

DRAFT Minutes
LDDA Board of Directors
528 Main Street, Longmont, CO 80501
June 26, 2013 – 4:15 PM

Present: Bill Sawyers, Larry Stauss, Sharon Smith-Eisler, Burbidge Austin, Ex-officio Member, City of Longmont, Jim Golden, Alex Sammoury, Joseph Perrotto, Robert Goff

Guests: Mark Sample, Carmen Sample, Carmen Mireles, Claudia Gutierrez, Lisa Herman, Stacy Walker, Sara Benromo, Laura Reynolds, City of Longmont, Chris Huffer, Times Call, Tony Kindelspire

Staff: Executive Director; Kimberlee McKee, Marcelo Fernandez, Del Rae Heiser, Emelie Torres

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING

2. BOARD AND EX-OFFICIO MEMBER COMMENTS – Alex commended Kimberlee for a great job with her presentation at the CML in Vail, Co. Kimberlee also shared that she received great feedback from the attendees regarding economic development of Longmont.

3. APPROVAL OF AGENDA

Motion: Burbidge Austin moved to approve the agenda, Alex Sammoury seconded the motion. The motion passed unanimously.

4. APPROVAL OF MINUTES

A. Motion to approve the May 22, 2013 Board Minutes

Motion: Joe Perrotto moved to approve the Board Minutes, Burbidge Austin seconded the motion. The motion passed. Larry Stauss and Bill Sawyers abstained from voting due to their absence.

5. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER) – the new owners of 370 Main shared with everyone that they will be opening a restaurant in this location. They will come back at next month's board meeting to apply for DIP grant.

6. FINANCE REPORT

A. TIF Negotiation updates – Kimberlee continues to negotiate the 50% of TIF for different entities. A joint meeting a between the LDDA Board Members and the City Council is scheduled on July 9th laying out options for future, allowing LDDA to get the 50% back and allocate half of it to infrastructure maintenance.

B. Mill Levy in the future – the board discussed asking the City Council to set the mill levy back to 5 mills. Restoration of this will apply to marketing outreach for the district, periodic cleaning and maintenance extending outside the GID and temp staff status evaluation.

Motion: Burbidge Austin moved to approve the request to the City Council to restore 5 mills, Joe Perrotto seconded the motion. Alex Sammoury abstained due to grounds of conflict.

7. EXECUTIVE DIRECTOR REPORT

Kimberlee met with Kathy Fedler to look at ways of making the district more cohesive. Part of the discussion was to determine if DDA could extend the streetscape to 1st Avenue in conjunction with a larger City project. Another use of CDBG grant discussed was to look at making a pocket park in between Main and Coffman at Longmont Christian School. Alex suggested that Kimberlee revisit funding with Kathy due to some reductions happening. Kimberlee also added that she continues conversation with city funding regarding maintenance. LDDA is partnering with LAEC to install and design benches on 300 East breezeway.

8. UNFINISHED BUSINESS

Alleyscape Update – Chris Huffer shared that the East side is being completed. Los Arcos installation will start June 27 and finish July 11.

West side – Plans are now finalized. Contractors are scheduled to submit quotes in July. LPC is not able to switch cables underground at 300 Block. This will need to wait until 400 and 500 are finished.

9. NEW BUSINESS

DIP Incentive Applications

EI Comite – Claudia presented their application for front signage. Total cost for DIP Mini Grant Request is \$443.50

Motion: Bob Goff moved to approve the application for \$443.50, Alex Sammoury seconded the motion. The motion passed unanimously.

Happy Cakes – at 449 Main is applying for the Façade Renovation Grant to include hood installation for \$14,948.11. Grant will be awarded post construction.

Motion: Larry Stauss moved to approve the application for \$14,948.11, Joe Perrotto seconded the motion. The motion passed unanimously.

Updated DIP application

Mini DIP Grant expires on June 30th and Façade Grant amount will be reduced to \$10,000 starting July 1st contingent on the scale of the project and available funds through DIP. Deadline will be on the 10th of each month.

Motion: Alex Sammoury moved to approve the changes to the application, Joe Perrotto seconded the motion. The motion passed unanimously.

Parking Permits & Lots

The Board discussed the possibility of increasing parking permit rates in downtown lots. Kimberlee presented several questions to the Board which will be taken to the City Council.

1. Yes – LDDA to sell parking permits for the 200 Main (lower rate) and Roosevelt Park Apartments lots (higher rate due to covered parking).

2. Parking kiosks need to be done sooner to get the people in the mode of paying. Parking enforcement frequency should also be increased with the additional lots permitted.

3. Yes

a) Currently, expense and revenue to all lots is a wash taking maintenance, infrastructure into consideration.

Actual cost should be figured out in order to determine the increase per lot. The Board recommended monthly rates starting January 2014:

\$ 36.00 - covered parking at Roosevelt Park Apts.

\$20.00 - 200 East lot

\$28.00 - 300E, 400E, 500E, 300W, 500W, 600W

(Jim left at 5:20p.m.)

Motion: Burbidge Austin moved to approve the 2014 parking permit rate recommendations starting January 2014, Larry Stauss seconded the motion. The motion passed unanimously. Bob Goff opposed.

b) No – annual discount is not necessary. Rates will need to be re-visited every year.

4. No – no rate increase to day passes. Current rate is \$5 per vehicle.

5. Weekly Parking Pass - \$15.00 per week for contractor parking.

Motion: Burbidge Austin moved to approve the rate of weekly parking pass with 5 vehicle limit per block, 1 on-street parking. Joe Perrotto seconded the motion. The motion passed unanimously.

10. **EXECUTIVE SESSION: 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.**

Bill Sawyers stated that Kimberlee should continue as directed with personnel issues.

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

12. **ITEMS FROM THE STAFF - none**

13. **BOARD MEMBER COMMENTS** – Burbidge and Sharon were re-elected to serve another 4 years as LDDA Board Members. Kimberlee reminded everyone of the joint meeting on July 9th.

14. **ADJOURN** – 6:10 p.m.