



Urban Renewal Agency West Salem Redevelopment Advisory Board

January 3, 2024
7:30 – 9 a.m. Virtual

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

PARTICIPANTS

Board Members

Jason Staats (Chair); John Hannam (Vice Chair); Thomas Crozier; Jeremy Mackay; Ashley Morey; Samantha Ross; Mark Smith; *Open at-large*; *Open business/property owner RDURA*; *Open resident in the WSURA*

Staff

Tory Banford, Project Manager; Lynda Rose, Office Supervisor, Margarita Perez Staff Assistant

AGENDA

1. Welcome and call to order
2. Approval of agenda
3. Approval of December 6, 2023, minutes
4. Public comment (appearance of persons wishing to address the Board on any matter other than those which appear on this agenda)
5. Action items
 - i. Meetings in person at the Urban Development Department the first Wednesday of the month at 7:30 A.M. (Tory Banford/All – 15 min)
 - ii. Recommend approval of the West Salem Urban Renewal Area budget for fiscal year 2024-2025 (Michael Brown/All – 20 min)
6. Discussion items
 - i. Development projects in downtown Salem (Tory Banford/Sheri Wahrgren/All – 40 min)
 - ii. Latest from West Salem organizations (All – 10 min)
 - iii. Next meeting topics (All – 5 min)
7. Adjourn

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](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at wsrab@cityofsaalem.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 (711 for Relay) 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, source of income and housing status, 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
WEST SALEM REDEVELOPMENT
ADVISORY BOARD**

Wednesday, December 6, 2023, 7:30 a.m.

[YouTube](#)



CALL TO ORDER: 7:35 a.m.

1. OPENING EXERCISES

INTRODUCTIONS AND ROLL CALL: John Hannam, Thomas Crozier, Jeremy MacKay Ashley Morey, Samantha Ross, and Mark Smith

Absent: Jason Staats

Staff: Tory Banford, Lynda Rose, Margarita Perez

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for December 6, 2023, as presented.

Motion by: Board Member Ross

Seconded by: Board Member Crozier

Action: Approved

Vote: Aye Unanimous **MOTION PASSED**

3. APPROVAL OF MINUTES

Motion: Move to approve the minutes for November 1, 2023, as presented.

Motion by: Board Member Morey

Seconded by: Board Member Crozier

Action: Approved

Vote: Aye Unanimous **MOTION PASSED**

4. PUBLIC COMMENT

a. None

5. ACTION ITEMS

a. None

6. DISCUSSION ITEMS

a. **Initial Budget Discussions for FY 2024-25 updates:** Tory Banford

Questions/Comments: MacKay, Crozier, Hannam, Banford

b. **Latest from West Salem Organizations update:** All

Questions / Comments: Ross, McKay, and Banford

c. **Next meeting topics:** All Members

Questions / Comments: Ross, Hannam

ADJOURN 8:25 a.m.

Next Meeting: January 3, 2024

West Salem Redevelopment Advisory Board (WSRAB)

2024 Meetings (fiscal year is July 2024 to July 2025)

Jan 3	Feb 7	Mar 6
Apr 3	May 1	Jun 5
Jul 3 – Cancel?	Aug 7	Sep 4
Oct 2	Nov 6	Dec 4

Plans and References

URA Plan
WSRAB bylaws
Action plan

Budget

Dec & Jan 2024

Actions

Jan: FY 2024-2025 budget
Jan: In-person meetings
Apr: Art recommendation
Aug: Chair and Vice Chair
Other: Small opportunity projects

Updates

January: Downtown development, budget, calendar year
February: Micro housing and other efforts for the unhoused
March: City Manager's Office/Public Works update
April: Latest on 2nd St NW, development, art, and other projects
May: RDURA and NGURA projects
June: ODOT information on area projects and Marion St bridge improvements
August: New members, ethics, public meetings, WSURA plan, WSRAB bylaws, etc.
September: Polk County Commissioner and Agency Member(s) update
November: Open
December: Start of next budget

**West Salem Urban Renewal Area
Revenue and Expenditures**

	<u>Actual FY23</u>	<u>Budget FY24</u>	<u>YEE FY 24</u>	<u>Proposed FY25</u>
<u>DEBT FUND 220</u>				
<u>RESOURCES</u>				
Beginning Fund Balance	874,533	636,030	705,010	352,680
Tax Increment Collections	2,024,343	2,068,500	2,126,330	2,234,890
Deposit of Debt Reserves				
Interest/Other	31,489	15,000	22,000	15,000
Total Resources	<u>2,930,365</u>	<u>2,719,530</u>	<u>2,853,340</u>	<u>2,602,570</u>
<u>EXPENDITURES</u>				
Costs	(355)	(660)	(660)	(660)
Debt Service for Du Jours	<u>(2,225,355)</u>	<u>(2,500,000)</u>	<u>(2,500,000)</u>	<u>(2,500,000)</u>
Total Expenditures	<u>(2,225,710)</u>	<u>(2,500,660)</u>	<u>(2,500,660)</u>	<u>(2,500,660)</u>
Ending Fund Balance at June 30	704,655	218,870	352,680	101,910

	<u>Actual FY23</u>	<u>Budget FY24</u>	<u>YEE FY 24</u>	<u>Proposed FY25</u>
<u>CONSTRUCTION FUND 265</u>				
<u>RESOURCES</u>				
Beginning Fund Balance	7,758,933	9,018,650	7,758,933	1,561,050
Short Term Bond Proceeds	2,225,000	2,500,000	2,500,000	2,500,000
Interest/Other	151,444	65,000	65,000	25,000
Total Resources	<u>10,135,377</u>	<u>11,583,650</u>	<u>10,323,933</u>	<u>4,086,050</u>
<u>EXPENDITURES</u>				
685000 Project Coordination and Board Support	140,090	212,060	160,000	220,000
685000 City Indirect Cost Allocation Plan	17,320	17,320	21,360	25,780
685008 Redevelopment Grant Program rebudget	199,369	900,000	118,360	1,000,000
685031 Environmental Consulting - 2nd Street	-		18,170	18,170
TBD Small Projects Fund	-		200,000	200,000
685030 2nd St from Gerth to Wallace	847,423	8,800,000	8,240,000	508,200
685032 Vacating 1st Street	4,021	8,920	4,990	4,900
TBD Path Improvements to Union St RR Bridge				1,000,000
Total Expenditures	<u>1,208,223</u>	<u>9,938,300</u>	<u>8,762,880</u>	<u>2,872,150</u>
Committed to Future Projects/Balance at June 30	8,927,154	1,645,350	1,561,050	1,213,900
Maximum indebtedness remaining	13,747,575		11,247,575	8,747,575