

ECONOMIC PLANNING & DEVELOPMENT COMMITTEE MEETING  
SEPTEMBER 6, 2022, 6PM  
CITY HALL - COUNCIL CHAMBERS  
5 E. BUTLER ROAD  
6<sup>th</sup> committee meeting

Committee Members present: Taft Matney (Chair), Jason Kraeling, Diane Kuzniar

Others present: Community Development Director J.R. Charles and Interim City Administrator Rebecca Vance

1. Call to Order- Chairman Matney

2. Public Comment- None

3. Reading and Approval of Minutes

a. Economic Planning & Development Committee Meeting: August 1, 2022 [Page 3]

**Motion:** Councilwoman Kuzniar made a motion to approve the minutes with Councilman Kraeling seconding.

**Vote:** The vote was unanimous (3-0).

4. Reports or Communications from City Officers

a. Economic Development Department

i. Budget Review

The EPD department is under budget.

The Heights had a production cost overrun, but with ticket sales, the show will break even.

Christina Faust has been hired as the new Cultural Center Director

The BBQ festival will be held next weekend.

The Maker's Market will be held next Tuesday.

b. City Center Village Update: The Parker Group- No report this month

5. Unfinished Business- There is no unfinished business.

6. New Business

a. Pedestrian Bridge Lighting

On July 11, 2022, Terry Rowe with Hughes Investments sent an email to Brandon Madden to update him about an updated cost estimate for the Pedestrian Bridge lighting. In her email, Ms. Rowe states, "We just received the final pricing for the lighting package preferred by council. The proposal to install the lighting is \$323,500 (\$294,000 lighting + \$29,500 coring of structure). However, our bridge contractor has confirmed that it is able to perform the coring for \$10,000. Therefore, the final pricing for the lighting is \$304,000. We already had budgeted \$100,000 for

lighting, so the additional funding required is \$204,000.” The difference between the estimated cost authorized by the City Council at its June 2022 meeting and the final cost provided by Ms. Rowe is \$9,000.

Chairman Matney asked if there was a new quote for the colored lights. Mr. Charles said he would get the quote and have it by the Council meeting.

**Motion:** Councilman Kraeling made a motion to send this item to Council requesting the previous allocation be amended to add an additional \$9,000. Councilwoman Kuzniar seconded the motion.

**Vote:** The vote was unanimous (3-0).

b. Landscape Architecture Services for Jenkins Street and Jenkins Court

The City was awarded funds for roadway improvements to Jenkins Court and Jenkins Street. CoTransCo designed these improvements and asked the City to provide landscape architecture designs to accompany its engineering designs. Because CoTransCo does not offer these services, the City must hire a landscape architect to design the civil improvements that will be incorporated into the construction project (i.e. location of street lights, junction boxes, conduit splits, etc.)

The landscape architecture component of the Jenkins Court/Jenkins Street design is an integral part of the overall street design. Without this component incorporated into CoTransCo’s overall street design and bid package, civil improvements will have to be constructed after the road is finished (i.e. cutting into the road/sidewalks to install improvements.) In order to prevent this from occurring, staff requests that City Council authorize the hiring of a landscape architect to create a landscape architectural design that CoTransCo can incorporate into its overall construction plan. This design will also inform the design of future improvements to Jenkins Court.

Staff collected three bids from the following firms with their corresponding amounts: Seamon Whiteside (\$16,500), Stantec (\$10,100), and Studio Main LLC (\$6,000.) Staff recommends hiring Studio Main LLC to develop the landscape architectural design for the Jenkins Court/Jenkins Street construction project. This will be paid out of the budget surplus.

**Motion:** Councilman Kraeling made a motion to send this item to Council with a recommendation to work with Studio Main in an amount not to exceed \$6,000. Councilwoman Kuzniar seconded the motion.

**Vote:** The vote was unanimous (3-0).

7. Public Comment- None

8. Committee Concerns- None

9. Adjournment- Chairman Matney adjourned the meeting at 9:35 p.m.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk