

MINUTES
Downtown Development Authority
Board Meeting
Thursday, August 15, 2002
Reed Building, 350 Main Street

PRESENT: Doug Simons, Gregg Palmer, Bruce Bengel, P.J. McGovern, Becky Brehmer, Bruce Hill, Larry Botkin, Jim Widdows, Harold Stalf and Sue Schore.

ABSENT: Janet Terry, Harry Griff and Pat Gormley

CALL TO ORDER: The meeting was called to order by Doug Simons at 7:31a.m.

Jim Widdows from the Mesa County Library Committee explained the design and layout concepts for the proposed library expansion program. In describing how this design was created he explained that a design team consisting of 21 individuals traveled around the country looking at libraries, interviewed people about their visions for the library and worked with library users and architects to incorporate their ideas into the design for the new building. Among the many features of this proposed building are an outside drive-through book drop; a large children's library, program room and restrooms; a public meeting room to seat 150; a public conference room for 30; an automated check out system; a multi-cultural room with family area; 65 public-access computers; a western history library section; 132 separate seating/study seats and a special teen section. The library board has committed to stay downtown and Jim asked the DDA Board for its support of the bond initiative. Personal endorsement cards were left for members to sign; the library committee is hoping to have 1000 signatures of endorsement to use in its kick-off campaign.

APPROVAL OF MINUTES: Bruce Hill moved to approve the minutes of the August 1 meeting. PJ McGovern seconded the motion but added that the minutes should be amended to include reference to a motion from the preceding meeting which passed but had not been included in the minutes. "The Board should instruct its attorneys to do everything up to and including placing a lien on the Depot to secure the DDA's financial interest." Janet seconded that motion. By unanimous vote, the minutes of the meeting were approved as amended.

FINANCIAL REPORT: PJ McGovern reported that Harold is working to develop a good working relationship with the City financial staff and suggested that Harold should be the individual to give the financial report at the Board meetings. It should be the responsibility of the vice chairperson to serve a dual role in monitoring the monthly expenditures. Harold has been meeting with Lanny Paulson, Budget and Accounting Manager for the City, and is working to develop a much more detailed budget sheet in order to identify and monitor expenditures. PJ and Harold will meet monthly to go over the financial reports and those reports will be presented at the second board meeting of the month.

DEPOT: Harold reported that Bruce Hill, Assistant City Attorney John Shaver and he had recently met with Jim Leany to discuss the reconstruction work. Harold will take a tour of the depot so that he has some clarification of the work that was actually completed. After reviewing the documents on file, Harold concluded that Barbara Creasman signed off as the project

manager and therefore the DDA is responsible for the expenditure of the grant monies. He also met with Mark Wolf of the Colorado Historical Society and heard of Mark's frustrations working with this project and individuals over the last six years. The Society is asking for the return of the grant money previously awarded to the DDA. Harold was able to get a 30-day extension and a commitment from Mark that the CHS would accept the report of an independent auditor. Jim Leany must provide financial information to the DDA within two weeks and Harold has requested the City's auditor to review the materials and compile a report based on the information that is provided. The payback to the CHS will be based on the auditor's report. Any charges for the audit will be the responsibility of the DDA. If necessary, the Historical Society will consider an extension, based on a letter from the auditor requesting more time. Lanny Paulson reported to Harold that it should be acceptable to use TIF money to pay any fees that are incurred in doing this work.

PJ has requested a 30-minute strategy session with Dan Wilson and John Shaver; Doug will also be involved in that meeting. If the Board requests, Harold will schedule John to come and speak in order to answer any question the Board might have.

Gregg asked if the Historical Society would be happy with the Board if money were refunded according to the auditor's report. Harold responded that CHS would work with the DDA in the future if amends are made on this particular project, and he believes that the Society would also work with the depot in the future if it were under new ownership.

Doug emphasized that the DDA was the steward of public money and therefore, we must deal with this situation appropriately.

Harold reported that the City Attorney has drafted a letter to Jim Leany although it has not yet been sent.

Grand Junction Housing Authority: Jody Kole, Executive Director of the Housing Authority, recently met with Harold to discuss downtown housing. Per a joint venture agreement between the two authorities, the GJHA is inviting members of the DDA Board to join them for a lunch meeting on Thursday, September 12 at 11:30.

Ethical Standard Resolution: Doug reported the details of the two resolutions which City Council is considering. The first resolution holds all authoritative Board members to be held to the same standards as elected officials, which would prohibit many people from serving on volunteer boards. Dan Wilson has proposed a second resolution which softens the first resolution somewhat by stating that an individual cannot do business with the board that he/she sits on. Harry has researched the state resolution and reported that Mr. Wilson's second resolution emulates the State's. The question arose as to whether a resolution is even necessary when the State's is already in place. Bruce Hill believes that Council simply wants a document in place that they can present to new Board members and which will serve as an educational, yet cautionary, rule to follow. After discussion Board members agreed that it's necessary to voice an opinion on this issue. PJ moved, with the second by Bruce Hill, that the Executive Director draft a letter supporting the second version of the resolution. The motion passed. This letter should be forwarded to Harry and two additional board members for their review. Doug encouraged all board members to review up-coming City Council agendas and attend meetings in order to express their concern or opinions before Council.

DIRECTOR'S REPORT:

- Research shows that there is no insurance on either the Reed Building or the building which houses the Doo Zoo. Harold has met with the City's Risk Manager, Dave Roper, and Ron Lappi to ask that the City include the buildings under its self-insurance program. Ron is working to help resolve this issue. At present there is no money allocated in the budget for insurance.
- The AOTC golf tournament proved to be a great day for all of the participants. Final invoices have not yet been received, but it appears that the DDA might see a profit of \$1700 for the Art on the Corner.
- Harold continues to work on the equipment leases and he has sent certified letters to both Dell Financial and US Bank Corp. Five telephone lines have been disconnected, leaving three telephone lines and one fax line for the office.
- Harold has been searching for a signed copy of the lease agreement with the Doo Zoo but nothing has been located at this time.
- Harry Griff has reviewed the by-laws and John Shaver has revised the by-laws according to Harry's comments. They are ready for final review.
- The Community Development Department is asking for the Board's input on the west downtown plan; it appears that Greyhound is negotiating to move its operation to the Clifton area.

Bruce Hill extended his thanks and acknowledged the efforts of Susie Arnold in taking a lead role in the work on the AOTC sculpture change and golf tournament. Harold's goal of sponsorship of 18 holes was attained. The Board will send flowers and a thank-you letter to Susie.

Bruce Hill spoke at the dedication and unveiling of the bronze bust of Joe Lacy and his comments reflected well on the DDA and the downtown.

Harold briefly described the Community Assessment program that he is putting together. Soon he will meet privately with approximately 30-40 community members, citizens and visitors to talk about their perceptions for downtown. Board members are asked to submit seven names that will be considered in compiling the list of interviewees. PJ recommended that City Managers from Delta, Moab and Fruita be included in this process.

Doug provided an update from the latest DTA Board meeting where Mike Moran from KKCO was present to describe his marketing proposal. The DTA Board is considering turning over downtown events to non-profit agencies rather than handling them in-house or with event coordinators. It is vital that they create a positive feeling for the downtown area and not feed off the negative criticism about lack of parking. Harold asked if some of the City's money from parking could be used for a marketing program. He believes that the Board should define what they could do to assist the DTA without taking an active role in their organization.

There being no other business, Bruce Hill moved that the meeting be adjourned. Second by Larry. The meeting was adjourned at 9:15 am.