

MEMORANDUM

TO: Mayor and City Council

FROM: Faye Stewart, Public Works & Development Director

SUBJECT: CITY COUNCIL DISCUSSION AND POSSIBLE DIRECTION REGARDING DESIGN CRITERIA FOR THE MAIN STREET REVITALIZATION PROJECT

DATE: January 18, 2023

Background

Branch Engineering, City Engineer of Record is ready to start creating the construction and Engineering documents for the Main Street Refinement Project. City staff held a work session with City Council and shared design options for three areas of the Main Street project. They are; 1) street and sidewalk width, 2) street corner bulb out design, and 3) street trees. Staff needs Council to give direction on these items for project design to begin.

City staff created a web page for the Main Street Refinement Project, invited all property and business owners along Main Street directly impacted by the project to a conceptual design discussion which allowed them to give feedback to provide to City Council, ads were placed in the Cottage Grove Sentinel and Chronicle, KNND invited staff to share the project information to listeners, and project information was shared on social media. This outreach was intended to inform, educate, and solicit comments regarding the three design criteria that Council will be giving direction to staff on. Staff shared all comments made on the designs to Council during the work session.


It is very important for Council to give direction regarding the street and sidewalk widths, street bulb out size, and street trees as soon as possible as the Economic Development Administration (EDA) has imposed timelines in the approved grant to have this project under construction by February 28, 2024. It will take Branch Engineering approximately 11 months to complete construction documents and an additional 4 to 6 weeks to solicit construction bids.

Recommendation

That the City Council discuss the street and sidewalk widths, street corner bulb outs, and the street trees for the Main Street Refinement project and by motion direct staff on Council's chosen design criteria for each item.

Cost

Estimated project costs will be presented to Council when the construction and engineering documents are completed.


Richard Meyers, City Manager


Faye Stewart, Public Works &
Development Director