

## **ACTION MINUTES**

### **DOWNTOWN DEVELOPMENT AUTHORITY MEETING**

**September 15, 2020**

**ZOOM VIDEO CONFERENCE**

**2:00 PM – 4:00 PM**

#### **ITEM NO. 1 - Meeting called to order and roll call**

Christian Henny, Board President, called the meeting to order at 2:01 PM. Meeting Notice and Agenda were posted on the City website with instructions for attending today's meeting via ZOOM.

**DDA members present:** Christian Henny, Board Chairperson; Chad Lee, Board Vice Chairperson; Laura Kirk, Executive Director; Lisa Nieslanik, Board Member; Jon Zalinski, Board Member; Kevin Brady, Board Member; Greg Keller, Board Member

**Council members present:** Steve Davis, City Council Representative

**City staff present:** Jen Ooton, Assistant City Manager; Steve Boyd; Brian Smith; Matt Nunez, Economic Development; Matt Langhorst; Gretchen Ricehill; Karstin Moser

**Public present:** Arts and Culture Board Members: Bryana Starbuck; Bonnie Kratovil; Stephanie Salanta Davis

#### **ITEM NO. 2 – Public Comment Limited to 3 Minutes Per Contributor:**

#### **ITEM NO. 3 – Approve Consent Agenda:**

*Items may be removed from Consent Agenda for discussion on request of any Board member.*

*Items not removed may be adopted by general consent without debate.*

- A. Approval of Invoices for the Following:
  - a. DHM Design
  - b. Debra Bullock

*Kevin made a Motion to approve the Consent Agenda; seconded by Jon.*

*The Motion passed unanimously*

#### **ITEM NO. 4 – Joint Meeting with Arts and Culture Commission Regarding DDA Plan Update:**

- DDA Plan of Development Update, Laura Kirk – A draft plan should be ready to be reviewed at the October DDA meeting. The Plan update will be a broad overview of

components to possibly include clean and safe programs, business and property development, being involved in placemaking and design, business and property trouble shooting and advocacy, infrastructure updates, connectivity and access, creative districts and art, business attraction and retention. The update will include a work plan that will look at strategic interest and priorities in a two to five-year window, evaluated yearly. Components of place management were discussed as were near term priorities (2-5 years). Ideas include: promote DDA within the City to support façade grant; updated website to include economic vitality promotion; possible leadership roles in event planning. Policy and advocacy could have overlap with other departments. DDA to possibly take on a support role to diminish overlap with other departments.

Number one most important thing for the DDA to focus on is economic vitality, achieved through:

infrastructure,  
connectivity and mobility,  
placemaking (in tandem with the City),  
communications (website),  
arts and culture

- Arts Plan Update, Brian Smith – Brian gave an update of the scope and process that has been put on hold due to the pandemic. Virtual public meetings are being discussed. Their goal is to increase access to public art. Placemaking, and connectivity is important to them.

- Discussion – Alleys and murals are a high priority.

#### **ITEM NO. 5 – Amended and Restated Bylaws for the DDA:**

- Discussion and Approval – A copy was included in the packet. Mary Elizabeth cleaned up the out of date Bylaws. Laura will get with the City and Mary Elizabeth regarding Article 6, Section 4 and Section 5(b); Meeting notices; liaison and voting capacity, Article 5, Section 6. A clean copy will be presented at the October Board meeting.

#### **ITEM NO. 6 – Board Discussion Topics:**

- Recreational Economy for Rural Communities (RERC) Planning Update – Topics discussed at planning meetings have been focused on communication, housing, multi-modal opportunities, and how to maintain Glenwood’s small-town character. Action items, tasks and timelines are being identified toward implementation. More to come on this topic.

- 8th Street Crossing - Previously referred to as the Confluence Project. Master Developer selection got delayed due to COVID. The DDA will keep this as part of their work plan. The DDA will want to have a leadership role in future discussions.

*Kevin made a Motion to approve being a part of Master Developer selection and the DDA wants to be at the table, as suggested by the Mayor, as this project moves forward; seconded by Greg.*

*The Motion passed 5 in favor 1 opposed.*

- Bethel Lot – There has been a frequent parking of vehicles on the lot.
  - Barricades and Towing Policy – Putting flowerpots at the edge of the lot to discourage parking was agreed upon. Bollards were discussed. Another alternative would be to tow as signs indicate. Laura to work on this.
- Downtown Paid Parking – Tabled
- Rio Grande Trail as a RFTA Option – Tabled. More public outreach is necessary. The DDA Board is not totally in support of this option.

**ITEM NO. 7 – Future Meetings Relevant to the DDA:**

- October 20th, 2:00-4:00 – Regular Meeting
- September 17th, 5:00 PM – City Council Budget Work Session

**ITEM NO. 8 – Other Business:** None

*Greg made a Motion to adjourn*

*Adjourned at 4:00 PM*