



MINUTES
WEST SALEM REDEVELOPMENT ADVISORY BOARD
 Wednesday, May 5, 2010 - 7:30 A.M.
 West Salem Public Library
 395 Glen Creek Road NW



Members Present

Alan Chen - Chair
 Warren Bednarz – Vice
 EM Easterly
 Paul Gehlar
 Dwayne Hilty
 Lyle Mordhorst

Members Present

Tyson Pruett
 Jennie Reisch
Members Absent
 Teresa Campbell - U
 Tim Klarr - U
 Kris Nelson - U

Staff Present

Annie Gorski – UD
 Therese Van Vleet – UD

Guests

Joan Bennett – Truitt Bros
 Janet Noakes

1. CALL TO ORDER

Chair Chen called the meeting to order at 7:32 AM, noting a quorum of appointed members was present.

Chair Chen **MADE A MOTION** to approve the agenda as presented. The **MOTION CARRIED** unanimously.

2. APPROVAL OF MINUTES

Chair Chen **MADE AMOTION** to approve the minutes of March 3, 2010. The **motion CARRIED** unanimously.

3. APPEARANCE OF INTERESTED CITIZENS

There were no citizens present to address the Board on any matter other than those on the Agenda.

4. ITEMS FOR BOARD INFORMATION

West Salem Park Lighting Project - Ms Gorski

The Parks Division issued a notice to proceed 15 days ago. One pre-construction meeting was held on site and the ordered lights should arrive and be installed by June 1, 2010. Ms Noakes noted a Resource Fair will be held in the park, ~~but will finish after~~ on May 27; installation may need to be adjusted.

Q. Why has the project taken so long and will the lights be energy efficient?

A. The original error was because the RFP was issued under the City instead of the Agency, which is necessary for the use of urban renewal area (URA) funds, and was reissued. Staff will inquire about the energy efficiency.

Polk County Historic Museum West Salem Annex – Chair Chen

Chair Chen discussed the potential for a second museum site in West Salem for the Polk County Historic Museum currently located in Rickreall. Chair Chen will be invited to address their Board. A West Salem Urban Renewal Area Plan (Plan) amendment would be needed to allow use of funds for a museum.

Q. What type of involvement would the urban renewal area (URA) have?

A. Possibly site location or construction funds. The museum would provide operating expenses and maintenance.

Q. Would a museum benefit the URA?

A. It could attract people to the area.

Q. Would assistance be a grant or low interest loan?

A. It would depend on the level of involvement. URA funds could be used to acquire a site or historic building to sell to them or provide opportunity funds for construction.

Q. Are there historic homes that could be used for a museum?

A. There are historic two homes on Second Street.

Q. Does the Polk County Historic Museum have funding for operations and maintenance of a second site?

A. It is unknown, but funding for all non-profits is a challenge in this economy.

Q. Could the URA create a public faculty in West Salem to be used for this and different activities?

A. Staff would need to research.

Q. Does the Plan have to be amended specifically to allow a museum?

A. It would need to be stated in the Plan as an objective.

Ms Noakes stated that as part of the ~~2013 Oregon State Centennial~~ **the incorporation of** West Salem celebration she ~~will~~ **would like to** have a store front with historic information. That information could be preserved for use in a future Polk County Historic Museum Annex. Ms Gorski suggested contacting the Mission Mill and Marion County Historic Society chairs.

Second Street Master Plan - Ms Gorski

Ms Gorski reviewed the proposal from Leland Consulting Group from April 8, 2010. The consultant proposed:

- Develop three preliminary concepts for the area between Rosemont and Patterson, show street cross-sections, elevations, parking access and vehicle connectivity; recommend and prepare one final concept
- Develop street cross-sections for reconstruction of the western portion of Second Street;
- Prepare parking management strategies to improve parking efficiency in the area and to support redevelopment; coordinate efforts with the proposed Transportation Growth Management parking study;
- Identify specific redevelopment opportunities and describe likely/optimal redevelopment scenarios to best leverage the investments in public infrastructure;
- Estimate the costs for capital improvements;
- Prioritize transportation and redevelopment investment actions;
- Identify impacts due to the third bridge; and
- Coordinate efforts with the adopted Edgewater/ Second Street Action Plan.

Q. Does the URA own the Second Street right-of-way? Can we get a status update?

A. Real Property Services, on behalf of the Urban Renewal Agency, is negotiating with the railroad who owns the right-of-way. A Master Plan can be developed before the property has been secured. The Master Plan for the Hollywood Station site spelled out public investment plans and helped narrow private interest.

Q. Why are they repeating the same steps they just took in completing the Action Plan?

A. Staff requested they use their previous research to reduce the scope of work. They stated they wish to follow up with more in-depth talks with property owners.

