

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, Cindy Fike, Nancy Ganz, Melissa Burch, Hana Tominaga, Michael Hasenmyer, Kitty Lozier.

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. 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.

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 ordinance. 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. \$50,000 is the allotment for this project. For further simulations, photo shops were shown to clarify project.

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.

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. Public Works continue with city r.o.w. hazard tree removals as time allows. Information is updated on city website. Katy Trupo has been appointed as Urban Forester to ULC.

PROUD OF OUR TOWN AWARD RECOMMENDATIONS – Kitty Lozier. Nothing current to report – still waiting for suggestions.

OPEN DISCUSSION: None

COUNCIL UPDATE – N. Ganz. Council is 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 the stagnant budget. They are hoping for new revenue streams.

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