

MINUTES
Downtown Advisory Board
 Thursday, February 24, 2011– 2:00 P.M.
 350 Commercial St NE

Members Present	Members Absent	Staff Present	Guests
Jim Bauer - C Bill Davis Paul Gehlar Mark Messmer Bill Puntney Brian Moore Jim Lewis Allan Pollock	Darr Goss - E Suzi Bicknell - E Carole Smith - E Jennifer Martin - E	Sara Bratcher – UD Renee Frazier – UD Todd Klocke – UD Courtney Knox - UD Anita Sandoval – UD Sheri Wahrgren – UD Kevin Hottmann – PW	Scott Manser, DKS Assoc.

1. CALL TO ORDER

Chair Bauer called the meeting to order at 2:06 PM, noting a quorum of appointed members was present.

2. APPROVAL OF AGENDA

A. February 24, 2011

Mr Moore made a motion to approve the agenda for February 24, 2011. The motion was seconded and passed by consensus.

3. APPROVAL OF MINUTES

A. February 10, 2011

Mr Messmer made a motion to approve the minutes from February 10, 2011, as amended: Item 6 and Item 7 – a spelling error in each section. The motion was seconded and passed unanimously.

4. REPORT ON COMMITTEES

A. N/A

5. PUBLIC COMMENT:

A. N/A

6. ACTION ITEMS

A. Riverfront Downtown URA Budget

Ms Frazier reviewed the information shared at the last meeting. She added further information regarding a previous allocation approved by the Agency Board to support the Sustainable Cities Initiative (SCI) projects in the Riverfront Downtown Urban Renewal Area (RDURA).

In the fall of 2010, the City Council, Agency Board, and Housing Commission agreed to financially support the SCI projects up to a certain amount. There was no consultation with any of the URA advisory boards regarding this allocation as the financial commitment was a general pledge by the Agency Board, and was not URA specific. The actual amount of URA funds charged to each Area was not determined until all the projects were identified. All URAs except McGilgrist and Pringle Creek are participating. The RDURA portion of the allocation spent in FY 2010-11 is \$60,000. The effect of that allocation is a reduced beginning balance for FY 2011-12.

Q. How can this Board avoid having financial decisions made by the Agency Board without running it by the advisory board first?

A. While the Agency Board generally seeks input from advisory boards, there is no requirement to do so.

Ms Frazier asked for clarification regarding the \$300,000 line item for the Toolbox; is it grant, loan, Special Housing Opportunity Fund, or something else? She reminded the Board the budget can be adopted and reallocated later in the year by submitting a staff report.

The Board discussed various options. Mr Gehlar declared a potential conflict as a potential recipient of the loan/grant program.

Mr Moore made a motion to add the \$300,000 to the \$500,000 Demonstration Block line item. The motion was seconded and passed unanimously.

Mr Puntney made a motion to forward the staff recommended budget to the Agency. The motion was seconded and passed unanimously.

7. OLD AND/OR NEW BUSINESS

A. Public Sculpture - Downtown

Chair Bauer reported he talked to the Public Arts Commission about a joint work session with DAB and the Oregon Artist's Series Foundation Board to strategically align goals for public art. Chair Bauer will find a time for all parties to gather. The goal is to raise public funding to buy and install art.

8. INFORMATION ITEMS

A. Downtown Strategic Action Plan

-Mobility Study Update

Mr Klocke reported on the Central Salem Mobility Study. This is an engineering study that will cover downtown as well as area outside of the Riverfront Downtown URA. Public Works is funding the area outside the URA and will take the lead on the project. Data gathering is already underway. Staff has sent out a request for proposals (RFP) for traffic counts on 80 intersections, video to be taken in April. The proposed scope of work will be shared with shareholders ~ DAB, neighborhood associations, Chamber of Commerce, State Agencies, Willamette University, etc. The Board suggested staff do additional outreach to potentially affected businesses. Comments from stakeholders will be presented to Council in an informational report.

Examples of outcomes for the study include information on: improvements to bicycle and pedestrian ways; turning State, Court, High, Church, and Cottage into two-way streets; extending Liberty through the O'Brien site; extending the Front Street bypass to alleviate congestion; Transit movement recommendations; and a circulator for State employees between their campus and downtown.

Staff will make an initial presentation to DAB on March 24, then go forward to other stakeholder groups. They will return the end of April with a finalized scope and advertise in May or June. The downtown team is taking the responsibility to manage all the pieces and make sure the public is informed. Staff also requested a DAB member sit on selection committee.

-North Downtown Investment Strategy Update

Ms Knox reported the timing of the circulation study is going to be running in conjunction with the North Downtown Investment Strategy. The focus of the effort is to figure out the appropriate range and mix of housing, access, open spaces/parks, etc. for a North Downtown residential neighborhood. The study will produce a set of data appropriate for developers to generate interest in the area and the types of incentives and

programs for the public sector to attract new housing investment. The effort will engage developers, property owners, neighbors in the discussion. Property acquisition is as possibility.

Q. Will there be information to give a property owner to incent redevelopment? How we help them market their property?

A. The biggest piece of the study is the market analysis, which will help property owners in financing or selling, and drives the appropriate usage.

Q. Will there be a block by block analysis?

A. No. The area is not really organized by blocks, but more like odd-shaped parcels which will make that level of detail difficult to gather. Assumptions may have to be made.

Q. Have you thought about the people who will be pushed out of the area due to redevelopment?

A. The vision from the Strategic Action Plan is a mix of housing types and incomes. Part of the study will look at the implications of changing the mix of uses in the area.

Q. Will the DAB have an opportunity to participate in this?

A. The intention is to provide a scope in March/April for review and comment.

B. New Meeting Time

Beginning March 24, the DAB meetings will start at 12:00 noon.

C. Conflict of Interest Training – March 24, 1:30-2:00

The Chair reminded the Board that Deputy City Manager, Sean O'Day, will be presenting Conflict of Interest Training directly following the board meeting on March 24.

9. NEW BUSINESS

- The Parking Fund Subcommittee will continue to look at how to spend the parking fund. They will bring back a report after their next meeting.

- Park Salem Monthly Report:

Q. The Liberty Parkade permit spaces don't add up, can you explain?

A. Those permits are oversold to let more people use the same number of spaces. Parking Management Recommendations were made in conjunction with the Annual Parking Utilization Study conducted by Rick Williams Consulting. One of those recommendations was to manage the sale of parking permits by performance rather than an allocation of spaces. Staff is continuing to look at that practice, and have engaged Rick Williams to take that process forward.

Q. Could staff please include the percentage that are dedicated to public parking and permit parking?

A. Yes

10. ADJOURN

Chair Bauer adjourned the meeting at 3:30P.M. The next scheduled meeting is March 24, 2011, at 12 PM.