

MANITOU SPRINGS URBAN RENEWAL AUTHORITY BOARD

May 17, 2019

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MEMBERS PRESENT: Dennis Minchow Ann Nichols
Farley McDonough Alan Gregory
Marc Snyder

EXCUSED ABSENCES: Marcy Morrison

OTHERS PRESENT:

Jim Rees, MSURA
Natalie Johnson, Creative District
Shelley Cobau, City of Manitou Springs Public Services
Brett Hartzell, El Paso County
Rob Ladefoged, Neon Pig
Michael O’Cana, Neon Pig
Karole Campbell, Madwoman Marketing Strategies
Kyle McLaughlin, Kimley Horn
Jon Romero, NES

I. CALL TO ORDER

Ms. Nichols called the meeting to order at 8:30 a.m. and noted that a quorum is present with Marcy Morrison excused.

II. PUBLIC COMMENT

None

III. APPROVAL OF MINUTES – April 19, 2019

Following discussion, upon motion duly made by Mr. Minchow seconded by Ms. McDonough and unanimously passed, the April 19th Minutes were approved.

IV. FINANCIAL REPORTS – December 2018 - March 2019

Ms. Nichols noted that the December, 2018 report had been amended. Reports for January through March were reviewed next by the Board. Copies of the checkbook record through 5/7/19 were previously included in the meeting packet. A motion to approve the December, January, February and March financial reports was made by Ms. McDonough and seconded by Mr. Snyder. The motion was unanimously approved.

V. OLD BUSINESS – COLORADO AVENUE PROJECT UPDATE

Mr. Hartzell reviewed the status of the Manitou section of the project. Paving is currently underway for the final lift. The westbound lanes were done on Thursday and the eastbound lanes will be completed by the end of the week. Some low retaining walls are being built in a few areas where the grade change is too steep. The streetscape will be cleaned up before the Memorial Day weekend. The contractor is aiming to finish the paving work by the end of May. The pedestrian bridge should be installed in June.

In response to a question from Mr. Snyder regarding the completion of the entire project, Mr. Hartzell said that the Manitou section will be completed in June and the rest of the project will be finished by late summer. The trail will be open in June as well.

Ms. McDonough noted that a celebration will be scheduled for August.

Ms. McDonough asked if the cross-walked that previously existed on the east end of the Manitou section would be put back after the road was finished. Mr. Hartzell explained that it had been determined through the traffic study that the crossing would not be going back in due to safety concerns.

VI. OLD BUSINESS – BECKERS LANE BRIDGE – UPDATE ON BRIDGE DESIGN ACTIVITIES

Ms. Cobau passed out the handout from the April 24th Mobility Workshop that illustrated various bridge design options. The attendees at the Mobility Study Workshop were asked to vote on the various options. The culvert style and the beam style designs were preferred. The consultants have started to prepare concept plans for the Beckers Bridge and will bring them to the June MSURA Board meeting for consideration. Ms. Cobau also distributed a map that depicted the existing floodplain conditions. Shifting the bridge to the east may improve the hydraulics and straighten out the road alignment with the bridge.

The public outreach phase will be started in June and individual property owners will also be contacted to review the potential impacts that could occur due to the construction.

VII. OLD BUSINESS – GATEWAY PLAZA

Mr. Hartzell and Mr. Romero reviewed the design status. Mr. Romero noted that the plans had been revised to reflect the comments provided by MSURA after the April 19th Board meeting. Mr. Hartzell has requested that Wildcat prepare a price for the additional work to complete the plaza. The cost information will be submitted to the MSURA Board for consideration at the June Board meeting. The

existing contract does include a budget for a “basic plaza”. The budget includes an allowance for hardscape, signage required by SHPO, walls and some historic elements. A decorative panel has not yet been designed. It was suggested that the Manitou Springs Arts Council be consulted regarding the design of the panel as well. The project committee should be consulted about this approach as well. The rails that will be placed in the plaza surface should be bid out soon as this may have a long lead time to produce and install.

Mr. Hartzell also updated the Board on a few project issues that the Board had questions about during the April MSURA Board meeting. He stated that the light pole by the Dillon Motel will be removed since it partially blocks the sidewalk. Also, the Loaf and Jug entrance was not part of the WAAP but was installed by an earlier CDOT project. A vault in the street would need to be lowered in order to correct this problem.

Finally, Mr. Hartzell requested the Ms. McDonough monitor the effect that the 2 hour parking limit signs outside Adams Mountain Cafe for a few weeks to see if they impact her customers. If there is a problem the signs may need to be removed.

VIII. OLD BUSINESS – POSSIBLE OPTIONS FOR BACK OF EAST ARCH

Ms. Johnson stated that the preferred slogan is “Leaving Historic Manitou Springs”. The size of the letters on the front side of the arch need to be determined to see if there will be enough space for the preferred slogan. It may need to be shortened to “Leaving Manitou Springs”

IX. OLD BUSINESS – EXECUTIVE DIRECTOR WORK PLAN REPORT

Mr. Rees reviewed the various tasks that he has been working on in April and May. He has continued to provide administrative services including MSURA Board meeting agenda and minutes preparation, contract monitoring and project coordination for MSURA projects including Beckers Bridge. He has met with property owners regarding private redevelopment of the Gateway Corridor. In addition to meeting with the proposed Holiday Inn Express developer, Mr. Rees has reviewed a “tiny house” development north of the Dillon Motel.

