

Main Street Project Governance Team

December 2, 2013 2:00pm to 4:00pm

Jesse Maine Room

Meeting Notes

Attendees: Mayor Lundberg (COS), Marilee Woodrow (COS), Doris Towery (LTD), Mike Dubick (LTD), Ron Kilcoyne (LTD), Gino Grimaldi (COS), Staff: Tom Schwetz (LTD), Tom Boyatt (COS), David Reesor (COS), Tonja Kling (COS), Linda Pauly (COS), and John Evans (LTD).

Review and Discuss proposed project governance and decision making changes

The Main Street groups will be revamped to the following: Governance Team will stay the same with the addition of Frannie Brindle from ODOT. The Oversight Team will be revamped to the Main Street Project Management Team that will include LTD Transit Feasibility and Springfield Land Use Visioning project managers, LTD Planning Manager, Springfield Community Development Manager and Senior Transportation Planner. Project Leaders team will remain the same but the team will meet less frequently and utilize the online electronic tool, BaseCamp to share information.

Discussed the addition of a Main Street Stakeholders Working Group (SWG) and what the goals of the group would be. The SWG needs to have balance of the roughly 9 miles of corridor represented. Should the committee be appointed or should there be a solicitation. Who would be on the selection committee if it were a solicitation? Need to create a job description for the Stakeholder position which needs to include length of time commitment (number of meetings, outreach, etc.). All City Council wards should be represented on the committee. Stakeholders group should include Springfield School District representative, LCC representative, OMOT (Springfield representative that lives in Springfield), BEST (Springfield resident), a business owner and citizen from each Council ward. Staff will bring a recommendation for forming and chartering a project SWG to the January 23rd GT meeting.

Project Updates

Main Street Corridor Vision Plan-

Main Street website is up and running. <http://ourmainstreetspringfield.org/>

Cogito has developed a stakeholders and contact database that will be updated on a regular basis.

Main Street Corridor Vision to Action Workshop held on November 6, had a great turnout and was very successful with powerful conversations.

On December 11, big public event scheduled from 4:00pm to 7:00pm. City has sent out 3608 post cards for this event to business owners, property owners, and residents either on or adjacent to the Main Street corridor. There will also be street corner outreach about the event inviting the public. A Spanish translator will be available at this event.

Transit Feasibility Update-

Will bring back scope of work to this group for direction. Schedule needs to follow visioning efforts. This project is using the same consultant as Linda's project to utilize resources.

Next Steps

Staff will create draft stakeholder job description, categories of positions, draft charter and description, and how positions are to be appointed. All information will be sent to the GT for final review and discussion.

Loralyn will update schedule graphic. It was suggested to provide more detail so people can participate in the topics that they are interested in and not feel overwhelmed. Need to provide talking points on the visual posted on the website.

Next GT meeting, Thursday, January 23, 2014 3:00pm