



URBAN RENEWAL DISTRICT AGENCY BOARD

June 10, 2014

Council Chambers • 777 SW Deschutes Avenue

BOARD MEMBERS

George Endicott
Chair

Tory Allman
Board Member

Joe Centanni
Board Member

Camden King
Board Member

Ginny McPherson
Board Member

Ed Onimus
Board Member

Jay Patrick
Board Member

JUNE 10, 2014	MEETING AGENDA	FOLLOWING P.M. COUNCIL MEETING
I. CALL TO ORDER / ESTABLISH A QUORUM		
II. MINUTES		
A. Minutes of May 27, 2014, Special Urban Renewal District Agency Board Meeting		Exhibit 1
III. BID AWARD		
A. Evergreen Gateway Improvement Project		Exhibit 2
IV. PUBLIC HEARINGS		
A. Adopting the Urban Renewal District Agency FY 2014/15 Budget		Exhibit 3
i. URD Res. #2014-02 – A resolution adopting the FY 2014/15 budget, establishing the tax increment authority and appropriating funds.		
ii. URD Res. #2014-03 – A resolution to collect 100% of the division of tax for the Downtown Urban Renewal Fund and categorizing the tax increment for taxes as provided for in the FY 2014/15 adopted budget.		
IV. ACTION ITEMS		
A. URA Res. #2014-04 – A resolution of the Redmond Urban Renewal Agency to make budget adjustments.		Exhibit 4
V. OTHER BUSINESS		
VI. ADJOURN		

Regular Council meetings are broadcast live on COTV11 – BendBroadband Channel 11 beginning at 7:00 p.m. on the 2nd and 4th Tuesdays of each month. Rebroadcasts are scheduled for the non-meeting Tuesdays at 7:00 p.m., and Sunday at 1:00 p.m.

Anyone needing accommodation to participate in the meeting must notify Mike Viegas, ADA Coordinator, at least 48 hours in advance of the meeting at 541-504-3032, 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 does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.

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

SPECIAL CITY OF REDMOND URBAN RENEWAL DISTRICT AGENCY BOARD MEETING WAS HELD MAY 27, 2014, IN THE CITY COUNCIL CHAMBERS.

BOARD MEMBERS PRESENT: Tory Allman – Joe Centanni – George Endicott – Ginny McPherson – Ed Onimus – Jay Patrick

BOARD MEMBERS EXCUSED: Camden King

STAFF PRESENT: City Manager Keith Witcosky – Assistant City Manager Sharon Harris – City Attorney Steve Bryant – Police Chief Dave Tarbet – Public Works Director Bill Duerden – City Engineer Mike Caccavano – City Recorder Kelly Morse – Community Development Director Heather Richards – CIS Administrator Sheri Cleveland – Finance/Budget Manager Jason Neff

MEDIA PRESENT: Leslie Pugmire-Hole, Redmond Spokesman

Chair Endicott called the meeting to order at 8:13 p.m. and established a quorum.

MINUTES

A. Minutes of February 25, 2014, Special Urban Renewal District Agency Board Meeting (Exhibit 1)

Allman moved, seconded by Centanni, to approve the minutes of February 25, 2014, motion passed. (Allman-yes, Centanni-yes, Endicott-yes, King-absent, McPherson-yes, Onimus-yes, Patrick-yes)

ACTION ITEMS

A. Center City Housing Study: Housing Development Strategy (Exhibit 2)

Community Development Director Heather Richards presented the Council with the Downtown Urban Renewal Advisory Committee's recommendation on the Center City Housing Strategy. Ms. Richards reviewed the background of the plan, goals for housing in the Downtown Urban Renewal District, and Redmond demographic trends which include:

1. Strong population growth
2. 68 percent families, growing household size
3. Median income 25 percent lower than the county
4. Outflow of young singles, inflow of young families
5. 9 percent annual growth in 55 to 75 year olds
6. Unemployment still elevated, loss of construction jobs
7. Over 8,000 new households projected over 20 years
8. Roughly 60 percent home ownership, 40 percent rental

