



URBAN RENEWAL AGENCY

Urban Development Department

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178.

Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available on request. To request accommodations or services, please contact the ADA Liaison at 503-588-6178 or Urbandev@cityofsalem.net at least two business days in advance (TTD/TTY 503-588-6439).**

Downtown Advisory Board

Board Members

Aaron Terpening, Chair
Linda Nishioka
Brad Compton
Tyson Giza
Hilary Holman-Kidd
Joshua Kay, Vice-Chair
Vincenzo Meduri
Scott McLeod
Dana Vugteveen
Laurie Miller

City Staff

Sheri Wahrgren, Downtown Revitalization
Rebecca Ziegler, Project Manager
Anita Sandoval, Supervisor
www.cityofsalem.net

Next Meeting:

TBD

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

Meeting Agenda

Thursday June 25, 2020
12:00 p.m. – 1:30 p.m.

**Due to the COVID-19 Pandemic, this meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](https://www.youtube.com/watch?v=Urbandev@cityofsalem.net). Please submit written comments on agenda items by 5:00 p.m., or earlier, one day prior to the day of the meeting at DAB@cityofsalem.net.

1. Opening exercises
2. Approval of Agenda
3. Approval of Minutes from March 12, 2020
4. Action Items –

None
5. Information Reports
 - a. Homelessness Update – Mayor Bennett and Councilor Hoy
 - b. Overview of ARCHES Services – Jimmy Jones, Director of Mid-Willamette Valley Community Action Agency
 - c. Discussion on process to develop scope of work for Saffron/UGM redevelopment opportunity.
6. What's Happening Downtown
7. Adjournment

MINUTES
Downtown Advisory Board
Thursday, March 12, 2020–12:00 P.M.
Urban Development Conference Room
350 Commercial St NE

1. CALL TO ORDER

Call to Order and Roll Call: 12:06 PM

Roll Call: Linda Nishioka; Aaron Terpening; Vincenzo Meduri; Dana Vugteveen, Joshua Kay; Tyson Giza; Brad Compton (called in)

Absent: Hilary Holman- Kidd, Laurie Miller, Scott McLeod

Staff: Sheri Wahrgren; Rebecca Ziegler

Guest: None

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for March 12, 2020, as presented

Motion by: Board Member Vugteveen

Seconded by: Board Member Nishioka

Action: Approved the agenda for March 12, 2020, as presented.

Vote: Aye: Unanimous **Motion PASSES**

3. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from February 27, 2020, with the correction of the wording: increase Parking Permit fees across the board (excluding Riverfront Park surface lot) by 5% a month, not \$5.00 a month.

Motion by: Board Member Vugteveen

Seconded by: Board Member Nishioka

Action: Approved the Minutes from February 27, 2020; as presented.

Vote: Aye: Unanimous **Motion PASSES**

4. PUBLIC COMMENT on items not on the agenda

Comments/Questions: None

5. ACTION ITEMS -

a. Approval of FY 2020-21 Riverfront-Downtown Urban Renewal Area Budget – Renee Frazier

Comments/Questions: All

Motion: Move to: 1) eliminate the line item *Acquisition and Rehabilitation of Property for Navigation Center* and move those funds to *Committed to Future Projects*; 2) From the *Committed to Future Projects* line item move: a) \$1.5M to *Toolbox Grant Program-new funds*; b) \$1.5M to *Streetscape Improvement & Design Program-new funds*; and c) \$500,000 to a new line item titled *UGM/Saffron redevelopment planning*; 3) Balance to remain in *Committed to Future Projects*.

Motion by: Board Member Vugteveen

Seconded by: Board Member Nishioka

Action: Approved

Vote: Aye: Unanimous; Joshua Kay abstained from voting **Motion PASSES**

6. “WHAT’S HAPPENING DOWNTOWN?” -

7. ADJOURN – 1:36 p.m. Next Meeting: March 26, 2020

Memo

To: Downtown Advisory Board

From: Sheri Wahrgren 

Date: June 25, 2020

Re: Riverfront-Downtown Urban Renewal 2020-2021 Budget

The Council and Agency approved the proposed Downtown Parking Fund and Riverfront Downtown Urban Renewal budgets as presented and recommended by the Budget Committee. No changes were made to the proposed budgets.

