



Downtown Advisory Board

NOTES

11:30 am – 1:00 pm Monday, Aug. 26 | City Hall, 201 W. 4th St.
City Hall Conference Room

Call to Order: Ben Fowler

Members Present: Ben Fowler, Darcie Shultz, Skip Urich, Tree Mulkin, Ashley Ricks, Stephanie Watts, Blaise Main

Members Absent: None

Others Present: Heather Horton, Kim Froman, Sarah Runyon, Chris Wilson, Jay Byers, Darren Hall

Welcome New Member Blaise Main – Hospitality Representative, The Pitt

- **Approve Meeting Notes – *Action Needed***
 - *Move to Approve – Ashley Ricks*
 - *Second – Tree Mulkin*
 - *All in favor/Opposed - All in favor, none opposed*
- **TEAMS CALL: (11:45 am) Olsson Downtown Strategic Plan Update – Shelby Ferguson and Olsson Design Studio** will join via Teams and share an update with the board on the downtown strategic plan.
 - Presented high level key findings – see slides
 - Plan Structure – Five main sections – see slides (Focus, Strategy, and Action)
 - Parking Strategy – reorganize and identify, technology, and multimodal
 - Downtown Tom – Alley, Streetscape, Business Culture
 - Focused on 4th and Broadway
 - Q&A
 - Defined how detailed the plan is – they do not give specific locations, etc.
 - Next Steps – updates to the draft plan, presenting to City Council
- **Old Business:**
 - Sarah will provide final documents from the Greenbush Strategic Planning Report
 - Tab 5 in binder - review

- **SEK-CAP Bus Signs** – Completed (waiting for Knights of Columbus approval)
 - Kim suggested installing on the city side
- **Bike Racks & Benches** – *Action Needed*
 - Four new benches are arriving soon (Victor Stanley), PO has been submitted
 - Bike rack locations
 - Location #1: Block 22 approved placement
 - Location #2: Pavilion near bus stop
 - Location #3: TBD
 - Location #4: TBD
 - Decide on locations for these new furnishings – on hold to incorporate with larger Downtown Streetscape planning
 - *Move to Approve*
 - *Second*
 - *All in favor/Opposed*

New Business:

- **Special Events:**
 - **Halloween Decorating Contest** - sponsored by Ryan Insurance in partnership with the Morning Sun (October)
 - Ryan Insurance will cover all supplies, locally purchased + prizes
 - \$35 ad fee to participate, includes photo of artist
 - **Downtown Connect** – Possible Networking event – need location and date.
 - Evening this fall, details TBD, share ideas and thoughts!
 - **Downtown Chamber Coffee – Thursday, Nov. 7 at Harlan’s Venue**
 - Thursday, 8-9am
 - Blue Spoon catering?
 - **Downtown Holiday Window Decorating – KOAM TV to sponsor!**
 - Sarah shared update – see handout
 - Prize is a marketing/advertising package
 - Open to all downtown businesses
 - Announce next two months, by DAB Chamber Coffee
 - **Small Biz Saturday – Nov. 30**
 - **Tree Lighting Ceremony – Nov. 30**
 - Kim shared that the tree is growing by 4 feet
 - Toast serving spiked
 - Other vendors booked, continuing planning
- **Marketing Discussion:**
 - **Downtown Map Brochure**

- Sarah is working on an early draft
- **Open Discussion / Questions**
 - Kim shared examples from Salina, KS to consider for inspiration
 - Ben reached out to Kansas Main Street
 - November application deadline
 - Designated “Main Street” Community

Meeting Adjournment: Ben Fowler

Next Meeting – Monday, September 16 - 11:30 am – 1:00 pm – Drop the H, 107 E Rose St