

**CASTLE ROCK DOWNTOWN ALLIANCE**  
**Downtown Alliance Board of Director's Meeting**

**MINUTES of May 07, 2020**

The Board of Directors of the Castle Rock Downtown Merchants Association and Downtown Development Authority met in regular session on May 07, 2020 via Zoom Conference Call at 3:30PM.

**PRESENT**

The DMA meeting started at 3:30.

**DDA Members Present:** Greg Boman, Stu Butler, Jason Bower, John Manka, Andrew Wasson, Nick Hier

**DMA Members Present:** KC Neel, Sam McKelvey, Aidan Gray, Kim Heideman, Steve Spencer, Lou Scileppi

**STAFF:** Kevin Tilson, Alliance Director; Audrey Spencer, Project Manager; Kristen Bowling; Alliance Manager

**PUBLIC ATTENDEES:** Suzanne Larue, DC Libraries;

**ALLIANCE PARTNERS:** Dave Corliss, Town Manager; Jason Gray, Town Mayor;

**CALL TO ORDER**

KC Neel called the Downtown Alliance meeting to order at 3:30PM.

**UNSCHEDULED PUBLIC COMMENT**

No unscheduled public comment.

**DDA ACTION ITEMS AND UPDATES**

**2020 Event Update:** Staff updated the board on the 2020 events. Staff continues to monitor guidelines from health professionals at the State, TriCounty Health and Douglas County. Most recently, the Vintage Car Club and Downtown Merchants made the difficult decision to cancel the June 19th Car Show Concert and June 20th Classic Rock Cruise-In Car Show, suspending all DMA special events through July 1-, 2020. Staff continues to think of creative ways to activate Downtown while maintaining social distancing guidelines.

**2020 DMA Budget:** Staff presented the changes in the 2020 DMA budget due to COVID-19.

**Upcoming Events Discussion:** Staff discussed the challenges of upcoming events including Fun in the Sun, Boots & Brews, Concert Under the Lights and Oktoberfest.

**Open Board Positions:** The Downtown Merchants had an opening in the Vice President and Treasurer positions on the board. KC Neel motioned to appoint Steve Spencer to the position of Vice President, Kim Heideman seconded this motion; the motion carried on unanimously by the DMA. Steve Spencer motioned to appoint Sam McKelvey to the position of Treasurer, Aidan Gray seconded this motion; the motion carried on unanimously by the DMA.

**ADJOURN**

There being no further Alliance business, the meeting was adjourned at 3:51PM.

## **CALL TO ORDER**

KC Neel called the Downtown Alliance meeting to order at 3:52PM.

## **APPROVAL OF MINUTES**

**Minutes Approval:** Steve Spencer motioned to approve the April 02, 2020 Alliance Board Minutes as presented, Aidan Gray seconded the motion; the motion carried unanimously by the DMA. Stu Butler motioned to approve the April 02, 2020 Alliance Board Minutes as presented, John Manka seconded the motion; the motion carried unanimously by the DDA.

## **UNSCHEDULED PUBLIC COMMENT**

No unscheduled public comment.

## **STAFF UPDATE:**

Staff updated the board on a variety of topics including potentially ordering branded masks to support downtown and presenting pictures of the Great Divide Brewery progress.

## **ALLIANCE ACTION ITEMS AND UPDATES**

**COVID-19:** Staff updated the board on the continued efforts to support the community on Federal, State and Local assistance programs during these unique times.

## **ADJOURN**

There being no further Alliance business, the meeting was adjourned at 4:16PM.

## **CALL TO ORDER**

Greg called the Downtown Development Authority meeting to order at 4:17PM.

**UNSCHEDULED PUBLIC COMMENT:** No unscheduled public comment.

## **DDA ACTION ITEMS AND UPDATES**

**Design Review Board Appointment:** A recommendation was needed from the DDA Board for a board member representative to serve on the Design Review Board. Stu Butler motioned to recommend Nick Hier to be appointed by Town Council to the Design Review Board, John Manka seconded the motion; the motion carried unanimously by the DDA.

**Façade Grant—407 Wilcox Street:** Staff presented the submitted façade grant application for the property of 407 Wilcox Street. Stu Butler motioned to approve the façade grant funding for 407 Wilcox Street in the amount of \$1,000 in design and \$5,000 in construction, John Manka seconded this motion; the motion carried on unanimously by the DDA.

**DDA Audit:** Staff presented the 2019 DDA Audit. Stu Butler motioned to approve the 2019 Audit as presented and submit to the State of Colorado as required, Andrew Wasson seconded; the motion carried on unanimously by the DDA.

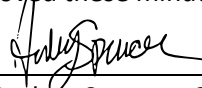
## **ADJOURN**

There being no further Alliance business, the meeting was adjourned at 4:30PM.

The Castle Rock Downtown Alliance approved these minutes on

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Date



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Audrey Spencer, Secretary