

**PAC ADVISORY COMMITTEE  
SPECIAL MEETING MINUTES  
Wednesday, May 3, 2017  
DRAFT ACTION ITEM**

**Call to Order:**

Meeting was called to order at 1:05 by Alicia Barbieri, Chair.

**Attending Members - Voting:**

Alicia Barbieri, TJ Hake, Dana Harbaugh, Melissa Huggins, Richard Kier, Bryn West

**Attending Members - Non Voting:**

Council Member Beggs

**Absent:** Steve Blaska, Jim Hanley, Council Member Kinnear

**Staff:** Heather Trautman, Juliet Sinisterra, Sherri Vernon

Juliet Sinisterra noted that Jim Hanley represents small business on the PAC, however, he no longer owns business property downtown. Staff will be searching for his replacement.

**2014-2016 Downtown Beautification Investments and Alternate Capital Priority Scenarios:**

Juliet circulated charts and reviewed past contributions made by PAC, BID, DSP and City to various beautification efforts downtown. Melissa Huggins noted that she will check her records regarding public art wraps to see if and dollar amount PAC contributed. Heather Trautman will also review PAC fund commitments for the last three years and report back at next meeting. Once this process is complete, it will help clarify who is contributing to what.

The PAC reviewed the mission which essentially is to improve the parking environment. Alicia Barbieri noted that all projects should complement work the City is doing. It was agreed sustainable systems, i.e. water reservoirs need to be considered for every investment so maintaining them doesn't drain the budget.

**Discuss and Recommend Capital Priorities for 6-Year Capital Plan:**

After thorough discussion, the following percentage allocations were determined:

- 50% Gateway/Special Projects
- 20% Urban Forestry (i.e., planters, street trees, grates)
- 20% Art/Holiday Lighting
- 10% Wayfinding

Bryn West motioned to approve allocations and Dana Harbaugh seconded the motion. The motion passed unanimously.

**The special projects category was further defined as follows:**

- Light Poles – enhancements/upgrades to new construction not retrofitting
- Gateways – major vehicular, pedestrian, cyclist – entrances into the City
- Investing in pilot programs as approved by the PAC

PAC to define how investments will support upcoming construction at future meetings.

It was decided that Alicia Barbieri will present the PAC priorities to City Council.

Meeting adjourned at 2:39 pm.

\_\_\_\_\_ Date: \_\_\_\_\_