I. Call to Order

II. Roll Call

III. Approval of Minutes—Business Meeting of February 16, 2015

IV. Public Comment

V. Business
   a. Potential Design and Cost Estimates for the Planters

VI. Commissioners Comments

VII. Staff Report
   a. Recap of DDA Open House
   b. Parking Strategies Update
   c. Update Regarding the Alley Project between 14th and 15th
   d. Update for the 13th Street Arch Painting Project
   e. Pricing and Color Options for BigBellies
   f. Financial Report

VIII. Public Comment

IX. Adjourn

The Golden Downtown Development Authority does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. For disabled persons needing reasonable accommodation to attend or participate in a city service, program or activity, call 384-8017 as far in advance as possible. Disabled access is available from the front entrance of City Hall.
To: DDA Board of Directors

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

Date: March 12, 2015

RE: Meeting Memo for March 16, 2015 meeting

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

**Potential Design and Cost Estimates for the Planters** Staff recently met with Paul Kuhn of MIG to discuss the potential design options for the planters. Narva and Anderson’s sketches along with additional ideas from staff were presented to Kuhn. Kuhn used the southeast corner of 13th Street and Washington Avenue as a prototype. In order to further the consideration, discussion of these options (and any other defined ideas) will help narrow the options. Designs should be analyzed according to the previously discussed streetscape design goals and criteria. For your reference the streetscape goals can be found within your packet.

Cost estimates for individual alternatives have not been prepared. However, the expenses associated with the demolition of the current planter design are presumed to be the highest individual expense. Staff can provide some order of magnitude cost comments at the time of the meeting.

If the board supports further review of any alternatives, the designs and cost estimates will be refined for discussion with City staff and eventually City Council and GURA (for funding).

**Recap of DDA Open House** On Wednesday, February 25 at 8 a.m. the DDA hosted an open house at Barrels and Bottles Brewery in downtown. The event was well attended with over 25 participants. Staff provided the group with general information about the establishment of the DDA and the grant application process. Overall, the event proved to be effective as more businesses are inquiring about grant opportunities, which was one of the biggest reasons for organizing the open house.

**Parking Strategies Update** Staff efforts continue to implement a variety of recommendations pertaining to downtown parking management. A few updates include:

- In order to help make Golden’s public parking more identifiable, staff created a branding strategy. Part of the branding includes signage that distinguishes short term (three hour) parking in lots and structures from long term parking. While the time parameters and enforcement of the long term parking are being deliberated, staff is working to install the blue circular three hour short term parking signage on the surface, city managed, parking lots, and in the two garages downtown at the appropriate parking stalls.
To enhance the visibility of the parking garages to drivers traveling north and south along Jackson Street, illuminated blade signs, with a similar design to the rest of the parking signage will be installed near the main entrance of the parking garages.

The short term blue parking signs and the exterior signs will be installed as early as the week of March 16. Funds from the Golden Downtown General Improvement District (GDGID) will be made available for the aforementioned projects.

- A second area of recent focus relates to truck loading and unloading. This is an on-going management area that will evolve as the downtown area evolves. As an initial step, City planning, engineering and police department staff met with various businesses and are proposing a short term condition for the area east of Washington Avenue where the majority of complaints have occurred (see enclosed map). While this solution appears to be viable for the time being, the larger question about designating additional on-street spaces as loading areas for a part of the day will still need to be addressed.

- The third area of update relates to enforcement. The City police department has assigned a specific sergeant position to oversee parking, code enforcement, and the park rangers (mostly for Clear Creek area). This current patrol sergeant will be transferred into the new position in coming weeks. In addition, the City is moving forward with purchase of the previously discussed software and equipment to manage parking enforcement, and is also discussing more coordinated enforcement with CSM. One final note about parking is that the City is more regularly patrolling the garages for cars that appear to be stored in these locations. About six cars with expired plates were recently “tagged” as abandoned. All of the cars appear to have been removed.

**Update Regarding the Alley Project between 14th and 15th**

On Friday, March 6, staff mailed letters to property owners that would be affected by a potential project to improve the alley between 14th and 15th Streets, a half block east of Washington Avenue. A copy of the letter is included in your packet.

