The meeting was brought to order at 3:05 p.m.

Present: Council members Poe, Shey and Overland. Staff members present: Jennifer Pratt, Community Development Director; Adam Lindenlaub, Community Development Planner; Seth Gunnerson, Community Development Planner; Anne Kroll, Community Development Administrative Assistant.

Council members Shey and Poe approved the minutes from October 18, 2017 with unanimous consent.

Presentations:

1. MedQ Master Plan
Phil Wasta, MedQ Executive Director, shared the implementation categories from the Master Development Plan, the MedQ Vision, the five (5) year strategy, and the following initiatives: appearance and identity; policy; branding and marketing; and access, circulation and infrastructure. Mr. Wasta shared information about the Master Parkway Improvement Plan and the Greenway Plan as well as the 2018 Regional Medical District Action Plan.

Council member Overland arrived to the meeting at 3:18 p.m.

Council member Shey stated that he appreciates the work that has gone into the improvements in the MedQ and asked what year they are in for the five (5) year plan. Mr. Wasta stated that they are finishing up their third year in the plan. Council member Shey asked what the plan is for next ten (10) to twenty (20) years. Mr. Wasta stated that the MedQuarter Master Development Plan shows what the area might and could look like in 2034. Stakeholders want to see physical change and the plan is to keep making those changes.

Council member Overland has enjoyed watching this area improve and hopes that underutilized areas will develop so that there are more things to do and areas to explore. Mr. Wasta stated that of the 5,000 people who visit the area daily, ninety-nine (99) percent go back to the suburbs. The goal is to keep them in the area.

Council member Poe asked if there will be a hotel in the area for families who are visiting loved ones in one of the hospitals. Mr. Wasta stated that one of the hospitals has land that would work for a hotel, but they have yet to find a hotel that wants to build that far from downtown. Council
member Poe noted that there will be three (3) to five (5) Air B&Bs that will be opening in the area soon.

Council member Poe would like to see Turner Alley utilized as a space that connects the area with the History Center and the Grant Wood Studio. The Committee discussed the Averill House and Council member Overland hopes it will become a local landmark.

**Updates:**

1. **College District Area Action Plan**
   Adam Lindenlaub, Community Development Planner, stated that the first open house was November 14, 2017 and the purpose was to share draft goals and action steps, gather feedback on land use and zoning, and to share feedback from the July 18, 2017 workshop. There were more than sixty (60) people in attendance. Mr. Lindenlaub shared the draft goals and prioritized action steps for each of the following categories: connectivity, land use, character and placemaking, and streetscapes. The second open house will be held in the spring/summer of 2018 and the plan will go to City Council for consideration in the fall of 2018.

   Council member Shey asked what will take place at the second open house. Mr. Lindenlaub stated that staff will provide more details on the draft goals and will discuss the action steps that were considered the most important at the first open house. The second open house will also give the public another chance to provide feedback.

   Council member Overland stated that these open houses are very effective for getting public comment. These plans help jumpstart activity in the neighborhoods and it is important for residents to give their feedback for the area they live in.

   Council member Poe asked what staff can do immediately to assure safety in this neighborhood. Jennifer Pratt, Community Development Director, stated that the most direct interaction is with the Mound View Neighborhood Association and they receive updates from the Police Department at their meetings. Safety will be at the top of mind with any infrastructure or streetscape project.

2. **Highway 100**
   Seth Gunnerson, Community Development Planner, shared a timeline of the project and what the City has invested in Highway 100 as well as the three (3) types of growth and a map of where land is undeveloped, underdeveloped, or agriculture within the City Limits. Mr. Gunnerson discussed balancing growth on Highway 100.

   Council members Poe, Shey, and Overland agreed that they do not want to encourage rapid development along Highway 100. Council member Overland stated that he would like to see City incentives stay in the core. Council member Poe asked how staff will manage developers’ expectations. Mr. Gunnerson stated that the Zoning Code update will help clarify expectations. Council member Shey noted that he would like to see meaningful public infrastructure in this area.

3. **Neighborhood Finance Corp (NFC)**
   Ms. Pratt stated that this program provides forgivable and amortizing loans for home purchases and home improvements to targeted neighborhoods. There are no income restrictions and this program encourages investment by private owners. The City is partnering with NFC Des Moines and Ms. Pratt shared the benefits of that partnership. The City has committed one (1) million dollars for each of the next five (5) years which will provide ongoing funds for the forgivable
loan component of the program. The City has received commitments from local lenders to be a part of the loan pool that the loans are sold to that spreads the risk across multiple lenders. Council member Overland added that he is confident that the County will also support this program. Ms. Pratt stated that the next steps are private fundraising, creating the lender pool, and refining a plan with NFC Des Moines.

Council member Shey stated that this is a great program that will make a big difference in the areas chosen. Council member Poe added that there are some beautiful older homes outside of the Historic District that would really benefit from this program especially if historic tax credits are lost.

**Future Discussion Items:**

There was no discussion on future items.

**Public Comment:**

There was no public comment.

Council member Shey made a motion to adjourn the meeting. Council member Overland seconded the motion. The motion passed unanimously and the meeting adjourned at 4:47 p.m.

Respectfully submitted,

Anne Kroll, Administrative Assistant II
Community Development