

ACTION MINUTES

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

February 16, 2021

ZOOM VIDEO CONFERENCE

2:00 PM – 4:00 PM

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

Christian Henny, Board President, called the meeting to order at 2:00 PM. Meeting Notice and Agenda were posted on the City website with instructions for attending today's meeting via ZOOM.

DDA members present: Christian Henny, Board Chairperson; Chad Lee, Board Vice Chairperson; Laura Kirk, Executive Director; Lisa Nieslanik, Board Member; Jon Zalinski, Board Member; Greg Keller, Board Member; Kurt Carruth, Board Member; Kevin Brady, Board Member

Council members present: Charlie Willman, City Council Representatives

City staff present: Jen Ooton, Linda DuPriest, Pat Miller, Debra Figueroa, Terri Partch

Public present: None

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

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. DHM Design
 - b. Debra Bullock
 - c. Garfield & Hecht
 - d. 2 Rivers Multimedia
 - e. BlizzardPress
- B. Approval of Meeting Minutes from January 5, 2021.

Greg made a Motion to approve the Consent Agenda; seconded by Lisa.

The Motion passed unanimously

ITEM NO. 4 – 2021 Event Planning – Pat Miller:

- Discussion – Pat gave a detailed presentation of events planned for this summer, including outdoor events and programs, music, movies, river centric events, Triple Crown Baseball Tournament, and Oktoberfest. Business activation outside of big events was discussed. The general approach is to start small and build up as the year progresses.

ITEM NO. 5 – Summer 2021 Carriage:

- Discussion– Taylor from Paradise Carriage Rides would like to be downtown on Thursday through Sunday from 11am through 3pm, and on Friday and Saturday evenings from 6-8pm; beginning on Memorial Day through Labor Day. The cost would be \$18,000. City grants through CDOT might be possible but some contribution from the DDA would be necessary. Traffic concerns, budget, and positive aspects were discussed. A different route could possibly eliminate traffic concerns. Taylor would need to look towards sponsorships. Laura to investigate further.

ITEM NO. 6 – City Transportation Update – Linda DuPriest:

Linda gave an update on various transportation items including the following:

- Scooters – Scooters would be for very short distances which would be managed through an app on a smartphone. Safety, crowding and user conflicts were discussed as were potential solutions. The Board was generally in favor of scooters.
- Bike Share – A consultant has been selected to look at a program and funding. Possibly implemented in 2022. The Board was also in favor of a bike share program.
- TDM – Looking at strategies for managing demand. This will be discussed at the next Council meeting.

ITEM NO. 7 – NEA Grants:

- Rio Grande Railroad Grant – The first NEA Grant that was applied for was for murals in the alley between Grand and Cooper and along Cooper. That grant approval is still pending. The City is applying for a second grant for signage and a project along the 8th Street crossing, highlighting the railroad and its history. \$15,000 was previously allocated in the approved 2021 budget for the murals.

Greg made a Motion to give the City flexibility of allocating how the previously approved \$15,000 is used between the mural project and the railroad project; seconded by Lisa.

The Motion passed unanimously

ITEM NO. 8 – Summary of DDA Loans – Steve and Yvette (tentative): Not addressed.

- Discussion

ITEM NO. 9 – Website Review:

- Discussion – The Board is happy with the website.

ITEM NO. 10 – DDA Plan Next Steps:

- Resolution Review – On March 4th, the Plan of Development Update will come before Council for approval. P&Z has already approved the Plan. Legal notice will be posted in the newspaper on the 17th and 24th.

- Council review and approval set for March 4th

ITEM NO. 11 – Other Updates:

- Wings – The Wings project is happening now with additional wings being located around the downtown.

- Façade Grants – A couple of business might be interested in a façade grant and there could be requests forthcoming.

- CORE Mural - \$1,500 was given by the DDA as a sponsor. That project will be installed in the end of February.

ITEM NO. 12 – Future Meetings Relevant to the DDA:

- March 16th, 2:00-4:00 – Regular Meeting
May 20th 3:30-4:15 – Annual Work Session with Council

Chad moved to *adjourn at 3:59 PM; seconded by Jon.*

The Motion passed unanimously