

**Economic Development Commission**  
**January 11, 2021**

**General Meeting Minutes**  
*(COVID meeting policy in effect)*

Commissioner Thomas called a regular monthly meeting of the Economic Development Commission to order at 5:37 pm. Commissioners present included Phyllis Baez and Darlene Cruz; as well as Xofficio Nicole Reinhart. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton.

**APPROVAL OF MINUTES**

Commissioner Thomas presented for approval the November 9, 2020 meeting minutes. Baez motioned for approval, seconded by Cruz, and passed unanimously by the board.

**NEW ITEMS**

US85 Pad Site Opportunity

EDD Bailey informed the board that the Fountain Urban Renewal Authority (FURA) has begun to advertise its property for business fulfillment interests with opportunity signage erected just before the Thanksgiving/ holiday season. The signage is intended to prompt conversations with FURA by engaging private development interests in the shovel ready site within the Olde Town district.

Ohio Avenue Commercial Development

EDD Bailey shared a private development site plan as proposed during a DRT meeting held with City Planning in early December 2020. The proposed development site plan depicts a single level, four stall spec commercial shell space on behalf of business fulfillment in the Olde Town district. The project is appealing for the Ohio Avenue Corridor at attract new small businesses to serve the community. No timeline for development was relayed during the DRT meeting.

2021 Work Plan (draft)

EDD Bailey shared a draft of the overarching Economic Development department Work Plan which portrays the pillars of engagement that work holistically to address economic vitality measures of the city. This is/was a first draft of the Plan, open to broad discussion and transparency of the other feeder pillars. The Plan serves as a guiding tool to be constantly evaluated for addressing the economic vitality and resiliency needs of the business community.

- **COVID Recovery Roadmap** – Is an economic tool spearheaded by the Economic Development Council of Colorado as a guiding resource post COVID-19 pandemic. The Roadmap may identify spin off tools and resources in the area of Business Climate Policy, Equitable Access of Resources, Infrastructure, and Workforce Upskill Talent Pool. Spin off tools/resources areas have been identified in the Work Plan.
- **2021 Bylaws and Mission Statement** – Is a topic placed at rest in 2020, due to COVID-19, but identified as a focus area in the 2021 Work Plan. The board will identify and advocate in areas of Purpose, Mission, Stewardess, and Engagement through a revision of its Bylaws which would be presented to City Council for adoption.

The board had no revisions to share and was in unanimous support of the EDC's Work Plan initiatives.

## **UPDATES**

### Main Street/Ohio Avenue Intersection (public safety improvements)

EDD Bailey shared a quick update that the City's CDOT grant was approved just before the Christmas holiday. The Intersection public safety improvement project will design, engineer, and construct a harmonious four-point intersection with regards to curb, gutter, and sidewalk improvements that include PED ramps, ADA accessibility compliance, Streetscape Lighting, and design stamped Crosswalk(s). As the CDOT grants funds mandate funds be applied and a project completion deadline as of December 31, 2021, the project will move swiftly through design, engineering, and construction phases with project updates during City Council public disclosure sessions.

### UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of December, as a deliverable under its UCCS College of Business membership. There was no further commentary shared on this topic.

### March 2021 Reappointments/Vacancy

EDD Bailey mentioned that EDC's fiscal year begins March 1, 2021. As such, it's that time of the year for board members to consider term renewal appointments and outward recruitment to fulfill vacancies of the board. Existing board member, Phyllis Baez expressed interest for reappointment of a 2-year term. Staff discussed the paperwork steps to complete reappointment by February 23, 2021 City Council meeting. Staff notified a vacancy notice will be published on the City's website and Fire Department marque boards to encourage new application submittals; also encouraged existing EDC word of mouth referrals.

## **COMMISSIONER COMMENTARY TIME**

### Olde Town

- Thomas shared the district is looking good (well-kept properties) and business expansion of MnC Motorcycle Apparel and Accessories within the Dale Street Shopping Center in the district.

### Small Business Advocacy

- Small was not in attendance due to work schedule conflict.

### Business Development Policy

- Vice Chair Osinski board vacancy as of December 2020.

### Real Estate Market

- Xofficio Reinhart shared details of a landlord program to aid with default rental properties, as well as, the continual affordable housing crux which is forecasted to remain severely challenged in the New Year.
- Chair Downing was not in attendance due to an impromptu conflict situation.

### Military

- Baez shared the PAIO executive role with Fort Carson that she is connecting with on behalf of the EDC. In addition, she shared an invitation to the January 13th Town Hall of Fort Carson at 6pm; this monthly meeting always open to the public to attend, in addition to the month Newsletter publication.

- To learn more, please visit [www.carson.army.MIL](http://www.carson.army.MIL) portal.
- UPDATE: Baez distributed Fort Carson FAQ sheet via an email delivery to EDC dated January 11th
- EDD Bailey mentioned a staff meeting with new Garrison Commander Springer has been scheduled to take place on January 29th to discuss city Economic Development initiatives and the FRDS Rail Park.
  - UPDATE: This item has been rescheduled to take place on March 1, 2021.

## ANNOUNCEMENTS

### EPA Brownfield Site Nomination Form

EDD Bailey mentioned there are five engaged property owners from the City of Fountain jurisdiction in the program, to which their properties are being reviewed by the Coalition for submittal to the EPA agency. Bailey encouraged further participation through site nomination form which is located online at: <https://coloradosprings.gov/project/colorado-springs-fountain-coalition-brownfield-initiative>

### Winter “Bundle Up” Campaign (COVID)

EDD Bailey mentioned this campaign has moved forth as a soft-launch due to recent escalation of COVID public health regulations. She also inquired if the EDC would find value in distributing program readiness materials to the business community, which are free to the Regional Partner network. Thomas and Reinhart express interest to participate and requested Staff to coordinate the materials and instructions of delivery.

