

CITY MANAGER WEEKLY UPDATE REPORT ~ KENT MYERS

April 10, 2009

I wanted to start this week's report with an update on the AIA study. This study included about 30 different community improvements that are recommended for consideration. While some of these recommendations may not be feasible at this time due to costs and other factors, a number of the suggestions can be implemented during the next 12-18 months. I have included a project list generated from the AIA-SDAT Grant Visioning activity that should be included in the final study that will be released next month. I have also attached information from PA Forward's meeting this week that includes the policy and capital items from this study that they will be forwarding as a recommendation for the Council's consideration. These are being recommended at this time due to the need to get the capital items included in our Capital Facilities Plan. I suggest that we include the AIA study on the Council's agenda for a work session sometime in the next month or so.

At last Tuesday's meeting there was some discussion on public records that are available on the City's website. I asked City Clerk Becky Upton to prepare the attached report on what documents are currently available on our website and what documents we might be able to add in the near future. Becky and I will meet to review these documents next week so please let me know if you have any comments on the addition of these documents to our website.

This week City Attorney Bill Bloor and I met with the Acting City Manager and City Attorney for the City of Sequim to discuss the possibility of future cooperation in the areas of Municipal Court and public defender services. Our costs for these activities will likely increase during the coming year and we need to explore alternatives before we start preparing our 2010 budget.

An agenda packet for the April 18 Council Retreat will be ready on Monday or Tuesday and we will notify you once it has been completed. Once again, the Retreat will start at 8 a.m. at Peninsula College. Official notice of the meeting will be distributed next week.

-Kent Myers

Project list generated from AIA –SDAT grant visioning activity

Signage/Wayfinding. The proposal is for a unified design for directional/informational signage in the Downtown area, the First/Front Street corridor, and eventually throughout the city.

Parking Study. A parking study to determine availability, efficiency, location, and pricing of existing parking in the Downtown area.

Decoupling 1st /Front. Return both First and Front Streets to two way traffic, facilitating improved bicycle, pedestrian access and rearranging parking configurations.

Increased Bike Lanes. Improvement in marking, signage, stripping of existing bike lanes and designation of additional bike lanes.

Downtown Housing & Multi-use Buildings (Policies). Increasing the housing opportunities in downtown by changing or creating better policies to generate a more vibrant activity center in the downtown.

Downtown Housing Incentives. Creating incentives to stimulate downtown housing opportunities

Improve Existing Downtown Buildings. Improvement of the visual character of the downtown buildings. May be accomplished by painting, removal of second generation façades.

Information KIOSK for Visitors. A repeatable design kiosk that would provide information to visitors and residents. Begin at the Coho Ferry landing and expand to other downtown sites.

Form Based Code (Detailed Zoning). A different type of land use management based on the configuration of spaces, rather than on regulating uses allowed in any specific area.

Termination Vistas. Structures located at the ends of streets where the observer's eye is drawn to. Locations may include the street ends of Laurel St., Lincoln St.

Landscaping (cohesive). A landscape plan that provides a consistent look along major streets. Size, type, uniformity, repetition, all contribute to a cohesive landscape plan.

Daylight Peabody Creek. Open Peabody Creek from 2nd Street to the estuary.

100% Corner/ Plaza. The intersection of Lincoln Street and Railroad Avenue is referred to as the 100% corner because it is fully visible from virtually all directions.

Trails through creek corridors. Create a system of trails connecting throughout the city, following the creek ravines north and south, and connecting to one another via east/west streets.

Angle Parking Downtown. Develop an alternative parking arrangement along streets in the downtown area. Angle parking would increase available parking while reducing travel lanes.

Parking Lot screening. Parking lots in downtown detract from the appearance of the downtown area. Screening of lots would provide a more attractive look than parking lots.

Below Grade Parking. Some locations in the downtown have not been filled and their surface remains below the street level. These could have 'lids' placed on them with mixed use structures placed at street level and above.

No Parking requirements downtown. Remove the requirement of providing new or additional parking in the downtown area for new or redevelopment projects.

Market Study. Fund or perform an economic study of the downtown.

National Historic Register District . Designate the downtown area as a Historic District.

