Golden Downtown Development Authority
February 16, 2015 Meeting
6:30 PM
911 Tenth Street, Golden, CO 80401

I. Call to Order

II. Roll Call

III. Approval of Minutes—Business Meeting of January 19, 2015

IV. Public Comment

V. Business
   a. Downtown Banners Update
   b. Streetscape Design Ideas

VI. Commissioners Comments

VII. Staff Report
   a. DDA Open House
   b. Parking Strategies Update
   c. Neighborhood Capital Investment Opportunities
   d. Holiday Lights Update
   e. Financial Report

VIII. Public Comment

IX. Adjourn

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Memorandum

To: DDA Board of Directors

From: Steve Glueck, Executive Director & Aleah Menefee, Redevelopment Specialist

Date: February 11, 2015

RE: Meeting Memo for February 16, 2015 meeting

This memo will provide background information for the upcoming DDA board meeting.

Downtown Banner Update  Staff is in the process of evaluating the banners downtown to better understand if the banners are adequate or could be redesigned to meet the aesthetic and branding needs of the area. The current banners were created over a several year period and many of the banners need repairs. Staff is getting input from Visit Golden for how the banners might be enhanced to better complement community marketing efforts.

The DDA will continue to contract with Bobby’s Banners for the labor to install and remove (and clean) the banners. The banners are switched out four times a year, and the total cost for doing this is approximately $6,000.

The 2015 budget allocates $7,950 for labor and potentially updating some of the banners. Enclosed in you packet is a map of where the banners are hung. As a board please provide your suggestions regarding the types of improvements that could be made to the banners with respect to design and placement.

Streetscape Design Ideas  An important aspect of the streetscape design is adequate trash and recycling containers. After quite a bit of review, staff recommends that side by side Bigbelly style trash and recycling receptacles be the preferred future design for downtown. This design would be incorporated into future streetscape changes. In the interim, we would start to install them at the corners of Washington Avenue intersections between 11th and 14th Streets and select side street locations. Some of the receptacles will feature a solar compacting mechanism, which will be placed at the high traffic locations in downtown. The non-compacting Bigbellies are significantly less expensive.

Staff has identified that this type of receptacle is easy to access, use, and maintain. It is important that the waste containers downtown are consistent. Thus the installation of more Bigbellies will be consistent with the Bigbellies located at 12th and Washington. Pictures of the Bigbellies are included in your meeting documents.

In order to further refine the ideas discussed at the last meeting, staff has a meeting with the City’s engineering and design consultants, on Friday, February 13 to get a better understanding
of the construction options and costs associated with enhancing the streetscape downtown. Staff will provide an update at the February 16th meeting, and hopes to provide more information about the alternative approaches and the general costs of improving the streetscape at the March 16th meeting.

**DDA Open House** On Wednesday, February 25 the DDA will host an open house at Barrels and Bottles Brewery downtown from 8 a.m. to 10 a.m. Staff has created an informational handout about the event in your packet.

**Parking Strategies Update** There are a number of areas of conversation regarding downtown parking and loading for the board to consider in coming months. A few updates include:

- The City Police Department is in the process of ordering the software and hardware, approved in the current City budget, to allow enhanced downtown enforcement of parking regulations. Staff will invite police representatives to attend the March 16th meeting to update the board.
- Staff is proceeding with the new sign program for the short term parking areas in City lots and parking structures. Part of the final program relates to the below issue of long term resident parking.
- Downtown truck unloading conflicts have been a growing concern of residents, businesses, and the City. As recommended in the overall parking study, this activity needs to be part of an overall management system. At this time, the Planning Manager, City Engineer, and one of the Police Captains are working together to structure a conversation among downtown stakeholders as to how to handle this aspect going forward.
- On-going monitoring of the downtown parking lots and structures demonstrates that there is a portion of the parking capacity seemingly utilized by downtown residents who do not have any or sufficient parking associated with their residence. (While all the new developments have at least one space per unit, some older apartments along Washington have none.) In a recent conversation with Council, staff broached the subject of whether the City should allow public parking areas to essentially be permanent parking for residents that have cars and may not use them for periods of time. Please review the attached summary of Boulder approaches to such issues and a recommendation that we consider a permit system for those residents to park long term in public lots and structures. DDA board suggestions are requested.

**Neighborhood Capital Investment Opportunities** Staff continues to seek suggestions about neighborhood capital investment projects. At the last meeting we suggested potential sidewalk projects on 18th and 17th Streets and the idea of evaluating the north south alley east of Washington Avenue between 14th and 15th Streets.