Q. Can a Master Plan provide more than "conceptual drawings"? Can it provide construction plans?

A. The request to develop a Master Plan came from Councilor Clem. He saw it as providing a guiding vision, so business and the neighborhood would have clear idea of what could be done.

Q. Can we predicate the Master Plan study on acquisition of the Second Street property?

A. The Master Plan process could be delayed until the property is acquired.

Q. If the property cannot be secured within three months, could the acquisition process be turned over to a private party to secure the land?

A. There has not been enough time for the City to secure the property since the Board approved the process.

Q. Where will the \$67,500 for the Master Plan come from?

A. The funds would be taken from the 2010-11 budget, unspecified funds.

Mr Easterly **MADE A MOTION** to go on the record supporting the proposal to hire Leland for a Second Street Master Plan, with the stated caveat that the land be secured and that the study would need to result in more focused ideas with the big objectives clearly stated. Mr Gehlar seconded.

Chair Chen asked if Mr Easterly meant to approve the proposal, but acquire the land first. Mr Easterly said he would like a finished product that will have a complete vision with a process of how to achieve that vision. Mr Bednarz pointed out the Board can direct staff to refine the proposal, and ask the consultant why they are revisiting the same thing they did for the Action Plan. Mr Easterly withdrew his motion and Mr Gehlar withdrew his second.

Q. What happened to the parking study that was proposed?

A. The City applied for a TGM grant and is waiting the funding decision. If it approved, it will be written into the project scope.

Q. Does the land have to be acquired to move forward with a Master Plan?

A. The property can be purchased outright or leased for 99 years.

If Task 1a (Primary reconnaissance) is eliminated it would reduce the scope of work for the Master Plan which would reduce the overall cost.

Q. Can Leland Consulting provide a representative to discuss the proposal at the next meeting?

A. Staff can request they attend.

Q. Can Public Works inform the Board what is allowed for development on Second Street? Is it reasonable to ask for specific construction plans with deliverable dates? Should the utility study be completed before a Master Plan is considered?

Consensus was to revise the scope of work and continue the conversation at the next meeting.

5. ITEMS FOR BOARD ACTION

Edgewater/Second Street Action Plan - Draft Schedule – Handout

Projects with key milestones, project leads, stake holders and start and end dates were provided for eight projects.

Q. What are the options with the Second Street Median?

A. The railroad will lease for \$40,00 per year or would want the Agency to purchase the property.

Q. Can senior staff return with more information on the acquisition status?

A. Staff can request a member of Real Property Services attend the next meeting for an update.

Q. Can staff provide monthly updates on projects?

A. Staff can update the schedule monthly. Consensus was the next update would be for the July meeting.

6. NEW BUSINESS

Festival Street Progress

Mr Gehlar opined the success of the Action Plan and a Master Plan would be contingent on the development of the need for a festival street and asked if anything had been done to foster events on trial basis this summer? Consensus was to contact the business association and encourage them to look into holding a Thursday evening market to coincide with the concert in the park series. A possibility would be to have an Americorps volunteer or a student marketing volunteer coordinate events.

Q. What are the requirements for a market?

A. Vendors would require access to water, electricity, parking, and phone/internet connections.

Softball Fields

Mr Mordhorst noted that Medford updated their softball fields with AstroTurf, which has taken business away from Salem parks. To be competitive, Salem needs to expand the softball fields, as they attract huge crowds.

Q. Can the URA be expanded to cover the new area? Can URA funds be used to expand the soft ball fields?

A. The URA can expand by 1% (4.53 acres) without an amendment. But, if that 1% is used for ball fields then it cannot use for waterfront expansion. URA funds could be used for construction, but not maintenance.

10/11 to 12/13 Budget Matrix - Chair Chen hand out

Chair Chen provided and reviewed a handout outlining the Board projects for FY 2010/11, 2011/12 and 2012-13 and possible next steps.

Chair Chen noted he and Mr Bednarz presented the Second Street Action Plan to the Downtown Advisory Board (DAB) and proposed an alliance with them for development of park connections. DAB members were interested in parking plans for West Salem.

Elections will be held in June for the Chair and Vice Chair positions.

Three Board members have expiring terms: Mr Chen, Mr Bednarz and Ms Campbell. Staff requested they send an e-mail to state if they would like to continue membership for a second term so their names could go before the Agency Board for approval.

6. ADJOURNMENT

Chair Chen adjourned the meeting at 8:58 AM. The next meeting is scheduled for June 2, 2010.

Visit the Department web page at www.cityofsalem.net > Departments > Urban Development.

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