He explained that the letter that was sent to all of the property owners requesting a meeting to discuss redevelopment or renovation options for their properties has created some interest. He plans to meet with several owners in May.

Mr. Rees plans to follow up on the proposed sculpture locations along Manitou Avenue with DeLane Bredvik next week.

X. OLD BUSINESS – DISCUSSION OF BANNER DESIGN AND INSTALLATION CONTRACT

Ms. Campbell introduced Rob Ladefoged and Michael O’Cana from Neon Pig the designers of the new banners to be placed on the light poles on Manitou Ave. The two presented several examples and options for the Board’s consideration. The banners

will have seven styles including: Play Here, Live Here, Invest Here as well as holiday themes. After a short discussion, the Board approved the new design samples that were presented.

The installation will be completed by June 15th as long as the banners are finished by then.

XII. NEW BUSINESS – LAND USE MODELING EXHIBITS GATEWAY URA

Mr. Rees requested that the Board approve a contract with NES for an update to the 2012 MSURA Land Use Model. The intent is to create a document that better communicates the desired character, form and sustainable design direction for the corridor. Mr., Romero, NES explained that the scope will include: updating the base mapping, preparing land use exhibits, revising and updating the land use model site plans and providing land use 3D modeling perspective exhibits. The fee is \$11,500. Mr. Snyder stipulated that the contract should be “Not to exceed \$11,500”. Mr. Romero agreed with the requirement and will revise the contract. Mr. Snyder then made a motion to approve the contract with the revision to the fee to a not to exceed \$11,500. A second was made by Ms. McDonough. The motion was approved unanimously.

XII. OTHER BUSINESS

1. COMPENSATION FOR NATALIE JOHNSON’S URA SERVICES

Ms. McDonough requested that the Board approve a personal services contract with Natalie Johnson to compensate her for the services that she has provided to MSURA. Ms. Nichols stated that the hourly rate should be \$70/hr. Ms. Johnson provided a letter outlining the various tasks that she has performed for a total of 95 hours. This brings the total compensation to \$6,650.00. The Board discussed the nature of the contract and agreed that Ms. Johnson should be an independent contractor and that any future services should be approved in advance including an estimate of the hours required to complete the work. A motion was made by Mr. Gregory and seconded by Mr. Minchow to approve the contract with Ms. Johnson. The motion passed unanimously.

2. MADWOMAN MARKETING AND STRATEGIES REVISED CONTRACT

Ms. Nichols explained that Ms. McDonough, Mr. Rees and herself had recently reviewed the personal services contract with Madwoman Marketing and Strategies with Karole Campbell. The existing contract is for a flat fee of \$1500 per month and includes:

- 1) Social Media Strategy
- 2) Earned Media Outreach
- 3) Event Strategy Facilitation
- 4) Project Management/Meeting Attendance.

Recently, the need for tasks 2, 3 and 4 has been very limited.

A revised contract will include the following compensation rates”

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| 1) Social Media Strategy and Management | \$500/month |
| 2) Earned media Outreach and Management | \$125/hour |
| 3) Event Strategy, Facilitation and Management | \$125/hour |
| 4) Project Management/Meeting Attendance | \$75/hour |

The tasks (2-4) will require prior authorization before any work is completed. After more discussion, a motion was made by Mr. Gregory to approve the new contract with Madwoman Marketing and Strategies as presented. The motion was seconded by Ms. McDonough and passed unanimously.

3. DILLON MOTEL/CAR WASH PLANNING STATUS

Ms. Nichols and Mr. Rees discussed a concept plan that has been prepared for the Dillon Motel and Car Wash on the west end of the urban renewal area by Guman & Associates for Roger Guzman, owner. Mr. Rees recently received a briefing by Mr. Guman and Mr. Guzman. The plan includes the development of a tiny house development to be located north of the Dillon Motel and south of Fountain Creek. The project would help address some of the affordable housing shortages in Manitou Springs. Mr. Guzman also intends to renovate some of the rooms in the Dillon Hotel and may consider redeveloping the motel and carwash sites in the future.

It was noted that the current zoning will not allow the single family development in the commercial area. A zone change would be required.

XIII. CITY COUNCIL LIAISON REPORT

Mr. Rohrer informed the Board that the MJ Ordinance may need to be changed to reflect changes that have recently been made to state law regarding delivery and hospitality. Manitou currently prohibits hospitality. Manitou is a home rule city which allows it to opt in or not.

XIV. EXECUTIVE SESSION

Ms. Nichols read the section of the statute that outlined the purpose for the executive session: An Executive Session to determine positions relative to matters that may be subject to negotiations; develop a strategy for negotiations; and instruct negotiators. Pursuant to CRS 24-6-402 (4)(e)(I).

Mr. Snyder made the motion to move into executive session with a second made by Mr. Gregory. The motion was approved unanimously. Ms. McDonough recused herself from the discussion and was excused from the meeting. The members of the public were excused and the Board went into executive session at 10:01.

The Board came out of executive session at 10:40. No further action was taken.

ADJOURNMENT

The meeting was adjourned at 10:25 A.M.

The next regular meeting is scheduled to begin at 8:30 a.m. on Friday, June 21, 2019.