



CITY OF SPRING HILL TOWN CENTER TASK FORCE
REGULAR MEETING AGENDA
THURSDAY, OCTOBER 24TH, 2019 6:00 P.M LOCATION CITY HALL

Bill Benedict called the meeting to order at 6:08 p.m. Alicia Fitts, Jenny Blackstock, Rachel Bshero, Bill Benedict, Hazel Nieves, Liz Droke, Matt Koss present.

I. September minutes to be approved

Hazel moved to approve the minutes. Alicia seconded. Minutes were approved.

II. Call meeting to order and TCTF announcements:

N/A

III. Public Comment(s)

No one in attendance.

IV. Discuss use of Neighborhood Sidewalk Program (NSP) for use in the downtown district

a. Review program requirements and available funds

Missy Stahl is the contact with the neighborhood sidewalk program. Will believes the budget is around \$160K. Applicants are received by Missy, then it is brought before BOMA.

b. Analysis of high level concept image, prioritizing areas of interest, and multiyear partnership with city

Repairing existing sidewalks cost more than putting in new sidewalk due to having to rip them up. Connectivity between residents and points of interest. Looking for projects that enable those connections will be best. Connecting School St. to Duplex, McLemore to main street. Only one side of the street is necessary. If we focus on an area like Main Street, people will see that work is being done to revitalize downtown. Another possibility would be continuing Main St. down to Kedron.

Plan A — Both sides of Main (accessibility, leveling — as far South as possible), School St., McLemore St.

Plan B — W side of Main, School St., McLemore St.

c. Formal vote to support moving forward to apply for the NSP program



The Task Force voted to move forward with applying for the NSP as part of the task force. We plan to submit an application for School Street, McLemore Street, and Main Street (on both sides of the street).

V. Work session: TCTF Project Worksheet Organizational Structure

1. Mission Statement:

- a. *The mission of the town center task force is to thoroughly assess the downtown district, as outlined in the 2040 comprehensive plan, and cast a vision create to a vibrant downtown area for the Spring Hill community that fosters a unique sense of place and community.*

2. Purpose Statement:

- a. *The purpose of the Town Center Task Force is to develop concepts with attainable objectives and recommendations that support our mission, and present them to the BOMA for consideration on a continuing basis. The Town Center Task Force will collaborate with the city towards these goals based on guidance provided by BOMA.*

3. TCTF Organization and Roles:

- a. Do we create sub-groups by area? Collaborative as much as possible, we may meet as sub-groups to work on detailed tasks (outside of our regular meeting)
- b. Identifying initiatives: connectivity (pedestrian, parking), green space, right-of-ways
- c. Flow chart of needs / commonalities / characteristics per area

4. Communication Tools and Member Collaboration:

Slack for collaboration, Google Drive/Dropbox for file sharing, google calendar for scheduling, Zoom conferences. Bill will email the team to exchange emails.

5. Community Feedback Process

- a. Sharing meeting notes online, we can do surveys through the city, potential for community outreach/events. When posting online – be cognizant to not represent the Town Center Task Force in your opinions.

6. Process to Nominate Candidates

- a. Nominate by individuals then voted on as a group (majority rules), presented to the Mayor who would then appoint. We will review past candidate applications first.

a. Member organizational survey team review

- i. Capture results for next steps



VI. Round Table Discussion

Everyone on the Task Force was encouraged to review the minutes from our September meeting where we discussed each of the three downtown areas before next meeting.

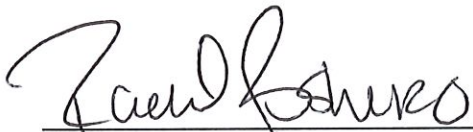
Hazel to work on flow charts that tie these three areas together.

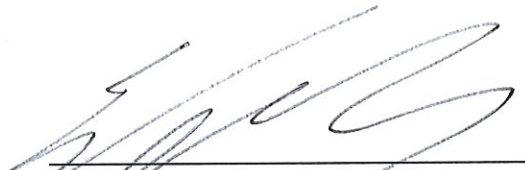
Bill to email the Task Force members to exchange phone numbers.

Rachel to send out information on Google Drive and Slack collaboration.

VII. Adjourn

Bill Benedict adjourned at 8:05p.m.


Rachel Bshero, Acting Secretary


William Benedict, Acting Chairman