

# Downtown Steering Committee

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City of Leavenworth  
Zoom Conferencing  
10:00 AM - 11:00 AM  
May 25, 2021

## Agenda

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### Join Zoom Meeting

<https://zoom.us/j/96634145619?pwd=Qj9UaXBkQXEvC95QmJwZE82VExiZz09>

**Meeting ID:** 966 3414 5619

**Passcode:** 463075

### Dial by your location

+1 253 215 8782 US

*Sharon Waters – City Council  
Zeke Reister – City Council  
Clint Strand – City Council  
Joel Martinez - Chamber  
Kevin Rieke – At Large  
Oliver Brulotte – At Large  
Troy Campbell – Chair, Chamber*

### Consent Items:

1. Approve Minutes of the April 27, 2021 meeting.

### Agenda Items:

1. Survey Release,
  - a. Outreach methods
  - b. Timeline of subsequent steps
2. Downtown Master Plan
  - a. Current Project Status
  - b. Design Firms
3. Street Closure Considerations / Pilot
  - a. Data Collection - Any studies / surveys in the summer?
  - b. Festival Considerations

# Downtown Steering Committee

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City of Leavenworth  
Council Chambers / Zoom Conferencing  
10:00 AM - 12:00 PM - April 27, 2021

## Meeting Notes

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Attendees: Sharon Waters, Lilith Vespier, Troy Campbell, Zeke Reister, Kevin Rieke, Christie Voos, Joel Martinez, Clint Strand, Ana Cortez, Sue Cragun, Morgan Eastman

### Consent Items:

I. Minutes of the March 23, 2021 meeting were approved

### Agenda Items:

1. Current Downtown Closure Status
  - a. City has a meeting later tonight to discuss the closure through MLK weekend of 2022
  - b. If the closure is extended DSC has a list of questions to reach out to community/business members with regarding a more permanent street closure
    - i. Important to get this circulated in multiple ways (email and snail mail) as well as to reach out to both business owners and local community members
2. Downtown Master Plan Community Engagement
  - a. Current Project Status
    - i. City is moving forward with project and will begin preconstruction in 2021 so that they can break ground in 2022. Plan includes a remodel of the Front St. Park restrooms, reconstruction of stairs, and the addition of a structure for people to keep dry under while they wait for busses on Highway 2
    - ii. Project will cost approximately 800k with a 10% contingency rate
  - b. What are recommended next steps
    - i. Committee agrees that it will be important to brand this as more than just a restroom remodel because the committee wants the community to know that this project is much more than that
      1. Ideas for name of remodel include hospitality center update, downtown master plan phase 1, West Front Street Refurbishment, West Front Street Hospitality Center
    - ii. The big question that will dictate the direction of the overall remodel is whether or not Front Street will become permanently closed
  - c. Survey Questions

- i. Troy shared the draft survey questions. The committee members agreed that this a good first step in many communication opportunities to come for people to express their opinion on the subject as well as to redraft the Front Street and Park to accommodate that change in how downtown is used and the implications and improvements that can have for ancillary streets.
  - d. Downtown Signage
    - i. Committee discussed the need for new signage to be semi-permanent as the downtown remodel continues and future locations for landmarks will likely move in the years to come
- 3. Bylaws
  - a. Group was encouraged to be thinking this over between now and future meetings.