



URBAN RENEWAL DISTRICT AGENCY BOARD

February 16, 2021
Council Chambers • 411 SW 9th Street

BOARD MEMBERS

George Endicott
Chair

Jay Patrick
Board President

Jon Bullock
Board Member

Krisanna
Clark-Endicott
Board Member

Clifford Evelyn
Board Member

Ed Fitch
Board Member

Shannon Wedding
Board Member

FEBRUARY 16, 2021

SPECIAL MEETING AGENDA

FOLLOWING P.M. COUNCIL MEETING

I. CALL TO ORDER / ESTABLISH A QUORUM

II. CONSENT AGENDA

- A. Minutes of November 26, 2019
- B. December 17, 2019
- C. Minutes of March 10, 2020
- D. Minutes of March 17, 2020
- E. Minutes of June 23, 2020

III. BID AWARDS / BID REJECTIONS

- A. Evergreen and 4th Parking Lot Project Construction Contract Award (DU2002);
\$282,906.30

IV. OTHER BUSINESS

V. ADJOURN

Regular Council meetings are broadcast live on COTV11 – BendBroadband Channel 11 beginning at 6:00 p.m. on the 2nd and 4th Tuesdays of each month. Rebroadcasts are scheduled for the non-meeting Tuesdays at 6:30 p.m.

The City of Redmond encourages all citizens to participate in its programs and activities. This meeting location is accessible to people with disabilities. Requests for accommodation may include sign language interpreter service, assistive listening devices, materials in an alternate format or any other accommodation. If any accommodations are needed, please contact the ADA Coordinator at 541-504-3036 or access@ci.redmond.or.us. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting.

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 NOVEMBER 26, 2019, IN THE CITY COUNCIL CHAMBERS.

BOARD MEMBERS PRESENT: Jon Bullock – Joe Centanni – Krisanna Clark-Endicott – George Endicott –Ginny McPherson – Jay Patrick

BOARD MEMBERS EXCUSED: Camden King

MEDIA PRESENT: None

Chair Endicott called the meeting to order at 7:43 p.m. and established a quorum.

MINUTES

- A. Minutes of November 13, 2018, Joint Meeting with Downtown Urban Renewal Advisory Committee, Special Urban Renewal Agency Board Meeting (Exhibit 1)
- B. Minutes of March 12, 2019, Special Urban Renewal District Agency Board Meeting (Exhibit 2)
- C. Minutes of September 10, 2019, Special Urban Renewal District Agency Board Meeting (Exhibit 3)
- D. URA Res. #2019-04 – A resolution of the Redmond Urban Renewal Agency to make budget adjustments. (Exhibit 4)

Board Member Centanni moved, seconded by Board Member Patrick, to approve the Consent Agenda as presented, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-absent, McPherson-yes, Patrick-yes)

ACTION ITEMS

- A. URA Res. #2019-02 – A resolution approving the Seventeenth Amendment to the Redmond Downtown Urban Renewal Plan (Exhibit 5)

Economic Development/Urban Renewal Programs Manager Chuck Arnold requested approval of URA Res. #2019-02 which amends the Redmond Downtown Urban Renewal Plan (Plan) by removing two properties from the List of Properties Acquired which were recently sold to Housing Works for Midtown Place.

Board Member Clark-Endicott moved, seconded by Board Member Bullock, to adopt URA Res. #2019-02 amending the Redmond Downtown Urban Renewal Plan to dispose of Tax Lots 151309DA00201 and 151309DA00501 for redevelopment, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-absent, McPherson-yes, Patrick-yes)

- B. URA Res. #2019-03 – A resolution approving the Eighteenth Amendment to the Redmond Downtown Urban Renewal Plan (Exhibit 6)

Mr. Arnold requested approval of URA Res. #2019-03 which amends the Plan by adding property located at Evergreen Avenue and 4th Street to the List of Properties Acquired. The parcel will be used for additional parking downtown.

