

AGENDA

URBAN LANDSCAPE COMMISSION
Wednesday, March 25, 2015
4:30 p.m., Public Safety Building Conference Room

1. **ATTENDANCE**
2. **APPROVAL OF MINUTES**
3. **UNFINISHED BUSINESS:**
 - A. **2015/2016 FY ULC Budget Update**
 - B. **Public Safety Building Plaza Update - Michael Hasenmyer**
 - C. **ULC Workshop**
 - D. **Bumpout Fencing**
4. **NEW BUSINESS:**
 - A. **Secretary Nominations**
5. **PROJECTS REPORT:** Marchetta Maupin
6. **BOPARC REPORT:** Melissa Burch
7. **TREE BOARD REPORT:** City Manager Mikorski
8. **PROUD OF OUR TOWN AWARDS:** Kitty Lozier
9. **OPEN DISCUSSION**
10. **COUNCIL UPDATE:** Councilor Ganz
11. **ADJOURN**

NOTE: Next meeting will be April 22, 2015

URBAN LANDSCAPE COMMISSION DRAFT MEETING MINUTES
Wednesday, February 25, 2015

Meeting called to order 4:35 p.m.

ATTENDANCE: Joe Morris (chair), Jeff Mikorski, Marchetta Maupin, Katy Trupo (new member – forestry representative from Tree Board), Cindy Fike, Nancy Ganz, Melissa Burch, Hana Tominaga, Michael Hasenmyer, Kitty Lozier. Joseph Scotti resigned today from the commission, effectively immediately. The ULC will need new representatives from 4th and 5th Wards.

APPROVAL OF MINUTES: Minutes from the January 2015 meeting were approved as amended.

UNFINISHED BUSINESS:

- A. 2015/2016 FY ULC Budget** - The draft budget shows zero funds in next year's ULC column because funds from this year can be used for both years. This will be amended later to provide funds for ULC.
- B. Public Safety Building Plaza Update** – M. Hasenmyer. A kick-off meeting was held in February to discuss design and materials. Survey of the plaza area resulted in consideration of handicap accessibility related to flagpoles and the possibility of relocating paperbark maples in planters. March meeting will include discussion of budget/cost. The next design phase will involve the side area. J. Lester and M. Hasenmyer will continue to work on the statue area.

NEW BUSINESS:

- A. ULC Workshop** – J. Mikorski. Working on hiring a facilitator to work with ULC concerning commission duties/responsibilities/by-laws/ordinances. The ULC has progressed through several phases, and will need to decide as a group how to proceed (i.e., whether the group should be composed only of technical experts or continue to be a combination of experts and ward representatives as it is now). The ultimate goal is for the commission to work as a unit moving in the same direction. Several workshop meetings, probably in April/May/June, will be scheduled. Current mission statement and bylaws may be modified during the process. Plans may include a closer alliance with the Tree Board, which is considering modification of their bylaws. The city attorney will be available to help with wording, etc. J. Mikorski will be bringing information to the next ULC meeting for discussion.
- B. Bump-out Fencing** – J. Mikorski and M. Hasenmyer. The entire streetscape (some sort of fencing or planters on bump-outs and grates on tree pits) on High Street is being considered, as flooding pulls debris into the street and blocks drainage - \$50,000 allotment for this project. ULC presented with visuals via photo-shopped images/simulations.

PROJECTS REPORT – M. Maupin reported activities including tree board work. Have all supplies ordered for street baskets.

BOPARC REPORT – M. Burch.

- A. Urban Landscape Center** will be located in the White Park shop maintenance area. This will be done in phases, with the goal of one location. BOPARC planning an eventual addition to the building for provision of additional storage. (Some concerns expressed about sufficient light for flower tables.)
- B. Memorial Clock at Hazel Ruby McQuain Riverfront Park.** Entire bill around \$16,000, much more than funds currently available. An individual, Milan Roh, has made commitment to provide remaining funds needed (approximately \$13,000). Verdin commissioned to manufacture the clock – will be 10-12 weeks in production, with installation plans for Summer 2015. Two possible locations being considered – Verdin will provide renderings from photos.

TREE BOARD REPORT – M. Maupin. Contracting with Bartlett Tree Experts to prune street trees downtown, in 1st, 2nd, and 4th Wards, and in Jack Roberts Park. More trees may be added to pruning list as funds become available. The pruning work lowers branches to protect pedestrians and passing cars/doors. City workers continue with public hazard tree removals as time allots – information updated on city website. Some empty tree pits on Pleasant Street available for tree planting. Continuing to update tree inventory database. Working on Tree City USA application. Katy Trupo newly appointed to commission (and representative to ULC.)

PROUD OF OUR TOWN AWARD RECOMMENDATIONS – Kitty Lozier. Nothing current to report – still waiting for suggestions. Hoping that information may be disseminated through neighborhood associations. (ULC suggestion to include in upcoming Master Gardener newsletter. Also, recommendation of award consideration for property owned by Judy Twist on corner of Anderson and Villa Place.)

OPEN DISCUSSION: None

COUNCIL UPDATE – N. Ganz. Council currently working on budget. This coming year will be good due to one-time building permits/income sources. Future monies are of concern due to stagnant budget – hoping for new revenue streams.

ADJOURNMENT: Commission adjourned at 5:40 p.m.