Ms. Richards reviewed results of the housing preferences survey, described the resident focus groups, discussed zoning within the area and real market value per square foot, potential opportunity areas, financial feasibility analysis methodology, development dynamics, challenges and targets, and the economic impact analysis. Housing strategies are as follows:

- Housing Strategy 1: Establish a Housing Development Assistance Program
- Housing Strategy 2: Support Development of Duplexes
- Housing Strategy 3: Reduce Parking Standards for Some Multi-Family and Accessory Units
- Housing Strategy 4: Improve Public and Neighborhood Amenities
- Housing Strategy 5: Marketing Efforts
- Housing Strategy 6: Financing for Pilot Projects

Centanni moved, seconded by Onimus, to adopt the Center City Housing Study: Housing Development Strategy, motion passed. (Allman-yes, Centanni-yes, Endicott-yes, King-absent, McPherson-yes, Onimus-yes, Patrick-yes)

There being no further business, the meeting was adjourned at 8:52 p.m.

DRAFT

Prepared by Kelly Morse, City Recorder

APPROVED by the Board and SIGNED by the Chair this 10th day of June, 2014.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND
Community Development Department

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STAFF REPORT

DATE: June 10, 2014
TO: Urban Renewal Board Members
THROUGH: Keith Witcosky, City Manager
FROM: Heather Richards, Community Development Director
SUBJECT: Award Construction Contract for Evergreen Gateway Improvement Project

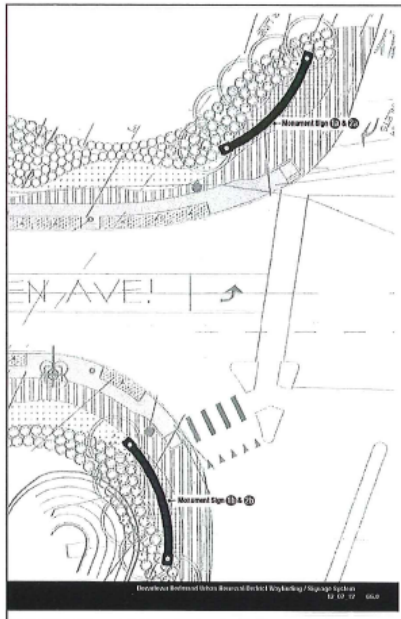
Addresses Council Goal:

7. Urban Renewal: 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.

Report in Brief:

Community Development requests approval to enter into a \$67,043.00 contract with Able General Contracting LLC for the Evergreen Gateway Improvement Project.

Map:



Two retaining walls with “Welcome to Redmond” will be installed at the north entry and south entry of the Evergreen Avenue exit of US 97.

