

Seneca Street Extension & Council Building Public Involvement Meeting Meeting Minutes: September 3, 2013

Attendees: Candice Kelly, Adam Butts, Cathy Holland, Jerry Larsen, Len Runn, Karen and Mike Riley, Dolores Hurtado, Jan Giunta, Toni Anderson, Paul Morrison, Bob and Kathy Newcomb, Del Judy, Chad Darby, Janelle Sorenson, Ben Bowman, Robert Kellogg, David Emami, Carl Townsend, Jonathan Crane, and Fenit Nepparil.

Staff: Sherilyn Lombos, Sara Singer, Ben Bryant, Don Hudson, Jerianne Thompson

The meeting began at 6:03 p.m.

City Manager Sherilyn Lombos welcomed everyone and invited everyone to introduce themselves.

She reviewed the agenda for the evening and shared the meeting purpose to share information about the Seneca Street extension and the Council Building, and to gather input from citizens regarding the public involvement process for upcoming key decisions related to the street and the building.

City Manager Lombos shared with the group background information on decisions which have been made regarding the Master Plan for the Nyberg Rivers development which included the Seneca Street extension project. She also shared information about the history of the Council Building and a recent feasibility study which was completed to look at a replacement building to accommodate the functions which currently reside in the Council Building and in the Administration Offices (which reside in rented space on Martinazzi Ave.). The audience asked questions throughout the presentation and staff responded.

City Manager Lombos concluded her presentation regarding the background information, and the group decided to move into a brainstorming session to discuss the approach for public involvement. The following ideas were provided:

- It would be helpful to have a one page fact sheet with a map that illustrates the entire area (including the library). This page should include written, factual information and should also include the positive and negative impacts to the Library.
- The fact sheet needs to include which decisions have been made and decisions have not yet been made.
- The existing traffic analysis data should be set aside and not included in the information.
- It needs to be explained exactly what has happened to date (what actions/decisions have been made). Explain what it means that the “Master Plan has been adopted.”
- Share the draft fact sheet with the members who participated tonight and get their sign off on the document.
- Provide a place on the City’s website to find pertinent information. Include links to the Kittelson and DKS traffic analysis reports. Link other relevant documents here including information related to the budget and financial impacts.
- During the budget meetings, it was explained how tight the City’s budget is and the potential for cutting services in the near future. Be sure to explain what the financial situation is and how a new building might impact this.

- It is important to have credibility with the CIO membership. The information needs to be presented in a way where we are asking for input and not making convincement arguments. If there are any foregone conclusions, it should be stated that way.
- The information needs to be presented with the understanding that this is not a “cooked deal.” The challenge with citizen involvement is that if you present something it can appear as a done deal vs. if you present nothing then it appears that you have no information, research or data. It is timely to be collecting input now.
- Regarding the question of timing for gathering input...it would be helpful for each CIO to hold a meeting where City staff could be present to share information about the project and answer questions. 90 days would be appropriate timing for these meetings to occur.
- It needs to be clarified what information the CIOs are collecting. Many had different understandings of what information to collect regarding the issue of chickens.
- Is there an option for another location in the City where a larger building could be constructed? It was answered that, yes, another location near the existing Police Facility could accommodate up to a 40,000 square foot building.
- If the main objective is to get input, when we are disseminating information, it needs to be graphically represented by maps with overlays. The graphics will make the information much more easily digestible.
- The website information regarding this project needs to include all of the City properties.
- It would be helpful to have the graphics to share at the CIO meetings as an overhead or a slide.
- Regarding the Library parking and the court parking, there is not enough space. This information needs to be included.
- It would be helpful to have a common set of questions to ask the groups.
- The City should use all of the standard ways to get the word out (aside from the CIO/Advisory Committee meetings).