Expand Street Art.

Twilight Festival.

AIA Grant Update

Chair Perry thanked Nathan West and Mike Gentry for their work in leading the AIA Grant Team visit. D. Bialzik gave an update on the visit. Participation from the community was outstanding. The PA Forward Subcommittee reviewed the preliminary report from the AIA Team and ranked the different items based on: category, whether it was a capital or policy item, cost, time, impact, broad citizen/political support, likelihood of funding to determine a priority ranking from 1 to 5. A ranking of 1 was high, with 5 being a project with lowest priority. Supporting documentation and spreadsheet are attached.

The next step would be for PA Forward to forward a recommendation to City Council as to what projects should be considered for inclusion in either the Capital Facilities Plan (CFP) or to be considered as policy implementations. Consensus was that it is very important to use and continue the momentum of the AIA Team's recent visit and community interest.

K. Myers added that the AIA Team's final report will be available at the end of May 2009. His intentions are to keep this report in the forefront. He added that funding for these projects cannot be provided by just the City and that partnerships with other agencies, and grants, along with State and Federal funding, would be necessary.

M. Gentry added that one item not listed on the spreadsheet that was heavily discussed was the locating of the Farmer's Market in the Downtown area. He recommended that PA Forward consider adding that to their recommendation to City Council as a Policy item.

Mike Edwards moved that PA Forward make the following recommendations to City Council.

Items recommended for inclusion in the City's Capital Facilities Plan (CFP)

- **Signage/Wayfinding (including pedestrian and vehicle)**
- **Improve Existing Buildings**
- **Info KIOSK for Visitors**
- **Entrance Monument (intersection of First, Front & Golf Course Road)**
- **Create Node / Center at First, Front & Race Streets**

Items recommended for inclusion as Policy Items

- **Parking Study**
- **Downtown Housing & Multi-Use Buildings**
- **Form-Based Code**
- **No Parking Requirements / Downtown Area**
- **Farmers' Market**

Motion seconded by T. Roth. Motion approved unanimously.

From: Becky Upton
To: Kent Myers
Date: 4/9/2009 10:20 AM
Subject: Public Records on Website

CC: William Bloor
Kent,

As a follow-up to yesterday's staff meeting and the public hearing at the City Council meeting regarding the Public Records Ordinance, there was reference to a City index of records, as well as a need to make more public records available via the website. At the present time, the City makes the following records available on the website: Ordinances, Resolutions, City Council minutes, Municipal Code, Interlocal Agreements, and the Zoning Map.

I chose to post the Interlocal Agreements on the website in order to avoid having to pay recording fees at the Auditor's Office, which is allowed by State law. At the present time, I have several years of agreements and contracts scanned into Laserfiche. They are available for viewing by City staff only. However, with a minor change in the Laserfiche security module, those contracts and agreements can be made available to the public as well. There is an index of the contracts and agreements included. In the interest of "transparency", we could easily make the contracts and agreements available if that is the wish of the Council.

As an added note, I also have other records in Laserfiche if the Council wants to make even more records available on the website. Those records are:

- City Council packets from January 1, 1998
- Board of Adjustment minutes
- Lodging Tax minutes and packets through 2006 only
- Planning Commission minutes
- Utility Advisory Committee minutes and packets

I will await your direction, and please let me know if you have any questions.

Becky



April 9, 2009

Jaime Matten
Executive Assistant to the Mayor
City of Victoria
1 Centennial Square
Victoria, BC V8W 1P6 CANADA

Dear Jaime,

I thoroughly enjoyed the opportunity to meet with you, Mayor Fortin, and Mike McCliggott last week. Based upon this meeting, it is obvious that our two cities have a variety of partnership opportunities to explore during the coming year.

As we discussed, one of our next steps is to plan a meeting involving the Mayor of Port Angeles, your new incoming City Manager and possibly our City Councils. Once your new City Manager comes on board, we look forward to working closely with the City of Victoria to arrange this meeting.

Thank you for the warm hospitality extended to me during my visit. I look forward to welcoming representatives of the City of Victoria in the very near future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kent Myers', written over a horizontal line.

Kent Myers
City Manager

cc City Council