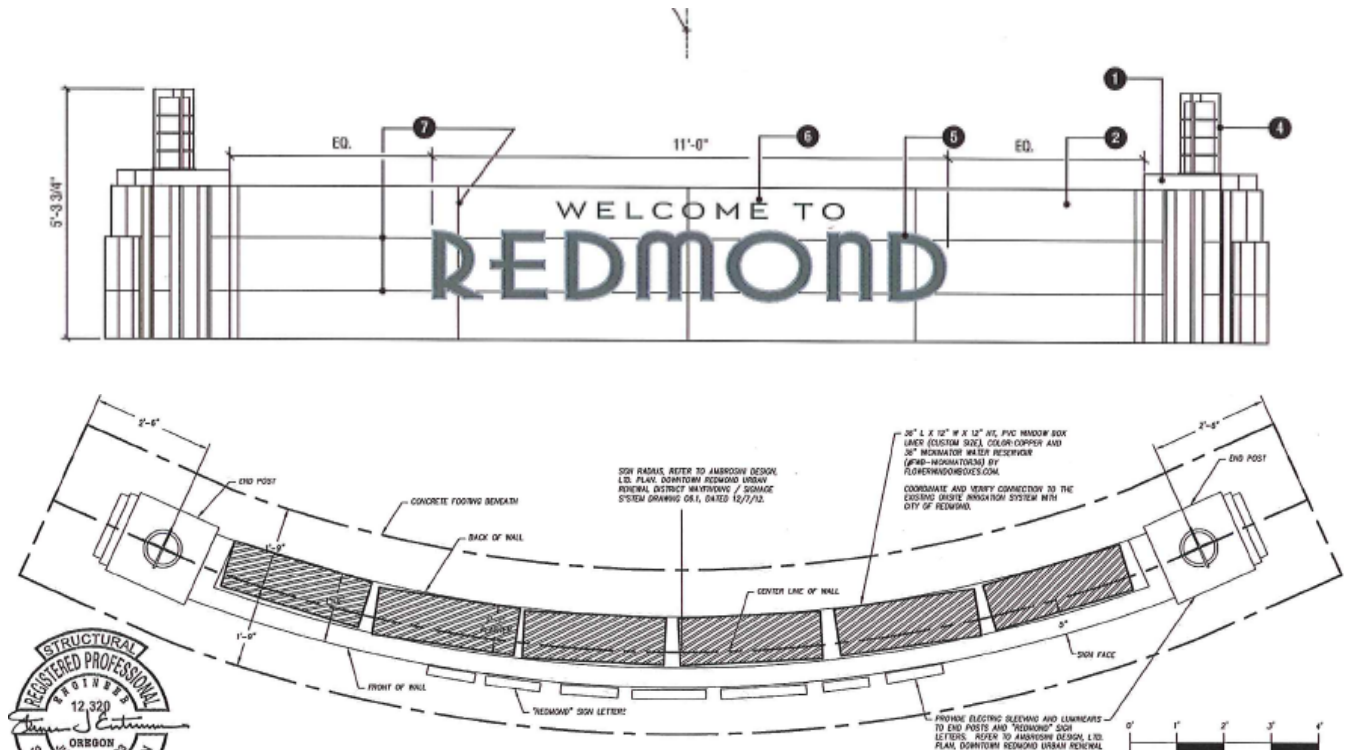
Background:

This project represents a combination of the US 97 Highway Beautification effort and the Downtown Wayfinding project in the Downtown Urban Renewal Plan, consisting of installing two retaining walls at the Evergreen exit of US 97, one either side of Evergreen with a “Welcome to Redmond” sign on the front of the retaining walls. The retaining walls will be constructed with similar materials to the Eastern Y improvements, and will include concrete pilasters on each end that replicate the original Art Moderne

pilasters on the recently restored City Hall building. Letters on the sign will be backlit for visibility at night. Planter boxes for annual flowers will be installed as part of the retaining walls to continue the flower planting program in the Downtown.

This project should provide some beautification at this exit of US 97 and also provide signage for Redmond on US 97. Welcome to Downtown signs will be installed through a separate bidding process two blocks west on Evergreen Avenue.

A similar project will be installed at the Highland / Glacier exit of US 97 as part of the Flag Monument project which will go out to bid later in the summer.



Discussion:

The City of Redmond informally bid and procured construction services per ORS Section 279C and the Oregon Department of Justice Oregon Administrative Rules Division 49 for intermediate construction procurement that do not exceed \$100,000. Two contractors submitted bids on the project. One contractor was disqualified for an incomplete proposal. The qualifying bid by Able General Contracting LLC was the lowest bid at \$67,043.00. The engineer's estimate was \$70,000.00

Fiscal Impact:

Costs for improvements are included in the FY 2013/14 approved Urban Renewal budget.

Fund	Fund Number	Amount
Downtown Urban Renewal Development Fund	32600-61-614-07-00-18	\$67,043.00
Total:		\$67,043.00

Alternative Courses of Action:

1. Authorize the City Manager to sign the contract with Able General Contracting LLC.
2. Reject all bids.
3. Request additional information.

Recommendation/Suggested Motion:

"I move to authorize the City Manager to sign the contract with Able General Contracting LLC for the Evergreen Gateway Improvement Project in the amount of \$67,043.00.

