

Downtown Development Authority

Board Meeting Minutes

December 14th, 2016

Present: Brandon Daigle, Lisa Burridge, Brettnee Tromble, Pete Fazio, John Johnson, Sona Rummel, Louis Taubert, Nicholas Grooms, Will Reese; Kevin Hawley, Jackie Schulte, Kyleen Stevenson-Braxton

Excused: Charlie Powell

Call to Order: Chairman Daigle called the December 14th, 2016 meeting to order at 11:45 A.M.

Public Comments:

Kyleen Stevenson-Braxton is just here to listen. Kyleen is the co-owner of Fashion Crossroads and FC Outlet.

City Report

- Not Present

Approval of November, 2016 Board Minutes

Motion, Second, Passed (Pete Fazio, Louis Taubert)

Financials – Brettnee Tromble

DDA:

- 46% of our projected revenue
- 28% of projected expense
- Payments: All normal utilities and payroll

Parking Garage:

- 40% through of fiscal year
- 40% of our projected revenue
- 29% of our projected expense
- Payments: All normal utilities and payroll

David Street Station (DSS):

- All normal payments, including utilities at Ash
- Caspar received a 2nd installment for construction progress

Approval of November 2016 DDA, DSS & Parking Garage Financial Reports & Payments

Motion, Second, Passed (Nicholas Grooms, Lisa Burridge)

Director’s Report- Kevin Hawley

- Buildings are down and site is prepped, we need to approve contract for Caspar Building Systems, which will happen in executive committee report.
- We’ve done \$1.5 million in the last 3 weeks, don’t let that stop us, we need to keep pushing!
 - **Comments/Questions:**
- Lisa asked about the power company at Alcova Lake? They could be a company that we should consider for a grant. She also said she is going to contact Rocky Mountain Power again and see if

Committee Reports –

A.) Executive Committee – Brandon Daigle

- Talked about Financials
- VIP VR party

B.) MARCOM Committee – Kevin Hawley

- Press Releases for major

Approval of 1st Night Sponsorship in the amount of \$500
Motion, Second, Passed (Brettnee Tromble, Lisa Burridge)

C.) Finance- Brettnee Tromble

- Discussed timing of Market Driven Funding and

D.) Infrastructure – Brandon Daigle

- Preparing for city council work session

E.) Governance – Will Reese

- Spoke about by-laws during executive report

Comments: N/A

Action Items:

- Lisa to investigate Rural Power

The meeting was adjourned at approximately 12:44 pm

Approved by:

Secretary’s Signature: _____ /Date: _____

Board Member's Signature: _____ /Date: _____