

Downtown Steering Committee

City of Leavenworth
City Hall Council Chambers & Zoom
10:00 AM – 11:00 AM
November 28, 2023

Join Zoom Meeting

<https://zoom.us/j/96634145619?pwd=Qi9UaXB1QXEvcC95QmJwZE82VExiZz09>

Meeting ID: 966 3414 5619

Passcode: 463075

Dial by your location +1 253 215 8782 US

Members:

Sharon Waters

Zeke Reister

Clint Strand

Joel Martinez

Kevin Rieke

Oliver Brulotte

Troy Campbell

Staff:

Selby* / Sue

Agenda:

1. Approve October 24, 2023 meeting notes
2. Raise the level of Front Street to meet sidewalks
3. Discussion: Heat paved areas
4. Discussion: Wayfinding signage
5. Parking Update
6. Other / Future Agenda Items

**Chairperson*

Audio recording available upon request for 90 days

Downtown Steering Committee

Meeting Notes October 24, 2023

Attendees: Sharon Waters, Zeke Reister, Clint Strand, Joel Martinez, Kevin Rieke, Oliver Brulotte, Troy Campbell, Matthew “Selby,” Sue Cragun, Taylor Boyd, Lindsay Boyd, Jesse Boyd, Andi Zontek-Backstrum, Brandi Mynatt, Tom Wachholder, Shannon Lemons, Cali Osborn.

1. Approve September 26, 2023 meeting notes

The September 26, 2023 meeting notes were approved by the committee.

2. Bigbelly Garbage Cans

Andi addressed the benefits of converting to Bigbelly garbage cans throughout the downtown core.

- a. Smart cans compact the garbage and let staff know when they need to be emptied.
- b. Hold substantially more garbage than the current cans, which will reduce the staff time needed for pulling and relining cans.
- c. Cans are bear resistant.
- d. May be custom wrapped in the Bavarian Theme and contains a place for messaging.
- e. Pilot program; can also look into compost collection and recycling.

The committee was in favor of the Bigbelly cans and would like to see a solid dark color, which would disappear into the downtown landscape. They wish to ensure that prior to purchase, the cans will fit into the overall downtown plan in the long run.

3. Royal Lady Plaza

Selby asked the committee to come to consensus on the location of the Royal Lady Plaza. They have considered the corner of the 700 block for many years, but now that the street is closed, there are new considerations on how the space may function.

Several business owners on the 700 block were present and shared their ideas of how the space may be reimaged. They suggested the following:

- a. Flat space approximately 36 feet out from the building facade, which would match the SUP space being used in the street on the 800 block.
- b. Terraced elevation change.
- c. Center stairs for flow down the middle; 10-foot width.
- d. Planters integrated into seating and terrace.
- e. Fountain that would function as a statue during winter months.
- f. 20-foot fire lane on north side.
- g. Mimic Rhein House Plaza on the north side of the street.
- h. Increase the west side staircase to 10 feet.

- i. Plan for all seasons – ice, drainage, lighting.
- j. Open, safe, durable.
- k. Functional, multidirectional.
- l. Accommodating, flexible.
- m. Integrated, blend with the new downtown plaza.

4. Parking Update

Shannon provided a brief parking update:

- a. She is testing a kiosk system to replace parking meters in specified areas of Commercial Street and 9th Street.
- b. Additional kiosks are currently in storage and can be installed in December.
- c. Kiosks are a more user-friendly experience for the visitors.
- d. Parking staff is looking at the underutilized residential parking permit program.
- e. The recent parking survey received 650 responses, which will be shared with the committee at an upcoming meeting.

5. Other / Future Agenda Items

- a. Business Improvement District
- b. Raise the level of Front Street to meet the sidewalk
- c. Heat paved areas
- d. Wayfinding signage