Heather Richards,
Community Development Director



**CITY OF REDMOND
URBAN RENEWAL AGENCY**

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STAFF REPORT

DATE: June 10, 2014
TO: Redmond Urban Renewal Board
THROUGH: Keith Witcosky, City Manager / Budget Officer
FROM: Jason Neff, Finance / Budget Manager
SUBJECT: FY 2014/15 Budget Adoption

Report in Brief:

Attached are the required resolutions to adopt and implement the City of Redmond's Urban Renewal Agency FY 2014/15 Budget.

Background:

In April of this year, the City of Redmond Urban Renewal Agency Budget Committee met, reviewed and approved the FY 2014/15 City of Redmond Urban Renewal Agency Budget as outlined in the appropriations resolution. Also attached is a resolution to collect the tax increment revenue for the Downtown Urban Renewal Agency.

No recommended changes have been identified between the Budget Committee's approval of the budget and the attached resolutions.

Appropriations Resolution (Resolution #2014-02):

This resolution categorizes the expenditures for the FY 2014/15 for the Urban Renewal Agency.

Tax Increment Resolution (Resolution #2014-03):

Allows for the Collection of 100% of the Division of Tax Revenue for the Downtown Urban Renewal Agency.

Fiscal Impact:

Authorizes Urban Renewal expenditures for FY 2014/15 totaling \$17,303,866.

Alternative Courses of Action:

1. Approve the two attached resolutions.
2. Amend the attached resolutions.

Recommendation/Suggested Motion:

Motion #1:

"I move to adopt Resolution Number 2014-02."

Motion #2:

"I move to adopt Resolution Number 2014-03."

**URBAN RENEWAL AGENCY RESOLUTION
URA RESOLUTION NO. 2014-02**

A RESOLUTION ADOPTING THE FY 2014/15 BUDGET, ESTABLISHING THE TAX INCREMENT AUTHORITY AND APPROPRIATING FUNDS.

NOW, THEREFORE, be it resolved by the Redmond Urban Renewal Agency Board as follows:

SECTION ONE: The Agency Board hereby adopts the FY 2014/15 budget as approved by the Budget Committee, in the total sum of \$17,303,866 now on file at City Hall.

SECTION TWO: The amounts for the fiscal year beginning July 1, 2014 and for the purposes shown below, are hereby appropriated as follows:

DOWNTOWN UR DEVELOPMENT FUND	
Materials & Services	\$ 3,110,169
Capital Outlay	\$ 12,054,714
TOTAL	\$ 15,164,883

DOWNTOWN UR DEBT SERVICE FUND	
Materials & Services	\$ 1,000
Debt Service	\$ 1,649,000
Transfers	\$ 488,983
TOTAL	\$ 2,138,983

ADOPTED by the Agency Board and **SIGNED** by the Chair this 10th day of June, 2014.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder

**URBAN RENEWAL AGENCY RESOLUTION
URA RESOLUTION NO. 2014-03**

A RESOLUTION TO COLLECT 100% OF THE DIVISION OF TAX FOR THE DOWNTOWN URBAN RENEWAL FUND AND CATEGORIZING THE TAX INCREMENT FOR TAXES AS PROVIDED FOR IN THE FY 2014/15 ADOPTED BUDGET.

NOW, THEREFORE, be it resolved by the Redmond Urban Renewal Agency Board of the City of Redmond as follows:

SECTION ONE: Redmond Urban Renewal Agency Board hereby elects to collect 100% of the Division of Tax revenue for the Downtown Urban Renewal Area adopted FY 2014/15 budget.

The following allocation and categorization, subject to the limits of Section 11b, Article XI of the Oregon Constitution, make up the amount to be collected:

	Urban Renewal <i>(Subject to Measure 5 Limits)</i>
Division of Tax:	100%

ADOPTED by the Board and **SIGNED** by the Chair this 10th day of June, 2014.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder



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URBAN RENEWAL AGENCY**

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STAFF REPORT

DATE: June 10, 2014
TO: Urban Renewal Agency Board of Directors
THROUGH: Keith Witcosky, City Manager
FROM: Jason Neff, Finance / Budget Manager
SUBJECT: Adopt FY 2013/14 Budget Adjustments #1 Resolution

Report in Brief:

The attached resolution makes budget adjustments to two funds due to unplanned expenditures and revenues in the FY 2013/14 budget.

