

# MANITOU SPRINGS URBAN RENEWAL AUTHORITY BOARD

March 15, 2019

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MEMBERS PRESENT: Dennis Minchow                      Ann Nichols  
Farley McDonough                      Alan Gregory  
Marcy Morrison (by phone)

EXCUSED ABSENCES: Marc Snyder

OTHERS PRESENT:  
Jay Rohrer, MSCC (Liaison)  
Jim Rees, MSURA  
Natalie Johnson, Creative District  
Shelley Cobau, City of Manitou Springs Public Services  
Brett Hartzell, El Paso County  
Coreen Toll, HAB  
Karole Campbell, Madwoman Marketing Strategies  
Aaron Schultz, MSCOC

## CALL TO ORDER

Ms. Nichols called the meeting to order at 8:34 a.m. and noted that a quorum is present with Marcy Morrison joining via speaker phone and Marc Snyder excused.

Jim Rees was introduced as the new Manitou Springs Urban Renewal Authority Director.

## PUBLIC COMMENT

None

## APPROVAL OF MINUTES - February 15, 2019

Following discussion, upon motion duly made by Ms. McDonough seconded by Mr. Minchow and unanimously passed, the February 15<sup>th</sup> Minutes were approved.

## FINANCIAL REPORTS – December 2018

Mr. Sistare was not present and the February financial report was not presented. Copies of the checkbook record through 2/4/19 were distributed.

## **OLD BUSINESS – COLORADO AVENUE PROJECT UPDATE**

Mr. Hartzell stated that despite losing 2 weather days caused by the recent snowstorm, the installation of the sidewalks and amenity zone paving is still underway within Manitou Springs section of the project. The sidewalks are anticipated to be completed by 3/22/19 and the driveway aprons should be finished within 2 weeks. The asphalt overlay will be installed in April. In response to a question from Ms. Farley, Mr. Hartzell explained that the area between the sidewalk and the adjacent private property will be patched. Depending upon the adjacent conditions, it will be filled with asphalt or backfilled with soil and reseeded. The project will bear the cost of this work.

He went on to explain that walls 8,9 and 10 will be finished soon and curb and gutter will be installed next week on Pikes Peak Ave. Work in the creek is continuing. More walls are being constructed, soil will be stabilized with native seed and “step downs”. The pedestrian bridge for the trail should be installed in a few weeks as well.

The goal is to substantially complete the work within the road ROW by June.

## **OLD BUSINESS – BECKERS LANE BRIDGE – UPDATE ON BRIDGE DESIGN ACTIVITIES**

Prior to discussing the design status, Ms. Cobau stated that the City is looking for a “motto” to be placed on a plaque at the new bike rack that will be installed adjacent to the park. Board members were asked to email ideas to her.

Ms. Cobau reported that Loris has completed 70% of the field work and the data gathering stage which is included in the conceptual design phase. Invoices for this work will be forwarded to Ms. Nichols and Mr. Rees for payment

A “mobility summit” meeting will be held on April 24<sup>th</sup> in Memorial Hall to highlight all transportation projects underway or being planned in the City. Loris will participate in this summit as part of the public outreach program.

A meeting with the consultant team will be conducted on April 4<sup>th</sup> at their office in Aurora. Ms. Cobau and Ms. Nichols and Mr. Rees will attend.

## **OLD BUSINESS – GATEWAY PLAZA**

Since Mr. Romero was not in attendance, Mr. Hartzell reported that the Board and City Council had endorsed the schematic design for the plaza. MSURA will be responsible for the additional cost for the colored concrete and any quantity increases as well as special features attributed to the plaza. The goal is to have the basic plaza including the sculpture foundation finished by June. However, features related to the history of Manitou Springs, including a “railroad tracks” art feature and incorporation of the spirit of Manitou symbol into the north greenstone wall may not be ready by then.

Ms. Johnson added that an irrigation system for the landscaping will now be included.

Mr. Rees stated that at a recent meeting that he had with John Romero, he was informed that a cost estimate for the plaza work should be ready for the MSURA Board to review in May.

#### **OLD BUSINESS – POSSIBLE OPTIONS FOR BACK OF EAST ARCH**

Ms. Campbell reported that Christine has been ill but is working on options for this sign. More information should be available next month.