Board Member McPherson moved, seconded by Board Member Centanni, to adopt URA Res. #2019-03 amending the Redmond Downtown Urban Renewal Plan to add Tax Lot 151316AA10300 to the List of Properties Acquired, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, McPherson-yes, Patrick-yes; King-excused)

- C. Housing Loan Agreement with Housing Works for Midtown Place Apartments (Exhibit 7)

Housing Works Executive Director David Brandt provided the board an overview of the need for affordable rental housing in Redmond and plans for Midtown Place, which will include 44 two-bedroom units and four three-bedroom units.

Financing for the \$12.9 million project will come from a variety of sources, including Low Income Tax Credits, Community Development Block Grant funds for purchase of the land, Urban Renewal System Development Charge credits, and loans from the Urban Renewal Agency and Housing Works.

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Board Member Patrick moved, seconded by Board Member McPherson, to approve \$2.97 MM of loan and grant funding to Housing Works for the development of Midtown Place and authorize the City Manager to execute the agreement.

Motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-absent, McPherson-yes, Patrick-yes)

OTHER BUSINESS

Mr. Arnold introduced Urban Renewal Programs Analyst Meghan Gassner who formerly served on DURAC.

There being no further business, the meeting was adjourned at 8:09 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the Board and SIGNED by the Chair this 16th day of February 2021.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder

**CITY OF REDMOND URBAN RENEWAL DISTRICT AGENCY BOARD MEETING WAS HELD
DECEMBER 17, 2019, IN THE CITY COUNCIL CHAMBERS.**

BOARD MEMBERS PRESENT: Jon Bullock – George Endicott – Camden King– Jay Patrick

BOARD MEMBERS EXCUSED: Joe Centanni – Krisanna Clark-Endicott - Ginny McPherson

MEDIA PRESENT: Jackson Hogan, The Bulletin

Chair Endicott called the meeting to order at 8:28 p.m. and established a quorum.

ACTION ITEMS

A. Contract with SZABO Landscape Architecture for Design and Construction Oversight for Re-Use of the Former City Hall Site (Exhibit 1)

Economic Development/Urban Renewal Program Specialist Meghan Gassner requested the Board approve a \$78,563.00 contract with SZABO Landscape Architecture for design and engineering services and construction management of the parking lot redevelopment of the former site of City Hall, 716 SW Evergreen Avenue. The 120-stall lot would serve downtown parking needs until the site becomes more attractive for multi-story redevelopment.

Before the vote, Board Member Bullock declared a potential conflict of interest. He is the executive director of a nonprofit that leases a building on the site and owns and leases buildings in the vicinity.

Board Member King moved, seconded by Board Member Patrick, to authorize the City Manager to execute the contract with SZABO Landscape Architecture for the design work and construction management of the former City Hall site, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-absent, Endicott-yes, King-yes, McPherson-absent, Patrick-yes)

OTHER BUSINESS

There being no further business, the meeting was adjourned at 8:37 p.m.

Prepared by Trish Pinkerton, Assistant to the City Recorder's Office

APPROVED by the Board and SIGNED by the Chair this 16th day of February 2021.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder

SPECIAL CITY OF REDMOND URBAN RENEWAL DISTRICT AGENCY BOARD MEETING WAS HELD MARCH 10, 2020, IN THE CITY COUNCIL CHAMBERS.

BOARD MEMBERS PRESENT: Jon Bullock – Joe Centanni – Camden King – Ginny McPherson – Jay Patrick

BOARD MEMBERS EXCUSED: Krisanna Clark-Endicott, George Endicott

MEDIA PRESENT: None

Board President Patrick called the meeting to order at 6:43 p.m. and established a quorum.

ACTION ITEMS

A. Kingwood Lofts SDC Buydown Request in the amount of \$130,000

Urban Renewal Program Analyst Meghan Gassner requested the Board's approval of an application for a \$130,000 buydown of System Development Charges (SDC) for the Kingwood Lofts project. The 26-unit project is located at 630 NW Kingwood Avenue. The Housing SDC Buydown Program is one of the tools used to encourage development of housing within the Urban Renewal District. Applicants are eligible to receive a \$5,000 waiver of SDC fees per housing unit, up to 30 units per project. The waived fees are paid to the City by the Agency on behalf of the developer, Bruce Dunlap. The project is estimated to cost \$3.5 million.

