

Downtown Development Committee

Meeting Minutes

July 7, 2014

Present: Paul Hoeschen, Dan Steil, Brian Lintgen, Rick Bohannon, Nate Sauer, Chad Mittendorf, Brian Stang, Ann Harren, Gary Theisen, Adam Frie, Lynn Schurman, Amy Brickweg, Mary Kiess, Erin Trisko, Elaine Kalthoff, Russ Kalthoff, Megan McClure, George Schnepf, Contractor Geoff Martin present

Next meeting: July 21st 4pm City Hall, Cold Spring

I. Announcements

Brian Lintgen presented parking lot update: his task for this week is to start the parking lot feasibility study. He did a quick walkabout of the area and as-is projected 40 parking spots. He will finish a complete study, including different options for ground covering, landscaping, tree removal, etc. to present to the Planning Commission on 7/14/14. Geoff Martin asked if there has been a city-wide parking study done as this is good to have a total number of parking stalls (private and public) to aid with long-term city design.

Timeline for downtown development, along with Geoff Martin, to present to City Council. Final Design is due June 15, 2015, and feasibility will be discussed from November 2014-April 2015. This group will aim to present Fall, 2014 before November if possible.

There is a chance that, due to funding, projects involving Red River Ave. and Main Street will be postponed by one year (to 2017/2018). This will be discussed by Planning Commission and City Council in upcoming weeks. This committee will continue with work as scheduled until more information is provided.

II. Discussion

Discussion of Geoff Martin's schedule and task for phase 1 of downtown planning. Geoff Martin provided three different materials including: Scoping and Vision timeline, Preliminary Process Task List, and Opportunities workbook.

Phase 1: Information gathering including maps, aerials, photos, county and city data. Items listed on Task list for Preliminary Process 100-116 are included at bottom of page. Task 103: Property Owner's Meeting. The objective is to gather as much information as possible from property owners about their current property, their wants for future development and design, their ability and interest to support these designs with funding either via assessments or otherwise. This task will be completed by the Downtown Development Committee and the information given to Geoff Martin by Nate Sauer. This will be done by our next meeting on July 21st. The next steps (tasks 1-4-108) will be completed by Geoff before our next group meeting in late August. Task 109 "Committee Meeting No. 2: Workshop to Review Design Alternatives" will be held in Cold Spring in late August and will include discussion of details (ex: material choices, character elements, how to build off of what currently exists, maintenance plans, etc.) and will also involve strategy for implementing the presented Design Plan. Our next meeting (Task 113: Committee Meeting No.3: Review Design Alternative and Cost) will happen in mid-September. This Committee will also help plan and implement Task 114: Community Open House to share our vision, plan, strategy

and to garner support and excitement for our presentation to City Council. The task list ends with Optional support during our presentation City Council and option documentation of this process, which could also be handled by this committee if the skills are present to compile.

III. Summary and/or Follow-Up Items

Marketing subcommittee will meet to finalize a marketing budget, strategy, and funding opportunities. They will present to committee at next meeting.

Committee will be thinking about final presentation throughout all steps to determine how we would like present to City Council and what role we see Geoff Martin taking in the process.

Ann Harren and Rick Bohannon will find out if a city-wide parking study currently exists (up-to-date).

Downtown Development Committee will complete Property Owners Survey and present to Geoff Martin.

Committee will brainstorm regional artists/artistry to possibly include in Downtown Development plan.

Bob Thelen of Planning Commission and City Council has asked this group to contribute brainstorming ideas for possible use of former Granite City Bank building.

Phase 1: Project Scope and Visioning

Task:

100: Refine Base Information

101: Committee Meeting 1 brainstorm, refine vision

102: Review of Existing Conditions

103: Optional Task: Property Owners Meeting

104: Review Engineering Objectives

105: Synthesize Issues, Opportunities, Goals and Objectives

106: Preliminary Streetscape Framework Plan

107: Red River Avenue Street Streetscape Design Alternatives

108: Main Street Geometric Streetscape Design Alternatives

109: Committee Meeting No.2: Workshop to Review Design Alternatives

110: Revise Framework Plan and Street Geometric Design Alternatives

111: Alternatives for the Type and Character of Streetscape Elements

112: Preliminary Estimate of Probable Costs

113: Committee Meeting No.3: Review Design Alternatives and Costs

114: Community Open House

115: Optional City Planning Commission and Council Presentations

116: Optional Framework Plan Summary Document