

**Joint Castle Rock Downtown Development Authority/Downtown Merchants
Association
Board of Directors Meeting
Aug. 15, 2013
100 Wilcox St.
Town Hall**

Call to Order: 4:02 p.m.

Roll Call:

DDA Board Members Present:

Rick Stucy, chairman
John Manka
K.C. Neel, secretary
Tim Leonard, treasurer
Jason Bower
Greg Bowman
Mike Trede
Frank Gray, acting interim DDA executive director

DMA Board Members Present:

Jason Gray
John Manka
Steve Spencer
Mark Heath
Jane Smith

Unscheduled Public Comments

- None

DDA Action Items *without* Public Comment

- Approval of Aug. 1, 2013 minutes with correction of the amount of money DDA has left in loan from town. The total should be \$70,000.00, not \$140,000.00 as originally stated
 - DDA Motion: Mike Trede
 - Second: Greg Bowman
 - Motion passes 6-0

Staff Report

- Event Update
 - Splash Park

- Attendance remains high despite school being back in session. Plans call for holding the event on Aug. 21 and possibly Aug. 28.
 - Trick or Treat Street
 - DDA and DMA members are urged to step in and volunteer their time and influence on potential sponsors
 - Octoberfest
 - Maddie's Biergarten may sponsor a VIP event on Sept. 14 prior to the event to be held Sept. 14. DMA and DDA members are urged to step in and volunteer their time and influence on potential sponsors
- Joint DMA/DDA Board Retreat
 - Meeting will be held Sept. 6 from 7:30 a.m. to 11:30 a.m. at Town Hall
 - Members will determine three items to jointly concentrate on in 2014
- Arts Center Update
 - Tim White provided a more detailed outline of revenue expectations.
 - The DDA board asked White to provide more details on expenses and operations
- Downtown Alliance/White Pavilion Opportunity
 - DDA and DMA boards directed staff to negotiate with White Pavilion owners on a joint event to be held at the White Pavilion on Sept, 14 following the Octoberfest. Alliance would oversee the music event and beer sales.
 - DMA Motion: John Manka
 - Second: Travis White
 - Motion passes 5-0

DDA Discussion/Action Items *with* Public Comment

- Rink at the Rock Sports Ice Contract
 - Sports Specialists will sell the Sport Ice Zamboni for \$33,000.00 and will provide operational services for \$38,500.00 for a total \$71,500.00.
 - DDA board directed staff to sign a contract with Sports Specialists for the 2013-14 Season.
 - Motion: Tim Leonard
 - Second: Mike Trede
 - Motion passes 6-0
- Community Development Block Grant application
 - Town staff is working on a grant application for construction to create ADA-compliant ramps in several downtown alleys.
 - DDA directed staff to draft a letter of support for the CDBG grant.
 - Motion: K.C. Neel
 - Second: Mike Trede

- Motion passes 6-0
 - DMA directed staff to draft a letter of support for the CDBG grant
 - Motion: John Manka
 - Second: Bill Schlanger
 - Motion passes 5-0
- TIF Update
 - Downtown Alliance staff is working with Town staff on the definition of indebtedness as it relates to tax finance increments.
 - Downtown Alliance staff is also working with DDA attorney Cory Hoffman to draft an intergovernmental agreement that defines indebtedness and the protocol for collecting TIF.
 - DDA directed staff to continue working with Town staff and legal staff on this issue
- New Douglas County Liaison
 - Brett Thomas from the Douglas County planning department staffer Brett Thomas is replacing Parks & Recreation staffer Randy Burkhardt as the Alliance liaison from the County

Meeting Adjourned: 4:57 p.m.

The Castle Rock Downtown Development Authority Approved these minutes on
September 6, 2013


KC Neel

DDA Secretary