

November 6th, 2020

Mayor's Blue-Ribbon Committee on Prescott Park Master Plan Implementation

9-10:30am

Online / Zoom Meeting

Meeting Minutes

ATTENDEES

- Nancy Colbert Puff, Deputy City Manager (NCP)
- Joe Almeida, Project Manager, (JA)
- Beth Margeson (BM)
- Councilor Petra Huda (PH)
- Robin Lurie-Meyerkopf (RLM)
- Genevieve Aichele (GA)
- Tom Watson (TW)
- Brian Goetz, Deputy Director of Public Works (BG)
- Cheri Ruane, Vice President, W&S (CR)
- Savy Kep, Landscape Designer, W&S (SK)

SUMMARY OF PRESENTATION AND COMMENTS

Following the regulations of the COVID-19 emergency response the requirement has been waived that a quorum be physically present. Remote attendees will introduce themselves and identify their location; votes will be counted by roll call.

Recent Public Meeting Review (CR):

- What we heard
 - Public wanted more clarification on the schedule
 - Wanted more emphasis on historical information on site
 - How are we would address both stormwater and sea level rise
 - We heard similar things from the previous meetings, desiring more clarification on schedule, construction process, and specifics of resiliency management
 - In general, were notes of approval
- Next Steps
 - Set up a Phase 1 Program Outline and budget to present to the City Council

Dedication Trees

- NCP – received a message from Kate about the dedication tree, we will make sure we are very sensitive to all the trees in dedication, making note of it in the process and making sure it's protected during construction

Stormwater Management

- NCP – Brian is also here for Peter Rice representing the DPW and Petra has a question about the stormwater management and if there were any alignments in the City's plans
- BG – I'll start off about the underground system, there are a lot of pipes that run through the park, especially on the sewer side, there is a big sewer force main comes from Deer Street that runs thoroughly under the park. We also found the need to address a pipe under Pierce Island that needs to be fixed. The sewer force mains are difficult to assess, unlike our sewers we can just place a camera in it to see its conditions, but the sewer force mains we are not able to excavate and place a camera. There is nothing in the budget specifically to address the stormwater management, but the bigger part of the flooding is not just about rainwater or nor'easters but it's also about

what the sea water levels are like. We have money for sea water management but there is nothing in que for Prescott park specifically– as part of the process above ground, we are also looking below ground. We also try to do maintenance while other things are in construction, so while other projects are in development, we evaluate our maintenance needs in those areas.

- PH – My question specifically is what the stormwater plan of the city around Prescott Park is, and if there is a plan in place already.
- BG – No we do not have a plan for Prescott park, we have been focused on the maintenance side of things, meeting the new stormwater requirements, we are in year 3 of that and by year 5 we need to have a master plan in place so we can have a best management practice and that is a continuous process
- PH – What Cheri is suggesting to us, how do we know as a committee know that this plan will align with the city's plan for stormwater? Should the trust pay for this when the city is going to have a master plan that would already include a stormwater plan?
- BG – In this process we are very much involved in the planning and design and we can see what the needs are / for the road way work for example – it would cost a lot more to go in and do it after 2 years after the construction is over
- TW – Can you tell us where the sewer line that runs through the park sits through
 - BG – I can follow up with a map that shows what is under ground and where everything is
 - TW – Part of what we are proposing is relocating the Shaw and if there were a sewer line underneath then it would be an issue / and we were looking to propose stormwater chambers to capture stormwater
 - BG – We can get it to you and get it to the engineer
 - CR – We also have it in the survey, we are tracking and making sure that the existing utilities will not be in conflict
 - * make sure to have sewer line visible in plans
- GA – Petra maybe what you are asking is if we are going to the city council for the budget for Prescott park – how can the monies best work together, and we are not making recommendations for things that will be fixed later in the future
 - PH – Yes, and should the money in the sisters' fund pay for this and to what extent? My concern is that if the city already has the masterplan for the stormwater management then that would be good. If we are going to proposed something that will be done in a vacuum, then in the future will the city have to come in and change things up and then will the park have to pay for it again?
 - TW – I'm not sure it is in our scope of services that where the pots of money will be coming from, there was conversation of the types of funding, but the committee has steered away from where the money should come from. I believe what this committee should do is propose a comprehensive plan
 - PH – I'm just trying to figure out the best presentation to the council. As an example, explanation - we already have this in the plan, we have this one section, and we won't be duplicating anything.
 - RLM – What I'm understanding is we don't want to do double the work, raising funds towards similar items
 - NCP – DPW does both submittal requests for Prescott park and the stormwater management plan
- PH – The timing Brian, when do you anticipate finishing the analysis of the shapes of the pipes under the park?
 - BG – We are looking towards next year, when we see that a future development is coming into the city we reevaluate our agenda and see how our maintenance can align with the

