



**Downtown Advisory Committee
Meeting Minutes
October 16, 2023**

Present: Steve Rubin, Christine Jeffries, Peggy Frank, Brien Nagle, Bill Novack, Katie Wood, Doug Krieger, Tom Miers.

Via Zoom: Joe Costello, Patrick Kelly

Staff & Guest: Derek McDaniel, Magna Bansal, Mike Panas, Shannon Kunicki.

The minutes for the September 12, 2023, meeting was submitted. A motion was made by Brien Nagle, seconded by Doug Krieger, unanimously approved.

Updates:

Washington St Bridge & Streetscape- Bill Novack gave an update on the bridge construction and the status of the Streetscape on Washington. Bridge contractors are making progress they are getting ready to move over and start working on the South half. They are working with them on a schedule to get it done by next year. The streetscape plans are 90% complete with the consultant is revising and will go out to bid in toe to three weeks. The plan is to award the contract by end of the year and start the project early March of 2024.

Wayfinding Signs: Bill Novack updated gave an update. The DNA has entered a contract with Hitchcock Design to do detail plans and design standards such that in future projects they can be included and procured and put into place. The city liaison is working with Hitchcock Design relative to what is already set up and making sure electricity is set up in areas that it is needed.

Bylaws: Brien Nagle reported on the status of the committee bylaws. A draft has been executed with comments from Christine. Brien suggested that everyone be sent a copy of the draft to review and send any questions. Christine will send out the draft to the committee.

Electric car stations: Bill Novack reported on the discussion at DNA about whether they would like to put electric vehicle stations downtown. Some people say we need them, some people are concerned to taking up valuable parking space in the downtown. Potential space would be in the municipal parking lots, in the least desirable spaces. More discussion to come.

Parking Deck Ordinance Amendment: The DNA along DAC wrote a letter, signed by Steve Rubin and Chris Mason, to council in support of the amendment of the parking deck ordinance. The restaurant association also sent a letter in support of the amendment. The amendment would state that you can only be in the parking garage going to and from your vehicle or parking bike. This is a tool for police to have a right to give out a ticket. Once the word gets out that tickets are being issued it will hopefully deter some of the chaos. The amendment was unanimously approved by the city council and is effective immediately.

Discussion on Culture,Climate,Experience in Downtown: On September 15, Steve, Tom, Doug, Brien, Magna, and Christine walk around downtown in the evening to see firsthand how the environment changes.

Couple of take aways to note:

- Safety & Security-add additional lighting to certain areas
- Letter to property owners with recommendations on adding lighting for security reasons.
- Cops to make a security assessment in the downtown.
- Checklist for public works on maintenance issues
- Repeat the walkabout annually to keep up with the downtown environment.

The full memo will be sent out to the committee.

City Citizen Survey Results (Parking): There seem to be less of an issue with parking in downtown than anticipated. Parking has favorable remarks with no indication that a need for additional parking at this time in the downtown. There are 4000 free parking spots downtown, how can we create more awareness of the free parking and the number of spots? Include the information on merchants' websites, making people aware of the parking information located on the city and DNA's website.

DAC/DNA Downtown Experience Workshop: This combined workshop is to discuss the future Downtown Experience. They would like to discuss and create a consensus of what the experience is today and what it should be in 3-5years from now. Rick Hitchcock sent out an request for an RFP for a facilitator to organize and summarize a one-time group workshop for fall or early next year. The group would include members of DAC and DNA along with downtown property owners, merchants, and city staff. Rick has received three potential candidates. Steve, Rick, Tom and Christine will conduct interviews with all three on October 25. The DNA and DAC have agreed to put in \$1500 each to facilitate this workshop.

Next meeting scheduled for November 6, 2023.

Meeting Adjourned at 5:02pm.

