

Longmont Downtown Development Authority
Wednesday, October 26, 2022 Board Meeting Minutes
4:15 pm – 320 Main St. (LDDA Office)

Present: John Creighton, Ex-officio Member: City of Longmont, Jim Golden, Chris McGilvray, Wes Parker, Kirsten Pellicer, Jim Wardell, Shiquita Yarbrough

Absent: Joe Perrotto, Colin Argys

Guest: Alex Koenigseker (Sun Construction)

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: Kirsten Pellicer moved to approve the agenda, Wes Parker seconded the motion. The motion passed unanimously.

4. APPROVAL OF MINUTES

- a. **Motion** to approve the September 28, 2022 Board Minutes: Wes Parker moved to approve the minutes, Jim Wardell seconded the motion. The motion passed unanimously.

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

6. NEW BUSINESS

- a. FAMLI – Family Medical Leave Insurance program passed in 2020 requires employers to vote either to opt in or out. The City has voted to opt out of the program. The IGA between the City and the LDDA states that LDDA will abide by City of Longmont HR policies.

4:17 pm. John joined the meeting

Motion: Kirsten Pellicer moved to approve the LDDA opting out to align with the City of Longmont policies, Jim Wardell seconded the motion. The motion passed unanimously.

4:20 pm – Shiquita joined the meeting

- b. P Tech Agreement – An IGA draft outlining roles of industry partners is in place and will need a formal adoption. Primary role is to mentor high school students and to host juniors and seniors to a 6-week internship. The LDDA would take on mentoring and support students by asking downtown businesses to mentor as well. Kimberlee asked the board's permission to enter into the agreement.

Jim W asked about students opting out before mentorship ends. It happens and not uncommon.

Motion: John Creighton moved to approve P Tech agreement with minor changes, Kirsten Pellicer seconded the motion. The motion passed unanimously.

- c. Development Update

- i. RFEI – A draft is in place for the redevelopment of south of 3rd Ave. Kimberlee met with Jesters Theatre owner and real estate agent and discussed combining the 200 E lot with the redevelopment. A property owner adjacent to it has also expressed interest in selling toward the redevelopment. Kimberlee referenced the Master plan for mixed-use narrative Kirsten asked if historical wording would apply to this block as the character changes going south. Everyone agreed to leave it as stated in the master plan.

The RFEI also included the following items:

- Public spaces activation and enhancements
- Northern 2 parcels and 1 parcel to the south
- The area being in the Enterprise Zone,
- Avail of TIF and DIP and other grants that apply
- Possibility for this block to be a GID or BID
- The City would be willing to explore partnerships for a parking structure adjacent to the redevelopment site

Kimberlee sent the RFEI to the National Development Corporation

Jim W. asked if Smokin' Dave's owner is aware of the redevelopment opportunities being an adjacent tenant. Kimberlee will let them know.

Deadline – end of this year.

- ii. Future growth – With housing development in the pipeline, we need to convey right messaging to the community. A community meeting could happen with speakers, panel, stakeholders to talk and address questions. Look at other downtowns for reference and invite economic partners as well. Will add this to the board retreat agenda.

Chris cited that the Master Plan is 5 years old and could be updated during the retreat.

Kimberlee met with Brian Bair about 2 prospective retail tenants to invest in the build out. Brian can come back for retail grants.

7. OLD BUSINESS

- a. 320 Main St. DIP Grant – Total cost for a new back door is \$4,503, 25% reimbursement request is \$1,125.

Motion: Kirsten Pellicer moved to approve the grant request of \$1,125, Jim Wardell seconded the motion. The motion passed unanimously.

- b. County Parking Structure Fees – Cost sent out to parties (LDDA and Burden Inc.) was high. Cotton Burden wrote them a letter and he asked how the cost was derived. There is no budget for this year. Kimberlee asked for an appropriation to cover fees this year.

Motion: Wes Parker moved to approve the \$25,000 appropriation, John Creighton seconded the motion. The motion passed unanimously.

- 8. LONGMONT CREATIVE DISTRICT UPDATE – Happy hour was held at TinkerMill and had 60 people attending including local art organizations. These organizations will each create a snowflake to display in downtown for the holidays.

- 9. FINANCE REPORT – 2023 budget approved last night

10. EXECUTIVE DIRECTOR'S REPORT

- a. Holiday Update – Winter Passport supplies, holiday bags are in. Sales tax report was less in the past couple of months.

Look into incentivizing big spaces being split into smaller spaces.

- b. Parking Study Update – Contractor will start data collection in November. Residential meeting on Tuesday discussed growing traffic, pedestrian safety and concerns from neighborhood groups. A meeting is scheduled on Nov 16 at the LDDA office with these groups to address issues and possibly bring forward to the City Council. Vision Zero pre-session is scheduled on Nov 15 at 5:30 pm. Josh asked if parking study is measuring passing thru cars. Kirsten cited she was surprised at the low numbers from last study.

Chris asked about the TIF Advocacy work. A lobbyist had been identified and the DDAs are moving forward with process.

- 11. ITEMS FROM STAFF – Holiday lights have been installed and will be live starting Nov. 11. The City is currently dismantling light poles to install steel anchors on the bottom for safety/security and will reassemble poles after.

- 12. BOARD MEMBER COMMENTS – Shiquita cited Nepalese community just celebrated Diwali and this is one example of possible advertising from downtown and businesses for specific events. Communities could be invited to downtown and start recognizing different cultures and groups.

Chris expressed students are stressed out. Inflation and economic decline are affecting everyone. He advised everyone to give some time to themselves especially during the holidays.

John asked if downtown is expecting additional closures. Yes. The Board discussed ways to support businesses in the future. This will be a topic at the Retail Meeting.

13. ADJOURN

Motion to adjourn the meeting: John Creighton moved to adjourn the meeting at 5:44 pm, Wes Parker seconded the motion. The motion passed unanimously.

Respectfully yours,



Kimberlee McKee
Executive Director, LDDA



Chris McGilvray
Board Chair, LDDA