

ACTION MINUTES

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

February 19, 2019
101 W. 8TH STREET
11:03 P.M

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

Chairman Steve Carver called the meeting to order. The meeting was called to order at 11:03 P.M.

DDA members present: Chad Lee; Jon Zalinski; Christian Henny; Kurt Carruth; Steve Davis (City liaison)

DDA members not present: Ken Murphy and Graham Hardy

John Burg, Acting Interim Director; Deric Walters, Boundaries Unlimited

ITEM NO. 2 – Public Comment Limited to 3 Minutes Per Contributor: No public comment.

ITEM NO. 3 – Approval of Minutes from January 3, 2019 and January 18, 2019:

Christian made a Motion to approve Minutes from January 3, 2019 and January 18, 2019; second by Chad.

The Motion passed unanimously.

ITEM NO. 4 – Staff Updates

a. Southside Restrooms – Steve Davis and Deric Walters – City Council signed off on the design and build. Color samples chosen are the same brick and stone that are on the parking garage. The roof will be painted metal. There will be approximately a 6-month turnaround before onsite delivery. Foundation and utility extensions will be done prior to delivery.

b. 6th and Laurel Landscaping – Deric Walters – Locations for trees and rocks have been agreed upon with CDOT. Deric passed out and reviewed Shannon's revised landscape plan. Permitting is in process. The lack of Spruce trees due to required view corridors was discussed.

c. Under Bridge – Deric Walters – The contract is under the City for all the

installation. Lighting materials should be here any day. Shannon is working on the concept plans for the water features and should be ready to go to bid in a week and a half.

d. 7th Street – Deric Walters – Pavers will be delivered in April. Scheduling is being worked on. Gould will start in March and be on schedule even though the pavers will be arriving a little late.

e. North Landing Site – John Burg – A landscape architect will be coming up with 3 schemes based on the City's direction. There will be a large, medium and small scheme for community input.

f. "Take-a-Minute"- John Burg – This will be a campaign lead by Imagine Glenwood to start in the next month or so to slow traffic through Glenwood.

g. Pedestrian Bridge Flags – John Burg – There were different engineering opinions about whether the flags would work on the bridge or not. Bob Oddo's opinion was that the flags would work. It is up to the City at this point to take it to Council for approval.

h. Coloradough on the Alley Lot – John Burg – The work being done on the truck is weather sensitive so there could be a delay. The contract is done. Coloradough will be open early in the mornings to serve breakfast. Hours of operation were not put in the lease. The Board would like him to be open 7 days a week. Utilities will be billed at a flat rate. No businesses have come forward with any issues to Coloradough occupying the space.

i. Parking/Transportation Plan – John Burg – A parking and transportation study in a very early stage. At some point, the DDA would need to be involved in this discussion but it's too early yet. Steve Carver is concerned about the parking between 7th and 8th on Cooper. John Burg will see if he can get Matt to come to the next Board meeting to discuss this and provide an update on the compactor status. Steve Davis discussed that the City is going to tighten the permitting process. The City lot parking enforcement will be stepped up and will soon be subject to 4-hour parking.

ITEM NO. 5 – Confluence Area Developer Master Developer – John Burg and Jenn Ooton: Jenn arrived at the meeting. John explained the discussion before the City Council regarding the Request for Qualifications for a master developer for the Confluence Area. This developer would work with the City for several years. The plan will be brought back to City Council's meeting on February 21st for adoption and then the RFQ will be sent to the development community for 90 days to respond. This project could span 10 years.

The Confluence is all within the DDA boundary. Jenn explained how the "if then" process would work and how the entities would work together.

ITEM NO. 6 – Executive Session: *Chad made a Motion to adjourn to Executive session for determining positions relative to matters that may be subject to negotiations, developing strategy*

for negotiations; and instructing negotiators pursuant to §24-6-4-2(4)(e), C.R.S. with regard to the Executive Director search; second by Christian.

The Motion passed unanimously.

The Board reconvened after Executive Session at 12:26 P.M.

ITEM NO. 7 – Review and Approve Invoices: Review/ approve invoices: Boundaries Unlimited \$2,567.50 for DDA Project Management for January 2019, \$650 for work on 7th Street under bridge; Debra Bullock \$180 for transcription services; LS Group \$562.50 for lighting design under the bridge; Oddo Engineering \$4,522.50 for plan view of light poles; Colorado Outdoor Environments, Inc. \$1,700 for the balance on the irrigation conceptual plan for 7th Street; two invoices for Garfield and Hecht \$2,223.50 for services in December to help with Executive Director search and \$717.50 for the month of November to help with Executive Director search and REgeneration.

Christian made a motion to approve all invoices, second by Kurt.

The motion passed unanimously

ITEM NO. 8 – Other Business: PR Studio: Website hosting was discussed. To be continued when the new director comes on board. Steve Davis will discuss with Eric incorporating the DDA site with the City site. Christian will look at the invoice of \$150 that the DDA received.

ITEM NO. 9 – Future Meetings Relevant to the DDA:

March 5th, 5:30 PM – North Landing Site Public Meeting, Hotel Colorado
March 19th, DDA Board Meeting

ITEM NO. 10 – Old Business: Steve Davis brought up the dumpster area by the alley. Derrick from Slope and Hatch has evicted Smoke and The Lost Cajun from this area. Assisting Derrick in some way to fence/ screen off this area would be a good idea. Façade grant applications were discussed. Matching funds to get something nice to screen off this area was favorable to the Board. Steve will approach Derrick with this idea.

Christian made a motion to adjourn, second by Chad.

The motion passed unanimously