

**Present:** John Creighton; Chris McGilvray; Ex-officio Member: City of Longmont, Jim Golden; Wes Parker; Kirsten Pellicer; Jim Wardell; Shiquita Yarbrough

**Absent:** Joe Perrotto

**Guests:** Mike Root (Copper Sky Distillery)

**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  
Wes arrived 4:17pm
3. APPROVAL OF AGENDA  
**Motion** to approve the agenda: Kirsten Pellicer moved to approve the agenda, Wes Parker seconded the motion. The motion passed unanimously.  
John arrived 4:18 pm
4. APPROVAL OF MINUTES
  - a. **Motion** to approve the January 26, 2022 Board Minutes: Wes Parker moved to approve the minutes, Kirsten Pellicer seconded the motion. The motion passed unanimously.
  - b. **Motion** to approve the February 11, 2022 Board Retreat Minutes: Shiquita Yarbrough moved to approve the minutes, Wes Parker seconded the motion. The Motion passed unanimously.
5. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER) - none
6. INCENTIVES
  - a. Copper Sky Distillery  
Mike Root presented the applications for façade grant and retail conversion grant. Total project cost is \$345,693.00. DIP costs included electric code upgrades and fire suppression system.  
Jim Wardell arrived 4:23 pm  
Financials were approved by the LDDA Finance Committee. Chris asked Mike to highlight what the business would bring to jobs in the community. They currently have 12 employees with benefits. They anticipate final inspection in April.  
Total retail conversion grant request is \$15,000 and facade grant request is \$10,000. Total grant request is \$25,000.  
**Motion:** John Creighton moved to approve the façade and retail conversion grants for \$25,000, Jim Wardell seconded the motion. The motion passes unanimously.
7. NEW BUSINESS
  - a. Parklets – Most businesses who had parklets last year are interested this year including new interests. Classic Gold Jewelry has started a signed petition from businesses against parklets due to loss of on street parking and low or non-usage of the parklets from last year. He is also petitioning against a right of parking given to a business which fell under COVID-19 modification. This would not be allowed now but a 15 minute loading/unloading can be allowed.  
Kimberlee stated that this year, the Spoke of Coffman parking garage will be open and would provide more parking spaces in downtown. Parklets would also help with traffic calming which ties in to the last month's board retreat priorities of 'pedestrians first'.  
Chris agreed that parklets would align with the 'pedestrian over parking' priority discussed during the board retreat.

John asked if there were other concerns besides parking. Preference to other business (restaurants), under-utilization which some businesses felt is illegal. Use of parklets on Main St. was permitted by CDOT who has the right of way.

Kirsten added to be mindful of making sure parklets are occupied. Parklets can be used for public seating in addition to dining seating. Come up with requirements for businesses to follow so tables aren't empty.

John agreed that businesses submit a plan and for businesses to keep in mind that parklets are also public use.

Wes thought restaurants could be allowed to modify their plan for unforeseen issues.

Jim W. referred to the board retreat about parking options in downtown people should utilize other than right in front of the business. Once plans from business for parklet usage have been received, these should be communicated to the businesses who are not favorable with parklets. Perhaps ask for their assistance and input on how this would impact everyone.

John asked how to foster team spirit where it benefits everyone.

Chris gathered the support of the parklets from the board members. We need to be strategic, intentional and follow usage plan from May-October.

Shiquita believes that general public seating would be a good idea.

Emelie suggested visible signage about public seating encouraged and not just for restaurant seating. A QR code posted also with business directory in downtown.

**Motion:** John Creighton moved to approve the parklet program from May to October, Jim Wardell seconded the motion. The motion passed unanimously.

- b. Trash Enclosure Amendment – Downtown businesses lost their shared trash enclosure from the development. BCHA has created an amendment to the MOU for these businesses to share with BCHA listing the addresses of displaced businesses.

**Motion:** Kirsten Pellicer moved to approve amendment on behalf of the LDDA, Wes Parker seconded the motion. The motion passed unanimously.

- c. Pedestrian Counters – Staff is planning to purchase a 3rd set of counters that can be moved around in downtown. Each counter would cost \$420 subscription/year which totals to \$2,520 annually.

Jim W asked if this set count be used on The Slope. Yes. When there is no need to move this around, it will stay in the 100-200 blocks.

The Board agreed to purchase an additional set.

- d. Dickens Patio – This was recently fixed by City Public Works and the property owner will maintain moving forward. The stairs will be maintained by the City. The City asked Kimberlee if the LDDA could contribute \$5,000 to the railing painting expenses. DIP funds would cover this expense.