scope and process of the development of Prescott park

- PH – we need that data before we start digging correct cheri? Our new issue for Pierce Island, I don't want another surprise
- CR – Aside from the force main which is not accessible for a camera, we did do an analysis of the rest of the pipes. What will be going into the park will be new pipes and not intruding on the existing sewer line. In the past we talked about relocating it, etc. there were conversations with Peter – every time we talk about a move Peter is right there to make sure everything will work out. He's making sure that it is all coordinated now so that nothing will be in conflict later
- TW - Thank you, Brian, for your help answering questions - Brian exits
- TW - Other comments or thoughts?
- Do you feel comfortable with the answers Petra?
 - PH – I think we are okay, seeing the proposal on the holding ponds just gave me a bit of a concern, we just need to be in sync with the city, but I think Cheri has got a handle on it

Next Steps

- TW – lets talk about Next Steps, Nancy sent an email on a short outline on the next steps, one of the issues that has come up is whether we should take the temperature of the HDC regarding moving the Shaw before we take this proposal to the city council – I believe we should do that but I'd like to get the feedback from the committee – there is a schedule in November, and we can't have detailed drawings but we can bring in the proposal explanation
 - GA – I think that would be a great idea and to see if there are disagreements
 - BM – Would the moving of the Shaw fall on the HDC?
 - JA – It is technically altering a structure so they would – I don't know if this initial consultation would be a work session, it may be advisory
 - BM – Then it would be a good idea
 - TW – If you look at the Shaw as 3 parts, removal of the 2 parts would have to go to the HDC
 - PH – I think it would be a great idea to bring everything in before it's taken to the council, HDC would be part of it because it would be changing something that is there – also, if anybody has any other committees that this should need to go through before we take this to the council we should do that too
 - RLM – So Tom and Nancy would look into that presenting to the HDC?
 - NCP – Nov 13th meeting would actually happen in December and think it would be a good idea to have us in there for that meeting
 - RLM – And that would mean we can't go into the council until January
 - NCP – Yes and it would align with the approval process of the council for the CIP
 - RLM – Do we have the date of the Council deciding on the CIP?
 - NCP – I will have to look for that date. I didn't forward Cheri's letter of the current process to date yet but Cheri can share her screen
 - CR – And on Dec 2nd I should also get Ted
- CR Screen Share:
 - Phase 1 is broken down into multiple tasks
 - Task A: Seawall – assessing it and where do we want to raise it, where does it need improvement
 - Task B: Water Street Stormwater Infrastructure – we can't do B without C, it's all very critical and interdependent of each other
 - Task C: Raise and relocate the Shaw Warehouse
 - Task D Relocate the Maintenance Facility

