

# MINUTES

## Downtown Advisory Board

Thursday, August 27, 2020–12:00 P.M.

Virtual Meeting

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### 1. CALL TO ORDER

**Call to Order and Roll Call:** 12:00 PM

**Roll Call:** Tyson Giza; Joshua Kay; Hilary Holman- Kidd; Laurie Miller Linda Nishioka; Aaron Terpening; Dana Vugteveen; Charles Weathers

**Absent:** Brad Compton; Vincenzo Meduri; Scott McLeod

**Staff:** Anita Sandoval; Sheri Wahrgren; Rebecca Ziegler

### APPROVAL OF AGENDA

**Motion:** Move to add an Update from the RFP Subcommittee

**Motion by:** Board Member Nishioka

**Seconded by:** Board Member Holman-Kidd

**Action:** Approved the addition of an agenda item

**Vote:** Aye: Unanimous **Motion PASSES**

**Motion:** Move to approve the agenda for August 27, 2020, as amended

**Motion by:** Board Member Vugteveen

**Seconded by:** Board Member Nishioka

**Action:** Approved the agenda for August 27, 2020, as amended.

**Vote:** Aye: Unanimous **Motion PASSES**

### 2. APPROVAL OF MINUTES

**Motion:** Move to approve the Minutes from June 25, 2020, as presented

**Motion by:** Board Member Nishioka

**Seconded by:** Board Member Weathers

**Action:** Approved the Minutes from June 25, 2020; as presented.

**Vote:** Aye: Unanimous **Motion PASSES**

### 3. ACTION ITEMS

#### a. Capital Improvement Grant Exception Criteria Revisions - Sheri Wahrgren

**Comments/Questions:** Terpening, Nishioka, Weathers, Kay, Vugteveen

**Motion:** Recommendation to table the discussion to a future meeting.

**Motion by:** Member Vugteveen

**Seconded by:** Member Weathers

**Action:** Approved tabling the discussion to a future meeting.

**Vote:** Aye: Unanimous **Motion PASSES**

### 4. INFORMATION REPORTS

#### a. Downtown Café Dining Program – Sheri Wahrgren

**Comments/Questions:** Terpening, Kay

#### b. Our Salem Update – Sheri Wahrgren

**Comments/Questions:** None

#### c. Saffron/UGM RFP Subcommittee Update

**Comments/Questions:** Kay, Giza, Nishioka, Wahrgren, Terpening

The Board will review the Criteria options, rank, and return to staff by September 4 with more discussion planned for the September meeting.

**5. “WHAT’S HAPPENING DOWNTOWN?”**

- a.** Staff will meet with new owners of the Nordstrom building
- b.** Staff met with owners of vacant buildings to discuss any future plans
- c.** Masonry is up on the Nishioka building
- d.** New UGM building has begun construction
- e.** Police station set for completion in October
- f.** Maps Credit Union under construction
- g.** SKEF building has sale pending
- h.** Holman Hotel still moving forward with plans in for review
- i.** Bike share program options have ceased

**6. ADJOURN – 1:20 p.m. Next Meeting: September 24, 2020**



**MEMORANDUM**

*Urban Development Department*

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**DATE:** August 27, 2020  
**TO:** Downtown Advisory Board  
**FROM:** Sheri Wahrgren  
**SUBJECT:** UGM/Saffron Redevelopment Opportunity RFP

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At the June 25<sup>th</sup> Downtown Advisory Board Meeting, a sub-committee was created to develop a draft scope of goals/objectives for the proposed Request for Proposals to solicit redevelopment opportunities for the UGM/Saffron properties.

Since June, the sub-committee has had two meetings. The following are the highlights of those meetings:

- Overview of RFP, RFQ's from other projects
- Overview of CBD zoning
- Overview of salient facts on properties
- Discussions on elements to be considered for inclusion in an RFP

Attached is a list of items that the subcommittee would like the full Downtown Advisory Board to weigh in to determine the priorities for the properties as it moves forward with drafting a scope for an RFP that would be reviewed by the Agency Board.

## UGM/Saffron Redevelopment Opportunity

Items to consider in RFP?

**Ranking 1-5  
(5 being highest)**

Design Creativity	
Alignment with goals/objectives of RDURA Plan	
Leverage of RDURA Funds to Private Investment	
SF Size of redevelopment (complete site, portion, additional properties)	
Type of uses (housing, commercial, retail)	
\$Amount, Number and Type of City incentives requested	
Experience/Qualifications of Development Team	
Relationship to surrounding uses	
Phased development versus all at once	
For Profit versus Non-Profit	
Timeline for Completion	
Job Creation	
Total Cost of Project	
Requirement of off-street parking – attachment to skybridge?	
Environmental responsibility- Green Building	
Other	
Other	

