



City of Salem Downtown Advisory Board

May 25, 2023
Noon -1:30 p.m. 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; Chrissie Bertsch; Rory McManus; Rian Fechtel; Sara Ngo

Staff

Sheri Wahrgren, Shelly Ehenger, Lynda Rose

AGENDA

1. Welcome and call to order
2. Approval of Agenda
3. Approval of Minutes from April 27, 2023
4. Public Comment
5. Action Items
None
6. Information Reports
 - a. Downtown Streetscape Update Michael Miller, P.E.
 - b. Discussion of future meeting topics
7. Tour: Holman Hotel, 195 Commercial St. NE
8. Adjourn

Next Meeting: June 22, 2023

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, April 27, 2023 @ Noon
350 Commercial St. NE
[YouTube](#)

1. CALL TO ORDER

Call to Order and Roll Call: 12:01 p.m.

Roll Call: Rian Fechtel; Kirk Sund; Charles Weathers; Allan Pollock; Rory McManus; Chrissie Bertsch; Joshua Kay; Sara Ngo

Unexcused: Quandary Robertson

Council Representative: Councilor Linda Nishioka

Staff: Sheri Wahrgren; Shelly Ehenger; Lynda Rose; Brian Luse

Guests: Jimmy Jones; Ashley Hamilton

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for April 27, 2023, as presented.

Motion by: Board Member Sund

Seconded by: Board Member Pollock

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

3. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from February 23, 2023, as presented.

Motion by: Board Member McManus

Seconded by: Board Member Sund

Action: Approved

Vote: Aye: Unanimous **Motion PASSES**

4. PUBLIC COMMENT

- a. Councilor Nishioka updated the Board concerning the Budget Committee's current conversations regarding the FY2024 budget.

5. ACTION ITEMS

- a. N/A

6. INFORMATION REPORTS

- a. Ethics Training Brian Luse, Assistant City Attorney
Comments/Questions: Weathers; Bertsch; Kay; Luse

- b. ARCHES Community Action Agency Jimmy Jones/Ashley Hamilton
Comments/Questions: Fechtel; Kay; Sund; Jones; Hamilton

7. ADJOURN: 1:32 p.m.

Next Meeting: May 25, 2023



Furnishings/Plantings Zone

Pedestrian Zone

Frontage Zone

Streetscape Zones

The Downtown Streetscape will revitalize the central business district for area shops and business to thrive. With this update, we would like to remind our business partners of the purpose for designated zones.

Furnishing/Planting Zone: This zone is defined by 1' x 3' scoring with darker concrete. The width of the zone may vary depending on location, but its color and scoring remain the same to clearly define which area is available for Furnishing/Planting Zone uses. These uses include trees, plantings, pedestrian light poles, bike racks, seating, trash receptacles, public art and any other elements that make the downtown streetscape comfortable and inviting for users.

Pedestrian Zone: The pedestrian zone is a 6' wide thoroughfare that provides straight, unbroken access and is exclusively reserved for pedestrian movement at all times, clear of any obstructions (including furnishings, sandwich boards, planters, etc.). This area is simple concrete, scored in 3' x 3' squares. Two squares (6' width) define the zone that needs to remain clear for pedestrian movement. The City is required to ensure access in this zone.

Frontage Zone is the area immediately adjacent to a building where building entrances are located and activities such as outdoor dining and retail browsing occur. Awnings and architectural canopies may project above the building zone at building entrances and windows. In-ground planting and planted containers may also be located in the building zone, but should be carefully situated as to not block pedestrian or visual access into doors and retail or commercial windows.

Dear Salem Business and Property Owners,

On behalf of the Mayor, City Council and City Manager, I want to thank you for your commitment to operating your business in Historic Downtown Salem. Salem residents are excited by the vibrancy and energy in the downtown business district. Downtown's future is bright with new housing, hotels, and businesses recently constructed, underway or planned.

The Downtown Streetscape Plan continues to add to the vibrancy and accessibility in our downtown. In 2020, the City procured private contractors to begin the Council-approved enhancements. Infrastructure improvements include replacement of concrete sidewalks, underground electrical, regrading various curbs and parking areas to accommodate drainage, installation of pedestrian-level lighting and installation of larger tree wells to promote tree health with additional plantings at the base of trees.

Many streetscape improvements are not visible because the work is being done under ground, but you will soon see the community's visioning of wider sidewalks, bike lanes, furnishings, and lighting upgrades which will allow for the ability to hang banners, flags, flower baskets and seasonal decorations. Your assistance in helping us maintain the improvements will be appreciated.

Thank you for your commitment and contribution to a vibrant, welcoming and livable community!

Kristin Retherford



Streetscape Plan Update

Phase I (Completed):

State Street from Front Street to Commercial Street, the north side of Court Street NE from Front Street NE to Commercial Street NE, and the west side of Commercial Street SE from Ferry Street SE to State Street
Investment of \$874,993.04

Phase II (Completed):

Commercial Street west side from State Street to Court Street, and Court Street south side from Commercial Street to Front Street. Investment of \$807,215.89.

Phase III (Underway): Anticipated Completion Summer 2023

Both sides of Commercial between Court/Chemeketa, Crews from Gelco Construction Company, the contractor working with the City of Salem's Public Works Department, have mobilized to begin Phase III. Investment of \$1,209,066.50.

Phase IV (Contracted): Anticipated Completion Fall 2023

East side of Commercial between Court and Ferry (Keller contractor).
East side of Commercial between Chemeketa/Center, South side of Chemeketa between Commercial/Front (WestTech).

Please contact the Urban Development Department for questions or comments regarding Streetscape activities. Shelly Ehenger, Program Manager III, sehenger@cityofsalem.net or 503-540-2494.

Report Concerns About Homelessness

- Call the Crisis & Information Hotline at Northwest Human Services, 24/7 at 503-581-5535 or 1-800-560-5535
- Refer people to ARCHES day use and self-support service center. ARCHES is open Monday - Friday 8:30 a.m. - 4:30 p.m. and located in downtown Salem, 615 Commercial St. NE.
- Make a Complaint about Homeless Camps or Garbage Piles:
<https://form.cityofsalem.net/s3/Homeless-Camping-Complaint>