

**Downtown Development Authority
Board Meeting
Thursday, March 4, 2004
Whitman School, 248 South 4th Street**

PRESENT: Harry Griff, Doug Simons, Scott Howard, Harry Butler, Bruce Bengé, Pat Gormley, Becky Brehmer, Karen Vogel, John Shaver, Dave Varley, Don Monahan, Josh Comfort, Harold Stalf and Sue Schore

ABSENT: PJ McGovern, Larry Botkin and Doug Simons

Harry Griff called the meeting to order at 11:05 a.m. Bruce Bengé moved that the minutes of the February 5 and 19 meetings be approved. Seconded by Scott Howard. The minutes were approved.

PARKING REPORT/SITE ANALYSIS UPDATE: Don Monahan detailed the concept design of the proposed parking structure and cost estimates. The design showed entry at either end, a flat front and gradual slope, which would allow for vertical circulation of vehicles and gradual slope on the alley side. Four corners are notched for stairs; elevators could be inserted at those notched corners at any later date. All handicapped parking would be on the first floor end sections. First level would have 110 spaces; the second, 120; and the third would be only partial due to ramp, therefore having 93 spaces. The total spaces would be 323. If the footings were to be oversized for future expansion, the cost would add an additional \$50,000 – \$60,000. Don explained that a three-level garage is actually a two-story structure. The City prefers a mid-block entry, but that doesn't work well with this design and Don talked initially with the City for its consideration of a variance. Harold explained the City's preferable distance is 150 feet, we're at 50 feet. Don has also developed a scheme with a midblock entrance as a back up plan. The City would prefer a west-end entrance rather than an east-end, so that it won't conflict with the Alpine Bank drive up entry. There would be a 10% loss of efficiency with a mid-point entry. The spaces as designed are 9' by 18', which meets existing City standards. Harry Griff asked if the existing building on the west end could stay or if the DDA would have to acquire that structure. That building protrudes into the proposed design and to work around it would require a steeper slope due to the shorter distance. This would not be as easy for older people to maneuver. Don explained that there are complications and added expenses for working around that remaining structure. The building on the east end of the block is okay and does not impact any of the design features of the parking structure.

The City's building code specifies a minimum height clearance of 7' and this structure will have a 10' clearance. One exit would be adequate for the size of this structure, as it would generally have a pretty low volume of vehicles moving at any one time. Harry Griff asked about the options of controlling parking. Don explained that is up to the DDA; there could be a variety of methods used. Parking equipment would be less expensive, as compared to parking enforcement. Don recommended that there not be a manual cashier because that would double the operating expense, adding that there are some very usable sophisticated automated machines available. Employees would have monthly cards available to them; individuals parking short-

term would pay by tickets at automated stations. There was brief discussion of maintenance issues with these automated machines. Don added that they're all electronic and the machines are very easy to maintain. Local assistance would be available. The worst scenario in case of machine failure would be to open the gate for a day. Additional discussion focused on the pay-on-foot stations where computers could be programmed to provide different rate structures during different times of the day. It's a computer-based device. Business validation devices would also be implemented. Annual maintenance costs are estimated and he recommended doing a sinking fund, explaining that deck maintenance and caulking joints would be the most expensive. These repairs would be necessary approximately every seven to ten years.

Josh Comfort showed diagrams of design features. His designs showed a structure 50' x 120' with free space which could be developed at each end. The 50' module would be usable for either retail with office or retail with residential. The point is to accommodate a parking structure with simulated windows etc, which would make the appearance of a series of buildings. His presentation included several pictures of actual parking structures using that feature. He also showed pictures of the Enterprise Building, which has the same structure as would be used at the end structures. Josh explained some of the design techniques that could be used to create a comfortable visual appearance for the pedestrians. Don explained that some of the vertical elements could be done with precast pieces, which would facilitate expansion of an additional deck later. It's up to the design team. Josh explained the addition of different materials and colors in creating this effect. Discussion focused on the feasibility of adding retail space on the ground level and how it would impact the cost of the structure, as the ground level parking is the most cost efficient. Don explained that it could be okay to make ground level 15' high, to use it as a garage now, then later expand to a higher level and convert the ground level to office or retail. Harold then added comments about the cost of adding utilities to that ground level. The most efficient method would be to add commercial buildings on the end caps. Don's estimated costs are approximately \$32/square foot. Josh said it would more than double that cost to add the retail. Harry Griff stated that, if this were to be done, it would be better that this be implemented on the Colorado Avenue site. He said it would compliment the existing retail that's already on Colorado. Josh then explained the incremental cost to go from a "plain Jane" structure to one featuring the design solution. This would increase costs anywhere from \$60,000 – \$100,000. The design phase is included in the current proposed cost estimates.

