



**DRAFT ACTION AGENDA/MINUTES  
WEST SALEM REDEVELOPMENT ADVISORY BOARD**

Wednesday, November 2, 2011 - 7:30 A.M.

West Salem Public Library

395 Glen Creek Road NW

[www.cityofsalem.net/WSRAB](http://www.cityofsalem.net/WSRAB)



This Action Agenda/Minutes complements the electronic recording of the meeting, which may be reviewed at [www.cityofsalem.net/WSRAB](http://www.cityofsalem.net/WSRAB).

**1. CALL TO ORDER AND ROLL CALL**

**00:01min:05sec**

**Call to order:** 7:34 AM.

**Roll Call:** Warren Bednarz-Chair; Joan Bennett; Alan Chen; Bob Coe; EM Easterly (8:03 AM); Paul Gehlar; Dale Kennedy (7:46 to 8:20 AM); Lynnette Martino; Lyle Mordhorst; and Jennie Reisch **Absent:** Chris Fischer-Vice Chair  
**Staff:** Courtney Knox-UD; Brian Vinson-PW; Mark Becktel- PW; Therese Van Vleet-UD ; Toni Whittler-PW  
**Guests:** Tim Klarr

**2. APPROVAL OF AGENDA**

**Approve Agenda:**

**00:02:00**

Move to approve the agenda for November 2, 2011, as presented.

**Motion by:** Board Member Coe

**Seconded by:** Board Member Bennett

**Action:** Approve November 2, 2011, Agenda as presented.

**Vote:** Aye: **Unanimous** Nay: Abstentions:

**3. APPROVAL OF MINUTES**

**00:02:20**

**Motion:** Move to approve the Minutes from October 5, 2011, as presented.

**Motion by:** Board Member Mordhorst

**Seconded by:** Board Member Coe

**Action:** Approve the October 5, 2011, Minutes as presented.

**Vote:** Aye: **Unanimous** Nay: Abstentions:

**4. APPEARANCE OF INTERESTED CITIZENS**

**00:02:45**

None

**5. ACTION ITEMS**

**00:03:00**

**Wayfinding Sign Sub-committee**

**Discussion:** Wayfinding Sign Project Phase I was over budget. Phase II, budgeted for \$32,000, for 10 blades and 4 WICs (Wayfinding Information Centers), will actually cost approximately \$55,000. A sub-committee is needed to adjust the project scope or make budget and sign location recommendations. Meetings will be public and will be noticed on the web. Staff will take notes.

**Volunteers:** Members Bennett; Gehlar; and Reisch

**Questions or Comments by:** Knox, Bednarz, Reisch, Bennett, Gehlar

**Motion:** Move to accept Members Bennett; Gehlar; and Reisch as the Wayfinding Sign Sub-Committee.

**Motion by:** Board Member Mordhorst

**Seconded by:** Board Member Coe

**Action:** Approve the Members as a sub-committee.

**00:07:30**

**Vote:** Aye: **Unanimous** Nay: Abstentions:

**6. INFORMATION ITEMS**

**Parks Master Plan Briefing - Mark Becktel**

**00:10:00**

**Handouts:** *Comprehensive Park System Master Plan Update* and *Eola Ridge Master Plan Update*

**Discussion Items:** Parks; Parks Master Plan (MP); MP process; MP Committee; future parks and their development; maintenance of current parks; volunteers; employees; and institutional workers. Parks classifications include: 1) neighborhood park; 2) community park; 3) large urban park (city park); 4) state wildlife preserve; 5) historic park; 6)

linear park; 7) natural areas; etc. Other discussion included: current parks use trends; reservations for picnic shelters; and youth sports competitive tournaments along with steps needed to attract tournaments/events (new fields, hotels, support facilities, etc.); baseball and soccer tournaments and level of service for each sport and use of school district facilities; Volume of parks in Salem (8 acres per 1,000 inhabitants) along with park maintenance and development; SDCs (System Development Charges) were explained; the cost/benefit of league play versus tournaments; and cost estimates to expand the baseball complex (\$14-17 Million).

