

AGENDA
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
March 27, 2020
Virtual call-in through Zoom
1:00 P.M.- 3:00P.M.

The DDA meeting will be conducted as a virtual meeting using the Zoom technology.

- HOW TO GET SET UP: Click on link below and it will take you through the download steps. No username or login should be needed at this time.

- HOW TO JOIN MEETING:
 - Again click link below (the calendar invite has also been updated- if you do not see this update please let me know!)
 - You may need to type in the 9 digit meeting code, if so it is below in red.
 - Instructions on the Zoom meeting platform are attached for your information as well.

Topic: Glenwood DDA Board Meeting

Time: Mar 27, 2020 01:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/657727295?pwd=anQwS25udDhmOWh5bVFuR1FnZFBFUT09>

Meeting ID: 657 727 295

Password: 827918

One tap mobile

+16699006833,,657727295# US (San Jose)

+13462487799,,657727295# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 253 215 8782 US

Meeting ID: 657 727 295

Find your local number: <https://zoom.us/u/acLc0KiFjp>

Agenda items are for informational purposes only and are subject to change.

1. Call meeting to order
2. 5 min Public comment limited to 3 minutes per contributor
3. 5 min Approve Consent Agenda

Items may be removed from consent agenda for discussion on request of any board member. Items not removed may be adopted by general consent without debate.

A. Approval of Invoices For the Following:

- a. Debra Bullock, \$ 127.50
- b. DHM Design, \$ 7,818.97
- c. Garfield and Hecht, \$507.50
- d. DHM Design, \$4,942.65
- e. Garfield and Hecht, \$385.00

B. Approval of Meeting Minutes:

- a. January 21, 2019

4. 30 min. Ways for the DDA to support the downtown businesses
 - Weekly economic development call
 - Weekly call with other Colorado DDA's
 - Supporting a gift card program
 - Assistance with loan programs
 - Other ideas
5. 15 min. 6th Street RFP
 - Hold or move forward
6. 15 min Cooper Avenue Meeting Recap
 - Recap of meeting with Cooper Ave businesses on 3/11
 - Parking recommendations
 - Next Steps
7. 15 min Review of Sundae Façade Request
 - Façade discussion
 - Request for two grants
8. 30 min Bethel Lot Discussion
 - Management discussion
 - Use discussion
 - Ken Murphy proposal
 - Food truck
9. Future Meetings Relevant to the DDA
 - Discuss date and time
10. Other Business

Adjourn

Zoom Instructions for Participants

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. You will receive notice for a videoconference or conference call from your committee analyst. The notification will include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 9-digit (usually) Meeting ID.

To join the videoconference:

1. At the start time of your meeting, click on the link in your invitation to **join via computer**. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without clicking on the invitation link by going to join.zoom.us on any browser and entering the Meeting ID provided by your committee analyst.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided in your invitation.
2. Enter the **Meeting ID number** (also provided in your invitation) when prompted using your touch-tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.