



WESTPORT<sup>sm</sup>

**DOWNTOWN PLAN IMPLEMENTATION COMMITTEE**

**June 2021 Draft Minutes**  
Thursday, June 17 | 8:30 am

Zoom Meeting

In attendance: Chair: Randy Herbertson; Members: Melissa Kane, Ken Bernhard, Kitt Shapiro, Peter Ratkiewich, Pippa Bell Ader, Sara Harris, Matthew Mandell, Dave Briggs, Brian McGunagle, Harris Falk; Staff: Donna Douglass

The Downtown Plan Implementation Committee held a public meeting at 8:30 a.m. on **Thursday, June 17, 2021** for the following purposes:

- I. Opening Remarks - Chair
  - A. Overall Meeting Goals: **28 new merchants opening, new lights downtown, no July 2021 meeting.**

**No action taken.**
- II. Approval of Minutes (5/2021 Meeting): **Minutes to be posted and voted on at the next meeting.**

**No action taken.**
- III. Strategic Priority Review
  - A. [CY 2021 Goals](#)
  - B. Public Ideation/Working Groups - scheduling now for PH/Jesup: **Organize public charettes for an ideation session regarding Parker Harding and Jesup.**
  - C. [Capital Forecast Draft](#) - Status
  - D. Parking Lots Reinvention: **Baldwin Lot proposal going before P&Z 6/17/21.**
    1. Baldwin Lot
      - a) P&Z Presentation - [6/17 at 7pm](#)
      - b) Avery Lot - proposal under review
  - E. Pedestrian Access

1. Streetscape Improvements: *Randy Herbertson presented bike racks, benches, waste receptacles to be placed within downtown.*
  - a) [Proposal](#), [Pricing](#) and Status
2. Wayfinding Status: *Melissa Kane presented the final design phase of approximately 70 signs.*

F. Maintenance

1. Special Services District: *Randy Herbertson to communicate with the special services district group.*
  - a) [Last Ordinance Draft](#)

**No action taken.**

- IV. To adjourn the meeting.  
**MOTION (made by Kane): To adjourn the meeting.**

**Meeting adjourned at 9:32 AM**

Randy Herbertson, Chair  
Downtown Plan Implementation Committee  
June 18, 2021