

**MINUTES**  
**Downtown Advisory Board**  
 Thursday, December 22, 2011– 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 Darr Goss Jim Lewis Mark Messmer Susan Miller Brian Moore Allan Pollock Bill Puntney Carole Smith	Jennifer Martin - E	Annie Gorski – UD Doug Rux - UD Anita Sandoval – UD Sheri Wahrgren – UD Brian Martin – PW Troy Thomson - PW	Commissioner Brentano Jolene Kelley

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

**Motion:** Move to approve the agenda for December 22, 2011, as presented.

**Motion by:** Board Member Smith

**Seconded by:** Board Member Pollock

**Action:** Approve the Agenda for December 22, 2011, as presented.

**Vote:** Aye: Unanimous

**Motion PASSES**

**2. APPROVAL OF MINUTES**

**Motion:** Move to approve the Minutes from December 8, 2011, with the correction of Susan Miller's name.

**Motion by:** Board Member Smith

**Seconded by:** Board Member Pollock

**Action:** Approve the Minutes from December 8, 2011, with the correction of Susan Miller's name.

**Vote:** Aye: Unanimous

**Motion PASSES**

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

None

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

None

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

None

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

##### **A. Courthouse Square Update – Commissioner Brentano**

**Handout:** Courthouse Square Complex Powerpoint

**Discussion:** Discussion included history of the project and findings of structural failure; intent to repair the building; next steps; potential cost; funding ideas.

**Questions or Comments by:** Smith, Lewis

##### **B. Highlights of 12/12 Parking Work Session**

**Discussion:** Sheri Wahrgren presented an overview of Rick Williams' presentation to Council. Another Work Session will be held after the first of the year to continue the conversation. Dialogue regarding whether DAB should be the group designated to move the discussion forward, or if it should be a larger task force.

**Questions or Comments by:** Bauer, Smith, Messmer, Gehlar, Brandaw, Moore

##### **C. Parking Garages – Part 4 Revenue Discussion**

**Handout** – Spreadsheet of Results of Board Survey to Increase Parking District Revenue

**Discussion:** Sheri Wahrgren reviewed the handout outlining all the 32 questions with compilation of input. .

**Consensus:** Come back to the next meeting with a list sorted by priority and with additional detail and/or preliminary financial impact estimates to clarify the intent of some questions. Next meeting discussion to focus on evaluation of the “4” rankings. The updated spreadsheet will be shared with the Board electronically before the next meeting.

**Questions or Comments by:** Bauer, Smith, Davis, Brandaw, Messmer, Moore

##### **D. Demonstration Program Update – Sheri Wahrgren**

**Discussion:** Reported the Agency has directed the criteria back to staff to review and revise. This caused a delay in the RFP process. The criteria will be taken back to Council for their approval in early 2012. Staff will keep DAB informed of the project schedule.

**Questions or Comments by:** Bauer, Brandaw, Rux

**E. Michael Rose Communication**

**Discussion:** Chair recommended staff take a look at the issue and bring back information for Board evaluation.

**Consensus:** Staff will gather information on the type of parking tickets issued within the Parking District over the past three years. At next meeting staff will provide history on the reason the Block face Rule was created.

**Questions or Comments by:** Lewis, Smith, Pollock, Davis, Messmer, Bauer

**F. 2012 Resurfacing Project**

**Handout:** Information Sheet

**Discussion:** Troy Thomson, Public Works, presented the scope of the Resurfacing Project on State and Court. URA project opportunity on State Street will be coming to the Board at a future meeting in conjunction with the Resurfacing project. Board requested more information on the funding sources used for the project.

**Questions or Comments by:** Bauer, Wahrgren, Puntney, Lewis, Martin

**G. Board Elections**

**Discussion:** The Board will be electing a new Chair and Vice-chair at the next meeting.

**Questions or Comments by:** Wahrgren, Smith

**9. ADJOURN**

Ms Wahrgren reminded the Board in order to stay within the City Manager's timeline for the City budget preparation, the Parking Fund budget will be presented at the next meeting, and a recommendation from the Board will be requested at the meeting following that.

The next meeting will be held on January 12, 2012. Chair Bauer adjourned the meeting at 1:32 P.M.