

# Downtown Steering Committee

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**City of Leavenworth**  
**City Hall Conference Room & Zoom Conferencing**  
**April 26, 2022 | 10:00 AM - 11:00 AM**

## Agenda

### Join Zoom Meeting

<https://zoom.us/j/96634145619?pwd=Qi9UaXBkQXEvC95QmJwZE82VExiZz09>

**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 March 22, 2022 meeting.

## Agenda Items:

1. Discussion on RFQ respondents
  - a. Next steps
2. Street closure update
  - a. Closure and SUP fees
  - b. Response from SUP seekers
3. Street permit area(s)
  - a. Eligibility
  - b. Unused SUP spaces
  - c. Event vs non-event
4. Plaza space during October weekends
  - a. Discussion of two options for consideration
5. Street banners
  - a. Operations and procedures
    - i. HWY 2 vs Village

# Downtown Steering Committee

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City of Leavenworth  
Zoom Conferencing  
March 22, 2022 | 10:00 AM - 11:00 AM

Attendees: Sue Cragun, Morgan Eastman, Clint Strand, Troy Campbell, Joel Martinez, Lilith Vespier, Zeke Reister, Tom Wachholder, Rick Emmons, Oliver Brulotte, Sharon Waters & Kevin Rieke

Consent Items:

1. Approve Minutes of the February 23, 2021 meeting.
  - a. Clint made a motion to approve the minutes and Zeke seconded the motion.

Agenda Items:

1. Review Final Draft of Request for Qualifications
  - a. Discuss timeline and committee responsibility for the process.
    - i. Once the document is issued, it will be available for consulting firms to view for 2-3 weeks.
    - ii. City council, chamber representative(s), and someone from the public would review and provide their critique of submissions.
    - iii. If there is a clear leader, then a contract can be requested. Otherwise, interviews with the top three consulting firms can be arranged.
2. Underpass funding update
  - a. This is a 15-year plan so the funding sources are not yet determined.
  - b. Rational for the placement includes factors like rise over run with elevation, ADA compliance and tunnel visibility (while placement is not set in stone, it is likely close).
  - c. Might open the possibility for additional parking developments with the option to shuttle people into town.
3. SUPs for Summer permits
  - a. Current permits end April 15<sup>th</sup>.
  - b. City council agreed to keep Front Street closed; however, the price per square foot is still being determined
  - c. New SUPs will pay a fee and must submit to the Design Review Board.
  - d. Only a handful of SUPs have been submitted and those will be addressed within the next week
  - e. Parklets on the side streets will likely be approved in the future, but safety issues and standards for how the public will be separated from traffic still need to be determined.

