



## URBAN RENEWAL DISTRICT AGENCY BOARD

February 11, 2025  
Council Chambers • 411 SW 9th Street

### BOARD MEMBERS

Ed Fitch  
*Chair*

Shannon Wedding  
*Board President*

Clifford Evelyn  
*Member*

John Nielsen  
*Member*

Kathryn Osborne  
*Member*

Jay Patrick  
*Member*

Cat Zwicker  
*Member*

### FEBRUARY 11, 2025

### MEETING AGENDA

### FOLLOWING P.M. COUNCIL MEETING

**I. CALL TO ORDER / ESTABLISH A QUORUM**

**II. MINUTES**

A. Minutes of June 11, 2024, Urban Renewal Agency Board Meeting

**III. ACTION ITEMS**

A. Downtown Ice Rink Concept Design Development Contract with OSPTS Architecture: \$83,410

**IV. ADJOURN**

Regular Council meetings are broadcast live on COTV11 – BendBroadband Channel 11 beginning at 6:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month. Rebroadcasts are scheduled for the non-meeting Tuesdays at 6:00 p.m.

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**CITY OF REDMOND URBAN RENEWAL AGENCY BOARD MEETING WAS HELD JUNE 11, 2024, IN COUNCIL CHAMBERS.**

**BOARD MEMBERS PRESENT:** Tobias Colvin – Clifford Evelyn – Ed Fitch – John Nielsen – Kathryn Osborne – Cat Zwicker

**BOARD MEMBERS EXCUSED:** Shannon Wedding

**STAFF PRESENT:** City Manager Keith Witcosky – Interim CDD Director Kyle Roberts – City Attorney Keith Leitz – Deputy City Manager/Chief Financial Officer Jason Neff – Airport Director Zachary Bass – Police Chief Devin Lewis – Communications Director Heather Cassaro – Billing & Collections Manager Valerie Taylor – Budget Analyst Herlinda Corn – Public Works Director/City Engineer Jessica MacClanahan – Finance Director James Wood – City Recorder Kelly Morse – Network Administrator Christian Armatas

**MEDIA PRESENT:** None

Chair Fitch called the meeting to order at 7:37 pm. A quorum was established.

**MINUTES**

**A. Minutes of February 13, 2024, Urban Renewal Agency Board Meeting**

Colvin moved, seconded by Nielsen, to approve the February 13, 2024, minutes as presented, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborne-yes, Zwicker-yes)

**PUBLIC HEARINGS**

**A. Fiscal Year 2024/2025 Budget Hearing and Adoption of the Urban Renewal Agency Annual Budget**

Chair Fitch opened the public hearing.

Deputy City Manager/Chief Financial Officer Jason Neff requested approval of URA Resolution #2024-01 which adopts the Urban Renewal Agency's Fiscal Year 2024/2025 budget. The resolution also establishes the tax rate for the Downtown and South 97 Urban Renewal Districts.

There being no further testimony, Chair Fitch closed the public hearing.

Nielsen moved, seconded by Colvin, to adopt URA Resolution #2024-01, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborne-yes, Zwicker-yes)

**OTHER BUSINESS**

There being no further business, the meeting was adjourned at 7:40 pm.

Prepared by ABC Transcription Services, Inc.  
Reviewed by Kelly Morse, City Recorder

APPROVED by the Board and SIGNED by the Chair this 11th day of February 2025.

\_\_\_\_\_  
Ed Fitch, Chair

ATTEST:

\_\_\_\_\_  
Kelly Morse, City Recorder



## CITY OF REDMOND

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# STAFF REPORT

**DATE:** February 11, 2025  
**TO:** Urban Renewal Agency Board  
**THROUGH:** Keith Witcosky, City Manager  
Steve Ashworth, Deputy City Manager  
Chuck Arnold, Economic Development/Urban Renewal Program Manager  
**FROM:** Meghan Gassner, Urban Renewal Program Analyst  
**SUBJECT:** Downtown Ice Rink Concept Design Development Contract with OSPORTS Architecture: \$83,410

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### Report in Brief:

This item requests the Redmond Urban Renewal Agency Board (RURA) approve a not-to-exceed services contract of \$83,410 with OSPORTS Architecture to provide master planning and conceptual design services for the Downtown Ice Rink Project.