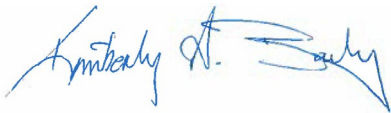
- To learn more about the campaign, please visit online: <https://pikespeaksbdc.org/what-we-do/programs/bundle-up-for-small-businesses/>

### Workforce Readiness (#upskillpikespeak )

EDD Bailey mentioned one of the concentration areas in the COVID-19 Recovery Roadmap includes program development to aid in the retooling of Workforce Talent Readiness. The #upskillpikespeak program recently launched by the Pikes Peak Workforce Center embodies this statewide mission.

- To learn more about the program, please visit online: <https://ppwfc.org/upskill-pikes-peak>

Commissioner Thomas asked if there was further business. No further topics were brought forth by subsequent board members; therefore Baez motioned to adjourn, seconded by Thomas, passed unanimously at 6:16 pm.



\_\_\_\_\_  
Kimberly Bailey

2.8.21

\_\_\_\_\_  
Date

**Economic Development Commission**  
**February 8, 2021**

**General Meeting Minutes**  
*(COVID meeting policy in effect)*

Chair Downing called a regular monthly meeting of the Economic Development Commission to order at 5:38 pm. Commissioners present included Phyllis Baez, Wandaleen Thomas, Harville Small, and Darlene Cruz; as well as Xofficio Nicole Reinhart. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton. Guest in attendance included: Erika Alanis and Dan Osinski.

**APPROVAL OF MINUTES**

Chair Downing presented for approval the January 11, 2021 meeting minutes. Baez requested correction to the Army web page link, noted by EDD Bailey. Chair Downing motioned for approval per change correction, seconded by Thomas, and passed unanimously by the board.

**NEW ITEMS**

City Council Measures

2020 Economic Development/ Urban Renewal Annual Report

EDD Bailey shared a copy of the 2020 Year End Report as provided to City Manager/ City Council for yearend close out deliverable. Bailey asked if there were any questions or particular areas to discuss further; no item was expressed by the board it was received as a thorough deliverable.

EDC Reappointments/ Vacancy

EDD Bailey presented two reappointment terms and one new term appointment to the board.

- Phyllis Baez – 2021 – 2023 reappointment
- Dan Osinski – 2021 -2023 reappointment
- Erika Alanis – 2021- 2022 inaugural 1-year term

Chair Downing motioned for the appointments to the board as presented for approval, seconded by Small, and passed unanimously by the board.

Update: Board member appointments transpired on February 23rd with City Council.

**UPDATES**

UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of January, as a deliverable under its UCCS College of Business membership. There was no further commentary shared on this topic.

## March 2021 Reappointments/Vacancy

EDD Bailey and Chair Downing broached the subject of Bylaw and Mission Statement revision efforts in the board's March 1-Feb 28 2021 calendar New Year. Bailey has delivered the latest version of said documents; highlighting areas of focus for the board and off shoot opportunities of engagement in the social media era.

As we are still enduring COVID-19 social distancing protocol, the board can wait till a healthier convening in person meeting is able to be held to aid in facilitating the discussion. The board was encouraged to keep documents on hand for when EDC meets in its new year ahead.

## **COMMISSIONER COMMENTARY TIME**

### Olde Town

- Thomas shared a new business owner at the Dale Street Shopping Center, former Ink Fountain ownership.

### Small Business Advocacy

- Small shared the 5-Star Program was launched to help with capacity operation limits put upon businesses.

### Business Development Policy

- Vice Chair Osinski shared he is now serving as a representative to the HBA Fountain working group. In addition, he is psyched about the AMAZON development and Mesa Ridge new business entry and the furthering of such for City of Fountain.

### Real Estate Market

- Xofficio Reinhart shared further details of the P.O.P. Landlord program to aid with default rental properties which is funded through the State of CO. She also commented that rent renewals are seeing a \$300 jump in monthly rental rate terms compared to last year.
- Chair Downing mentioned it's a continued "Sellers Market" and "Cash is King" to deal offer bromh accepted; it's the highest competitive volume he has seen in 20-years.

### Military

- Baez had no shareable content at this time.

## **ANNOUNCEMENTS**

### Winter "Bundle Up" Campaign (COVID)

EDD Bailey inquired if the board was still willing to engage with the business community to deliver "Bundle Up" campaign deliverables. The voice was a resounding YES. Bailey then stated that administrative staff, JoAnna, would be reaching out with pre-prepared bundle stock and business list assignments (keeping it to small quantities). Staff was hopeful to coordinate with EDC members to pick up and drop off by its March board meeting.

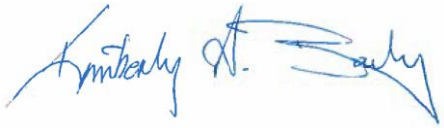
- To learn more about the campaign, please visit online:  
<https://pikespeaksbdc.org/what-we-do/programs/bundle-up-for-small-businesses/>

### City Council Strategic Plan Video

EDD Bailey mentioned that City Council and City Administration will begin to explore revisions to the city's Strategic Plan. This effort will take place over the next two-quarters and be brought forth for formal adoption processes in fall 2021. There could be some areas for Economic Development Commission commentary to add value. Therefore, she referred the EDC to the city's online Strategic Plan video, encouraged members to be plugged in if/when a topic is brought to the board.

<https://www.youtube.com/watch?v=e8uYrd2nHRY&feature=youtu.be>

Chair Downing asked if there was further business. No further topics were brought forth by subsequent board members; therefore Chair Downing motioned to adjourn, seconded by Thomas, passed unanimously at 6:08 pm.



\_\_\_\_\_  
Kimberly Bailey

\_\_3.8.21\_\_\_\_\_  
Date

**Economic Development Commission**  
**March 8, 2021**

**General Meeting Minutes**  
*(COVID meeting policy in effect)*

Vice Chair Osinski called a regular monthly meeting of the Economic Development Commission to order at 5:30 pm. Commissioners present included Phyllis Baez, Harville Small, Darlene Cruz, and Erika Alanis. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton.

