

**Castle Rock Downtown Development Authority
Board of Directors Meeting
June 20, 2013
18 S Wilcox #202, Castle Rock
Offices of the Castle Rock Economic Development Council**

Call to Order: 4:03 p.m.

Roll Call:

Present:

Rick Stucy, chairman
John Manka
K.C. Neel, secretary
Tim Leonard, treasurer
Chip Wilson, council liaison
Bill Detweiler, town staff
Charlene Meeker, DDA executive director

Unscheduled Public Comments

- None

Staff Report

Board Composition

- Board is out of compliance in regard to required composition.
- Current Composition = 1 Property Owner (Rick Stucy), 1 Town Council representative (Chip Wilson), 3 business lessees (KC Neel, John Manka, Tim Leonard), 2 vacancies. Required composition: 4 property owners; 2 business owners; 1 Town Council representative
- Bill Detweiler, Chip Wilson and Rick Stucy will conduct interviews with board applicants. Neel and Manka are both up and seeking reelection, along with several new applicants.

Rink at the Rock

- Waiting for 2013-14 proposal from Rink Specialists. They are recommending having local management.
- DDA must draw down funds for rink loan from the town for the year or risk forfeiting the cash.

Colorado Wedding District

- Initial reports have revenues from Wedding District businesses up 11% over 2012 totals
- Marketing group has been created

Façade Grant Program

- \$3,000.00 grant has been approved for 15 Wilcox St. for signage, landscaping, stucco improvements

Patios

- Two new patios approved: Castle Rock Bike & Ski at 411 4th St. and 8Z Real Estate at 734 Wilcox St. They join Angie's Family Restaurant and Crowfoot Valley Coffee.

Flower Boxes

- Boxes have been delivered

Quiet Zone

- Mobile app survey: 25 people have responded. Continued marketing is underway.
- Smarter Chaos/mTelligence will provide updates to Frank Gray prior to the presentation before Town Council

Parking Taskforce

- Community policing officer Kevin Torrens is working closely with local businesses to reengage in new parking habits.
- Sign recommendations have been submitted to the Town for consideration to resolve discrepancies. Recommending two 15-minute spots.
- Signage at parking garage has been recommended by Parking Task Force.
- Some residents in Craig and Gould neighborhood are complaining about cars on those streets.
- Wilson suggested "No Overnight" parking signs be installed on streets. Manka suggests 24-hour limits
- Town has agreed to add four parking spaces on 4th St. block

Council Tour of Downtown with DDA

- Scheduled for July 9 using the Town Trolley at 4:30 p.m.

Charlene Meeker's Departure as DDA Executive Director

- Meeker distributed a proposal of what she believes should happen with organizational structure of the DDA and DMA, bringing the group one umbrella despite complications with compliance.

Bathrooms behind the Ice Rink

- DDA does not have the money to build the facilities. How can town and DDA work together to finance and build the facilities? Restroom facilities are required at Festival Park and Ice Rink. DDA board members unanimously agreed plan needs to be crafted.
- Pre-Fab units cost \$130,000.00 plus concrete slab plus garage for Zambini. We can build whole thing from scratch for \$150,000.00
- Q: Will these be public or private restrooms? Where does liability go?

DDA Action Items without public comment

- Approval of May 2, 2013 Minutes.
- Motion: Neel
- Second: Leonard
- Minutes Approved 5-0

Meeting Adjourned: 4:57 pm.

The Castle Rock Downtown Development Authority Approved these minutes on July 18, 2013,


KC Neel

DDA Secretary