



**CITY OF REDMOND**  
Community Development Department

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## **DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE**

### MINUTES

**December 14, 2015**

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

**Advisory Members Present:** Chair Brad Smith, Vice-Chair Donald Crouch, Sam Blackwell, Edwin Danielson, Paul Hansen, Thomas Kemper, Trish Pinkerton (*absent: Denys Middleton, Gib Stephens*)

**Student Ex Officio:** David Purkey

**City Staff:** Heather Richards, *Community Development Director*; Chuck Arnold, *Economic Development/Urban Renewal Project Manager*; Ginny McPherson, *Assistant Project/Program Coordinator*; Keith Witcosky, *City Manager*; George Endicott, *Mayor*; Cameron Prow, TYPE-Write II

**Council Liaison:** Tory Allman

**Visitors:** Erma Hansen

**Media:** None

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

### **CALL TO ORDER – INTRODUCTIONS**

Chair Smith called the regular session to order at 5:02 p.m. with a quorum of members (7 of 9) present. Following introductions, he closed the regular session and opened the executive session at 5:03 p.m.

#### **I. EXECUTIVE SESSION**

Chair Smith 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Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.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 Smith closed the executive session and reopened the regular session at 5:34 p.m.

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

There were no motions as a result of the executive session.

#### **III. WORK SESSION – PROJECT UPDATES**

##### **C. Property Rehabilitation Loan**

Mr. Arnold reported that Robertson Price LLC recently applied for a loan of \$70,861 to create a kitchen incubator. The loan will be used to help pay for interior improvements in an approximately 7,000-square-foot building on Glacier Avenue. Kitchen incubators provide opportunities for small food service/production businesses to lease kitchen space

and Central Oregon has a shortage of this type of space. The City is prepared to enter a loan agreement with Dick Robertson and Dave Price who have contractors ready to go.

Ms. Richards said this loan proposal will be presented to the Urban Renewal Board on December 15, 2015. The firm will also use grants to make some exterior improvements.

DURAC members discussed the scope of the City's responsibility, project financing, loan structure (50% match, 10-year term, 3.25% interest/Wall Street Journal prime rate), and potential uses of this facility.

**Motion 1** (7/0/0): Mr. Kemper moved to recommend approval of the \$70,861 property rehabilitation loan to Robertson Price LLC (Dick Robertson and Dave Price) under the ten-year loan program for the Busy Chef project. Mr. Crouch seconded the motion which passed unanimously.

Mr. Blackwell asked about the status of the downtown ODOT (Oregon Department of Transportation) property. Mr. Arnold said it had been sold.

Mr. Arnold reported his activities included outreach to the investment community about opportunities in Redmond and educating Redmond businesses about the property assistance program.

A. Midtown Plan

Ms. Richards reported a good turnout at the City's December 9 workshop by stakeholders, property owners, tenants, residents, DURAC members, and Planning Commissioners. She summarized the action plan and next steps in the review process.

DURAC concerns included needing more time for review, flexibility to change the plan in the future, increasing the ratio of residents to commercial space in mixed-use areas, increasing residents in Midtown, and presenting the Midtown Plan to the Planning Commission for feedback prior to DURAC's recommendation to the Urban Renewal Board.

Following discussion, DURAC members agreed by consensus to forward the Midtown Plan to the Planning Commission for presentation at the Planning Commission's next meeting and asked staff to notify them in advance of the presentation date.

B. Property Assistance Program

Mr. Arnold summarized (PowerPoint) the history, background, program successes, and current projects. The City has leveraged \$1 million to realize over \$2 million in improvements. Since 2006, 168 projects in the Downtown Overlay District have benefited from this program to make building façade and signage improvements. He outlined his efforts to market this program to downtown businesses and private property owners and to follow up with property owners regarding removal of pole signs.

Ms. Richard suggested targeting properties needing enhancement whose owners have been reluctant to participate in this program.

DURAC members discussed ways to increase the pace of blight removal. Specific concerns included converting overhead utilities to underground and re-using the old Rite-Aid and Cent-Wise buildings.

Ms. Richards said the City was in dialogue with the property owner, Wagner Mall, about its redevelopment vision for the Rite-Aid building. Owners of the Cent-Wise building are exploring options but none have materialized yet.

### **LIAISON COMMENTS**

Councilor Allman requested an update on marketing the downtown area to potential catalytic tenants. Ms. Richards replied that assistance with a downtown market analysis and a marketing campaign for the Professional Business Medical District would be provided by University of Oregon students through the Sustainable Cities Initiative Program during winter term 2016.

Mr. Blackwell suggested a citywide branding policy (or vision) with subsets for each district would be more efficient and less time-consuming than the piecemeal approach currently employed. His idea sparked a discussion about how the City markets the community and its individual districts. Ms. Richards explained the difference between urban design and branding. The City has adopted "Redmond the Hub" which is being referenced by people throughout the community. The City's public amenities design palette for the urban renewal district is being incorporated into the Dry Canyon and community gateways and dialogue is continuing about expanding it citywide. Goals in branding are to create a message and identify the target market for incentivized investments. She noted investors were unlikely to invest solely based on branding of a small geographic area, but would be more likely to do so because of opportunities in Redmond.

### **CITIZEN COMMENTS**

None.

### **STAFF COMMENTS**

Ms. Richards outlined the Urban Renewal Board and Council agendas for December 15. Staff will update Council on the Evergreen project including the overall cost (\$11.4 million), guaranteed maximum price (\$9.255 million), and urban renewal's share (\$2.3 million). In response to community requests for more public meeting space, Council decided to occupy a larger percentage of the building. This decision increased the original projected cost (\$5 million) for half the building. She summarized building usage plans including a 5- to 10-year growth plan. Due to a great bond deal, the impact on the City's General Fund will remain the same and the annual General Fund payment will be lower than originally anticipated. There is no impact to services or taxes. The substantial completion date will be December 31, 2016, with move-in occurring in February 2017.

Next meeting: Monday, January 11, 2016, 5 p.m.

Tentative agenda: election of 2016 officers

### **DURAC COMMENTS**

Mr. Hansen asked for a copy of the architectural requirements checklist and confirmed with Ms. Richards that Housing Subcommittee members could start talking to potential investors. He recommended moving forward on a Request for Proposals (RFP) as soon as possible. Mr. Arnold said he was preparing a PowerPoint for a housing update to the Urban Renewal Board on December 15 and was hoping to issue the RFP on December 16, 2015, with a submission deadline of January 15, 2016. He reported spreading the word through his contacts and requested contact lists from DURAC. Ms. Richards said interviews of those who submit proposals could begin during the last two weeks in January 2016, so the Housing Subcommittee could present its recommendations at the February DURAC meeting.

Mr. Blackwell requested a status report on the Redmond Hotel. Ms. Richards and Mr. Arnold discussed issues preventing this project from moving forward. Ms. Richards reported meeting a boutique hotel

owner-operator during the Astoria site visit with experience in restoring older hotels in Astoria and Albany and who expressed interest in the Redmond Hotel.

**ADJOURN**

With no further business, Chair Smith adjourned the meeting at 6:50 p.m.

APPROVED by the Redmond Downtown Urban Renewal Advisory Committee and SIGNED by me this 12TH day of February, 2016.

ATTEST:

/s/ Donald Crouch  
Donald Crouch  
Chair

/s/ Heather Richards  
Heather Richards  
Community Development Director