The meeting was brought to order at 3:03 p.m.

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

Council members Overland and Poe approved the minutes from November 15, 2017 with unanimous consent.

**Presentations:**

1. **NewBo/Czech Village Parking Study**
   Seth Gunnerson, Community Development Planner, stated that staff conducted parking surveys in the summer and fall of 2017. Staff completed eighteen (18) parking counts, twelve (12) of which occurred during peak times. The areas covered were all on-street parking, public parking lots, most private parking lots, and bicycle parking. Mr. Gunnerson shared the overview of parking, parking inventory, sample surveys, highlights of the study, and City policy for urban parking.

   Scott Overland asked how often this study would be done. Mr. Gunnerson stated that staff has not discussed that. Council member Overland stated that it makes sense to continue to do the study as the area grows and evolves and asked if staff has heard complaints about parking from business owners. Mr. Gunnerson stated that there are no real issues now with parking, but he has heard concerns regarding impacts on parking as the area develops and construction is happening.

   Council member Poe asked if shared parking will continue in the area. Jennifer Pratt, Community Development Director, stated that nothing has changed in regard to shared parking and noted that the Depot has parking available to share with the City Market. Council member Poe asked about wayfinding signage. Ms. Pratt stated that there is some signage in the area already, but there will be more with the new wayfinding system. Staff will continue to monitor parking needs.

2. **Streetscape Style Guide**
   Bill Micheel, Community Development Assistant Director, stated that the Streetscape Style Guide will define the range of streetscape treatments and design options available for implementation in the public right-of-way (ROW) through Cedar Rapids. This idea came from
action items for streetscape master plans for Neighborhood and Corridor Action Plans that City staff have been working on. Community Development and Public Works have since collaborated to make this city-wide. Mr. Michele discussed intended outcomes and implementation.

Council member Overland likes this idea and asked what the plan is for maintenance. Mr. Michele stated that Public Works is acutely aware of the importance of keeping up with the maintenance of these areas. The plan is to choose designs that multiple vendors carry so that when items need replaced they can easily be found.

Council member Poe asked if the Streetscape Style Guide will recommend burying powerlines because it looks so much better that way. Mr. Michele stated that is a possibility with this plan. Council member Poe noted that Ellis Boulevard would be a great place to start with the style guide because right now it is an open canvas and can show the community what can be done.

**Updates:**

1. **ReZone Update**

Mr. Michele stated that staff has been working on the public outreach process. Staff has attended Neighborhood Association meetings to discuss how the ReZone updates could impact their neighborhood. Staff is meeting with the Czech/NewBo community today and is meeting with the MedQ SSMID Board on Monday, December 18, 2017. Public review of the draft will begin in late winter or early spring.

2. **Brownfield Conference Recap**

Ms. Pratt shared the presentation that she gave at the Brownfield Conference in early December. The presentation discussed how the Brownfield grants helped rebuild Cedar Rapids after the Flood of 2008. There were three things that made recovery successful and those were the City’s vision before the disaster, the partnerships to leverage resources, and the willingness to turn obstacles into opportunities. Council member Poe shared her experience at the Brownfield Conference and asked that Ms. Pratt show the Phoenix Award to Council members.

**Future Discussion Items:**

There was no discussion on future items.

**Public Comment:**

There was no public comment.

Council members Poe and Overland adjourned the meeting at 3:58 p.m. with unanimous consent.

Respectfully submitted,

Anne Kroll, Administrative Assistant II
Community Development