- Task E: Replace Electrical Service – if we were tight on budget, we could defer it but it is fairly important to have up to date electrical service
- Total Phase 1 Cost: 4.2 M
- My proposal is to add more language for the HDC and more meat to the description, then bringing it to the council for approval and funding
- TW – Are we still envisioning outlining what the outcome from the masterplan was and what the proposal is now?
 - CR – Yes, we can add the context, it is very important to show the updates, I agree 100% meeting with HDC is critical
- RLM – Would this be a fall 2021 start or spring 2022 start date?
 - CR – The gundalow person said Fall would be busy in the area but we should start with the seawalls in fall 2021 and then go in full swing spring 2022
- PH – I would like to put to the committee - should Mary and Josie pay half a million for the relocated maintenance facility – I believe it should be on the city and would like public works to come forward on it
- BM – I would agree that the relocated maintenance facility is part of the Prescott project because it allows the first floor of the Shaw to be open to the public which is part of the masterplan, we should open these historic buildings to the public
- NCP – All of the money for phase 1 is going to come from the CIP, not the trust
- BM – The trust is allowed to be used to improve the park – I Believe that this would be included in improving the park
- PH – We don't have a standard facility for every park in town, I'm all for opening the Shaw – my question is why are we treating this differently than any other park
- RLM – The maintenance for Prescott park seems like it is a much more labor-intensive maintenance
- GA – This money isn't coming from the trust directly, it's coming from a variety of places from the CIP fund, I agree with Beth for opening the Shaw. I run a non-profit and when we need funding for infrastructure, it is more exciting to include the
- TW – What we are talking about today is from what money is available in the CIP funding in the past and in the future and from other sources of funding, but going forward the city council will have to look at other sources – I'm under the impression that money will be available to us without having to go into the trust fund, and we would also need to go into another committee to see if it aligns and that will be an issue for the future, am I correct in that Nancy?
- NCP – Yes
- Thanks Beth - exits
- TW – Let's put aside the maintenance facility, are there any other thoughts for our report to the City Council?
- GA – I'm thinking about the public hearings and the one thing that is coming back is signage, I think it would be good to add it in here somewhere to include what is happening in the park, before we move the Shaw it seems like everything else will be invisible work
- RLM – I agree wholeheartedly, people that are finding about this committee are asking about what's going on
- CR – I will add a surface restoration, in keeping with the master plan, and include interpretive signage
- TW – You make a valid point in the need for communication – the committee recommends that in the process of doing all these things include signage, information or messaging electronically
- RLM – There's a weekly newsletter that Stephanie Seacord is doing, and we can add a link to that
- TW – These electronic newsletters would be good in "what's happening in the park", we don't need

- to micromanage that but just include that piece
- PH – We are going to have a lot of people and tourists coming into the park and it would be great to see images on site, some people may not be inclined to check it out electronically
 - RLM – we can do both
 - TW – I'm not seeing anything in there about the new seating bowl, where the stage is going to be located, etc.
 - CR – We can include it but we just didn't want to add more money, so I need you all's advice in where to cut it off in the first phase, but I agree with you Tom that there will be questions and a will to see it happen
 - TW – Part of the reason I ask is because the city has already communicated to the arts festival that they can relocate their stage back towards near the Shaw – are we going to have these berms and where would all the back of stage going to go? I think we should come up with some recommendation regarding the stage
 - CR – In our diagrams when we show that the Shaw moves, the existing stage will be removed and the back of house and stage will move, so I will include that stage movement to the Shaw move and then add after the last one to regrade the performance lawn
 - PH – Could we also do a coming soon in Phase 2, will we have any obstacles that will change anything that we may need to go back out to the public?
 - RLM – work emergency, needs to exit
 - CR – We will update the memo, we will add the masterplan amendment, we will include the stage, add regrading performance lawn, include a schedule, and then add a “once this is complete, next steps include...”
 - GA – The formal garden was also the big thing that came up repeatedly
 - PH – And what about the trees growing to be ready for the new formal?
 - CR – We would need to talk to the nursery and have specific sizes of trees set aside and a location to start growing them
 - TW – I wouldn't put that in the initial recommendation, but I would take note of that
 - CR – I can put it at the beginning of the following steps
 - TW – And the areas that sits over the proposed underground pipes and storage?
 - CR – Savy and Cassie are working on the conceptual grading plan and section graphics
 - TW – Nancy can get this outline to everyone and get feedback. In the meantime, will reach out with the HDC for the December meeting, and if we can circulate the updates before the meeting that would be great. And if we can get something from you Cheri a week or two in advance of the council that would be great

Public Comment Period

- Stephanie Seacord – I just wanted to let you know that I sit on these calls to address the questions and comments on public communication
 - TW – you heard our comments on creating a communication piece, and if you have a recommendation please send to Nancy to send to Cheri
- Courtney Perkins – we are thankful to the consistent level of thoughtfulness that the committee is giving – a big thank you from our board and rest of our supporters, we are also advertising the work and meetings of this committee, we are happy to share more information as well

Motion to Adjourn, seconded All Approved

End of Notes: SK