



**Downtown Development Authority of Colorado Springs
Board of Directors Meeting
Feb. 13, 2018 at 8 am
111 S. Tejon St., Plaza of the Rockies North Tower, Suite 703**

Board members present: Aaron Briggs, Steve Engel, Jill Gaebler, Chris Jenkins, Dot Lischick, Dave Lux, Jessica Modeer, Darsey Nicklasson and Tony Rosendo

Staff: Susan Edmondson, Sarah Humbargar, Laurel Prud'homme, Ana Valdez, and Margo Baker

Guests: Mitch Downs, Ryan Tefertiller, Molly Tomes and Peter Wysocki

Welcome

Steve Engel called the meeting to order at 8:04 a.m.

2017 audit

Mitch Downs and Molly Tomes from Osborne Parsons and Rosacker reviewed the 2017 audit. They stated the audit went smoothly and there were no significant issues. Because 2017 had higher than usual grants plus the line of credit extended to Downtown Ventures, the payables amount has gone up significantly. Susan Edmondson said she has asked for some changes in the Schedule of Grants and Program Expense to more clearly delineate several program expenses that are currently being incorrectly categorized as grants.

Board discussed Cottonwood's loan. Chris Jenkins asked why the Cottonwood note amount had not changed from year to year; Susan stated that accrued interest is recorded on a separate line, and Cottonwood payments, even though they have increased, as still not paying into principal. The auditors verified that interest is accurately being accrued monthly. Chris stated he would like to see accrued interest capitalized (rolled into principal) at some point in the near future. He suggested seeing an actual amortization schedule to help with clarity on the numbers. Aaron Briggs suggested a brief memo documenting the Cottonwood historic relationship with DDA; Steve said he would help with that.

Tony Rosendo arrived at 8:18 a.m. Laurel Prud'homme arrived at 8:20 a.m.

Dave Lux moved to accept the audit with Susan's suggested changes, seconded by Chris and approved unanimously.

Minutes

Board reviewed minutes dated January 9, 2018. Following a motion by Aaron, seconded by Jill Gaebler, minutes were approved unanimously.

Financials

Board reviewed financials dated January 31, 2018. Susan said there were no extraordinary expenses or receivables for the month. The program allocation sheet now shows a job retention grant category and programs will be further defined by class, as noted above. Dave moved to accept the financials, seconded by Tony and approved unanimously.

Governance

Susan said there are three board openings. The ad hoc board development committee (Steve, Tony, Jill, Susan, Ingrid Richter and Dot Lischick) will be interviewing applicants within the week. Both Steve and Chris will be departing the board and Chuck Murphy's open seat has one year left with eligibility to renew.

Grants

Susan reminded the board that in recent years it has approved a small amount of discretionary event funding for staff to review and approve without bringing to the full board. Chris moved to approve 2018 discretionary special event grant funds for up to \$7,500, seconded by Dot and approved unanimously. Sarah Humbargar updated information about the following:

Coquette's: Sarah is helping the owner/applicant with expenditures in an effort to close the grant; the building looks really nice.

9 S. Weber apartments: One unit is pre-leased; the anticipated opening date is within the next three months.

Ingrid Richter arrived at 8:41 a.m.

Chiba (formerly known as V-Bar): A grant application has been discussed several times with the business; it is not yet known if a request will meet competitive eligibility criteria.

Project updates

Antlers Park: A proposal to put a stadium and event center in Antlers Park has been put on hold pending further discussion. The proposed plan brought renewed attention to Antlers Park (which has been a problem for some time) as well as Acacia and Alamo parks. The intent is to now place increased priority on these park improvements through a mini master plan process.

DDA impact tours: Susan recapped the three DDA impact tours which were good informational presentations about DDA's projects Downtown. She would like these to continue in the future.

Gateways: Sarah said the gateways project continues to progress with ongoing reviews of conceptual renderings. Board reviewed current renderings and discussed the importance of materials choices and ongoing maintenance costs.

Job incentives: Sarah continues working with Formstack, the company that qualified for job incentives through a proposal from the Chamber & EDC. She expects their paperwork to be completed soon.

Start-ups, accelerators, co-working spaces: Sarah introduced the concept of the appropriate role/opportunity for DDA to play in incentivizing start-ups, accelerators and co-working spaces. Board expressed general support for such a program and guidelines. In particular, Sarah noted that Exponential Impact had approached DDA regarding possible funding, although it is not located within the DDA footprint. After discussion, board agreed it is not a strong enough fit for consideration. Staff will work on draft program concepts for start-ups/accelerators/etc. to bring back to the board for review at a later date.

Urban infill residential / hospitality incentives: Susan and Sarah continue to work with the city economic development department on residential and hospitality incentives.

ArtSpace: Sarah said the contract is still being reviewed. Next steps include meeting with the committee and Colorado Springs Creative Collective.

2017 year in review Pt. 1

Susan said the 2017 Annual Report has been distributed. Sarah provided a DDA budget snapshot which showed DDA's significant grant / project funding commitments for the next four to five years, totaling nearly \$1.2 million. 2017 was the first year for a TIF payment.

New or old business

Susan reminded board that the State of Downtown report will be released during a reception from 4:30-6 pm March 21 at The Pinery.

Adjourn

Meeting adjourned at 9:55 am.