**APPROVAL OF MINUTES**

Vice Chair Osinski presented for approval the February 8, 2021 meeting minutes. Small motioned for approval, seconded by Baez, and passed unanimously by the board.

**NEW ITEMS**

Chair Downing Resignation

EDD Bailey shared that Chair Downing resigned from servitude effective February 26, 2021. Mr. Downing is moving outside of City of Fountain limits which preclude him from serving on the EDC, FV Chamber of Commerce Board, and FCSD8 School Board. It's an unfortunate nature of circumstances but we wish Mr. Downing and his family the best and vastly appreciate his decades of public service to the Fountain community at large.

Therefore, the EDC was asked to consider a board member recommendation or appointee to Chair the EDC. At this time, Vice Chair Osinski professionally and politely requests to remain serving in the Vice Chair capacity. EDD Bailey referred board members to their Jump Start binders, EDC Bylaws tab, to refresh on the roles/responsibilities of Chair position. A quick overview includes: 1) Ordain the monthly meeting; 2) Sign Letters of Policy Support to City Council; 3) Ombudsman of EDC Mission(s) with the Public *as needed*; 4) Network with FV Chamber of Commerce *as needed*. The board will revisit this discussion item during its April board meeting.

Refreshed Website Content

EDD Bailey shared that the department has completed a thorough update and cleansing to its city website content section(s). The EDC was encouraged to familiarize themselves with the following content pages:

1. **Business Climate** page now includes a section on Fort Carson and a new city publication entitled "Military Snapshot"
  - a. <https://www.fountaincolorado.org/cms/one.aspx?pageId=8301595>
2. **Commercial Development Areas** page is a BRAND NEW SECTION of content to better inform and guide appropriate development messaging
  - a. <https://www.fountaincolorado.org/cms/One.aspx?portalId=6004447&pageId=17448660>

3. **Olde Town Revitalization** page is more robust and now identifies/defines the multiple “Master Plan” initiatives
  - a. <https://www.fountaincolorado.org/cms/One.aspx?portalId=6004447&pageId=8300317>
4. **Infrastructure** page has been expanded to emphasize the numerous Roadway improvement projects and references the city-owned Utility Enterprise
  - a. <https://www.fountaincolorado.org/cms/One.aspx?portalId=6004447&pageId=8300338>
5. **Incentives** page now includes a robust selection of programs and redirect links to service agencies
  - a. <https://www.fountaincolorado.org/cms/One.aspx?portalId=6004447&pageId=8300308>
6. **Board and Commissions** page now adequately represents our board members, terms of service, and focus initiatives
  - a. <https://www.fountaincolorado.org/cms/One.aspx?portalId=6004447&pageId=8300308>
7. **COVID Business** page is now current to 2021 status of programs and referral service agencies
  - a. <https://www.fountaincolorado.org/cms/One.aspx?portalId=6004447&pageId=16651230>

There will be continual minor tweaks and fixes along the way but website content as being presented is considered a closed out task for the department; please notify promptly if notice verbiage in need of correction.

### Ohio Avenue Placemaking Campaign

ED Bailey introduced the Placemaking 2.0 Matrix which quantified next step alternatives under the 2020 Ohio Avenue Placemaking Campaign; for general board discussion. The Matrix goes along with a conceptual rendering of the Ohio Avenue corridor; the Campaign summaries the public feedback garnered in criteria buckets of Short-Term Wins and Long-Term Vision elements of the grant-funded 2020 **initiative. Bailey also footnoted how the Campaign findings build upon key areas from prior investments**, which include: 2018 THK Town Design + Gateway Interstate Guidelines Project, 2014 District Revitalization Plan, and 2010 Wayfinding Signage.

The Matrix identified “trial programs” under the Quick Wins category as well as hearty capital improvement projects under the Long Term Infrastructure category, as to board guidance and general discussion. EDD Bailey referenced the areas of: Small Business Pop Ups/ Summer Market Series, Art/ Culture Introduction via #ARTSmonth in October, Letters of Support to City Council under infrastructure or adaptive programming; as suggestive examples of engagement areas for the EDC. Bailey shared that discussions around Placemaking 2.0 will be highlighted in the Ohio Avenue Placemaking Campaign findings report being tentatively prepped for a late April 2021/ early May 2021 City Council agenda item and encouraged the EDC to keep the topic relevant throughout 2021.

## **UPDATES**

### Small Business “Bundle Up” Campaign

EDD Bailey echoed appreciation of the board members outreach with small business during the distribution of “Bundle Up” campaign materials which were facilitated through El Paso County. She



emphasized a little goes a long way with our small businesses during these disruptive times of COVID. Small mentioned his engagement with Mesa Ridge corridor; Stockton mentioned her engagement with N. US85 corridor; Cruz mentioned her engagement with Olde Town/Gateway districts, and Osinski mentioned his meeting with PPIR leadership and its renewed programming energy for the tourism/event venue of Southern Colorado. <https://ppir.com/>

### UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of February, as a deliverable under its UCCS College of Business membership. There was no further commentary shared on this topic.

### 2021 Bylaws and Mission Statement

Vice Chair Osinski shared that in light of Chair Downing impromptu exit of service that he has requested of EDD Bailey for the EDC board to take a step back in this area to evaluate top pursuance areas for the EDC in light of current seated board members. Now is the time for the EDC to collectively reassess this Work Plan action item and determine how or if they wish to proceed. This conversation will continue to be addressed and evaluated by the board through 2021.

## **COMMISSIONER COMMENTARY TIME**

### Olde Town

- Darlene shared that in her “Bundle Up” outreach that Second Chances in the Gateway district is offering free Curb-Appeal services to businesses with the Olde Town and Gateway districts.

### Small Business Advocacy

- Small shared it was good to witness patrons of small business operators in the Mesa Ridge corridor.

### Business Development Policy

- Vice Chair Osinski shared he attended the Scheels behind-the-scenes tour under his CSCEDC Ambassadorship. He expressed what a service/entertainment amenity that operation brings to our region and their offering as a creative/unique shopping experience destination. <https://www.scheels.com/>

### Real Estate Market

- Vice Chair Osinski shared there is < 320,000 homes on the market for sale in the Nation – it’s a very, very low supply for those seeking to purchase a home.

