

**Loveland Downtown Partnership
Meeting Minutes – March 19, 2018**

**The Regular Meeting of the Loveland Downtown Partnership (LDP)
Board of Directors was held at 8:00 am on March 19, 2018,
at the LDP | DDA Offices
350 N. Cleveland Avenue, Loveland, CO**

1. **CALL TO ORDER:** Chair McCloughan called the meeting to order at 8:02 am
2. **ROLL CALL:**
Present: Clark, Cox, Davis, Devereaux, Lelchook, McCloughan, Steele, Jr., Turner
Absent: None
Staff: Rosenberger, Executive Assistant
City Employees: Mike Scholl, Alan Krcmarik
Guests: None
3. **Public Comment:** None
4. **Presentations:** None
5. **Approval of Minutes:**

Cox moved to approve the meeting minutes of the Regular Meeting on February 19, 2018, Turner seconded the motion; the motion carried.

Cox moved to approve the meeting minutes of the Special Meeting on March 5, 2018, Turner seconded the motion; the motion carried.

6. **Finance / Treasurer's Report:**

Davis presented the unaudited Treasurer's Report for the period ending February 28, 2018. She advised the LDP will be invoicing the City for its April installment of the Services Contract. The Board discussed various line items, i.e., recruiter expenses (will be a new line item), website development (may decrease), and parking study (Scholl will discuss with Davis). Clark indicated that the Business Alliance will be key during the transition until a new Executive Director is hired and Devereaux commented that all Board members should attend the BA Membership Kickoff and Alley Lights concert to show support to the Business Alliance.

Cox moved to approve the unaudited Treasurer's Report for the period ending February 28, 2018, Steele seconded the motion; the motion carried.

7. **Façade Program / Development Project Updates:**

McCloughan directed the Board's attention to the Agenda for updates regarding current Façade Projects. She also advised that at its last meeting, the DDA Board heard reports from façade applicants 1) A.K.A The Kitchen and 2) Miss Daisy's BBQ, that the DDA approved their applications and has recommended the LDP do the same, and she has agreements for both projects which need to be reviewed, approved, and executed.

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Action Item 1: Façade Improvement Agreement (A.K.A. The Kitchen)

Steele moved to accept an affirmative and recommended action by the Loveland Downtown Development Authority (LDDA) to the Loveland Downtown Partnership (LDP) to approve the Façade Improvement Program Application submitted by 6th Street Properties, LLC, a Colorado limited liability company (“Owner” or “Applicant”), for the project referred to as A.K.A. The Kitchen which address is 414 E. 6th Street, Loveland, CO 80537, and authorize the Chair Elect (Cox) to negotiate the terms of the Façade Reimbursement Agreement, in an amount not to exceed \$27,902 between the LDDA, LDP and Applicant / Owner, and further, authorize the Board Chair to sign and execute said Agreement, Davis seconded the motion; the motion carried.

Action Item 2: Façade Improvement Agreement (Miss Daisy’s BBQ)

Lelchook moved to accept an affirmative and recommended action by the Loveland Downtown Development Authority (LDDA) to the Loveland Downtown Partnership (LDP) to approve the Façade Improvement Program Application submitted by H3 Ltd. for the project referred to as Miss Daisy’s BBQ which address is 129 E. 5th Street, Loveland, CO 80537, and authorize the Chair Elect (Cox) to negotiate the terms of the Façade Reimbursement Agreement, in an amount not to exceed \$31,250 between the LDDA, LDP and Edward Schroeder, by Curtis L. Schroeder, power of attorney (“Owner”) and further, authorize the Board Chair to sign and execute said Agreement, Davis seconded the motion; the motion carried.

8. Staff & Executive Director Reports:

• Developments Update (Scholl)

The Foundry: Scholl provided an update on The Foundry project and reported that it continues to move along with the recent ground breaking of the theatre and hotel. There have been meetings with the City Manager and developer to negotiate the additional funding needed to complete the dewatering and other scope items, and that it is not unexpected to have some financial issues due to the magnitude of this \$75 million project. Scholl directed Rosenberger to forward the Public Works / Facilities Management Project Reports to the Board members regarding recent work at the Foundry.

The Pulliam: Scholl provided an update on The Pulliam and reported that the project is out for new bids; in particular, the City plans to hire a Construction Manager at Risk which will oversee the project from beginning to end. Clark commented that costs are much higher than originally budgeted due to the need to be ADA compliant and have other public safety improvements. Devereaux reported he is on a recruiting steering committee which is pursuing private donations. The committee has hired a consultant guide from Rapid City and it has identified 25 candidates which may be interested in sourcing additional funds.

LPR / County Building: Scholl reported on the LPR project and commented that after Mayor Marsh pointed out a missed legal step in the bid process, Councilman Overcash stated it was an honest mistake. The project has gone back out to bid, following legal procedure, and the City received one bid which will be opened this afternoon. Scholl advised that the sale of the building for private ownership is a good deal for Downtown Loveland in that it will increase daytime population and bring new life into the old building.

The Board discussed the need to relay a positive message regarding this project and to support LPR if it is successful in being awarded the bid. LPR plans to spend over \$4 million in building improvements.

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4th & Garfield Mixed-Use Project: Scholl reported he has been a part of the project and negotiations regarding the development of a mixed-use building at the corner of 4th Street and Garfield. He advised that the DDA may seek a bond for The Heartland Project and he has asked for assistance from the City's Finance Department whether the 4th & Garfield project can be rolled into it.

• **Communications / Other**

McCloughan reported there will be an annual study session in July with the LDP and DDA boards and the City. She further advised that Board members continue to regularly meet with the City Manager regarding Roles & Responsibilities and that the City Manager has indicated promises were made to the DDA and the City intends to carry those out. McCloughan commented she will report to the Board regarding these meetings. She also asked that all Board members prepare a 60-90 second elevator speech regarding the downtown district in promoting a positive message.

9. **Other Matters:** None

10. **Liaison Report:** Dave Clark - City Council

Clark reported that twelve Loveland youth recently attended the National League of Cities in Washington DC. He commented that the youth excelled in their conduct and leadership, and that the youths' discussions centered around gun control, R&D, and lowering the voting age to 16.

11. **Executive Session:** **TIME: 8:51 am - 9:31 am**

Steele moved that the Loveland Downtown Partnership Board enter into an executive session for personnel matters, Lelchook seconded the motion; the motion carried.

Cox moved to end the executive session of the Loveland Downtown Partnership and return to its regular meeting, Davis seconded the motion; the motion carried.

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

13. **Other Matters:**

McCloughan directed the Board's attention to the upcoming events as listed on the Agenda. She advised she will plan to attend upcoming DDA meetings, and that her and Davis will meet with staff following today's meeting to support the on-going efforts of the Business Alliance and LDP | DDA office.

14. **Adjourn:**

Cox moved to adjourn the meeting, Lelchook seconded the motion; the motion carried.

The meeting adjourned at 9:32 am

Debbie Davis, Secretary/Treasurer

Date