



Cheyenne Downtown Development Authority/Main Street

Board of Directors Meeting Minutes

April 13, 2017

3:00 pm, WBC Becker Board Room

Board:

Wally Erickson

Dave Ohde

Gabriel Pina

Alane West

Dave Teubner

Sam Galeotos

~~**Will Hardin**~~

Jeff White, City Council Liaison

Ex-Officio: Linda Heath, Laramie County

Staff:

Desirée Brothe, Program Manager, Interim E.D.

Andy Hogan, Marketing and Communications Manager

Guests: Josh Heddum (CPD), ~~Becky Orr~~, Glen Garrett, Blithe McAndrew, Sam Weinstein, Jack Whyatt, Gabe Pina Jr., Pete Laybourn,

Wally Erickson called the meeting to order at 3:03pm.

Wally stated that he would like to pull the Director Report from the Consent Agenda.

Alane West made a motion to approve the March 2017 minutes. Sam Galeotos seconded the motion. Motion passed, unopposed.

Desiree Brothe updated the board on the Director Report. She stated that we have received several applications for the open board position.

Desiree stated that she has finished submitting for this year's grant application, and we are looking at partnering with Wyoming Main Street on grant opportunities. Desiree stated that the Core Team had some scheduling constraints and that they have a meeting scheduled for next week. Downtown Parking will come to fruition next week at the meeting. MPO will be presenting on parking, and the subcommittee will be meeting the next morning. Sam stated that he would like to be present for that meeting and Wally said that implementation is important and DDA should be taking an important role.

Desiree stated that downtown safety is making important moves. Officers are taking extra shifts, CPD is gathering data and talking to business owners. Wally stated that the meeting with Officers Wood and Bower was good and the issues with the parking garage bathrooms have been somewhat resolved. They are working closely with Recover Wyoming, Peak and Comea and Police presence is important in downtown.

Alane asked about graffiti removal and if it is in the budget. Desiree stated that it is funded and facilitated by CPD and that DDA could possibly be more involved in the future.

Desiree stated that the West Edge Civic Center Commons passed with 4 person committee and next week the Reed Rail Corridor will be having a meeting April 18th.

Desiree updated on the Alleyway, stating that the meeting with AVI went well and that we will have more of an idea of what the design between Carey and Capitol will look like within a month.

Dave T. asked if Tobin has turned in a final design for the water feature. Desiree stated that they have turned in a final design and she will provide Dave with a copy.

Desiree stated that the property and Business Database will be going through an overhaul this summer and it will be a lot of market research.

Desiree stated that she has not receive an update from the city on the 17th street lighting.

Desiree stated that trees will be worked on this month and stumps will be removed.

Desiree stated that 6 FIP projects were presented this month. 4 have advanced and we will have architects selected this month.

The Grocery co-op has had some good meetings in the past month and there will be more to report in the coming months.

Desiree stated that the final mural design will be sent out soon and it will be on the Trophy Creative building.

Wally thanked Desiree and asked to move on to the board member application. Alane nominated Sam G for the Vice President chair. Motion passed unopposed.

Dave Hatch Presentation:

Dave begins by saying that SHPO says the designs are O.K. and they are hoping for as much open space as possible and that keeping the marble was a big deal.

Looking back, historical preservation credits are in three phases. Part one asks if it is historical. Part two asks what is going to be done. Needed to provide blueprints and photographs. Dave Hatch stated that they had installed a sample window on the third floor. Part 3 was a timeline. They are working with Ray Furtig from 5R on construction. They need to be out by Jan 1 of 2018 and extensions gives the time they need. They intend to stick to the timeline. Dave Hatch stated that the budgeting is in place. He does not have a lease in hand. The tenant intends to take 2 floors instead of 3. They do not want to share a floor with another tenant and Dave asked the DDA board for help in recruiting tenants.

Wally thanks Dave for presentation.

Executive Committee: Wally stated that the E.D. search has narrowed down to a list of 3 people and we will be doing phone interviews 1 week from Monday. Andy and Desiree are going to Main Street Conference in Pittsburgh and will ask for help in the hiring process.

Historic Preservation: Blithe McAndrew stated that Stephanie Lowe has something in the works with the state archives and they are going to release the plans of historic buildings in hopefully 2 weeks. They are closing in on research. September 5th will be the annual historic tour, theme is 150th celebration. The Cultural Trust Fund grant project will be done soon. May is Historic Preservation month. 3 Historic houses will be moved next month as well.

Core: Anja stated that she had no update.

DDF: Alane stated that they met on March 24th. They have \$7,237.48 in the foundation. Much of the funds will go towards the mural project. They are open to more board members if somebody would like to be a part of it. Alane stated that they discussed undertaking a fundraising campaign for the water feature but they are not in a position to be in competitive fundraising and they need commitment from DDA to help with fundraising. Wally stated that he would like one more person to be on the DDF board and that it takes time and commitment.

DCBC: Gabe stated that we are in the process of holding a lot party, we'll keep everybody updated.

CPD: Office Hunam stated that officers have been taking a lot of overtime shifts and that as the season progresses, things may get tougher.

Laramie County: Linda Heath stated that 6th Penny is a big focus right now. No other updates.

Committees:

Design- Jack Whyatt stated that the design committee met on March 22nd at the public safety building. CIG had 1 presentation, Just Dandy. They had 6 applications for FIP and the committee has moved forward with 4 of them. The 2 that did not move forward were the Stanfield building and the Paramount Building. The 4 that moved forward were the Majestic, Flydragon, Mendicino, and Dennis Shultz buildings.

Pete Laybourn stated that the 17th street lighting will be completed soon and we need to think about the appearance of the street scape. A few trees needed to be removed. It is critical that the water feature proceed, it would work well with the city's 150th.

Economic Restructuring- Sam Weinstein stated that they are still working on the recruitment retention package and they are looking at how Gillette put theirs together. Sam also stated that Rock the Block is coming up and that board members should be taking an interest in this event because it is a DDA event.

Organization- Gabe stated that we will be holding the next road show on May 24th, we are tweaking advertising.

Promotions- Desiree stated that Mikki Munson is the new chair. Ice Rink this years is moving forward, the new Ice rink seems better but is still synthetic. Rock the Block is moving along. Desiree gave the board members statistic handout compiled by Wyoming Main Street.

Cheyenne Creative: Desiree stated that they have operated for 1 year and applied for a grant. Artwalk in may will be the final party for Creative. Moving ahead they want to implement an artist collective but timeline is pending. Dave Ohde stated that Desiree should be commended for her efforts with Creative. Desiree stated that we can discuss the furniture in the future.

New Business: Dave T asked if our strategic plan needs an update. Wally stated that in June he will be giving a presentation and the strategic plan is part of it. Desiree stated that the DDA office has old plans that anybody can come look at any time.

Wally adjourned meeting at 4:18.