



URBAN RENEWAL AGENCY

Urban Development Department

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178.

Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available on request. To request accommodations or services, please contact the ADA Liaison at 503-588-6178 or Urbandev@cityofsalem.net at least two business days in advance (TTD/TTY 503-588-6439).**

Downtown Advisory Board

Board Members

Aaron Terpening
Linda Nishioka, Vice-Chair
Brad Compton
Tyson Giza
Joshua Kay, Chair
Summer Keightley
Vincenzo Meduri
Scott McLeod
Quandary Robertson
Jordan Truitt
Charles Weathers

City Staff

Sheri Wahrgren, Downtown Revitalization
Rebecca Ziegler, Project Manager
Anita Sandoval, Supervisor

www.cityofsalem.net

Next Meeting:

August 24, 2021

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

Meeting Agenda

Thursday, July 22, 2021
12:00 p.m. – 1:30 p.m.

**Due to the COVID-19 Pandemic, this meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](https://www.youtube.com). Please submit written comments on agenda items by 5:00 p.m., or earlier, one day prior to the day of the meeting at DAB@cityofsalem.net.

1. Opening exercises – introduction of new board members
2. Approval of Agenda
3. Approval of Minutes from June 24, 2021
4. Action Items –
 - a. Does the Downtown Advisory Board recommend approval to Agency Board of new grant program?
 - b. Effective in August the DAB has two meeting options; 1) Virtual or 2) in person. What meeting option does Downtown Advisory Board prefer?
5. Information Reports-
 - a) Continued discussion - post pandemic downtown event
 - b) Continued Board Meeting Topics Discussion
6. What's Happening Downtown
7. Adjournment

MINUTES
Downtown Advisory Board
Thursday, June 24, 2021–12:00 P.M.
Virtual Meeting
[YouTube](#)

1. CALL TO ORDER

Call to Order and Roll Call: 12:03 PM

Roll Call: Tyson Giza; Joshua Kay-Chair; Linda Nishioka-Vice Chair; Jordan Truitt; Charles Weathers; Vincenzo Meduri

Absent: Aaron Terpening; Brad Compton; Scott McLeod

Staff: Kristin Retherford; Sheri Wahrgren; Rebecca Ziegler; Anita Sandoval

Guest: Virginia Stapleton, Ward 1 Councilor

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for June 24, 2021, as presented.

Motion by: Board Member Giza

Seconded by: Board Member Truitt

Action: Approved the agenda for June 24, 2021, as presented.

Vote: Aye: Unanimous **Motion PASSES**

3. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from May 27, 2021, as presented

Motion by: Board Member Nishioka

Seconded by: Board Member Giza

Action: Approved the Minutes from May 27, 2021, as presented.

Vote: Aye: Unanimous **Motion PASSES**

4. ACTION ITEMS

None

5. INFORMATION REPORTS

a. Guest Speaker – Ward 1 Councilor Stapleton

Comments/Questions: Wahrgren, Meduri, Kay; Retherford; Nishioka

b. Continued Board Meeting Topics Discussion – N/A

Comments/Questions:

c. Post COVID Downtown Event

Comments/Questions: Kay; Truitt; Wahrgren; Meduri; Retherford

d. Capital Improvement Grant Exceptions Requests – Wahrgren

Comments/Questions:

6. What's Happening Downtown!

a. Moved to next meeting

7. ADJOURN – 1:34 p.m.

Next Meeting: July 22, 2021



MEMORANDUM

Urban Development Department

DATE: July 22, 2021
TO: Downtown Advisory Board
FROM: Sheri Wahrgren, Downtown Revitalization Manager
SUBJECT: Project Information

On June 28, 2021, the Urban Renewal Agency Board approved two exceptions to the maximum grant amount for the Capital Improvement Project Grant Program. The following are the project highlights:

Former Nordstrom Building Project (420 Center Street NE)

Developer: DD Salem Center Two, LLC
Project Cost: \$25M
Grant Amount: \$749,999
Project Description: New construction of a 5-story building (existing building is scheduled for demolition). 162 market rate rental housing units, ground floor retail, and 32 on-sight parking spaces.

Building design will include a lobby, rooftop deck, resident community room, pet area, dog wash and bike repair, storage, and wash station.

Lobby will be equipped with a large screen monitor for the purpose of displaying TransitScreen, which displays 24/7 real time arrival information for nearby trans, buses, and ridesharing systems.

Project Schedule: Construction anticipated to start Spring 2022

Holman Hotel (195-197 Commercial St. SE)

Developer: Salem Opportunity, LLC
Project Cost: \$38.6M
Grant Amount: \$749,999
Project Description: New construction of a 7-story, 129-room hotel with a ground floor lobby. It will include a restaurant, guest library, conference rooms, four levels of hotel rooms and two levels of parking (60 spaces).

