

MINUTES
Downtown Advisory Board
 Thursday, October 27, 2011– 12:00 P.M.
 350 Commercial St NE

Members Present	Members Absent	Staff Present	Guests
Garth Brandaw Bill Davis Paul Gehlar Darr Goss Jennifer Martin Mark Messmer Brian Moore Allan Pollock Bill Puntney Carole Smith	Jim Bauer - E Darr Goss - U Jim Lewis - E	Jeff Barnes - UD Sara Bratcher – UD Renee Frazier - UD Annie Gorski – UD Anita Sandoval – UD Sheri Wahrgren – UD Julie Warncke - PW	

1. CALL TO ORDER

Call to Order and Roll Call: 12:03 PM

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for October 27, 2011, as presented.

Motion by: Board Member Pollock

Seconded by: Board Member Smith

Action: Approve the Agenda for October 27, 2011, as presented.

Vote: Aye: Unanimous

Motion PASSES

2. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from October 13, 2011 as presented

Motion by: Board Member Smith

Seconded by: Board Member Puntney

Action: Approve the Minutes from October 13, 2011, as presented.

Vote: Aye: Unanimous

Motion PASSES

4. REPORT ON COMMITTEES

A. Parking Committee – Jennifer Martin

Distributed: Revised Expense Spreadsheet. **Discussion:** Correction in summary numbers; Summarized the actual income figures used to show a more subjective analysis; Explanation of dollar and percent amounts.

Questions or Comments by: Martin, Pollock, Puntney

5. PUBLIC COMMENT:

A. N/A

6. ACTION ITEMS

N/A

7. OLD AND/OR NEW BUSINESS

A. Email Communication on Downtown Parking - Michael Rice

Email in Board Packet. **Discussion:** Reviewed issues communicated via email regarding Downtown Parking 2-Hour Once Per Day Policy; Reviewed normal process for review of parking issues; Feasibility of revising the ordinance; Reason for the ordinance as it is written; How widespread is the perceived problem; Process for Court to reduce or dismiss parking violations.

Questions or Comments by: Wahrgren, Martin, Moore, Smith, Brandaw, Gehlar, Davis, Messmer, Barnes

Board Recommendation: Staff will contact Mr Rice to seek clarification for the action he is looking for and discuss next steps.

B. Bike & Walk Salem Transportation Plan Amendment – Julie Warncke, PW

Distributed: Flyer and three maps explaining overview of process. **Discussion:** Recommendations; Public process; Intersection improvements; High volume streets; Church Street connection; Mobility Study will take into account findings of Transportation Plan Amendment.

Announcement: Work Session regarding Mobility Study on November 7.

Questions or Comments by: Warncke, Smith, Moore, Messmer, Martin,

C. Parking Garages Revenue Discussion – Sheri Wahrgren

Distributed: June 2011 Rick Williams Financial Matrix; Parking Permit Sales; Bulk Permit Rate Information; Parking Tax Rate Historical Information; Parking Permit Historical Fee Information. **Discussion:** Current revenue streams; Upcoming work session.

Questions or Comments by: Moore, Smith, Frazier, Wahrgren, Martin, Brandaw, Bratcher, Pollock

D. Draft Board Organizational Tools – Annie Gorski and Sheri Wahrgren

Discussion: Review of project management tool provided in the packet; Use for high level planning; updated monthly; suggestions for how to use the document; Annual schedule for planning purposes.

Questions or Comments by: Gorski, Moore, Smith, Davis,

9. ADJOURN

Vice Chair Moore adjourned the meeting at 1:30 P.M.