



City of Salem Downtown Advisory Board

January 11, 2024
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; Rory McManus; Rian Fechtel; Sara Ngo

Staff

Sheri Wahrgren, Shelly Ehenger, Lynda Rose, Margarita Perez

AGENDA

1. Welcome and Call to Order
2. Approval of Agenda
3. Approval of Minutes from December 14, 2023
4. Public Comment
5. Action Items
 - A. Election of Board Chair and Vice-Chair
6. Information Reports
 1. Overview/Discussion of FY 2025 Riverfront-Downtown URA Draft Budget
7. Adjourn

Next Meeting: January 22, 2024

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, December 14, 2023 @ Noon
350 Commercial St. NE
[YouTube](#)

1. **Call to Order and Roll Call:** 12:04 p.m.
Roll Call: Joshua Kay, Kirk Sund, Allan Pollock (left at 12:50 p.m.), Charles Weathers, Rory McManus, Rian Fechtel
Excused: Sara Ngo
Unexcused: Quandray Robertson
Guests: Kathy Delarosa

2. **APPROVAL OF AGENDA**
Motion: Move to approve the agenda for December 14, 2023, as presented.
Motion By: Board Member Fechtel
Seconded by: Board Member Pollock
Action: Approved
Vote: Aye: Unanimous **Motion PASSES**

AMENDMENT TO AGENDA
Motion: Move to amend agenda to reflect revised dates in Item 5.a.
Motion by: Board Member Sund
Seconded by: Board Member Fechtel
Action: Approved
Vote: Aye: Unanimous **Motion PASSES**

3. **APPROVAL OF MINUTES**
Motion: Move to approve the Minutes from November 8, 2023, as presented.
Motion by: Board Member Weathers
Seconded by: Board Member Sund
Action: Approved
Vote: Aye: Unanimous **Motion PASSES**

4. **PUBLIC COMMENT**
 - a. None

5. **ACTION ITEMS**
 - a. Approval of future meeting dates of January 11, January 25, and February 8, 2024, to coincide with Budget Office requirements (regularly scheduled February 22 meeting would be cancelled).
Motion: Move to approve revised Downtown Advisory Board meeting schedule as amended to January 11, January 22, and February 8, 2024.
Motion by: Board Member Sund
Seconded by: Board Member Fechtel
Action: Approved
Vote: Aye: Unanimous **Motion PASSES**

6. INFORMATION REPORTS

- a. 277 High Street Project Presentation: Kathy Delarosa, Deacon Development, LLC/Citizen Apartments
Comments/Questions: Pollock, Fechtel, Sund, McManus, Weathers, Wahrgren
- b. 236 Commercial Street Project Presentation: Charles Weathers, ASM9 LLC/Retro Electro
Comments/Questions: Kay, Fechtel, Weathers
- c. Continued Discussion – Downtown Challenges: Sheri Wahrgren
Comments/Questions: Fechtel, Sund, Kay, Weathers, Wahrgren, Ehenger

7. ADJOURN @ 1:31 p.m.

Next Meeting: January 11, 2024



MEMORANDUM

Community Planning and Development Department

DATE: January 11, 2024

TO: Downtown Advisory Board (DAB)

FROM: Sheri Wahrgren, Assistant Director of Urban Development Division

SUBJECT: 2025 FY Budget Priorities – Project Information

This memo is intended to serve as background for the January 11, 2024, DAB discussion about initial budget priorities for fiscal year 2025 (July 1, 2024 – June 30, 2025).

Background: The Riverfront Downtown Urban Renewal Area Plan was adopted May 5, 1975, and includes objectives, goals, and projects. Multiple projects have been completed since its adoption including Holman Hotel, Union Street Bike Friendly Project, water and electrical infrastructure upgrades, new downtown mixed-use development with multifamily housing, police facility, and grant funding that has resulted in historic preservation and new construction of commercial space and rental units. In addition to the projects in the RDURA Plan, the recommendations in the Downtown Strategic Action Plan, Streetscape Plan and Central Salem Mobility Study have informed near and long-term budget recommendations.

Through the annual budget process, the Urban Renewal Agency Board (Agency) has approved the DAB recommendations to fund the design and construction of streetscape improvements, capitalization of the RDURA Capital Improvement and Strategic Project Grant Programs, and opportunity acquisitions. The FY 2025 continues to prioritize funding for Streetscape improvements, Grants, Marion Parkade Improvements, Projects that Support Climate Action Plan, and Acquisition opportunities. These items remain for FY 2024-2025, and include the following new projects for consideration:

1. \$50,000 Budget Recommendation - Public Art for two existing art pedestals

A component of streetscape included the installation of two art pedestals in downtown. One is located at the corner of Commercial/Court by Olivia’s and the second is at the corner of Chemeketa/Commercial by Firestone. Art acquisition and installation are eligible projects in the Riverfront-Downtown Urban Renewal Fund. The Salem Public Art Commission (SPAC) has agreed to facilitate the process to acquire the art which will be added to the City’s art collection.

2. \$200,000 -Historic Building Grant

Investing in the architectural history of Downtown Salem is vital to maintaining the National Historic District designation. The criteria for grant and determination of one or more grant recipients will be processed through the Historic Landmarks Commission. It is a onetime grant that is intended to encourage preservation of historic building elements that have been removed over time or are not functioning and need to be replaced. The grant will be competitive, resulting in one or more eligible projects being selected to receive grant funding.

3. \$100,000 Mill Creek Path Infrastructure

The Riverfront-Downtown Urban Renewal Plan includes development of a path along Mill Creek at the northern border of the RDURA boundary. RDURA dollars funded the redevelopment of a former brownfield site into what is currently Riverfront Park. The overall goal is to extend a pedestrian path along the Willamette River to Keizer. This funding recommendations will support initial analysis to begin on the feasibility, costs and timeline for a path along Mill Creek.