There were two public hearings for each fund and the two communications from the board were shared during the budget process. I have attached a copy of the budgets.

Mayor Bennett and Councilor Hoy will be speaking at the June 25, 2020 meeting about homelessness as it relates to the Riverfront-Downtown Urban Renewal Area.

Attachments: 2020-2021 RDURA Budget
 2020-2021 Parking Fund Budget

Downtown Parking Fund - FY 2021 Project Budget

	Adopted Budget FY 2020	DAB Recommend FY 2021	Proposed Budget FY 2021
Total Resources	\$ 1,283,130	\$ 1,294,370	\$ 1,135,190

Expenditures

Regular Maintenance / Operation of Structures

Electricity	\$ 71,350	\$ 62,500	\$ 62,500
Insurance	34,350	34,350	34,350
Landscape maintenance (Parks Operations)	500	3,000	3,000
Miscellaneous downtown repairs	5,000	5,000	5,000
Fire riser/valve replacement - Chemeketa Parkade	-	10,800	10,800
Routine maintenance - Chemeketa Parkade	109,980	118,570	118,570
Routine maintenance - Liberty Parkade	42,430	46,240	46,240
Routine maintenance - Marion Parkade	89,210	97,970	97,970
Striping, meters (Transportation Services)	700	1,100	1,100
	\$ 353,520	\$ 379,530	\$ 379,530

Maintenance of District

Refuse disposal	\$ 32,000	\$ 33,000	\$ 33,000
Refuse container maintenance (Transportation Services)	610	630	630
	\$ 32,610	\$ 33,630	\$ 33,630

Downtown Parking Fund - FY 2021 Project Budget

	Adopted Budget FY 2020	DAB Recommend FY 2021	Proposed Budget FY 2021
Police			
Police services provided downtown	\$ 340,020	\$ 350,260	\$ 200,000
	\$ 340,020	\$ 350,260	\$ 200,000
Administration and Overhead			
Administration and board support (Urban Development)	\$ 53,890	\$ 55,700	\$ 55,700
Support Services Charge (indirect cost allocation plan)	199,950	219,670	219,670
Parking permit administration (Building and Safety Division)	66,060	74,240	74,240
	\$ 319,900	\$ 349,610	\$ 349,610
Downtown Contracted Services			
Downtown Clean Team	\$ 69,070	\$ 75,000	\$ 75,000
Downtown pressure washing services	30,000	-	-
Marketing and promotions	22,460	25,000	-
Parking sensor maintenance	5,000	-	-
Pakade security services during winter holidays	-	10,000	10,000
Seasonal banners	-	3,500	3,500
	\$ 126,530	\$ 113,500	\$ 88,500
Total Operating Expenditures	\$ 1,172,580	\$ 1,226,530	\$ 1,051,270
Bad Debt Write Off	\$ 35,000	\$ 35,000	\$ 35,000
Capital Improvements / Reserve (to Fund 255)		39,060	-
Contingencies	75,550	100,000	48,920
Total Expenditures	\$ 1,283,130	\$ 1,400,590	\$ 1,135,190
Unappropriated Ending Balance	\$ -	\$ -	\$ -

Riverfront Downtown Capital Improvements



Riverfront Downtown capital projects include grants, loans, funds held in reserve for current and future redevelopment investments; and street, alleyway, and streetscape improvements; support to the Salem Convention Center; feasibility studies; and administrative costs. Projects are funded with proceeds from loans and short-term borrowings, transfer of debt reserves, transient occupancy tax (TOT) reimbursements, and working capital from previous short-term borrowings and loans.

