

# STAFF MEMO

**DATE:** February 01, 2024  
**TO:** Third Street Improvement Project Advisory Committee  
**FROM:** Jody Christensen, Special Projects Manager  
Jeff Gooden, Engineering Project Manager  
**SUBJECT:** Third Street Improvement Project Advisory Committee Meeting 3 B

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**Memo in Brief:** This memo is intended to support the Third Street Improvement Project Advisory Committee's (PAC) meeting #3B discussion items.

**ITEM 1:** Proposed addition to the project Goals and Objectives statements.

**ACTION:** Seeking approval of a tree preservation statement to the project Goals and Objectives Statements.

**ITEM 2:** Review of Third Street Tree Preservation Criteria and Decision Tree to be used by the consultants regarding the existing street trees.

**ACTION:** Seeking approval of the Preservation Criteria and Decision Tree for the purposes of design.

**ITEM 3:** Application exercise of two proposed Preservation Decision Tree criteria.

**ACTION:** No action requested.

**ITEM 4:** Scope and budget discussion.

**ACTION:** No action requested.

**ITEM 5:** Follow up items.

**ACTION:** No action requested.

**ITEM 1: Proposed Addition to the Project Goals and Objectives Statements**

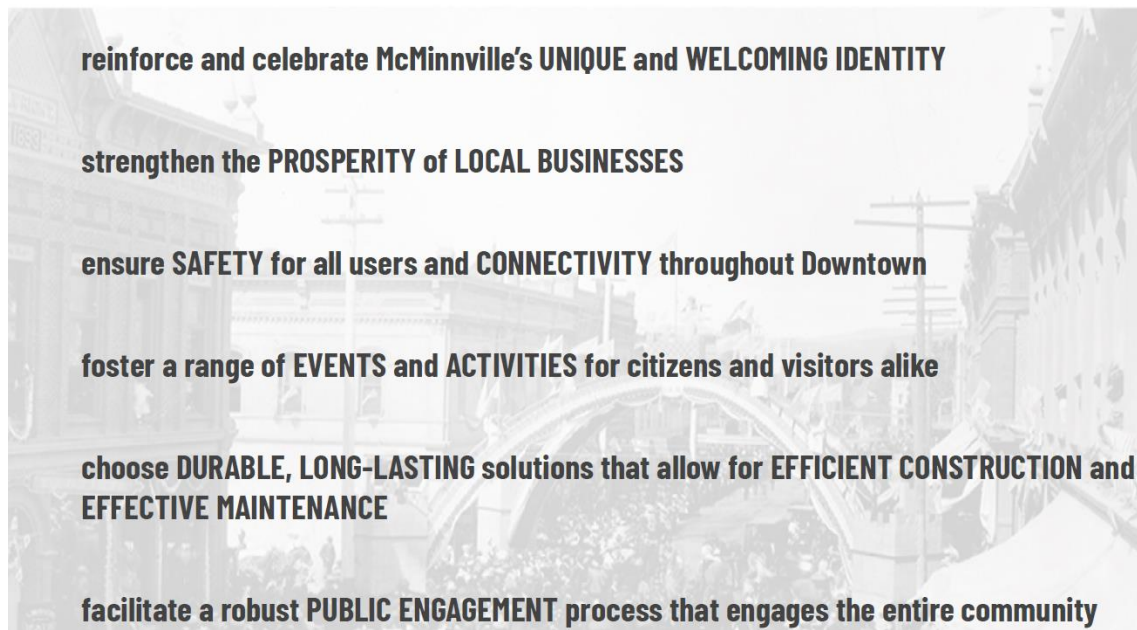
This is the consideration of adding an additional statement to the Third Street Improvement Project Goals and Objectives statements to include the importance of preserving existing trees.

**ACTION:** Seeking approval for the addition of a tree preservation statement to the project Goals and Objectives Statements.

**BACKGROUND:**

The Goals and Objectives were developed in Phase C of the project.

NE Third Street :: **Goals + Objectives**



**DISCUSSION:**

During PAC #3 A meeting, committee members discussed the importance of preservation of Third Street's existing trees in the development of the Street Tree Preservation Criteria and Decision Tree.

Following the meeting, staff and the consultants proposed adding a statement to the existing project Goals and Objectives to recognize the importance of preservation.

For the committee's consideration, the proposed language is "preserve Third Street's signature EXISTING STREET TREES."

The committee will discuss the proposal to determine if a statement should be added and, if so, they will determine the language for the statement.

**ITEM 2: Review of the Street Tree Preservation Criteria and Decision Tree to be used by the consultants regarding Third Street's existing trees.**

**ACTION:** Seeking approval of the Preservation Criteria and Decision Tree for the purposes of design.

**DISCUSSION:** The committee will review and discuss the revised Street Tree Preservation Criteria and Decision Tree and determine the next step. If approved, the proposed Criteria and Decision Tree will go before the City Council and Urban Renewal Board at the February 27, 2024, work session.

**ITEM 3: Application exercise of two proposed Preservation Decision Tree criteria.**

**ACTION:** No action requested.

**DISCUSSION:** The committee will discuss how the proposed Street Tree Preservation Criteria and Decision Tree could be used by applying the 2019 Tree Survey to the first one criteria: Compromised Health. The consultants will provide the proposed approach, possible decision factors, and an example. Note, the 2024 Tree Survey will be completed in Spring '24 and applied to the Preservation Decision Tree.

**ITEM 4: Scope and budget.**

**ACTION:** No action required.

**DISCUSSION:** Heather Richards, Community Development Director, will give an overview of how the scope has evolved from the previous phase of the project and the likely impacts on the budget and timeline. This discussion is intended to prepare for the next major milestone in the project of 15% construction documents and preliminary cost estimates.

**ITEM 5: Follow Up Items**

**ACTION:** No action required.

**DISCUSSION:** The BKF team will give an update on several follow up items that are being developed and will be coming back to the PAC in future meetings. Topics will include alternative standards and construction decision authority recommendations.