### Military

- Baez shared there is a live fire exercise taking place next week at Fort Carson and a Public Notice.

## **ANNOUNCEMENTS**

### FV News

EDD Bailey mentioned the recent/informative article on the Fountain Creek Watershed District in this community centric publication. Bailey expressed this publication is a quality read and informational resource for EDC to be plugged in to the community. She inquired if the board would be interested in

receiving an annual subscription under the EDC? The board unanimously expressed an interest and requested staff to sign up subscriptions for the EDC.

Vice Chair Osinski asked if there was further business. No further topics were brought forth by subsequent board members; therefore Baez motioned to adjourn, seconded by Small, passed unanimously at 6:16 pm.

A handwritten signature in blue ink, appearing to read "Kimberly Bailey", written over a horizontal line.

Kimberly Bailey

4/12/2021

Date

**Economic Development Commission**  
**April 12, 2021**

**General Meeting Minutes**  
*(COVID meeting policy in effect)*

Vice Chair Osinski called a regular monthly meeting of the Economic Development Commission to order at 5:29 pm. Commissioners present included Phyllis Baez, Harville Small, Wandaleen Thomas, Darlene Cruz, and Erika Alanis. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton. Guests in attendance included: Brandy Williams, City of Fountain (CoF) Public Works; Maureen Pazde Araujo and Scott Asher, Wilson and Co.

**APPROVAL OF MINUTES**

Vice Chair Osinski presented for approval the March 8, 2021 meeting minutes. Baez motioned for approval, seconded by Thomas, and passed unanimously by the board.

**NEW ITEMS**

CoF Transportation Master Plan

EDD Bailey introduced Brandy Williams, CoF Public Works and Maureen Pazde Araujo and Scott Asher of Wilson and Co., to share with the EDC an overview of the Transportation Master Plan; an action item slated for April 27, 2021 City Council.

The Transportation Master Plan (TMP) defines roadway classification and density metrics to then identify costs and funding strategy alternatives. It also avails CoF the data to efficiently manager impacts/needs of development and density forecasting on behalf of long-term community growth.

The Transportation Master Plan adoption also includes design criteria, guidelines, and grade standards to keep pace and maintenance of long-term community growth. This measure is slated for April 27, 2021 City Council presentation and falls within the City's Strategic Plan Priorities.

Discussion items among the EDC included:

- Aerial roadway classifications and density volume tracking
- Federal, State, El Paso County, PPACG, alternative support funding
- S. Powers Blvd extension is critical for traffic patterns/ volumes to perform to traffic flows depicted
  - Metro Regional Plan Area extension is also transpiring along with S. Powers Blvd planning
  - Mobility Alternatives are also being explored:
    - CDOT BUSTANG Services
    - Passenger Rail connectivity to Colorado Springs Airport
    - Industrial Rail Park Station avails Military Shuttle or Private Workforce Development  
*(cohesion with State's Passenger Rail initiative)*

- N. Bandley extension to aid in Fort Carson/ Greater Valley traffic volumes and is Opportunity Zone designation area
- Grade Separations and Roadway Classification shifts at points of RxR-crossings are deemed feasible within specific southern points of the TMP
- New I-25 Interchange to support Front Range Dual-Service Rail Park; S. Powers BLVD alternative tie-in
- Impact Fee adjusted based on TMP; City Council May 2021 pending action item which may request an EDC Letter of Support
- (Reinhardt) The street build out is indicative of the housing development forecasted and is a bit scary to contemplate.
- (Osinski) What's the Top 2 current project focus from EDC perspective? Williams COF Public Works referred to the 5-set of maps and how the roadways are inner-dependent on full buildout achievement to meet traffic volume performance.

EDD Bailey and Vice Chair Osinski thanked COF and Wilson team for their time and sharing of the TMP.

#### El Paso County Land Use Master Plan

EDD Bailey relayed that El Paso County is engaged in a public input/output session with regards to its Land Use Master Plan. For the EDC, particular areas of interest include: 1) development areas of commercial users, 2) housing density and mast plan subdivisions, 3) County to City annexations along with development. To learn more and contribute, please visit. <https://elpaso.hiplanning.com/pages/draft-plan-outreach>

#### CoF Water Master Plan

EDD Bailey informed the EDC that the Fountain Utility Enterprise division has kicked off a Water Mater Plan process in response to the mass influx of development inquiries being fielding through City Planning DRT process and the Utilities' Capacity to Serve. At this time, an initial findings report is anticipated by early Summer 2021, including a debriefing with EDC, and a City Council session with the Public by Fall 2021.

## **UPDATES**

#### EDC Chair Position/Role Vacancy

EDD Bailey thanked Phyllis Baez and V.C. Osinski for their consideration, yet passage of, Chair vacancy. It was asked if any other members of the board have an expressed interest in the position. Harville Small expressed interest and would notify EDD Bailey if could align commitment with other personal matters. V.C. Osinski and Reinhart expressed candidate support for Chair Small servitude with the EDC.

**UPDATE: April 28, 2021 Harville Small requested to serve as EDC Chair of the board.**

#### UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of March, as a deliverable under its UCCS College of Business membership. This month included an excerpt on Inflation in the National Economy due to trendy economist. There was no further commentary shared on this deliverable.

## COMMISSIONER COMMENTARY TIME

### Olde Town

- Thomas shared that former Chair Downing came in as of recent for his standing haircut and relays “Hi” to the EDC members and hope all are doing well.

### Small Business Advocacy

- Small had nothing to further share at this time.

### Business Development Policy

- V.C. Osinski had nothing to further share at this time.

### Real Estate Market

- Reinhart stated the market is still steady, a heightened pace of activity with signs of post COVID normality to the market on the horizon as enter June season. For comparison perspective, she mentioned there are 420 homes on the market vs. 10,000 people wanting a house in El Paso County market. Alanis shared her firsthand experience in purchasing Fountain housing recently and the cost escalation of affordability as a real concern for the region.

