

Maintenance/Capital Improvement Committee Meeting Minutes
151 Martin Street Conference Rooms 202 & 203
June 11, 2024

Members in Attendance: Sarvy Lipari (Chair), Steve Quintal, Amy Pohlod, Michele Taddei,
Members Absent: Doug Fehan, Bill Roberts
Staff Present: Erika Bassett, Melinda Comerford, Brad McNab, Brendan McGaughey
Guests: Cory Borton

Chairperson Lipari called the meeting to order at 8:35 a.m.

Approval of Minutes: Motion by Pohlod, seconded by Quintal, to approve the minutes dated April 9, 2024 and May 14, 2024. All ayes, motion passed.

Public Comment: No public comment.

Alley Discussion

City Engineer, Cory Borton, provided an update on the Maple and Pierce alley projects to the committee. He reported that Engineering would include Bassett in the pre-construction meeting, to take place in the near future. The project timeline is in development, but the expected project completion is late-fall. The project will be performed in two phases and parking will be maintained as much as possible except during concrete pouring. Bassett to coordinate a communications plan for the projects (to include texting if possible) with Engineering and City Communications.

Light Fixtures

The committee reviewed light fixture options recommended by the Planning Department, selecting *Item #71938, LED SPEC-SELECT™ DESIGNER FULL CUTOFF WALL PACK* as a possible option for uniform lighting throughout the alleys. Pohlod advised that she would like to walk through the alleys while dark, to understand the current lighting needs. The committee discussed the following with regard to the selection and installation of lighting:

- Automated switch on/off at dusk/dawn
- BSD-provided electrician to perform the install and use existing electrical with as little movement or disruption as possible from the existing fixture locations
- Lights above awnings and decorative/custom light fixtures should not be replaced

Decorative Wayfinding

The committee discussed decorative wayfinding options to guide pedestrians through the Maple/Henrietta VIA area including:

- Adding a vinyl sign to existing light poles (similar to the BSD *Free Parking* Banners)
- An additional VIA sign in the alley area
- A painted crosswalk or decorative connection
- Wrap the pole with a decorative element

- Lighting in the single tree (if tree not being removed)

The committee asked if the current VIA signage would be replaced with new as part of the Wayfinding plan.

Tree Lights

Laird reported that DPS identified electrical and is able to light the trees adjacent to Social Kitchen for approximately \$1,000 + cost of lights (swirl style, not individually wrapped braches due to Oak tree). Laird to present lighting options, including color-changing lights, to the committee for review in July. Lighting to be installed after tree trimming, which can take place in November per recommended Oak trimming guidelines.

Snow Removal Contract

The committee agreed to extend the contract for an additional year.

Booth Park Entry Plaza and Trail Improvements Preliminary Design Concepts

Laird presented the concepts to the committee. Once approved, the work will likely begin in spring of 2025, potentially affecting the location of the BSD's Movie Nights events.

DPS Luncheon

Laird to bring some date options to the July meeting.

The meeting adjourned at 10:02 a.m.

Next Meeting: Tuesday, July 9, 2024, at 8:30 a.m.

APPROVED