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MINUTES
Downtown Development Authority
Regular Meeting of Board of Directors

September 5, 1997
233 S. 5th Street, C.D. Smith Building

Present: Chris Launer, Karen Hayashi, Bruce Hill, Bruce Bengé, Diana Osborne, Gene Kinsey, Kathleen Killian, Lani Duke, Barbara Creasman, Lisa Nassour

Guests: Craig Roberts - Ciavonne & Associates

Absent: Bill Petty, Mark Hermundstad, Becky Brehmer

CALL TO ORDER

The meeting was called to order by Chair, Karen Hayashi at 7:30 a.m.

APPROVAL OF MINUTES

Bruce Bengé made a motion to approve the minutes of August 1, 1997; Bruce Hill seconded the motion; motion carried.

Downtown Lighting - Craig Ciavonne

Craig came to update the board on lighting project scenarios which can be demonstrated before the actual improvements are decided upon. The 300 and 400 block both have been upgraded in the past to accommodate the Christmas lighting; which in turn has allowed for more historical lighting. He looked at a variety of possibilities for both City/DDA and business responsibilities.

The lighting in front of the businesses definitely increases the ambiance and safety of downtown, and it is important that we work with the merchants in this aspect of the lighting issue. However, this would not remedy the lighting problems.

Craig mentioned that the demonstration project would be best done in front of Norwest because of the larger trees and sculptures in the surrounding area. Les Cotton would be willing to conduct the demo with no cost to the DDA and has a manufacturer willing to donate the lights for the project. The cooperative efforts of the City, Public Service, and downtown merchants would be the key to the success of the project. Craig mentioned that spot lighting can be done on a lot of the sculptures downtown and certain seated areas. Once the demo is setup and further study is done on whether or not power is available and who would be responsible for the power bill in certain areas.

The Christmas tree lighting which is available and a better alternative to the current use, is a higher watt bulb that has a longer life - cost is higher, however, maintenance is higher.

There was a study done several years ago to upgrade the power with cost estimates of approximately \$90,000. The DDA did minimize needed for events. Bruce suggested that perhaps segments of the project could be done, even if the end result takes several years to accomplish.

Each power box has a code demand of 180 watt output when it is installed. Flexibility is a major concern for the lighting required for regular lighting and events. Power needs to be assessed in several areas of downtown to see where power is coming from and what is available.

Letter to DOE - Signing Approval; Chris Launer

There is a task force to retain funding in this county - there is currently \$38 million for funding this year; compared to \$57 million in the prior year. Bruce Hill made a motion to approve the signing of the letter; Bruce Bengé seconded the motion; motion carried. Chris will continue to attend the meetings and act as a downtown representative.

St. Regis Sidewalk Improvement Ratification

Barbara asked for the board to ratify the approval of \$5,700 to fund the remaining balance needed to complete the St. Regis sidewalk improvements. Chris made a motion to ratify the \$5,700 to fund the improvements; Bruce Bengé seconded the motion; motion carried.

The City only approved funds of \$16,000 with the condition that the whole project is completed as planned, but that leaves the project \$10,000 short. If the St. Regis, LLP cannot complete it then the City will "clean up" the cracks, etc. and not fund the entire \$16,000.

Barbara suggested that the DDA fund the concept design for Colorado; Chris suggested that should the DDA fund St. Regis, LLP the additional \$5,000 and ask them to fund \$5,000 for a total of \$10,000 they are short and see the project to completion; which is in line with the concept design with the 5th Street project.

Bruce Hill suggested that it might be better for the DDA to fund the \$5,700 currently committed; but to wait for the St. Regis, LLP to approach the board. He is concerned about the complete project list for current project priorities and what is the updated information and current fund availability.

Chris suggested that the board be updated on the current expenses on the capital project expenses at the next workshop.

Chris asked the board if there were any objections to talking to Ebe Eslami of St. Regis, LLP to encourage them to complete the project; and to be willing to fund the additional money they are short, if needed. Barbara also mentioned that the Hotel Melrose right-of-way area should also be included in the improvements. Barbara suggested that the concept design be developed between 3rd and 7th on Colorado.

FINANCIAL REPORT - July, 1997**Postponed until the next workshop****Revised Budgets - 1998/1999; Budget Narrative & Approval**

Attached as a permanent part of these minutes is the narrative for the 98/99 budget and the financial report. Chris made a motion to approve the budget as is, Bruce Hill seconded the motion; motion carried.

Staff Hours**Postponed until the next workshop****TIF Historical Revenue****Slide Presentation; Karen Hayashi (Lion's Club Presentation)**

Karen presented a review of the slide presentation that she will be making to the Lion's Club on September 9.

ADJOURN

The meeting was adjourned at 9:00 a.m.