FY 2021 New Projects

Project	Neighborhood Association	Ward	Sources of Funding					Working Capital	Total Project
			Long-term Borrowing	Short-term Borrowing	TOT Reimbursement	All Other Revenues			
TBD	Property Acquisition and Renovation - Navigation Center Purchase and renovation of property to serve as a navigation center for homeless individuals.	CANDO, GRANT 1, 2, 7	\$ -	\$ 2,375,070	\$ -	\$ 321,000	\$ 1,453,930	\$ -	\$ 4,150,000
TBD	Property Acquisition and Renovation - Opportunity Purchase and renovation of property within the Riverfront Downtown URA for future redevelopment.	CANDO, GRANT 1, 2, 7	2,000,000	-	-	-	-	-	2,000,000
TBD	Redevelopment Planning Redevelopment planning associated with the Agency-owned properties known as the UGM and Saffron sites.	CANDO, GRANT 1, 2, 7	-	50,000	-	-	-	-	50,000
682093	Environmental Remediation and Holding Costs Environmental remediation activities and holding costs associated with the Agency-owned properties known as the UGM and Saffron sites.	CANDO, GRANT 1, 2, 7	-	100,000	-	-	-	-	100,000
TBD	Alley Signage Purchase and installation of signage in the downtown alleys to reflect the recently approved alley names.	CANDO, GRANT 1, 2, 7	-	80,000	-	-	-	-	80,000
TBD	Code Revisions Implement code revisions recommended as a result of the recently completed zoning review conducted within the north downtown, to encourage mixed-use redevelopment of the area.	CANDO, GRANT 1, 2, 7	-	50,000	-	-	-	-	50,000
TBD	Committed to Future Projects Funds committed to future projects specified in the Urban Renewal Plan for the Riverfront Downtown Urban Renewal Area.	CANDO, GRANT 1, 2, 7	1,550,000	2,697,580	-	-	891,230	-	5,138,810
FY 2021 Carryover Projects									
682083	Streetscape Program for design and construction of streetscape improvements within the downtown (rebudgeted).	CANDO, GRANT 1, 2, 7	1,000,000	-	-	-	-	-	1,000,000

Sources of Funding

Project	Neighborhood Association	Ward	Long-term Borrowing	Short-term Borrowing	TOT Reimbursement	All Other Revenues	Working Capital	Total Project
TBD	Strategic Project Grant Program Grant program to assist property owners in addressing issues arising out of homelessness, including projects that address building and property safety and security.	CANDO, GRANT 1, 2, 7	-	-	-	-	150,000	150,000
682086	Alley Improvements Program for design and construction of alley improvements within the downtown (rebudgeted, \$150,000 new funding).	CANDO, GRANT 1, 2, 7	150,000	-	-	-	200,000	350,000
Multiple	Toolbox Loans Funding for the commercial loan program (rebudgeted).	CANDO, GRANT 1, 2, 7	-	-	-	-	94,500	94,500
682018	Capital Improvement Grant Programs Funding for downtown capital improvement grant program (rebudgeted, \$1.5M new funding).	CANDO, GRANT 1, 2, 7	2,500,000	-	-	-	3,000,000	5,500,000
682094	Union Street Bike Friendly Street Improvements Construct bicycle facilities on Union Street NE from Commercial Street NE to 12th Street NE for bicyclists of all skill levels (funds used within the URA and leveraged with federal grant funding, rebudgeted).	CANDO, GRANT 1, 2, 7	1,500,000	-	-	-	-	1,500,000
682089	State Street One-Way / Two-Way Conversion Central Salem Mobility Study recommendation to convert to a two-way to improve multimodal accessibility for people traveling to, through, and within Central Salem (rebudgeted).	CANDO, GRANT 1, 2, 7	-	-	-	-	200,000	200,000
682087	Dual Turn Lane Removal and Curb Extensions Removal of dual turn lanes and curb extensions at Commercial and Marion streets, Liberty and Center streets, Court and Liberty streets, and Liberty and Ferry streets (rebudgeted).	CANDO, GRANT 1, 2, 7	-	-	-	-	200,000	200,000