### Military

- Baez had nothing further to share at this time on Fort Carson.
- Alanis updated the EDC on Schriever AFB expecting approximately 2,500 new soldiers per year thru 2025. She also commented on including the civilian workforce and contractor workforce of the growing base; lastly to be considered is the possible permanent re-assignment efforts of Space Command for our region. The board greatly appreciated this insight of information as to our eastward AFB Military installation of the community and our shrinking boundaries with growth.

## ANNOUNCEMENTS

A few announcements were shared with the EDC:

- National Economic Development Week – May 10-14
- QUAD Focus Group on k-12 Education/Community Qualities
  - i. QUAD is a research and innovation alliance between PPCC, UCCS, USAFA and Colorado College seeking volunteer participants in the focus group endeavor.
    1. [https://coloradocollege.qualtrics.com/jfe/form/SV\\_ell55Ao5RQftORw](https://coloradocollege.qualtrics.com/jfe/form/SV_ell55Ao5RQftORw)
- UCCS Annual Economic Forum – tentative October 13-14

Vice Chair Osinski asked if there was further business. No further topics were brought forth by subsequent board members; therefore Small motioned to adjourn, seconded by Wandaleen, passed unanimously at 6:33 pm.



Kimberly Bailey

May 13, 2021

Date

**Economic Development Commission**  
**May 10, 2021**

**General Meeting Minutes**  
*(COVID meeting policy in effect)*

Vice Chair Osinski called a regular monthly meeting of the Economic Development Commission to order at 5:32 pm. Commissioners present included Phyllis Baez, Harville Small, and Wandaleen Thomas. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton.

**CALL TO ORDER**

V.Chair Osinski recommended appointment of Harville Small to Chair position of the EDC. Thomas motion for approval, seconded by Baez, and passed unanimously by the board.

EDD Bailey announced appointment of James Flowers, President of the Fountain Valley Chamber of Commerce, to serve an inaugural EDC board member term; approved by City Council on April 27, 2021.

**APPROVAL OF MINUTES**

Chair Small presented for approval the April 12, 2021 meeting minutes. Osinski motioned for approval, seconded by Thomas, and passed unanimously by the board.

**UPDATES**

CoF Broadband

EDD Bailey shared an update on the city initiative to explore broadband feasibility. A Non-Disclosure Agreement (NDA) has been signed, a City Council Executive Session has transpired with a formal Service Provide Agreement slated to be presented to Council/Public during the July/August timeframe.

CoF Transportation Master Plan (TMP)

EDD Bailey referenced the TMP 5-map set as distributed to the EDC and as presented to City Council; maps are Public record.

Main/Ohio Public Improvements Intersection Project

EDD Bailey informed that the City of Fountain has submitted its subsequent grant request via CDOT Revitalizing Main Street (RMS) Program to aid in procuring additional support funding on behalf of its Main/Ohio Public Improvements Intersection Project. Bailey then referenced a Task Item aerial map of the intersection's core public safety improvements. She further elaborated on the project timeframe, which must adhere to a construction completion date of December 31, 2021 per CDOT RMS funding.

UPDATE: On May 26, 2021, CDOT notified the City of Fountain of an additional \$99,999 in RMS funding, paired with the initial RMS awardance of \$50,000 CDOT funding, on behalf of completing the Olde Town district improvement project. (Total grant funding applied to the intersection project is \$150,000 via CDOT RMS program)

**Mayor Gabriel Ortega Quote:** “We are pleased and excited to have received this grant funding from CDOT and appreciate their continued support and partnership with the City of Fountain. The projects we will complete in our Olde Town District, thanks to this CDOT funding, will provide important improvements to the very heart of our city, and contribute greatly to our vision of embracing responsible development, while maintaining Fountain’s All-America hometown feel and strong sense of community.”

## UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of April, as a deliverable under its UCCS College of Business membership. This month included a few excerpts from UCCS Chief Economist, Tatianna Bailey. There was round table general commentary shared by the board as to critical labor shortage, lack of available child care, and wage attainment vs. unemployment benefits.

## **COMMISSIONER COMMENTARY TIME**

### Olde Town

- Thomas had nothing further to share at this time.

### Small Business Advocacy

- Chair Small had nothing to further share at this time.
- EDD Bailey referenced the updated Small Business Resource Guide which is housed on both the City of Fountain and Fountain Valley Chamber of Commerce websites.
  - [https://www.fountaincolorado.org/UserFiles/Servers/Server\\_6004363/File/Business/Small%20Business%20Resource%20Guide%20-%204.2021%20final.pdf](https://www.fountaincolorado.org/UserFiles/Servers/Server_6004363/File/Business/Small%20Business%20Resource%20Guide%20-%204.2021%20final.pdf)

### Business Development Policy

- V.Chair Osinski had nothing to further share at this time.

### Real Estate Market

- V.Chair Osinski shared there has been a slight uptick in available homes inventory in the region.

### Military

- Baez referenced the two Fort Carson Public Service Announcements shared via email to the EDC.

## **ANNOUNCEMENTS**


A few announcements were shared with the EDC:

- City Council Proclamation: National Economic Development Week – May 10-14
- Olde Town: Blast Park Commemorative Weekend – May 14-16
  - i. Peaks N Pines Brewery and Vets Freedom Riders fundraiser
- SBDC: Pikes Peak Small Business Week – June 7-11

- i. <https://pikespeaksbdc.org/what-we-do/events/small-business-week-food-truck-cook-off/>
- Olde Town: Thunder in the Valley Car show at Metcalfe Park – July 9 and 10
- Olde Town: Fountain Valley Chamber of Commerce Labor Day Parade – September 5-6

Chair Small inquired about Summer Schedules, EDC Quorums, and City COVID meeting policy. EDD Bailey stated the City COVID policy has been amended to allow for groups < 12 pp to convene in person and at City Hall effective June 1, 2021. Due to social distancing protocols that still need to be met, all group meetings will transpire in Council Chambers, second floor City Hall. The board then discussed Summer Schedules and availabilities for upcoming EDC general board meetings. The EDC determined the following: June 14 general board meeting will transpire virtually; July 12 general board meeting has been cancelled due to lack of quorum; and August 9 general board meeting will transpire in person at City Hall.