**Holiday Lights Update** Staff recently met with the Golden Chamber of Commerce and other City of Golden departments for a debriefing of the holiday lights. It is a good idea to bid out the holiday lights project beginning in the late Spring to see if another company is preferred
to the current contractor. We should also continue to investigate other approaches to decorations as an on-going discussion.. The draft RFP will be shown to the DDA board at the April meeting.

**Financial Report**  Per the Chair’s request a financial report showing the DDA’s expenditures and revenues to date will be delivered to the board at the meeting. In the future, staff will provide a similar report regularly.
The Downtown Development Authority of the City of Golden, County of Jefferson, State of Colorado, met on the above date in the City Council Chamber 911 10th Street, Golden, Colorado, at the hour of 6:30 p.m. Commissioners present were:

<table>
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<tr>
<th>Lisa DeCaro</th>
<th>Dean deBenedet</th>
<th>Dean Valdez</th>
<th>Ed Dorsey</th>
<th>Brandon Narva</th>
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<td>Dave Anderson</td>
<td>Joe Behm</td>
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Executive Director Steve Glueck and Redevelopment Specialist Aleah Menefee were present. Members of the public included Nicholas Tesi, Len Matheo, Jim Billings, Roy Banks and Eileen Banks.

Ed Dorsey called the meeting to order at 6:30 p.m.

**Approval of Minutes**
Dorsey called for a motion to approve the December 15th meeting minutes. DeCaro MOVED to approve the business meeting minutes pending a few corrections as recorded by deBenedet. Narva SECONDED. All Commissioners present agreed.

**Public Comment** — none

**Regular Business**

**January 8th Joint Meeting with GURA at City Council**— At the City Council study session on January 8th, City Council congratulated the DDA and GURA for having an extremely productive 2014 work year. Regarding the DDA, it has been a smooth transition into 2015. Staff provided information about general 2015 goals and investments. The GURA and DDA boards will need to have a joint meeting in the future to discuss the downtown legacy fund. City Council voiced questions about the DDA rather than suggestions. The council wanted more information about the DDA’s community grants.

**Miners Alley Playhouse Grant Request Presentation**— Prior to the presentation, DeCaro went on record to announce that her husband is Len Matheo and therefore she has a conflict of interest in regards to the grant application.

The board discussed the basic administration of the arts and culture grants program and acknowledged some items listed in the grant application could be changed. The grant application mentions that the DDA has allocated $15,000 for this particular grant program and up to $3,000 per grant. The board agreed to eliminate funding maximums and award dates as these items may not work with many applicants, especially in this initial year.

DeCaro left the meeting room for the remainder of the agenda item. Len Matheo, Executive Director of Miners Alley Playhouse (MAP) and Jim Billings provided the board with a presentation about MAP’s recent grant request to the DDA. Matheo explained the importance of the rent subsidy that MAP received from GURA and asked the DDA board to continue the subsidy. The subsidy is needed to keep tickets reasonably priced. MAP provides theater for children, which provides a unique asset to the Golden community. It is important to note that Matheo receives no compensation for his time and efforts.

Dorsey called for a motion to grant MAP a rent subsidy of $10,000. deBenedet MOVED to grant MAP a rent subsidy of $10,000. Anderson SECONDED. All commissioners present agreed.

**Finance Report**— At the end of November the County Tax Assessor sends a letter to inform the DDA of its base property value and the increment value. The increment value is currently $0 as this is the DDA’s first operational year. The tax revenue associated with the base was anticipated to be $154,000, however the assessor’s letter confirmed the base is actually higher and anticipated property tax revenue this year
will be about $225,000. The DDA has already received the City’s annual support, and given Visit Golden $15,000 and will get the money allocated from GURA shortly.

**DDA Action Plan**—Staff distributed the DDA Action Plan to the board and stated that it is now available for public comment. A few board members had some comments about the plan. The Action Plan will be distributed to Planning Commission and City Council, as well as the general public. The plan will be presented at the upcoming DDA open house on Wednesday, February 25. Staff recommends adopting the Action Plan at the April DDA meeting.

**Streetscape Regulatory Control**—Staff introduced Chapter 4.90 of the Golden Municipal Code which provides information about streetscape regulatory controls. After the introduction of Chapter 4.90, staff asked the board to discuss the ordinance and enforcement philosophy. Discussion ensued regarding the board’s further action regarding regulations. Permits are issued annually for places the serve food and beverages on the public right of way. There are some questions about when to enforce the ordinance. This could be an opportunity to talk with businesses about the ordinance. Another option is to work with businesses one-on-one to help the business be more in compliance with the ordinance.

Staff then went on to provide a summary of guidelines for enhancing the streetscape. The guidelines included what materials to use, creating more impactful landscaping and better ways to handle trash and recycling.