Developer Bruce Dunlap purchased the property about a year ago with plans to redevelop the site in two phases. Current tenants will be assisted with rehousing. When it is time to start Phase 2, tenants on the property will be given 6 months notice with a lump sum payment equivalent to 6 months rent.

The Board agreed to table the request until March 17, 2020, so they can receive more details on how tenants will be helped with relocation.

OTHER BUSINESS

There being no further business, the meeting was adjourned at 7:21 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the Board and SIGNED by the Chair this 16th day of February 2021.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder

SPECIAL CITY OF REDMOND URBAN RENEWAL DISTRICT AGENCY BOARD MEETING WAS HELD MARCH 17, 2020, VIA GO TO MEETING.

BOARD MEMBERS PRESENT: Jon Bullock (via conference phone) – Joe Centanni (via conference phone) – Krisanna Clark-Endicott (via conference phone) – George Endicott – Camden King (via conference phone) – Ginny McPherson (via conference phone) – Jay Patrick (via conference phone)

MEDIA PRESENT: None

Chair Endicott called the meeting to order at 6:00 p.m. and established a quorum.

ACTION ITEMS

A. Kingwood Lofts SDC Buydown Request in the amount of \$130,000

Urban Renewal Program Analyst Meghan Gassner provided a brief history of the items that transpired at the March 10 Board meeting. Ms. Gassner explained that staff met with Kingwood Lofts Developer Bruce Dunlap and Housing Works Executive Director David Brandt to work out details of housing transition, for those tenants who remain when construction of Phase 2 is announced. Upon completion of Phase 1, the motel units will not be re-leased upon tenant turnover. Tenants will be given 90-day notice along with information on the process and deadlines for applying for housing vouchers and other ad and lists of available rental housing.

Patrick stated he is satisfied that staff and Mr. Dunlap have worked out a situation that will work for the tenants. Bullock asked for clarification of when tenants become eligible for the subsidy. Ms. Gassner explained the clock starts with the 90-day notice adding that it is her understanding that Mr. Dunlap and his property manager intend to make it clear to all tenants there at the time what they are eligible to receive so they do not miss out on the opportunity. Bullock requested a report at the end of the project that updates the status of the tenants.

Endicott moved, seconded by King, to approve the application of a \$130,000 SDC Buydown through the Housing SDC Buydown Program for Kingwood Lofts at 630 NW Kingwood Ave, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

OTHER BUSINESS

There being no further business, the meeting was adjourned at 6:15 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the Board and SIGNED by the Chair this 16th day of February 2021.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder

SPECIAL CITY OF REDMOND URBAN RENEWAL DISTRICT AGENCY BOARD MEETING WAS HELD JUNE 23, 2020, VIA GO TO MEETING.

BOARD MEMBERS PRESENT: Jon Bullock – Krisanna Clark-Endicott – George Endicott – Camden King – Jay Patrick

BOARD MEMBERS EXCUSED: Albert Calderon, Ginny McPherson

MEDIA PRESENT: None

Chair Endicott called the meeting to order at 7:57 p.m. and established a quorum.

BID AWARDS/BID REJECTIONS

A. Former City Hall Demolition and Development of Public Parking Bid Award: \$1,091,624.60 (DU2001)

Urban Renewal Program Analyst Meghan Gassner requested approval of a bid award for the demolition of the former City Hall site and development of public parking. The City received six bids, with SunWest Builders being deemed the lowest responsible bidder at \$1,091,624.60. The budget estimate is \$1.1 million. Ms. Gassner described the various amenities which include:

- increases total number of parking stalls on the block from 76 to 120.
- public art displays
- bike racks
- electric charging spaces

Staff addressed questions regarding non-historical modifications to the building, costs to rehabilitate or repurpose the structures, the status of parking spaces reserved for the Historic Hotel, and the electric charging stations.

