

MINUTES
Downtown Development Authority
Board Meeting
Thursday, September 5, 2002
Reed Building, 350 Main Street

PRESENT: Doug Simons, Gregg Palmer, Bruce Bengel, P.J. McGovern, Becky Brehmer, Harry Griff, Bruce Hill, Pat Gormley, Steve Jennings, Harold Stalf and Sue Schore.

ABSENT: Janet Terry, Larry Botkin

CALL TO ORDER: The meeting was called to order by Doug Simons at 7:34a.m.

APPROVAL OF MINUTES: Bruce Hill moved to approve the minutes of the August 15 meeting, with second by Gregg Palmer. The minutes of the meeting were approved.

FINANCIAL REPORT: Harold distributed a spreadsheet that he had prepared showing expenditures through 8/23/02 and projecting expenditures through year end. PJ and Lanny Paulson have reviewed the figures and concurred that they are realistic. If so, there could be approximately \$4800 remaining at year end. These estimates are based on the premise that the DTA will pay an additional \$9500 for administrative services and the DDA would pay the \$7000 fee for AOTC insurance. Since the creation of this spreadsheet the City has agreed to take over the insurance for the Art On The Corner permanent collection, thereby saving the DDA approximately \$7000 annually. This insurance will be part of the CIRSA program and will enable the DDA to add officers' insurance, as well.

Figures for Art On The Corner show expenses of \$28,000 with income of \$9900. Because the DDA subsidizes this program from its operating account, it is important that the Board address this next year. A new AOTC development committee has been organized and its main function will be to look at new sources of income for the program. The profit from the AOTC Golf Tournament was just over \$1000; in order for this activity to be worthwhile, a profit of \$4,000 - \$5,000 should have been achieved.

John Shaver is working with Capital Business Systems on canceling the copier lease agreement; Dell Computers has not responded to the certified letter that was sent or to Harold's phone calls.

DEPOT: Harold and Sue have compiled payment reports from the City and have talked with several independent contractors, as well as FCI's project manager, to gather information which they hoped could be used to clarify past expenditures of grant proceeds from the Colorado Historical Society. It is apparent that the project management was inadequate and monies were spent inappropriately on work that was not within the guidelines of the grant and on windows which were never installed. At Harold's request, Patti Gillidette will be present at an up-coming executive session meeting to explain the results of her audit and John Shaver will discuss the legal strategies for the Board's consideration.

After some discussion Harold recommended that the Board move forward from the Depot issue and focus on establishing a good working relationship with CHS because of the grant for the

Reed Building façade renovation. He stated that this grant has been suspended but he will schedule to meet with the Historical Society to discuss its reactivation. Ron Lappi had contacted Harold earlier asking for his investigation into the unallocated expenditures of approximately \$21,000 of Reed grant money. Research shows that grant proceeds had been used to pay maintenance and energy bills at the Reed Building, renovations at the Doo Zoo and for concrete work at the Avalon. It is imperative that money be moved from the 203 fund and placed into the grant account as reimbursement for those expenditures.

Grand Junction Housing Authority: The Board was reminded of the special lunch meeting with members of the Housing Authority Board on Thursday, September 12 at 11:30 a.m. The topic for discussion will focus on downtown housing.

Reed Building: PJ reported that the prospective buyers are in possession of the final contracts and he is hoping for a closing in early January.

DIRECTOR'S REPORT:

- 1) Harold again asked for names of individuals to interview for his Community Assessment program. Forms were available for Board members to fill out.
- 2) The fall retreat is scheduled for Thursday, October 17, from 3:00 p.m. to 8:00 p.m. The location will be announced at a later date. Harold is considering the recently renovated Whitman School building as the retreat location and also as a possible site for the office's relocation.
- 3) Joe Stevens requested a letter of support for a grant application that he is submitting for Canyon View Park. Some board members expressed concern that a support letter such as this is outside the DDA's scope and the Board is not fully informed of the proposals for Canyon View Park. Consensus was that if a Board member were involved in the process and had an understanding of the scope of the proposed work, it would then be easier for the Board to submit a letter of support.
- 4) Harold has met with the Riverside By-Pass study group several times and this has enabled him to meet and work with city staff, thus getting to know individuals whom he'll be working with on future projects. The By-Pass project is extremely complex and a major concern not only involves the future of the Botanical Gardens but also the evolution of the Riverfront Project. Continued development of the Riverfront is a must. If the southern route were the final choice for the by-pass, it would be necessary for the City to rebuild some of the established Riverfront trails. The Botanic Gardens are very vulnerable; however, the integrity of Las Colonias will be maintained. Harold is coordinating with city staff to attend the next Board meeting to present project information.
- 5) The Colorado Chapter of the American Planners Conference is holding a state conference at the Two Rivers Convention Center on September 18 – 20; approximately 300 people will be in attendance. This will be a prime opportunity for downtown merchants to have their stores open for extended hours. In order to begin using Two Rivers as a convention center, it is important to plan and understand how many hotel rooms will be necessary in the downtown area. Bruce Hill will bring that question to the Two Rivers Advisory Committee at its next meeting. It is also important to look at questions such as this as part of the DDA's mission so that the Authority can focus its efforts in the right direction.

- 6) Harold will meet with City Manager Kelly Arnold on a monthly basis, working towards establishing a better working relationship between the two entities. It is important to begin some strategic planning in order to develop a plan to go before the voters for their approval regarding extension of the TIF.

New Business: Becky Brehmer asked that the Board members begin thinking of their recommendations for holiday lighting. The DDA owns lights and in past years the Parks Department Forestry Division crews have installed the tree lights, although the Director is somewhat reluctant to continue this volunteer effort. Becky suggested that some of the holiday lighting be extended past the New Year. This discussion will continue at the next meeting.

There being no other business, Harry Griff moved that the meeting be adjourned. Second by Bruce Hill. The meeting was adjourned at 9:00 a.m.