Background:

Oregon Revised Statute 294.338 allows for specific exceptions to local budget law and allows for certain expenditures which are not required to go through a supplemental budget process (budget appropriation adjustments).

Discussion:

The resolution includes the following budget appropriation adjustments to the funds listed below:

- Recognizing Loan/Bond Transactions for Urban Renewal Projects:**
 In FY 2013/14 the City of Redmond General Fund issued Full Faith and Credit bonds for Downtown Urban Renewal Projects. The bond proceeds (net of debt issuance costs) were loaned to the Urban Renewal Agency to refund the outstanding Urban Renewal bonds and to finance new Downtown Urban Renewal projects. The budget needs to be adjusted to reflect the receipt of loan proceeds from the City of Redmond, the refunding of the outstanding bonds and the transfer of project financing to the Development Fund. The adjustment is considered to be administrative since the bond issuance and loan to URA were previously approved by City Council and URA Board resolutions. The transactions/budget adjustments are summarized below:

Debt Service Fund

Debt Proceeds	\$ 21,487,472	Transfers	\$ 12,663,225
		Special Payments (Refund outstanding bonds)	\$ 8,824,247
Total Change to Resources	\$ 21,487,472	Total Change to Expenditures	\$ 21,487,472

Development Fund

Interfund Transfers	\$ 12,663,225	Reserve for Future Expenditure (Unappropriated)	\$ 12,663,225
Total Change to Resources	\$ 12,663,225	Total Change to Expenditures	\$ 12,663,225

Recommendation/Suggested Motion:

"I move to adopt URA Resolution #2014-04 adjusting the Urban Renewal Agency's FY 2013/14 budget."

**REDMOND URBAN RENEWAL AGENCY
URA RESOLUTION NO. 2014-04**

A RESOLUTION OF THE REDMOND URBAN RENEWAL AGENCY TO MAKE BUDGET ADJUSTMENTS.

WHEREAS, the Redmond Urban Renewal Agency will have unexpected and unbudgeted resources and expenditures for FY 2013/14.

WHEREAS, Oregon Revised Statute 294.338 delineates certain exceptions to Oregon Local Budget Law, where the governing body (Board of Directors) of a municipality may change appropriation authority by resolution.

NOW, THEREFORE, be it resolved by the Redmond Urban Renewal Agency Board of Directors as follows:

SECTION ONE: The Redmond Urban Renewal Agency Board of Directors hereby adopts the following Budget Adjustments for FY 2013/14, in the following funds with the following changes, now on file at City Hall.

SECTION TWO: The amounts for the fiscal year beginning July 1, 2013, are hereby adjusted as follows:

<u>DEBT SERVICE FUND</u>	<u>Resources</u>	<u>Expenditures</u>
Debt Proceeds	\$ 21,487,472	
Transfers		\$ 12,663,225
Special Payments		\$ 8,824,247
Change to Debt Service Fund		\$ 21,487,472
Change to Debt Service Fund – Total Appropriations		\$ 21,487,472
<u>DEVELOPMENT FUND</u>	<u>Resources</u>	<u>Expenditures</u>
Interfund Transfers	\$ 12,663,225	
Reserve for Future Expenditure		\$ 12,663,225
Change to Development Fund		\$ 12,663,225
Change to Development Fund – Total Appropriations		\$ 0

In FY 2013/14 the City of Redmond General Fund issued Full Faith and Credit bonds for Downtown Urban Renewal Projects. The bond proceeds (net of debt issuance costs) were loaned to the Urban Renewal Agency to refund the outstanding Urban Renewal bonds and to finance new Downtown Urban Renewal projects. The budget needs to be adjusted to reflect the receipt of loan proceeds from the City of Redmond, the refunding of the outstanding bonds and the transfer of project financing to the Development Fund.

SECTION THREE: This resolution shall be effective this 10th day of June 2014.

ADOPTED by the Urban Renewal Agency Board of Directors and **SIGNED** by the Chairman this 10th day of June 2014.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder