

Longmont Downtown Development Authority
Wednesday, May 24, 2023 Board Meeting Minutes
320 Main St. (LDDA Office) - 3 pm

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

Absent: Emelie Torres

Guests: Kyle Haworth, Jim Angstadt, Alden Jenkins, Taylor Wicklund, Greeley Sachs

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

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING

2. BOARD AND EX-OFFICIO MEMBER COMMENTS

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

Motion to approve the April 26, 2023 Board Minutes. Jim Wardell moved to approve the board meeting minutes, Wes Parker seconded the motion. The motion passed unanimously.

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

6. PRESENTATIONS - CONNECTIVITY

- a. Vision Zero - Jim A./Kyle H. gave updates. City staff working on program. There are multiple components: political commitment, multi-disciplinary leadership/stakeholder task force creation, action plan, equity, cooperation/collaboration, system-based approach, data driven decisions, and community engagement for transparency.
 - i. Currently working on formation of a task force, budget process, additional staffing needs (Vision Zero Coordinator) and program dollars. Working on RFP for consulting services to support this work.
 - ii. Anticipated changes in Downtown? Will see changes all over the City. Who is responsible for making sure this program is functioning each day? It will be the Vision Zero Coordinator. Currently headed by Jim A. and Kyle H.
 - iii. Are there any changes that can be implemented now? In the next two months looking into the Central Elem. area (striping, signage). Looking at traffic and flashing mid block crossing signals in Downtown. Traffic Administrator and Director of Public Works make the final decisions to any changes.
 - iv. Does the hiring of the Vision Zero Coor. impact the flashing crosswalks coming this year? There should be no impact to that still moving forward this year. The items that the City can implement now are the items in "C" below. The other item they will explore is reducing the lane on Main St.

Shiquita arrived at 3:20pm

- v. Is there a plan in place to communicate the traffic signal changes? Yes, they will communicate both internally with City and externally to community.
- vi. Board would like a Board member or LDDA staff member to be on the Vision Zero task force.
- vii. Will this remain a priority given the City's financial concerns? The new system would be less expensive than the old system. There are components of accountability to report back to City Council and the public. City Council adopted Vision Zero as it's also a part of their Master Plan so it should remain a priority. Shiquita is on the LDDA Board and Transportation Board to advocate for Vision Zero.

- b. Council Meeting Follow - LDDA put in \$250,000 for 2023 and \$250,000 for 2024 for Main St. Corridor recommendations. There are multiple items in CIP. One item is the Main St. lane reduction which takes a lot of planning.
 - i. Kimberlee had a 200 block meeting yesterday and they feel a lot of impacts on Main St. south of 3rd Ave where the road opens after the medians and the speeds pick up. Also concerned about the 3rd & Main intersection and cars and pedestrian conflicts exiting the alleys. See car and pedestrian conflict at 2nd & Emery and a lot of bikes on the sidewalks. These are the constant items we hear from businesses.
 - ii. Does it still make sense to add or keep medians with the one-lane road option. Jim said we should start talking to CDOT about changing to one-lane traffic. Doesn't know if CDOT would oppose a median in the 200 block.
 - iii. Jim said they could put in stop signs at end of alleys. The bump outs at end of alleys take more effort, but could do that through concrete rehab. Phil, Jim, and Kimberlee should meet before talking to CDOT.
 - iv. The sidewalks connections come up a lot, especially the lower end of 200 block on 2nd Ave. Again, a lot of business driveways, so it would take a lot of effort to change curb lines and it'll be costly. This would be good opportunity to do the west side of 2nd Ave. to align with the Coffman St. Busway project. Tom Street is working on the 200 block alley project and he could be contacted to ask for a conceptual as well of 2nd Ave. adjacent to 200 block alleys.
 - v. LDDA could present alley stop sign recommendations to Jim and Kyle and they'll evaluate and look into starting installations. Are there any grants available for Vision Zero? Yes there are.
- c. New Traffic Signals / Traffic Cameras / Pedestrian & Bike Centric Zone
 - i. Kyle said they are also looking at other technology that tracks near miss incidents.
 - ii. What needs to be tracked or data needed to support Vision Zero? The 3rd and Main intersection is one of the most dangerous of Downtown. The new traffic signal cameras can help detect activity in a zone and can adapt based on what is entering the area (cars, peds, bikes).
 - iii. Is there a standard that if a pedestrian is there, the signal would change within 30 seconds. Yes, there are options to look at and can make adjustments based on time of day, for example. The data will help determine the cycles of pedestrians and cyclists.
- d. Mid Block Flashers - Total cost of the project for the three Main St. crossings is \$130,000.
 - i. The City is requesting to split the expense 50/50 between City/LDDA. City would manage the project. The shared cost would be \$65,000 each. Any overage of \$130,000, the City would cover. If less than \$130,00, the split would still be 50/50. LDDA would reimburse the City for its 50% portion after the project is complete. Hope to complete by Aug/Sep 2023.

