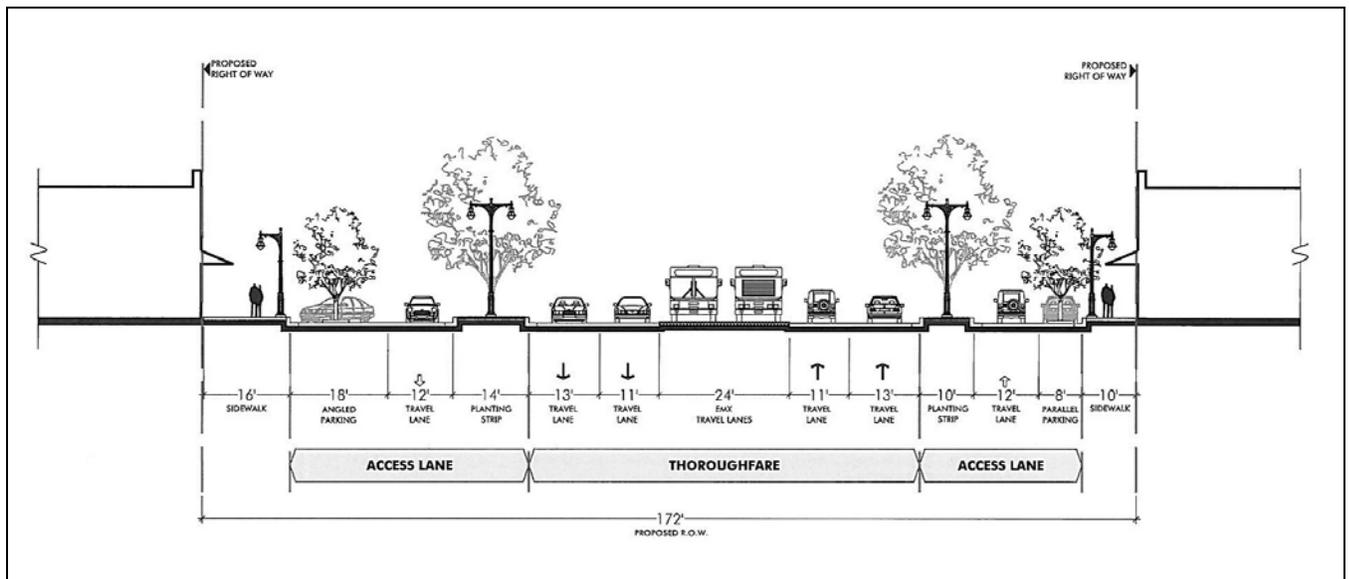
3. **Exceptions for parking in the front of buildings.** One of the visions in the Plan is that parking would be located either behind the building or to the side of the structure, but not be allowed in front. This is in order to provide space for the building to be located closer to the street and to preclude using this area for parking spaces and asphalt. The unresolved issue is whether or not to allow limited parking in front in the case of a frontage road. During the discussion several years ago, there was a request that an exception be made to the parking prohibition in the front to allow one row of parking (which would be about 18' deep) where there is a frontage road.

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There are two possible alternatives to this concept. One is where a frontage road is constructed across the front of the parcel and the other is whether the stretch of highway right of way (or portion thereof) is converted into a multi-way boulevard.

An idea brought up during that time was converting all or a portion of the highway into a multi-way boulevard. Multi-way boulevards separate through travel lanes from local access lanes to simultaneously move vehicles while providing a calm, spacious pedestrian environment. They could be considered on existing or new streets where opportunities exist for substantial street development or redevelopment and width allows. Below is a photo of a multi-way boulevard in California and a cross section of one being considered in Springfield, Oregon (could be a model for US 97, without the 24' bus lanes in the center). This concept allows a row of parallel or head-in parking along the majority of the street without need for an exception. More about the benefit of multi-way boulevards versus the traditional arterial can be found in Exhibit A.



