



WESTPORTsm

DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

December 2021 Draft Minutes

Thursday, December 16 | 8:30 AM

In attendance: Chair: Randy Herbertson; Members: Sam Arciola, Pippa Bell Ader, Gary Conrad, Jen Fava, Deirdre O'Farrelly, Peter Ratkiewich, Kim Wilson, Mary Young; Staff: Donna Douglass

The Downtown Plan Implementation Committee held a remote public meeting at 8:30 a.m. on **Thursday, December 16, 2021**, for the following purposes:

- I. Opening Remarks – Chair
 - A. Overall Meeting Goals
 - B. [Website](#) Updates: *Kept current; getting good traffic*
 - C. [New 2022 meeting schedule](#): *Starting in January, meetings will be moved to the 2nd Tuesday of the month so as not to conflict with TEAM Westport. Will remain virtual through at least April.*

No Action Taken

- II. Approval of Minutes (11/18/2021 Meeting)

MOTION (made by Wilson): To approve the minutes of the November 18, 2021, meeting.
SECOND: Young
VOTE: Unanimously approved.

- III. Strategic Priority Review

A. Parking Lots Reinvention: *continue to look at holistically over all parking lots. Hire design architect firm for schematic master plan for all three parking lots. Conduct an updated real survey and traffic study. Get ahead of any potential zoning regulations and be aware of them. New green spaces will require more maintenance that P&R is not equipped to handle. To get ahead with Special services district for maintenance including recycling. There will be public forum as part of the design process.*

1. ARPA Funding Request Update: *Funds are available to hire architect firm*

2. Baldwin Lot

- a) Implementation status: *Need to start marketing Imperial lot to use during Baldwin Lot construction. Electrical plans need to be finalized, should be out to bid shortly and work beginning in February.*

3. Jesup Green

- a) Inspiration Review: *Presented by Jessica Talley. Looking at adding new green space at Jesup, creating outdoor spaces for activities, recapture riverfront for use, riverwalk and pedestrian/bike access. Have done parking studies, 35 spots in lower level, 113 in upper level increases parking. Proposed waterfront dock, improving existing walkways, proposed playground, new plantings/native grasses.*

B. Pedestrian Access

1. Streetscape Improvements

- a) Implementation status: *Ordered. Arriving January or February and installation in the spring.*

C. Sustainability: *Some state and/or ARPA funding available for bus shelters. Possible downtown site for a bus shelter.*

D. Maintenance

1. Special Services District

- a) [Last Ordinance Draft](#): *need to revisit and finalize*
- b) Cost development: *need new numbers*

No Action Taken

IV. To adjourn the meeting.

Motion (made by Ratkiewich): To adjourn the meeting.
Second: Young
Meeting adjourned 9:13 AM

Randy Herbertson, Chair
Downtown Plan Implementation Committee
December 17, 2021