



**AGENDA**  
**COMMUNITY IMPROVEMENT COMMISSION**  
**TUESDAY, January 12, 2016 @ 4:00 P.M.**  
**Executive Conference Room, 125 E AVENUE B**

**1. ROLL CALL**

- |                                    |                                     |                                   |
|------------------------------------|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Roberson  | <input type="checkbox"/> Rice       | <input type="checkbox"/> Hixson   |
| <input type="checkbox"/> Fredricks | <input type="checkbox"/> Richardson | <input type="checkbox"/> Gonzalez |
| <input type="checkbox"/> Mailloux  | <input type="checkbox"/> Keck       | <input type="checkbox"/> Taylor   |

**2. APPROVAL OF MINUTES – Meeting of December 8, 2015**

**3. ANNOUNCEMENTS**

**4. NEW BUSINESS**

- a. Election of 2016 Officers
- b. Neighborhoods Update – Elizabeth Grilliot, Hutchinson Recreation Commission
- c. Project Coordinator Report – Jeff Thomson, Interfaith Housing
- d. Spring Clean Up – Jana McCarron

**5. OLD BUSINESS**

- a. Bicycle and Pedestrian Plan Sidewalk Maps (attached)
- b. Sidewalks Research – Betty Taylor
- c. Rental Registration & Inspection Program Demo – Amy Denker

**6. OTHER**

**7. ADJOURNMENT**

The next meeting will be held on Tuesday, February 9, 2016.

Staff Contacts:	Jana McCarron	620-694-2681	Casey Jones	620-694-2667
	Amy Denker	620-694-2638	Stephanie Stewart	620-694-2617
	Front Desk	620-694-2639	Charlene Mosier	620-694-2635

**MINUTES  
COMMUNITY IMPROVEMENT COMMISSION  
TUESDAY, DECEMBER 8, 2015 - 4:00 P.M.  
EXECUTIVE CONFERENCE ROOM, 125 E AVENUE B**

I. **Roll Call**

The meeting was called to order with the following members present: Jeff Roberson, Kari Mailloux, Doug Rice, Jon Richardson, Joe Keck, Mitch Hixson, Betty Taylor and Amanda Gonzalez. Cynthia Fredricks was absent. City staff members present were Jana McCarron, Director of Planning & Development; Amy Denker, Housing Program Coordinator; and Stephanie Stewart, Planning Technician. Elizabeth Grilliot, Director of Neighborhood Development with the Hutchinson Recreation Commission, was also in attendance.

II. **Approval of Minutes**

Taylor made corrections to the November 10, 2015 as follows:

Hixson was misspelled in a couple places, and there was another misspelling.

The corrected minutes of the November 10, 2015 meeting were then approved on a motion by Hixson, seconded by Roberson, passed unanimously.

III. **Announcements**

a. McCarron updated the commission about the vacant planning position.

IV. **New Business**

a. **Neighborhoods Update**

Grilliot stated that the Graber and Avenue A neighborhoods are scheduled to meet in January with Michael Shubert. Shubert will assist residents and staff on developing strategies to accomplish outcomes of the neighborhood initiative.

At the last meeting with Avenue A resident meeting, the residents selected the top 4 names for the neighborhood. Residents will get to vote on the new name. A door hanger ballot has been developed and will be distributed in the next week. The top four suggestions so far are:

Southwest Bricktown  
Rock Island Foundry  
Bricktown  
West Fork River Trail

There will be a prize drawing for those who vote.

b. Brush up Hutch! Annual Report

Denker updated the commission on the status of the Brush Up! Hutch applications. One project was completed, but is waiting on receipts. One project was denied and three are incomplete. Two applications are being cancelled due to inactivity. The AmeriCorps group may have 3 more.

For the 2015 year Brush Up Hutch! has had 14 applications. Six have been completed with most using volunteer help through Jeff Thomson. The total expense for the year was \$1,493.82 leaving the program with \$8,837.76. Brush Up! Hutch will receive \$3,000 in additional funding in January. Taylor thought that number of applicants was low. Denker looked up 2014 applications and in 2014 there were 17 applications and 15 completed projects. McCarron said that in 2013 there were approximately 24. The reason for the lower numbers might be due to incomplete forms.

Richardson asked if there was a way the committee could use some of the Brush Up Hutch! funds to help with the Neighborhoods Initiative. Grilliot said the neighborhood would like to set up a work day and they could talk with homeowners in the feature neighborhoods and help them apply.

c. Resolution of Meeting Dates-2016

The resolution of meeting dates for 2016 was approved on a motion by Keck, seconded by Hixson, passed unanimously.

