

Town of Superior
Parks Recreation Open Space and Trails Advisory Committee (PROSTAC)
Meeting Notes
May 21, 2014

Members of the Committee in attendance: Aaron Atwell, Brent Bickel (Chair), Peter Bottomley (Vice Chair), Sandie Hammerly, Daryl McCool, Jim Paine, Ron Sommer, Steve Smith.
Absent: Jeff Isaacson (excused). Quorum present.

Others in attendance:

Citizen: Pam Lehman

Consultants: Shanen Weber and Bill Gotthelf of Design Concepts, Chris Dropinski of GreenPlay.

Town Board Liaison: Chris Hanson (absent)

Staff: Patrick Hammer, Parks, Recreation and Open Space Director.

Meeting called to order at 7:18 p.m.

Agenda Items:

1. School Parcel Community Engagement Process. The Committee debriefed from the School Parcel community engagement meeting that was hosted immediately prior to the regularly scheduled PROSATC meeting. The meeting was productive and community participation was strong. The Committee feels at this time there is little need to host an additional community meeting, and would prefer to post the phased master plans on the Engagesuperior.com site, and encourage dialog using the website platform. Staff will work to post the parcel master plan concepts and discussion points on the EngageSuperior site. Members of the Committee will also plan to present the park parcel master plan concepts at their booth during the July 4th Celebration in Community Park.
2. Superior Town Center Civic Space Engagement Process. The consultant team reviewed with the Committee the feedback that was gathered during the four community engagement meetings that took place in February and April, and the Town Board feedback that was given during the April 14 Town Board meeting. The Committee worked with the consultant team to identify key amenities that were identified throughout the engagement process, and began to discuss potential locations within the five civic space parcels where the amenities could realistically fit factoring in critical development issues such as parking, safety, appropriateness of use, proximity to roadways, noise considerations, access, etc. The Committee would like staff to work with the consultant team to compile the feedback and suggestions that were generated during the engagement process, and determine how the amenities best fit within the parcels based on the consultant's professional background and experience. PROSTAC is scheduled to make a final recommendation to the Board on July 14.

3. Superior Town Center Parcel 3 and 4 Review. Due to the likelihood that the Town Board may be asked by the developer to review Final Development Plans for parcels 3 and 4 before the Civic Space Community Engagement process has been completed and a recommendation from PROSTAC can be made, the Committee reviewed the two parcel items separate from the others. The Committee felt that as long as questions still exist about the configuration and grading of parcel 3, and until it is known if the developer plans to pay for amenities to be built on the site, commenting on the parcel would be unnecessary at this time. The Committee did however review a partial site plan for parcel 4 that has been submitted by the developer in Final Development Plan #2 – Phase 2, which will go before the Town Board on June 23. After reviewing the plan the Committee passed the following motion:
 - a. In that the Committee has not reached a strong enough consensus to break from the Civic Space Community Engagement process on the parcel 4 park plan, the Committee recommends that the Town Board allow the engagement process continue until completion.
4. Indoor Community and/or Recreation Space Needs Assessment. Jim Paine reviewed with the Committee the progress that the work-team has made coordinating with Chris Cares from RRC on the indoor civic space survey. The work-team met as a group after the April meeting to review in detail the initial draft survey questions submitted by Chris Cares during the last meeting. Jim Paine sent the group the initial draft survey questions via email, and collected individual feedback which was incorporated into this second draft. Each member of the Committee was asked to take the revised survey during the meeting as a way to review the question content, evaluate the length of time needed to complete the survey, identify any subject areas that need to be added or removed, and evaluate overall flow of the survey. Jim Paine and Peter Bottomley collected feedback from the group which will be incorporated into the next round of revisions. PROSTAC is scheduled to present the draft survey questions to the Board on June 9.
5. 2014 Work Plan Status - Amenities Prioritization List. The Committee reviewed the draft amenities prioritization list as created by Jim Paine, including individual committee member's feedback and ranking, and unanimously passed the following motion:
 - a. The Committee approves the amenities prioritization list as presented during the PROSATC meeting on May 21, 2014.

Meeting adjourned at 10:32 p.m.

Next Regular Meeting – Wednesday, June 18, 7:00 p.m. at Town Hall