

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

MINUTES of January 17, 2019

The Board of Directors of the Castle Rock Downtown Merchants Association and Downtown Development Authority met in regular session on Thursday, January 17, 2019 at The Move Building at 202 6th Street #200, Castle Rock, CO 80104. The DMA meeting started at 3:45pm.

PRESENT

DDA Members Present: Greg Boman, John Manka, Dennis Dickey, Nick Hier

DMA Members Present: Lynne Hurlburt, Denise Fuller, Kathy Church, Hayley Monteferrante, Steve Spencer, Nick Lucey

STAFF: Kevin Tilson, Alliance Director; Kristen Bowling, Project Manager; Marcus Notheisen, Castle Rock Economic Development Council Vice President

ALLIANCE PARTNERS: Jason Bower, Town Council DDA Liaison; Julie Kirkpatrick; Town of Castle Rock Long Range Planner, Kevin Bracken; Town Council DMA Liaison

PUBLIC ATTENDEES: Suzanne Larue, Douglas County Libraries; Russel Castañero, Wampe Inc.

CALL TO ORDER

Denise Fuller called the DMA meeting to order at 3:45pm.

DMA ACTION ITEMS AND UPDATES

2019 Plans and Contracts: Staff gave an update on securing sponsorships and entertainment contracts for the 2019 Summer Event Season. In addition, final event dates, times and locations were given to the Board.

DMA Open Positions: The DMA announced open positions for the DMA Board for DMA President and DMA Treasurer. Staff also reminded the board of the open position on the Downtown Alliance and provided a job description in the packet. Lynne Hurlburt motioned to appoint Denise Fuller as DMA President, Kathy Church seconded the motion; motion was approved unanimously by the DMA. Kathy Church motioned to appoint Lynne Hurlburt as DMA Vice President, Nick Lucey seconded the motion; motion was approved unanimously by the DMA. Steve Spencer motioned to appoint Hayley Monteferrante as DMA Treasurer, Kathy Church seconded the motion; motion was approved unanimously by the DMA.

ADJOURN

There being no further DMA business, the meeting was adjourned at 3:56pm.

CALL TO ORDER

Denise Fuller and Greg Boman called the Downtown Alliance meeting to order at 3:56pm.

APPROVAL OF MINUTES

Minutes Approval: The December 6, 2018 minutes were submitted for approval by both Boards Lynne Hurlburt motioned to approve the minutes as presented for the DMA, Kathy Church seconded the motion; motion carried unanimously by the DMA. John Manka motioned to approve the minutes as presented for the DDA, Dennis Dickey seconded the motion; motion carried unanimously by the DDA.

UNSCHEDULED PUBLIC COMMENT

Russel Castañero joined the meeting to present the company, Wampe Inc., that allows merchants to accept Bitcoin payments with software, Wampe Register©. Castañero hopes to partner with Downtown Castle Rock merchants to utilize the software, and proposed working with Downtown Castle Rock merchants to offer this technology.

Suzanne Larue, Library initiative DC Local, show library card and business offers a benefit such as a discount. Rock jewelers 25%, Briccy's Coffee, DCL.org/dcl-local.

Steve Spencer announced the February 6th tour of the Castle Rock Collaboration Campus held by Leadership Douglas County at 3:00pm – 4:30pm and a post event at Astro Tap at 5:00pm.

STAFF UPDATE

The Alliance Board welcomed Councilman Jason Bower as the DDA Board Council Liaison and Councilman Kevin Bracken as the DMA Board Council Liaison.

ALLIANCE ACTION ITEMS AND UPDATES

Rink at the Rock Update: Staff provided an update about the 2019 Rink at the Rock season. The Rink is having a successful season despite some challenges. The Rink has experienced unexpected repairs including 4 separate glycol leaks, repairs requiring a chiller technician, a fire pit gas leak (which was promptly repaired), Zamboni maintenance, electricity issues for the portable toilet and dasher board repair. Staff met with the rink committee and is exploring options to make this operation more turn key in future years.

Festival Park Commons Update: Staff provided a brief update on the Festival Park Commons project. The project is currently proposed to have 124 for sale residential condo units, 27,000SF of retail/office space with ~10,000SF expected to be office. The project proposes to pay for the Quiet Zone, provide 300 public parking spaces to the Town and pay for a plaza between Town Hall and the development.

Trolley Reservations: Staff has reserved the Town of Castle Rock Trolley for 2019 events which totals 13 hours and \$812.50 for the Car Show and Oktoberfest. The DMA utilizes the trolley in the summer for transportation from parking to the events as well as a fun amenity in Downtown.

STAFF UPDATE:

Marcus Notheisen from the Castle Rock EDC joined the meeting to give an update on recent economic development projects. Dorsey Pictures, after evaluating build out costs for the Riverwalk space, has decided to explore a space still in Castle Rock, but not in the Riverwalk project. Notheisen also gave an update on Solar Ray Pugs, who has pulled permits and started construction to occupy the 3rd and 4th floors of the Mirage Dental building on 85 Rio Grande Dr, Castle Rock, CO 80104. In addition, an engineering firm from Kansas City is looking to occupy 4,500 square feet in Riverwalk and grow to 30 – 50 employees in next 10-15 years.

ADJOURN

There being no further Alliance business, the meeting was adjourned at 4:38pm.

CALL TO ORDER

Greg Boman called the Downtown Development Authority meeting to order at 4:39pm.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled public comment.

DDA ACTION ITEMS AND UPDATES

Public Posting & Resolution: The DDA is required by the Colorado Open Meetings Law to establish a designated public place for the posting of meeting notices. Staff presented an annual formal resolution to establish the public place at Town Hall for posting notices. John Manka motioned to approve Resolution 2019-01 establishing a designated posting place for the posting of meeting notices as required by the Colorado Open Meetings Law, Nick Hier seconded the motion; motioned approved unanimously by the DDA.

DDA Annual Metrics: Staff presented DDA Annual Metrics and answered questions from the Board.

Flower Box Program: The 2019 flower boxes will be planted by provider, Douglas County Maintenance and Repair, LLC. To preserve the life of the flowers, DDCMR will provide a watering service to businesses that opt in, in addition to having more mulch. Staff proposed for the DDA to continue to help pay the cost of flower box watering by offering the service at \$225 for each participating business (normally \$400 per business). Staff also proposed to continue paying half of the fall planting for the program.

ADJOURN

There being no further Downtown Development Authority business, the meeting was adjourned at 4:56pm.

The Castle Rock Downtown Alliance approved these minutes on

3/7/2019
Date

Kristen Bowling
Kristen Bowling, Secretary