**Comments:** Bechtel, Bednarz, Mordhorst, Gehlar, Coe, Kennedy, Reisch

**Bulbout Design Update** - Brian Vinson

**00:36:35**

**Potential conflict of interest:** Member Gehlar (a property owner in the vicinity)

**Discussion Items:** Design of curb extensions underway (50%); goal: to bid with Downtown Project for economy of scale; and design project to maximize parking and preserve and enhance pedestrian safety. With cooperation of Transit, it may be possible to add back 1-2 parking spaces at the Kingwood curb extension. Other discussion included: parking space marking and size requirements - updates will be presented at future meetings; traffic flow at Patterson intersection; and possibility of protection of curb extension with reinforced concrete.

**Comments:** Gehlar, Knox, Vinson, Bednarz, Easterly, Klarr, Bechtel, Bennett, Chen, Mordhorst

**Priorities, Project Budget Updates** - Courtney Knox

**00:48:35**

**Budget and Loan Issuance:** Tax increment projections and loan issuance for Second Street Re-construction.

**Welcome to West Salem Sign and ODOT:** ODOT right of way requirements: entity must be a city, a county, or a recognized unincorporated area. Discussion included: possible historic interpretive signs or wayfinding signs; alternate sign locations; sign budget; reallocation of funds; a Sign Sub-committee; and a sky-bridge.

**Pedestrian Safety and Lighting Project:** The proposal is for up to 10 pedestrian scale lights at a cost of \$135,000. Discussion included: scope, schedule, budget, and project management; combining this project with the bulbout project; design constraints; impact to bulbouts; placement of infrastructure; cost issues; and time frame for design.

**Comments:** Knox, Easterly, Bednarz, Easterly, Reisch, Bennett, Chen, Mordhorst, Vinson, Easterly, Bennett

**Motion:** Move funds to be allocated to Bulbout Project to support lighting from Kingwood to Patterson Streets.

**Motion by:** Board Member Easterly

**01:09:25**

**Seconded by:** Board Member Mordhorst

**Discussion:** Placement, consultant, contracting, timeline, Salem Electric, along with bulbouts with lighting infrastructure.

**Comments:** Bennett, Gehlar (potential conflict- see *Bulbout Design Update*), Vinson, Bednarz, Knox, Bechtel

**Action:** Approve move funds to Bulbout Project to support the Lighting Project from Kingwood to Patterson.

**Vote:** Aye: **Unanimous** Nay: Abstentions: **01:15:10**

**Wallace Marine Park Sidewalk**

**Discussion:** Sidewalk connection from Courthouse parking lot, along Glen Creek Road, to Park parking lot and playground; cost estimate of \$203,000 and budget deliberations; and alternate path coverings.

**Comments:** Knox, Bechtel, Mordhorst, Chen, Easterly, Martino, Bednarz, Gehlar

**Extend Meeting**

**01:27:15**

**Motion:** Move to extend the meeting five minutes.

**Motion by:** Board Member Easterly

**Seconded by:** Board Member Coe

**Action:** Approve extension of the meeting five minutes.

**Vote Extension:** Aye: **Unanimous** Nay: Abstentions

**Continued discussion:** Large projects versus small projects; the Bike/Walk Plan and the Planning Commission; over/under crossing on Wallace Road; and cost estimates for small projects (hog fuel, T-ball facility, etc).

**Comments:** Chen, Coe, Bechtel, Knox, Bednarz, Easterly, Gehlar

**7. APPEARANCE OF INTERESTED CITIZENS**

**01:31:40**

None

**8. NEW BUSINESS**

**01:31:45**

**Item:** Demonstration Block, Downtown Toolbox Project.

**Discussion:** RFP process to develop one Downtown block.

**Comments:** Bednarz, Knox, Gehlar.

**9. ADJOURNMENT: 9:05 AM**

**01:33:00**

**Transcribed by:** Therese Van Vleet | **Reviewed by:** Anita Sandoval | **Edited by:** Courtney Knox.