

downtown.

L O N G M O N T

LDDA Board of Directors Meeting

Board Minutes

528 Main Street, Longmont, CO 80501

September 23, 2015 – (3:30 PM Comp Plan Update) 4:15 PM

Present: Alex Sammoury, Sharon Smith-Eisler, Joe Perrotto, Chris McGilvray Ex-officio Member: City of Longmont, Jim Golden

Absent: Gabe Santos, Thaxter Williams, Burbidge Austin

Guests: Wes Parker, Daniel Yerger, Tamar Hendricks, Martin Stutzman, Wendy Kummerer, Carmen Sample, Erin Balling, Lisa Patchem, Josh Sherman, Dan O'Brien, Dean Thedos, Steve Weaver, Chris Maurer, Chris Manwell, Brien Schumacher

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

3:30 P.M. SPECIAL PRESENTATIONS

a. Envision Longmont - City Comp Plan

Erin Fosdick gave an overview of the plan. It is an update to the Longmont Area Comprehensive and Multi-modal Transportation Plans. It is a long range advisory plan in consideration of expected growth and development of Longmont in the next 10-20 years. Community profile and supplemental reports can be found on the website – envisionlongmont.com. Plan will be presented to the City Council for adoption in early 2016. Next round of community outreach series is in mid-November. Public was invited to a remote voting regarding housing, transportation and other future developments keeping in mind insights from downtown businesses and residents' perspective.

4:15 P.M. REGULAR MEETING

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING

2. BOARD AND EX-OFFICIO MEMBER COMMENTS

a. **Good News Check-in** – Chris was blown away by Festival on Main. As a new member, he will commit to engage with downtown business owners once a month. Alex agreed about the huge success of FOM and thanked the staff and volunteers for their hard work.

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

Motion to approve the July 22, 2015 Board Minutes: Chris McGilvray moved to approve the minutes, Alex Sammoury seconded the motion. The motion passed unanimously.

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

6. INCENTIVE APPLICATIONS / Presentations

a. Incentive Applications

i. Façade Grant – 312 Main St. – Dan O'Brien and Dean Thedos presented the application for a façade grant at Colorado Dental Health Centers of America-Longmont PLLC. Total grant request is \$10,000.00.

Motion: Chris McGilvray moved to approve the application for \$10,000.00 with the contingency of historical and landmark approval, Joe Perrotto seconded the motion. The motion passed unanimously.

ii. Façade Grant – 320 Main St. - Steve Weaver presented the application for a façade grant at Weaver/Sawyer, Maurer LLC. Phase 2 will start in six months. Total grant request is \$4,900.00.

Motion: Sharon Smith-Eisler moved to approve the application for \$4,900.00, Joe Perrotto seconded the motion. The motion passed unanimously.

iii. Sign Grant – 400 Main St. - Ziggi's – Chris Manwell presented the application for a signage grant. Total grant request is \$532.72.

Motion: JP moved to approve the application for \$532.72, Chris McGilvray seconded the motion. The motion passed unanimously.

iv. Sign Grant – 515 Main St. – LDDA staff approved the grant application for \$500.92 in August.

7. UNFINISHED BUSINESS

- a. West Side Alleyscape – LDDA funding gap of \$276,607.85 will need appropriated. Josh added that the bid was awarded to De Falco Construction. Alleys and parking lot work will commence next year sometime in the spring. Breezeways will be worked on and possibly finish this year. It will start with the removal of Los Arcos before Thanksgiving. Work timing on each breezeway is contingent upon the removal of arches. Removal of the arches was awarded to AIPP. Del Rae commented on lack of lighting of breezeways when arches are removed. Kimberlee suggested rounding up the funding.

Motion: Joe Perrotto moved to approve the allocation of \$300,000.00 out of TIF to alleyscape and breezeway projects, Sharon Smith-Eisler seconded the motion. The motion passed unanimously.

b. Development Projects Update

- a. South Main Station Update – Kimberlee showed the material samples for the building exterior. She also showed changes to the project rendering. Buildings 1 and 2 will have commercial spaces on the first floor. Chris asked if train noise have been discussed with BNSF. Brien is not involved in the discussions. The Board expressed seeing the materials on the building on a larger scale for a better representation of colors and texture. Brien will communicate back to the developers.
- b. County Redevelopment Project – a Request for Expression of Interest is being completed and expected for release on October 1st. A third party evaluation of the financial viability was considered. It was decided not to do that at this time.
- c. Traffic Study – an RFP is being processed for a more traditional parking study. Bus routes and ways to utilize it as a downtown circulator are also being considered. The Board directed Kimberlee to request use of the Parking Fund from City Council to fund the parking study.
- d. **Motion:** Joe Perrotto moved to approve the funds from parking to be used for the study, Alex Sammoury seconded the motion. The motion passed unanimously.
- e. CDBG grant update – Kimberlee presented the contract for the 3rd-1st Avenues streetscape extension. The fund will be used to purchase the infrastructure and the allocation of funds from TIF will be used for installation. Kimberlee asked the Board if she can represent the LDDA to enter the contract with the CDBG representatives from the City of Longmont.

Motion: Alex Sammoury moved to designate Kimberlee to enter into the contract with CDBG, Chris McGilvray seconded the motion. The motion passed unanimously.

8. FINANCE REPORT

- a. Budget Update – Kimberlee and Jim attended a meeting in Denver regarding changes to mill levy being subject to TIF in 2016. A draft budget was presented with 4% project management fees for TIF related investments and projects.

Motion: Chris McGilvray moved to adopt the 4% management fees to projects as presented, Sharon Smith-Eisler seconded the motion. The motion passed unanimously.

Motion: Chris McGilvray moved to amend the budget to increase administrative position from ¾ time to full time, Alex Sammoury seconded the motion. The motion passed unanimously.

9. EXECUTIVE DIRECTOR REPORT

- a. Festival on Main Follow up / Future – will be extended to two days next year. Friday night activities will continue and Saturday will utilize the alleys, breezeways and Avenues. The two-day event will be called CreatOVATION Colorado and currently being developed.
- b. Downtown Ventures bridge project – AIPP is a partner of the Main Street bridge project. A grant proposal is being put together to fund the project.

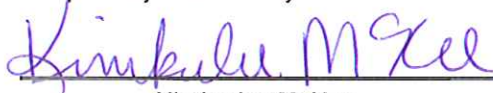
10. **NEW BUSINESS** – Sharon shared the lighting ceremony of Longmont Theater marquee was sensational and well attended.

11. **ITEMS FROM THE STAFF** – should the Board members' name plates be upgraded? Yes.

12. **BOARD MEMBER COMMENTS** - none

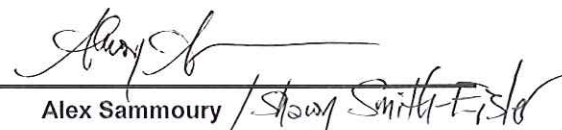
13. **ADJOURN** - 5:45 p.m.

Respectfully submitted by:



Kimberlee McKee

Executive Director, LDDA



Alex Sammoury / Sharon Smith-Eisler

Chairperson, LDDA