

**Downtown Columbia Leadership Council  
Meeting Minutes  
February 23, 2010, 4:00 p.m.  
City Hall New Addition - 701 E. Broadway  
Conference Room 2A**

**Members Present:** Randy Gray, City Council Appointee  
Jay Hasheider, Benton-Stephens Neighborhood Association  
Doug Lange, Stephens College  
Ken Pearson, Boone County Commission  
Nick Peckham, City Council Appointee  
Linda Rootes, North Central Columbia Neighborhood Assoc.  
Phil Steinhaus, Columbia Housing Authority  
Tim Teddy, Planning & Development Director  
Brian Treece, City Council Appointee  
Mary Wilkerson, Special Business District

**Staff Present:** Tony St. Romaine, Assistant City Manager  
Billye Clemons, Administrative Assistant

**Members Absent:** Bernie Andrews, REDI  
Glenn Rice, P & Z Commission  
Gary Ward, University of Missouri  
Bob Hutton, Columbia College  
Bill Thompson, Douglass Neighborhood Association  
Clyde Wilson, East Campus Neighborhood Association

**Review and Approval of January 26, 2010 Meeting Minutes:**

Correction to January minutes, under RFP Finalists, Mr. Treece made the motion to bring in the four listed firms for interviews, not Mr. Gray. Ms. Rootes notes the section under other items where it states that City Council approved \$600,000 for renovations to Columbia College is misleading. Discussion, sentence will be changed to: Mr. Treece notes the City Council approved \$600,000 for Rangeline Streetscape improvements in partnership with Columbia College. Mr. Teddy moves to approve with changes. Mr. Pearson seconds.

***Motion Carries.***

**DCLC Presentation at Missouri Highways & Transportation Commission:**

Mr. Peckham reviews his time with the Mo Highways & Transportation Commission. Mr. Peckham notes it was not a place for decisions to be made.

**Downtown Charrette RFP interviews & recommendation:**

Mr. Gray recounts the four interviews that occurred Feb 12, 2010. Each firm had one hour to discuss their services, experience, team and what they would bring to this urban design charrette. Mr. Gray notes that all four were well qualified, however, he indicates that his preference would be H3. Their Power Point was distributed and reviewed. The H3 proposed sample schedule was reviewed, which includes a 5 day on site schedule. Ms. Rootes notes that the Power Point indicates that they read our RFQ and the project understanding was well

thought out. Mr. Peckham notes that H3 was the only group that was interviewed that had a LEED representative, which would create an ability to mix urban design and sustainability. They also stressed in their presentation a long term relationship with some of the communities they've worked with previously. Mr. St. Romaine notes that they came in the day before the interviews to walk around downtown and made the effort to come in with some knowledge about Columbia. Ms. Rootes also liked they have a social worker on their team who has great experience working with minority communities where there is a struggle to bring people to the table and have a good conversation.

Mr. Treece makes a motion to request Council use H3 as the firm to conduct the Urban Design Charrette. Process is reviewed. Mr. St. Romaine indicates the scope of services would be clear and presented to council in a draft contract before it is executed. Mr. Lange seconds. *Motion carries.*

Items in the draft contract would include:

Deliverables as follows – Provide the framework for a sustainable form based code. Draft contract deliverables would follow the RFP request. Ms. Rootes wants to ensure that somewhere in the process the pros and cons of the future of the post office in reference to location and delivery trucks is considered.

Mr. Gray recommends reviewing some possible locations for the large charrette. Wants to make sure they are easily accessible, as well as easily advertised. Some ideas include the old Ameren building, Blind Boone Community Center, Christian Church Fellowship Hall and Missouri Methodist Church. Mr. Peckham wants to make sure furniture issues are considered so that the public has a place to sit and H3 has a work space.

Mr. Treece recommends doing a walkthrough of downtown with the consulting firm and reviewing ideas and visions of the DCLC. Mr. St. Romaine guarantees a 65 degree day for the walkthrough. Mr. Gray wants to make sure the City and the DCLC gets the word out that H3 is coming, what that means to citizens and do what we can to get maximum participation. Ideas to introduce H3 and the charrette process discussed. Mr. Lange notes that if we want student participation, we need to consider graduation dates. Mr. Steinhaus recommends getting the resources of the Vision Commission on board. Mr. St. Romaine will contact Toni Messina, Public Communications Director, to see about getting a one page flyer together to distribute to the public. Special Business District has an extensive e-mail list that we could tap into, Ms. Wilkerson will check on this. Mr. Lang recommends the DCLC making personal appeals to Rotary and neighborhood associations. Time constraints due to the amount of associations would make this difficult. Mr. Hasheider suggests forming a sub-committee with the members who have neighborhood association affiliation. If a meeting is set up, Ms. Clemons will be notified so that the entire committee could be made aware.

**DCLC Ordinance – proposed revisions for City Council:**

Council memo drafted by Mr. St. Romaine is distributed showing the request for Tenth, Hitt, Elm & Locust Association (THELA) to be added to the DCLC Membership Roster. Mr. Treece notes he would like to have more discussion on this topic. Mr. Gray also notes he would like to see a greater at large membership. Mr. Treece notes that the chair of THELA has never attended a DCLC meeting and that there are a lot of associations who would like to be included in the DCLC, just because they want to be included does not mean we should

make that recommendation to Council to change the ordinance. Members of public can provide input and they have that opportunity at every meeting.

Ms. Rootes brings attention to the map that shows the expanded downtown boundaries that it includes several other neighborhoods that could have issues that might want to be included.

Mr. Gray also states that there are some members on the roster now that might operate just as effectively if moved into a position where there is input and guidance, like an ex-officio, but we would not have to rely on them to be a voting member or to achieve a quorum. Mr. Gray uses an example of REDI. Ms. Wilkerson notes that she favors the idea of the ex-officio.

After discussion, Mr. St. Romaine is going to change the memo to note that the DCLC met today and would like to consider other revisions to the ordinance.

**Updates:**

A – Mr. Teddy gives an overview of the Infill Work Session that was held February 9<sup>th</sup>. He brings attention to a video that, due to technical difficulties, did not get played. The link for that video of the Sacramento Regional Infill Approach can be found at the City’s Planning Page. Mr. Teddy notes that the results of an online preference survey are being tabulated and are going to be reviewed at the next Infill Work Session scheduled for February 24 at 7:00 pm at City Hall.

B – Providence Road Crosswalk – Ms. Rootes gives an overview of the interested party meeting regarding this location. Construction plans were reviewed at that meeting. Ms. Rootes reviews the potential timeline of the construction.

**Other Items:**

Randy G questions why the pedestrian crosswalk at Broadway and Providence doesn’t have a countdown timer unless a pedestrian pushes the button. Mr. St. Romaine will contact Public Works about this issue.

Ms. Rootes announces that she became aware of a stakeholder in Center for Urban Agriculture. Mr. Peckham notes that the DCLC excluded the University, but does believe that they should be considered a stakeholder. Mr. Gray states that all the colleges and universities should be considered stakeholders when we get to that point.

**Public Comments:**

None.

**Next meeting**

March 23<sup>rd</sup>, 2010 – Conference Room 2A (City Hall New Addition)

**Adjourn:**

Meeting adjourned at approximately 5:30 p.m.