Chair Small asked if there was further business. No further topics were brought forth by subsequent board members; therefore Small motioned to adjourn, seconded by Baez, passed unanimously at 6:03 pm.



\_\_\_\_\_  
Kimberly Bailey

06/14/21

\_\_\_\_\_  
Date



## **Economic Development Commission**

**June 14, 2021**

### **General Meeting Minutes**

*(COVID meeting policy in effect)*

Chair Small called a regular monthly meeting of the Economic Development Commission to order at 5:42 pm. Commissioners present included Phyllis Baez, James Flowers, Erika Alanis, and Darlene Cruz. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton; Guest Attendee, Greg Luchka, CoF Military Veteran Fellowship

### **APPROVAL OF MINUTES**

Chair Small presented for approval the May 10, 2021 meeting minutes. Baez motioned for approval, seconded by Flowers, and passed unanimously by the board.

### **UPDATES**

#### Ohio Avenue Placemaking Campaign Final Report

EDD Bailey provided a final report out on the 2020 Placemaking initiative that was Co-Championed by FURA Chair Aragon and Leslie Louzon-Keller along with the City of Fountain Leadership Team; in conjunction with Community builders and State of CO OEDIT. Bailey referenced the May 11, 2021 City Council PowerPoint that boiler-plated the findings of this city initiative.

#ARTSmonth was specifically discussed for a second offering with the community in October 2021. A round robin of artistic ideas was shared by the board, which focused on “forms of art” such as Musical, Sculpture, Film, and Spoken Word Author/Poet.

#### Main/Ohio Public Improvements Intersection Project

EDD Bailey referenced the design+engineering schematics of the city lead public safety improvement project that has procured two rounds of CDOT Grant funding via the Revitalizing Main Streets COVID-Recovery program. The Main Street/ Ohio Avenue Intersection construction project is anticipated to transpire between the Summer and Fall in 2021.

#### Business Impact Assistance Program (BIAP)

EDD Bailey mentioned the possibility to revive the city’s BIAP program due to a subsequent renewal of funding via the American Rescue Plan Act (ARPA) allocations by the U.S. Federal Administration; and as sub-awarded by the State of Colorado and Local Munis. ARPA funds utilization are per the program’s guidelines and at the discretion of City Council and Administration. If advocacy on behalf of a revived BIAP on behalf of Small Business is determined then the EDC Review Panel would be enacted to aid in defining use of funds guidelines, program application, and outreach measures. An update on this subject matter is slated for the EDC August general meeting.

#### EPA Brownfields Public Forum #2

EDD Bailey mentioned the next EPA Brownfields Public Forum will transpire on June 16th @ 6pm virtually. To register to attend, please go to <https://coloradosprings.gov/project/colorado-springs-fountain-coalition-brownfield-initiative> The City of Fountain has garnered both private and public property participation with the next wave of Site Nominations to begin after this second public forum. Board member Alanis expressed she would be in attendance at EPA Brownfields Public Forum #2.

### UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of May, as a deliverable under its UCCS College of Business membership. This month's dashboard documented the 1-year cycle since COVID economic disruption and the V-shape rebound in key performance metrics of the economy.

## **COMMISSIONER COMMENTARY TIME**

### Olde Town

- N/A at this time.

### Small Business Advocacy

- Chair Small shared perspectives on small business recovery health, labor job openings, and freelancing.

### Business Development Policy

- N/A at this time.

### Real Estate Market

- EDD Bailey shared that PH III Ohio Avenue Townhomes are under construction to complete the final phase of the housing project located in the Olde Town district; a site which has been plagued by blight for almost a decade.
- EDD Bailey mentioned the EDC may be requested to provide a Letter of Support (LOS) on behalf of the economic vitality of commercial land proposed within a Markshuffe/Fontaine Intersection Site Development Plan. If a formal request transpires, EDD Bailey will work directly with Chair Small on behalf of curating a LOS.

### Military

- Baez referenced the two Fort Carson Public Service Announcements shared via email to the EDC.
- Alanis had no Schriever/ Peterson military base updates at this time.

## **ANNOUNCEMENTS**

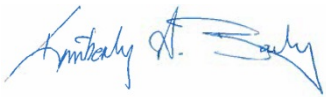
A few announcements were shared with the EDC:

- Proclamation: SBDC Pikes Peak Small Business Week – June 7-11
  - i. <https://pikespeaksbdc.org/what-we-do/events/small-business-week-food-truck-cook-off/>
- Olde Town: Fountain Community Saturday Market at Metcalfe Park – June 26-October 2
- Olde Town: Thunder in the Valley Car Show at Metcalfe Park – July 9-10
- Olde Town: FVCC Labor Day Parade and Festival “Dancing thru Decades” – September 6, 2021
- Save the Date: UCCS Economic Forum October 14, 2021

EDD Bailey relayed sentiments on public safety, per Chief Heberer, with the up-tick in random, transient violations occurring throughout the community. The Chief has documented the violators are entering our community from other southern Colorado areas and facilitating these public safety crimes on our streets and in our neighborhoods. The Chief encourages all to remain vigilant and be aware of their surroundings as the summer is foreseen to experience the up-tick in random, transient violations. The board members were appreciative of the relaying of public safety concerns in the community.

Chair Small reminded the board that it's July 12 general board meeting has been cancelled due to lack of quorum; and August 9 general board meeting will transpire in person at City Hall.

Chair Small asked if there was further business. No further topics were brought forth by subsequent board members; therefore Small motioned to adjourn, seconded by Baez, passed unanimously at 6:13 pm.



