

**DRAFT MINUTES**  
**LDDA BOARD OF DIRECTORS**  
**528 Main Street, Longmont**  
**November 17, 2010**

**Present:** Board Members: Robert (Bob) Goff, Larry Stauss, Joseph Perrotto, Burbidge Austin, Sharon Smith-Eisler, and Bill Sawyers; Councilmember: Alex Sammoury; Ex-Officio Member: Jim Golden  
**Absent:** None.  
**Guests:** Tony Kindelspire (Times-Call); Bobby King, Nick Wolfrum, Brien Schumacher and Chris Huffer (City of Longmont); Seth Miller (Miller Music); Frank Kaven (Martini's Bistro); Charlie (Longmont Theatre Company)  
**Staff:** Executive Assistant, Denise Crosby

**1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING at 4:15 PM.**

**2. BOARD AND EX-OFFICIO MEMBER COMMENTS:** None

**3. BLOCK CAPTAIN**

Denise Crosby advised there had been a Merchant Meeting this month, but the Block Captain Meeting was cancelled. The Arts and Entertainment District was discussed at the Merchant Meeting as well as some new energy programs.

Sharon Smith-Eisler arrived at 4:16 PM.

**4. APPROVAL OF AGENDA:**

A motion to approve the agenda as adjusted was made by Board Member, Bob Goff and seconded by Board Member, Burbidge Austin, passed unanimously.

**5. APPROVAL OF MINUTES:** A motion to approve the meeting minutes from October 27, 2010 Board minutes was made by Board Member, Bob Goff and seconded by Board Member, Alex Sammoury passed unanimously.

**6. PUBLIC INVITED TO BE HEARD:** None.

Jim Golden arrived at 4:17 PM.

**7. UNFINISHED BUSINESS:**

**a. 380 Main – Bill Sawyers**

Per Bill, there are plans moving forward with the restaurant. Barry Hamilton has a meeting with the County Assessor on November 22, 2010. It should then take a couple of weeks to get the revised assessment information. Once this is received we would have a better understanding on where the schedule is going.

**b. Arts & Entertainment District – Sharon Smith-Eisler / Bob Goff**

Bill noted we should discuss the Phase 3 contract. Sharon felt we should explore any questions the Board may have for the consulting team before moving on with Phase 3. Bill asked if the team should be invited to another meeting to go over what Phase 3 is. Bob felt the Phase 3 document should be discussed this evening. The document and the presentation at the joint meeting were discussed. The Board agreed to compile what results they would like to see come out of Phase 3. Alex recommended having a conference call with new Executive Director to have them inject ideas ahead of time to keep the ball rolling. Bob noted the Board was going to see the Arts and Entertainment District through and ensure success. Bill asked Brien if City staff could be more involved to see that we are getting pertinent information to move the action plan forward through implementation. Brien will speak with Brad Schol and Sandi Seader and advise the Board.

**c. Alley Project – Chris Huffer**

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Chris thanked everyone for coming last night and for the support the Board has given him with regards to this project. Today he received a draft of the final report from the consultants outlining the conceptual design. He will post it on the website by Friday. Bob asked about the (current) artwork at Breezeway. Chris noted there is a contract between Art In Public Places and the Artist which states if any changes to or around the art are being considered, the artist has input. Chris reviewed the issues he heard last night. For the delivery and access issues in the alley it is not a big design issue now, but something to look at in future. The response seemed mixed with regards to closing the alleys down and therefore they will be looking at something in between. As for trash collection they are looking at enclosures and a single provider for each block or for the entire district. They will address the immediate issues in the breezeways and not put a lot of money into redoing them at this time but look at a bigger project in the future. Consensus was to do better lighting and landscaping in breezeways now. Nick Wolfrum said City staff should come back with documents on what costs and what funding sources could be used on the proposed items (breezeways, trash and parking upgrades) and then the LDDA Board could decide on what/how much to do. Bill asked the Board how they feel about what should be done in the breezeways. Sharon and Burbidge endorse addressing the safety and lighting issues. Larry, Bob and Alex would want to do more than less in the breezeways. Bill offered looking at different options and not limiting each breezeway to the same design. He also suggested doing a design competition (in phase two of this project) marketed in the paper to get one breezeway going. The timeframe for this project was discussed. Nick noted in January 2011 the Board would need to make the firm decisions on what to do in the parking lots and breezeways. Funding changes to CIPs would need to be brought to City Council. Nick said City staff would get back to the LDDA in with the needed information to make these decisions by January. Denise to speak with Ron Shaw on energy grants for lighting. Bill and Chris advised the Board it would be \$20,000.00 to \$50,000.00 to reactivate the BID per Rick Kron. Larry attended the meeting with Rick and Chris and felt Rick was very impressive with his knowledge of the BID and BID process. By the first week of July 2011 the Board would need to get the BID information on the ballot for a vote in November 2011. The BID needs to be kept on the LDDA's agenda in order to not loose site of the deadlines.

