

MINUTES
LDDA BOARD OF DIRECTORS
528 Main Street, Longmont
October 28, 2009

Present: Board Members: Robert (Bob) Goff, Bruce Sessions, Todd Skaw, Burbidge Austin, Sharon Smith-Eisler, and Bill Sawyers; Ex-Officio Member: Jim Golden; and Councilmember: Karen Benker

Absent: None

Guests: Tony Kindlespire (Times-Call); Julie Kocjancic (Owner: Madifine Mercantile, 347 Main Street); Cotton Burden (Burden Inc., 500 Coffman Street); Barbara Douglas (Owner: 454 Main Street); Mitzy Nicoledi; Sharald Church (Owner: Adorn, 668 4th Avenue); Carlos Smith (Owner: Carlos' Healing Arts, 665 4th Avenue); Eve Canfield (Resident: 852 Tenacity Drive); Bob Ball (City of Longmont's Traffic Engineer); Chris Huffer (City of Longmont's Civil Engineer); Nick Walfrum (City of Longmont's Engineering Services Administrator); Tamar Hendricks (Owner: Crackpots, 501 Main Street)

Staff: Executive Director, Mary Murphy-Bessler and Executive Assistant, Denise Crosby

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING at 4:17 PM.

2. EXECUTIVE SESSION*, EXECUTIVE DIRECTOR'S REVIEW

For discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees

A motion to approve an extension of the Executive Director's (Mary Murphy-Bessler's) employment contract as is with no increase at this time (at the request of the Executive Director) was made by Board Member, Bill Sawyers and seconded by Board Member, Todd Skaw passed unanimously.

3. BOARD AND EX-OFFICIO MEMBER COMMENTS: Bill Sawyers declined the Vice Chair position and the position was opened to the Board.

A motion to appoint Bruce Session as Vice Chair of the LDDA Board of Directors was made by Board Member, Bob Goff and seconded by Board Member, Karen Benker passed unanimously.

4. DOWNTOWN DEVELOPMENT DIRECTOR REPORT: Mary Murphy-Bessler noted as part of the LDDA's Arts and Entertainment District efforts a collaboration with Art in Public Places and local artists will display art pieces in Downtown vacant buildings throughout the holiday season. One building on each block on Main Street will house artwork. Mary reminded the Board the Longmont Lights event has a new logo and will start with the Downtown kick-off and tree lighting ceremony on Friday, December 4, 2009 starting at 6:00 PM. The Holiday Parade is Saturday, December 12, 2009. Fireworks will occur after the parade and take place in Roosevelt Park.

5. APPROVAL OF AGENDA: A motion to approve the agenda was made by Board Member, Todd Skaw and seconded by Board Member, Bill Sawyers passed unanimously.

6. APPROVAL OF MINUTES: A motion to approve the meeting minutes from September 23, 2009 was made by Board Member, Karen Benker and seconded by Board Member, Burbidge Austin passed. Bill Sawyers abstained.

7. PUBLIC INVITED TO BE HEARD: Eve Canfield, President of ArtLink's Board of Directors, was here to renew their request for funding for their 2010 budget. Eve thanked the Board for their past support of ArtWalk/ArtLink Longmont.

Bruce Sessions arrived at 4:35 PM.

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Carlos Smith spoke in support of the ArtLink Longmont events. He is a Downtown small business owner and artist and feels this event has been very successful. He noted the event not only helps the small businesses it also helps the local artists. He would like to see this event supported by the LDDA. Sharald Church, owner of Adorn at 668 4th Avenue and ArtLink Longmont Board Member, spoke in support of ArtLink Longmont. Over the three events this year, Sharald saw over 1,000 people walk through her doors in the nine hours. She estimates over 40% of these people had never been in her store prior to the event.