Motion: Kirsten Pellicer moved to approve LDDA's 50% contribution of the mid block flashers cost (\$65,000 of the \$130,000 cost), Joe Perrotto seconded the motion. The motion passed unanimously.

- e. Placemaking Decorative Crosswalks/Striping - Kyle and Kimberlee discussed the patterned crosswalks.
 - i. Kimberlee researched painting versus thermoplastic. The thermoplastic was around \$400,000 and lasts three - four years. It may be more cost effective to paint them and repaint annually. Could try on side streets first. Added painting to 2024 CIP for Kimbark St only. LDDA would install and be responsible for maintaining.
- f. Coffman St. Busway Project - Alden J. presented an update on the project and construction timing. Project is from 1st Ave. to 9th Ave. Was originally identified in the Multi-use Corridor Plan.
 - i. Obtained grant funding of \$6.9m. Started design in 2021 and wrapping up now. Coffman will feature a multi-transit, pedestrian safe, and bike accessible corridor. There are new BRT stops (Bus Rapid Transit) along the corridor. This is part of the regional transportation project bringing BRT from Boulder to Longmont and the Coffman St. corridor. Also includes local stops along corridor.

- ii. After public engagement, City opted to decrease amount of bus stops to preserve parking and trees. Pedestrian improvements are in intersections, wider sidewalks in some areas, and adding mid block crossings in line with existing breezeways. There will be dedicated north and south bound bike lanes with buffers between them and the sidewalk. Removing one traffic signal at 5th Ave. Alden reviewed the Longs Peak Ave., 6th Ave. and 4th Ave. intersections.
- iii. They are planning to start construction on north end and work south. The bus stop by Roosevelt Park will move down to the 1st & Main Transit Station. The Longs Peak Ave. intersection is a protected intersection that protects pedestrians and bikes throughout the intersection. This will be the first in the City. There are bus stops at 6th & Main. Access to Village Place, Spoke on Coffman, and Boulder County Hub was important here. There are bus stops at 4th & Main. There's already good bike access on 4th Ave. so they kept the signal at 4th & Coffman expecting more bike activity.
- iv. Construction phasing is 2 years. Starting on north side at 9th Ave. in 2024. Move into 2025 and heading south to 2nd Ave. The segment between 2nd and 3rd Ave. will be 2025-2026 construction depending on the 1st & Main Transit station. Want to complete at the same time. Expect construction to be on one side of the road with drive lanes being open (unless being worked on).
- v. Had two public houses so far and on site block meetings. Had about 20 one-on-one meetings with business owners. Will be launching a new website that's more engaging (can zoom in, more details). Will work on one side of the road (east or west side) at a time, maintaining one lane of traffic (north or south bound) depending on where construction is. There are two areas where they'd like to close Coffman where there are no driveways and alternative access for businesses in these areas.
- vi. Concerns for storm drainage on Coffman. It's bad at 5th & Coffman (SW side). Will alter inlets to make drainage better here.
- vii. How does this improve pedestrian experience on Coffman? There are shorter crossing distances at intersections so decreases exposure to traffic (reducing from 60 feet to 40 feet, for example). Sidewalks will be wider as well (six feet) and addition of mid block crossings which will have the flashing beacons.
- viii. What about lighting on bike lanes and sidewalks. They are adding additional lighting in some areas. Putting in more double sided cobra fixtures to light street and sidewalk. The infrastructure is in place where more lighting could be added in the future.
- ix. How many parking spaces did we lose? There are 225 existing spaces. This project will maintain 70 spaces. The Spoke project did take away Coffman St. parking, but those spaces will be added back. There are 200 more spaces expected at the future 1st & Main Transit Center. The Spoke garage has 70 public spaces. Starting on north end is helpful given the Hotel project starting on the south side off 3rd Ave. Also need to coordinate with Village Place who is doing a rehab in 2024.
- x. Shiquita said the City Manager and Mayor discussed renting a shuttle bus circulating the alleys. The URA just bought properties at 1st & Main for the Transit station. Tony Chacon said these could be used for offsite parking. Eldora Resort doesn't use their ski shuttle buses in the summer. They said they could be leased.
- g. Quiet Zones – Alden J. presented. They are broken into four different packages. Need to work with Federal Railroad Administration and BNSF.
 - i. The first package is 3rd, Longs Peak, and 17th Ave. crossings. These are simpler intersections and the review process didn't take as long. Going to bid this summer for this package and starting construction later this year. It'll be a 4-5 month construction

period for the first package. These are just quiet crossings, not a quiet zones so can still expect horns to be blown.

- ii. The second package in 2024 will be 4th, 6th, and 21st Ave.
- iii. Subsequent packages in 2025. Main St. and Terry St. crossings are in package three with a start date of spring 2025. City bought former Ice House and it will be demolished soon for a secondary access to the Flour Mill.

Important for educational letters to go out by the Board. John Creighton thinks action is very important versus just explaining the process.

