



## DOWNTOWN PLAN IMPLEMENTATION COMMITTEE June 8, 2023 Draft Minutes

In attendance: Chair: Randy Herbertson; Members: Ken Bernhard, Dave Brigs, Donna Douglass, Dave Farrell, Thomas Kiely, Johanna Martell, Deirdre O'Farrelly, Jenna Petok, Peter Ratkiewich, Gately Ross;  
Remote: Maxxwell Crowley, Brian McGunagle, Mary Young;  
Staff: Andrés A. Lapadula

### Chair called meeting to order at 8:37 a.m.

#### I. Opening Remarks - Chair

##### A. Overall Meeting Goals

*Chair stated that meeting will be kept to one (1) hour, providing thirty (30) minutes for the committee and at least thirty (30) minutes for public comment, reminding members of the public they can submit them over email, as well. Chair gave overview of last two years of DPIC history, as well as over ten months of collaboration with Langan. Chair emphasized this has been a transparent process.*

##### B. Approval of Minutes ([5/2023 Meeting](#))

**Motion to Approve May 11, 2023 Minutes: Martell**

**Second: Ratkiewich**

**Vote: UNANIMOUS**

#### II. Strategic Priority Review

##### A. History and Purpose of DPIC

*Chair reviewed the history of the Downtown Master Plan and the subsequent Plan Implementation committees, contextualizing Parker Harding as part of a wider, ongoing series of projects which “improve the access, usability, safety, and aesthetics of our public lots, optimizing a balance between parking inventory and pedestrian access, and plan for climate change and flood preparedness.” Chair explained why Langan Engineering and Environmental Services, Inc., had been chosen to prepare the plans, citing in particular their being the only bidder to contract a public engagement firm to ensure community involvement throughout the lifespan of the project. Pre-planning outreach included consultation with ten stakeholder groups, a survey sent four times to 10,000 residents and 250 merchants, generating 1,600 responses. A visioning charette drew around 100 people, while a second survey generated another 600 results. The committee’s own engagement with the public yielded the same conclusions as to preferences: access to the riverfront, safety, and concerns about congestion. Of the potential designs included in survey materials, residents chose the one that was clearly noted to reduce parking by the greatest amount.*

##### B. Downtown Lots Design Master Plan -Reconnecting the Riverfront

*Director of Public Works Peter Ratkiewich presented the condition and history of the Parking Harding Lot. A survey of the lot indicates the insufficient size of the spots to today’s Planning & Zoning standards. Design flow issues and the small aisle lead to several spots going unused. Others cannot be used due to their size or persistent flooding. Further, it is not compliant to fire lane standards. The 208 spots are reduced by about 30 that are unusable, and the remaining spots are still far too small. Restriping the lot to size, which would further reduce the aisle and passthrough road, would yield 157 Spots to match 2010 ADA standards. The conceptual plan presented in the Master Plan could yield about 164 spaces, 33 of which are small car. This, however, is meant to be more than a parking lot. Parking Harding remains the best view of the river. Traffic Engineer Dan Clarey and Project Manager Chris McLean covered the traffic study done to analyze impact to downtown traffic flow.*

III. Public Comment

*Committee received comments for a minimum of 30 minutes from the public on their concerns and objections to the plan, as well as shows of support for the committee's work.*

**Motion to Adjourn the Meeting: Bernhard**  
**Second: Ratkiewich**  
**Vote: UNANIMOUS**

**Chair adjourned the meeting at 9:53 a.m.**

Randy Herbertson, Chair  
Downtown Plan Implementation Committee  
June 15, 2023