



SPECIAL MEETING MINUTES

BLOCK 34 CITIZEN TASK FORCE

October 23, 2017 at 1:30 p.m.

Room 2073

723 S. Lewis Street

Stillwater, OK 74074

Task Force members present: Chair Jim Beckstrom, Vice Chair Victoria Berry, Russ Teubner, Kevin Fowler, Ariel Ross

Staff present: City Attorney John Dorman, Assistant to City Manager Patti Osmus, Development Services Director Paula Dennison, Special Projects Director John McClenny

Others Present: Nancy Beckstrom, David Reed of Sparks Reed Architects, Lisa Harden of the Center for Economic Development Law

1. CALL MEETING TO ORDER

Meeting was called to order at 1:35 p.m.

2. GENERAL ORDERS

The Task Force will discuss and take action at this meeting (including a vote or series of votes) on each item listed under General Orders unless the agenda entry specifically states that no action will be taken.

a. Approval of minutes Special Meeting October 16, 2017

Teubner moved to approve October 16, 2017 special meeting minutes. Fowler seconded. Beckstrom-yea, Berry-yea, Teubner-yea, Fowler-yea, Ross-yea. Motion carried 5-0.

b. Presentation of finance options and tie-in with the Downtown Campus Link Project from Dan Batchelor of Center for Economic Development Law

Dan Batchelor was unable to attend. His associate Lisa Harden spoke with the task force about finance options and the Downtown Campus Link Project. She stated that it is critical to have specific a goal in place and a strategy for programming and maintenance. Block 34 is included in the proposed TIF area. Hardin speculated that the Downtown Campus Link Project will not be finalized until February 2018. Options for Block 34 financing include tax exempt bonds, a temporary sales tax, revenue bonds through the Stillwater Utilities Authority, and creative partnerships. Harden said that programming will drive project funding options.

c. Sales Tax Data

Sales tax data prepared by CFO Melissa Reames was distributed. It was noted that very little sales tax is generated by food trucks as opposed to full service restaurants. The task force will review the data and, if needed, ask Reames to attend a future meeting as she was unable to attend this meeting.

- d. Review of Evolving Design/Site Plan Alternatives
Beckstrom stated that ideas need to be boiled down to a manageable form. Dennison suggested the task force participate in a design charrette to help narrow down options. The consensus of the group was to participate in a charrette at the October 28, 2017 meeting.
 - e. Parking Plans/Alternatives/Requirements
John McClenny spoke to the various levels of maintenance established for public spaces and parks. McClenny also addressed parking in the Block 34 / Downtown area. The 2013 parking study revealed that parking in this area is underutilized. Teubner asked if in relation to Block 34, is parking something the task force should be studying. The task force was reminded that City Manager McNickle stated at the last meeting that parking was not part of the charge to the task force. Ross agreed that parking was not something the task force needs to take on. Dennison commented that parking issues go the Parking Steering Committee for study. Berry said due diligence has been done on this matter.
 - f. Site Element Evaluation Parameters and Approach / Operating Costs/Considerations of Elements
Items f & g were combined into one discussion. Reed stressed the importance of picking the elements first; right now there are too many plans. Teubner asked if space should be built for specific purposes, i.e. food trucks. Reed answered that space should be able to accommodate various uses but not specifically for a particular use. Teubner said that aesthetics should be considered with few impediments to site lines. Beckstrom confirmed that all agree that parking is not part of the plan, space for hospitality is needed, and that the site should be visually appealing from surrounding areas. Berry said that it should encourage pedestrian traffic. Reed will bring a draft site plan to the October 28th meeting for use during the charrette.
 - g. Task Force Work Delivery Plan
This item will be carried forward to the October 28th agenda.
3. Public Comment on Items on Agenda
None
 4. Directions to Staff Regarding Resources/Research for Next Meeting
Prepare for charrette. Since November 11th is the observance of a national holiday, that meeting is deleted from the tentative schedule. Berry requested that the townhall meeting be recorded and rebroadcast on the the City channel.
 5. Adjourn
Teubner motioned to adjourn and Ross seconded. Beckstrom-yea, Berry-yea, Teubner-yea, Fowler-yea, Ross-yea. Motion carried 5-0. Meeting adjourned at 3:31 p.m.