If enough support is committed by property owners, is the DDA prepared to commit to an initial design effort to investigate costs for repaving the alley and making it more navigable to vehicular and pedestrian traffic? The first requirement would be a survey of existing conditions. An initial design to get started could be capped at $10,000, with funding to come from the Capital Infrastructure line item.

**13th Street Arch Painting Project**

Tom Martinelli came highly recommended by the City Facilities Department. Staff reached out to Martinelli about painting the word, “Golden” gold on 13th Street arch at Ford Street.

His cost to paint the word gold and order painting materials is around $700. However, Martinelli mentioned that the black paint on the arch is beginning to chip and if the DDA wishes to repaint the arch black with the word “Golden” gold it would cost $1,300.
The DDA would need to order a lift for Martinelli. Renting a lift through the DDA is more cost effective as taxes would not be charged to the DDA. Portions of 13th Street would need to be closed during the project. The lift rental is not included in his quote. Does the board wish to proceed with the project, with funding to come from the Capital Infrastructure line item?

**Pricing and Color Options for the BigBellies**  
As of this writing staff is still awaiting an estimate for the BigBellies downtown. Staff hopes to have more information regarding this matter at the meeting.

**Finance Report**  
The budget as of the end of February continues to show little activity in most areas. One thing to note, however, is that if the alley survey and arch painting projects are authorized (and considering the conceptual plans for planters), there will be a need to transfer funds from contingency to Capital Infrastructure. In addition, the short stretch of sidewalk along 17th Street authorized last month will be added to this line item. The board does have sufficient funds for the referenced projects (based upon preliminary design only for the alley, and funding for any planter changes to come from the downtown legacy fund). The board will also note that property tax revenue will be higher than budgeted this year. Staff will update the timing of the GURA transfer at the meeting. It was requested a few weeks ago, but may be a month end activity.
Downtown Development Authority
City of Golden, Colorado
Business Meeting
February 16, 2015

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>
<thead>
<tr>
<th>Dave Anderson</th>
<th>Dean deBenedet</th>
<th>Dean Valdez</th>
<th>Ed Dorsey</th>
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Commissioners Behm, DeCaro, and Narva were absent. Executive Director Steve Glueck and Redevelopment Specialist Aleah Menefee were present. Members of the public included JJ Risch, and Saoirse Charis-Graves.

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

Approval of Minutes –
Dorsey called for a motion to approve the January 19th meeting minutes. Anderson MOVED to approve the meeting minutes. Valdez SECONDED. All Commissioners present agreed.

Public Comment – JJ Risch requested that the word “Golden” on the 13th Street arch be painted gold. Risch would like the arch to be more noticeable to visitors.

Saoirse Charis-Graves is interested in listening to the DDA meeting and learning more about the organization.

Dorsey welcomed the Boy Scout troop. He gave a synopsis of the DDA to the troop.

Regular Business –
**Downtown Banner Update** - Staff is evaluating the banners downtown and wants input on the use of the banners regarding the imagery, and placement. The banners provide decorative elements to the downtown. Staff is collaborating with Visit Golden to come up with ideas for the banners. Currently there are over 100 banners in and around the downtown core. One approach is to remove a portion of the banners, while keeping the banners at high impact locations. Replacing the banners is around $35 per banner. The DDA will continue the contract with Bobby's Banners to remove, install and clean the banners. Staff will continue to work on the project and report back to the board.

**Streetscape Design Ideas**—Staff met with MIG Winston Associates to discuss the streetscape ideas of staff, Anderson and Narva. At the March DDA meeting staff will provide cost estimates for moving forward with the streetscape designs.

Trash and recycling are major components of the downtown streetscape. Staff is recommending the use of Bigbellies at the intersections along Washington Avenue between 11th and 14th streets. Compacting Bigbellies will be located at the intersections of Washington and 12th and 13th, while the less expensive non-compacting Bigbellies will located at the 11th and 14th street intersections. Board members directed staff to provide options for the different colors BigBelly offers, and also to provide cost and funding options.

