



City of Salem Downtown Advisory Board

January 26, 2023
Noon -1:30 PM In-Person
350 Commercial St NE

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

PARTICIPANTS

Board Members

Joshua Kay, Chair; Kirk Sund; Allan Pollock; Charles Weathers; Quandary Robertson; Chrissie Bertsch; Rory McManus

Staff

Sheri Wahrgren, Shelly Ehenger, Lynda Rose, Irma Rivera

AGENDA

1. Welcome and call to order
2. Approval of Agenda
3. Approval of Minutes from December 15, 2022
4. Public Comment
5. Action Items
 - A. Should DAB direct staff to prepare a communication to City Council regarding DAB's recommendation for Implementation of Downtown Paid Parking?
6. Information Reports
 1. Overview/Discussion of FY 2023-24 Riverfront-Downtown URA Draft Budget
7. Adjourn

Next Meeting: February 9, 2023

This meeting is being conducted In-Person only. No virtual participation is possible. Interested persons may view the meeting online on [YouTube](#), and the public may attend in person. Please submit any written comments on agenda items no later than 5 p.m. one day prior to the day of the meeting at DAB@cityofsalem.net.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

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.

MINUTES
Downtown Advisory Board
Thursday, December 15, 2022–Noon
350 Commercial St NE
[YouTube](#)

1. CALL TO ORDER

Call to Order and Roll Call: Noon

Roll Call: Kirk Sund; Allan Pollock; Charles Weathers; Quandary Robertson; Jordan Truitt, Chrissie Bertsch, Joshua Kay, Rory McManus

Staff: Sheri Wahrgren, Tory Banford, Shelly Ehenger, Lynda Rose, Irma Rivera

Guest: Derek Gilbert, Salem Main St. Association

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for December 15, 2022, as presented.

Motion by: Board Member Weathers

Seconded by: Board Member Pollack

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

3. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from October 27, 2022, as presented.

Motion by: Board Member Sund

Seconded by: Board Member Weathers

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

4. PUBLIC COMMENT –

a. Derek Gilbert, Salem Main St. Association – November 26, 2022, holiday event and parade

5. ACTION ITEMS –

a. Election of 2023 Chair

Motion: Nominate and appoint Board Member Kay as Chair

Motion by: Board Member Weathers

Seconded by: Board Member Sund

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

b. Election of 2023 Vice Chair

Motion: Nominate and appoint Board Member Weathers as Vice Chair

Motion by: Board Member Kay

Seconded by: Board Member Robertson

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

c. FY 2023-24 RDURA and Parking fund budget

Motion: Approval of FY 2023-2024 budget meetings on February 9, 23 (regular meeting date), and March 9

Motion by: Board Member Sund

Seconded by: Board Member Weathers

Action: Approved Unanimously

Vote: Aye: Unanimous **Motion PASSES**

6. INFORMATION REPORTS

a. URA Project Updates: West Salem URA, West Salem Urban Land Institute Summary, Mill Creek URA – Tory Banford

Comments/Questions: Sund, Weathers, Kay, Pollock, Wahrgren

b. On-going Discussion Board Topic Priorities – Sheri Wahrgren

Comments/Questions: Wahrgren, Weathers, Sund, Bertsch, Kay

c. Update UGM/Saffron/ABC Music Building Demolition – Sheri Wahrgren

Comments/Questions: Kay

7. WHAT'S HAPPENING DOWNTOWN

8. ADJOURN – 1:35 p.m.

Next Meeting: January 26, 2023

TO: Downtown Advisory Board (DAB)
FROM: Sheri Wahrgren, DAB staff liaison
DATE: January 26, 2023
SUBJECT: **Priorities for the FY 2023-2024 RDURA Budget**

This memo is intended to serve as background for the January 26, 2023, DAB discussion about initial budget priorities for the upcoming fiscal year.

Background: The Riverfront Downtown Urban Renewal Area Plan was adopted May 5, 1975, and includes objectives, goals, and projects. Multiple projects have been completed since its adoption including remediation of the former Boise Brownfield site into Riverfront Park, Salem Convention Center, water and electrical infrastructure upgrades, new police facility, new UGM Facility and grant funding that has resulted in historic preservation and new construction of commercial space and rental units. In addition to the projects in the RDURA Plan, the recommendations in the Downtown Strategic Action Plan, and Central Salem Mobility Study have informed near and long-term budget recommendations.

Through the annual budget process, the Urban Renewal Agency Board (Agency) has approved the DAB recommendations to fund the design and construction of streetscape improvements, capitalization of the RDURA Capital Improvement, Strategic Project and Open for Business Grant Programs, and opportunity acquisitions. These items remain for FY 2023-2024, with some additional projects outlined below:

1. Union Street NE Buffered Bike Lane

This year's budget includes \$900,000 to construct improvements to complete the western segment of the Union Street Bikeway Project. The project includes restriping of the existing roadway cross section, modifications to the existing island on Union at Commercial Street, curb ramp replacement for ADA compliance, and a bike crossing utilizing solar LED signage. The Union Street Bikeway project is a planned bicycle facility that connects the Union Street bridge with the 12th street promenade. Voter approval of the 2022 Salem Safety and Livability Bond makes this the only unfunded segment of the bike connection.

2. Marion Parkade Capital

In FY 2022-23, \$100,000 was approved to engage a third-party consultant to evaluate the structural condition of Marion Parkade and provide a recommendation on capital improvements to address any deficiencies in the building. FY 2023-24 budget includes a funding recommendation of \$1M to address some of the Marion Parkade building deficiencies outlined in the engineering report.