Redmond citizen Judy Fessler provided comments via email which were read into the record asking the 1940 former Safeway building be saved and re-purposed for community use.

Board member Bullock declared a potential conflict of interest as his non-profit corporation leases a building on the site and owns a parking lot across the street. Chair Endicott indicated those likely were not conflicts, but accepted Mr. Bullock's intention to abstain.

Camden King moved, seconded by Jay Patrick, to award the demolition of the former City Hall site and construction of a public parking lot on the site to SunWest Builders in the amount of \$1,091,624.60 and authorize the City Manager to execute the contract, motion passed. (Bullock-abstain, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-absent, Patrick-yes)

PUBLIC HEARINGS

A. FY 2020/21 Budget Hearing and Adoption of the Urban Renewal Agency Annual Budget

Chief Financial Officer Jason Neff requested the Board approve the agency's \$27, 441,017.00 budget, as approved by the Budget Committee.

Chair Endicott opened the public hearing.

There being no testimony, Chair Endicott closed the public hearing.

Camden King moved, seconded by Jay Patrick, to adopt URA Res. #2020-01, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-absent, Patrick-yes)

DRAFT

OTHER BUSINESS

There being no further business, the meeting was adjourned at 8:28 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the Board and SIGNED by the Chair this 16th day of February 2021.

George Endicott, Chair

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: February 16, 2021
TO: City of Redmond Urban Renewal Agency Board
Chuck Arnold, Economic Development/Urban Renewal Program Manager
THROUGH: John Roberts, Deputy City Manager
Keith Witcosky, City Manager
FROM: Meghan Gassner, Urban Renewal Program Analyst
Steve Wilson, Civil Engineer II
SUBJECT: SW 4th and Evergreen Parking Lot Project Construction Contract Award (DU2002); \$282,906.30

Addresses Council Goal:

9.Urban Renewal: Invest resources to encourage new business investment in designated blighted areas that will grow the job base and strengthen and diversify the tax base of the area.

- Advance objectives of the Downtown Urban Renewal Plan to maintain the vitality of the downtown core; provide sufficient parking; make productive use of land; create opportunities for new development; relieve traffic problems and improve pedestrian safety; and provide new public amenities and open spaces.
- Invest in infrastructure projects that make a demonstrable, positive impact on job creation and encourage private investment.

Report in Brief:

This item requests the Urban Renewal Agency Board approve a contract with McKenzie Cascade in the amount of \$282,906.30 for the construction of a new public parking lot located on the NW corner of SW 4th Street and SW Evergreen Avenue (tax lot #151316AA10300).

Background:

The Downtown Urban Renewal Plan (UR Plan) includes a Public Parking Fund to acquire and construct additional off-street public parking spaces in the downtown area.

A 2018 Downtown Parking Study identified the need to increase the supply of off-street parking. In March 2019, to meet the growing demand for parking, the Downtown Parking Task Force recommended pursuing the purchase of the vacant, unimproved lot located at one of the eastern gateways to downtown located at Evergreen Avenue and 4th Street.

The Downtown Urban Renewal Advisory Committee recommended approval of the purchase in May 2019 and the Urban Renewal Agency approved the purchase in September 2019.

Development of the parcel into a parking lot will result in the following benefits:

- Adds 36 parking stalls to the downtown core.
- Provides parking at a key entry point to downtown.
- Removes a blighted site along a busy street and puts it to a constructive use.
- Improves the streetscape of both Evergreen Avenue and 4th Street.
- Enhances the Homestead Canal corridor through downtown by developing a sidewalk along 4th Street between Evergreen and Deschutes Avenues.
- Increases the marketability of surrounding businesses currently for sale and lease.
- Provides additional electric vehicle charging stations.