Staff also discussed removing the posts that support the awnings near Ace-Hi Tavern to improve the transition in walking corridor. Sketches of various solutions were presented to the board. Discussion ensued regarding this topic. The board thought that working with owners to remove the awnings is a worthwhile future project, but that this type of small project would not be impactful.
Blue Canyon Grill Outdoor Seating - The Mayor asked staff to present the potential Blue Canyon Grill outdoor seating project to see if the board had opinions about the project. Staff gave the board an overview of the project history and renderings of the proposed seating area. The first proposal submitted by Blue Canyon Grill was denied by City Council. The second proposal that was submitted in May 2014 was approved by City Council. However, the owner and tenant could not agree on the cost of the project. Staff is suggesting that the new proposal is the best as it is easily reversible and it would require a small amount of construction. In the most recent proposal the light and pedestal in front of the Blue Canyon Grill would be removed and a railing would be installed. This design does not infringe upon the sidewalk. The board agreed that the 2015 proposal is preferable to earlier proposals.

Commissioners Comments -
Valdez—He is interested in knowing if it is possible to administer a survey of the community to see what the community wants in a retail development.

Dorsey—Planning Commission recently approved the site plan for the north GURA lot development. So far ARES has two projects that have been approved in downtown Golden.

deBenedet—He mentioned that the there is a bus stop between 15th and 16th along Washington that might need a crosswalk so that riders of the bus can cross Washington Avenue safely. deBenedet asked for agreement from the board to have staff investigate the costs associated with painting the word “Golden” gold on the 13th Street arch. The board agreed.

Anderson—He commented that potential developments between 12th and 14th along Jackson and Ford should house uses that best meet the needs of downtown. Also the sidewalk on the west side of Washington between 14th and 15th needs to be considered for repaving as this is a difficult to navigate area for pedestrians.

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. Staff distributed a invitation to the event that had all the information.

Parking Strategies—The police department is in the process of purchasing the software to help enforce parking downtown. One feature of the software is that it includes license plate recognition capabilities. This may eliminate the need for permit stickers. Staff met with City Council to get feedback on the proposed parking signage downtown. There is some deliberation about the duration of long term parking and the need for residents with multiple cars to park long term. The short-term parking signage will be installed soon in the garages and in the surface lots. DDA will facilitate conversations about long term parking and loading zones. At March’s meeting Rick Murby and Joe Harvey will meet with the board to discuss policy issues relating to the loading zones in downtown.

Neighborhood Capital Investment Projects—Staff is investigating three potential projects. At the March board meeting staff will offer cost estimates for painting the arch on 13th Street. Prospectors Alley between 14th and 15th might be repaved to allow for better pedestrian and vehicular traffic. The sidewalk on the north side of 17th between Washing and Jackson could be repaved to allow for better pedestrian amenities in the area.

Holiday Lights RFP—The board agreed that the holiday lights are important and thought that the traditional white lights around the trees are the most appropriate option. The board mentioned that the types of lighting should be consistent throughout downtown. Staff will prepare an RFP to solicit up to date costs for the holiday display.
Public Comment –
Risch commented that there is a bus stop along Jackson close to the Safeway and that 17th Street is an important pedestrian corridor.

Charis-Graves mentioned that the banners downtown create a sense of vibrancy, and are noticed by visitors. She also commented that the holiday lights draw people from all over the metro area and that encourages visitors to come to Golden.

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 8:42 p.m.

__________________________________   ______________________________
Steve Glueck  Ed Dorsey
Executive Director  Chair
Existing light pole

Trash / recycle

Planter box in former trash receptacle location

Existing sandstone/brick planter wall

6’ bench (wood or recycled lumber) with planter box

Half of existing planter removed. Benches attached to remaining wall.

Shade tree in grate

Washington Avenue

12th Street

Golden Downtown
Downtown Development Authority
March 4, 2015
MG DE
Center portion of planter removed and replaced with brick pavers.

- Inexpensive individual outdoor chairs
- Existing light pole on stone/brick base
- Shade tree in grate
- Trash / recycle
- Round planters (mixed sizes)

8' x 20" x 3' tall moveable plate steel planter boxes (black)
Existing planter and South Street light/base removed and replaced with brick pavers.