**Streetscape Design Ideas**—The board was encouraged to begin thinking of the design of ideas for the downtown streetscape. Anderson sketched a design that would remove one wall of the large brick planters with a built-in bench along the interior perimeter to allow for more seating and better pedestrian circulation. In Anderson’s sketch, he placed a tree grate in the center of the planter to increase shade created by the tree’s canopy.

Narva also provided a sketch which includes moving the trees from the center of each business entrance to one side of the business to provide better visibility of each business. He also suggested moving the trash and recycling receptacles closer to Washington Avenue. The planter takes on an “L” shape in Narva’s design. Benches were not incorporated into the revised planter design, rather he included tables and chairs.

Staff will begin investigating costs associated with the revised streetscape designs and other ideas to present at the February DDA board meeting.

**Commissioners Concerns**—
- **deBenedet**—He enjoyed attending the Visit Golden meeting and wanted direction on how to voice his opinion at the meeting since he was representing the DDA. Staff suggested that he should feel comfortable asking questions and responding to topics.
  - Valdez—none
  - Dorsey—none
  - Narva—none
  - DeCaro—none
  - Anderson—none
  - Narva—none

**Staff Report**—

**DDA Open House**—The DDA will hold an open house at Barrels and Bottles Brewery in downtown on Wednesday, February 25 from 8 a.m. to 10 a.m. There will be a brief presentation of the Action Plan and the grant programs. Board members are encouraged to attend.

**Parking Strategies**—Staff has begun working on better designed parking signs and way finding for the garages and City operated parking lots downtown and on 10th Street. The signs will clearly state whether a parking space is long term or short term. Each level in the garage will have its own color. The duration of long term parking is still being deliberated. Short-term parking is limited to three hours. A policy decision staff is researching is how to address is residents that live downtown and only have access to one parking space, even though those residents may have multiple vehicles. Staff will be working with the parking enforcement team to get a better understanding of how fines should be enforced. CSM encourages students to park in the commuter lots, however, some students find it more convenient to park downtown.
Neighborhood Capital Investment Projects—Staff is assembling a list of projects that will show benefit to the residents outside of the DDA core. These projects might be small but will provide benefit to the residents. Prospectors Alley between 14th and 15th Streets might be a potential project. Other projects could include widening the sidewalks and increasing pedestrian connections.

Grants Awarded to Date—An $800 website grant was awarded to Café 13 and Miners Alley Playhouse received a $10,000 rent subsidy.

Public Comment – none

Adjourn –
There being no further business, Chair Dorsey called for a motion to adjourn the meeting. deBenedet MOVED to adjourn the meeting. Anderson SECONDED. All Commissioners present agreed. Dorsey adjourned the meeting at 9:15 p.m.

__________________________________________________________
Steve Glueck
Executive Director

__________________________________________________________
Ed Dorsey
Chair
BigBelly Solar Intelligent Waste & Recycling Collection System

BigBelly Compactor Technical Specs

Overall Machine Dimensions
- Height: 50.4" (1281mm)
- Width: 26.5" (672mm)
- Depth: 26.0" (660mm)
- Handle Height (ADA Compliant): 41.5" (1053mm)
- Weight: 300 lbs (136 kg)
- Hopper Opening: 6" x 17" (152mm x 432mm)
- Bin Volume: 32 gallons (120 L)
- Liner Bag: at least 48" (122cm) H, 47" (119cm) W recommended thickness at least 2 mil (50 mic)

Compaction Features
- Compaction Force: 1250 lbs. max.(570 kg)
- Cycle Time: 41 seconds (users can deposit waste during cycle—no lock-out)
- Motor Size: 1/6-HP DC gear-motor
- Drive System: Gear-motor with heavy duty chain drive (non-hydraulic)
- Fully automated, IC processor controlled system senses trash level, fullness and machine status
- 3-color LED status lamps indicate compacted waste level, machine status and error codes
- GPRS wireless data radio for online monitoring and management system
- Unique design achieves deep ram penetration
- Vertical ram travel provides even compaction

Materials
- RoHS compliant
- Galvanized sheet metal steel interior and exterior construction (recycled content)
- Heavy duty plastic side panels for dent and scratch resistance (recycled content)
- Exterior Finish: polyester TGIC powder-coat finish for outdoor and salt-spray durability
- Interior Bin: single bin is leak proof made out of low-density polyethylene plastic

Power & Electronics
- Polycrystalline silicon cell PV module (30 watts)
- PV panel protected by polycarbonate bubble
- System Voltage: 12 Volts DC
- Spill-proof, sealed maintenance-free 12V battery
- Charge maintained by Pulse Width Modulator
- Cordless, self-powered unit requires no wiring

Safety Features
- CE approved
- Fully interlocked access doors protect users and service personnel
- Locked front waste removal door
- Separately keyed service access
- Fault-tolerant design for hopper insertion door prevents access to compaction area
- Low-voltage system (12 Volts)

Configurations:
- Mixed waste, or single-stream recycling, with appropriate markings

Eliminating the Waste in Waste Collection™
BigBelly Compactors
You’re Invited!