### Background:

One of the longstanding goals of the Downtown Redmond Urban Renewal Area is to invest in opportunities to create recreational facilities catering to families. For more than a decade, a seasonal ice rink was constructed on the 7<sup>th</sup> Street Plaza. This small rink served the basic needs as a wintertime activity center. In early 2024, equipment utilized to create the ice failed. The system had functioned far beyond its expected life cycle and replacing parts was determined to be a poor investment. Discussion began immediately about exploring the development of a permanent rink with an expanded footprint, and multi-season uses.

The envisioned facility would serve as a multipurpose venue, providing year-round opportunities for active, outdoor family-friendly activities, and contribute to activating the downtown core by bringing families, youth, and tourists to the area. Such a facility would also provide an attractive amenity directly adjacent to the new library in the city's civic center.

The proposed site for the development is 777 SW Deschutes Avenue. This is the location of the soon-to-be vacated Redmond Police Department.

Staff performed detailed research with other cities to determine a path for exploring the feasibility and cost of developing a permanent ice rink in downtown Redmond. During this initial research, staff also reached out to several ice rink design-build firms seeking potential contractors to provide initial concept design development work.

Per ORS 279C.110, procurement of Professional Services, including Architectural Services contracts, can be direct-appointed up to \$100,000. This means no Request for Proposal (RFP) or bidding process is required for a contract of this size.

Several municipalities recommended OSPORTS and their partner, JBB Consultants and Engineers, for this initial design services work. OSPORTS provides architectural, planning, and design services for sports, recreation, and entertainment facilities around the country. JBB Consultants and Engineers specializes in ice rink and cooling equipment design and has worked on projects ranging from small community rinks to NHL arenas. Following a series of meetings between staff and OSPORTS exploring project feasibility and vision, OSPORTS submitted the proposal for consideration.

### Discussion:

This item for consideration is the first significant step in developing the Downtown Ice Rink. The scope of work associated with the contract includes:

- Two conceptual designs: including site plans, visioning deck of comparable facilities and programming, conceptual layouts, and seasonal use considerations
- Opinion of Probable Cost for both design concepts (including annual maintenance)
- Refrigeration and cooling comparable options
- Preliminary engineering and site requirements

*Estimated Timeline and RURA Decision Points:*

- Summer-Fall 2024: Project consideration; site selection; initial research
- February-June 2025: Concept Design Development
- Summer 2025: Concept Design and Amenities revisions, input, and final selection by policymakers
- Summer-Winter 2025: Site and Design review (City Planning and Engineering)
- Fall 2025: *\*RURA decision point to pursue, not pursue, or modify scale of project*
- Fall 2025: RFP for Owner’s Representative
- Winter 2025: Demolition of Police Department Building
- Winter 2025: RFP development for Design-Build Construction Contract
- Early 2026: Construction contract executed
- Spring 2026: Construction begins
- Winter 2026: Rink opens for holiday season

**Fiscal Impact:**

Funding is available for this contract through the Redevelopment Opportunity Fund. The Fund has \$17.3M remaining, \$7.5M of which is dedicated to a Family Recreation Project. Approval of this services contract will not cause any anticipated short-term Fund impacts (1 to 5 years) to other planned projects.

The contract amount of \$83,410 is within the City Manager's signing authority (of \$150,000). However, given the community's interest and that the ultimate capital investment requirements would be in the millions, staff and the City Council felt it rose to the level of a public presentation with a Council approval opportunity.

**Alternative Courses of Action:**

1. Approve the contract with OSPORTS in the amount not to exceed \$83,410.
2. Request additional information.
3. Do not award the contract.

**Recommendation / Suggested Motion:**

“I move to award a concept design development contract for the Downtown Ice Rink Project to OSPORTS Architecture in an amount not to exceed \$83,410 and authorize the City Manager to sign the contract.”



