

LDDA Board of Directors Meeting

528 Main St., Longmont, CO 80501

January 23, 2019 – 4:15 p.m.

Present: John Creighton; Ex-officio Member: City of Longmont, Jim Golden; Marcia Martin; Chris McGilvray; Joe Perrotto; Jim Wardell; Thaxter Williams

Absent: Kirsten Pellicer

Guests: Vanessa St. Clair, Brittany Carpenter

Staff: Executive Director, Kimberlee McKee; Del Rae Heiser; Colin Argys; Emelie Torres

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING

2. BOARD AND EX-OFFICIO MEMBER COMMENTS - none

3. APPROVAL OF AGENDA

Motion: Joe Perrotto moved to approve the agenda, Jim Wardell seconded the motion. The motion passed unanimously.

4. APPROVAL OF MINUTES

- a. **Motion** to approve the December 19, 2018 Board Minutes: Chris McGilvray moved to approve the minutes, Joe Perrotto seconded the motion. The motion passed unanimously.

5. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER) - none

6. INCENTIVES – none

7. OLD BUSINESS

- a. Tree grate replacement – 14 grates were removed and openings filled with mulch until replacement. Public Works will replace 2 and DDA will replace 12 with funding to come out of the infrastructure replacement fund. Kimberlee asked the Board if they would approve the \$60,000 for the replacement 12 tree grates.

Motion: Chris McGilvray moved to approve the \$60,000 from the Infrastructure Replacement fund for the replacement of 12 tree grates, Joe Perrotto seconded the motion. The motion passed unanimously.

- b. Smoking restrictions – Vanessa St. Clair and Brittany Carpenter introduced themselves as Tobacco Community Health Specialists from Boulder County Public Health (BCPH). Kimberlee provided a recap of data collected plus referenced comments from the survey. Comment trends were enforcement, smokers' rights, and overreaching government. Overall, downtown businesses and general public are in support of a smoking restriction. Staff looked at models of enforcement in the neighboring cities directly and from information provided by Vanessa as well. The plan is to start with a smaller restricted area. Proposed areas (as shown on map) are Main St. between 1st Ave. to Longs Peak Ave. and around the corners on the avenues to the alleys, and east and west breezeways off Main St. Discussions on enforcement will continue with Public Works, Safety & Justice and Code Enforcement. Vanessa added that Boulder County Public Health Tobacco Education and Prevention Partnership (TEPP) can provide resources and support through education, communication, and signage. Kimberlee requested permission from the Board to present the information to the City Council along with the Safety Program including cameras. May would be the goal for roll out of programs. She also added that residents were concerned about the smoking moving into their neighborhood, but hopefully the area is condensed enough that would be unlikely to happen. Chris asked Boulder County staff how to address the issue to avoid conflict. Communication and signage would be the best mechanism.

Marcia asked if restriction includes vaping. Yes.

Thaxter asked about signage design. Vanessa stated limited or no language on signage are usually more ideal.

Jim asked about lead time towards enforcement. One community had a lead time of 1 month using it for education prior to enforcement. Events could be a good time to roll out the ordinance. Kimberlee added

to Jim's inquiry that events would be smoke-free that are within the smoke free zone. Education, communication, and resources will be key for the rollout to both businesses and the general public. Chris asked what enforcement would look like. BCPH staff cited to look at structure now depending on space and protection provided in the community, usually tiered like a warning or ticket penalty. Education should come first and then gradually roll out enforcement to community.

Thaxter asked about handouts. Boulder County will provide them.

Motion: Chris McGilvray moved to approve recommending/presenting proposed smoke-free program and zone to the City Council, Jim Wardell seconded the motion. The motion passed unanimously. Kimberlee added that the proposal only designates areas for restricted smoking. It does not define specific areas for smoking. Ashtrays on Main St. will be moved to the alleys. Pavers introduces new problems for butts and maintenance and cleanup will have to be addressed in the future.

8. NEW BUSINESS

- a. Support Letter for 500 Coffman St. Redevelopment – BCHA is ready to submit application for funding from CHFA on 2/1/19. A meeting of the GID is scheduled next week, to approve contribution of the land. BCHA asked for a letter of support from the LDDA Board with their application.

Motion: John Creighton moved to approve sending the letter of support to BCHA, Jim Wardell seconded the motion. The motion passed unanimously.

- b. Opportunity Zone Prospectus – a tool to market development sites to potential investors is being generated by partners. Development opportunity sites include existing parking lots - 300 and 500 blocks of Coffman, 300-500 blocks of Kimbark St. and 200 block of Main St. Development would include vertical structure and parking. Would the Board be interested to include the said parking lots into the Community Investment Prospectus for the Opportunity Zone?

Motion: Jim Wardell moved to approve including the public lots mentioned above for Opportunity Zone investment, Chris McGilvray seconded the motion. The motion passed unanimously.

9. **FINANCIAL UPDATE** – December will close around March or April. Accounts as of December are under budget.

10. EXECUTIVE DIRECTORS REPORT

- a. Recast Boost – Kimberlee has started conversations with the consultant for the Artisan Manufacturing assistance. They talked about small batch of goods that can be replicated and packaged and have experiential features in store fronts. They would also start identifying property owners who would consider this type of products and tenants. Kimberlee met with some who are interested in redeveloping their properties for this. She continues to work with LEDP for a list of potential businesses to include Latino population. She added that the consultant feels good about the work they've done. The assistance is good for two months.

- b. Cleaning contract – Sample Supports will start GID cleaning in February.

Grant Clarification for 300 Suns Brewing – they are applying for a façade grant, extending to the garage, to the north of the current location. They are partnering with Scratch, a food operator, who will add a kitchen for food service. Kimberlee asked the Board if Scratch can apply for a hood and get a DIP grant. The Board said yes, they can.

Board Retreat – Kimberlee stated that the first hour would be 'lightning' updates with would include the City Council Vision, Coffman redevelopment, Advance L. 2.0, Corridor plan, Chamber update, SMS, 500 Coffman updates, 300 Block/Elks Lodge review, Downtown overview and accomplishment in 2018. StanTec will also be there to facilitate a high-level conversation around destination development and steps needed afterwards. This would include courting the right developers, set the stage as to vision and direction, what can be done, model other communities, etc. Board meeting and retreat – February 27, 7:50 a.m. breakfast, retreat starts at 8 a.m. followed by regular meeting to end approximately at 3 p.m.

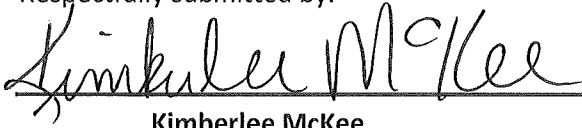
- c. CEDaR contract – City Council passed an agreement with MetroLab on Tuesday. This semester, there will be two undergraduate classes at University of Colorado - Boulder that will focus on planning and projects in Downtown Longmont including connectivity and alleys, breezeways and plaza activation.

Colin informed everyone of the Winter Walkabout Music Showcase on Feb. 2. Event is advertised on KUNC and Colorado Sound, social media and print ad through Times Call. To date 20% of tickets have been sold. Kimberlee invited the Board to attend. This is the first ticketed event.

Kimberlee shared the SMS article on Sunday paper. A series of historic photos can be viewed on-line

- 11. ITEMS FROM STAFF - none
- 12. BOARD MEMBER COMMENTS - none
- 13. ADJOURN – 5:12 p.m.

Respectfully submitted by:



Kimberlee McKee
Executive Director, LDDA



Thaxter Williams
Chairperson, LDDA