3. Projects That Support The Salem Climate Action

The FY 2023-24 budget recommends \$2.1M as an estimate to support project recommendations from the Climate Action Plan. One of the project recommendations is converting free on-street parking to a paid parking system. In order to move forward this project funding would be necessary to purchase and install equipment, updated signage, closure of Downtown Parking District, communications, etc.

2022 CAPITAL IMPROVEMENT GRANT SUMMARY					
Q1					
Commitment Date	Property Address	Description of Project	Status	Grant Amount	Total Project Costs
1/21/2022	1038 Broadway	Exterior Improvements and awning	Completed	\$13,055.00	\$26,109.00
1/25/2022	205 Chemeketa Street	Business expansion. Tenant improvements	Completed	\$48,362.00	\$96,725.00
2/1/2022	147 Commercial Street	Upper floor ADA Improvements	Completed	\$55,629.00	\$122,525.00
2/10/2022	231 Commercial	Awning Angela Jones Building	Completed	\$1,634.00	\$3,268.00
2/15/2022	197 Liberty Street	Tenant Improvements Pentacle Theater	Completed	\$29,373.00	\$62,600.00
3/1/2022	401 Center Street	Skybridge	Completed	\$200,000.00	\$200,000.00
3/24/2022	198 Commerical St. SE	Interior improvements, ADA Bathroom, lighting, flooring	Completed	\$184,100.00	\$694,000.00
			Q1 Total	\$532,153.00	\$1,205,227.00
Q2					
5/19/2022	433 Union Street	Interior tenant improvements	Completed	\$104,244.00	\$277,328.00
			Q2 Total	\$820,497.00	\$2,176,555.00
Q3					
8/24/2022	248 D Street	Exterior window replacement	Completed	\$2,541.96	\$5,083.92
8/24/2022	201-211 Court Street	Exterior window replacement	Active	\$65,832.00	\$143,327.00
			Q3 Total	\$68,373.96	\$148,410.92
Q4					
11/29/2022	455 Court Street NE	Interior and exterior renovations	Active	\$500,000.00	\$2,800,000.00
12/20/2022	201-211 Commercial St NE	Tenant improvements, commercial kitchen installation	Active	\$52,590.00	\$389,587.00
			Q4 Total	\$552,590.00	\$3,189,587.00
			Total	\$1,973,613.96	\$6,719,779.92

2022 STRATEGIC PROJECT GRANT SUMMARY

Commitment	Property Address	Description of Project	Status	Grant	Total Project
Date				Amount	Costs
Q1					
1/20/2022	1038 Broadway Street	Trash enclosure, security camera and lighting, window bar security	Completed	\$18,547	\$18,547
3/24/2022	198 Commercial St. SE	Trash enclosure, security camera and lighting, window bar security	Completed	\$30,000	\$31,358
3/24/2022	860 Front Street	Exterior trash enclosure	Completed	\$5,113	\$5,113
			Q1 Total	\$53,660	\$55,018
Q2					
5/2/2022	990 Broadway Street	Perimeter security fencing	Completed	\$13,709	\$15,795
5/19/2022	1092 Broadway	Perimeter security fencing/camera	Completed	\$27,566	\$27,566
5/23/2022	240 Commercial St. NE	Security front door	Completed	\$12,640	\$12,640
5/19/2022	433 Union Street	Security Camera & Lighting	Completed	\$27,224	\$27,224
6/7/2022	285 Court Street	Security Camera & Lighting	Active	\$12,765	
			Q2 Total	\$13,709	\$83,225
Q3					
7/13/2022	248 D Street	Security fencing/gate & building entrance improvements	Completed	\$7,331	\$6,831
8/30/2022	121 Commercial St SE	Security cameras	Active	\$9,637	\$9,637
8/30/2022	195-197 Liberty St SE	Security Lighting	Completed	\$4,950	\$4,950
			Q3 Total	\$21,918	\$21,418
Q4					
			Q4 Total	\$0	
			Total	\$89,287	\$159,661

PARK SALEM MONTHLY REPORT							
as of January 17, 2023							
Parking Resource Summary			Budget Summary		Actual	22-23 Budget	% of YTD**
Total On-Street Parking Spaces		1,106	Liberty	\$168,932		\$286,755	59%
Free Customer Unlimited Time Parking Spaces		1,080	Chemeketa	\$95,119		\$145,913	65%
Free Customer 30-Minute Spaces		32	Marion	\$26,777		\$59,421	45%
<i>Remaining spaces loading zone,ADA,motorcycle</i>			Riverfront	\$6,340		\$10,800	59%
Total Parking Spaces	Total Free Customer Spaces	Free spaces as a % of total spaces	Total Number of Permits for Sale	Permits Sold	Permits sold as a % of total permits		
Liberty Parkade*	370	106	29%	431	350	81%	
Chemeketa Parkade*	619	281	45%	364	276	76%	
Marion Parkade*	1,052	525	50%	564	98	17%	
Riverfront Park	238	160	67%	104	41	39%	
<i>*Daily permits are not factored into total number of permits for sale.</i>							
Daily Permits Sold Liberty		76					
Daily Permits Sold Chemeketa		0					
Daily Permits Sold Marion		0					
Daily permits are not sold at Riverfront Lot							
Total Parking Spaces	Average Parking Time December	December Revenue					
Municiple Parking Lot	29	2 Hours 45 Min.	\$6,463.13				
Total Free Customer Spaces also include ADA and EV Designated Spaces							