8. NEW BUSINESS:

a. ArtLink Longmont Funding Request*

Eve Canfield clarified why their organization changed their name from ArtWalk to ArtLink Longmont. She noted the number of people coming from outside of Longmont as visitors and participants made them feel it was necessary to change their name. In addition, Eve added there were a growing number of ArtWalk events throughout the Front Range and they wanted to distinguish their event as they are more of an indoor event than out. The businesses are host to artists and bring visitors indoors. Their organization promotes the arts through education, celebration, demonstration to achieve an economically sustainable environment for the integration of life (businesses/livelihood) and art. The request from ArtLink Longmont was the same as last year in the amount of \$5,000.00. Mary clarified LDDA's budget for events based on the amount of funding received via the Inter-Governmental Agreement with the City of Longmont. Eve noted the three events are going to remain in the Downtown for the foreseeable future. Bob Goff asked what approach ArtLink Longmont might take to get more businesses to participate. Julie Kocjancic from Madifine Mercantile spoke out as a Block Captain, business owner and ArtLink Longmont Board Member. Julie advised the Board her role (as Block Captain, Downtown Business Owner and ArtLink Longmont Board Member) have allowed her to get to know her neighbors and that helps to encourage participation. Sharald Church also holds the same role in the Downtown community.

A motion to approve ArtLink Longmont's request in the amount of \$4,000.00 (funds to come out of the General Fund) was made by Board Member, Karen Benker and seconded by Board Member, Sharon Smith-Eisler passed 4-2 (Todd Skaw and Burbidge Austin against). Bob Goff abstained.

Bob Goff and Karen Benker recommended getting together with the Boards of all the organizations anticipating holding events Downtown to see how we can combine resources, events, etc.

b. Analysis of US 287 through Downtown Longmont Study, Nick Wolfrum, Engineering Services Administrator

Nick reviewed the handout of the goals and next steps for the study (see attached document, "Downtown Main Street Analysis"). He identified there will be upcoming public input meetings.

c. Alleyscape Update, Chris Huffer, Civil Engineer/Project Manager

Chris reviewed Project #DR-8 Downtown Alley Improvement to help the flow of pedestrians from the parking lots to Main Street improving pedestrian accessibility, upgrades and beautification of the alleys (see attached document, "DR-8"). The project team is made up of diverse City Staff. Around mid-November 2009 a conceptual design Request for Proposal (RFP) will be out. The project team will be reaching out to property owners and involve them in the planning and coordination of this project. This project could be under construction in two years.

d. Angle parking/300 East Parking lot upgrade update, Bob Ball, Traffic Engineer

Bob Ball noted over 100 new parking spaces will have been added in the Downtown through the restriping project. Both Todd Skaw and Tamar Hendricks noted positive feedback for the new angled parking. Due to time constraints, the 300 East Parking lot upgrade will be discussed at next month's Board meeting.

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- e. Review draft of Memorandum Of Understanding (MOU) for phase II of the Longmont Theatre Project, Mary Murphy-Bessler

This item was postponed until the construction cost from Wolff Lyons was received. Board members are to advise Mary on any items they would like to see added/changed in the MOU.

- f. Arts & Entertainment District Discussion, Mary Murphy-Bessler

Mary noted this item was added after last month's request for funding to establish an Arts & Entertainment District. Mary and Bob Goff have met with Brad Schol, the City of Longmont's Planning and Development Services Director, to discuss incorporating an Arts & Entertainment District component into the Downtown Vision Plan. Karen Benker requested this item be added the Board Retreat. Bob Goff requested including a discussion of the LDDA boundaries in conjunction with this issue during the retreat.

- g. Discuss potential dates for LDDA Board Retreat

Mary Murphy-Bessler will send out a few dates (after the holidays, end of January-ish, on a Friday vs. Saturday and avoid City Council's retreat dates) and suggested agenda items for the retreat. The Board members were encouraged to contact the LDDA with any Retreat Agenda items.

9. **PUBLIC INVITED TO BE HEARD:** Cotton Burden wanted to have the Board congratulate themselves for the added Downtown Parking spaces due to restriping. Cotton would also like to see angled parking on Main Street.

10. EXECUTIVE SESSION*, TIF FAÇADE PROGRAM – 380 MAIN STREET

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)

11. **ITEMS FROM THE STAFF:** Mary Murphy-Bessler advised Cotton Burden has a restaurant that is very interested in taking over both floors of the Hansen Building at 475/477 Main Street. Currently the building is not retrofitted for a major restaurant. Cotton may come before the Board in November to see if there is a creative way to help with financing to put a hood, grease trap, etc. in this building. Mary will check in with Doug Bene on any programs he has regarding restaurant incentives. Mary asked the LDDA Board to provide her with any items they would like to see added to the Council Retreat agenda by Friday, October 30, 2009.

Todd Skaw left at 6:15 PM.

12. **BOARD MEMBER COMMENTS:** None.

13. **ADJOURN:** The meeting was adjourned at 6:35 PM.

