

**DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF JULY 7, 1995**

Present: Chris Launer, Jean Sewell, Mark Hermundstad, Ed Chamberlin, Bill Petty, Pat Gormley, Bruce Hill, DDA Director Barbara Creasman

Absent: Glen Dennis, Karen Hayashi, R.T. Mantlo, Kathleen Killian

**CALL TO ORDER**

The meeting was called to order at 7:35 a.m. by Chairman Hermundstad.

**APPROVAL OF MINUTES**

The approval of minutes was deferred.

**FINANCIAL REPORT**

Barbara has talked to Randy Booth, City Finance, to determine the format readily available from city reports. She would like to have board reports follow a format that does not require a lot of extra staff time. She will work with the finance committee, Chris Launer and Karen Hayashi, to determine what is acceptable and then present it to the full board.

**BOARD APPOINTMENTS**

Mark Hermundstad announced that Bill Petty and Bruce Hill have been reappointed to the board.

**ELECTION OF OFFICERS**

Mark Hermundstad announced that, as in the past, he, as board chair, has solicited input and is recommending Jean Sewell for the board Chair, and Chris Launer as Vice Chair. He asked for any further nominations. There were none. On a motion by Gormley and second by Hill, these nominations were approved. Congratulations Jean and Chris.

**HISTORICAL SOCIETY GRANTS**

Second floor survey - At the workshop, R.T. Day, Heritage Construction, presented a proposal to the board to survey the second floors of downtown properties, primarily Main Street, to determine potential uses, with housing as a targeted use. R.T. requested that the DDA sponsor the grant and contribute \$2,000 from the Downtown Housing Effort for match. He is also seeking matching funds of \$2,000 from CHODO. The grant request will be for \$11,000, for a total budget of \$15,000. Barbara has forwarded our request to the Housing Authority for their concurrence on the \$2,000 DHE matching funds. On a motion by Petty, second by Gormley, the board approved the grant sponsorship and the \$2,000 in

matching funds contingent upon concurrence from the Housing Authority.

#### Jarvis Property House - Ed Chamberlin reported

Ed Chamberlin reported on the house and the possibility of receiving grant funds for stabilization. The Historic Preservation Board will review this project at their upcoming meeting and make a recommendation to City Council.

#### Other Grants

It is time to apply for additional funding for the Avalon. Possible grants include the Historical Society, Foundations, and DOLA.

The DDA is working with the Museum on a possible grant for C.D. Smith from the Historical Society for exterior and roof repairs. May also apply to DOLA for CDBG or Impact.

### **DIRECTOR'S REPORT**

Office Space - The Museum is proposing to move forward with use of the second floor of the C.D. Smith building. This will require a flip flop of the approved floor plan for the first floor. However, the Museum board has not yet approved this proposal. We are moving forward with conference room, accessible restroom and visitor info area, which would not be affected by this possible change.

Houses on Colorado - Barbara asked the board to consider demolition of these structures, at least the big house at 628, as soon as reasonably possible. It was the consensus of the board that Barbara determine cost of demolition, parking funds available and any other needed information to proceed.

3rd and Main Mini Park - Mark Relph has asked Ciavonne and Associates to refine their cost estimates for construction. An update should be available at the workshop meeting.

Growth Plan - Barbara passed out information recently received from County Planning on the rural community workshops. Please get any edits, comments concerning the DDA's position on the Growth Plan to Barbara within the next couple of days so a draft can be sent to the board prior to the workshop meeting 7/21.

Staff - There are between 150-200 applications for the secretarial position. Interviews will begin next week. The top 40 applications were passed around for the board's review.

Letter regarding Two Rivers Inn - A letter was received from an individual who attempted to stay there overnight but left because of poor treatment by the management. Barbara will forward a copy of the letter to everyone on the DDA and Association boards.

Shroeder Property Proposal - Rick Shroeder is proposing to remodel the second floor of his

properties in the 500 block to include four apartment units, 850-1,100 SF. He has room on the back of the buildings to include parking. Two facade renovations have been proposed. The board expressed interest in hearing a presentation on this project. Barbara will call and schedule for an upcoming meeting.