# DOWNTOWN ICE RINK UPDATE & DESIGN SERVICES CONTRACT: \$83,410

REDMOND URBAN RENEWAL AGENCY BOARD  
FEBRUARY 11, 2025



# TONIGHT'S DISCUSSION

**01** ICE RINK PROJECT BACKGROUND

**02** FEASIBILITY AND LOCATION

**03** CONCEPTUAL DESIGN SERVICES PROPOSAL



# HOW WE GOT HERE

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SLIDE / 3





# PROJECT FEASIBILITY & FUNDING

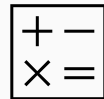
SLIDE / 4



**TOTAL PROJECT COST ESTIMATE:  
\$5M-7M**



**URBAN RENEWAL RESOURCES:  
REDEVELOPMENT ACTIVITY FUND  
UP TO \$7M**



**OTHER POTENTIAL RESOURCES:  
PARKS CIP  
TOURISM FUNDS  
STATE/FEDERAL GRANTS**





# POTENTIAL LOCATION: 777 SW DESCHUTES (CURRENT RPD)



- 1 ACRE LOT
- ADJACENT TO CIVIC CENTER, NEW LIBRARY, AND DOWNTOWN
- AVAILABLE LATE 2025
- CITY-OWNED





CONCEPTUAL  
DESIGN  
SERVICES  
PROPOSAL:  
\$83,410



## SCOPE OF WORK

Two conceptual designs

Visioning decks

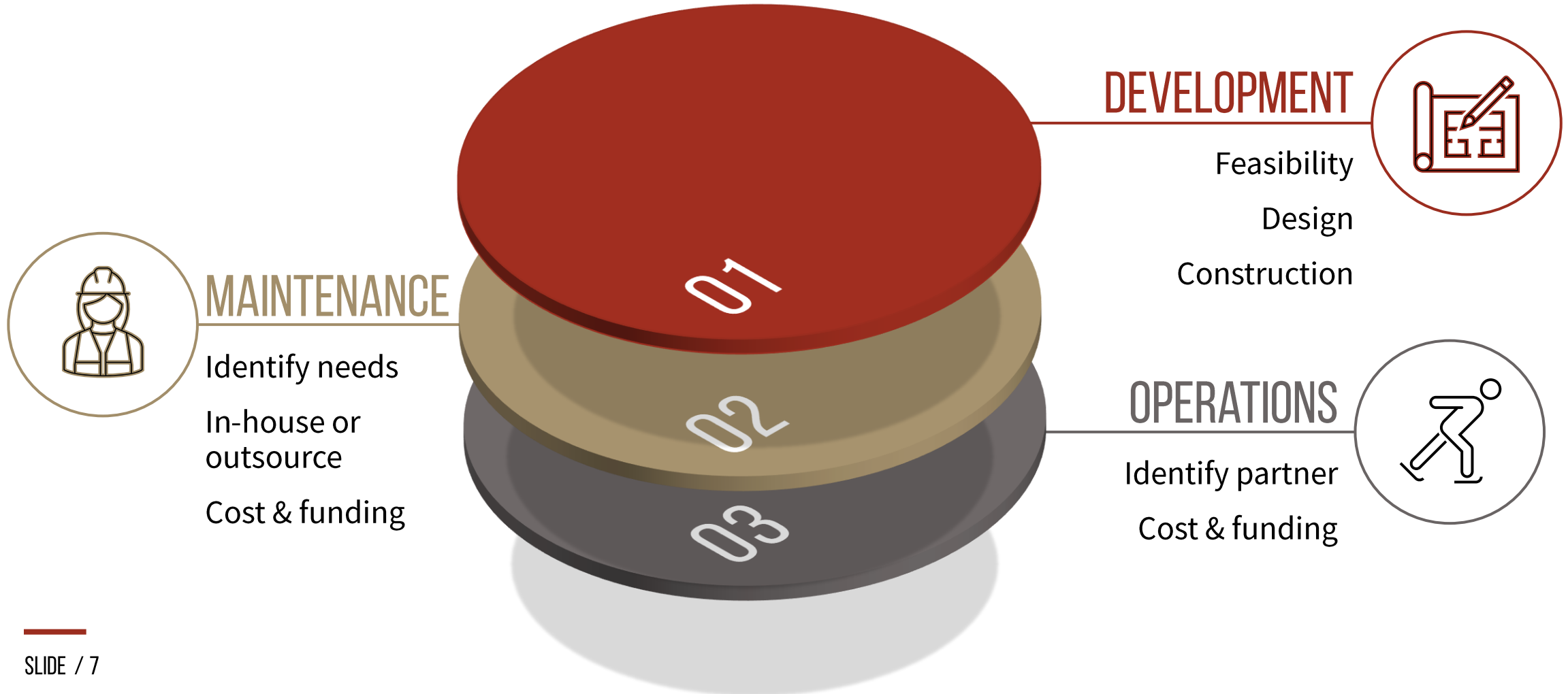
Preliminary engineering needs

Opinion of Probable Cost

Refrigerant system options

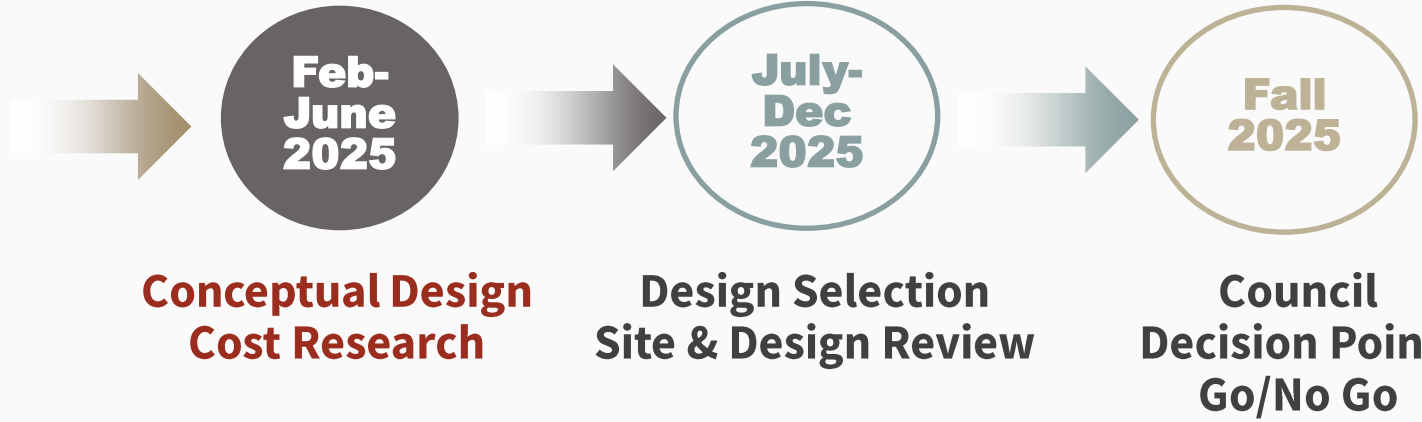
Winter/Summer uses

# PROJECT ELEMENTS

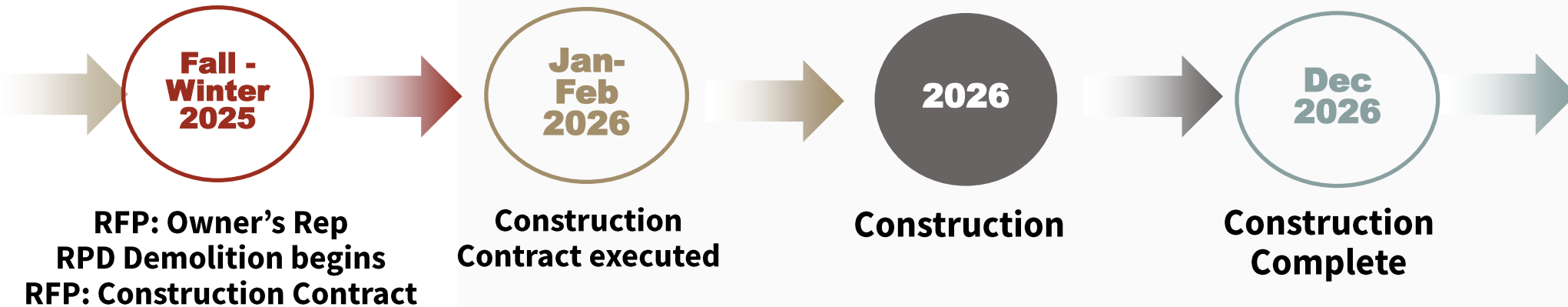




# DOWNTOWN ICE RINK



# DESIGN AND CONSTRUCTION TIMELINE





**QUESTIONS?**