



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

Joshua Kay, Chair
Linda Nishioka, Vice-Chair
Tyson Giza
Scott Hossner
Summer Keightley
Vincenzo Meduri
Allan Pollock
Quandary Robertson
Jordan Truitt
Charles Weathers

City Staff

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

www.cityofsalem.net

Next Meeting:

February 10, 2022

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, January 27, 2022
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
2. Introduction of new board member Scott Hossner
3. Approval of Agenda
4. Approval of Minutes from December 14, 2021
5. Action Items –
 - a. Annual election of Downtown Advisory Board Chairman and Vice Chairman for 2022
 - b. Approval of second DAB meeting date in February to review/approve budgets?
 - c. Councilor Stapleton has asked the board to let her know how often you would like her to attend a DAB meeting?
6. Information Reports-
 - a) Riverfront-Park Amphitheater Reservation Policies – Robert Chandler
 - b) Overview of draft FY 2022-23 Riverfront-Downtown Urban Renewal Budget
7. What's Happening Downtown
8. Adjournment

MINUTES

Downtown Advisory Board

Tuesday, December 14, 2021–12:00 P.M.

Virtual Meeting

[YouTube](#)

1. CALL TO ORDER

Call to Order and Roll Call: 12:02 PM

Roll Call: Tyson Giza; Allan Pollock; Quandary Robertson; Aaron Terpening; Linda Nishioka-Vice Chair; Vincenzo Meduri; Charles Weathers

Excused: Summer Keightley; Joshua Kay-Chair

Absent: Jordan Truitt

Staff: Anita Sandoval, Sheri Wahrgren

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for December 14, 2021, as presented.

Motion by: Board Member Terpening

Seconded by: Board Member Meduri

Action: Approved the agenda for December 14, 2021, as presented.

Vote: Aye: Unanimous **Motion PASSES**

3. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from October 28, 2021, as presented

Motion by: Board Member Terpening

Seconded by: Board Member Pollock

Action: Approved the Minutes from October 28, 2021, as presented.

Vote: Aye: Unanimous **Motion PASSES**

4. ACTION ITEMS -

a. None

5. INFORMATION REPORTS

a) Term Expired

Sheri and the Board thanked Aaron Terpening for his service and leadership on the Downtown Advisory Board over the past six years.

b) YTD – Parking Fund Budget Update

Comments/Questions: Wahrgren, Nishioka, Meduri, Terpening, Pollock, Robertson, Weathers

c) Downtown Strategic Action Plan Overview

Comments/Questions: Wahrgren, Terpening, Nishioka

d) Robert Chandler will be joining DAB next month regarding the Amphitheater booking process.

6. What's Happening Downtown!

a) The Urban Renewal Agency has purchased the ABC Music building.

b) Working through hazmat document to prepare for UGM block demo.

c) Bill Putney's property is for sale

7. ADJOURN – 1:28 p.m.

Next Meeting: January 27, 2021



MEMORANDUM

Urban Development Department

DATE: January 27, 2022
TO: Downtown Advisory Board
FROM: Sheri Wahrgren, Downtown Revitalization Manager
SUBJECT: FY 22-23 Proposed Riverfront-Downtown Urban Renewal Area (RDURA) Projects

In preparation for the FY 2022-23 RDURA budget discussion, a draft budget is being provided, along with this memorandum that provides a brief description of new projects being proposed for Agency Board consideration.

Please take a look at the draft budget that is included in your packets. The budget has four columns;

Actual for FY 2020-2021
This year's budget FY 2021-22
Year-End Estimate for this year's budget
Draft Budget for next year (FY2022-23) that we will discuss

Within the budget are "New Projects" proposed for funding in FY 2022-23 along with projects funded in previous years that were not completed, requiring that the funding approved be carried over or (re-budgeted) as it is referenced in the draft budget – examples of projects that have been re-budgeted in the past are, Capital Improvement Grant, Strategic Project Grant, and Streetscape.

The following are brief descriptions of New Projects Proposed for FY 2022-23:

Streetscape Landscape Assessment/\$50,000

There have been two phases completed in downtown that designed landscape areas in accordance with the plant recommendations in the Downtown Streetscape Plan. Based on the visual inspections of the areas that have been landscaped, the plant choices and location of plants within the planting areas are not holding up well. Some of this is due to the plant type and plant location within the landscaped areas.

Having an assessment completed early on will allow us to adjust plant choices and placements in future phases.

Marion Parkade Comprehensive Building Assessment/\$100,000

The Marion Parkade was completed in 1987 and is an age where an assessment of the structural components needs to be completed in order to identify any condition concerns that need to be addressed. The report will provide early information on capital projects and estimated costs that need to be corrected. This will help inform the board on future budget recommendations.