Meeting adjourned at 11:15 AM

Respectfully submitted,
Sue Cragun, Executive Assistant

FRONT STREET PLACEMAKING STRATEGIES

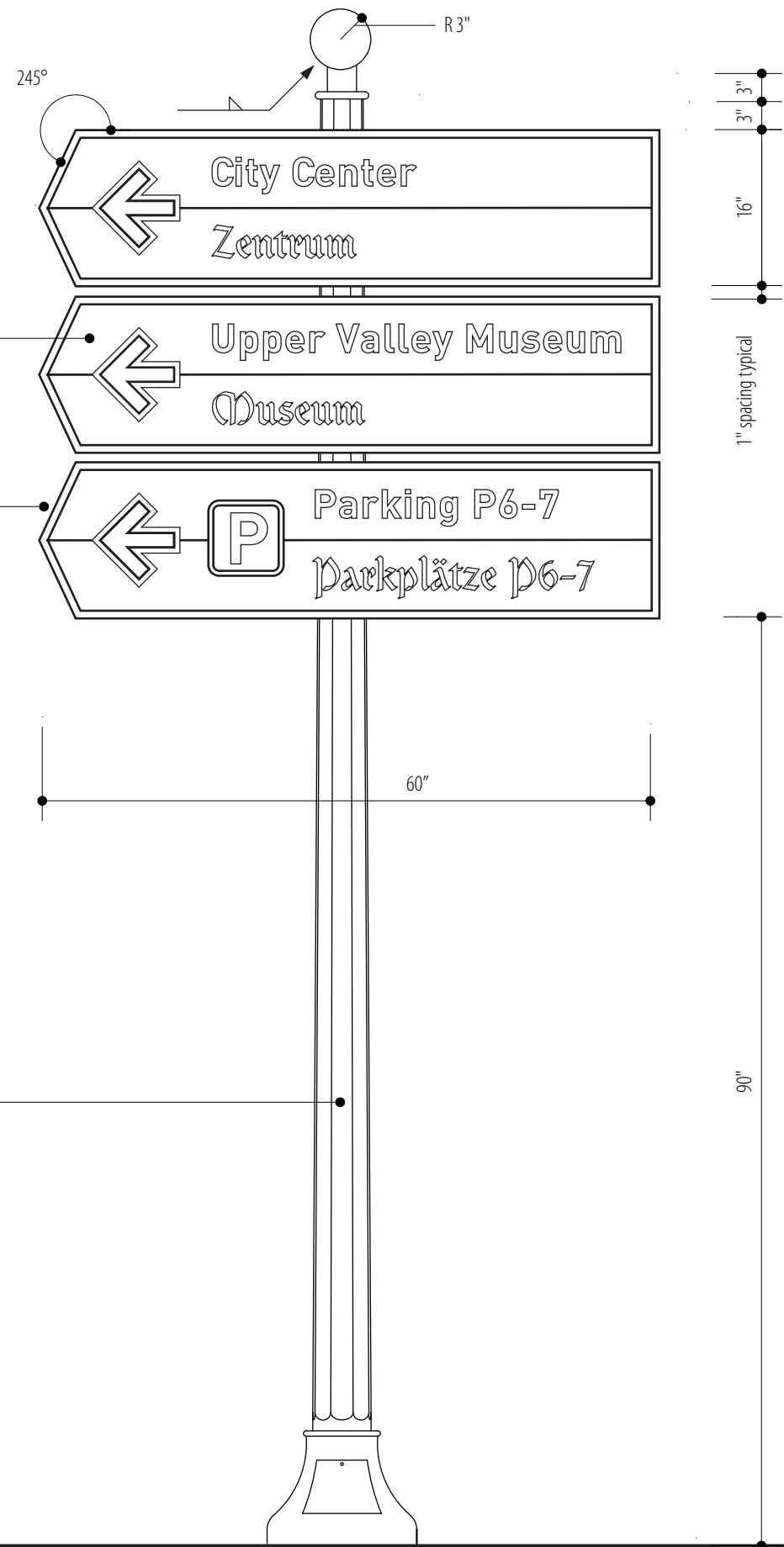
1. LIMIT MOST VEHICULAR TRAFFIC
<ul style="list-style-type: none"> ✓ Automatic retractable bollards
2. DEFINE WHERE VEHICLES CAN GO USING FIXED OBJECTS
<ul style="list-style-type: none"> <input type="checkbox"/> Planters ✓ Stationary bollards <input type="checkbox"/> Placemaking features
3. CENTRALIZE GATHERING SPACES ALONG FRONT STREET
<ul style="list-style-type: none"> ✓ Relocate Maipole ✓ Relocate Gazebo ✓ Create Royal Lady Plaza ✓ Spray Park ✓ Centralizing parking
4. DESIGN FOR DOUBLE DUTY
<ul style="list-style-type: none"> <input type="checkbox"/> Raised planter with bench
5. RAISE FRONT STREET
<ul style="list-style-type: none"> <input type="checkbox"/> Raise the level of Front Street to meet the current sidewalk
6. HEAT PAVED PATHWAYS
<ul style="list-style-type: none"> <input type="checkbox"/> Heat paved areas
7. CREATE DISTINCT PLACES FOR PEOPLE
<ul style="list-style-type: none"> ✓ Add seating areas along Front Street ✓ Using pavers to the greatest extent feasible – visually compelling ✓ Creating layers of materials to help direct users ✓ Carving out smaller spaces within the larger Front Street closure ✓ Adding a diversity of pedestrian scale lighting elements ✓ Continue to send a message that Front Street is a space explicitly for people ✓ Continue to replicate Bavarian-inspired details, spaces, and strategies
8. ADDING PLANTINGS
<ul style="list-style-type: none"> <input type="checkbox"/> In ground plantings
9. PARK YOUR CAR AND FORGET IT
<ul style="list-style-type: none"> ✓ Build a parking facility
10. PRIORITIZE LOW MOBILITY USERS
<ul style="list-style-type: none"> <input type="checkbox"/> Priority parking on Commercial Street between 8th and 9th <input type="checkbox"/> Priority parking on 9th Street between Front Street and Commercial Street

