

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

March 7, 1997

Present - Chris Launer, R.T. Mantlo, Karen Hayashi, Glen Dennis, Bill Petty, Mark Hermundstad, Bruce Hill, Jean Sewell, Bruce Bengé, Kathleen Killian, Barbara Creasman, Lisa Nassour, Mike Sutherland - PDM Group, Mark Relph - Public Works

Absent - Bruce Bengé

CALL TO ORDER

The meeting was called to order by Chairman, Chris Launer at 7:30 a.m.

APPROVAL OF MINUTES

R.T. made a motion to approve the minutes of February 7, 1997; Mark Hermundstad seconded the motion; motion carried.

FINANCIAL REPORTS

The latest year-end 1996 figures are attached and a permanent part of these minutes; also attached is the January and February financial report. We still have not received the TIF Administration funds from the City - however, Randy has informed Barbara that they have been transferred, and we should see them on our next budget report for 1996. Our changes in Salaries were not made and the budget will not reflect the change until October, 1997. The 103 account is the DDA Operating fund; the 203 account is our TIF Capital account; and the 2031 account is for capital projects -like grant money and other revenue not from TIF. Randy Booth and Barbara will be going over the budget to finalize the numbers for 1997 operating funds - which will also give us a final 1996 report.

Second Story Housing Study - Mike Sutherland

Mike Sutherland came to update the board on the downtown housing study being done by PDM Consultants for the DDA. The actual start date on this project was January 1, 1997 instead of being able to start last Fall - due to the CHS staff changes and delays. They did mail a survey to all of the buildings on Main Street, and only received responses on four buildings. They sent out a second response card and received more responses. They have chosen 10 sites to look over, and then will narrow it down to 2 buildings - will probably choose a corner property and a middle of the street property for variety. Mike handed out a data sheet for the board to review and is attached as a permanent part of these minutes. They will also do a summary response for the remaining buildings to give to the owners - these are the buildings that are not used for extensive study. There will be a workshop around the middle of May for the property owners. Mike will be working on a Gant chart and will provide one to the board at the next update. Mike also passed around some photos of potential properties for the board to look at. Mike will let the board know when the workshop will be - possibly a Friday morning for half a day. To date, the Reed building seems to be the building with the most potential - but may cost more money to renovate.

Mike spoke with several of the council members about his involvement with the DDA since he is now on City Council. They didn't see it as a major conflict since the contracts were signed before his assignment to Council. The board will probably inform the new City Council of the involvement with Mike. Barbara will schedule an update to Council on the Second Floor Housing Study.

Mill Tailings Site/Bike & Pedestrian OM bridge/Jarvis Property - Mark Relph

The City began setting bridge girders for the Orchard Mesa bridge on 3/6. The permit for the corps of engineers required the City to find a site for a pond for the endangered fish and wildlife - looking at the Jarvis site; open up the downstream end of that hole to provide an area for the endangered fish. The SCS - (Soil Conservation Service) may be awarding the City \$50,000 for the development of this site. Fish & Wildlife Service may also fund part of this project.

Public Works has also talked about other South Downtown development - there are flood plane issues in this area; possibly Commercial development. Having a natural pond in this area may not be feasible because of the land fill problems, high industrial area -pollution. Public Works will be meeting with Fish & Wildlife to go over possibilities for this site, and eventually will go to City Council for approval on the project (this is a project the DDA wants to stay involved with). The entire property is approximately 47 acres; and the pond alone is approximately 5 acres of that.

There will be trail built from the OM bridge east to Watson Island. The bridge should be completed Mid-May; early June for the concrete work for the trails.

5th Street Update - Bob Moston at CDOT doesn't want the City to build anything in the 5th Street area by the viaduct to South Avenue because of their current viaduct project, and the traffic issues. This has been an issue because the DOLA awarded funds for this project to be used for mainly blight areas. Mark suggested and DOLA approved that they start the project South of Main Street north to Grand Avenue - the contract has been amended, and this phase of the project has been approved, and it will begin this year. In Spring of 1998 they will complete the south end of 5th Street. By this time the viaduct project will also be completed. Mark will come back and update the board on the new drawings of the 5th Street project, with the new lighting updates - which will include having floodlights shining up through the trees on Main Street.

DIRECTOR'S REPORT - Barbara Creasman

I-70 Signage

The merchants are not supportive of the removal of the sign stating the GJ exit at Exit 37. Barbara passed out a copy of a letter from Horizon Drive business owners and is attached as a permanent part of these minutes. It would be better to improve the signage, than to remove it completely and have better directions to be able to go downtown.

There will be a meeting with CDOT next week to go over this issue. Barbara will attend this meeting and update the board at the next regular meeting.

Bus Station Property

Barbara passed out information on the lease for the bus depot property and it is attached as a permanent part of these minutes.

This property is a real priority for the DDA primarily for parking. Renovation for the DDA and non-profit offices will be determined later. After the meeting with City Council in Fall 1996, they were interested in going forward with this project.

The C.D. Smith building was originally purchased designed for the Museum, and currently there are several organizations using the building as office space. DDA, Riverfront Commission, Botanical Society.

The purchase of the property will benefit the State, Museum, and downtown merchants - because of the parking availability.

The DDA has volunteered to pursue acquisition if it helps facilitate the project. Even if the DDA acquires the property, the City would still desire to have ownership long term. We would be taking the lead on this acquisition, and the relocation of the bus company. Even when the bus depot is there, we will be working on the parking project on the area currently not in use. Mark is getting together a cost estimate for asbestos removal.

The board is in agreement that we move forward with this project.

Tax Increment Funds Sales Tax Base Certification

Barbara passed out a memo which was written to City Council from Ron Lappi, and is attached as a permanent part of these minutes. The board asked Barbara to follow up on getting background information.

Business Plan

Barbara passed out a copy of the Business Plan which is due in to Ron Lappi, Finance. This plan can be revised, and asked the board to review it and give any comments or changes to Barbara. Barbara and Ron will be meeting with Mark Achen to go over this plan in the next couple of weeks.

Other Business

The next meeting will be a workshop meeting on Friday, March 21.

600 Colorado parking did get approved at the last City Council meeting, as well as the 123 N. 7th project changes proposed by Ed Chamberlin 7 Glen McClellan.

The Annual DDA/DTA dinner will be on May 8 at Two Rivers Convention Center.

ADJOURN

Bill Petty made a motion to adjourn, Mark Hermundstad seconded the motion, motion carried. The meeting was adjourned at 9:00 a.m.