

**Downtown Advisory Committee
Meeting Minutes
October 11, 2021**

Present: Christine Jeffries, Tom Miers, Katie Wood, Bill Novack, Greg DeGeeter, Shannon Kunicki, Mike Panas.

Via Zoom: Steve Rubin, Peggy Frank, Doug Krieger, Councilman Patrick Kelly.

The minutes from the September 13, 2021, meeting will be held and reviewed and approved at the next meeting.

Steve Rubin announced that Katie Wood will stay on the committee as a citizen once she has officially retired from the DNA. The open DNA seat will be filled by Danielle Tufano, new DNA director.

Streetscape: The DNA board of directors voted in support in of moving forward with the streetscape plan from 2020 into 2022. They also voted in support of adding the north side of Jefferson Ave. to the original plan, and create a separate SSA for those property owners between Main and Webster St. The change order to the original plan will go before City Council on October 19th, to request the design consultant to redesign and include the north side of Jefferson to take place from March 1, 2022, thru Labor Day 2022. At the November 2, 2021, council meeting a public hearing will be scheduled for the SSA #34 for the north side of Jefferson property owners. The public hearing will be held January 4, 2022, if fifty-one percent of the property owners object, than it will not go forward, if less, the ordinance will be approved on March 15th, 2022. Bill Novack has met with property owners along the north side and will continue to meet with the rest in the coming days. Peggy Frank thanked Bill Novack, DNA and the City for persevering to get this project started and getting it done in a reasonable amount of time.

Parking Supply: The parking supply is managed by the DNA, the number of parking spaces in the downtown has been managed by DAC. The City conducted a survey from mid-July to September in regards to keeping the 30 min parking spaces or returning them back to 2 hour spaces. The consensus on the survey was to return the spaces back to the 2-hour parking, but also have convenient options for parking as well. The DNA board supports City staff recommendation. The DNA will assess the short-term parking spaces and potentially rebrand them for “quick trip” parking. However, they would like to have this all done at the same time. The DNA has identified what spots to change to 2-hour or leave as a quick-trip parking spots. The recommendation will go to the November 2, 2021, City Council meeting for approval, once approved the spaces will revert. There are currently 240 street parking spaces and about 30% are short-term parking. It was suggested to have the spots located at the end of the blocks.

DNA: Katie Wood announced Danielle Tufano as the new Executive Director of the DNA, she will start on October 18, 2021. Danielle will be setting up meetings to meet and introduce herself to everyone. Katie will stay on for a while through the transition and to finish up a few projects.

Downtown Safety: Steve asked Katie to speak on the concern for downtown safety. Katie says that employees don't feel safe going to the parking decks after their shifts in the evenings. DNA would like to increase police presence in the downtown. The Van Buren upper deck reopened, only to have to close the same day because of the heavy presence of teens and loud cars congregating on the top floor. Doug Krieger suggested that if anyone feels unsafe or is involved in an uncomfortable situation to just call 911. Christine suggested a meeting with DNA, DAC, Doug Krieger and the police to discuss how you want people to call if they feel threatened and what is the right procedure per police input. Tom Miers suggested DNA consider the potential of hiring private downtown security, possibly more signage, or install the blue call boxes. It was suggested that they come up with some best practices. Greg DeGeeter suggested more police presence in the evening since that is when most of the incidents occur.

Steve Rubin will get together with Brien Nagle to establish By-laws for the committee.

Website will continue to be updated to include the Riverwalk redevelopment and the Naper Settlement's new projects.

Walk Around Downtown: A date was set amongst the participants to do a walk around the downtown and prioritize next segments streetscapes. To come up with a list of what is next along Van Buren and Jefferson from Main to Washington. The information will be conveyed to Bill Novack's team. October 26, 2021, at 3pm was secured to do the walk about with DAC members, TED and staff from public works.

Next DAC meeting will be held the first Monday of the month, December 6, 2021, 3:30 PM at the NDP.

Meeting adjourned at 4:27pm, motion made by Tom Miers, seconded by Patrick Kelly.