

**Loveland Downtown Development Authority  
Meeting Minutes – November 13, 2017**

**The Regular Meeting of the Loveland Downtown Development Authority (DDA)  
Board of Directors was held at 4:00 pm on November 13, 2017,  
at the LDP | DDA Offices, 350 N. Cleveland Avenue, Loveland, CO**

1. **Call to Order:** Steel (Acting Chair) called the meeting to order at 4:02 pm

2. **Roll Call:**

**Present:** Caldwell, Donnelly, Fogle (4:03), Rutledge, Steele

**Absent:** Cook, Goacher

**Staff:** Wedding-Scott, Executive Director; Rosenberger, Executive Assistant

**City Employees:** Mike Scholl, David Eisenbraun

**Guests:** Debbie Davis (LDP Board), Gray McGinnis and Logan Steppan, Hamid Eslan, Rob Carlson, Christina Gressianu, Vi Wickam, Steve Olson (City Council) (5 pm)

**Public Comment:** Davis congratulated the Board on a successful campaign.

3. **Presentations/Updates:**

**David Eisenbraun** (City of Loveland / Development Services, Community & Strategic Planning) presented on the updated HIP Streets Plan. He advised the Plan, originally created in 2009 by the Public Works Dept., has recently been modernized by the City of Loveland. He discussed goals of the Plan, including pedestrian and ADA access, solutions to parking, complementary materials to be used in sidewalk and streetscapes, and requirements to meet the minimum road width for emergency vehicles. He advised the next step is to receive approval from both the LDP and DDA and then to present the Plan to City Council for adoption on December 5th. Once adopted, the City has set aside \$500,000 to assess underground infrastructure, planning and implementation of the design.

**Gray McGinnis** (Grayline Strategies) reported on the DDA Election. He advised there were several elements that contributed to the successful election, including Wedding-Scott's vision to exclude certain properties from the DDA boundaries and removing any tax issues from the 2017 ballot question. McGinnis provided a timeline (report on file) which included analyzing the past unsuccessful elections, identifying voters, business-residential canvassing, and social media. Wedding-Scott praised the efforts of Logan Steppan in meeting face-to-face with downtown businesses for a couple of months prior to the election.

**Christina Gressianu / Vi Wickam** (The Gressiwick) presented on their application for an exterior façade grant which would include masonry repair, painting, deck installation, and perhaps opening boarded-up windows which face the alley. They advised they have been working with the Visual Arts Commission and plan to begin the work in March 2018. In response to questions from the Board, Gressianu advised the business plan includes 1500 sq. ft. for a portrait studio with dual event space for wedding receptions, business meetings, etc. They will be applying for a liquor license and will also need interior fire suppression.

**Hamid Eslan** (The Black Steer) and Rob Carlson presented on Eslan's application for an exterior façade grant which would include new exterior tile, necessary repairs, and painting. In response to questions from the Board, Eslan advised that the original Black Steer sign would remain, but the steel structure will be more hidden behind the façade

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**4. Approval of Minutes:**

*Fogle moved to approve the meeting minutes of the Regular Meeting of October 9, 2017, Rutledge seconded the motion; the motion carried.*

**5. Action Items:**

Action Item 1: HIP Streets Approval and Recommendation

*Fogle moved that the DDA approve the updated HIP Streets Master Plan and recommend adoption by City Council, Rutledge seconded the motion; the motion carried.*

Action Item 2: Façade Grant Application – The Gressiwick

*Fogle moved to recommend to the LDP the approval of the Façade Improvement Reimbursement application for The Gressiwick, and to authorize the Executive Director to negotiate the terms of the Façade Reimbursement Agreement with the LDP and the applicant, Rutledge seconded the motion, the motion carried.*

Action Item 3: Façade Grant Application – The Black Steer

*Fogle moved to recommend to the LDP the approval of the Façade Improvement Reimbursement application for The Black Steer, and to authorize the Executive Director to negotiate the terms of the Façade Reimbursement Agreement with the LDP and the applicant, Rutledge seconded the motion, the motion carried.*

**6. Façade Program & Updates:**

Wedding-Scott reported on the following Façade Program / Development Projects:

Miss Daisies BBQ – an application is anticipated to be submitted by the building owner;

Loveland Tap House – reimbursement per the Façade Agreement is pending construction; and

Valentine Building – a new application has been received from 4<sup>th</sup> Street Properties, LLC (Curt Burgener), owner of the building. In response to questions from the Board, Wedding-Scott advised the application is for both the front and rear exterior of the building, but that the sidewalk which needs to be replaced, is being submitted to the Urban Renewal Authority for reimbursement, since the current sidewalk may pose a life safety issue.

