



Colorado Springs Downtown Development Authority
Board of Directors Meeting
8:15 a.m. June 13, 2023
111 S Tejon St Ste 703, Colorado Springs, CO

Meeting minutes

Board members present: Ingrid Richter, Chris Lieber, Carrie Bartow, Troy Coats, Jeff Finn, Aaron Briggs, Jordan Empey, Patrick Stephens, Michelle Talarico, Laura Neumann (remote)

Board members absent: Dave Lux

Staff members present: Susan Edmondson, Carrie Simison, Chelsea Gondeck, Austin Wilson-Bradley, Ana Valdez, Jessica Vasquez

Guests: Ryan Tefertiller and Peter Wysocki (City Planning)

Call to order and welcome

8:20 a.m. Ingrid Richter called the meeting to order and offered her condolences after announcing the passing of Stephannie Fortune. The board then introduced themselves to new board member, City Councilmember Michelle Talarico.

Minutes

The board reviewed minutes from the May 9, 2023, board meeting. On a motion by Carrie, seconded by Chris, the minutes of May 9, 2023, were unanimously approved without change.

Financials

The board reviewed financials dated May 31, 2023. Susan shared that May was a typical month with nothing notable out of the ordinary. The board will begin seeing the TIF fund reduce as annual reimbursement payments begin being made. The mill/operating fund has received roughly two-thirds of its budgeted revenue. Many projects are in various phases of pay-out, and Susan noted that some may move to a future year depending on construction timelines.

Ingrid opened discussion about how increased property valuations will affect the DDA. Carrie stated that El Paso County is not providing preliminary figures at this time, as there have been an abundance of appeals filed in an effort to reduce valuations. Susan agreed that while DDA's revenue will increase with these higher valuations, neither DDA nor BID plan on allocating any of the increase to budgeted items, as those figures will fluctuate greatly until valuations are concrete.

Governance

Board openings

The term-limited departure of Aaron Briggs and Ingrid Richter opened two board positions, which were publicized on the website and in the enewsletter. Candidates were interviewed variously by Susan, Ingrid, Jeff, and Chris, who have brought forth two candidates for consideration.

Amber Brannigan is associate vice president of campus operations and facilities services at Colorado College, and those who interviewed her cited high energy, passion for Downtown, and previous Downtown board leadership experience in another city as reasons for their recommendation. Also recommended was Jeremy Shirley, a real estate professional who also has a strong volunteer commitment in the entrepreneurship ecosphere.

On a motion by Ingrid, seconded by Jeff, the board voted unanimously to recommend for appointment Amber Brannigan and Jeremy Shirley to a four-year term on the Downtown Development Authority board of directors; their names will be submitted to City Council.

Additionally, with Ingrid's departure, the board must appoint a new chair. The following executive slate was proposed: Chair Chris Lieber, Vice Chair Jeff Finn, Secretary-Treasurer Carrie Bartow.

On a motion by Ingrid, seconded by Aaron, the proposed executive slate was approved by the board.

Furthermore, Chris Lieber and Jordan Empey have completed a partial and first term, respectively, and are eligible for another four-year term.

Ingrid moved to recommend for appointment Chris Lieber and Jordan Empey to an additional term on the Downtown Development Authority board of directors. Jeff seconded and the motion passed unanimously.

Bylaws revisions

Susan directed the board to the memo in the packet regarding updated bylaws. It has been suggested that DDA bylaws should be updated, as the original bylaws are somewhat lacking in certain areas. She has reached out to fellow Colorado DDA colleagues and brought forth a series of suggested changes:

- Adding a statement of purpose
- Adjusting the date officers are appointed to match the current flow of terms
- Revise how the time and dates of standing meetings is worded
- Adjusting the requirement of an affirmative vote for contracts over \$10,000
- Address how special committee meetings are handled with regard to public notice
- Clearly stating term lengths in bylaws as they are stated in formation document
- Requirement of property ownership and residential status
- And lastly, adding language regarding absences and removal from board service.

Susan will bring draft revised and restated bylaws to a future meeting for review.

Jeff left at 8:45 a.m.

The board was in favor of the suggested changes and discussion ensued about common practices for addressing board member absences as well as the requirement that board members reside full-time in the region to be eligible for board service.

New business

Titans of Economic Development

Susan directed board members to a memo regarding the Colorado Springs Chamber & EDC's new Titans of Economic Development Campaign, which seeks to raise \$3 million over three years for incentives and economic development activity. Susan recommends participation at a level of \$10,000 per year for three years as a business development expense.

The board discussed the need for long-term funding for successful economic development efforts and ultimately agreed that participation in the campaign (with Susan occupying the seat on the new economic development team) would be in the best interest of DDA.

Chris moved to participate in the Titans of Economic Development Campaign at \$10,000 per year for three years. Jordan seconded and the motion passed unanimously. Ingrid and Laura abstained.

Michelle left at 9:17 a.m.

Public realm improvements

Streetscape plans

Chelsea announced that the Parking Advisory Committee has been working to create a specific Streetscape Design Plan to serve as an additional resource in discussions for both large developments by private entities, as well as for improvements made by the Parking Enterprise, to continue creating a pedestrian friendly, walkable environment regardless of the area of Downtown. She asked for board feedback on the following areas:

- Historic core: This area is already well established and general consensus is to continue the existing color palette and primary furnishing typology.
- Southwest: Streets are already well designed and feature a combination of natural, industrial, and sleek modern elements.
- East: This area has seen significant private and public investment in streetscapes (some accompany the new multifamily properties under construction) and it's proposed to continue with the semi-industrial theme.
- North and South: The design in these areas reflect the influence of Colorado College and the adjacent residential areas. The board agreed that Cimarron would benefit from east/west consistency in lighting.

Chris suggested creating a sense of arrival on the edges of the pedestrian zone. Chelsea thanked the board for their input and will continue working with the various city departments to implement the streetscape plan.

Board meeting was adjourned at 9:45 a.m.