Three 8’ steel strap bench (black). Work with existing slope.

Existing brick pavers

Planter box in former trash receptacle location

Shade tree in grate

Trash / recycle Round planters (mixed sizes)

Option C

Golden Downtown
Downtown Development Authority
March 4, 2015
MG DE
Majority of existing planter removed and replaced with brick paving. Only north light and base remain.

**OPTION D**

GOLDEN DOWNTOWN
DOWNTOWN DEVELOPMENT AUTHORITY
MARCH 4, 2016

8’ x 20” x 3’ tall moveable plate steel planter box (black)

Existing light pole on stone/brick base

Trash /recycle

Existing brick pavers

Shade tree with shrubs and perennials

Curvilinear slat benches (2’ wide wood or recycled lumber)

New landscape bed

WASHINGTON AVENUE

SCALE: 1/8”=1'-0"
Majority of existing planter removed and replaced with brick paving. Only north light and base remain.

New planters behind benches (in-ground or fabricated)

Shade tree (possible only with in-ground planter)

6’ bench (wood or recycled lumber) mounted to rose sandstone blocks

Shrubs and perennials

Trash / recycle

Existing light pole on stone/brick base

WASHINGTON AVENUE

OPTION E

GOLDEN DOWNTOWN
DOWNTOWN DEVELOPMENT AUTHORITY
MARCH 4, 2015
NLG INC.
Enhancing the Uses and Purposes of Downtown Golden Sidewalks

**Background:** Public streets and sidewalks have always been the main element of the “public realm” where community interaction occurs. In 2013 and 2014, City Council specifically spent time reviewing and discussing the appropriate balance of uses and activities on our downtown sidewalks. On September 11, 2014, City Councilors each individually listed their top goals for this valuable public space and element of downtown activity. The below listing is intended to frame the follow-up discussions within the community and stakeholders. As listed at that time, the City’s goals for our downtown sidewalks should be to:

- Move to more organized spatial arrangement of streetscape elements. Lessen clutter and increase visual appeal.
- Thoughtfully approach an equitable balance of uses between those that are more directed toward the general public, and those that also directly benefit adjacent businesses.
- Encourage (and achieve) a more creative design for individual elements both public and private.
- Create more usable places for lingering, gathering, and walking.
- Achieve an enhanced vibrancy. Encourage activity. Recognize that people will gather when there is “something to do”.
- Maintain and add to greenery.

The following sections address recommendations related to these goals.

**Criteria to Consider in Achieving The Goals:** As noted below, it is anticipated that staff, the DDA and other stakeholders may make recommendations regarding regulatory management and physical changes/investment in the streetscape area. In making such recommendations, it will be important to consider the above goals and additional criteria in this section;

- **Materials** -
  - Streetscape and furnishings should be constructed of high quality, durable long lasting materials.
  - New materials should reflect the primary existing palette of brick, red sandstone, and (primarily black or dark) metal.
  - New planter designs should recognize the general aesthetic approach of existing planters, since at least several of the existing planters will likely remain “as is” for the near to mid range future.

- **Trash/Recycling** - Trash and recycling containers for the general public should be:
  - Clearly identifiable and recognizable
  - Easy access for the public
  - Easy access for emptying and also for maintenance (ideally would handle overflow of spills)
- Located with conscious impact to maintenance and snow shoveling.
- Of sufficient capacity to handle busy weekends, preferably not solely relying on Sunday pick-up which is not currently available.

- **Trees/plantings** - Whenever possible, landscaped areas should:
  - Include year round ground cover in planters, even when flowering annuals are the main summer feature.
  - Maintain or increase the impact of plantings (even if smaller in size)
  - Be included in all or most revised planter area designs.

- **Lighting** -
  - We should maintain the Victorian style for existing areas that include this feature, but look for upgraded lenses and fixtures regarding light trespass and efficiency.
  - If other lighting styles are introduced in East downtown, there should be a conscious relationship and marked transition among styles.
  - Light poles should continue to also function for banners and/or seasonal decorations.