V. Old Business

a. Brush Up Hutch!

A copy of the current regulations that were approved last meeting was distributed to the Commission.

b. Sidewalk Discussion

McCarron brought back the conversation about sidewalks front the previous meeting. She stated due to staffing we have not had time to do any research and requested any CIC member with a passion on the matter to volunteer to do the research. Rice stated he has a passion and could take some photographs around town. The CIC feels homeowners don't know that the sidewalk is their responsibility to maintain and that we need to find a way to educate them. The condition of sidewalks needs to be addressed for safety issues and that the homeowner is liable if someone is hurt.

Gonzalez stated that repairing sidewalks are low priority to most homeowners who have several other issues with their home, and asked if there was a program similar to Brush Up Hutch! that could help with the repair costs. Denker said that Community Block grants are available but due

to Hutchinson's size they are difficult to receive. Taylor said she would call other cities around the same size as Hutchinson to see how they handled sidewalk issues and if there is some sort of Capital Improvement Program that could help with repair costs around 25-50%. Mailloux thought looking into a revolving loan fund at a low interest rate that homeowners could apply for might be a good idea.

McCarron said that the department has a map of sidewalks in need of repair or construction from the Bicycle and Pedestrian Master Plan that she could bring to the next meeting. She stated the committee had until next spring to come up with a suggestion on funds to ask for in the 2017 budget requests.

VI. **Other Business**

- a. Newspapers, Articles, or Publications, "Bicyclists to get more free lights, signs" **The Wichita Eagle** 10-29-2015. Keck brought this article to the commission.
- b. Keck also asked about the City's floodplain maps. McCarron said that there is a large study being conducted over the floodplain area in Hutchinson.
- c. Little was unable to attend so McCarron went over the code enforcement inspection report. Brush violations will not be handed out until March due to the ice storm last week.
- d. McCarron gave an update on the rental inspection program. So far approximately 400 units have registered totaling approximately \$8000; only about 23% have been online payments. About 650 units have been exempt. Johnathan Weiser has been hired as a temporary position to help out with the registration, and Fred Salisbury has been hired as the housing inspector. McCarron said next meeting she will set up the program and show the committee the features of our new software.

