

CASTLE ROCK DOWNTOWN ALLIANCE
Downtown Development Authority Board of Director's Meeting

MINUTES of November 6, 2014

The Board of Directors of the Castle Rock Downtown Development Authority met in regular session at 4:00 pm on Thursday, November 6, 2014 at the Castle Rock EDC Offices located at 18 South Wilcox, Suite 202, Castle Rock, CO 80104.

PRESENT

DDA Members Present: Greg Boman, KC Neel, Stu Butler, Dennis Dickey, Jason Bower, Mike Trede, Renee Valentine

ABSENT

DDA Members Absent: No members absent

STAFF

Kevin Tilson, Alliance Director; Angie Vencill, Project Manager

ALLIANCE PARTNERS INCLUDED

John Woodrick and Desiree Lafleur

PUBLIC ATTENDEES INCLUDED

No public attendees

CALL TO ORDER

Greg Boman called the meeting to order at 4:05pm.

APPROVAL OF MINUTES

Minutes Approval: Stu Butler motioned to approve the minutes of October 6, 2014, seconded by Dennis Dickey; the minutes were approved unanimously.

UNSCHEDULED PUBLIC COMMENT

John Woodrick updated the Board on the Starlighting and Christmas decorations project.

DDA ACTION ITEMS AND UPDATES

Director Update: Kevin Tilson provided the Board with an update on the Board Retreat, including the link for the materials provided at the meeting.

Banners Update: Several banners were submitted for individual approval, including:

- Allstate – Renee Valentine motioned for approval, Stu Butler seconded; the motion passed unanimously.
- Ashva Yoga – Stu Butler motioned for approval, Renee Valentine seconded; the motion passed unanimously.
- Chicago Title of Colorado – Stu Butler motioned for approval, Renee Valentine seconded; the motion passed unanimously.
- Castle Rock Music – Jason Bower removed this banner from the approval process.
- Douglas County Libraries – Renee Valentine motioned for approval, Stu Butler seconded; the motion pass unanimously.
- Flying Horse Catering - Stu Butler motioned for approval, Renee Valentine seconded; the motion passed unanimously.
- Planet Scuba – Renee Valentine motioned for approval, Stu Butler seconded; the motion passed unanimously.
- The Smells Good Store - Stu Butler motioned for approval, Jason Bower seconded; the motion passed unanimously.
- Downtown Castle Rock – Stu Butler motioned for approval of the design and the purchase of 50 Downtown Castle Rock banners, Jason Bower seconded; the motion passed unanimously.

The Board then directed staff to coordinate a meeting with the Banners Committee to meet and develop a plan for Downtown banners.

Rink at the Rock Update: Staff updated the Board on the construction, sponsorships and VIP night at the Rink. The chiller contract was presented for approval of payment; Stu Butler motioned to approve the rental contract as presented, KC Neel seconded the motion, motion carried unanimously. The construction of the fire pit at the Rink was also discussed. Dennis Dickey motioned to authorize Staff to spend up to \$4,000 on the fire pit, Stu Butler seconded the motion; motion carried unanimously.

2015 Downtown Programming: Staff reviewed with the Board potential programming for 2015, including a request from an organization seeking Town assistance for a motorcycle event. The Board agreed that any major events need to have a primary point person whereby responsibilities, duties and logistics are clearly detailed and understood.

Christmas Decorations: Staff updated the Board on the progress of the 2015 Christmas decorations project in conjunction with the Chamber, Town of Castle Rock and Douglas County. Stu Butler motioned to approve a \$5,000 donation toward those decorations, Jason Bower seconded the motion; motion carried unanimously.

ADJOURN

There being no further business the meeting adjourned at 5:20 pm.

The Castle Rock Downtown Alliance approved these minutes on

October 14, 2014

Date

Angela Vencill
Angela Vencill, DDA Secretary