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➤ Proposed Code Language (from Appendix F in the Corridor Plan):

7. Parking. In addition to the standards of 8.0505 - 8.0515, the following standards shall apply in the US 97 Overlay District:

A. Vehicular parking is prohibited between buildings and US 97, except where allowed in 8.0180(D)(1). Parking shall be located behind or to the side of buildings in the Overlay District. In the case of double-frontage lots, parking may be allowed between the building and the secondary street.

B. Options for shared parking shall be considered, consistent with 8.0505(4).

➤ Recommendation for Resolution: The multi-way boulevard design must be approved by ODOT – the feasibility will be discussed by PAC/TAC through this process. If it is used, then a single row of parking could be provided in front of the buildings, similar to on-street parking. If it is used, the Citizens Advisory Committee recommended an exception me made to allow parking in the front of the building.

If the multi-way boulevard is not feasible, then the recommended US 97 Streetscape Designs in the Corridor Plan will be utilized. In this case, the recommendation is to only allow an exception for a single row of parking in front of buildings in situations where there is a frontage road.

4. **Exceptions for ground floor window requirements.** In the Village Commercial and Urban Commercial Character Areas, the Corridor Plan recommends that buildings incorporate ground floor windows into the front façade (as opposed to blank walls with no windows) to add visual interest to the buildings from the street and to, again, encourage drivers to slow down because there is something to gain their attention.

The Corridor Plan recommends that ground floor windows must be at least 30% of the building length and 30% of the US 97 facing façade to a minimum height of 10' above the finished right of way. By comparison, the Downtown Design Overlay requires 50% of the length to a minimum 10' high. Examples below demonstrate the concept and appear to incorporate well over 30% of the building length with glazing.



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Incorporating ground floor windows into a retail building is relatively straightforward and desirable for both the community and the business owner. Other uses, however, are not as conducive to this design feature, such as auto-dependent uses like car wash, oil service/repair, gas stations and other similar uses. Consequently, the owners of these types of businesses have requested that an exception to the ground floor window requirement be made because it would be difficult, if not impossible, to comply.

The unresolved issue is two-fold: Should the requirement allow an exception to the ground floor window requirement for auto oriented uses (e.g. gas stations, oil change, etc.) because it would be more difficult, if not impossible, to comply? Should this be a requirement in the Urban Commercial? Should it have a different standard?

➤ Proposed Code Language (from Appendix F in the Corridor Plan):

B. In the Corridor Overlay District, the following standards shall apply in the Village Commercial Sub area and the Urban Commercial Sub area:

1. **Ground Floor Windows:** Ground floor windows must be at least 30% of the building length and 30% of the US 97 –facing façade to a minimum height of 10’-0” above finished right-of-way. If the site has two or more frontages, the Ground Floor Window standard is only required on the primary, US 97 façade. The other façade has a minimum requirement of 25% of the building length and 25% of the ground floor wall area. Windows are required to be transparent.

Please note: Ground floor wall area is defined as all wall areas up to ten (10) feet above the finished grade.

➤ Recommendation for Resolution: While the 30% threshold is quite low and there are existing examples in our community of these types of uses already complying with this standard, exceptions should be allowed. The exceptions should be allowed for auto dependent uses or other similar uses where compliance with the 30% ground floor window requirement would be difficult to meet. In these instances, other design features would suffice to mitigate the potential of blank walls facing the street, such as fake windows, denser landscaping, or other design techniques that help provide visual interest of

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screening. Since it is a good urban design feature, this should also be a requirement in the Urban Commercial Character District.

5. **Building frontage minimum facing the highway.** The Corridor Plan recommends that in order to implement the goal of the Plan to slow motorists down along the highway and to make the corridor more pedestrian/bicycle friendly, it is important to have structures on lots be closer to the street. If motorists feel there is something interesting to look at, such as a well-designed building, a good window display, or if they can see activity within a building, they may be more inclined to slow down. Not all of the building needs to be constructed at the setback line, but a significant portion of it should, so the Plan recommends that a minimum percentage of the building be located within the maximum setback.

