

PLACE DESIGN TASK FORCE

MEETING MINUTES

Date: September 12, 2013

Time: 12:00 pm

Location: Jefferson School/City Center

Attendees:

Members

AD Andrea Douglas, Chair
RL Rachel Lloyd, Vice-Chair
RP Richard Price, Secretary
CG Claudette Grant
MW Mark Watson
BM Beth Meyer

Ex-Officio Members

BE Bill Emory, *Tree Commission*
KG Kathy Galvin, *City Council*
GK Gennie Keller, *Planning Commission*
TM Tim Mohr, *BAR*

City Staff, Neighborhood Development Services

MS Mary Joy Scala
JT Jim Tolbert

I. Call to order. Meeting called to order at 12:15.

II. Recap of annual report work

- GK recommends PDTF send a letter to council asking for a joint work session w planning commission to follow up. Important that we convey a sense of urgency to address on-going concerns.
- BM suggests we ask council to include key staff members
- Goal of meeting will be to create a list of action items and outline potential policy changes
- KG suggests work session should happen before council retreat in late October.
- RL and AD will draft the letter
- GK suggests we create an executive summary of the report, including basic principles, which can serve as the agenda for the work session

III. Work in progress

- SIA - KG to follow up w JT to determine if steering committee follow up meeting has been scheduled
- Belmont Bridge - no update available
- West Main - contract apparently still not finalized
- RP to draft email for task force to JT requesting updated of project and detailed schedule for decision making,
- RP to draft email for task force to JT stating closing Garrett St is premature given lack of final decision on location of city market, and that we have not rec'd SIA draft report

IV. Annual report executive summary

- Who will draft executive summary TBD
- Start with list of principles gleaned from report
- Examples of projects that urgently need attention

- City is about to undertake separate stormwater and parks plans, yet it would be ideal if it was instead an integrated green infrastructure plan
- City Market
- Lack of street design standards - Elliott street at new PUD & Water St projects
- Coordination of transportation planning - Meade & Water St extended, 250 / McIntire intersection
- Utility coordination - easements and overhead wires

V. Meeting Adjourned at 2:05 pm