\_\_\_\_\_  
Kimberly Bailey

08/09/2021

\_\_\_\_\_  
Date

**Economic Development Commission**  
**August 9, 2021**

**General Meeting Minutes**

*(COVID Social distancing Protocols and Unvaccinated Masks in Effect)*

Chair Small called a regular monthly meeting of the Economic Development Commission to order at 5:33 pm. Commissioners present included Phyllis Baez, James Flowers, Wandaleen Thomas, Erika Alanis, Darlene Cruz and Xofficio Nichole Reinhardt. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton.

**APPROVAL OF MINUTES**

Chair Small presented for approval the June 14, 2021 meeting minutes. Baez motioned for approval, seconded by Thomas, and passed unanimously by the board.

A July meeting did not transpire due to a lack of quorum by the board to officiate business.

**NEW ITEMS**

Seasonal Holiday Events, Small Business Poster Distribution

EDD Bailey briefly mentioned a Seasonal Holiday Events poster that is being produced in house by the city and staff is aiming for EDC's September general meeting for distribution. As in the prior Small Business Recovery packets distributed and circulated among the business corridors by the EDC, this is asked again.

Business Impact Assistance Program (BIAP)

EDD Bailey relayed the City is gearing up to launch a second grant application round under the America Rescue Plan Act (ARPA) whereby \$250,000 has been earmarked for City's BIAP 2.0 to support Small Business COVID recovery. In gearing up for October 2021 application launch timing, the EDC facilitated a refresher on BIAP and discussed criteria allowance recommendations for City Manager review under ARPA regulations. The following recommendations were proposed by EDC:

- The per Employee cap of \$3000 was deemed as not a necessary metric; whereby if the business can provide proof of need then the EDC would like to provide up to the MAX value of the claim. Adhering to the MAX values: \$15k, \$8k, and \$5k.
  - City Manager Trainor, I support this recommendation.
- A key request with regards to Booth Rentals or Sub-Practitioner Services, is that such entities must provide Proof of Income via a 1099 Form of documentation to demonstrate shift/ loss in income, as well as, Proof of Certified Licensed Provider *(which is separate from City Business License)*.
  - City Manager Trainor, I support this recommendation.
- How are Multi-Level Marketing (MLM) businesses handled under BIAP 1.0 vs. 2.0? (ie: Pamper Chef, Avon, etc.)
  - City Manager Trainor, they were not eligible in BIAP 1.0 and recognized as the same in 2.0
- If a business experienced a shift in doing business, can those costs be eligible under 2.0? (ie: cybersecurity protections, IT / Hard Asset upgrades, WIFI bandwidth upgrades, Storage/ Disposable Containers-food operators)

- City Manager Trainor, if it is something that ties directly to increased costs due to COVID *(it has to be a measureable connection, we could consider such COVID costs as eligible).*
- With regards to Non-Profit Organization, can Loss of Donations be eligible with proof of loss record?
  - City Manager Trainor, they were not eligible in BIAP 1.0 and recognized as the same in 2.0
- What if a business has not still fully rebound to normal revenues of a business *(ie: struggling due to lack of customers patronage, operating hours restricted because of lack of workforce to hire, etc.)*
  - City Manager Trainor, pure revenue losses that can be measured based on actual history record could be eligible.

In addition, the EDC recommended the following as to the application form and outreach:

- If a business participated in BIAP 1.0, the EDC would like to know and have demonstrated the productive use of earlier funds, before they consider awards under BIAP 2.0.
  - The EDC recommends a CHECK BOX for prior 1.0 funds and IF SO, a brief explanation field
    - City Manager Trainor, appreciates BIAP 2.0 Form feedback and will incorporate it.
- The EDC was receptive to a 45-day Open Enrollment Period for the Panel to Review eligibilities.
  - They suggested when a batch culminates to 15 applications to pull the Panel together to pace out the process; a fear of being overwhelmed by application volume
  - Timing to meet is preferred for the later afternoon, say 3-5pm; also the Panel may rotate EDC representatives based on who's available but all EDC expressed interest in serving on the Panel
  - Suggest more advance notice to grasp more business participation in BIAP 2.0
    - Utilize the 3 message boards in the City
    - Could a Utility Bill stuffer coordinated now with our October lead timing
  - City Manager Trainor, agreed with all these recommendations and expressed thank you to the EDC for their valuable input.

#### Revitalizing Main Streets: Open for Business Program

EDD Bailey shared a map of the Olde Town District that identified eligible commercial properties under the State of CO Main Street: Open for Business Program, The State funded COVID Recovery program mission specifies the "Colorado Main Street is offering up to \$150,000 per property (\$50,000 per improvement) for local property owners and businesses to improve the Energy Efficiency and/or Aesthetics of Main Street district Commercial Buildings. EDD Bailey expressed the program should formally launch by late August for properties to express an interest to participate in the City of Fountain (APPLICANT) on behalf of the Olde Town District under the State of Colorado grant submission process.

## UPDATES

#### Water Master Plan, City Council

EDD Bailey mentioned the City Council dates of August 24 and September 28 have been noted by Fountain Utilities to present on the Water Master Plan, please note these dates accordingly.

## UCCS Dashboard Report

EDD Bailey shared the monthly Economic Dashboard Report for the month of July, as a deliverable under its UCCS College of Business membership. Bailey also mentioned **SAVE THE DATE: UCCS Economic Forum** will transpired virtual only on October 14, 2021. There were no further comments shared by the board on this topic.

## **COMMISSIONER COMMENTARY TIME**

### Olde Town

- Thomas shared the YMCA opened in the district with great public attendance. She would like to see the City's Message Boards more utilized to have promoted the 9-day Waived Fee period of the YMCA to the community.

### Small Business Advocacy

- Flowers shared updates/activities of the FVCC membership with regards to stronger coordination with the Small Business Development Center resources, Fort Carson bi-annual welcome, Library/School District integration programs, as well as, expressed their bi-monthly Business Breakfasts continue in person at max capacity of 25+ attendees under COVID.

### Business Development Policy

- Chair Small shared enthusiasm of the commercial development activity transpiring at Mesa Ridge/ Syracuse and informed of Wingstop entering the community behind the McDonalds on Mesa Ridge.

