



CITIZENS ADVISORY COMMITTEE MEETING

CITY HALL, First Floor Conference Room West

Tuesday, March 5th, 2019 at 4:00 PM

MINUTES

Present: Ken Sitkiewitz, Daniel Becker, Theresa Collins, Staate Hayward, June Kramer, Ralph Kramer, Ben Stalvey, and Jennifer Estrada

Absent: Rhienna Gabriel (excused but present for first half of meeting, left before Council Forum was discussed), Mary Balte (excused), Mayor Justin Nickels (excused), Katheryn Feo Rodriguez (excused), Janet Breuer, Joanne Vogds, Ngu Devin Tita, and Anna Marie Wood

Guest: April Kroner, Community Development Director
Stacey Groll, Assistant to Mayor Justin M. Nickels

Minutes: Theresa Collins, Secretary

- I. Call meeting to order
 - a. Meeting was called to order by Ken Sitkiewitz at 4:02 p.m.
 - b. Stacey Groll will create an attendance chart for the year. (Thank you!)
- II. Approval of February Meeting Minutes
 - a. Passed without change.
- III. Presentation by April Kroner, Community Development Director
 - a. April brought two presentation boards: Upcoming Downtown Projects & Downtown Wayfinding
 - b. There is a new member of the Community Development Team: Associate Planner Business and Housing Development; started today. Nick Mueller
 - c. April has taken over for Nic Sparacio
 - d. Upcoming Downtown Projects
 - i. Downtown Planner Hired (2019)
 - ii. Façade Program (2019)
 1. Several applications have already come in
 2. Nick will be out talking individually with downtown businesses
 3. \$100K set aside for 2019; 50/50 match program with a \$25K match cap
 - iii. Downtown Wayfinding Signage (2019)
 1. Washington Park is getting a new sign in 2019
 2. Several different community attractions and destinations will be incorporated into the signage
 3. Signs should go up in June

4. For the most part, only main attractions including nonprofits, the car ferry, and city buildings will be represented on the signage
5. April is working with Mary Mauer to coordinate with the Vision 2022 group
6. Trying to work with downtown business owners to get them more engaged in the planning process
- iv. Purchase of CN Peninsula Property (2019)
 1. About 22 acres of land on the river
 2. Working on conceptualizations (Stantec); two designs incorporating greenspace, kayak launches, residential, restaurants, potentially office space, etc.
- v. Briess Lot Improvements (2019)
- vi. Implementation of Downtown Parking Plan (2019+)
- vii. Public Kayak Launch/Boat Dock (2020)
- viii. Private Developments – New Businesses, Restaurants
 1. Brennan Seehafer is looking at putting in a container-type structure with open air bar and event space on the river.
 2. April passed two photos around to give an idea of his plan.

IV. Discussion of Candidates Forum

a. Format

- i. Ken will give an introduction
 1. Introduces the committee
 2. Go over time limits
 3. Kathy will be translating; if anyone needs translating equipment, please raise your hand and Kathy will get it to you.
 4. We have handicapped seating up front, please let us know if you would like any special accommodations
 5. This will be streamed live on Facebook and a committee member will be monitoring it for questions. She will write appropriate questions down on a note card and pass them up to the moderator as they come in.
 6. We will begin with our set of questions and will then open it up to the audience. Please either be prepared to come up to the podium to ask your question, or write your question on a note card and pass it to one of our committee member volunteers to have it read by the moderator.
- ii. Two-minute introduction each; one-minute closing
- iii. 30 seconds to respond to each question
- iv. Directed questions: the person it is directed to will respond first, then the moderator will give the others an opportunity to respond if they choose to.
- b. Mike Howe will not be present; everyone else has confirmed. Todd Lotz asked about being included, Stacey stated what the minutes stated.
- c. Committee Question Development
- d. Logistic Planning
 - i. There will be 5 reserved seating signs (Stacey)
 - ii. Stacey will bring reserved signs, will take the alderman name plates off, will bring blank note cards and pens.
 - iii. It will be streamed on Facebook live.
 - iv. Stacey has it posted on the electronic signage throughout the city, at the Visitor's Center calendar, on the Tuesday Tidbits, on the City website, on the lobby television, advertised on Facebook, and sent an email out to all Council and all City workers, and also sent out a press release to radio and newspaper.
 - v. Kathy will be the translator; she will be situated nearby so she can hear us clearly; Jenni will bring the equipment.

- vi. Jennifer made a motion that we do not share the questions with the candidates in advance. Motion passed unanimously.
- vii. Jenni will monitor the Facebook stream and will write questions down on a note card and pass them up.
- viii. Stacey will send out a roster of the candidates to this committee so we can share it with our networks.

V. Adjournment – 5:39 p.m.

Next meeting Tuesday 04/02/19 at 4 p.m. in First Floor Conference Room West