#### **OLD BUSINESS – DISCUSSION WITH JIM REES ON WORK PLAN**

Mr. Rees reviewed with the Board the various tasks that he has been working on since starting the position on March 1<sup>st</sup>. He has undertaken a review of various agreements with the City and was introduced to several city staff members that he will be working with. He has become familiar with MSURA policies and procedures, the 2019 budget and the tracking process. Meetings have been conducted with Board Members to gain knowledge on the history of MSURA and to understand the goals that the board has for redevelopment of the Gateway area. Site visits have been completed for the Gateway project and the Beckers Lane Bridge site. Mr. Rees has also met with key project team members such as John Romero, Brad Rodenberg, Monica Ramey and Brett Hartzell. He is continuing to gather ownership and contact information for the many property and business owners within the corridor.

Mr. Rees will be scheduling additional meetings with stakeholders in the project areas over the next few weeks as well.

#### **NEW BUSINESS – APPROVAL OF ENGAGEMENT LETTER WITH LOGAN AND ASSOCIATES FOR 2018 AUDIT**

Ms. Nichols reviewed the scope of services provided by Logan and Associates to conduct the annual audit. The estimated cost is not to exceed \$1900.00. Following discussion a motion to approve was made by Mr. Minchow and seconded by Mr. Gregory. The motion passed unanimously.

#### **NEW BUSINESS – APPROVAL OF LETTER OF SUPPORT TO GOCO FOR CREEK WALK EXTENSION TO MIDLAND TRAIL**

Ms. Nichols stated that she has drafted a letter that was provided to be Board in their meeting packet, endorsing an application to Great Outdoors Colorado (GOCO) Connect Grant Initiative for the continued development of the Creek Walk Trail.

Ms. Johnson explained that the Chamber of Commerce is submitting a letter of interest to GOCO to obtain funding to construct the first phase of the Creek Walk Trail that will connect with the existing Midland Trail. If approved, the grant will be awarded in September 2019.

A motion to approve the letter was made by Ms. Farley and seconded by Mr. Gregory. The motion passed unanimously.

## **OTHER BUSINESS**

### **1. FENCE INSTALLED WITHIN THE URBAN RENEWAL AREA**

Ms. Nichols informed the Board that a temporary 6 foot tall chain link fence had been installed on the property located to the east of Adams Mountain Café. She contacted Michelle Anthony, Senior Planner with the City of Manitou Springs to determine if there were any zoning code requirements for fencing. Ms. Anthony indicated the fence is in compliance. Therefore, no action is required at this time.

### **2. LIGHT POLE BANNERS**

Ms. Johnson told the Board that action is needed soon if the Board wants to have banners installed on the new light poles within the URA by the time the ribbon cutting takes place in June. The Board agreed that this was important to be completed. Ms. Johnson offered to obtain a proposal to have them installed and Ms. McDonough offered to participate in the design and selection for the Board.

### **3. COLORADO AVENUE MAINTENANCE**

Ms. Johnson stated that the BID (Downtown) would consider providing ongoing maintenance including snow removal from the sidewalks and invoicing MSURA for the cost. After discussion the Board indicated that they were not ready to commit to a contract and that property owners are currently responsible for clearing the walk in front of their property. However, the Board asked Ms. Johnson to obtain a scope of services/proposal from the BID for services which will be discussed at the April Board meeting.

## **CITY COUNCIL LIAISON REPORT**

Mr. Rohrer discussed the Sexually Oriented Business (SOB) Ordinance that was passed by City Council. The ordinance adheres to standard exemptions and location limitations.

Mr. Rohrer also informed the Board that the search for a City Administrator is continuing since the Council did not approve either of the previous candidates.

Finally, Mr. Rohrer indicated the City will start the annual budget process earlier in 2019 than it has previously done. This will require MSURA to prepare its 2020 budget prior to October for Council to consider the sales tax increment allocation.

## **ADJOURNMENT**

The meeting was adjourned at 9:33 A.M.

The next regular meeting is scheduled to begin at 8:30 a.m. on Friday, **April 19, 2019.**