



# Board Minutes

LDDA Board Meeting

528 Main Street, Longmont, CO 80501

May 28, 2014 – 4:15 PM

---

1. **REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING**
2. **BOARD AND EX-OFFICIO MEMBER COMMENTS** – Larry asked for clarification on “food deserts” from last month’s minutes. It is a part of town where fresh foods are not readily available for purchase.
3. **APPROVAL OF AGENDA**  
**Motion:** Joe Perrotto moved to approve the agenda, Sharon Smith-Eisler seconded the motion. The motion passed unanimously.
4. **APPROVAL OF MINUTES**
  - A. **Motion** to approve the April 23, 2014 Minutes – Gabe Santos 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)** – none
6. **FINANCE REPORT** – per finance report distributed at the meeting, Kimberlee asked if anyone felt changes to items and numbers were necessary going forward to 2015. Gabe stated that a one-time request should only be funded one time, not repetitively. An example would be the yearly holiday lights. He felt that LDDA needs to seek funding from other sources besides the city. Kimberlee shared the 7 items on the board communication listed as top priority for TIF dollars. Sharon pointed out changing the name Arts and Entertainment to ‘Creative District’. Kimberlee also asked which public private partnerships was the most important for budget purposes. The 2015 budget will be discussed further at next month’s meeting.
  - A. **CIP BUDGET** – should CIP be considered for irrigation and other improvements to extend streetscape from 3<sup>rd</sup> to 1<sup>st</sup> Avenues?  
Other items for consideration:
    - o DR-23, Downtown Parking Lot Improvements – funded at \$10,000 for 2015. Kimberlee recommended decreasing funding for 2015 and 2016 (\$30,000) and add the 30,000 to 2019. The Board felt comfortable with the changes.
    - o DR-24, Longmont Theater Project – unfunded (\$250,000). The Board recommended taking it off the budget.  
(Jim Golden came in at 4:40 p.m.)
    - o DR-27, Entryway Banner Poles – unfunded (\$80,000). Kimberlee suggested keeping it for gateway signage.
    - o Irrigation and other improvements from 3<sup>rd</sup> to 1<sup>st</sup> Avenues – Kimberlee to finalize numbers for CIP in June. As designs are being created, Kimberlee is looking into extending irrigation for planters, adding light poles, trash cans, benches, cigarette receptacles, brick pavers and gateway signage. Rough estimate for the project is \$150,000-\$200,000. This will be taken from the TIF dollars. Available TIF dollars at the end of this year would be \$1.7M. A CDBG grant is being considered as well.  
**Motion:** Joe Perrotto moved to add the CIP for irrigation, decrease/update budget for DR-23 and take out DR-24. Sharon Smith Eisler seconded the motion. The motion passed unanimously.
7. **EXECUTIVE DIRECTOR REPORT** – Envision Downtown Longmont event was successful. New identity will be formally launched on the 2<sup>nd</sup> Friday in June. New banners will also be hung. Sharon Smith-Eisler commented on how well the event went.
8. **OLD BUSINESS** - none
9. **NEW BUSINESS**
  - A. Signage Request – Avocet Communications

Avocet was not in attendance. The Board went ahead and reviewed the signage application to hang in front of their building at 425 Main Street. The total signage grant application was \$433.17.

**Motion:** Joe Perrotto moved to approve the signage application for \$433.17, Sharon Smith-Eisler seconded the motion. The motion passed unanimously.

**B. DIP Request – Samples Restaurant**

Mark Sample presented the façade grant application for the Samples Restaurant at 370 Main Street. The total grant request was \$40,000 to include new roof, water meter, electrical, sprinkler system and hood.

**Motion:** Joe Perrotto moved to approve the application for \$19,276 (half of the hood cost), Gabe Santos seconded the motion. The motion passed unanimously.

**C. Sign Standards / Design Advisory Committee –** City Council approved the 2<sup>nd</sup> reading of signage standards on May 6th. Temporary signage enforcement will begin on July 1<sup>st</sup>, block by block, starting on 1<sup>st</sup> Ave. and Main St.

1. The Board gave Kimberlee direction to designate design approval to the City of Longmont/Historic Preservation Commission.

2. a) The Board gave Kimberlee direction for a City staff member and Kimberlee to award certificate of compliance for businesses who comply with the requirements.

b) The Board was in agreement to appoint 5 people and 5 alternates to the Design Advisory Committee.

c) Kimberlee will round up people to sign up for the committee and bring it up to next board meeting.

3. The Board is comfortable with having the City approve temporary banners without LDDA input as long as there is consistency on length of time for temporary signage.

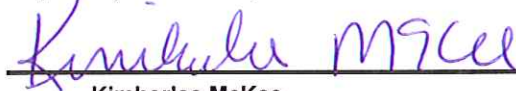
10. **EXECUTIVE SESSION:** for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402.

(Joe Perrotto left at 5:44 p.m.)

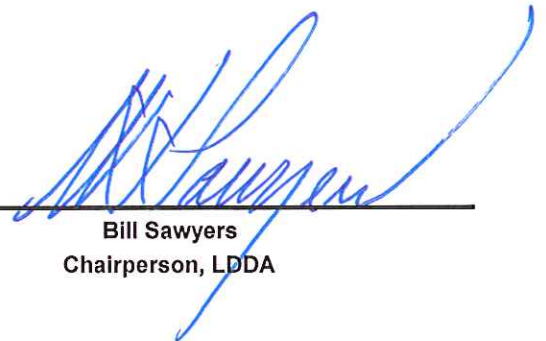
The Board directed Kimberlee to move forward as discussed in the Executive Session.

11. **PUBLIC INVITED TO BE HEARD** (5 MINUTE MAX PER SPEAKER) - none  
12. **ITEMS FROM THE STAFF** - none  
13. **BOARD MEMBER COMMENTS** – Gabe asked about Burbidge’s condition.  
14. **ADJOURN** – 6:15 p.m.

Respectfully submitted by:



Kimberlee McKee  
Executive Director, LDDA



Bill Sawyers  
Chairperson, LDDA