

ACTION MINUTES

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

**January 21, 2020
101 W. 8TH STREET
11:02 AM – 1:20 PM**

ITEM NO. 1 - Meeting called to order and roll call

Chairman Steve Carver called the meeting to order at 11:02 AM

DDA members present: Steve Carver, Chairman; Laura Kirk, Executive Director; Lisa Nieslanik; Board Member; Kurt Carruth, Board Member Chad Lee, Board Member; Christian Henny, Board Member; Steve Davis, City Council Representative; Charlie Willman (City Council Alternate Board Member); Jon Zalinski, Board Member.

Non-DDA members present: Terry Partch, Matt Nunez, Pat Miller; Jenn Ooton.

ITEM NO. 2 – Public Comment Limited to 3 Minutes Per Contributor: None

ITEM NO. 3 – Approve Consent Agenda:

Items may be removed from Consent Agenda for discussion on request of any Board member. Items not removed may be adopted by general consent without debate.

- A. Approval of Invoices for the Following:
 - a. Debra Bullock: \$112.50
 - b. DHM Design: \$6,029.57
 - c. Garfield and Hecht: \$1,552.20
- B. Approval of Meeting Minutes:
 - a. December 17, 2019

Christian made a Motion to approve the Consent Agenda and the December 17, 2019 Minutes, seconded by Chad.

The Motion passed unanimously.

ITEM NO. 4 – Update on New Year’s Event – Pat Miller:

Pat gave everyone a handout. He reviewed how successfully the event went and that there were approximately 1,900 people present. The cost for the event after sponsorship was approximately \$48,000. He would like to continue this event in to 2020. Costs are expected to be lower next year.

Jon Zalinski, Board Member joined the meeting.

ITEM NO. 5 – Cooper Avenue Discussion – Pat Miller and Laura Kirk:

- Alley updates – Cooper alley beautification during the interim of the Bethel Lot being developed was discussed. The ownership of the lights in the alley will be turned over to the City. Power for the lights will eventually be tied into the trash compactor. Public art and canvass murals were discussed. Temporary enhancement of the Bethel Lot was discussed. The City would like the DDA to consider putting a bollard in the alley and making the alley from east to west, pedestrian only.

Christian made a Motion to install two bollards making the east west alley pedestrian, but allowing delivery and trash trucks to come down the north south alley; seconded by Lisa.

The Motion passed unanimously.

- Meeting for parking discussion – Laura will set up meeting with the Cooper business owners. Removing delivery trucks from the middle of Cooper will be discussed. The lease with Coloradough is officially terminated. Paving the Bethel Lot, trash, recycling, composting and temporary uses were discussed. Laura will come back to the Board in February with more information.

ITEM NO. 6 – Art Plan – Laura Kirk:

- Update – Josh the art planner was here for a week meeting with businesses and boards. DDA interest in public art was discussed with him.

ITEM NO. 7 – Italian Underground Patio Review – Laura Kirk:

- Comments on patio request – Gretchen reviewed the application that was submitted for a 10x19.5 ft. long area for waiting where snacks and alcohol would be served. Gretchen thinks 10' is too deep on west Wing Street. 8' would be more reasonable. Design standards were reviewed. Formal written comments from the DDA will be submitted for the application. Board members preferred the patio location adjacent to the bridge, consistent with other businesses, and leaving the entry to their building open.

ITEM NO. 8 – RMR Quarry Discussion – Laura Kirk:

- Review of letter – Laura reviewed the letter requesting consideration by the Board supporting the City's ongoing opposition to the quarry. Laura will make the requested changes and submit the letter for signature.

Christian made a Motion to approve Steve Carver signing the letter, with approved changes, seconded by Jon.

The Motion passed unanimously

ITEM NO. 9 – 6th Street Design Work for 2020 – Laura Kirk and Terri Partch:

- Scope of work – The scope has been reduced to 6th Street between Laurel and Pine, which is within the DDA budget.
- Council Meeting February 20th work session - Discussion regarding moving forward with the RFP for work between Laurel and Pine, will be held at the Council meeting on February 20th. Parking will be discussed as well.

Christian made a Motion to reaffirm the DDA’s position to Council that the 6th Street Plan moves forward as planned in the 6th Street Master Plan; seconded by Lisa and Chad. The Motion passed unanimously.

ITEM NO. 10 – Confluence Update – Jen Ooton and Laura Kirk: Jenn had a meeting, so Item 10 was moved to the Item 6 position.

- Project update – A Parks and Recreation Board meeting was held, and Jenn gave a presentation. She gave that same presentation to the DDA. Developer team selection is in a holding pattern. A master developer needs to be put in place if the City wants to move the Confluence development forward. In February, Council will have more questions for developer teams. The perception is that people are afraid there will not be a park. It could be important to move the park planning piece forward. Jen would like the DDA and Parks and Recreation support in this. Understanding what the public wants is important. Changing the name from The Confluence might help with public perception.
- Council meeting February 20th morning session

ITEM NO. 11 – Miscellaneous Updates –Laura Kirk:

- Imagine Glenwood meeting – Thursday, January 23rd
- Parks checking on trash receptacle on parking structure
- River Street landscape – This is moving forward. Laura will obtain a proposal.
- Downtown Plan next steps - \$75,000 - \$120,000 would be the cost to engage Community Builders, which is more than the DDA has available. Laura to meet with Jenn Ooton and Clark to discuss a phased approach.

ITEM NO. 12 – Executive Session: *Executive session for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators pursuant to § 24-6-402(4)(e), C.R.S., with regard to the RFQ for the DDA Lot and for legal advice from the DDA’s attorney, pursuant to § 24-6-402(4)(b), C.R.S., regarding the same, inviting the DDA Attorney and the DDA Executive Director.*

The executive session will be moved to the next Board meeting.

ITEM NO. 13– Future Meetings Relevant to the DDA:

- Continue with third Tuesday of the month from 11:00 – 1:00.

- April 14th (second Tuesday) – Laura is out of town on the 3rd Tuesday so the meeting will be held on April 14th.

ITEM NO. 14 – Other Business: Contacting the owner of the building next to the Bethel Lot was suggested in order to paint the side of the building to clean it up, not a mural. It was suggested that the Board offer façade money. Laura will look in to this.

ITEM NO. 12– Adjourn:

Chad made a Motion to adjourn the meeting at 1:20 pm, second by Christian.