client	city of leavenworth
contact	joel wilowski, city administrator
	p.o. box 287
	leavenworth 98826
phone	509-548-5275
email	jwalinski@cityofleavenworth.com
project	leavenworth wayfinding
code	LVW-001

notes maximum three messages

downtown directional

scale	0.75" = 1'
by	pr
date	08.23.12
versions	

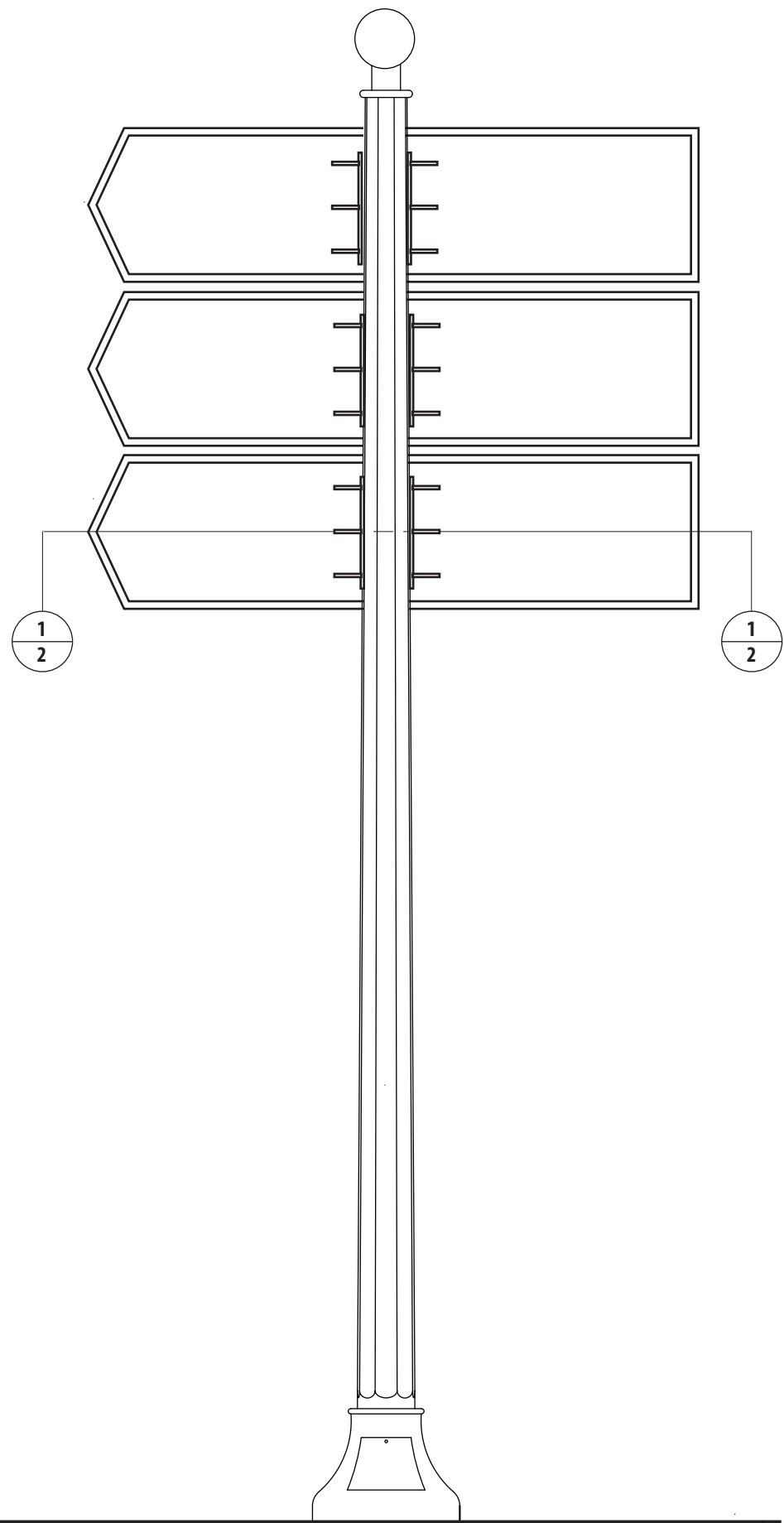


retro reflective sheeting with solvend based print laminated to dibond sheeting see sheet 3.0 for legends, sheet 4.0 for grid and sheet 5.0 for colors

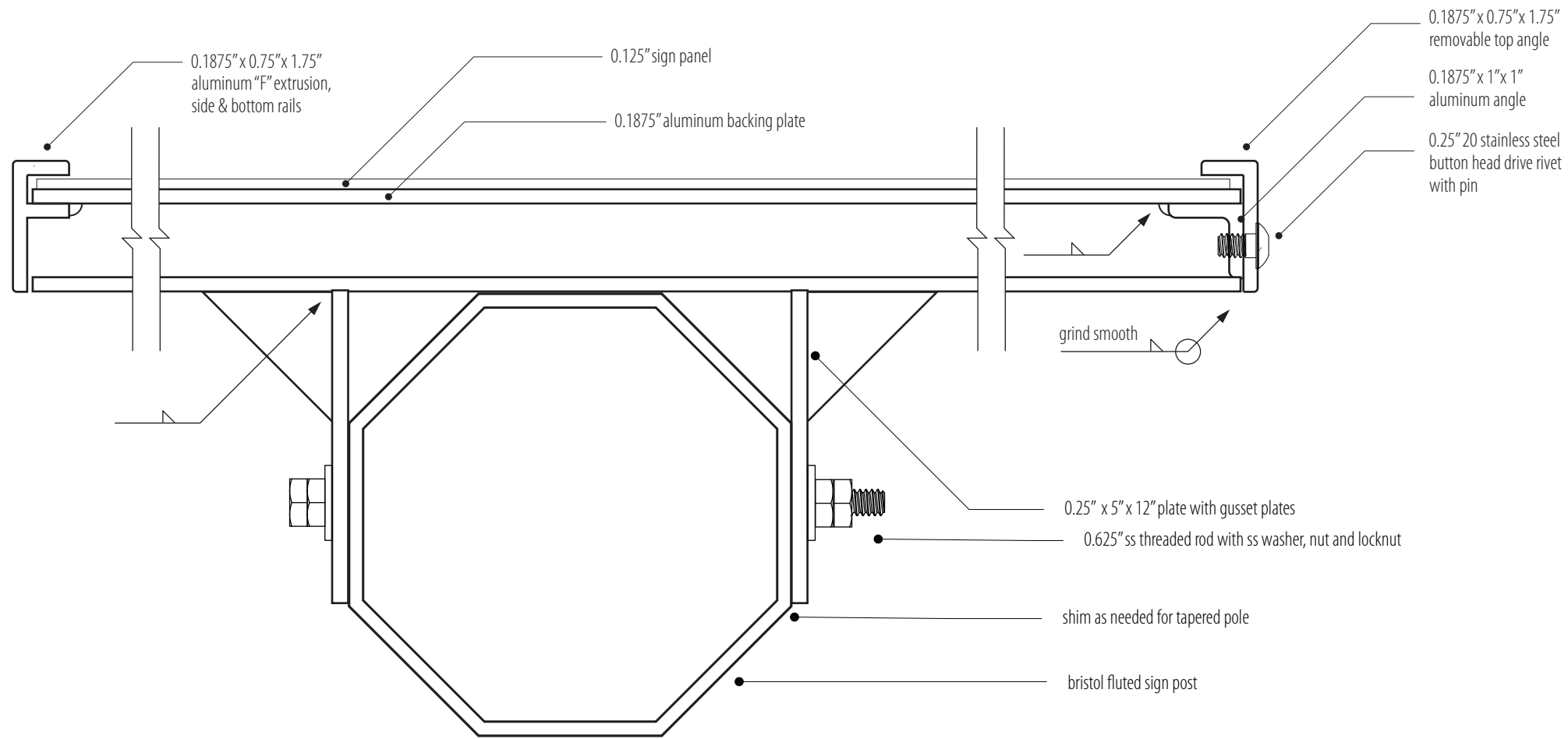
aluminum frame and backing plate assembly attached with mounting bracket see sheet 2.0

