

# LDDA Board Communication

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**Meeting Date: Wednesday, April 26, 2023**

**Current Incentive Fund Availability:**

Retail Conversion: \$59,100	Signage: \$11,039	DIP: \$507,816	Alleyscape: \$11,089
Residential: \$19,749	Safe Re-opening: \$6,175	TIF: \$3,489,079 (net projected available)	

**Agenda Item: Façade Grant Applications - Incentives**

**RRC, LLC Façade Grant**

**Executive Summary:** RRC, LLC/Ron Cheyney, the property owner and resident at 410 Main St. is applying for a Façade grant to replace old windows and wood window frames on the north and east side of the second-floor residence. The total project cost is \$36,000 and the applicant is requesting 25% reimbursement of \$5,688.

**Recommended Motion:** Approve Façade Grant for \$5,688.

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**Royalty Arrangements Retail Conversion Grant**

**Executive Summary:** Yadira Lerma is opening a new flower shop business called Royalty Arrangements at 723 Main St. The property is owned by Curtis KostECKI and Royalty has signed a lease. The space has been vacant for years and this location was annexed into the LDDA in 2022. The space will be renovated with a retail space in front and back room for product. The property owner has approved the improvements and worked with applicant to secure a general contractor and multiple bids to find the best value for their budget. Eligible improvements include flooring, framing, drywall, doors, fire suppression, humidity controller, and electric. Financials were reviewed and tentatively approved by the Finance Committee pending receiving a final construction budget with bids, which is included in the Board packet. The total project cost is \$29,133 and the applicant is requesting 25% reimbursement of \$7,283.

**Recommended Motion:** Approve Retail Conversion Grant for \$7,283.

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**Agenda Item: Parking Licensing Agreement with Elks Lodge #1055**

**Executive Summary:** Staff would like to enter into a licensing agreement with the BPOE Elks Lodge #1055 for use of its private parking during construction of the hotel in the 300 E parking lot. The agreement would allow permit holders use of the Elks Parking in the three rows immediately north of the Elks Lodge. Emelie Torres and Wes Parker attending the Elks Lodge Board Meeting on Wednesday, April 19 to discuss this arrangement and answer questions. Concerns included snow removal in their parking lot and enforcement. Currently, the Elks Lodge also partners with Park Mobile to offer paid parking in its private spaces.

Staff discussed snow removal with City Parks staff and we will be able to remove snow on Elks Parking during the time this license agreement is put into place. Elks can also continue to use its Park Mobile, along with LDDA permit parking. Staff proposes that Elks do any enforcement needed on these places, as long as LDDA permits are still honored.

A DRAFT licensing agreement is attached. Staff is asking that the Board approve this draft and allow Kimberlee and Board Member Wes Parker to finalize the agreement with LDDA counsel and make small changes as needed, if no substantive changes are made to content. We will then present this agreement to the ELKS Board.

**Recommended Motion:** Approve licensing agreement with BPOE Elks and allow Kimberlee and Wes Parker to finalize the agreement with LDDA counsel and make small changes as needed, if no substantive changes are made to content.

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## **Agenda Item: LDDA Replacement Kiosks**

**Executive Summary:** Staff followed up on questions for the electronic kiosks. Please see below:

Product description:

"IP56 Rated Simple Enclosure Outdoor, Protection Glass (Anti Graffiti, Infrared Reduce), Polarized Sun Glasses Viewable in any direction, HD Base T for Long Distance Installing, Portrait Installation Support, Button Lock, Lamp Error Detection, Auto Brightness Control with Ambient Brightness Sensor, Anti Image Retention, Temperature Sensor, Pivot Display, Magic Info S, Smart Scheduling, RJ45 MDC, PIP/PBP, Auto Source Switching & Recovery"

