

DRAFT Holly Hills Special Business District Infrastructure Committee Meeting Minutes for December 13, 2023

Meeting began at 7:03. Members in attendance:

Bridget Flood, Linda Callahan, Ryan Hanlon, Joe Lorenz, Abby Richter, Katie Thorman and ex officio members Mechelle Minden and Brett Reinert.

Meeting opening:

Ryan motioned and Abby seconded.

There were no edits to the November minutes. Abby motioned for them to be approved and Ryan seconded.

Working Group: Installation of new gates for Carondelet Park

Ryan shared that DJM will be getting started on installing the gates next week. There are a few steps to the process but we estimate it will be completed by mid January if not before the end of the year. Ryan shared that there was discussion last week to make sure the locking mechanism could be cut through in an emergency.

Abby asked for confirmation and Ryan shared that the Campbell security employees and the park rangers will be the ones locking and unlocking the gates. It was also noted that the gates will be 100% closed the first week of the month.

Ryan shared the Y is working with DJM too; but they are investigating getting a motorized gate.

Not HHSBD business, but relevant to the group, Ryan shared that getting the mountain biking and hiking trail in Carondelet park is down to its last signature at city hall. DJM is going to give a \$10,000 in-kind donation to start getting the woods bikeable (cutting out of growth and clearing out trash). Bridget asked how 4-wheelers and motorcycles would be kept off of the new trails, Ryan shared that it will be narrow and they'll be putting in a trailhead with big rock boulders that would be difficult to pass - also the busyness of the path will deter bad behavior..

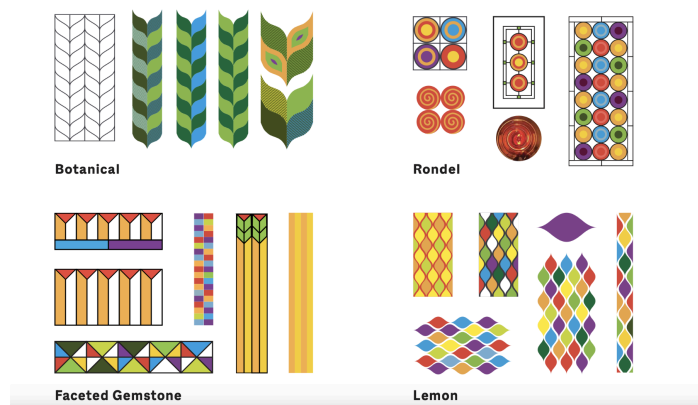
To date we've paid \$28,900, of the \$86,000 total investment with DJM for the gates. (Meaning roughly \$60,000 yet to be paid next year.)

Working Group: Signage and visuals cues to signal Holly Hills Neighborhood

Abby shared that Ten8 group presented at the November HHSBD Board meeting along with the landscape architect group. Mechelle said there was not much question / feedback but it was a 40 minute presentation so likely everything was already answered in the presentation.

Abby shared that the community feedback survey at the meeting and online after the event decided the final font (see below) but other than that, the feedback was not definitive; which means, the four patterns that were voted on will likely now be seen as "complementary elements" that can be incorporated into our brand kit of parts.

HOLLY HILLS



Abby spoke with Brooks who shared that his Beautification committee is looking at getting fire hydrants done first as it is affordable, can be done quickly and covers a lot of territory. Someone on their committee is finalizing the look and feel of the fire hydrant design. Brett questioned if painting in winter is a good idea or if something else should be considered.

Abby shared that there is also discussion around painting the bridge on Grand soon too, as it is affordable. Brett said we'd only be able to paint half of the bridge unless we work with ward capital since the other side of the bridge isn't in our SBD.

Abby reminded the group that the Beautification committee paid for the Ten8 contract and if they pay for the fire hydrants - we have not covered anything for this project yet. Brooks and Abby discussed the Infrastructure committee may have more to cover next year with the landscape work that Beautification will be investing in.

There was discussion that we'd like to consider looking at light pole banners but first, we'd like to get a menu of items to consider for the neighborhood placemaking with estimates for each. Then, we can make a high-level plan for 2024, 2025 (etc.) and make sure we understand a longer term plan. This is important to ensure we are fiscally responsible **and also that we are equitable in our placement / that we can communicate how we are investing equitably across the entire SBD.** We want branding at all corners and entrances - equal representation through the SBD especially our NE corner at Grand & Bates.

Abby shared that there are many hurdles to getting crosswalks painted including that you can only do white stripe, color stripe, street color, white, color street color (so not very interesting), it is extremely expensive and needs to be repainted every 2 years. That is why this opportunity is not at the top of the list.

Abby shared that she would be working with Brooks to get the Placemaking subcommittee members from Infrastructure and Beautification together in January.

The group talked high level about budgeting and Mechelle reminded the group that we get \$117,000 annually. Brett reminded the group that we'll get 2024 dollars in January. He also shared that unspent dollars in our committee's budget will rollover for our committee to use next year.

It was also agreed that we should keep 10 - 15% on hand for maintenance and vandalism-related expenses.

Traffic calming to encourage safe driving through the district streets.

Prior to the meeting, Joe shared a timeline and deliverables from TrailNet to further flesh out the proposal they offered for our traffic calming RFP last month. Joe shared that he met with Trailnet and CBB in person to talk through questions and get more information on the original proposal that was vague. The meeting was very productive.

The proposal is \$55,500 and includes all of their material and labor costs and the pop up traffic demonstration; interaction with the community; demo traffic with the community. Brings community engagement and shares information on traffic issues / accidents / fatalities.

The timeline shares the first months consist of meeting with stakeholders and engaging and gathering information from the community engagement. Then early plans, then more community feedback and then a firm plan.

The final report would be delivered in 7 - 9 months. The report will be in the format of a binder with recommendations that would have to then be drawn by an engineering firm. May include ballpark estimates.

Joe shared that CBB works with the city all the time so that should make their work more efficient. Once we get the final report, we'll connect with Anne Schweitzer to see what ward capital could be used to help. It was noted by Brett there is an overall safe

streets masterplan, in place that is meant to use ARCHA money which sunsets in 2026.

Ryan's action items:

- Staying in touch with DJM as they get started, photographing and sharing progress.

Abby's action items:

- Setting a meeting with beautification committee in January
- Getting a menu of items with estimates for Infrastructure to review at our January meeting

Joe's action items:

- Joe is going to ask Anne for more information about this plan and the ARCA funds.
- Joe is going to ask Traillnet if they have follow up date report / data around impact (i.e. x crashes before work; and only 10% of that after.)
- Forward links with videos and files for extra information. Ask Ann about citywide plan.
- Ask if they have a contract / contract language.
- At our January meeting, Traffic calming working group is going to recommend that we go to January board meeting and ask to move to contract.

Other topics:

Mechele shared that she and Kay from the board joined a Neighborhood Forrester and were trained on 12/2 by a certified arborist to trim trees and did so at Bates to Coronado making clearance for pedestrians and cars.

January meeting agenda item to high level look at our budget with the new 2024 money.

Abby called to close the meeting at 8:06 and Ryan seconded.