Discussion:

The City publicly advertised and procured construction services per ORS Section 279C. The bidding process was opened on January 27, 2021, and resulted in the following proposals:

- RK Concrete \$280,925.81 – *Incomplete Bid*

- McKenzie Cascade \$282,906.30
- Robinson Owen \$288,820.31
- Bar Seven A \$299,747.00
- Knife River \$304,207.00
- NW Paving \$307,780.80
- York Brothers \$312,099.00
- Rickabaugh Construction \$364,838.00

The lowest bidder, RK Concrete, submitted an incomplete bid and was disqualified. The bid was awarded to the second lowest bidder, McKenzie Cascade. It is expected that the project will begin March 1, 2021, and be completed by June 14, 2021. The Downtown Urban Renewal Advisory Committee (DURAC) considered this item at their February 8, 2021, meeting and recommended that the Agency approve the contract with McKenzie Cascade.

Utilizing the Project Confidence level Rating Index (see attached), Staff confidence in the project estimate is high.

Fiscal Impact:

Funding is available for this project through the Urban Renewal Public Parking Fund and is included in the Fiscal Year 20/21 Budget. The Fund has \$17 million remaining. The contract for the parking lot construction is \$282,906.30.

Alternative Courses of Action:

1. Approve the contract with McKenzie Cascade for the construction of a public parking lot.
2. Request more information.
3. Do not approve the contract with McKenzie Cascade.

Recommendation / Suggested Motion:

"I move to award the SW 4th and Evergreen Parking Lot Project to McKenzie Cascade in the amount of \$282,906.30 and authorize the City Manager to execute the contract."

Project Estimate Confidence Level Rating Index Defined

<u>COMPLETE</u>	○ Final payment made. ○ Post project assessment completed comparing project estimate, amount of contract award and total amount of change orders issued during project. ○ Total project costs reported.
<u>OPTIMAL</u>	○ Project scope and specifications clearly understood and well defined. ○ Clear understanding of materials, size and quantities needed to execute job. ○ Schedule and special site conditions understood. ○ Project estimate unlikely to change (generally at 90% or greater design and engineering phase). ○ Total Project contingencies (including project management, design, engineering, plus construction) range between 10%-15%.
<u>HIGH</u>	○ Project scope and specifications nearly complete but still subject to change (70%-90% design and engineering phase) ○ Materials, size and quantities needed to execute job have been defined but subject to minor changes. ○ Schedule understood. ○ Total Project contingencies (including project management, design, engineering, plus construction) may range between 20%-30%.
<u>MODERATE</u>	○ Project scope defined but lacks details. ○ Project specifications incomplete (60%-70% design and engineering phase). ○ Total Project contingencies (including project management, design, engineering, plus construction) may range between 30%-40%.
<u>LOW</u>	○ Project scope is a conceptual "vision" with limited detail. ○ Project cost is an educated guesstimate. Limited technical information available and/or limited analysis performed. ○ Specifications still in infancy stage. (Less than 50% design and engineering phase). ○ Total Project contingencies (including project management, design, engineering, plus construction) may range up to or exceed 50%.



