

GRAND JUNCTION DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL BOARD MINUTES  
TUESDAY, JANUARY 5, 2016  
437 COLORADO AVENUE  
3:00 P.M.

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

**ABSENT:** Stephan Schweissing

**STAFF:** Vonda Bauer

**GUESTS:** John Shaver (City Attorney), Tim Moore (Interim City Manager), Claudia Hazelhurst (City HR Director)

**CALL TO ORDER:** Jason called the meeting to order at 3:00 p.m.

**APPROVAL OF MINUTES:**

Regular Meeting of December 10, 2015

*Kirk made a motion to approve the minutes of the December 10, 2015 meeting; Jodi seconded the motion. The minutes were approved unanimously.*

**2016 BOARD MEETING SCHEDULE (ATTACHMENT):**

**Resolution 2016-01 – Adopt meeting schedule**

Jason stated that four meetings are currently scheduled in January, 2016. The meeting scheduled for January 14<sup>th</sup>, 2016 can be cancelled if there are no action items to be discussed.

RESOLUTION 2016-01, A RESOLUTION DESIGNATING THE LOCATION FOR THE POSTING OF THE NOTICE OF MEETINGS, ESTABLISHING THE 2016 DOWNTOWN DEVELOPMENT AUTHORITY MEETING SCHEDULE, AND ESTABLISHING THE PROCEDURE FOR CALLING OF SPECIAL MEETINGS:

*Dan made a motion to adopt RESOLUTION 2016-01; Shane seconded the motion. The resolution was adopted.*

**EXECUTIVE SESSION:**

*Jason moved to go into Executive Session for the Purpose of Receiving Legal Advice Regarding a Notice of Claim in accordance with 24-6-402(4)(b), C.R.S., of the Open Meetings Law and will be returning to open session. Duncan second the motion. The motion was approved unanimously.*

The Board convened into executive session at 3:10 p.m. Those present were Jason Farrington (Chair), Kirk Granum (Vice-Chair), Shane Allerheiligen, Marty Chazen, Jodi Coleman-Niernberg, Dan Meyer, Les Miller, Duncan Rowley, John Shaver, Tim Moore, and Claudia Hazelhurst. Stephan Schweissing was absent.

The Executive Session was adjourned at 4:24 p.m.

**RETURN TO OPEN SESSION-RECRUITMENT PLAN-DDA EXECUTIVE DIRECTOR (attachments):**

The Board convened into open session at 4:25 p.m.

Claudia Hazelhurst, (City HR Director) explained that the recruitment process for hiring a DDA Executive Director could start on January 15, 2016 and a final offer made on March 28, 2016. Claudia indicated that she has talked with Tim Moore, as well as other City staff, that would be willing to assume the responsibilities of the DDA Director position for a short term period. Tim recommended Kathy Portner since she has been involved with the DDA board and DDA projects over the past several months. John Shaver indicated that at this point the City will not ask for compensation for their services

After board discussion, the consensus from the board is for Kathy Portner to assume the responsibilities of the DDA Executive Director. The board will reconvene in approximately a month to discuss the DDA Executive Director position.

Jason stated that the DDA/BID retreat is scheduled for Tuesday, January 19<sup>th</sup>, from 4:00 to 7:00 p.m., at the Springhill Suites. The topics of discussion will be the DDA and BID Strategic Plan Development.

**OTHER BUSINESS:**

None

**ADJOURN:**

*Shane made a motion to adjourn; Marty seconded the motion. The board adjourned at 4:51 p.m.*