

MANITOU SPRINGS URBAN RENEWAL AUTHORITY BOARD MEETING

April 10, 2020

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MEMBERS PRESENT: Ann Nichols Farley McDonough
 Debbie Sagen Alan Gregory
 Marc Snyder Marcy Morrison

EXCUSED ABSENCES: Dennis Minchow

OTHERS PRESENT:

 Jim Rees, MSURA Executive Director
 Natalie Johnson, Director Manitou Arts Center/Creative District
 Nancy Fortuin, Manitou Springs City Council
 Brett Hartzell, El Paso County

I. CALL TO ORDER

Ms. McDonough called the meeting to order at 8:32 a.m. and noted that a quorum was present with 4 Board members in attendance. Mr. Snyder and Ms. Sagen subsequently joined the meeting later.

II. PUBLIC COMMENT

There was no public comment

III. APPROVAL OF MINUTES

March 20, 2020: A motion was made by Ms. Nichols seconded by Ms. Morrison to approve the March 20, 2020 minutes: The motion passed unanimously

IV. FINANCIAL REPORT

Ms. Nichols reviewed the revised December 2019 Financial Report as well as the January 2020 Financial Report and noted that the balance was lower than projected due to the City retaining the December sales tax increment. There was \$3.35 million in the bank as of 12/31/19 to support the 2020 budget. A motion to approve the December 2019 and the January 2020 Financial Statements was made by Ms. Nichols and seconded by Mr. Snyder. The motion passed unanimously.

V. OLD BUSINESS

A. Becker's Lane Bridge Status Report

Mr. Rees reported on the biweekly conference call with the project team that was held on 4/2/2020. TRS is pursuing the valuations for 4 of the 5 parcels (JKYK LLC, Martin, Bauer, and Sayegh). The School District parcel has been delayed as a deed was found that covered part of the property which transferred 14 feet of the property to the City several years ago. There has also been some difficulty finding the correct person to discuss the request with since Danny Gieck is no longer with the District. The design team is working to clarify the construction impacts on the Bauer property since the owner is concerned that the property be restored to its previous condition after the project has been completed.

Ms. McDonough asked if the Chamber had been contacted to see why the Bauers have decided to drop their Chamber of Commerce membership. Mr. Rees indicated that he was planning to discuss the project impact with the Bauers first. Ms. McDonough offered to contact the Chamber next week.

Mr. Rees noted that a change order for \$78,000 to cover additional design services was requested by Otak due to the expansion of the project from the original bridge design to now include realignment of Beckers Lane from El

Paso to Manitou Avenue. Ms. Fortuin stated that the change order will be considered by City Council on April 21st.

B. Gateway Plaza

1. **Construction Schedule:** Mr. Hartzell explained that Wildcat is working on repairing the Manitou Springs punch list items that were identified during the field inspection of the corridor on March 12th. The plaza layout has been checked and the site matches the plan as designed. Wildcat should provide field staking during the week of April 13th. This will allow the sculpture base contractor to start the foundation construction at the end of that week. Currently, Wildcat is scheduled to complete the entire WAAP on May 21st.
2. **Rockey Art Piece/Railing:** Ms. Johnson said that Jason Gatz should complete the railing by the end of next week. She also noted that he is also interested in completing the rail tracks that are to be placed in the plaza. Jon Romero will provide him with the plans so he can put a bid together.

C. COVID-19 Relief Fund Status

Ms. Nichols reported that the committee had closed the applications and that the original \$25,000 URA dollars had been awarded to many employees and some residents that work and live in the corridor. A second allocation of \$20,000 will be returned to the MSURA budget. The committee has received many thank you letters from the recipients. The committee will meet during the week of April 13th to discuss any additional needs that may be addressed with the remaining money that has been received.

VI. EXECUTIVE DIRECTOR REPORT

Mr. Rees outlined the items he has been working on since last month. In addition to the regular administrative and project management duties, he drafted a Memorandum of Understanding between MSURA and the Manitou Springs Arts Council outlining funding and responsibilities for the Legacy Project. The MSAC is currently reviewing the draft agreement and Mr. Rees is planning to bring the agreement to the MSURA Board in May.

VII. NEW BUSINESS

A. IGA between the City and MSURA regarding Sales Tax TIF Withholding

Ms. Nichols explained to the Board that the City Council approved an IGA to withhold the 2020 sales tax increment dollars since the City budget is losing money (estimated to be \$2 million) due to the COVID -19 shutdown of so many businesses and the lack of tourism that is anticipated. The IGA is very similar to the 2018 agreement that was needed to offset lost revenue due to the Cog Railway shutdown. Basically, the city will retain the sales tax revenue generated within the East Corridor URA from December 2019 through December 2020. The agreement is subject to review should the economy improve and the city tax revenue return to where it was originally projected to be. The City will continue to track and report the sales tax revenue received within the urban renewal area boundaries to MSURA as well as the overall city sales tax revenue every month in 2020.

Ms. Fortuin stated that the City Administrator is cutting expenses as much as possible in order to retain staff. All vacancies will go unfilled. All new capital expenditures must be approved by the City Administrator as well.

There was some discussion regarding the impact to the 2020 MSURA Budget. Ms. Nichols explained that MSURA has \$3.35m in the bank which will cover everything that was budgeted. She stated that the 2 largest projects that total \$1.4m have not been started and probably won't be initiated in 2020 which will allow sufficient funds to be carried into 2021 to cover the operating expenses. Ms. Morrison stated that it is very important that MSURA retain enough money to assure that the urban renewal area is well maintained. MSURA does not provide maintenance for the improvements that were constructed by the WAAP project. All of the work should be covered by the construction warranty during 2020. The city

will ultimately be responsible for future repairs and landscaping maintenance within the pocket park. Mr. Hartzell also said that the plants along the creek should be very low maintenance and resist browsing by deer. He also will make sure that the contractor cleans up any trash and debris that may be left along the trail.

A motion to approve the IGA between the City and MSURA as written was made by Ms. Morrison, seconded by Mr. Snyder. The motion passed unanimously.

B. Creative District Update

Ms. Johnson informed the Board that the MAC was working on a Still Manitou project where people are being encouraged to provide photos taken from their doorway during the shutdown. They will be compiled into 300 yard signs when they are received.

VII. CITY COUNCIL LIAISON REPORT

Ms. Fortuin stated that the IGA will go a long way to reduce stress in the city caused by the projected tax revenue shortfall. The marijuana shops had initially reduced their hours but have recently expanded them again to serve an increased demand. She also informed the Board that Councilman Todd had resigned from City Council. Additionally, the police chief is scheduled to provide a report on homelessness to City Council on April 14th.

In response to a question from Ms. Morrison regarding how well the Chamber and City were cooperating during the COVID -19 social distancing requirements, Ms. Fortuin said that parking fees downtown have been eliminated in order to enhance deliveries and take out services. She also explained that the Mayor is trying to convince Chase Bank not to close its branch in Manitou.

IX. OTHER BUSINESS:

There was no other business.

X. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:36 AM