Takeaway items: LDDA to participate in Vision Zero task force, look into stop signs at the ends of alleys, CDOT meeting for one-lane discussion, and better connectivity with 2nd Ave. sidewalks.

7. NEW BUSINESS

a. Incentives

- i. 350, 356, & 360 Main St. – Greeley Sachs submitted DIP grants for the three properties. Permits have been issued. 350 Main will be built out with a hood system and fire suppression for a restaurant, plus façade improvements. This grant request is \$50,000. 356 & 356 1/2 Main building includes façade improvements and will be retail use with office/commercial on the 2nd floor. This grant request is \$10,000. 360 Main includes façade upgrades and the grant request is \$7,551. This space would remain retail. During abatement, more than anticipated structural damage and failing foundations were discovered. Buildings must be rebuilt from the inside out including redoing some foundations. Hope to be finished in 12-14 months. Greeley reviewed renderings. The architect they are using specializes in historic renovations. They also submitted a grant request to the State Historical Fund to help offset other costs.

Motion: Wes Parker motioned to approve the three Façade grants totaling \$67,551.35, Joe Perrotto seconded the motion. The motion passes unanimously.

- b. Shared Space Agreement – Draft with Visit Longmont. Recommend split the rent and common space 50/50 due to the changeup of offices with the new Director of Visit Longmont started.

Motion: Kirsten Pellicer motioned to enter into the shared space agreement to split the LDDA and Visit Longmont rent and common space 50/50, Joe Perrotto seconded the motion. The motion passes unanimously.

8. OLD BUSINESS

- a. Breezeway Use – Dry Land requested permission to use 100% of the 500 west breezeway space for regular seating and special events (pop up markets and live music). For Dry Land, it's more cost effective to modify premises for their annual liquor permit versus paying individually to modify the breezeway each time it's used. For permanent use, they could not use more than the half of the breezeway adjacent to the property. They need to maintain the 6' walkway through the breezeway. Has to be evaluated annually.
 - i. Are their guidelines to ensure the breezeway area is maintained (keeping it clean)? Yes, it is included in the Rules for Public Spaces.
 - ii. What about liability if someone gets injured in a breezeway? LDDA has general liability in the breezeway and the Rules make the user list the LDDA/GID as additionally insured.
 - iii. Board recommends new breezeway policy should not allow more than 50% of the breezeway space for permanent use. Add evaluated on a case-by-case basis to the policy. During special event use, could use 100% of the breezeway as long as it doesn't

hinder a business (not block display windows and entrances, etc., unless neighbor gives written permission) and maintain 6' walkway.

- iv. In the case of Dry Land, this would not be a permanent policy for them at the moment. It's a temporary approval until we have a more solid policy in place. Staff will work on updating Rules and policy.

9. LONGMONT CREATIVE DISTRICT UPDATE

- a. Longmont Arts Week Planning - met with the partners and will share more information later.
- b. Plaza Lighting Date - Saturday, Nov 18 at 5:30 - 7 pm. Pushed it up the week before Thanksgiving and Small Business Saturday. No objections from the Board.

10. FINANCE REPORT

- a. Budget - finalizing 2024 budget and will bring it to an upcoming meeting. Everything else is looking good and need to do some coding adjustments.

11. EXECUTIVE DIRECTOR'S REPORT

- a. TIF Update - everything is going well. Governor hasn't signed the bill yet. No one has asked him to veto.
- b. Annexation request - The northeast corner of Longs Peak Ave. & Main St. is interested. Did speak to that group. They are not sure they can get all property owners on board. They have been well informed of what it means to be in the LDDA. Can invite them to a board meeting when they are discussing the annexation.
- c. Still talking about the hotel shuttle system and will have more information in June. The RFP for wayfinding signage is still in progress. Kimberlee and Chris will be meeting with 600 Main St. owners. Also meeting with FRCC leadership (Pres & VP), and City staff, to talk about FRCC long terms plans.
- d. The Federal Highway Admin. turned down the parklets on Main St. Abbott & Wallace and Ziggi's can use on side street. Next year, businesses can pay for the install/removal if they would like to use them. Can look at repurposing in St. Stephen's Plaza if we remove some landscaping in the southeast corner. Will discuss with City if we can sell them.

12. ITEMS FROM STAFF - none

13. BOARD MEMBER COMMENTS - Shiquita says the City starts training five interns on 6/7/23 from the Chamber Student Network. They can be immersed with everything the City does. Pilot program this year. How are concert volunteers going? Very good so far and Elk's may provide some volunteers too. Juneteenth is 6/17/23 at Roosevelt Park. Theme this year is Black Joy and Excellence. Partnering with Longmont Theatre for a 7pm show. Tickets are \$35. www.longmontjuneteenth.com

14. ADJOURN

Motion: John Creighton moved to adjourn the meeting at 5:56 pm, Jim Wardell seconded the motion. The motion passed unanimously.

Respectfully yours,

Kimberlee McKee
Executive Director, LDDA

Chris McGilvray
Board Chair, LDDA