

To: Mayor and Town Council
From: Cindy Krieg
Date: February 27, 2025
Agenda Item: Appointment of Minturn DDA Board



Request

Council is asked to approve Resolution 08- Series 2025 appointing four (plus one Council member) to the Minturn Downtown Development Authority Board of Directors.

Introduction

The DDA Board is a five member board appointed with “four year staggered terms from the date of their appointment; The initial staggered terms are set by State statute and cannot be changed. Although two of the initial terms will expire quickly, those board members may apply right away to be reappointed and would then serve a 4 year term.

Ordinance 25-2024 established the Minturn Downtown Development Authority, as set below:

SECTION 3. BOARD ESTABLISHED. The Authority shall have a Board of Directors (the “Board”) comprised of 5 members appointed by the Town Council, constituted as follows:

- One member shall be a member of the Town Council, appointed to serve at the pleasure of the Town Council.
- All members aside from the Town Council member shall be property owners, employees or agents of a business, business lessees, or residents within the designated boundaries of the Authority.
- A business shall include a for-profit business, and business representatives may be an owner, officer or director of a corporation.
- No officer or employee of the Town, other than an appointee from the Town Council, shall be eligible for appointment to the Board.

- The Town Council member shall serve at the pleasure of the Town Council.
- The terms of 2 members shall expire on June 30, 2025.
- The terms of 2 members shall expire on June 30, 2026.

SECTION 4. TERMS. A Board member shall hold office until their successor has been appointed and qualified. After the terms of the initial members of the Board have expired, the terms of all members except the Town Council member appointed by the Board shall be four (4) years. Within 30 days after the occurrence of a vacancy, the Town Council shall appoint a successor for the remainder of the unexpired term.

Staff has advertised the formation of the DDA Board and received five (5) applications, all of whom are qualified to serve under the ordinance. Council is asked to appoint four applicants.

Tom Priest has volunteered to serve as the Council representative on this board.

Applicants:

- Spence Neubauer (Property and business owner downtown)
- Tom Warren (MR Minturn representative, representing multiple downtown properties)
- Morgen McLaughlin (Residential and commercial property owner downtown)
- Joe Delude (Business owner downtown)
- Zane Gearhart (Resident within the district)

Applicants will have time to answer questions from the Council. Ballots will be provided to the Council with the five applicants' names. Council will be asked to choose four names, and the applicants that receive the two highest votes will be appointed to the longer terms, third and fourth highest votes will be appointed to shorter terms. If there is a tie, Council will ask for volunteers to take the shorter terms and then reapply since those initial terms are so short in duration.

Per State statute, the board is required to have specific board roles including a Chair, Secretary, and Treasurer. A Vice-Chair role is optional, and the council board member will be an at-large member. These roles will be determined by the board itself at the first board meeting.

Analysis

Upon appointment selections, the DDA Board can begin regular meetings, and can begin with the primary initial goal of creating a Minturn DDA Plan. A DDA Plan serves as a comprehensive roadmap outlining the vision for the development and improvement of a city or town's central business district, aiming to revitalize the area through targeted projects, economic strategies, and beautification efforts, in Minturn's case utilizing funds generated from tax increment financing within the designated downtown district area.

Community Input

Candidates were solicited through public notice via e-blast, town website and public notices in the Vail Daily.

Budget/Staff Impact:

Unknown. The board is not compensated (except for eligible expenses) and consumption of staff time is not yet determined.

The DDA is required to have an Executive Director (separate from the Board). Until the DDA has enough funding to hire this position, Economic Development Director / Deputy Clerk Cindy Krieg will serve in this role.

Strategic Plan Alignment

The Town Council's review and approval of the resolution aligns with the following key strategies:

[Practice fair, transparent and communicative local government](#)

[Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn](#)

Attachments

- Resolution 08 - Series 2025
- DDA Board Applications Submitted
- Ordinance 25-2024 Establishing the Minturn Downtown Development Authority and detailing the board requirements