

GRAND JUNCTION DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MINUTES
THURSDAY, OCTOBER 8, 2015
437 COLORADO AVENUE
8:00 A.M.

PRESENT: Jason Farrington (Chair), Kirk Granum (Vice-Chair), Shane Allerheiligen, Marty Chazen, Jodi Coleman-Niernberg, Dan Meyer, Les Miller, Duncan Rowley, Stephan Schweissing

STAFF: John Schneiger, Vonda Bauer, Allison Blevins, Kathy Portner

GUESTS: Tim Moore (Interim City Manager), John Shaver (City Attorney), Jay Valentine (Internal Services Manager), Bennett Boeschstein

CALL TO ORDER: Jason called the meeting to order at 7:45 a.m.

APPROVAL OF MINUTES:

Meeting of September 24, 2015

Kirk made a motion to approve the minutes of the September 24, 2015 meeting; Dan seconded the motion. The minutes were approved.

OPERATING BUDGET APPROVAL:

The 2016 DDA proposed operating budget was presented to the Board. Budget worksheets for the Operating Fund 103 and Capital Fund 203 were distributed. The Legends revenue and expenses are included in Fund 103. The contingency amount of \$500,000 is included in Fund 203. Jason stated that John will have a relocation expense but it will most likely be taken out of the 2016 budget. The 2016 projected labor amount should be enough to cover this expense.

Les made a motion to approve the 2016 operating budget as presented with the document that Jay provided on October 8, 2015. Fund 103 budget approval is \$399,457; Fund 203 budget approval is \$1,085,804; Fund 611 budget approval amount is \$1,935,835. Marty seconded the motion. The motion was approved.

FUND BALANCE REVIEW:

Jay Valentine (City Internal Services Director) distributed a summary of the reserved and unreserved DDA Funds. Jay reviewed each of the projected fund balances for 2016.

Fund 103 Fund Balance:

Reserved	\$ 24,799 (Legends)
Unreserved	<u>\$ 510,761</u>
Fund Balance	\$ 535,560

Fund 203 Projected Fund Balance:

Reserved	\$ 302,516
----------	------------

Fund 611 Fund:

Unappropriated Funds	\$1,516,957
Less Debt Reserve	<u>\$(908,010)</u>
Remainder	\$ 608,947

Fund Balances (103, 203, 611)	\$1,447,023
Less Legends	<u>\$ (24,799)</u>
Total Fund Balance:	\$1,422,224

UPDATES:

Jason stated that the contract with Neo Fiber, Inc. has been executed. The DDA has received the contract, although we are still waiting for Diane Kruse's signature.

R-5 Purchase

John Shaver stated that the Energy Performance Contract that the School District had has been assigned to another company. The School District's attorney is trying to get authorization to release the contract. The School District entered into a contract that included all of their facilities, therefore, we are asking the District to remove R-5 from that contract.

John Schneider indicated that two grants are available (Historic Assessment) that the DDA can apply for. He will research the information and share it with the Board.

White Hall RFP's

A meeting will be held to review the proposals on October 15th, at 9:00 a.m., in the City Hall Administrative Conference Room. Dan and Jodi previously reviewed the pros and cons of each proposal. They will share their information at the October 22nd Board meeting. Jason stated that the Board will most likely go into executive session at the meeting to discuss the terms.

SUBCOMMITTEES:

Jason stated that the Board will be looking at the subcommittees over the next few months. Shane and Stephan serve on the Façade Grant committee. Jodi indicated that she currently serves on the Historic Preservation Board. She stated that an alternate is needed since Kevin Reimer is no longer a DDA Board member. John Schneider volunteered to attend the meetings too. The meetings are held the first Tuesday of every month, at 4:00 p.m., in the Planning Conference Room at City Hall. Kristen Ashbeck (City Senior Planner) is the contact for this committee.

Shane asked if a DDA member should still serve on the Avalon Foundation Board. He indicated that it is important to have at least one Board member involved. Stephen stated that the DDA invested \$3,000,000 towards the Avalon, however, the work has been completed.

Bennett Boeschstein stated that he attends the meeting and believes the DDA or BID should be involved since the Avalon is part of the downtown area. They are looking for more members. He stated that the City attends as a nonvoting member.

There was discussion that the DDA withdraw from participation, however, representation should be from the BID instead of the DDA. John stated that the Board could pass a resolution or send a letter to the Avalon Foundation Board, however, the Board legally does not have to provide anything. It was decided that Shane and John Shaver will prepare a letter and share it with the Board when it is completed.

Jason stated that a retreat will be planned for January and the Board can further discuss the subcommittees.

PROPOSAL FOR PARKING STUDY SERVICES:

Tim stated that the City has hired Walker Parking Consultants to provide a parking study in the downtown area. Task A of the parking study is needed to evaluate the impact of a new Events Center, the current parking supply and demand, as well as future parking needs.

Task B of the parking study would include reviewing the current performance of the public parking system and project future income and expenses related to new parking demand, and possible changes to rates and policy. The total cost for this proposed scope of work is \$12,000. The City of Grand Junction Parking Fund will pay \$6,000. The City is requesting that the DDA pay for the remainder \$6,000.

There will be a meeting with Walker Parking Consultants on October 13th, at 2:00 p.m., in the City Hall Administration Conference Room. All Board members are invited to attend.

There were concerns that only the City of Grand Junction is listed as the Client in the proposal with Walker Parking Consultants. The language in the proposal needs to be changed to include the DDA for Task B (Financial Model and Strategies).

Marty made a motion to allocate \$6,000 for the parking study, with the DDA Executive Director being deeply involved in the project. Shane seconded the motion. Dan opposed. The motion passed with a vote of 8 to 1.

OTHER:

John Schneiger stated that he and Vonda would work on producing quarterly financial reports.

John stated that he would like to meet with each board member. He will call and set up individual meetings.

Vonda will send John's phone # and email to the Board members.

ADJOURN:

Jodi made a motion to adjourn; Kirk seconded the motion; the Board adjourned at 9:00 a.m.