



**CITY OF REDMOND**  
Community Development Department

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## **DOWNTOWN URBAN RENEWAL ADVISORY COMMITTEE**

### MINUTES

**January 11, 2016**

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

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

**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*; Cameron Prow, TYPE-*Write II*

**Council Liaison:** Tory Allman

**Visitors:** Erma Hansen

**Media:** 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 Smith called the regular session to order at 5:03 p.m. with a quorum of members (8 of 9) present.

Chair Smith closed the regular session and opened the executive session at 5:04 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Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.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 re-opened the regular session at 5:40 p.m.

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

None.

#### **APPROVAL OF MINUTES**

**Motion 1** (6/0/2): Mr. Crouch moved to approve the minutes from November 9, 2015. Ms. Pinkerton seconded the motion which passed with Mr. Blackwell, Mr. Crouch, Mr. Danielson, Mr. Hansen, Ms. Pinkerton, and Mr. Smith voting in favor, none opposed, and Mr. Kemper and Mr. Stephens abstaining due to their absence from the November meeting.

#### **COMMITTEE CHAIR ELECTION**

Chair Smith opened nominations for Chair for calendar year 2016. Mr. Kemper nominated Mr. Crouch as Chair for calendar year 2016. Mr. Crouch agreed to serve.

**Motion 2 (8/0/0):** Mr. Danielson moved to close the nominations for Chair. Mr. Kemper seconded the motion which passed unanimously.

Members voted unanimously in favor of Mr. Crouch as Chair for 2016.

Chair Smith turned control of the meeting over to new Chair Crouch.

Chair Crouch and all committee members thanked Mr. Smith for his service to DURAC and the Redmond community.

Chair Crouch opened nominations for Vice-Chair for calendar year 2016. Mr. Smith nominated Mr. Blackwell to serve as Vice-Chair for 2016. Mr. Blackwell declined the honor. Mr. Smith nominated Mr. Danielson to serve as Vice-Chair for 2016. Mr. Danielson agreed to serve.

Members voted unanimously in favor of Mr. Danielson as Vice-Chair for 2016.

### **WORK PLAN REVIEW**

DURAC members reviewed the work plan and requested further information on the circulation study and public parking project.

Ms. Richards said the City was ready to start working on a Request for Proposals from prospective consultants for the circulation study. Mr. Arnold identified clarifications needed on the Restaurant Capital Improvement Program, Property Assistance Program, and City Hall project.

### **LARCH STREETSCAPE PROJECT UPDATE**

Mr. Richards said she expected the Request for Proposals would go out to bid in mid-February 2016 along with an RFP for a water-line project. She reported that Mr. Arnold had been working with in-house staff on a plan to notify impacted property owners and stakeholders around the project area. Staff are also developing an overall communications plan to inform people about the project.

DURAC concerns included impact of this project on retail business owners and design of the stormwater drainage system.

### **LIAISON COMMENTS**

None.

### **CITIZEN COMMENTS**

None.

### **STAFF COMMENTS**

Mr. Arnold reported being approached about the possibility of developing two small multi-family housing projects downtown, one at Antler Avenue/7<sup>th</sup> Street and another on 3<sup>rd</sup> Street. Applications are continuing to come in for the Property Assistance Program including one for facade improvements from the developer of the kitchen incubator project. Mr. Arnold has been talking with property and business owners about what they need to do to comply with the pole sign removal program.

Ms. Richards announced the City hired a new building official who will start on January 19, 2016. She summarized his qualifications which included a strong knowledge base from 23 years as a building official for Douglas County and the City of Roseburg and a lot of certifications.

### **DURAC COMMENTS**

Chair Crouch welcomed Mr. Purkey and requested clarification on his status. Ms. Richards advised Mr. Purkey to reapply as a student ex officio member for 2016.

Chair Crouch said he was excited about helping DURAC to move forward. He thanked Mr. Smith again for his leadership.

Mr. Blackwell requested an update on the Midtown Area Plan. Ms. Richards replied she expected to present that plan at the Planning Commission meeting on February 1, 2016.

**DISCUSS FEBRUARY MEETING DATE**

Following discussion, members agreed to continue meeting on the 2<sup>nd</sup> Monday of each month at 5 p.m.

Next meeting: February 8, 2015, 5 p.m.

Tentative agenda: Larch Streetscape project (timeline, bid process, Professional Business Medical District Subcommittee meeting schedule), City communications plan

**ADJOURN**

With no further business, Chair Crouch adjourned the meeting at 6:13 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