Scholl reported that the City has approximately \$96,000 in LURA funds and, in order to designate those funds for use, they need to be obligated before the end of the year. He suggested a portion of the funds be used for the sidewalk repair at 214 E. 4<sup>th</sup> Street, which repair is estimated to cost \$40-50,000. Donnelly asked if the remaining funds could be used for electrical improvements at Railroad Avenue to provide power for events, such as the Corn Roast. Wedding-Scott commented that Scholl will need to recommend to City Council the designated use of the LURA funds for public improvements. She advised that a hearing at a later date with the planning commission will be necessary to terminate the LURA.

*Donnelly moved that the DDA recommend and authorize Scholl to present to City Council at its next meeting, the designation of remaining LURA funds for the use of public improvements, including repair of the sidewalk at 214 E. 4<sup>th</sup> Street, electrical improvements at Railroad Avenue,*

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*and other projects, including but not limited to, a permanent trash enclosure in Back Street Alley; Fogle seconded the motion; the motion carried.*

**7. Staff & Executive Director Reports (Developments / Communications)  
Developments Update (Scholl) -**

The Foundry: Scholl provided an update on The Foundry project and reported that weekly updates are being provided to Wedding-Scott and that monthly tours of the construction site are scheduled and well-attended.

The Pulliam: Scholl provided an update on The Pulliam and reported that the request for bids has been released and the City is hopeful to receive competitive bids on HVAC and other life-safety improvements. He advised the City is working with the Cultural Services Department which has a preliminary plan to reopen the building in the first quarter of 2018.

Heartland Redevelopment: Scholl provided an update on the Heartland project and reported that the Development Agreement has been submitted to the developer and the City is waiting for their comments and/or acceptance. He further advised that since the recent DDA election was successful, the redevelopment may be accelerated with an opportunity to fund it through the DDA. In response to questions from the Board, Wedding-Scott advised that the DDA may not borrow money from the City and that it needs to have financial capacity to repay any loans. Further, TIF is used for repayment of loans and other financial obligations.

**Communications / Other (Wedding-Scott) -**

Wedding-Scott reported that Goacher will submit by email his resignation as the Chair and a board member. She advised the position of Chair will be filled by Vice-Chair Cook until June 2019, the expiration of Goacher's term, until a new Chair is elected. As Cook was absent from the board meeting, the board conferred to wait until January to proceed with recruitment for an election, and further, it was discussed to expand the board members to 11, including a resident and representative of the school district.

Wedding-Scott reported on the Business Alliance and advised that it is working hard on final plans for the Festival of Lights. She praised the efforts of the City in changing out halogen lighting with LEDs which allowed for additional wattage for the three performance stages. The holiday and architectural lighting will be completed by Thanksgiving. Although no additional lighting was purchased this year, the LDP leased the additional tree and pole lighting from Bright Christmas with an option to buy.

Wedding-Scott reported that DCI (Downtown Colorado Inc.) will showcase Loveland in a new program called Local First and that a tour of the downtown has been scheduled for next week, along with presentations by three businesses and lunch at a local restaurant.

Wedding-Scott directed the board members' attention to the Agenda for dates of the many events planned throughout the holidays, including Small Business Saturday, Santa Saturdays, and the scavenger hunt for Elfie Selfie. She also thanked the board for their gift of flowers in memory of her mother.

**8. Liaison Reports:**

**Donnelly, County Commissioner.** Donnelly reported the new County building being built is both on time and under budget. He advised there are 14 employees with the probation

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work force needing to relocate to a temporary facility, and Wedding-Scott offered to assist in communicating the need to downtown businesses. Donnelly also reported that the current Larimer County morgue is located at McKee Medical Center and will remain in Loveland, and is more than likely planning to be built at the Police/Courts building.

**Fogle, City Council.** None

9. **Other Matters:** None

10. **Agenda Items for Upcoming Meetings:** None

11. **Adjourn:**

*Fogle moved to adjourn the meeting, Caldwell seconded the motion; the motion carried.*

**The meeting adjourned at 6:10 pm.**

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Ray Steele, Secretary/Treasurer

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Date