VII. **Adjournment** – The meeting adjourned at 4:45 p.m. The next meeting is scheduled for Tuesday, January 12, 2016.



Figure 5-15 | Sidewalk Presence

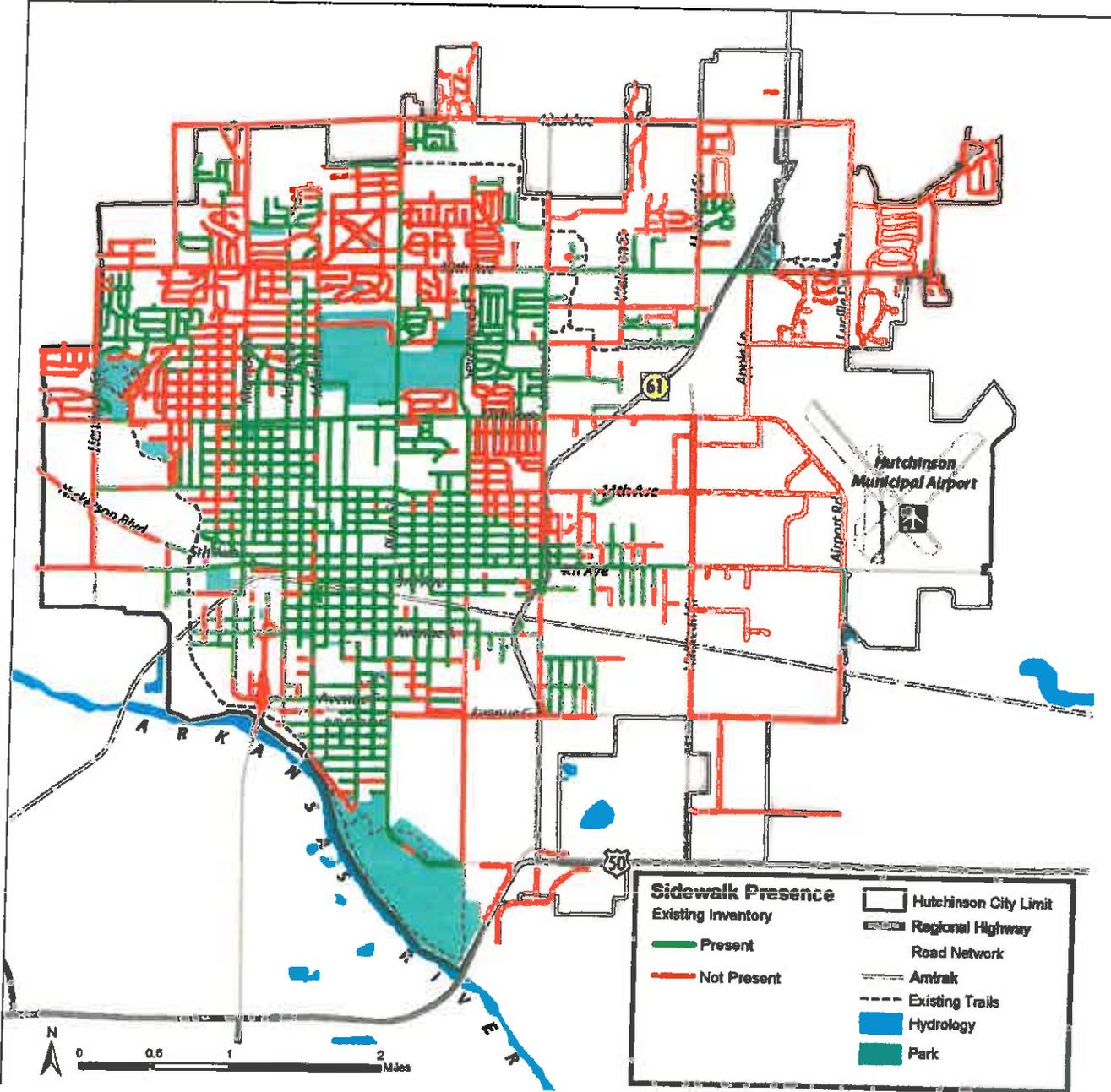




Figure 5-16 | Sidewalk Presence Detail

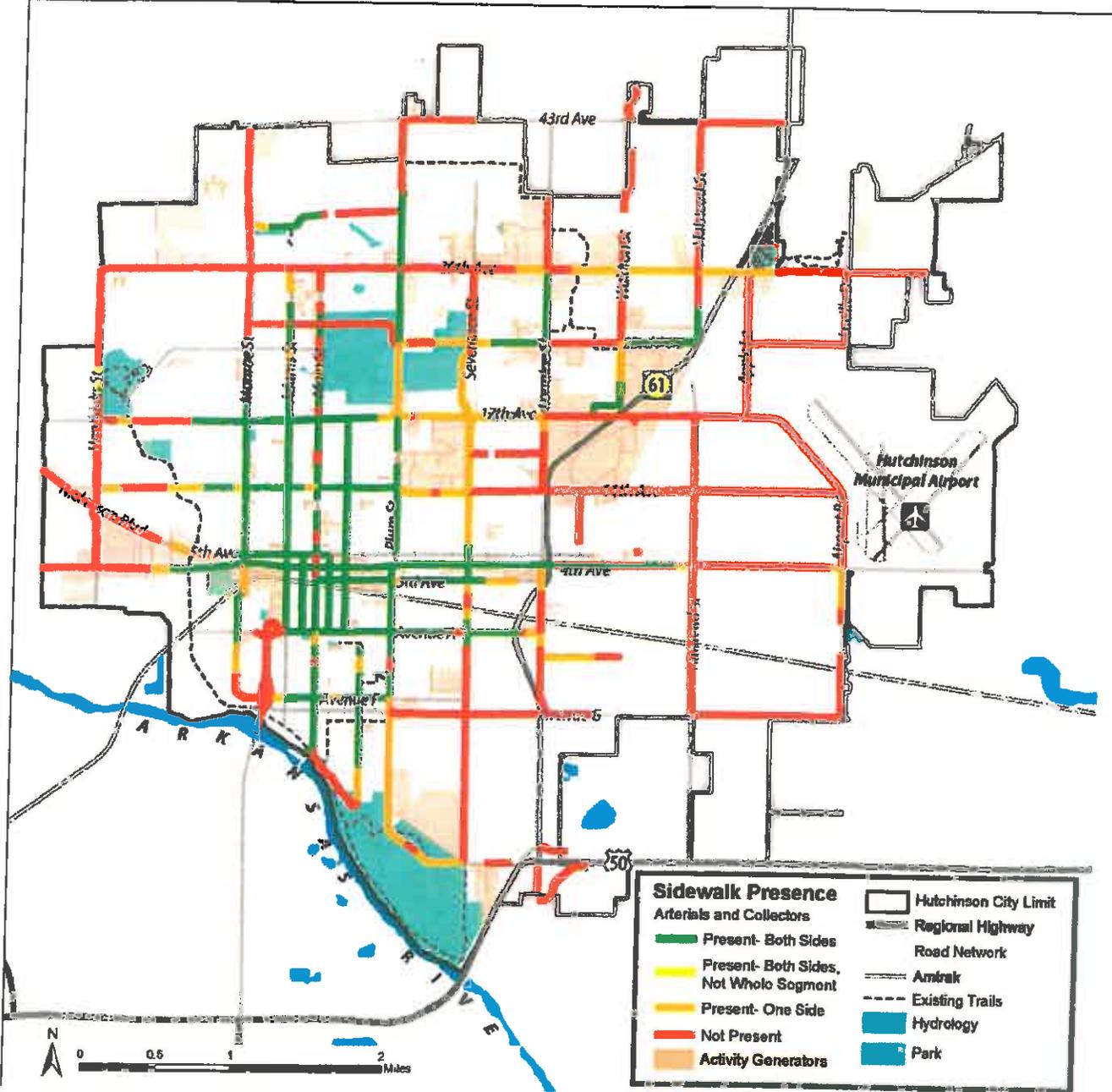




Figure 5-18 | Sidewalk Conditions