bristol fluted sign post powder coated black

1 directional sign post front view scale: 0.75" = 1'



2 directional sign post rear view scale: 0.75" = 1'



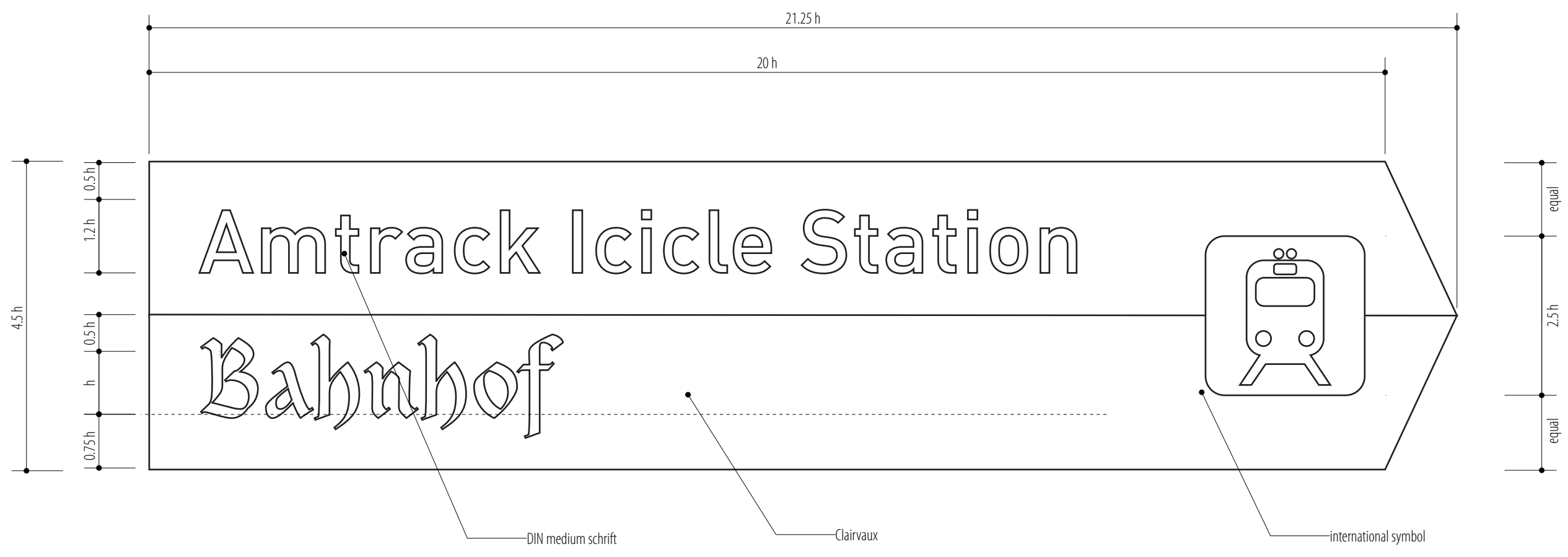
1 directional sign post front view
 scale: 0.75" = 1'

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notes maximum three messages

frame and backing plates

scale	1:2
by	pr
date	08.23.12
versions	



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notes

directional sign grid

scale	nts
by	pr
date	07.23.11
revisions	

vehicular colors



brown background

C 20
M 53
Y 80
K 36



blue background

C 84
M 64
Y 0
K 0



brown lettering

C 20
M 53
Y 80
K 36

opacity 40%



blue lettering

C 84
M 64
Y 0
K 0

opacity 40%

146 ne yamhill street telephone 503.843.2005
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project leavenworth wayfinding

code LVW-001

notes

color specifications

scale nts

by pr

date 05.13.12

versions

page

5.0