

MINUTES
Downtown Advisory Board
Thursday, April 28, 2011– 12:00 P.M.
350 Commercial St NE

Members Present	Members Absent	Staff Present	Guests
Jim Bauer - Chair	Suzi Bicknell - U	Sara Bratcher – UD	Julie Harrison
Paul Gehlar	Bill Davis - E	Todd Klocke - UD	- Capitol City Theater
Jim Lewis	Darr Goss – U	Courtney Knox - UD	Britta Franz
Jennifer Martin	Mark Messmer - U	Therese Van Vleet – UD	Dana Vugteveen- Salem Ctr.
Brian Moore		Sheri Wahrgren – UD	Scott Mansur - DKS Assoc.
Allan Pollock		Julie Warncke - PW	Jaden Mansur
Bill Puntney			Rachel Moore
Carole Smith			

1. CALL TO ORDER

Guests in attendance were asked to make self introductions. Mr Mansur introduced his son Jaden and Mr Moore introduced his daughter Rachael to the meeting as part of “Take Your Child to Work Day.”

Chair Bauer called the meeting to order at 12:03 PM, noting a quorum of appointed members was present.

2. APPROVAL OF AGENDA

A. April 28, 2011

Ms Smith **MADE A MOTION** to approve the agenda with the addition of a Committee Report on parking. The seconded **MOTION WAS APPROVED** unanimously.

3. APPROVAL OF MINUTES

A. March 24, 2011

Ms Smith **MADE A MOTION** to approve the March 24, 2011, minutes as presented. The seconded **MOTION WAS APPROVED** unanimously.

4. REPORT ON COMMITTEES

A. Parking Sub-Committee

The Sub-Committee explained that they were unable to provide a full report because Facilities staff has yet to provide certain information. Future information requests will flow through Ms Wahrgren so she can track progress. The proposed work plan will be shared electronically in the next DAB agenda packet.

5. PUBLIC COMMENT

A. Julie Harrison – Capitol City Theater

Ms Harrison introduced herself and said she spoke on behalf of Chip Conrad, owner of Capitol City Theater. He proposes a new business venture providing valet parking for evening events to encourage patronage of downtown business. His plan calls for reserving three parking spaces in front of the French Unicorn and use of downtown parkades. DAB members asked whether outreach had occurred with businesses adjacent to the proposed reserved spaces. The DAB referred the matter to staff for further discussion and staff requested a written proposal.

6. ACTION ITEMS

A. Approval of Mobility Study Scope of Work – Handout - Memo

Ms Franz took exception to the study's reference to examination of a potential Court Street undercrossing for pedestrian/bike access Riverfront Park. She opined the consultant would be required to study the undercrossing as the solution and not enhanced connections to Riverfront Park. She requested any mention of an underpass be removed from the scope.

Ms Smith **MADE A MOTION** to strike any reference to a tunnel/underpass and add "access." The motion was held until after the staff presentation.

Ms Warncke and Mr Klocke briefly spoke to the memo. The outreach confirmed the need to analyze impacts and trade offs of different scenarios on all modes of traffic. Staff recommended three different bike/pedestrian scenarios and three vehicular scenarios and asked the Board to confirm their prioritization of each set of scenarios, should the scope exceed available resources.

Q. How will it be known if this money is being used efficiently to achieve the strategic action plan goals?
A. The Plan concepts have helped determine what will be studied. This study will gather information from which to base policy choices after the data on impacts to each mode has been tabulated.

Ms Smith withdrew her previous motion and **MADE A MOTION** to strike any reference to undercrossing and add "...evaluate ways to improve access to Riverfront Park..." The seconded **MOTION WAS APPROVED** unanimously.

Ms Smith **MADE A MOTION** to forward the scenarios for scope of work as presented to City Council. The seconded **MOTION WAS APPROVED** unanimously. A copy of a previous report on Court Street improvements was requested by DAB. Members suggesting changing language to characterize travel to, through, and within downtown.

B. Expand Downtown Advisory Board Duties to include SWURA

Mr Moore declared a potential conflict of interest as his employer owns property in the area.

Three options were presented to include representation for South Waterfront Urban Renewal Area (SWURA). The Board discussed their workload concerns with existing responsibilities, whether to combine both urban renewal areas under their purview, and whether to separate parking responsibilities to a different board. **Consensus** was to have the Chair discuss these possibilities further with the Mayor.

C. Quorum of Less than a Majority

Ms Smith **MADE A MOTION** to accept the memo as presented. The motion was seconded. The Chair called the question. The **MOTION FAILED** with Mr Puntney voting in favor. **Consensus:** Keep the status quo.

7. OLD AND/OR NEW BUSINESS

A. Scope of Work – North Downtown Investment Strategy

Ms Smith **MADE A MOTION** to notify staff that material provided the day of the meeting for decision would not be guaranteed a decision. The seconded **MOTION WAS APPROVED** unanimously. Staff will remind others to provide material the electronic packet if action is anticipated at an upcoming meeting.

8. ADJOURN

Chair Bauer adjourned the meeting at 1:44 P.M. The next scheduled meeting is May 26, 2011, at 12:00 PM.

Department web site: www.cityofsalem.net/UD

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