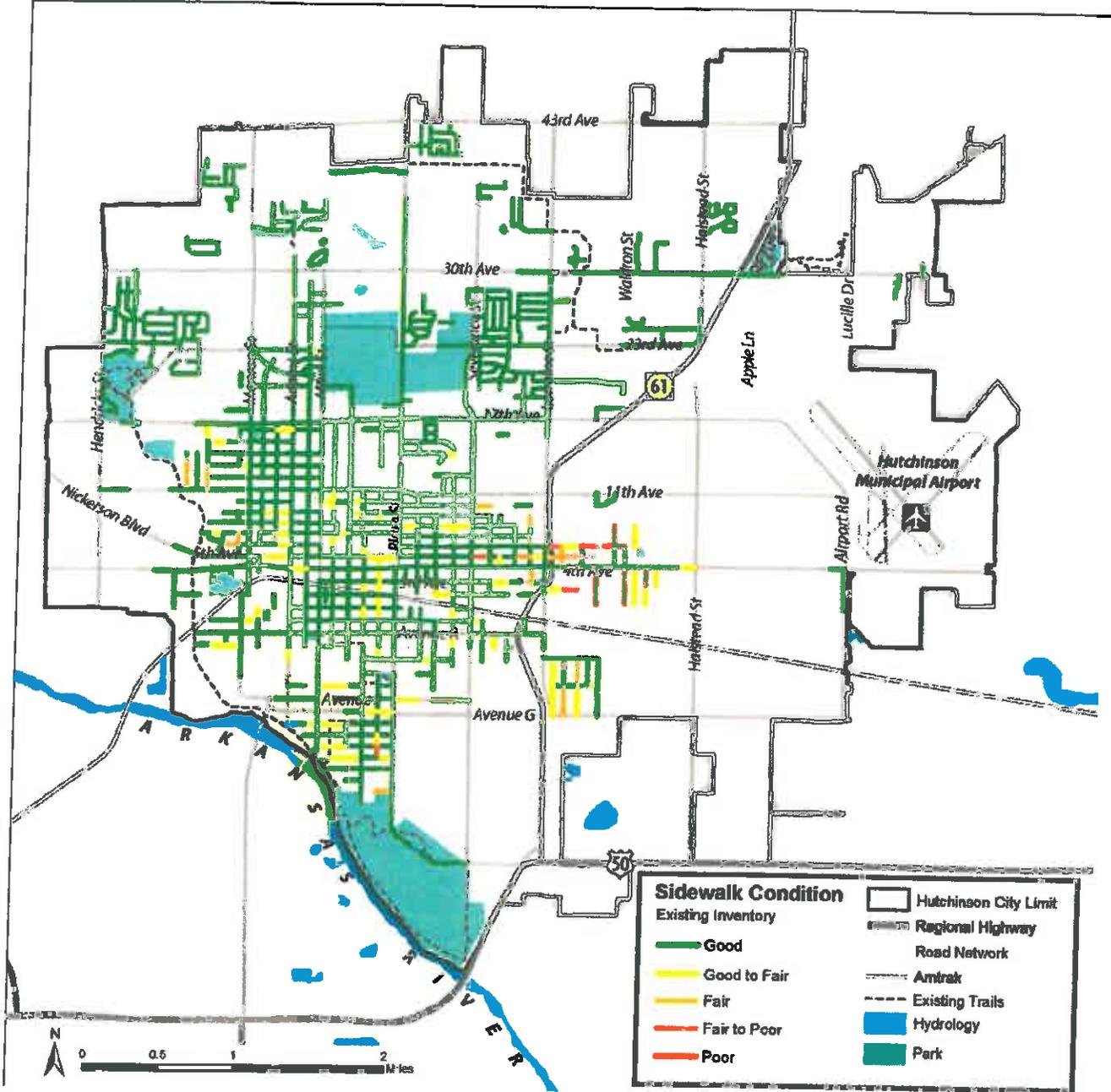




Figure 5-19 | Non-Residential Sidewalk Widths

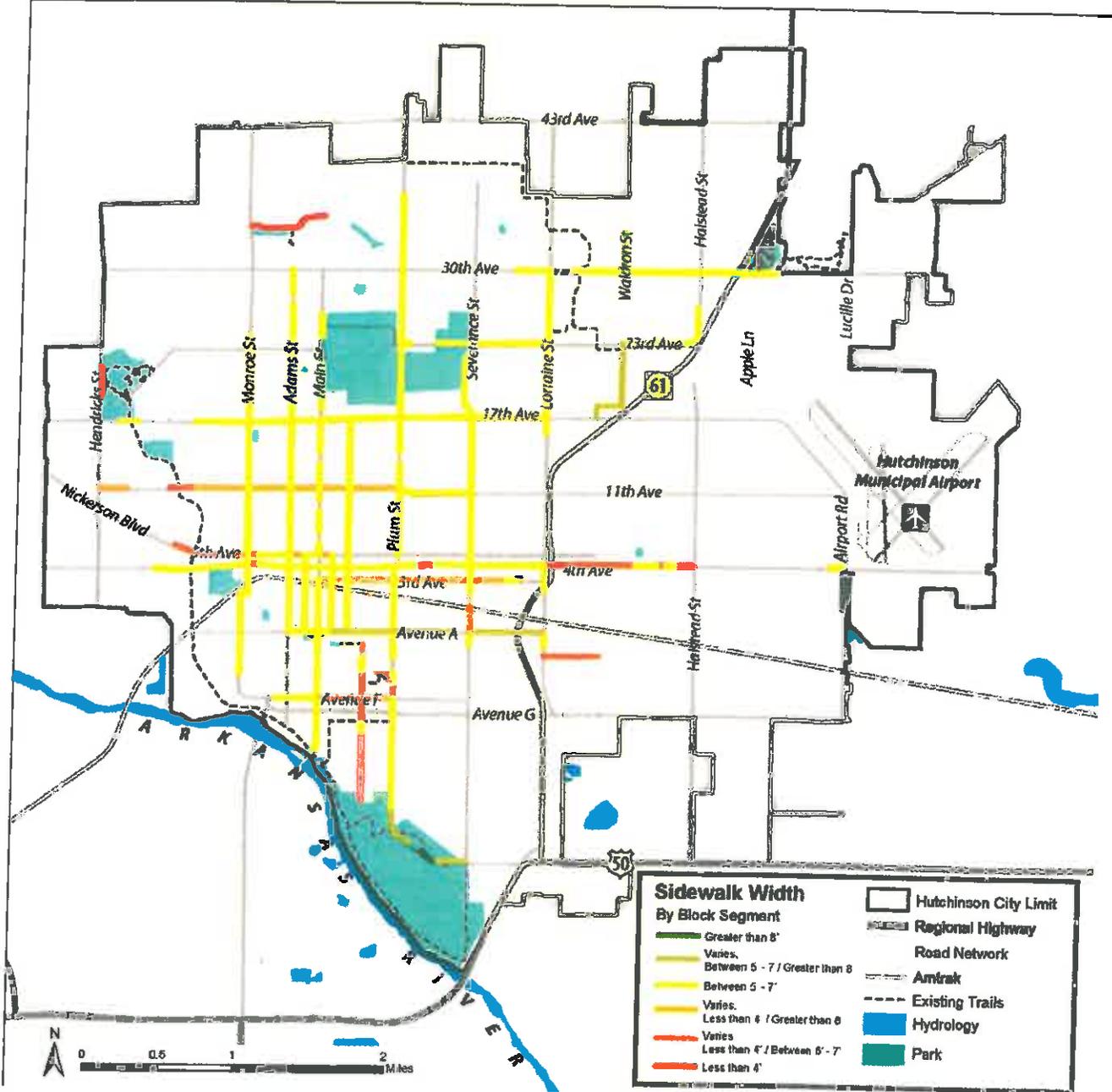




Figure 7-3 | Pedestrian Route Rating

