

MINUTES
COMMUNITY IMPROVEMENT COMMISSION
TUESDAY, JANUARY 12, 2016 - 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, Cynthia Fredricks and Amanda Gonzalez. City staff members present were Jana McCarron, Director of Planning & Development; Amy Denker, Housing Program Coordinator; Roy Little, Code Enforcement Officer and Stephanie Stewart, Planning Technician. Elizabeth Grilliot, Director of Neighborhood Development with the Hutchinson Recreation Commission, and Jeff Thomson with Interfaith Housing was also in attendance.

II. **Approval of Minutes**

Taylor made corrections to the December 8, 2015 minutes as follows:

The word "front" was changed to "from".

The corrected minutes of the December 8, 2015 meeting were then approved on a motion by Hixson, seconded by Roberson, passed unanimously.

III. **Announcements**

a. There were no announcements.

IV. **New Business**

a. **Election of 2016 Officers**

Fredricks motioned for Roberson to be elected Chairman, Rice seconded. No other nominations were made and the motion passed unanimously.

Mailloux motioned for Hixson to be elected Vice-Chairman, Fredricks seconded. No other nominations were made and the motion passed unanimously.

b. **Neighborhoods Update**

Grilliot stated that Michael Shubert is scheduled to visit on January 18, 2016 and will be here for 4 days. On the 19th he will host a workshop with the neighborhood west of the Hutchinson Community College. On the 20th he will go to the Avenue A Neighborhood meeting and discuss Community Initiative Grants. On the 21st he will meet with the Healthy Neighborhoods Steering Committee.

c. **Project Coordinator Report**

Thomson stated that the first group of AmeriCorps volunteers have left clocking in 2,730 volunteer hours with approximately 6000 total volunteer hours to date. Another group will be here from April 12th thru July 9th. He stated they have volunteer work for the next 9 months.

d. Spring Clean Up

McCarron stated a meeting last week was held and the Public Works Department will take over the Spring Clean Up. That department has the equipment and manpower to make this a successful. The event will be held in the last week in April with Jeff Nichols taking charge. McCarron assured the CIC that we will remain involved and remind them yearly to ensure the program is not lost.

V. Old Business

a. Bicycle and Pedestrian Plan Sidewalk Maps

Sidewalk maps from the *Bicycle and Pedestrian Master Plan* were distributed. McCarron explained there were several areas rated poor or which were missing sidewalks altogether. Richardson mentioned KDOT has a reimbursement program listed on their website. Mike Spadafore, the bicycle pedestrian coordinator is the contact. The KDOT would reimburse up to 80% for eligible items. McCarron said staff would look into this funding source.

b. Sidewalks Research

Taylor has been in contact with approximately 10 cities doing research on different solutions for the sidewalk. She stated that she hopes to have a list of options for the CIC next meeting.

c. Rental Registration & Inspection Program Demo

Denker gave the CIC a demo on Citizen Serve. This is the new software program the City is using to help with rental registration and inspection, and it has an online component. The plan is to use it for code enforcement, planning and building permits by May.

Denker indicated that there are presently approximately 900 registered units with approximately 5000 units unregistered. Landlords have until March 31, 2016 to register their units.

VI. Other Business

a. Taylor had a question concerning the paint at the landfill. Thomson said that they were mixing like colors and reselling them along with other items that are cleaned up and fixed over on Avenue A.

b. Keck was concerned about the latest ice storm and all the limbs left lying around. Little explained that he will wait until the first of March before sending out violations.

VII. Adjournment – The meeting adjourned at 5:00 p.m. The next meeting is scheduled for Tuesday, February 9, 2016.