Respectfully Submitted by:

Denise Crosby
Secretary to the LDDA Board

Robert Goff
Chairperson, LDDA

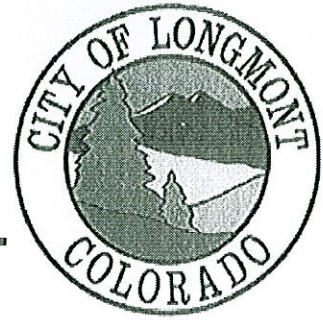
Public Works & Natural Resources

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Downtown Main Street Analysis

Goal – Analyze options for making Main Street/Highway 287 more compatible with the Communities desires and goals for Downtown.

- Started with visiting with individual stakeholders including downtown business owners, Civic Leaders, adjacent residential neighbors.
- Determining and evaluating impacts of primary options
- Implementing Short Term Solutions
 - Street Rehabilitation efforts on Kimbark, Emery, 3rd and 5th
 - Added Diagonal Parking on Side Streets – Increase of 100 on street parking spaces
 - Added on-street Bicycle Lanes on Side Streets
 - Continuing to evaluate options for improvements of Main Street mid-block crossings

Next Steps

- Public Involvement Process
 - Walk-n-Talks with Downtown Businesses and Adjacent Neighborhoods
 - Information Boards/Open House
 - Walk through downtown to identify concerns
 - Longmont Lights Kick-Off
 - Information Boards/Open House
 - On-Line Survey
- Final Reports to LDDA and City Council
- RFP for Alleyscape Design

PROJECT INFORMATION

Project Name: **Downtown Alley Improvement**
 Year First Shown in CIP: **2009**

Project #: **DR-8**
 Funding Status: **Partially Funded**

PROJECT DESCRIPTION:

Improve pedestrian accessibility, upgrade and beautify alleys on the east and west side of Main from 3rd Avenue to 6th Avenue, including undergrounding of utility lines. Improvements include surface improvements to improve pedestrian and bicycle access to Main Street businesses, improved lighting, landscaping and aesthetic improvements, drainage and rehabilitation of underground utilities and undergrounding of overhead utilities. Final design will take place in 2010 with construction phased in 2011 and 2012 depending on funding.

PROJECT JUSTIFICATION:

This project will improve pedestrian access to Main Street businesses from parking on either side of Main Street off of Kimbark and Coffman Streets. Improved aesthetics, drainage and surface treatments will result in an improved and safer pedestrian environment and business access. In addition, rehabilitation of alley surfaces and utilities will reduce maintenance cost and impacts.

BUDGET CONSIDERATIONS:

The project phasing shown indicates final design in 2010 and construction in 2011 and 2012. Construction cost estimates are preliminary and will be updated based on the Construction Design completed in 2010. The budget estimates in this document do not include any costs that may occur from the following unresolved design considerations: Qwest has existing overhead facilities and may not agree to fund any undergrounding effort; there are risks to building foundations due to adjacent excavation; there may be National Electric Code (NEC) requirements and upgrade costs resulting from change to underground electric services; there are private property restrictions on service location access; spare facilities may be needed to meet future building service upgrades after completion; there are limited surface locations for electric equipment.

RELATED CITY PLANS OR OTHER CIP PROJECTS:

- | | | |
|------------------------------------------------------|------------------------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Urban Renewal Plan | <input checked="" type="checkbox"/> Multi-Modal Transportation Plan | <input type="checkbox"/> Wildlife Management Plan |
| <input type="checkbox"/> Midtown Redevelopment Plan: | <input type="checkbox"/> Historic Eastside Neighborhood Revitalization | <input type="checkbox"/> Energy/Water Conservation |
| <input type="checkbox"/> FasTracks | | |

Other Related Plans:

Related CIP Projects:

PROJECT COSTS:

Prior Years	2010/Yr 1	2011/Yr 2	2012/Yr 3	2013/Yr 4	2014/Yr 5	Project Total
75,000	200,000	1,745,000	1,745,000			3,690,000

SOURCES OF FUNDS:

Funded	2010	2011	2012	2013	2014	2010-2014 TOTAL
LDDA	50,000	437,500	437,500			925,000
Street	50,000	517,500				567,500
Storm Drainage	50,000	186,000	186,000			422,000
Electric	50,000	604,000	604,000			1,258,000
Unfunded	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
Street			517,500			517,500

LOCATION MAP:

