

**Downtown Advisory Committee
Meeting Minutes
December 6, 2021**

Present: Steve Rubin, Peggy Frank, Allison Laff, Kaylin Risvold, Danielle Tufano, Tom Miers, Katie Wood, Greg DeGeeter, Christine Jeffries, Shannon Kunicki, Mike Panas.

Via Zoom: Rick Hitchcock, Bill Novack, Doug Krieger, Patrick Kelley, Benny White, Brien Nagle

Guests: Andy Hynes, Gabrielle Mattingly

The minutes from the September 13, 2021 meeting and the October 11, 2021 meeting were approved. A motion was made and approved with one correction to the October 11 meeting minutes; Rick Hitchcock was listed as an attendee but was not in attendance.

Downtown Design Guidelines: Allison Laff asked the committee for feedback on exterior painting criteria per the city's downtown design guidelines. City staff is preparing updates to present to the Planning and Zoning Committee (PZC) and the issue of exterior painting in the downtown has raised questions. Painting previously unpainted brick – which is not allowed – and the amount of contrasting colors – the city currently allows up to 25% as accent color – were the two focus points. After discussion the committee agreed that the interpretation of the guidelines is sufficient and recommend that it should be maintained as currently written. An additional suggestion by the committee to staff and PZC is to encourage property owners to use the accent color to call out attractive architectural features such as moldings or window arches to provide character and highlight the unique architectural styles of downtown buildings. A motion was made and approved to maintain the current standard of the downtown design guidelines.

Buy-In for Downtown SSA Parking: Bill Novack asked for DAC's input on the buy-in on the downtown SSA's for parking. The city set a rate per space for properties that are outside the downtown core (SSA) to 'buy-in' to the parking and not have to provide their own onsite parking. With the exception of residential, downtown properties that are in the original parking SSAs are grandfathered and do not need to provide parking onsite or pay buy-in; they do participate in all current SSAs. The buy-in rate was set by blending the costs of construction for each of the downtown parking decks and dividing by the number of spaces. That rate has an annual adjustment for inflation. The current rate is approximately \$17,500 per space. The funds are used to retire debt on existing decks and/or it goes into a fund for future downtown parking improvements. The committee recommended the city continue the current buy-in program.

Main/Jefferson Streetscape: The project will include the south and north sides of Jefferson Avenue (north is pending the approval of the additional SSA). The schedule is to award the bid in February 2022, start the project in March and finish by Labor Day. Main Street will be first, then on to Jefferson Avenue. The public hearing for the north Jefferson SSA is on January 4, 2022, then to council in March for City adoption providing 51% of property owners do not object. The committee thanked Bill Novack