The unresolved issue is whether the building frontage minimum is necessary due to the maximum building setback requirement of 20' and the requirement that parking be located to the side or behind buildings in the Village Commercial Character Area, as those requirements alone may be enough to pull structures up in order to take maximum advantage of site restrictions.

➤ Proposed Code Language (from Appendix F in the Corridor Plan):

C. In the Corridor Overlay District, the following standards shall apply in the Village Commercial Subarea:

1. **Maximum Building Setback:** [Twenty (20) feet.] The front setback area shall be landscaped pursuant to Section XX. Asphalt is prohibited. A minimum of 50% of the primary (US 97) street-facing building façade must be located within the setback.

- Recommendation for Resolution: Require that at least 50% of the building frontage facing the highway be within the maximum setback, but allow exceptions to the maximum setback for frontage road and drive thru accesses.

B. Street Cross Sections-Unresolved Issues:

1. **Property owner responsible for frontage improvements to highway?** To create a uniform, pedestrian friendly and attractive streetscape along US 97, the Corridor Plan recommends that sidewalks, street trees and other landscaping be constructed on both sides of the highway along the entire length from Highland Avenue to Odem Medo and that street trees are planted from Odem Medo the southern city boundary. These improvements will likely be constructed within the ODOT right of way.

There are different options for ensuring that frontage improvements are completed:

- The property owner could be responsible for constructing the improvements upon development or significant redevelopment (there is currently no hard and fast threshold in the Development Code for when improvements are required with redevelopment – it is done on a case by case basis). This scenario reduces the public tax dollar commitment, but it relies on redevelopment, which typically occurs over a long period of time – thus creating a “picket fence” concept where there are completed frontages surrounded by those without improvements.
- The public builds the improvements along the frontage, typically in a phased approach. This scenario requires a significant public investment, although the

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improvements are completed much quicker. A Reimbursement District could be set up where the public pays for the initial improvements in order for them to be installed sooner, but is reimbursed for those improvements by development as it occurs over time.

- A combination of private/public investment.

Recommendation for Resolution: Please see attached memo from City Engineer Mike Caccavano regarding different funding sources.

- 2. Maintenance responsibility for highway landscaping?** The Corridor Plan does not specify who is responsible for maintaining the highway landscaping, but points out that the need does exist to clearly delineate this responsibility. The Plan also does not specify who is responsible for installing the street trees or their minimum spacing requirements.

- Recommendation for Resolution: There is precedence for both requiring the private development to install and maintain the highway landscaping with development or redevelopment, as well as precedence for the public installing and maintaining the trees (along Highland Avenue) or to have them installed and maintained by an urban renewal district (downtown). This discussion ties in with the larger question of how all of the improvements contemplated in the Corridor Plan will be paid for, which will be a topic of conversation at the PAC meeting. Staff will provide a report and present all of the different funding mechanisms that might be available.

- 3. Timing: highway design implementation and speed reduction sequence?** The issue is what comes first: the highway design implementation with its traffic calming features or the speed reduction process through ODOT? A Speed Investigation needs to occur and be approved in order for the speed on US 97 through the City is changed. According to the ODOT website:

“Safe and reasonable highway speeds are determined through an engineering study. The study is based upon nationally accepted standards that include a full review of roadway characteristics. These characteristics include traffic volumes, crash history, highway geometry, roadside culture and density, etc.

The principal factor used in establishing speed zones is the 85th percentile speed (the speed at or below which 85 percent of the vehicles are traveling). Most motorists drive in a reasonable and prudent manner, selecting their driving speeds so as to arrive at their destination safely. Regulatory signs are posted for those drivers who are unable to judge the capabilities of their vehicles (e.g., stopping, handling) or cannot anticipate roadway geometry and roadside conditions sufficiently to determine appropriate driving speeds. Studies suggest posting speeds near the 85th percentile speed minimizes crash occurrence and provides favorable driver compliance.