Riverfront / Downtown Urban Renewal Area						
Revenue and Expenditures						
68902000						
		Actual	Budget	YEE	Proposed	notes
		FY23	FY24	FY24	FY25	
DEBT FUND 220						
RESOURCES						
	Beginning Fund Balance	2,285,725	1,037,770	1,351,740	467,570	
	Tax Increment	7,729,279	7,935,600	6,946,670	7,155,070	
	Interest/Other	136,082	60,000	69,000	30,000	
	S Waterfront loan repayment					
	Total Resources	10,151,086	9,033,370	8,367,410	7,652,640	
EXPENDITURES						
	Debt Service on FY 2009-10 Bond Tax Exempt	(335,020)	(333,920)	(333,920)		
	Debt Service on 2020 Debt Issuance Tax Exempt (A)	(180,108)	(581,590)	(581,590)	(581,590)	
	Debt Service on 2020 Debt Issuance Taxable (B)	(885,630)	(484,330)	(484,330)		
	Total Long term Debt Service	(1,400,758)	(1,399,840)	(1,399,840)	(581,590)	
	Debt Service for Du Jour	(7,398,593)	(6,500,000)	(6,500,000)	(6,500,000)	
	Ending Fund Balance at June 30	1,351,735	1,133,530	467,570	571,050	
CONSTRUCTION FUND 265						
		Actual	Budget	YEE	Proposed	
		FY23	FY24	FY24	FY25	
RESOURCES						
	Beginning Fund Balance	21,901,971	23,983,470	22,879,610	24,866,960	
	Short Term Bond Proceeds	7,400,000	6,500,000	6,500,000	6,500,000	
	Principal and Interest on Commercial Loans	166,358	25,000	-	25,000	
	Interest Income	438,899	300,000	250,000	300,000	
	Receipt of TOT Funds for Marketing	466,594	477,000	460,460		
	Other/Lease Revenue	9,000	10,000	9,000	10,000	
	Total Resources	30,382,822	31,295,470	30,099,070	31,701,960	
EXPENDITURES						
682000	Project Coordination/Support	647,556	898,020	1,023,050	1,000,000	
682000	Indirect Cost Allocation Plan	113,796	99,960	99,960	152,240	
682018	Capital Grant Program - rebudget 682097, 682018,682086, 682108 and Toolbox loan	1,096,820	2,972,740	494,520	6,641,600	FY25 combined with 682086, 682097, 682108, Toolbox loan
682018	Capital Grant Program - new funds		3,000,000		2,818,660	
682023	Conference Center Marketing	466,594	477,000	460,460	490,000	
682023	Conference Center Insurance		85,320	59,850	115,820	
682083	Streetscape Improvement & Design Phase I-III (rebudget)	1,437,067	1,843,320	1,145,550		
682086	Alley Improvements - rebudgeted		250,000			FY25 combined with 682018
682094	Union Street Bike Friendly grant match- rebudgeted		1,500,000	700,000		
682097	Strategic Project Grant Program - rebudgeted	181,820	145,890	30,000		FY25 combined with 682018
682097	Strategic Project Grant Program - new funds		400,000			FY25 combined with 682018
682103	Redevelopment Planning and Site Preparation - UGM & Saffron (new)		75,000		50,000	
682103	Redevelopment Planning and Site Preparation - UGM & Saffron (rebudget)	975,826	500,000	23,680	551,320	
682108	COVID-19 Business Grant Program	40,000	200,000	10,000		FY25 combined with 682018
682109	Parkade Improvement Design (rebudget)	128,079	100,000			FY25 combined with 682118
682110	Court Street Two Way Conversion (rebudget)	305,232		108,890		
682111	Streetscapes Improvement Program Phase IV (rebudget)	353,662	2,450,000	550,000	2,133,590	
682112	Streetscape landscaping assessment	20,667		10,420		
682113	Parkade Security Improvements		300,000			FY25 combined with 682118
682114	Front Street Multi-modal transportation (rebudget)	46,439	95,440	95,440		
682115	Streetscapes Improvement Program Phase V (rebudget)		4,000,000	50,000	3,950,000	
682116	Streetscape Furniture rebudget		485,000		475,000	
682117	Union Street NE Buffered Bike Lane (rebudget)		900,000		900,000	
682118	Marion Parkade Capital Improvements (rebudget)	17,225	1,000,000	110,980	1,289,020	Combines 682109 & 682113
682118	Marion Parkade Capital Improvements (new)				2,000,000	
682119	Projects in Support of Climate Action Plan (rebudget)		2,100,000	233,940	1,866,060	
682120	Marquis Property Acquisition	1,654,230				
682121	North Block Site Analysis	5,825		370		
682123	Planning Study for Grocery Store (rebudget)		100,000		100,000	
682124	Utility box wraps		15,000	25,000	-	
-	Adaptive Reuse Consulting Services (rebudget)		100,000			
-	Opportunity purchases for future redevelopment (rebudget)		2,000,000		2,000,000	
	Opportunity purchases for future redevelopment (new)				2,818,650	
multiple	Toolbox Loan Program		173,110		-	FY25 combined with 682018
NEW	Art Acquisition				50,000	
NEW	Historic Building grant				200,000	
NEW	Mill Creek Path Planning Study				100,000	
TBD	Committed to Future Projects		5,029,670			
	Total Expenditures	7,503,208	31,295,470	5,232,110	31,701,960	
	Ending Fund Balance/Committed to Future Projects	22,879,614	-	24,866,960	-	
	Maximum indebtedness remaining	179,367,655		172,867,655	166,367,655	