**Motion:** Kirsten moved to approve the \$5,000 from DIP funds to contribute to the painting expense, Jim Wardell seconded the motion. The motion passed unanimously.

- e. Nominating Committee – The City has asked if the LDDA would appoint 2 board members to review initial applications and interviews of applicants to the LDDA board. Kimberlee suggested John Creighton and Kirsten Pellicer for the nominating committee. They were the most recent DDA board appointees.

John asked to add 1 more member from the block captains. Yes, he/she can be an ex-officio member.

**Motion:** Wes Parker moved to formulate a nominating committee, Jim Wardell seconded the motion. The motion passed unanimously.

## 8. OLD BUSINESS - none

## 9. LONGMONT CREATIVE DISTRICT UPDATE

Kimberlee reported on behalf of Joe. Amy's service is up. Amy and Joanne Kirves worked on the 501c3 application and just got approved this week. The organization will have some needs for support. Kimberlee would like to solidify an agreement for the LDDA to provide support in terms of space, equipment, staff etc. Kimberlee asked the Board for approval of in-kind support from the LDDA.

**Motion:** Kirsten Pellicer moved to approve for the LDDA to continue support to the Creative District, John Creighton seconded the motion. The motion passed unanimously.

## 10. FINANCE REPORT

- a. CIP Project ideas – Budget is due May 1<sup>st</sup>.

- o Unfunded phase 2 of alley work on the 200 and 600 blocks

- East side alleyscapes are due for update

Kimberlee asked everyone for ideas for CIP project. Kirsten asked about St. Stephen's Plaza. Yes, it was funded last year.

Kimberlee asked Jim if a CIP can be submitted for an unfunded project and appropriated later. Yes, it can be submitted.

Tree Lighting at the Civic Center/Library (Town Center) would need enhancement (lighting, etc.) to the location.

Wes asked about the 200 and 600 alleyscape for a continued pedestrian access from 100 block to Longs Peak Ave and Sugar Mill + STEAM with 'pedestrians first' in mind. It was funded in 2018 but no contractors or City staff have been identified yet due to staffing issues. LDDA could start an RFP for this to move this forward.

Chris asked how we can push this forward and fast tracked. Kimberlee can submit a letter from the board to Public Works.

John added planning for an alley crosswalk from 200 to 300 block.

Kimberlee informed everyone that Sample the Slope event was a huge success with more than 500 attendees.

Jesters is for sale and Kimberlee talked to 2 interested developers combining 200 East lot.

John stated that this is a good opportunity based on the location and would help The Slope and a good source of revenue. A land lease is a good option. The building would have to be torn down. Parking is very important in the 100-200 blocks.

Jim W asked what the process and the timeline should we move forward.

Kirsten suggested for Kimberlee to continue her conversations with the developers and meet with Jesters owners or realtor to find out future plans.

Kimberlee will reach out to the City Planning Director about codes etc.

The Board directed Kimberlee to continue meeting with interested parties and current business owners.

#### 11. EXECUTIVE DIRECTOR'S REPORT

- a. Board Retreat Follow Up – Pedestrian first was the top priority. Discussions included reducing Main Street to 1 lane. City Engineer suggested to start with support from business owners on Main St. Block meetings were held before 2020 with LDDA and block captains. These were very helpful for sharing and getting feedback about issues, projects and updates. Kimberlee would like to start this again in the summer.

Top priorities discussed:

1. Pedestrian first, reduce Main St. to 1 lane
2. TIF – Funding opportunities, 6 locations in downtown, private partnerships, DIC conference on April 12-15 will include conversations about life cycle of the DDAs and TIF extension
3. Parking/Redevelopment - Parking structures, investments and partnerships and sustaining parking conversations with City staff and private partnerships will continue.

Longmont Creates organization would like to be added to the LDDA insurance policy as an additional insured. Everyone was in favor of it.

- 12. ITEMS FROM STAFF – Colin shared the WWMS event on April 9. Mask order has been lifted. Jim W. is volunteering at the ticket sales. To date 240 tickets have been sold.

- 13. BOARD MEMBER COMMENTS – Longmont Liquors is celebrating 10 years anniversary in April.

- 14. ADJOURN

**Motion** to adjourn the meeting: John Creighton moved to adjourn the meeting at 5:50pm, Wes Parker seconded the motion. The motion passed unanimously.

Respectfully yours,

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Kimberlee McKee  
Executive Director, LDDA

Chris McGilvray  
Board Chair, LDDA