

**MINUTES**  
**Downtown Advisory Board**  
 Thursday, January 12, 2012– 12:00 P.M.  
 350 Commercial St NE

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff Present</b>	<b>Guests</b>
Jim Bauer Garth Brandaw Bill Davis Paul Gehlar Jennifer Martin Mark Messmer Susan Miller Brian Moore Allan Pollock Bill Puntney Carole Smith	Jim Lewis –E Darr Goss - U	Jeff Barnes – UD Sara Bratcher – UD Renee Frazier – UD Annie Gorski – UD Doug Rux - UD Anita Sandoval – UD Sheri Wahrgren – UD Kevin Hottmann – PW Julie Warncke - PW	

**1. CALL TO ORDER**

**Call to Order and Roll Call:** 12:02 PM

**2. APPROVAL OF AGENDA**

**Motion:** Move to approve the agenda for January 12, 2012, adding another Action Item for Public Works regarding State Street.

**Motion by:** Board Member Smith

**Seconded by:** Board Member Moore

**Action:** Approve the Agenda for January 12, 2012, adding another Action Item for Public Works regarding State Street..

**Vote:** Aye: Unanimous

**Motion PASSES**

**2. APPROVAL OF MINUTES**

**Motion:** Move to approve the Minutes from December 22, 2011, as presented.

**Motion by:** Board Member Smith

**Seconded by:** Board Member Puntney

**Action:** Approve the Minutes from December 22, 2011, as presented.

**Vote:** Aye: Unanimous

**Motion PASSES**

#### **4. REPORT ON COMMITTEES**

None

#### **5. PUBLIC COMMENT:**

None

#### **6. ACTION ITEMS**

##### **A. State Street Two-Way Issue - Kevin Hottmann, Public Works**

**Handout: Existing Traffic Volume, Estimated Traffic Volume, Negative Comments from outreach, and Map of affect areas.**

**Discussion:** Option to make State Street two-way between Commercial and Liberty. Court and State Streets will be reconstructed with repaving and curb extensions from Front to 12<sup>th</sup> Street in 2012 using Transportation Bond revenues. Since November, staff has gone to businesses that would be most affected; Majority of comments have been positive comments. Go Downtown, Downtown Partnership, and Neighborhood Associations were also contacted with no comments received. Project will be going out to bid mid-March. It would be less expensive and more efficient to include the direction change in the bid which would include adding a signal pole for west bound traffic at State Street and Commercial Street intersection. Staff will take a recommendation to Council on January 23. Advantages: more direct access to local businesses on State and Commercial Streets; shorten routes, provide alternatives.

**Questions or Comments by:** Moore, Martin, Brandaw, Gehlar

**Motion:** Move to change State Street to two-way between Commercial St and Liberty St and forward the recommendation on to Council for consideration.

**Motion by:** Board Member Gehlar

**Seconded by:** Board Member Brandaw

**Action:** Approve motion to change State Street to two-ways between Commercial St and Liberty St and forward the recommendation on to Council for consideration.

**Vote:** Aye: Unanimous

##### **B. Board Elections**

**Discussion:** Attendance, Days and Times, Frequency, Roles

**Questions or Comments by:** Moore, Smith, Pollock, Bauer, Wahrgren, Martin

**Motion:** To nominate Jim Bauer for chair, and leave the Vice-Chair position open for six months.

**Motion by:** Board Member Smith

**Seconded by:** Board Member Messmer

**Action:** Elected Jim Bauer for chair, and leave the Vice-Chair position open for six months.

**Vote:** *Aye:* Unanimous

**Motion PASSES**

**7. OLD AND/OR NEW BUSINESS**

**A. 2012-2013 Parking Budget Overview**

**Discussion:** In order to meet the schedule for budget recommendations to the City Manager, the Board discussed preliminary information based on the approved 2011-2012 budget. The budget manager will incorporate the discussion items into the 2012-2013 budget which will be presented at the January 26, 2012 DAB Meeting.

**Questions or Comments by:** Wahrgren, Bauer, Smith, Rux, Brandaw, Martin, Messmer, Moore, Pollock, Miller

Ms Smith declared a conflict of interest on the discussion regarding contracted services as her husband is on the Board of the Downtown Partnership.

**B. 2012-2013 RDURA Project Overview**

**Discussion:** Project priority discussion and whether or not projects should move forward due to budget constraints and public perception. Chair Bauer asked the Board to think about those priorities. The goal of all projects is to increase property values and the tax base.

**Questions or Comments by:** Bauer, Smith, Martin, Messmer, Brandaw

**C. Downtown Parking Citation Breakout  
DEFERRED**

**D. Parking Garage Revenue Discussion – No. 5  
DEFERRED**

**9. ADJOURN**

The next meeting will be held on January 26, 2012. Chair Bauer adjourned the meeting at 1:46 P.M.