

**MINUTES**  
**Downtown Advisory Board**  
 Thursday, October 22, 2009 – 12:00 P.M.  
 350 Commercial St NE

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff Present</b>	<b>Guests</b>
Dana Vugteveen - C Jim Bauer Suzi Bicknell Jeff Corner Sylvia Dorney Debra Edwards Darr Goss Brian Moore Anna Peterson	Bill Davis, VC - E Jim Lewis - E Allan Pollock -E	Sheri Wahrgren – UD Courtney Knox - UD Anita Sandoval – UD Sara Bratcher - UD Kevin Hottmann - PW	Paul Gehlar

**1. CALL TO ORDER:**

Chair Vugteveen called the meeting to order at 12:04 PM, noting a quorum of appointed members was present, and requested an amendment to the agenda to remove Action Item 6A, Salem Conference Center Energy Savings Project.

**2. APPROVAL OF AGENDA**

A. **October 22, 2009**

Ms Bicknell **made a motion** to approve the agenda of October 8, 2009, as amended. The motion was **seconded** and **passed** unanimously.

**3. APPROVAL OF MINUTES**

A. **September 24, 2009:**

Mr Moore **made a motion** to approve the minutes from September 24, 2009, as amended: Page 3B, last word of paragraph change to “recommendation”. The motion was **seconded** and **passed** unanimously.

Ms Wahrgren introduced Sara Bratcher who is the new Downtown Parking and Project Manager. She replaces Jim Upham who retired a few weeks ago. Courtney Knox has also joined the Downtown team. She has returned from her leave and will resuming her role on Vision 2020.

Ms Peterson requested an updated roster with staff contacts.

**4. REPORT ON COMMITTEES:**

A. None

## **5. PUBLIC COMMENT:**

No guests or visitors were present to address the Board on issues other than what appeared on the agenda.

Mr Bauer asked about apparent construction in the parkades. Ms Wahgren explained every year at this time, Facilities sweeps the parkades in preparation for holiday shopping. There have also been some elevator repairs and construction on the top floor of Liberty Parkade. Chair Vugteveen added glass is being replaced near Marion Parkade, which could explain traffic control devices.

## **6. ACTION ITEMS:**

### **A. Salem Conference Center Energy Savings Project**

This agenda time was moved to a later agenda.

### **B. Commercial Street Striping**

Kevin Hottmann returned with more information on the proposed Commercial Street Striping. He distributed a handout outlining Merchant Opinion in regard to restriping Commercial Street from four lanes to three lanes.

Go Downtown! Salem helped prepare a survey and distributed them to downtown merchants. Thirty four of 79 were returned. Results indicate a bike lane is not supported, but there is support for three lanes, vs. four lanes.

Staff will be going to City Council with a recommendation to restripe to three lanes which will include Sharrows.

Ms Peterson requested the Board table this decision until the end of the meeting to allow Mr Hottmann a chance to talk to police officers regarding their opinions on the traffic. The Board agreed, and Mr Hottmann excused himself to gather the requested information.

At the end of the Board meeting, Mr Hottmann returned after talking to Sergeant Tony Moore. Sergeant Moore expressed support for wider lanes to provide vehicles more room to make choices, and to allow larger trucks to make wide turns more easily. He preferred not have a bike lane.

Ms Peterson **made a motion** to support staff recommendation. The motion was **seconded** and **passed** unanimously.

## **7. INFORMATION ITEMS: (The three agenda items were grouped into one discussion)**

### **A. "Planning Ahead"**

### **B. Options for Economic/Parking Analysis**

### **C. Riverfront Downtown URA Priority Discussion**

Mr Bauer presented a PowerPoint regarding a Strategic vs. Tactical approach to Downtown development. He suggested using some of RDURA funds to pay for a consultant to study resource partners/stakeholders plans and analyze them to see how they align. Out of that data, a master plan could be developed tying the strategy to the tactical application and the appropriate partner. Mr Bauer suggested the DAB should have the responsibility to move a strategic plan forward because of its tie to the Agency and downtown.

The Board reached consensus that a subcommittee, consisting of Dana Vugteveen, Jim Bauer, Anna Peterson, and Brian Moore, structure a communication to the Agency Board outlining a desire to move forward based on the outline of this discussion, recommending the Agency direct the subcommittee to create a scope of work. The Board would subsequently forward a report to the Agency with a request to fund the study.

**D. November/December Meetings**

The Board reached consensus to change the time, and to reduce Board meetings to once a month. Meetings will now be held from 2:00 PM-3:30 PM on the 4<sup>th</sup> Thursday of each month, except for November and December, which will occur on the 2<sup>nd</sup> Thursday.

**NEW BUSINESS**

**8. ADJOURN:**

Chair Vugteveen adjourned the meeting at 1:33 P.M. The next scheduled meeting is November 12, 2009, at 2:00 PM.