

DOWNTOWN DEVELOPMENT COMMISSION REPORT

The Downtown Development Commission was called to order by Mayor Baumgartner on March 21, 2013 at 6:00 P.M.

On roll call were members Mayor Baumgartner, J. Kierstyn, C. Scott, D. Eylander, P. Hicketier, D. Beckman, B. Kierstyn and S. LaVallee.

Others attending were Administrator Ellisor, Rob Uphoff and Clem Safranek (MSA), and DOT NCRPC.

Nomination-Appointment of Chairperson:

Mayor Baumgartner explained that the Downtown Development Commission is a newly created City committee and this meeting is the inaugural meeting of the committee. The Mayor recommended appointment of a chairperson for the Commission.

Motion made by B. Kierstyn, Second by Beckman to nominate Joe Kierstyn as Chairperson. All voted aye.

Agenda Items

Discussion/Review - Department of Transportation Presentation of Highway 13 Traffic Analysis

Robert Heldt and Tony Kemnitz of the Wisconsin Department of Transportation (DOT) Discussed traffic configuration along the Highway 13 corridor. It was indicated that the DOT generally supported the plan concepts proposed in the City's Downtown Revitalization Plan including reducing the intermittent four lanes that currently exist within the corridor. Converting the four lanes to three with a turn lane and allowing for bike lanes was generally deemed as acceptable to the DOT. There was reservation about whether parking could be included in this conversion. Crosswalk options were also discussed. In addition to the four lane reduction, change to crosswalk locations and paint identification of the crosswalks were suggested as safety improvement. Based on a recent DOT study of pedestrian activity at intersections, control lights at the Liberty Street location were not deemed as an effective control measure and thus not viable.

Discussion/Recommendation - Proposal to Amend TIF 3 plan (MSA)

Rob Uphoff and Clem Safranek of MSA presented and discussed a proposal to amend the TIF #3 Development Plan. Priorities of the TIF plan would be revised to incorporate many design and use concepts defined in the Main Street Revitalization study. TIF plan amendment would also include expanding the scope of TIF program activity allowed by State legislation such as "Act 57". The extensive process required to amend the TIF was explained and plan review involves approval of a Joint Review Board that is comprised of County, City, City at Large and School District representation. The MSA TIF Plan Amendment Proposal includes update of the City's Five Year Recreation Plan and cost is estimated at \$14,000.

Motion by B. Kierstyn, Second by Scott to recommend the MSA proposal to modify and amend the TIF #3 Development Plan as allowed by State Statute. All voted aye

Discussion/Recommendation - Proposal to Amend/Update the City Comprehensive Plan- North Central WI Regional Planning Agency (NCWRPA)

Fred Heider of NCWRPA presented a proposal to update and amend the City's Comprehensive Plan. Updating the Comprehensive Plan is primarily coordinated and approved through the Planning Commission. Other City development plans of record are required to be consistent and compatible with

THE MINUTES ARE DRAFT AND SUBJECT TO COMMITTEE APPROVAL

the Comprehensive Plan. Update of the Comprehensive Plan would be completed concurrent with the TIF #3 Plan and Five Year Recreation Plan amendment process. The NCWRPA service proposal for Comprehensive Plan update is \$5,000.

Motion by Hicketier, Second by Beckman to recommend approval of the NCWRPA proposal to update the City Comprehensive Plan. All voted aye.

Motion by Hicketier, Second by Beckman to adjourn. All voted aye.

Joe Kierstyn/RAE/mlk

NEXT COMMITTEE MEETING: April 18th 2013, 6:00 p.m.

AGENDA: