

**Loveland Downtown Development Authority
Meeting Minutes – September 11, 2017**

**The Regular Meeting of the Loveland Downtown Development Authority (DDA)
Board of Directors was held at 4:00 p.m. on September 11, 2017,
at the LDP | DDA Offices, 350 N. Cleveland Avenue, Loveland, CO**

1. **Call to Order:** Chair Goacher called the meeting to order at 4:05 p.m.

2. **Roll Call:**

Present: Caldwell, Cook, Donnelly, Goacher, Rutledge, Steele

Absent: Fogle

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

City Employees: Mike Scholl (4:18 p.m.); Alan Krcmarik

Guests: None

Public Comment: None

3. **Approval of Minutes:**

Caldwell moved to approve the meeting minutes of the Regular Meeting of August 14, 2017, Steele seconded the motion; the motion carried.

4. **Presentations/Updates:** None.

5. **Action Items:**

Action Item 1: LDDA Resolution 2017-1

A RESOLUTION SUBMITTING TO THE QUALIFIED ELECTORS OF THE LOVELAND DOWNTOWN DEVELOPMENT AUTHORITY, AT THE ELECTION TO BE HELD NOVEMBER 7, 2017, A BALLOT QUESTION AUTHORIZING THE ISSUANCE OF DEBT

Rutledge moved to approve LDDA Resolution 2017-1, a resolution submitting to the qualified electors of the Loveland Downtown Development Authority, at the election to be held November 7, 2017, a ballot question authorizing the issuance of debt, Caldwell seconded the motion; the motion carried.

Action Item 2: LDDA Resolution 2017-2

A RESOLUTION SUPPORTING A YES VOTE ON THE NOVEMBER BALLOT ISSUE

Rutledge moved to approve LDDA Resolution 2017-2, supporting a YES vote on the Ballot Issue for the Loveland Downtown Development Authority, Steele seconded the motion; the motion carried.

6. **Façade Program & Updates:**

Wedding-Scott reported that the Dark Heart Café project is now complete and documentation has been submitted by the property owner (Downtown Loveland, LLC) to request reimbursement per the Façade Agreement and it should be completed within the next two weeks. She also reported

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on the status of the following façade projects: an agreement for the Loveland TapHouse is pending per completion of the project; no application has been submitted yet for the project referred to as Miss Daisies BBQ which is pending a lease agreement; a new application may be submitted for the Valentine Building; and a new application may be submitted for the property of the former Adelita's restaurant.

7. Staff & Executive Director Reports (Developments / Communications)

o Developments Update (Scholl) -

The Foundry: Scholl provided an update on The Foundry project and advised that construction on the Lincoln mixed-use building has begun and progress reports are being distributed. Keith Meyer will lead monthly tours of the construction site and the first one is scheduled for September 22nd. Additional dates will be emailed to Wedding-Scott and LDP|DDA Board Directors and Business Alliance members are invited.

The Pulliam: Scholl provided an update on The Pulliam and reported the good news that City Council approved the DOLA grant in the amount of \$326,000, and that the first phase of construction will be going out to bid. Further, Michael Hogan will oversee construction and it is the City's goal to begin leasing out the auditorium before the second phase is complete.

In response to the Board's inquiry, Scholl reported that the City has agreed to acquire the parking lot behind The Pulliam and the current Larimer County building. It is anticipated that LPR Construction will occupy this building in 2018 after tenant improvements are made.

Heartland Redevelopment: Scholl provided an update on the Heartland Corner and reported that the City is preparing a preliminary development agreement.

o Downtown Communications / Other (Wedding-Scott) -

Wedding-Scott reported that pursuant to recommendations on the LDP's 990 Annual Report and the DDA's insurance audit, it is in the best interests of both board to have policies and procedures regarding cybersecurity, document retention/destruction, and whistleblower protection. She advised these policies have been drafted and reviewed by the appropriate attorneys, and further, she requested each board member to review their draft copies. Following board discussion, Wedding-Scott was directed to prepare a formal Resolution to adopt the policies at the October board meeting. Wedding-Scott further reported that the insurance premium for next year's CIRSA policy will not increase and the DDA received a 100% rating on the audit.

Wedding-Scott reported on the success of the recent August Corn Roast and also on the Chamber's disappointment with the City in not adequately providing electrical power for the event. She advised that the Chamber has expressed a possible move of the event to the Fairgrounds Park in 2018 due to the lack of electric infrastructure in the downtown.

Wedding-Scott reported on a mentoring program being developed by the 137 Connection (House of Neighborly Service) and advised that board members of both the LDP and DDA have attended meetings. The program is being funded through a community grant and will match mentors with clients of the 137 Connection to help them gain work experience at various downtown businesses.

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Wedding-Scott also reported on the Thompson Valley School District’s entrepreneurship program and that approximately ten downtown businesses, along with the LDP | DDA, recently participated in meeting with high school students and discussed the challenges and successes of owning a business.

Wedding-Scott provided an update on the progress of “Light Up Downtown” or “Alley’s Up” (name TBD), a fundraiser campaign to raise money for lighting in the downtown district alleyways to promote safety. She advised the music event is postponed until March due to scheduling conflicts. Goacher advised he knows electrical contractors who have expressed interest in assisting with the project. Wedding-Scott also reported on a new media campaign entitled “Respect Downtown” which is the result of meeting with owners/managers of bars/entertainment businesses. This campaign will be unveiled on October 19th and it hopes to reduce speed, traffic noise, smoking and littering in the downtown district.

Wedding-Scott advised the Business Alliance has been active in planning for the final Downtown District LIVE event, the Festival of Lights, and subsequent holiday events including Santa Saturdays leading up Christmas. She directed the Board Members’ attention to the Agenda for dates of these and other events.

Caldwell thanked Wedding-Scott for the positive impacts being made downtown; he commented on his concern about the dried flower pots on Cleveland at 5th and about a property that is open despite being red-tagged by the building officials. Caldwell also commented that Meals on Wheels will be celebrating its 50th anniversary and they have suggested a farm-to-table event be held on 4th Street to honor it.

8. Liaison Reports:

- **Donnelly, County Commissioner.**

Donnelly reported that the new County building is moving forward with an opening date in September 2018.

9. Agenda Items for Upcoming Meetings: None

10. Adjourn:

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

The meeting adjourned at 5:37 p.m.

Ray Steele, Secretary/Treasurer

Date