

**CITY OF TWO RIVERS  
CENTRAI PARK WEST 365 SPECIAL PLANNING COMMITTEE  
MINUTES  
November 11, 2021  
6:00 P.M.**

**1. Call to Order**

Committee Chair Wendy Kozlowski Brandt called the meeting to order at 6:00 P.M.

**2. Roll Call**

Committee Members Present: Councilmember Tracey Koach, Wendy Kozlowski Brandt Nathan Kronforst, Theresa Kathy Peterson, Jayne Rulseh and Scott Steckmesser.

Committee members absent and excused: Theresa Lieberg and Councilmember Jay Remiker.

City Staff Present: Elizabeth Runge, City Planner/Community Development Director; Terri Vosters, Parks and Recreation Director; Greg Buckley, City Manager. Two Rivers Main Street Program Staff Present: Roger Russove, Executive Director.

Also present were: Don and Jenny Wallace, who introduced themselves as having recently moved to Two Rivers and having recently purchased a downtown building.

Also present, via Zoom: Project design consultants Blake Theisen and Katie MacDonald of Parkitecture + Planning.

Mr. Buckley noted that handouts for the meeting included the agenda and a copy of the most recent concept plans for the park.

**3. Review of Specific Planning Considerations**

**A. Design Option Maintaining West Park Street, as a one-Way Northbound Street**

Blake Theisen reviewed the key features of this new design. He acknowledged that the committee's original preferred design would have eliminated the street entirely in the area in front of the Community House, but that this was a matter of concern for some members of the City Council and the community.

In Blake's review of the design, some of his key points were:

- The design features a narrow, one-way street segment in front of the Community House; pavement width at the entry point off 17<sup>th</sup> Street is 12 feet, then widens to about 20 feet in an area where there is a drop-off zone on the right hand side of the roadway, with room for two cars.

- There are eleven diagonal parking spaces in the north half of the block, opposite the planned Cool City Brewing Company development, slightly increasing the amount of parking in this area.
- The design does not change the size nor configuration of any of the park features; the lawn area in front of the stage is unchanged, the layout of the skating loop is unchanged. The only loss of park space is the green space that was between the skating loop and the front of the Community House in the original design.

City Manager Buckley also noted that the design would make it easy to close off the street segment in front of the Community House during special events and other times that the park is heavily used, without adversely impacting the new business to the north.

Mr. Buckley added that, while traffic control measures for West Park will be further reviewed by the City's Engineering and Police departments, Council members at the October 25 work session had noted that the street could be posted with a 15 MPH speed limit and might include a speed table (like at Neshotah Beach) at the point where there will be a pedestrian crossing from the park to the Community House.

Blake also reviewed a revised floor plan and design for the building at the center of the park. He noted that the building still includes two family restrooms and a mechanical room that will house mechanicals for the building plus water feature controls. Based on an interest in possible use of this space for family rentals, the main room of this building has been slightly enlarged. Plans show access via a pass door or all-glass overhead door. There will be windows that can be opened if the building is used for concession sales by community groups or for skate rentals.

Committee members offered positive comments on the building's exterior design, intended to reflect the design and materials of the historic Hamilton Community House.

Mr. Buckley and Ms. Koach reported that this new plan for West Park Street, which has been identified as a major "sticking point" in finalizing the park concept plan, was very well-received at the City Council work session on October 25.

Mr. Buckley stated that, if endorsed by the Committee, this latest conceptual design plan for the park will be presented for final approval by the City Council on November 15.

## **B. Other Questions or Concerns**

Parks and Recreation Director Terry Vosters asked if the building might be designed with a larger roof overhang, so users could go around its outer perimeter, from the rental space to the restrooms, sheltered from the elements. Blake will take a look at the feasibility.

**C. Vote on Final Design to be Presented for Action by City Council**

Wendy Kozlowski Brandt moved, supported by Jayne Rulseh, to endorse this latest concept plan as presented and recommend it for approval by City Council. The motion was approved unanimously, by voice vote.

**4. Discuss Project Schedule**

Mr. Buckley stated that, in light of the time consumed since late June in refining the project design and securing City Council approval (pending), it is unrealistic to plan for construction the park project in the Spring/Summer of 2022. Fund raising has been deferred pending design decisions, and final designs need to be completed. He suggested shooting for completion of projects plans and bid documents by May or June of 2022 and bidding the project for construction starting in the Fall of 2022 and wrapping up in the Spring of 2023.

Blake Theissen concurred that, at this point in time, it would be difficult to finalize plans and bid out the project in early 2022, even if fundraising had been completed. He stated that it would be a reasonable approach to start work in September 2022 with clearing and grading of the existing park, site concrete work, framing-in of the building, and perhaps reconstruction of the street segment in front of the Community House. Then, final landscaping, installation of the water feature and erection of the bandstand superstructure could be completed in Spring 2023.

Committee members indicated their concurrence with such an approach.

**5. Status of Fund-Raising Committee**

Mr. Buckley stated that he wants to convene the Fund-Raising Committee once the final design has been endorsed by City Council. Members of that committee at this time are Wendy Kozlowski-Brandt and Kathy Peterson from the Design Committee, plus Gina Krahn, Brad Bosar and Council Member Darla LeClair.

A fund-raising strategy will be developed and shared with the Design Committee at its next meeting, probably in early December.

**6. Any Other Issues Related to Park Design**

Committee members asked if the changes acted upon at this meeting would be the last major design changes that might be requested by the City Council. Both Council Member Koach and City Manager Buckley stated their belief that this was the case.

**7. Next Committee Meeting Date/Time**

No date was set; City staff will pursue a date in early December (2or 9).

**8. Adjournment**

There being no further business to come before the committee, Wendy Kozlowski-Brandt moved, supported by Scott Steckmesser, to adjourn the meeting at 6:42 PM.

Respectfully submitted,

Gregory E. Buckley  
City Manager