On-site bicycle parking and EV charging stations for electrical vehicles.



MEMORANDUM

Urban Development Department

DATE: July 14th, 2021

TO: Downtown Advisory Board

FROM: Rebecca Ziegler, Program Manager

SUBJECT: New Grant Program: "Open for Business"

As businesses transition into the recovery phase of the pandemic there is a need for permanent interior and exterior infrastructure improvements to be constructed in order to meet current and future safety protocols. The new "Open for Business" Grant Program would support the goals of addressing COVID-19 recovery efforts for businesses within the RDURA. It is offered for the City of Salem's Riverfront Downtown Urban Renewal Area (RDURA) in response to the needs of businesses post COVID-19. Food and beverage establishments will be able to use this grant to assist with funding of new permanent platforms for outdoor seating; and these grant funds can be utilized by property owners and businesses owners.

The goals of the Open for Business Grant Program are:

- Provide financial assistance to help businesses in the RDURA make permanent infrastructure improvements for projects as a result of the impacts of COVID-19.
- Provide financial assistance to help businesses in the RDURA create new permanent spaces/platforms for outdoor seating at food and beverage establishments.

The maximum grant amount approved per project is \$20,000 and requires a 50/50 match.

A grant program is identified as an eligible project in Sections 1105 and 1108 in the RDURA Plan. If approved by the Agency Board, \$500,000 would be allocated to the Open for Business Grant Program. This funding would come from the RDURA Capital Improvement Grant Program which currently has a budget of \$4.3 million and would be available until funding is depleted or September 1st, 2023; whichever comes first.

##

City of Salem: Riverfront Downtown Urban Renewal Area
“Open for Business” Grant Program Criteria

I. Background

The Open for Business Grant program is offered for the City of Salem’s Riverfront Downtown Urban Renewal Area (RDURA) in response to the needs of businesses post COVID-19. As businesses transition into the recovery phase of the pandemic there is a need for permanent infrastructure improvements to be constructed in order to meet current and future safety protocols.

II. Program Objectives

The goals of the Open for Business Grant Program are:

- Provide financial assistance to help businesses in the RDURA make permanent infrastructure improvements for projects as a result of the impacts of COVID-19.
- Provide financial assistance to help businesses in the RDURA create new permanent spaces for outdoor seating at food and beverage establishments.

III. Eligibility

The following persons are eligible to apply and receive grant funds:

- Property owners of business that are located within the RDURA.
- Business owners of businesses that are located within the RDURA, with property owner consent.
- Tax exempt properties are not eligible.
- In-home businesses are not eligible.
- Properties that are 100% residential are not eligible.

IV. Eligible Improvements

The following items are considered eligible expenses through this program:

- Design work for an eligible project. Must be from a licensed professional
- Construction of an outdoor dining platform (seating, planters, string-lights, movable heaters or other movable items are not eligible) that meets the City of Salem Platform Design Guidelines
- Install of permanent gas and/or electrical infrastructure for outdoor dining
- Permanent capital improvements constructed in the interior to meet current and future safety protocols due to COVID-19. Examples of these types of improvements include but are not limited to:
 - Reconfiguration of walls or interior layout to meet social distancing requirements
 - Improvements to mitigate interior or exterior building impacts related to COVID-19

V. Financing

- 50% match for eligible project costs
- Maximum grant amount is \$20,000.

- Grant funding is contingent upon available fund and cannot retroactively be reimbursed for any portion of the project completed prior to signing the grant commitment. Policy exception is eligible platform costs completed up to 30 days in advance of executed commitment may be reimbursed.

VII. General Conditions

- Approval of grant applications is contingent upon available funds. Application requirements include confirmation of authorized entity to execute grant commitment; approval of property owner for building improvements; property taxes are current; confirmation of funds to cover costs not covered by grant; evidence of property insurance, and if applicable, confirmation that business is current on Downtown Parking Tax.
- All projects shall conform to the design standards of the Development Code, other applicable regulations in the City of Salem Municipal Code, and the requirements of the Oregon State Building Codes.
- If applicable, Historic Design Review approval prior to grant commitment.
- Once an application is approved, the applicant will be required to enter into a Grant Commitment Agreement with the City.
- All project contractors shall, where applicable, have a valid CCB license in the State of Oregon in good standing. The cost of any work requiring a CCB license that is not completed by a licensed contractor will be required to be paid by the applicant in full.
- For platform projects, evidence of approval and receipt of Revocable License to Use On-Street Parking Areas for Outdoor Dining. Platform design must meet City of Salem Platform Design Guidelines.
- Additional conditions may be included with the grant approval.
- Grant program will sunset September 1st, 2023.

Urban Development Director will be authorized to approve Open For Business grant commitments.