Harry Griff opened conversations about cost estimates and how they might be impacted. Don said the soil investigations would be the most expensive if contractors would have to go to a deep foundation system with piling, etc. He added that parking structures are more tolerant of soil settling than are other structures. Don has 12 years experience as a soil engineer and is able to work with a geotechnical engineer. Precast panels would not be impacted as it's all designed to expand, contract and breathe. Corner structures will not be connected and would not be impacted. Josh explained that no glass is present, although the structure would have the appearance of windows. Don has experience with lighting as well, so there would be no problem with lighting. Discussion focused on precast vs. cast-in-place, and it was determined that, cost wise, there're within a percentage point or two of being equal. The consideration should be given to when construction will be in process and to work with general contractors for all the systems. Don explained that everything is evaluated in the design development. It was stated that ideally, pouring would begin in February for groundwork, then construction would follow in

spring and summer, most likely requiring an eight-month construction period. Josh said there are three potential suppliers of precast to this part of the state. The precast would all be from out-of-area; the cast-in-place would use local contractors. John added that, per conversations regarding the construction schedules of the Riverfront Bypass, there should be no significant construction in process at the time of the beginning of the parking structure. Don added that utility relocation and soil contaminants could add significantly to the cost of the project. \$100,000 is included in his cost estimates for demolition. Harold identified that City contacts had indicated that cost could go to \$200,000. And, another variable would be tying in a walkway to Main Street. Harold asked if it would make sense to have access to Main Street at the second level, stating the problem would be acquiring property on Main Street. Josh said access could be achieved by acquiring only the first floor. He said it might be easier to bridge the alley, which would be at the level of a third floor. The present design accommodates only two stairwells and it wouldn't be too expensive to add an additional stairwell.

Scott Howard gave a brief report of the outcome of the DTA Board meeting yesterday. He said there was much discussion about long-term goals for the structure after the BID or maintaining the connection with the DDA and becoming one entity. The Board unanimously decided to join as one entity. The vision for the future would be to look to the DDA for bricks and mortar reconstruction, and the other entity for marketing and advertising of Downtown. There was great response for this and everyone agreed that it would be necessary to keep one body, one mind and one vision for Downtown. The short-term structure can be changed. The Partnership will remain the same, using money from the parking fund with the goal to hire someone to take Barbara Salogga's place, with the hope that this person would continue after the term of the Partnership. Harry Griff asked for clarification about money coming from the BID to fund the portion that now comes from membership. Scott said it would be important to continue collection of donations for support. There was no discussion about the funding mechanism. Next Wednesday morning is the scheduled time for the joint steering committee meeting.

Harry stated that everything must be put in place by July 21 in order to get the language established for the TIF. John Shaver said that the election could be by mail-in ballot. He said the Board should negotiate an agreement with the Elections Department. There is a statutory process that must be followed.

Harold Stalf presented his annual report that will be forwarded to the City. The purpose of such is to report on the services provided to the DDA by the City. PJ McGovern has given initial approval; the report now must have approval by the Board. Bruce Bengel moved, with second by Karen Vogel, to approve the report showing in-kind services from the City to the DDA. The motion passed.

Karen Vogel then moved to adjourn the meeting to executive session, with second by Bruce Bengel. The motion passed and at 12:32 the meeting adjourned to executive session for the purpose of discussing real estate.