- Is there a warranty with the kiosks and what does it cover?
  - Warranty is 3 Years Parts:
    - Samsung warrants that the Product will be free from manufacturing defects in material and workmanship during the above mentioned warranty period and fit for being used as commercial digital signage.
    - During the warranty period, Samsung will, at its sole discretion,
      - 1) provide service via phone, mail, technical support website (ex. Service Cloud) or e-support access to Help Desk to assist in resolving issues. Phone support is available during normal business hours.
      - 2) repair (at Samsung's own or Samsung's Authorized Service Center(ASC), or replace (using new or refurbished replacement parts or Products) any defect within a reasonable period of time and free of charge.
- Expected life span of the kiosk itself?
  - Between 5 - 7 years. Replacement costs could be up to \$10,000 each but depends on technology
- Is there any annual maintenance that needs to happen with the kiosk?
  - \$500 per year to replace filters and check fans, and clean vents
- In regard to graffiti and stickers. Does the face have a graffiti coating so removal is easy and if we use a blade to scrape off stickers, will that damage it? What is durability of the kiosk?
  - There is a heavy/thick break proof glass on the front of the display.
  - Vendor has seen it hit with a baseball bat in demonstrations and it received no damage.
  - They have had one break when it was hit with a sharp pick.
  - To remove stickers, etc. the glass is not damaged by alcohol, or nail polish remover, but I could be scratched by scraping

Staff is still awaiting the cost for the software to run the digital kiosks and would like to have further discussion on this purchase based on this new information.

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## **Agenda Item: Incentives**

**Executive Summary:**

**Façade Grant Updates (DIP):** In the packet, staff has redlined the current Façade Grant Application to include costs for interior code related updates for restaurant, craft beverage and entertainment uses. This proposal includes an increase of the \$10,000 cap for those uses.

The Board may want to consider a not to exceed amount for DIP financing overall. It is important to note that if the project is a retail conversion, eligible applicants can receive up to \$22,500 (\$15,000 from LDDA and \$7,500 from LEDP) for similar expenses. However, if this is an update to an existing retail space, the applicant would not be eligible for those funds.

Staff recommends keeping the 25% as a maximum contributed to a project from the DIP fund with an increased cap of \$50,000 (25% of \$200,000) for the above mentioned uses.

**Recommended Motion:** Approve changes to Façade Grant as presented and cap additional investments for interior code related updates for restaurant, craft beverage or entertainment uses to \$50,000 per incentive.

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**Longmont Creates Community Activation Grants:** Staff would like to recommend a partnership with the Longmont Creates organization to administer activation grants.

**What: Longmont Downtown Development Authority (LDDA) initiates a contract for services with Longmont Creates (LC) for Events, Temporary Activations, Semi-Permanent Activations**

This program is designed to empower local creatives to inspire our community. The type of event/activation must be rooted in creativity including but not limited to international culture, music, art, fashion, spoken word, dance, technology, education, history, theater or more! We want to bring more feet on the street and showcase the true talent, creativity and spirit of our residents.

**Goal: Longmont Downtown Development Authority (LDDA) and Longmont Creates (LC) will partner to provide grant funding for public events/installations/activation projects that:**

- bring a diverse group of people into the Longmont Creative District
- enhance the community with arts, culture, education or other engaging activities
- utilize public, outdoor, or highly visible spaces
- provide creative, cultural, or unique experiences
- encourage partnerships between creatives in the community
- enhance marketing efforts for downtown and the creative district

**Activation Grants will be administered by Longmont Creates.**

- LDDA will contract for grant administration with LC.
- LDDA will pay a total amount of \$10,000 to be granted through this program
- Eligibility, grant amounts, funding criteria and application will be set by LC and approved by the board of LDDA
- Eligible activities must be located within the Longmont Creative District boundaries
- Any funded activities, events or installations must be new
- Prefer inclusive, free, unexpected activations that encourage artist/creative collaborations
- Applications will be reviewed by the Longmont Creates Board or one of its committees
- The LC Board will report its grant awards to the LDDA Board of Directors on a quarterly basis
- Grantees MUST post all events to the LDDA calendar AND provide a marketing plan that includes social media (with LDDA and LC tagged), local press outreach and other creative strategies to invite the community to the event. Marketing will include both LDDA and LC logos
- Grantees must provide post event and/or activity photos as well as a summary of event including number of participants and/or attendees

**Recommended Motion:** Approve entering into a contract for \$10,000 with Longmont Creates to administer Activation Grants within the Creative District.