

LDDA Board of Directors Meeting

528 Main St., Longmont, CO 80501

May 23, 2018 – 4:15 p.m.

Present: Chris McGilvray Ex-officio Member: City of Longmont, Jim Golden; Marcia Martin; Kirsten Pellicer, Joe Perrotto

Absent: John Creighton; Alex Sammoury; Thaxter Williams; Emelie Torres

Guests: Dale McConnell, Kate Fey

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

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING

- 2. BOARD AND EX-OFFICIO MEMBER COMMENTS** – Chris mentioned the 4th Annual Longmont Startup Week event and that a lot of workshops/activities are taking place Downtown. He is involved with hosting one day of workshops during the event at Front Range Community College where he is an instructor. Chris also met with City Council Member Tim Waters regarding Downtown.

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

- a. Motion to approve the April 24, 2018 Board Minutes
Unable to approve because some board members voting were not present at the April meeting. We will table until June meeting.

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

6. INCENTIVES

- a. STEPS Real Estate – Dale McConnell from STEPS Real Estate purchased the Schey Accounting building at 455 Main St. This will be a franchise location in Longmont. They are renovating inside and outside and are applying for a Façade grant to improve the outdated 1970s façade. They want to be a real community hub in Downtown. They have an energetic office environment and plan to have an active Main St. space. Their total overall project cost is nearly \$255,000 and the façade costs are \$37,610. They want to renovate the front to have windows like Treat Snack House next door. They are asking for 25% reimbursement of \$9,402.50.

Motion: Kirsten Pellicer moved to approve the Façade grant request for \$9,402.50, Joe Perrotto seconded the motion. The motion passed unanimously.

7. OLD BUSINESS

- a. Work Plan Update – The City of Longmont and Visit Longmont have funding this year (\$5,000 and \$10,000 respectively) to invest in starting a Longmont Way Finding Signage project. The LDDA has \$10,000 in the construction fund for placemaking and would like to collaborate with the City and Visit Longmont to move forward on developing this city-wide connectivity plan. The project will commence this year and the scope will show locations, designs and shovel ready plans. The planning would involve community meetings and input.
Motion: Kirsten Pellicer moved for LDDA to participate in the Way Finding Signage project for \$10,000, Joe Perrotto seconded the motion. The motion passed unanimously.
- b. Project Update – (Joe Perrotto recused himself at 4:33pm) Kimberlee discussed a draft MOU between the public and private partners for the Coffman St. redevelopment project between 5th & 6th Ave. This MOU outlines the parking structure and the roles of partners. Boulder County Housing Authority Corp. is willing to own that parking structure and do 99 year leases with the GID and Burden, Inc. The County

already has maintenance staff that work across the street at their County Hub location so they could maintain the parking structure also. The LDDA would still contribute land and pay for construction of the public parking spaces. The LDDA will have 80 public spaces and Burden an additional 80 spaces for his office building. We asked that LDDA still be able to sell permit spaces in the public spaces. The MOU is a non-binding agreement and the construction fees are yet to be determined. Jim mentioned that LDDA should be added to the signature page since we will be paying for the parking spaces and also manage the GID. David Starnes submitted a CIP for the parking structure previously and that may need to be amended to reflect funding of this project in 2019. (4:45pm: Joe Perrotto re-joined the meeting)

8. NEW BUSINESS - none

9. FINANCIAL UPDATE

- a. 2019 Budget – Kimberlee will be bringing the 2019 budget to the June meeting. Del Rae will go to 35 hours per week (full time status) and Collin Argys will be permanent part time at 30 hours per week. He'll focus on the events, marketing and creative district business initiatives. Kimberlee met with Art in Public Places and we would like to partner on a Downtown collaboration. One idea was to place artistic rocking chairs downtown. Joe asked about the lighting in the alleys. Kimberlee mentioned that we met with LPC to discuss Tivoli lights strung along the alley light poles and are waiting for feedback from them. The Downtown Longmont Creative District may potentially allow outside creative talent to perform in the Creative District a couple times a year. Feedback from the Longmont community was that the boundary of the Creative District was too limiting. Downtown would still be the central hub for the Creative District activities, but we could expand the Creative District participation to people outside the boundary. The plan is to still have Downtown Longmont Community Ventures manage the Creative District and the LDDA could contribute funds to support Ventures management costs. Kimberlee asked the Board in the next couple of weeks to provide any other ideas from the Work Plan that may need to be budgeted in 2019.

10. EXECUTIVE DIRECTORS REPORT

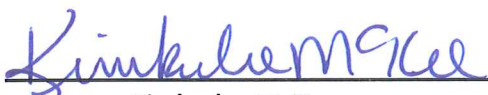
- a. Ambassador Program – Kimberlee said we got three bids from security companies and considered two. One is local and one is from Colorado Springs. We are going with the local company, Trident Security. The Colorado Springs company was newly acquired and said they are no longer in the security business. We like the local company who has a local presence and feel they can focus well on our needs. This partnership will be with the City Public Works Dept. and the Ambassadors will patrol the nearby parks, the greenway, and Downtown. The LDDA cost share will be between \$11,000 - \$15,000. The bid was for three months in the summer and possibly one month over the holidays. The Ambassadors hope to be in place June – September. They will be uniformed with a polo shirt that may just say Longmont instead of having logos. There will be two people per day, eight (8) hours a day, five (5) days per week and it won't be a set schedule so there isn't a pattern. The Ambassadors will also do business check ins and provide detailed reporting to quantify the work and impacts.

South Main Station loan financing closed and should start construction tomorrow. We would like to hold a kick off happy hour at Wibby Brewing for the project.

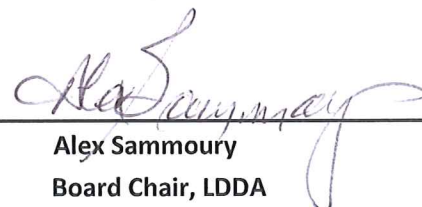
11. ITEMS FROM STAFF - none

12. BOARD MEMBER COMMENTS - none

13. ADJOURN – 5:03 p.m.



Kimberlee McKee
Executive Director, LDDA



Alex Sammoury
Board Chair, LDDA