



**Downtown Development Authority of Colorado Springs
Board of Directors Meeting
Sept. 12, 2017 at 8 am
111 S. Tejon St., Plaza of the Rockies North Tower, Suite 400**

Board members present: Aaron Briggs, Steve Engel, Chris Jenkins, Dot Lischick, Dave Lux, Jessica Modeer, Chuck Murphy, Darsey Nicklasson, Ingrid Richter

Staff: Susan Edmondson, Katy Hartshorn, Sarah Humbargar, Alex Armani-Munn, Laurel Prud'homme, Heather Whitworth and Margo Baker

Guests: Troy Coats, Melissa Lofton, Joe Niebur, Ryan Tefertiller, Peter Wysocki and Jeff Zearfoss

Welcome

Steve Engel called the meeting to order at 8:02 a.m. Sarah Humbargar introduced new staff member Alex Armani-Munn, serving in a new role as economic vitality coordinator. The board welcomed Alex.

Minutes

Board reviewed minutes dated August 8, 2017, and August 30, 2017. Following a motion by Chuck Murphy, seconded by Ingrid Richter, minutes were approved unanimously.

Financials

Heather Whitworth reported on the financials dated August 31, 2017. There is about \$45,000 property tax revenue and \$33,000 TIF to collect for the remainder of the year and there are some grants left to pay. Ingrid moved to accept the financials, seconded by Chuck Murphy, and approved unanimously.

Katy Hartshorn entered the meeting at 8:10 am and Susan Edmondson introduced her as the new marketing coordinator, a part-time position devoted mostly although not exclusively to social media.

Grants

The board reviewed a grant request for façade improvements at 320 S. Weber St.; information was provided in advance in board packets. Owners and applicants Melissa Lofton and Jeff Zearfoss shared their vision and business model for the Carter Payne Chapel project. The space will enhance a sense of community by bringing together within the building four culinary incubation spaces and two bar areas. Sarah Humbargar shared how the proposed project meets several of the DDA Experience Downtown goals. Following Board questions and discussion, Ingrid moved to approve the grant for 30% of exterior improvement costs, not to exceed \$38,700, seconded by Chuck and approved unanimously.

TIF reimbursement application

Joe Niebur and Troy Coats from Niebur Development presented information about their TIF reimbursement application for their significant remodel and enhancement of the Winfield Stratton Block at 528 S. Tejon St. Several new-to-market restaurants are committed to the space and the developers intend to outfit the second floor with residential units. Board reviewed Sarah's memo and discussed matters related to Utilities undergrounding/alley work, Parking Enterprise support for streetscaping and other matters. Chris Jenkins moved to approve 60% TIF reimbursement, not to exceed eligible costs and exclusive of streetscape and Utilities work; plus a grant in the amount of \$10,000 per residential unit, up to nine units total (eg, not to

exceed \$90,000), in accordance with the Urban Living Initiative, seconded by Ingrid and approved unanimously.

Old business

Boundary expansion: Susan updated the board regarding a petition to expand the DDA boundary to include a portion of the Lowell district, where said petitioners are intending to construct residential units. The area is within the existing Lowell Metro District, and while that district is upside down financially and is not in a legal standing to approve or deny such expansion, some clarity and agreement from the Metro District will most likely be necessary before approaching City Council for boundary expansion. DDA counsel Carolynne White is assisting with communication among parties and a resolution is likely soon.

Grants / TIF updates: Susan is in discussions with event and city leaders concerning significant challenges that occurred during the August 10 Colorado Classic in an effort to improve possible future cycling events. That event received a \$25,000 DDA grant.

Sarah reported on several grants in close-out phase:

- Coquette's – landscaping is still required before fulfilling grant terms
- 9 S. Weber – three upper apartments have been long delayed but are nearing completion
- Regina's – completed except for sign, which has been slightly delayed
- Bijou street businesses – completed except for sign, which has been slightly delayed

Susan said construction continues at the Hilton Garden Inn and the property now has a crane on site, marking the third Downtown crane.

New business

2017 Pop Up Shops program: Sarah gave a brief history of the Pop Up Shops and the success of the program, including several businesses and brands that continue to be successful Downtown. The program hinges on finding available Downtown space where the property owner agrees to participate. Since the program began in 2014 available street-level square footage Downtown has decreased from about 60,000 to 7,000. Following Board discussion, Chris moved to approve up to \$10,000 for the 2017 Pop Up Shops program, seconded by Chuck and approved unanimously.

Urban planning area incentives: Susan asked the Board for volunteers to provide feedback in reworking and responding to urban planning area incentives through the city Economic Development Office. Ingrid, Darsey Nicklasson, and Aaron Briggs agreed to serve.

Jobs incentives: Susan asked the Board for volunteers to provide feedback in developing policy guidelines and a framework for jobs incentives through the DDA. Steve and Ingrid agreed to serve.

Project updates

Gateways: Sarah said that the meetings are moving forward quickly with stakeholder meetings for the east, west, and north gateways in process.

Alleyways: Block 1A is on pause while the trash haul is determined amongst property owners. Block 1B planning continues with stakeholder meetings and resulting designs.

Bike share: Susan continues to meet with potential sponsors and has secured several high-level commitments. She anticipates announcing Bike Share at the annual breakfast.

Peter Wysocki left the meeting at 9:33 a.m.

Susan stated that initially a low-interest loan was explored to help the project cash-flow, due to significant up-front costs for capital purchase; however, given the healthy fund balance of the DDA and that DDA reserves are not – and legally cannot – be aggressively invested – it would make more sense to have DDA reserves provided to cash-flow pre-launch and early operations of the program. A cash flow projection will be provided at the October board meeting.

Adjourn

Meeting adjourned at 9:55 am.