

MINUTES

Downtown Advisory Board

Thursday, April 22, 2021–12:00 P.M.

Virtual Meeting

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1. CALL TO ORDER

Call to Order and Roll Call: 12:03 PM

Roll Call: Aaron Terpening; Brad Compton; Tyson Giza; Joshua Kay-Chair; Linda Nishioka-Vice Chair; Jordan Truitt; Charles Weathers; Vincenzo Meduri; Scott McLeod

Absent:

Staff: Sheri Wahrgren; Rebecca Ziegler; Anita Sandoval; Eunice Kim, Gretchen Bennett, Austin Ross

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for April 22, 2021, amending it to move the Report on City Homeless Efforts before the Action items.

Motion by: Board Member McLeod

Seconded by: Board Member Terpening

Action: Approved the agenda for April 22, 2021, as amended.

Vote: Aye: Unanimous **Motion PASSES**

3. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from March 11, 2021, as presented

Motion by: Board Member Nishioka

Seconded by: Board Member Terpening

Action: Approved the Minutes from March 11, 2021, as presented.

Vote: Aye: Unanimous **Motion PASSES**

4. ACTION ITEMS

a. Downtown Advisory Boards FY 21-22 Parking Budget recommendation to City Council

Handout – Revised budget

Comments/Questions: Wahrgren, Terpening, McLeod

Motion: Recommend the FY 21-22 Parking Budget as presented.

Motion by: Board Member Terpening

Seconded by: Board Member McLeod

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

5. INFORMATION REPORTS

a. City-Wide Homeless Effort Update – Gretchen Bennett (moved to before Action Item)

Comments/Questions: Wahrgren, Nishioka, Terpening, Meduri

b. FY 2021-22 RDURA Budget Update - Wahrgren

Comments/Questions: Nishioka

c. UGM/Saffron Redevelopment update- Wahrgren

Comments/Questions: Nishioka, Terpening, Kay

d. Our Salem update – Eunice Kim

Comments/Questions: Kay, Nishioka, Meduri, Ross

6. What's Happening Downtown!

a. Permits for events will be available after Memorial Day

b. Amphitheatre is nearing completion

c. Iron Man event – July 25 subject to Covid restrictions

d. Taco Crawl planned for end of July

- e. New City program planned for this fall to provide policies and options for platform design for expanded dining
- f. 990 Broadway is moving along with 65 already on the wait list
- g. Historic Grand Theater will host Broadway guests to provide workshops
- h. Historic Grand Theater is looking for a venue to perform Mid Summer's Night Eve

7. **ADJOURN** – 1:37 p.m.

Next Meeting: May 27, 2021

Handout 4/22/21

Revised budget

DOWNTOWN PARKING FUND
(170-64-30-10-00)

Department: Urban Development
Cost Center: Downtown Parking
Cost Center No: 64-30-10-00

	ADOPTED FY 2020-21	PROJECTED FY 2020-21	DRAFT PROPOSED 2021-22
RESOURCES			
Beginning Fund Balance	74,209	74,209	212,740
Operating Revenues			
Parking tax collections	402,710	347,090	365,840
Parking permits/parking rent	609,670	425,360	479,660
Meter revenue	65,000	26,010	26,120
Interest	6,000	5,500	1,000
American Rescue Plan Act - lost revenue	0	278,960	211,590
Other revenue/bad debt recovery	3,500	4,000	2,430
	1,086,880	1,086,920	1,086,640
TOTAL RESOURCES	1,161,089	1,161,129	1,299,380
EXPENDITURES			
Regular Maintenance/Operation of Structures:			
Insurance 631002	34,350	34,350	38,750
Electricity 631003	62,500	60,650	58,500
Routine maintenance - Chemeketa 631006	118,570	90,490	120,000
Routine maintenance - Liberty 631007	46,240	26,980	55,490
Routine maintenance - Marion 631008	97,970	106,240	180,000
Fire riser/valve replacement - Chemeketa	10,800	0	0
Striping, meters, signage (Transportation) 631009	1,100	500	500
Landscape maintenance (Parks) 631010	3,000	2,000	1,000
Miscellaneous downtown repairs 631050	5,000	2,000	1,000
<i>Total Regular Maintenance and Operation</i>	<i>379,530</i>	<i>323,210</i>	<i>455,240</i>
Maintenance of District:			
Refuse disposal/refuse container maintenance 631005	33,630	31,552	36,630
<i>Total Maintenance of Parking District</i>	<i>33,630</i>	<i>31,552</i>	<i>36,630</i>
Police			
Police Services Provided Downtown 631077	200,000	200,000	200,000
<i>Total Police</i>	<i>200,000</i>	<i>200,000</i>	<i>200,000</i>
Administration and Overhead			
Administration and board support (Urban Development) 631000	55,700	21,000	27,550
Indirect Cost Allocation Plan 631001	219,670	219,670	262,130
Parking permit administration (Comm Development) 631051	74,240	74,240	62,260 xxxxx # 0
<i>Total Administration and Overhead</i>	<i>349,610</i>	<i>314,910</i>	<i>289,680</i>
Contracted Services			
Downtown services (Downtown Clean Team) 631098	75,000	69,090	75,000
Downtown Parking-Holiday 631090	3,500	1,162	3,500
Parking Security Services 631103	10,000	3,463	5,000
<i>Total Contracted Services</i>	<i>88,500</i>	<i>73,715</i>	<i>83,500</i>
Capital Reserve Transfer			
631099	0	0	0
Bad Debt Write Off			
631086	35,000	5,000	10,000 22,740 # 2
Minimum Reductions Needed			
			0
Total Operating Expenditures	1,086,270	948,387	1,087,790
CONTINGENCIES	0	0	162,070 12,740 # 3
TOTAL EXPENDITURES	1,086,270	948,387	1,100,530
ENDING BALANCE	74,819	212,742	0 198,850 # 4

Capital projects and a capital fund contribution are not included in this budget proposal.