

**City of Lowell**  
**Downtown Master Plan Steering Committee Meeting Minutes**  
**Monday, July 16, 2018**  
**Lowell City Hall**

**Call to Order: 7:00 PM by Chair Lon Dragt**

**Committee Members Present:** Jerry Bjornstad, Michael Galvin, Robert Burr, Bill George, Don Swain, Lon Dragt, Aaron Graham, Lisa Bee Wilson, Pat Woodhurst

**Approval of Minutes: Bill George moved to approve the minutes of June 4, 2018, second by Jerry Bjornstad. PASS 9:0**

**Old Business: None**

CA introduced Patrick Wingard, Dept. of Land Conservation Development, who is the granting agency for this project.


**New Business:**

- **Review and Feedback on Technical Memoranda 1 and 2** – Jake Callister, Lane Council of Governments, the consultant to develop the Downtown Master Plan, asking for feedback on progress. Still gathering information at this point, presented draft of Downtown Study Area and Memorandum 1. Zeta Fernando, Urban Collaborative, presented update on Technical Memorandum 2.
- **Update on Parks and Downtown Plan Combined Survey** – Jake discussed the Parks survey that went out recently, which is available online, and how they are piggybacking off of it.
- **BBJ Festival Booth Strategies and Steering Committee Support** – Jake encouraged committee members to assist in manning the booth with the consultants on Saturday at the Blackberry Jam Festival.
- **Guidance and Suggestions for Stakeholder Interviews and Public Meeting** – Jake asked for input on who should be on the stakeholder list. For the next month and half they will be working with setting up interviews.

**Other Business: None**

**Adjourn: 8:11 PM**

  
Chair: Lon Dragt

  
Attest: Jared Cobb, City Recorder