



**Downtown Advisory Board  
Meeting Notes**

**Monday, April 15 at 11:30 am | Main Street Axe Co., 216 S Broadway**

**Members Present:** Ben Fowler, Skip Urich, Darcie Shultz, Stephanie Watts, and Ashley Ricks

**Others Present:** Sarah Runyon, Kim Froman, Andra Stefanoni, and Jay Byers

**Absent:** Tree Mulkin and Brad Stefanoni

**Call to Order: Ben Fowler**

- Welcome & Agenda Review
- Meeting Notes – Approved (Ben made motion, Stephanie second)

**Old Business:**

- **Greenbush Strategic Planning Report**
  - April Action Items – One Page Steps for Internal & External Support, Shared Language Document, City Parking, Alleys, Traffic Studies \*Olsson\*
    - Reviewed Draft Action Plan Timeline, Shared Language, and Alley Action Plan
      - Ben mentioned businesses utilizing and activating back space
      - Stephanie mentioned open lot across from the Hotel Stilwell and its use
        - Ashely shared that the two parcels are priced very differently
    - Sarah distributed a “Quick Guide for Supporting External Events”
      - Sponsorship to Logistical
      - Darcie asked how DAB would receive requests
        - JOT Form
      - Skip asked how someone contacts DAB
        - Kim shared that a DAB email is in progress, IT work ticket
      - Darcie asked about budget allocation of “Sponsorship” level
        - Sarah suggested to process and think about different scenarios
- **SEK-CAP Bus Signs** – In production!
  - Follow up needed on two private property locations for installation approval

- **Bike Racks & Benches** – Proposal Submitted to Live Well Crawford County and approved – Waiting for final award amount from Brad Stroud.
  - DAB receiving at least \$8,700
  - Ben shared that the YMCA would like old bike racks, only IF DAB is disposing them
- **Olsson Downtown Strategic Plan Update**
  - April 8 DAB Visioning Session – Done
  - Stakeholder Interviews – Completed (April 8, 9, 10 & 11)
  - May 6 & 7 Downtown Design Stakeholder Meetings & Community Conversation
    - Sarah distributed a one-sheet Planning and Design Charrette Schedule & Agenda

### **New Business:**

- 2024 Budget Priorities
  - Revised budget distributed
- Marketing Discussion
  - DAB-Sponsored Events
    - 620 Day (Thursday)
      - Reviewed a “620 Day Map” and previous year vendor list
      - Darcie asked if there were performers
      - Ben asked about a Common Consumption area
      - Stephanie mentioned youth performances
      - Sarah would like a water feature/game
      - Is there a big activity that we can bring in?
        - Ferris Wheel? Blow-Up Dodge Ball Area?
    - Annual Downtown Meet & Mingle – Need to Set Date
      - Sarah suggested an early fall date
      - Ashely sees it as an event to share all things DAB
    - Holiday Decorating Contest – with a Prize!
      - Did not discuss
  - Printed Marketing Materials – Maps, Brochures
    - Did not discuss

### **Open Discussion / Questions**

- Dumpster Issues
  - Kim gave update on City taking on trash service – serious consideration
    - Potentially – in city limits, trash and water bill would be combined
  - What is the primary concern/issue and how can DAB address it?
    - Block22 dumpsters used by multiple bus/org so it’s difficult to lock
    - Trash gone through, trash mess - seems to be more interest in dumpsters by food establishments
    - Suggestions – “chain/lock” or surveillance signage, increase pick-up frequency in the interim
- City Commission Update

- Kim would like Ben to present DAB update at upcoming May 28<sup>th</sup> commission meeting

**Meeting Adjournment: Ben Fowler** (Stephanie made motion, Skip second)

**Next Meeting - Monday, May 20** | 11:30 am – 1:00 pm – White Elephant Emporium, 804 N Broadway