### Real Estate Market

- Xofficio Reinhardt shared the mean housing price is \$475,000 in a 30-days market; with a < 7 days market listing before property goes under contract.

### Military

- Baez referenced the following:
  - Fort Carson Town Hall will take place on August 11<sup>th</sup> @ 6pm with COL. Springer as Guest Speaker
  - A COVID Mask Mandate has been instituted on base with DoD Vaccine mandate coming soon
  - July 14-15 Fort Carson to Conduct Full Scale Exercise (*emailed press release*)
  - July 7-20 Fort Carson 2<sup>nd</sup> SBCT Conducts Noise Generating Training (*emailed press release*)
- Alanis shared Schriever and Peterson military have also instituted a COVID Mask Mandate on base.

## **ANNOUNCEMENTS**

A few announcements were shared with the EDC:

- Olde Town: Fountain Community Saturday Market at Metcalfe Park – *June 26-October 2*
- Olde Town: Movies in the Park @ Mtcalfe Park (June – October)
- Olde Town: FVCC Labor Day Parade and Festival “Dancing thru Decades” – *September 6, 2021*
  - i. Flowers stated Vendor Booth deadline is August 13<sup>th</sup> deadline*
- Olde Town: 2<sup>nd</sup> #ARTSmnth Programming at the Lawn, City Hall (*October 13, 14, & 15*)
- Save the Date: UCCS Economic Forum (*October 14, 2021- virtual only*)

- Chair Small mentioned a Hayride-Haunted House offer by a private owner located at Metcalfe and Fountain Mesa vicinity (*tentative October 24<sup>th</sup> pending COVID public safety regulations*)

Chair Small asked if there was further business. No further topics were brought forth by subsequent board members; therefore Baez motioned to adjourn, seconded by Thomas, passed unanimously at 7:08 pm.

A handwritten signature in blue ink, appearing to read "Kimberly Bailey".

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Kimberly Bailey

09/13/21

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Date

**Economic Development Commission**  
**September 13, 2021**

**General Meeting Minutes**

*(COVID Social distancing Protocols and Unvaccinated Masks in Effect)*

Chair Small called a regular monthly meeting of the Economic Development Commission to order at 5:31 pm. Commissioners present included Phyllis Baez, James Flowers, Wandaleen Thomas, and Xofficio Nichole Reinhardt. Staff in attendance included: Economic Development Director (EDD) Kimberly Bailey and Administrative Coordinator JoAnna Stockton.

**APPROVAL OF MINUTES**

Chair Small presented for approval the August 9, 2021 meeting minutes. Baez motioned for approval, seconded by Thomas, and passed unanimously by the board.

**NEW ITEMS**

Fort Carson Press Release

EDD Bailey reference the August 17, 2021 Fort Carson press release announcing the 4<sup>th</sup> Infantry Division change of command ceremony for incoming Maj. Gen. David M. Hodne; which is a customary 2-YR assignment post rotation for the military installation.

COS Areas of Interest Map

EDD Bailey referenced the City of Colorado Springs (COS) public record map known as Areas of Interest, which correlates to possible future annexation interest areas by COS. The areas in blue denote areas of interest which could expand COS municipal designation by >75% through a series of annexations gravitating an additional 158 square miles to COS. EDD Bailey further commented that the COS map is a long-term view to possible annexations which must go through a public referendum voting process and then onto a formal adoption and approval by COS City Council.

**UPDATES**

Business Impact Assistance Program (BIAP) 2.0

EDD Bailey cross referenced the EDC August 9, 2021 approved minutes which footnoted City Manager feedback as to the EDC's recommendations to city's BIAP 2.0 to aid Small Business recovery funding in light of COVID-19 effects. BIAP 2.0 is forecasted to launch its application process by mid-October 2021.

Seasonal Holiday Events

EDD Bailey and Administrative Coordinator Stockton handed out the Seasonal Holiday Event posters for distribution by the EDC. Each board member was provided a bundle stock of materials and a small business punch list within the city's business corridors for a drop off route to execute by October 11<sup>th</sup>.



## UCCS Monthly Dashboard Report + Economic Forum

EDD Bailey referenced the August edition of the UCCS Dashboard Report and encouraged participation in the upcoming (free) UCCS Economic Forum that will transpire virtually on October 14, 2021.

### **COMMISSIONER COMMENTARY TIME**

#### Olde Town

- Flowers shared the FV Chamber of Commerce's Labor Day Festival and Parade festivities; 3,000 public attendees with 40 participant floats.

#### Small Business Advocacy

- Chair Small stated it was National Small Business Week September 12-16, 2021.

#### Business Development Policy

- N/A at this time.

#### Real Estate Market

- Xofficio Reinhardt shared the mean housing price is still on an upward track with the housing market availability now shifting outward to Canon City and Pueblo West markets.

#### Military

- Flowers mentioned Hispanic Heritage Expo was taking place at the Fort Carson SFAC on September 16<sup>th</sup> from 11:30am-2:30pm.

### **ANNOUNCEMENTS**

A few announcements were shared with the EDC:

- CoF Community Night in the Park at Metcalfe Park (*September 21<sup>st</sup> 4-7pm*)
- City Council: Water Master Plan Presentation (*September 28<sup>th</sup>*)
- Olde Town: 2<sup>nd</sup> #ARTSmonth Programming at the Lawn, City Hall (*October 13, 14, & 15*)
- **Save the Date:** UCCS Economic Forum (*October 14, 2021- virtual only*)
- Olde Town: Trunk-n-Treat on Main Street (*October 29<sup>th</sup>*)
- Annual Business Awards Nomination – GALA November 13<sup>th</sup> Event, *hosted by CS Chamber+EDC*

Chair Small asked if there was further business. No further topics were brought forth by subsequent board members; therefore Baez motioned to adjourn, seconded by Thomas, passed unanimously at 6:18 pm.



Kimberly Bailey

10/25/2021

Date