

Agenda
Loveland Downtown Partnership (LDP)
Annual and Regular Meeting
Monday, January 15, 2018 – 8:00 AM

LDP | DDA Offices
350 North Cleveland Avenue, Loveland, CO 80537

8:00 am

- 1. Call to Order**
- 2. Roll Call**

8:05 am

- 3. Public Comment** (Individual comments are limited to 3 minutes):

8:10 am

4. Approval of Minutes

Regular Meeting – December 18, 2017

SUGGESTED MOTION

“I move to approve (deny) the minutes of the Regular Meeting of December 18, 2017.”

5. Discussion and Approval of Revision to Minutes due to Clerical Error

Annual and Regular Meeting – January 16, 2017

SUGGESTED MOTION

“I move to approve (deny) the AMENDED Meeting Minutes of the Annual and Regular Meeting of January 16, 2017.”

6. Finance / Treasurer’s Report

- Treasurer’s Report (Davis)

SUGGESTED MOTION

“I move to approve (deny) the unaudited Treasurer’s Report for the fiscal year ending December 31, 2017.”

8:20 am

7. Annual Election of Officers and Directors

- **Discussion and Election of Officers for 2018**

The following slate of officers is being presented to the Board: McCloughan as Chair, Cox as Chair-Elect, Davis as Secretary/Treasurer.

SUGGESTED MOTION

"I move to elect (not elect) the presented and named individuals as the slate of officers to serve a one-year term, effective January 15, 2018, and expiring in January 2019."

- **Discussion and acknowledgement of DDA Appointment to the Board of Directors of the LDP** (filling Rutledge vacancy for the term ending January 2020)

SUGGESTED MOTION

"Contingent upon the DDA Board of Directors final action at their Special Meeting of even date at 4 p.m., regarding the appointment of a DDA representative to the LDP Board, I move to formally acknowledge the appointment of Mr. Ray Steele, Jr. as a voting member of the LDP Board to serve the remainder of the four-year term as Director, originally held and vacated in December 2017 by Doug Rutledge, expiring in 2020."

8. Action Items:

Action Item 1: Amendment to Bylaws – Exhibit A (Revised DDA Boundaries)

SUGGESTED MOTION

"I move to approve (deny) the Amendment to the Bylaws, replacing Exhibit A with the Boundaries of the DDA, as revised May 16, 2017 by Ordinance No. 6115, and further authorize the Executive Director to amend and execute any organizing documents that may be affected by the revised Boundaries of the DDA."

Action Item 2: Proposal for Sweetheart Alley Trash Consolidation Project – Funded through LURA Service Contract, approved December 18, 2017

SUGGESTED MOTION

"I move to approve (deny) the Proposal from UrbanSight Consulting (Derf Green), for the Sweetheart Alley Trash Consolidation Project, pursuant to its Scope of Services, and in an amount not to exceed \$11,800, as presented to the Executive Director on January 5, 2018, and authorize the Executive Director to execute the Acceptance of Proposal."

Action Item 3: Board Representation on Downtown Loveland Foundation (f/k/a DLA) Board

SUGGESTED MOTION

"I move to appoint _____ to represent the LDP on the Downtown Loveland Foundation Board, pursuant to its Bylaws, which election shall take place at the DLF's Annual Meeting on February 15, 2018."

Action Item 4: Façade Improvement Agreement - DDA Recommendation

A motion to accept an affirmative and recommended action by the Loveland DDA to the LDP to enter into the Façade Reimbursement Agreement by and between the Loveland Downtown Partnership (the "LDP"), 4th Street Properties, LLC, a Colorado limited liability company ("Owner" or "Applicant"), and the Loveland Downtown Development Authority (the "LDDA") for the address 212/214 E. 4th Street, Loveland, CO 80537, in an amount not to exceed Thirty-One Thousand, Two Hundred Fifty Dollars (\$31,250).

SUGGESTED MOTION

"I move to accept (not accept) an affirmative and recommended action by the Loveland DDA to the LDP to enter into the Façade Reimbursement Agreement by and between the LDP, 4th Street Properties, LLC, a Colorado limited liability company, and the LDDA for the address 212 E. 4th Street, Loveland CO, in an amount not to exceed Thirty-One Thousand, Two Hundred Fifty Dollars (\$31,250), and further authorize the Board Chair to sign and execute said Agreement."

8:50 am

9. Façade Program / Development Project Updates

- Discussion about Fire/Life Safety Improvement Reimbursement/Grant Program
- In Process
 - Loveland TapHouse - Pending project completion
- Pending
 - Miss Daisies BBQ – Pending final application from property owner
 - The Gressiwick (426 N. Lincoln) – Approved; pending signed contract
 - Hamid Eslan (Black Steer - 436 N. Lincoln) – Approved; pending signed contract

9:00 am

10. Staff & Executive Director Reports

- **Developments Update (Scholl)**
 - The Foundry Project
 - Pulliam Building Renovation
- **Meetings with City re: Roles and Responsibilities (Wedding-Scott)**
- **LDP Representative at City Council Retreat**
- **Communication / Other (Wedding-Scott)**
 - LDP Board Meeting – February 19, **11:00 am** (working lunch)
 - LDP | DDA Strategic Planning Session
 - February 19, 2018 (Noon – 5 pm)
 - Business Alliance Update:
 - Alley Lights Concert

9:15 am

11. Other Matters:

12. Liaison Reports:

- Clark, Loveland City Council update

13. Agenda Items for Upcoming Meeting

14. Executive Session – Contract Matter/Negotiation

SUGGESTED MOTION

“I move to approve the Loveland Downtown Partnership move into an executive session for a contract matter.”

10:00 am

15. Adjourn

UPCOMING EVENTS:

- January 26 - Business Breakfast (HIP Streets Presentation and Development Center/Key Staff)
- February 9 - Friday Night on the Town
- February 9, 10, 11 - Fire and Ice
- February 12 - DDA Board Meeting
- February 19 - LDP|DDA Strategic Planning Session
- March 28 - Alley Lights / Rialto Theater
- June 13 - Meals on Wheels 50th Anniversary

CALENDAR – LDP Board Regular Meetings (LDP | DDA Offices)

- February 19 – **11:00 am (working lunch)**
Note: LDP|DDA STRATEGIC PLANNING WORKSHOP to follow at Noon
- March 19 – 8:00 am
- April 16 – 8:00 am
- May 21 – 8:00 am