EVERGREEN & 4TH PARKING LOT - CONSTRUCTION CONTRACT AWARD

REDMOND URBAN RENEWAL
AGENCY BOARD

FEBRUARY 16, 2021





PARKING LOT BENEFITS



PARKING INVENTORY



UNDERUTILIZED SITE



GOOD LOCATION



**ADJACENT TO
CANAL TRAIL**





PROCESS

01 2018 - PARKING STUDY

02 2019 - PROPERTY ACQUISITION

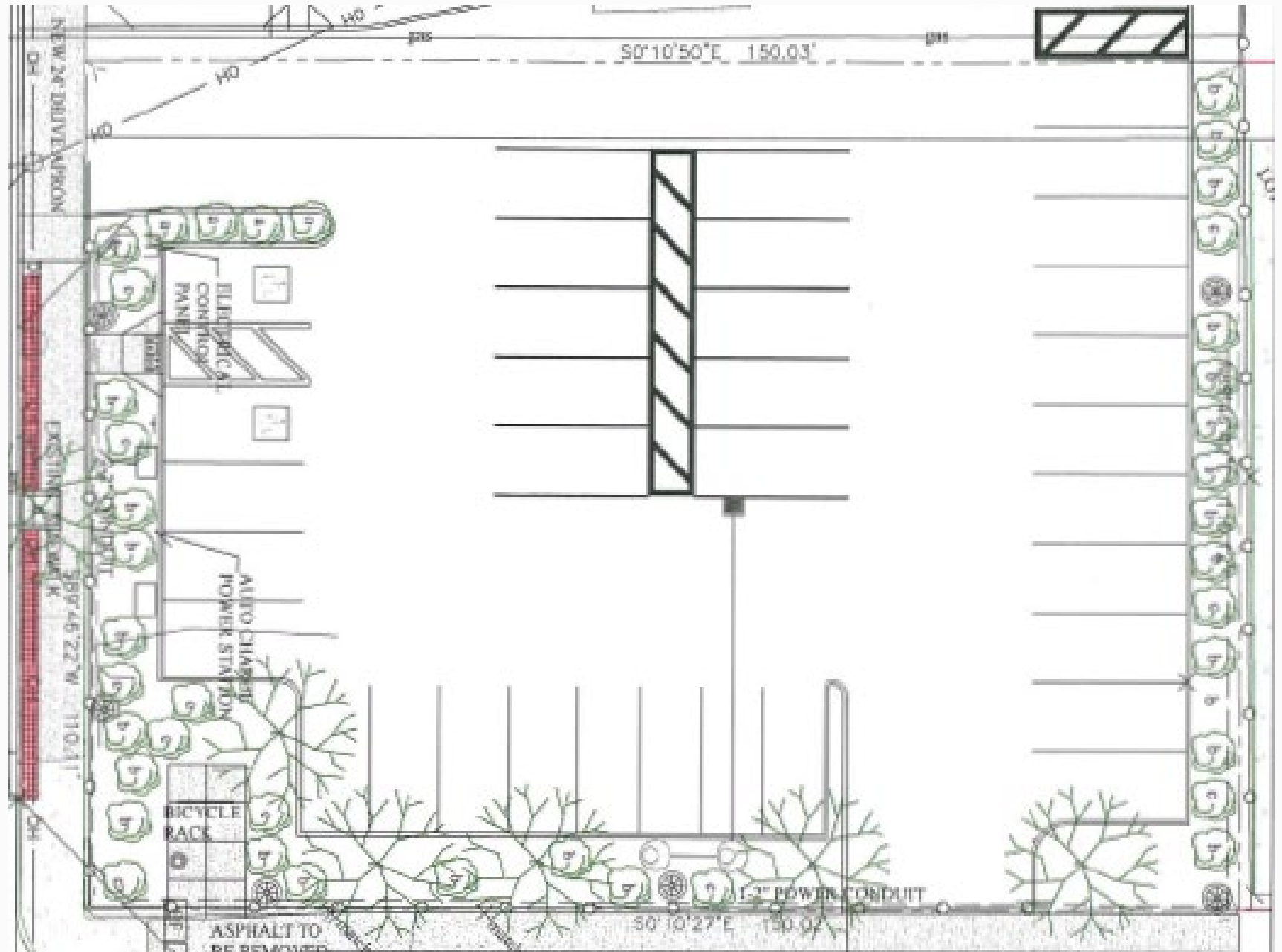
03 2021 – CONSTRUCTION



LAYOUT CONCEPT

SLIDE / 4

Evergreen Ave.



4th Street

N →



BIDS RECEIVED

SLIDE / 5

• RICKABAUGH CONSTRUCTION	\$364,838
• YORK BROTHERS	\$312,099
• NW PAVING	\$307,780
• KNIFE RIVER	\$304,207
• BAR SEVEN A	\$299,747
• ROBINSON OWEN	\$288,820
• MCKENZIE CASCADE	\$282,906
• RK CONCRETE	\$280,925*

CITY'S ESTIMATED CONSTRUCTION COST: \$320,000



TIMELINE

SLIDE / 6

FEBRUARY 2021



DURAC/RURA CONSIDER CONTRACT AWARD

FEBRUARY 2021



AGREEMENT EXECUTED

MARCH 2021



CONSTRUCTION BEGINS

JUNE 2021



PARKING LOT OPENS



Questions?