The availability of enforcement for traffic speeds is an important consideration in establishing a posted speed. Appropriate speed zones coupled with consistent enforcement increases the safe operation of traffic by discouraging high risk behavior.”

The City is currently investigating the feasibility of submitting for a Speed Zone Investigation with ODOT prior to highway improvements. First, existing traffic speed information will need to be compiled and if it demonstrates that speeds have been reduced, the City will submit a formal Speed Zone Investigation application to lower the posted speed between Veterans Way and

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Odem Medo from 45 to 35 mph, and moving the 45 sign from Wickiup Ave to south of the interchange. If the data doesn't support the speed reduction, lowering the speed may have to wait until after traffic calming measures have been installed along the highway (i.e., street trees, buildings closer to the street, etc.).

4. **Gateway design and financing?** The southern approach to Redmond presents an opportunity for a gateway treatment to celebrate the arrival to the City. According to the Corridor Plan, this location is near the crest of the highway before it begins sloping down to the center of town, close to the proposed Elkhorn Avenue overpass. It is an engaging vista and deserves a landscape/sculptural treatment appropriate with the scale and drama of the view. Other possible locations for a gateway feature are in the jug handles of the Yew Avenue/US 97 interchange where there is a lot of unused space. The Corridor Plan does not provide a specific design, although does include examples from other communities and recommends the formation of a Citizens Advisory Committee to guide the discussion on the gateway feature.

- Recommendation for Resolution: Form a Citizens Advisory Committee to come up with gateway feature recommendations, including location, type of feature and ways to fund.

C. Access Management - Unresolved Issues:

1. **Financing for local street system improvements.** The Corridor Plan does not provide a recommendation on how the local street system (i.e. frontage/backage roads) will be financed. Possible funding sources are through private development, the City's Capital Improvement Program (CIP) or other funding mechanism, such as local improvement district or urban renewal district. The cost estimates from the Plan say that the 100 feet of frontage/backage road will cost around \$108,000. The unresolved Issue is who funds the local street system – public or private?

- Recommendation for Resolution: Possible solutions: require private development to construct the portion of frontage/backage road on their property.

Scott Woodford, Associate Planner

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**SOUTH US 97 CORRIDOR PLAN IMPLEMENTATION
PROJECT ADVISORY COMMITTEE MEETING #1**

Redmond Fire and Rescue Training Room, 341 NW Dogwood Avenue

Thursday, April 18, 2013

6:00-8:00 PM

Meeting Summary

- I. **CALL TO ORDER** - Meeting called to order about 6:03PM
- II. **WELCOME AND INTRODUCTIONS** - Scott Woodford, project manager welcomed everyone to the first PAC meeting.
- III. **PURPOSE OF THIS PROJECT** - Mayor Endicott made some introductory remarks stating that there have been some changes in the access management rules that may provide more flexibility and the City's participation on the TRIP 97 committee, which seeks to change the way ODOT looks at traffic management-trying to have them look at management from a corridor perspective - LaPine all the way to Madras and that they are receiving positive feedback.

Mr. Woodford provided a brief overview of the why the City is initiating the project and what we hope to accomplish. The master plan was completed in 2010, but not adopted. The Redmond Development Commission made the implementation of the South US 97 Master Plan a priority to implement aspects of the Plan that all of the stakeholders could agree on. This step is not to open up the Plan contents, but there is flexibility on how we moved forward and that is the reason for convening the PAC.

Charley Miller inquired as to why the Corridor Plan was never adopted.

Community Development Director, Heather Richards said the Plan was taken to the Planning Commission who reviewed it for several months, but due to some controversial and budget issues, it was never approved and passed on to Council.

At this point, the group went around the room and introduced themselves, the property or business they represent or as a community member and why they wanted to be on the committee.