The DDA invites you to attend our upcoming Open House to learn more about our work, meet the staff & board members and get the latest information about how to apply for the DDA’s grant programs.

**Date & Time**
Wednesday, February 25
8:00 a.m. to 10:00 a.m.

**Location**
Barrels and Bottels Brewery
600 12th Street #160
Golden, CO 80401

**Questions**
Contact Aleah Menefee
303.384.8080
DDA@cityofgolden.net
Analysis of Boulder Parking Programs

January 21, 2015

Boulder has several parking programs and management strategies based on business, commuter, and residential needs. Also, location and mix of parking uses plays a role in how Boulder Parking approaches and implements parking strategies.

- **Permits for garages and surface parking lots**
  - Geared towards permanent employees that park long-term
  - Permits paid quarterly
    - Garages: $330 per permit per quarter
    - Lots: $220 per permit per quarter

- **Dash permits**
  - These permits are intended for
    - Media
    - Special activity patrons
    - Construction
  - Not guaranteed a specific spot
  - Allows a person to park up to 24 hours
  - $12.50 per permit per 24 hour period

- **Neighborhood parking program (NPP)**
  - Vehicles without a permit can park up to the maximum time listed, once per day
  - The permit allows parking beyond the posted maximum time
  - Different types of permits under the NPP

- **NPP residential permits**
  - Up to 2 permits for each vehicle registered in their name
  - $17 per permit per year
  - Up to 3 or 4 permits per housing unit
    - Depends on neighborhoods and availability of parking
    - Geared towards people living with roommates
  - With purchase of residential permit, each household will get 2 non-replaceable visitor passes
    - Visitors must park within a one block radius of the household
    - Passes allow a visitor to park for up to 24 hours
    - Visitor passes given to residents can be used multiple times per year
  - Residents must prove they live at the address on the application
  - Acceptable forms of proof include
    - Lease
    - Bank statement
    - Utility bill
    - Rent receipt
- Cable/phone bill
- Voter registration

**NPP business permits**
- Up to 3 permits per business
  - For employees
  - $75 per permit per year
- Larger businesses can apply for more permits

**NPP commuter permits**
- Limited to one neighborhood parking area
- Limited number of passes
- $82 per permit per quarter
  - If payment is not received on time pass will be revoked
- Permit does not guarantee specific space

**Other provisions**
- $10 replacement fee for permit placards
- The system relies on printed placards and stickers
- Permits are issued on a first come, first serve basis
- Many programs have a waiting list
- Residents tend to get first priority
- Transferability
  - Cannot be sold to another business or individual
  - Passes are considered property of the City of Boulder
- Can be transferred if:
  - A landlord or property managers is given a permit and a resident moves from the unit and another person moves in
  - A business has a pass can be transferred from one employee to another
  - Information about the transfer must be recorded at the City of Boulder

**Some of the ideas could be implemented in Golden**

- Could still consider an administrative fee for neighborhood permit systems. As little as $10 per permit (vehicle) per year, or somewhat more.
- In the downtown core, there are approximately 160 to 170 condo type dwellings (Millstone = 78, Gateway Station = 35, Clear Creek commons = 45, plus a couple) that generally have access only to one parking space, and the resident may have more than one car. In the near future, the GURA 13th Street lot will have only one new dedicated space per unit, (but the 12th Street lot will have enough garage parking to provide 2 per new unit). In addition there are probably up to about 20 units (above Golden Goods/ Clothesmine, above Ace Hi, maybe a couple more) that have no parking. Some percentage of these users are parking long term in the City spaces. Given the two main choices of prohibiting them or allowing in designated “long term” parking areas for a fee, the most practical route would include:
- Issuing permits for such residents for up to one car for those projects that include on-site parking and up to 2 cars for the small miscellaneous group to park in the otherwise labeled “12 hour Parking” areas.
- There would not be stickers, but rather electronic registration
- There would not be designated or reserved spots, only the ability to park in the long term areas that would be regulated as 12 hour spaces.
- Pricing would allow quarterly automatic billing at say $100 or $150 (or more) per quarter

Until we move to “fully managed” long term parking, the above could suffice