Chemeketa Parkade Capital Improvement/\$450,000

The preparation and painting of Chemeketa Parkade was slated as a capital improvement to be completed in FY 2022-23. The parking fund does not have sufficient funds to cover the costs of capital projects. In order to preserve the exterior integrity of the building in good condition, the draft proposes covering the costs with Riverfront-Downtown Urban Renewal Funds.

**RIVERFRONT/DOWNTOWN URA REVENUE AND EXPENDITURES
PRELIMINARY REVENUE AND EXPENDITURE PROJECTIONS**

Draft for Jan 22 meeting

		Actual FY 20-21	Budget FY21-22	YEE1 FY21-22	Draft Budget FY22-23
CONSTRUCTION FUND 265					
		Actual FY20-21	Budget FY21-22	YEE FY21-22	Draft Budget FY22-23
RESOURCES					
Beginning Fund Balance		10,172,025	18,703,210	18,656,605	22,411,326
Short Term Bond Proceeds		6,000,000	6,500,000	6,501,000	7,500,000
Long Term Loan Proceeds		8,701,200	-		
Principal and Interest on Commercial Loans		67,047	25,000	22,738	25,000
Interest Income		180,705	200,000	198,124	300,000
Receipt of TOT Funds for Marketing		300,000	325,000	250,000	250,000
Sale of Assets		84,416	-		
Other/Lease Revenue		66,291	96,000	38,084	35,000
Total Resources		25,571,684	25,849,210	25,666,551	30,521,326
EXPENDITURES					
Project Coordination/Support	682000	503,285	643,300	414,144	426,568 ³
Indirect Cost Allocation Plan	682000	48,800	157,640	157,644	162,369 ⁴
Toolbox Loan Program	multiple	372,907	173,110	-	173,110
Capital Grant Program - rebudgeted	682018	3,090,476	3,695,810	1,105,508	3,143,056
Capital Grant Program - new funds	682018	-	2,500,000	-	1,500,000
Strategic Project Grant Program - rebudgeted	682097	223,224	57,760	235,853	
Strategic Project Grant Program - new funds	682097	-	50,000		200,000
Conference Center Insurance	682000	36,120	36,120	43,536	44,840
Conference Center Marketing	682023	300,090	325,000	350,000	350,000
North Downtown Zoning Review	682091	42,613	-	-	
North Downtown Code Revisions	-	-	50,000	-	
²Streetscape landscaping assessment					50,000
Streetscape Improvement & Design Program (new)				310,856	3,000,000
Streetscape Improvement & Design Program rebudgeted	682067/76/83	200,095	2,779,180		2,468,324
Alley Improvements - rebudgeted	682086	210,512	350,000	2,502	250,000
Alley Naming Project Hardware (poles and toppers)	682105	-	80,000	1,432	-
Dual Turn Lane Removal and Curb Extensions	682087	34,055	-	9,478	
State Street Two Way Conversion	682089	50,021	-	66,838	-
Court Street Two Way Conversion (rebudget)	-	-	400,000	-	400,000
Property Acquisition and Environmental Due Diligence-UGM/Saffron (rebud)	682093	117,545	1,340,000	484,356	500,000
Redevelopment Planning and Site Preparation - UGM & Saffron (new)	682103	-	-	-	200,000
Redevelopment Planning and Site Preparation - UGM & Saffron (rebudget)	682103	-	550,000	49,172	500,828
Union Street Bike Friendly Phase B - rebudgeted	682094	-	1,500,000	-	1,500,000
Division Street Improvements	682095	3,883,847	-	-	-
Police Facility Improvements	682098	4,745,404	-	-	-
High Speed Broadband Study	682096	78,240	-	-	-
SCC Expansion Cost Benefit Analysis	682101	50,332	-	-	-
Property Acquisition and Renovation - Navigation Center	-	-	-	-	-
Acquisition of ARCHES Site / Homeless Solutions Task Force Project	682102	4,487	-	-	-
Parkade Improvement Design	682109	-	100,000	23,906	76,094
²Parkadge Comprehensive Building Assessment					100,000
²Chemeketa Parkade Exterior prep & painting					450,000
Adaptive Reuse Consulting Services	-	-	100,000	-	100,000
COVID-19 Business Grant Program	682108	-	500,000	-	500,000
Opportunity purchases for future redevelopment (rebudget)	-	-	2,000,000	-	2,000,000
Total Expenditures		13,992,053	17,387,920	3,255,225	18,095,190
Ending Fund Balance/Committed to Future Projects		11,579,631	8,461,290	22,411,326	12,426,137

¹Year End Estimates are often just 2X the spending through December

²New Projects for FY22-23

³Will go up once UD Admin allocations are finished

⁴Will go up once ICAP is finished by budget office