Sources of Funding

Project	Neighborhood Association	Ward	Long-term Borrowing	Short-term Borrowing	TOT Reimbursement	All Other Revenues	Working Capital	Total Project
FY 2021 General Projects								
682000	Project Coordination and Support Riverfront Downtown includes support to the Downtown Advisory Board, and implementation of public / private development projects. Emphasis is placed on Riverfront Park development, convention center, housing development, and retail / office expansion.	CANDO, GRANT 1, 2, 7	-	517,490	-	-	-	517,490
682000	Support Services Charge (Indirect Cost Allocation) Provides funds to reimburse the City General Fund for the cost of providing City services to the Riverfront Downtown Urban Renewal Area.	CANDO, GRANT 1, 2, 7	-	93,740	-	-	-	93,740
682023	Marketing Contract with Salem Convention Center Marketing services for the Salem Convention Center.	CANDO, GRANT 1, 2, 7	-	-	309,090	-	-	309,090
682023	Salem Convention Center Insurance Property insurance for the Salem Convention Center.	CANDO, GRANT 1, 2, 7	-	36,120	-	-	-	36,120
Total Funding by Source			\$ 8,700,000	\$ 6,000,000	\$ 309,090	\$ 321,000	\$ 6,189,660	

Total Resources \$ 21,519,750
 Total Project Expenditures \$ 21,519,750
 Unappropriated Balance \$ -

Memo

To: Downtown Advisory Board

From: Sheri Wahrgren

Date: June 25, 2020

Re: Downtown Vacancy

With the recent announcement of the downtown Salem Pennys store closure, we will see an increase in overall downtown vacancy. Even though we have made progress in reducing ground floor vacancy and increasing housing options in downtown, we do not want to lose sight of the vacant buildings and land in downtown.

Kristin and I are hoping to schedule meetings over this summer with the following property owners to learn about any plans they may have for their buildings and to explore any role/tools the City may have to help these property owners recruit tenants and reduce overall vacancy in downtown.

- 420 Center Street
- 217 State Street
- 226 State Street
- 140 Front Street
- 285 Liberty St. NE
- 450 Commercial Street NE
- 305 Liberty Street NE
- 223 Commercial Street NE
- 205 Chemeketa Street NE
- 179 Commercial Street NE

Bare Land

360 Liberty Street NE

195-197 Commercial Street S

Memo

To: Downtown Advisory Board

From: Sheri Wahrgren

Date: June 25, 2020

Re: Redevelopment Opportunity – UGM/Saffron Sites

Over the next 12 months the Downtown Advisory Board will be developing a project scope for the UGM/Saffron sites for Agency Board approval consideration that would be included in a Request for Proposals (RFP) to redevelop the site.

As a starting point for the discussion, I wanted to provide the board members with the results of their September 2019, public meeting that included an opportunity for attendees and board members to share what they would like to see at the UGM/Saffron sites.

- | | |
|------------------|-------------|
| • Rooftop Dining | Housing (2) |
| • Hotel | Retail |
| • Grocery (2) | Brew Pub |
| • Yoga | Mix of Uses |

(2) represents the number of people who listed the item

This year's RDURA budget includes \$50,000 for redevelopment planning for the UGM/Saffron sites. As part of the City's policy for property acquisition, an appraisal is completed on the properties, along with environmental assessments.

As we continue to learn more about the changes and needs of employers and residents as a result of the COVID-19 virus, that information will be used to help inform the best uses for a successful redevelopment opportunity.

Quote from Downtown Strategic Action Plan

The ongoing development of downtown is never the responsibility of any one entity. although the City/Agency of Salem, through RDURA, has significant financial resources to implement the visions for downtown, it should not, and cannot, be the only player in implementation.