

MINUTES
Downtown Advisory Board
 Thursday, November 10, 2011– 12:00 P.M.
 350 Commercial St NE

Members Present	Members Absent	Staff Present	Guests
Jim Bauer Garth Brandaw Bill Davis Paul Gehlar Darr Goss Jim Lewis Jennifer Martin Mark Messmer Allan Pollock Bill Puntney Carole Smith	Brian Moore - E	Sara Bratcher – UD Renee Frazier - UD Annie Gorski – UD Doug Rux - UD Anita Sandoval – UD Sheri Wahrgren – UD Kevin Hottmann – PW Tony Martin – PW 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 November 10, 2011, as presented.

Motion by: Board Member Smith

Seconded by: Board Member Pollock

Action: Approve the Agenda for November 10, 2011, as presented.

Vote: Aye: Unanimous

Motion PASSES

2. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from October 27, 2011 as presented

Motion by: Board Member Smith

Seconded by: Board Member Martin

Action: Approve the Minutes from October 27, 2011, as presented.

Vote: Aye: Unanimous

Motion PASSES

4. REPORT ON COMMITTEES

None

5. PUBLIC COMMENT:

a) **Introduction:** Doug Rux, appointed October 31 as Assistant UD Director.

b) **Presenter:** Kevin Hottmann and Tony Martin – Public Works

Distributed: Map of proposed two-way State Street Between Commercial and Liberty

Discussion: Court/State Street paving next year; Option of making State Street two-way between Commercial and Liberty Streets; Traffic counts indicate it could support two lanes eastbound and one lane westbound; Concern with safety of mid-block crossing – will rebuild cross walk area and add more signage; No reduction in parking; Helps promote business; Looking for informal support to move forward with more analysis and public outreach.

Comments or Questions: Bauer, Martin, Gehlar, Lewis, Brandaw

Recommendation: Move forward with analysis and public outreach, then return to DAB with an action item requesting formal support.

6. ACTION ITEMS

None

7. OLD AND/OR NEW BUSINESS

A. Overview of November 14, 2011 Parking Work Session –

Chair Bauer reviewed PowerPoint scheduled for the Work Session on Nov. 14.

Discussion: The Board made suggestions regarding enforcement of employee parking on the street, and expanding the message during the presentation to better connect the Powerpoint with the spreadsheet. Other discussion included how to make revisions to the budget recommendation, and preparation of conclusions for an additional work session after the first of the year.

Questions or Comments by: Bauer, Smith; Brandaw, Martin, Messmer, Gehlar, Frazier, Puntney, Warncke

B. Parking Garages – Part 2 Revenue Discussion

Distributed: Email distributed by Carole Smith with possible revenue recommendations and decrease expenses.

Discussion: The Board reviewed the list and excluded those things not in DAB jurisdiction. Added were: paid on-street parking; marketing downtown; enforcement of employee on-street parking; sale of parking garages; encourage new business growth; incorporate the Rick Williams Recommendation; increase demand; sponsorship/naming rights opportunity, 2003 revenue options proposed by the Parking Advisory Board

Questions or Comments by: Smith, Martin, Bauer, Wahrgren, Messmer, Davis, Brandaw, Pollock, Lewis, Puntney

Next Steps: Analysis of options and return to Board for approval.

C. Minto Island Bridge Project Update

Presenter: Annie Gorski, Project Manager, UD

Discussion: Brief overview of trail project; Completion of agreement with Willamette Queen to access the slough, Executed agreement with Boise for trail easement; Urban Development will support the project by securing funding and overseeing public outreach; Public Works is lead on design and permitting; Grant application sent to ODOT in October for trail project and have completed outreach to identify other funding resources; Expect design consultant on board by January; Design and permit will run in tandem and expect to have 60 percent design complete by next fall; Permitting in early 2013; Funding for permitting and design in Riverfront URA 2011-12 budget; Hope to continue with funding allocation in future years; No funding for construction; Four to five year project; \$8.5 million current estimate; Minto Island Park master planning will begin in January; Cost estimates do not include lighting the trail; Agency communication in December to seek adoption of master plan for this project, and to allow Friends of Two Bridges to apply for grants on the City's behalf; DAB will be involved through budget discussions and other outreach milestones at certain points in the design.

Questions or Comments by: Gorski, Smith, Garr, Lewis, Warncke, Puntney

9. ADJOURN

December meetings will be held on the 8th and 22nd. Chair Bauer adjourned the meeting at 1:30 P.M.