**d. Executive Director Recruitment – Alex Sammoury / Joe Perrotto**

Joe discussed the interviews with the four finalists and the panels that were set up to interview them. The panelists came back with a unanimous vote for their choice. Joe thanked Bobby King for his organization for putting the panels and the process together. Bobby received a round of applause. Bill noted we are pursuing the number one candidate and a backup that is a close second. Bobby noted Kimberlee McKee was the Boards top candidate and R. Michael Simons was the number two candidate. Bobby will begin the process to hire and if neither of the candidates were to accept the job the Board would start the process over again. Bill said they were both outstanding and that we were lucky to have so many very good people apply.

**e. Longmont Theatre Company (LTC) Update – Bill Sawyers / Bob Goff**

Bill discussed the meeting with LTC and their architects and went through their budgets. They are working on some more information on what they will need to be asking. We discussed holding off on the CIP process until a few more things were nailed down. We would wait to go in front of City Council until we had more defined requests. Charlie did not have anything more to add.

### **8. NEW BUSINESS:**

**a. 7 West, 526 Main Street – DIP Request**

Denise reported the additional receipts submitted by Ed Behlmann, owner of 7 West for additional DIP funding. The Board discussed the previous funding as well as the new request.

A motion to deny 7 West's request for additional DIP funds was made by Board Member, Larry Stauss and seconded by Board Member, Burbidge Austin, passed unanimously. (Bob Goff abstained).

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**b. Martini's Bistro, 543 Terry Street – DIP Request**

Frank noted he had originally submitted this request in May of 2009, but was unable to complete the project at that time. He is resubmitting his request for DIP funding for a fire suppression system at this time. One of his vendors has allowed him to borrow the money to get this project done. The Fire Marshall requires this to be done.

A motion to approve Frank Kaven's request for DIP Mini Grant funding for a fire suppression system in the amount of \$3,500.00 was made by Board Member, Bob Goff and seconded by Board Member, Larry Stauss, passed unanimously.

**9. PUBLIC INVITED TO BE HEARD:** None.

**10. EXECUTIVE SESSION:** For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402 (4) (e). And to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. Section 24-6-402 (4) (a).

A motion to approve the Kimberlee McKee offer that was discussed was made by Bob Goff and seconded by Alex Sammoury passed unanimously.

**11. ITEMS FROM THE STAFF:** Denise Crosby reviewed Nick Wolfrum's informational document pertaining to special events and traffic control. The second item Denise discussed was Imagine! There clients have been cleaning the LDDA managed parking lots. Their organization is starting a new recycling program and would like the support/endorsement of the LDDA. Lastly, Denise discussed the Sounds Like Longmont proposal to have musicians playing in Downtown and particularly in St. Stephen's Plaza. The Board suggested bringing this up again when the new Executive Director comes on board. Denise reminded the Board Longmont Lights runs from December 3 – 11, 2010 and there are performances each night. Denise requested a volunteer to assist with the decision on the winner of the \$200.00 Gift Card Contest. Burbidge volunteered to assist. Main Street will be closed at 3:00 PM on December 11, 2010 for the Reindeer Dash and Holiday Parade of Lights.

A motion to support/endorse Imagine! with their quest to start a recycling program was made by Alex Sammoury and seconded by Bill Sawyers passed unanimously.

**12. BOARD MEMBER COMMENTS:** Bill Sawyers thanked Denise for the great job she has been doing.

**13. ADJOURN:** The meeting was adjourned at 5:35 PM.

Respectfully Submitted by:

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Denise Crosby  
Secretary to the LDDA Board

Bill Sawyers  
Chairperson, LDDA