



City of Salem Downtown Advisory Board

October 27, 2022
12 Noon -1:30 PM In-Person
350 Commercial St NE

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

PARTICIPANTS

Board Members

Joshua Kay, Chair; Kirk Sund; Allan Pollock; Charles Weathers; Quandary Robertson; Jordan Truitt; Chrissie Bertsch; Rory McManus

Staff

Anita Sandoval; Shelly Ehenger, Sheri Wahrgren

AGENDA

1. Welcome and call to order
2. Approval of Agenda
3. Approval of Minutes from September 22, 2022
4. Public Comment
5. Action Items
November DAB meeting is the same day as Thanksgiving.
Does the DAB want to combine November & December meetings
Into one meeting earlier in December?
6. Information Reports
 - Riverfront Park Amphitheater Update Kathleen Swarm
 - Single Urban Renewal Area Overview Sara Long
 - Results of DAB Board Topic Survey Sheri Wahrgren
7. Adjourn

Next Meeting: TBD, 2022

This meeting is being conducted In-Person only. No virtual participation is possible. Interested persons may view the meeting online on [YouTube](#), and the public may attend in person. Please submit any written comments on agenda items no later than 5 p.m. one day prior to the day of the meeting at DAB@cityofsalem.net.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

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.

MINUTES
Downtown Advisory Board
Thursday, September 22, 2022–12:00 P.M.
Virtual Meeting
[YouTube](#)

1. CALL TO ORDER

Call to Order and Roll Call: 12:03 PM

Roll Call: Joshua Kay-Chair; Chrissie Bertsch; Allan Pollock; Charles Weathers; Kirk Sund; Quandary Robertson; Rory McManus; Jordan Truitt

Excused: Vincenzo Meduri (resigned)

Staff: Sheri Wahrgren, Anita Sandoval, Irma Rivera, Shelly Ehenger

2. INTRODUCTION OF NEW BOARD MEMBERS

a. Rory McManus and Chrissie Bertsch

3. APPROVAL OF AGENDA

Motion: Move to approve the agenda for September 22, 2022, as presented.

Motion by: Board Member Robertson

Seconded by: Board Member Sund

Action: Approved

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

4. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from July 28, 2022, as presented

Motion by: Board Member Sund

Action: Approved

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

5. PUBLIC COMMENT – None

6. ACTION ITEMS –

a. **Does the Downtown Advisory want to request Director approval to have Advisory Board meetings in person versus Zoom?**

Comment/Questions: Weathers, Pollock

The Board agreed unanimously to meet in person for ongoing meetings.

7. INFORMATION REPORTS

a. **Salem Outreach and Livability Services (SOS) – Gretchen Bennett**

Comments/Questions: Wahrgren

b. **Former Whitlock Building Redevelopment Proposal – Charles Weathers**

- 8 Upper floor apartments
- Ground Floor Retail and Laundry
- Underground Comedy Club

Comments/Questions: Wahrgren

c. **Board Survey of Meeting Topics – Sheri Wahrgren**

- Review and return responses to Sheri by Sept 30

Comments/Questions:

8. WHAT'S HAPPENING DOWNTOWN

- a.** New owner of 217 State Street, Chris Blackburn, Clutch Industries. Adding office space and ground floor retail

- b.** Demo contractor for UGM has been selected. Working on finalizing that contract. Also working on RFQ for redevelopment options for that site.

9. ADJOURN – 1:05 p.m.

Next Meeting: October 27, 2022

Memo

To: Downtown Advisory Board

From: Sheri Wahrgren

Date: October 27, 2022

Re: Results of Board Topic Survey

Thank you for providing responses to the board topic survey. The following summarizes the board's combined interest in future board meeting topics. The survey results reflect Homelessness is a priority topic for the board. Grants, project updates, building conditions, parking, and other URA project information was the second most important meeting topics of interest by a majority of those who completed the survey.

The number represents how many board members selected that topic as something that they had a High, Medium, or Low level of interest in having as a board topic. A total of six board members completed the survey.

	<u>Survey Results</u>		
	High	Med	Low
• Homelessness	5	1	
• Grants	4	1	1
• Project Updates (RDURA)	4	2	
(Frequency of these updates)	Monthly, Quarterly,	When there is new	information
• Other Project Updates	1	4	1
• Amphitheater Events	1	2	2
• Roberts Rules/Board Ethics	1	2	3
• Council Connections	3	2	1
• Budget	3	3	
• Building Conditions/Vacancy	4	2	
• Parking	5		1

(Downtown Parking)	4	1	
(Parkades)	2	2	1
(Parking District Booklet)	2	2	1
• Other URA Project Updates	4	2	
• Salem Main Street	2	3	2
• Other Information:			
(Downtown Sign Codes)	1	3	1
(Murals)		5	1
(Cleanliness Revised Codes)	1	4	
• Meeting Guests?			
Yes – 2 responses			
If priority, who would you like to have attend?		Travel Salem	
		Salem Main Street	
		Kathleen Swarm	
• Topic Idea: Downtown Tourism, Infrastructure			
• Topic Idea: Downtown Utilities, Private Development			