- **Street furniture** - Street furniture should:
  - Be located so as to create usable “space” without blocking pedestrian flow.
  - Be durable and attractive and conducive to lingering and enjoying the downtown atmosphere.
  - Where possible, be arranged to create “seating areas” for conversation, not just a single bench.
  - Introduce art and/or whimsy/playfulness but only in keeping with use, context, and maintenance.

- **Public Art and Decorations** - Such touches add to the downtown atmosphere and should:
  - Be located in visible locations, but so as not to block pedestrian flow.
  - Be chosen with maintenance and repair from the high traffic in mind.
  - Be installed to facilitate periodic changes to keep the area fresh.
  - (For seasonal decorations) Be chosen in context of the cost and community and economic benefit.

- **Activities** – Although less related to physical improvements, increase fun and vitality of downtown streetscape through accessible activities:
  - Sidewalk chalk (and specific areas)?
  - Jump ropes and hula hoops?
  - Other games?
DOUBLE SIDED FLAG MOUNT SIGN
- 6" deep x 24" diameter alum. center cab.
- 2" deep x 20" dia hat box style faces
- routed alum. faces w/ 3/16" white acrylic backer
- blue translucent vinyl #230-167 reverse cut 'P'
- 1 3/4" square tube at top & bottom
- 2" aluminum sleeves @ wall ends
- 1/8" alum. brackets @ top & bottom
- 1/4" alum. mounting plate w/ appropriate anchors
- exact mount position tbd
- white LED illumination
- PAINT COLORS tbd

aluminum construction
UL listed
Sample Short Term Parking Sign
Loading Plan
March 4, 2015

Dear Golden Property Owner:

For the past several months, the Golden Downtown Development Authority (DDA) has been getting to know the downtown area better, and has been seeking input on neighborhood level improvements that could benefit the areas in and near downtown. Primarily the types of projects identified relate to public infrastructure, such as streets, sidewalks, and alleys.

Through this process, the DDA board has been made aware of neighbor and business concerns with the alley in the block east of Washington Avenue between 14th and 15th Streets. This alley, which might be referred to as an extension to the south of Prospectors Alley is quite steep, but also has been the source of concerns related to the alley surface, drainage, utility poles and overhead lines, and the general narrow passageway, with likely encroachments from adjacent properties.

Review of the alley by City staff leads to the conclusion that a significant improvement could be made to the alley, but only at substantial cost to the DDA and with cooperation of all adjacent owners, since the City and DDA would want to address the various apparent encroachments, and could require small easements from some adjacent owners in order to straighten out the alley and perhaps widen the surface beyond the platted ten foot wide right of way.

In order to determine whether it is even feasible to discuss and/or consider a possible improvement project for the alley, City and DDA staff first wants to determine the level of support from affected property owners in the block. Although at this time, there is no documented information about existing conditions or the implications of a possible project, we would like to hear from the approximately 12 owners in the block whether you think it is a worthwhile effort to at least investigate the opportunity initially. If enough owners express interest, the DDA will consider commissioning a survey of existing conditions to start the conversation. At that time, we would seek more formal public discussions with affected owners.
Please email the City and DDA staff at dda@cityofgolden.net or call us at 303-384-8080, telling us your thoughts about the alley and your willingness to consider support for some level of improvements. In addition, please talk to your neighbors on the block and encourage them to respond.

We look forward to discussing this and other potential downtown projects and programs.

Sincerely,

Aleah Menefee
Redevelopment Specialist
13th Street Arch
BigBelly Compactors
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
## DDA Budget 2015, 2016

### Revenues:

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<th>2015 Budget</th>
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### DDA Expenditures:

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<td><strong>Business Assistance / Community Grants</strong></td>
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<td><strong>Arts and Culture Grants</strong></td>
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<td><strong>40,000</strong></td>
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<td><strong>380,000</strong></td>
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(Use)/ Accumulation of Surplus Funds

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<td>77,004</td>
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<td><strong>580,000</strong></td>
<td><strong>77,004</strong></td>
<td><strong>126,254</strong></td>
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