

Longmont Downtown Development Authority
Wednesday, June 28, 2023 Board Meeting Minutes

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

Absent: John Creighton; Colin Argys, Shiquita Yarbrough

Guests: Ellen Wilkin Bicycle Issues Committee (BIC), Michael Shuger (Tribal Rites)

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

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING
2. BOARD AND EX-OFFICIO MEMBER COMMENTS - none
3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

- a. **Motion** to approve the May 24, 2023 Board Minutes: Jim Wardell moved to approve the minutes, Joe Perrotto seconded the motion. The motion passed unanimously.

5. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER)

Ellen Wilkin, bicyclist, and resident in S/W area and chair of the Bicycle Issues Committee (BIC), has been biking in Downtown with her husband and would stay at Thompson Inn when they were in businesses. Since the flood, it has been challenging to bike to downtown as some roads were not accessible anymore. Alleyways are not safe either with trucks or deliveries. She would like to see bikes and pedestrian separation and encouraged the LDDA to move forward with safety for pedestrians and bicyclists. The Committee are also working with Public Works on safety issues.

6. NEW BUSINESS

- a. Incentives

- i. 150 Main St. - Tribal Rites

Michael Shuger has a retail and service-oriented business, focusing on higher end jewelry and clothing. Total retail conversion project cost is \$60,630, total grant application at 25% is \$15,157.50. He has 3 shops in Colorado.

Chris asked him about macro environment. Management is about being able to pivot and adjust their business model. Customer service is very important.

Jim W asked if he has partnerships with other tattoo parlors. They recommend each other when they are not able to accommodate the job.

Motion: Kirsten Pellicer moved to approve the retail conversion grant of \$15,157.50, Joe Perrotto seconded the motion. The motion passed unanimously.

7. OLD BUSINESS

- a. Breezeway Use Policy

Terms and Conditions and application form were reviewed and following items were added:

- o Event description, if event is a series or long running include, number of tents, date, and hours of event.
 - o Item 11 - tent weight must be 20 lbs. or more.
 - o Item 12 - Add statement about per City code, events must be done by 10 pm.

- Agreement will need to be signed by LDDA and event organizer. The LDDA can add any special conditions prior to signing.

Motion: Kirsten Pellicer moved to adopt the terms and condition and application form for use of public places with the aforementioned edits. Jim Wardell seconded the motion. The motion passed unanimously.

8. LONGMONT CREATIVE DISTRICT UPDATE

Longmont Arts Week meeting this morning was productive with great ideas from attendees. The group discussed splitting Longmont into quadrants and utilizing public spaces/parks for activities. Budget will be determined at next follow-up meeting on July 18.

9. FINANCE REPORT

Changes were needed to the line item expenses in some categories but will be fixed in the future. Kimberlee will bring the 2024 budget information back next month. City Council approved Phil Greenwald to move forward with micro transit citywide (15 min. city). Phil will join the board meeting in July to talk about this.

Kimberlee would like to add a shuttle connecting from 1st & Main and within downtown lots. Timing would be good during hotel construction. Funds will need to be allocated this year and add funding next year.

Chris noted it would be worth entertaining but being cautious about the '15' minute timing Free RTD bus service may be eliminated.

LaVita Bella grant application will need more documents to be considered.

10. EXECUTIVE DIRECTOR'S REPORT

- a. TIF Update - Legislation passed and Kimberlee will need City Council to approve the 20 years extension.

5:22 pm: Jim Golden joined the meeting

- b. Annexation Update - Photos were forwarded to Kimberlee and shared with board members. Other businesses around it are not yet interested in annexation.

- c. Development Update

- CODA, the contractor is moving along with the I Beam properties on 300 East.
- Atwood redevelopment for attainable housing is also moving forward.
- 460 Main St. (former Guitars Etc.) restaurant development sent some concept photos. The owners are planning to apply for a façade grant, and retail conversion. Per LEDP and DDA board, mezzanine retail conversion will be acceptable.
- Chris and Kimberlee met with the owners 600 Main property to express interest to purchase. An appraisal has been done and environmental tests will be done after. Jim W. asked if barricades on the property could be used for downtown parking directional information. Kimberlee will contact the owners.

- d. Coffman St. Project Grant Opportunity

- i. Main Street Live Grant is available and Kimberlee will meet with DOLA to identify which of the three projects would qualify: 1) Coffman project 2) Slope project or 3) 600 Main St lot.
- ii. Kimberlee discussed possibility of using for additional lighting within the Coffman St. Project. City staff feels it is adequately lit and that it is too late to make any changes to the project. Staff is also looking at the possibility of public art on this corridor.

Kimberlee informed the board about 1 concert cancelled due to inclement weather and re-scheduled for Aug 18. The last concert had 3,500 people including students from different countries who participated in the Robotics event and downtown scavenger hunt.

11. ITEMS FROM STAFF - none
12. BOARD MEMBER COMMENTS - none
13. ADJOURN

Motion: Jim Wardell moved to adjourn the meeting at 5:49pm., Joe Perrotto seconded the motion. The motion passed unanimously.

Respectfully yours,

Kimberlee McKee
Executive Director, LDDA

Chris McGilvray
Board Chair, LDDA