- IV. **BACKGROUND OF SOUTH US 97 CORRIDOR PLAN** - Ms. Richards provided a thorough background of the Plan via a Power Point Presentation, including the elements of the Plan, the history of the discussion, and the resolved and unresolved issues that the PAC will need to deliberate about.

Paul Rodby inquired if the community and others have the money to achieve all of the items on the implementation wish list.

Mayor Endicott replied that the TRIP 97 might provide some funding.

Prompted by questions from the PAC, Ms. Richards said that TRIP 97 is a collaborative multi-agency effort focused on a practical approach to planning and funding transportation improvements in the US 97 corridor and removing transportation-related obstacles to growth. It tries to create a corridor and area-wide travel time-based mobility standard, instead of the typical intersection-by-intersection volume-to-capacity ratio method mobility standard. It also looks at funding mechanisms that take small bites from many different sources tied to growth and growth-related congestion and other system mobility issues.

Ms. Richards continued that other funding sources may be public and private dollars, SDC (Service Development Charges) funds, local improvement district, or extension of the urban renewal authority.

Mayor Endicott added that there is starting to be pushback from the taxing districts with TIF financing because of a freezing of property taxes associated with that type of funding.

Mike Caccavano, City Engineer, provided a brief overview of the Quartz Avenue extension and the fact that it won't likely extend to the east over the railroads due to the railroads' objection to any new crossings of the track.

Charley Miller asked if we would be able to resolve all of the outstanding issues.

Ms. Richards replied that we may not be able to, but we don't have to give up on the process because of the good possibility of implementing some of the items.

Solomon Kaleialoha asked if someone from the Canal District would be on the PAC.

Mr. Richards replied that we could invite them and see if they are interested, otherwise we can bring them into the discussion when we need their feedback.

Jake Ertle said that some of the proposed implementation measures, such as the design standards, could have an impact on those trying to lease out spaces, so he asked if there any commercial brokers on the PAC.

Mr. Richards said we could add that if the members of the PAC agreed, which they did. She recommended Ken Streater and said we would contact him.

V. **PURPOSE AND ROLE OF PROJECT ADVISORY COMMITTEE (PAC)** - Mr. Woodford explained the role of the PAC which was to help the City and ODOT work through the unresolved issues from the Corridor Plan and refine the Implementation Plan for presentation to Council and to discuss possible funding sources. Mr. Woodford outlined how the PAC was formed in that broad representation was sought and there was strong response and not everyone was able to get on, but that it was likely someone who was appointed represented their viewpoint. The city will keep a list of emails for those not on the PAC, but interested in staying abreast of the discussion. We have one ad hoc member who is from outside the area, but travels through Redmond often and we wanted to include that perspective. Each member has a vote, but not the ad hoc member.

VI. **PURPOSE AND ROLE OF TECHNICAL ADVISORY COMMITTEE (TAC)** - Mr. Woodford explained the role of the TAC which was to provide technical analysis of concepts raised in the PAC meetings and that it consisted of city staff, ODOT and the Department of Land, Conservation and Development.

VII. **CITY PROCESS AND THE ROLE OF LIAISONS TO REDMOND DEVELOPMENT COMMISSION AND PLANNING COMMISSION** - Since this is a RDC project, there are several liaisons on the committee who will monitor the discussion and be able to report back to the full committee so that there is continuity when this comes in front of them later. The same is true with the Planning Commission - there is one liaison from that group.

Mr. Rodby suggested we have a City Council liaison for the same reasons as noted above. Staff said they would inquire about interest.

VIII. **PROCESS FOR IMPLEMENTATION PLAN** - Mr. Woodford provided the process for implementation, which should take approximately 6-7 months and we will review the list of unresolved issues and attempt to refine the Implementation Plan for presentation to RDC and City Council for acknowledgement, after which amendments to the Development Code, the Comprehensive Plan, and the Transportation Systems Plan will commence along with planning for possible physical improvements.

IX. **NEXT STEPS/ADJOURN** - The meeting was adjourned at about 7:45PM