

**Loveland Downtown Development Authority
Meeting Minutes – June 12, 2017**

**The Regular Meeting of the Loveland Downtown Development Authority (DDA)
Board of Directors was held at 4:00 p.m. on June 12, 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, Goacher, Rutledge, Steele
Absent: Cook, Donnelly, Fogle
Staff: Wedding-Scott, Executive Director; Rosenberger, Executive Assistant
City Employees: Mike Scholl, Alan Krcmarik, Cindy Mackin
Guests: Christine Schrader (Water and Power)
3. **Public Comment:** None
4. **Presentations/Updates:**

Christine Schrader, Loveland Water and Power (LWP), presented on downtown event power. Currently, LWP uses human resources, crews, trucks, generators, etc. for special events and their cost is approximately \$60,000 per year. She advised that LWP's desire is to provide the downtown with underground electrical service including metered power for special events (streets map presented and office copy on record) and that a new transformer would be placed at Railroad between 4th and 5th Streets. She also advised the service would be integrated with the HIP Streets Plan for current and future services with an anticipated completion in 2018. Following discussion with the Board, Schrader reported that LWP will present their plan to City Council in either June or July.

5. **Approval of Minutes:**

Clay moved to approve the meeting minutes of the Regular Meeting of May 8, 2017, Rutledge seconded the motion; the motion carried.

6. **Loveland TapHouse**

Wedding-Scott advised that, because several board members were absent and Caldwell will recuse himself, a quorum was not present to discuss and/or approve an action to enter into a Façade Improvement Agreement for the Loveland TapHouse. The Board agreed to schedule a Special Meeting of the Board of Directors for Friday, June 16, 8:00 a.m., at the LDP | DDA offices.

7. **Façade Program & Updates:**

Wedding-Scott reported two applications for the Façade Improvements Program are pending for the Loveland TapHouse and Miss Daisies BBQ and that the Façade Committee has been meeting to review their applications and schematics. She advised there have been no new developments or updates to either in-process or pending projects and their status is outlined per the Agenda.

The board discussed the necessity of refining the façade application process and recommended that the application require more information such as specification of building materials, that schematics be drawn to scale, and that they be prepared by a licensed architect.

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8. **Action Items:** None
9. **Staff & Executive Director Reports
(Developments, Election, Communications)**
- **Developments Update (Mike Scholl) -**

The Foundry: Scholl provided an update on The Foundry project and reported that the hole for the parking garage has been dug. He advised that subterranean water will necessitate a de-watering system, however, the City has researched and decided upon a system which allows them to stay within budget and that developer, Brinkman, has agreed to pay for its maintenance. Scholl advised that an announcement regarding the hotel will coincide with the groundbreaking ceremony in late June or early July. Scholl reported that a small-chain donut business recently contacted the Economic Development Department and is interested in tenant space. He also reported on the status of street construction surrounding The Foundry Project and that it will be disruptive until end of summer; and further, that once curbs are set, fencing will be pulled off the street, and then a right turn lane from 1st Street going north on Lincoln will be added. Recently, money was approved for the Traffic Calming project plans and it is hoped to be budgeted for construction next year.

The Pulliam: Scholl provided an update on The Pulliam building renovation and reported that the City is working with an architect on construction drawings and that the permit to begin work will be issued this summer. He advised it is the City's goal that the Pulliam creates opportunities which will in-turn generate more activity and impact to the downtown at-large. He advised that the Pulliam will accommodate 500-600 people and can be used for community events along with personal events such as weddings.

HIP Streets Master Plan: Wedding-Scott provided an update on the HIP Streets Master Plan and reported that the City hosted an Open House last Friday, June 9th, at the LDP | DDA offices. Over 50-60 people stopped in to review designs and boards which resulted in good conversation, and that the comments provided by guests will be summarized by Stanley Consultants and taken into account before the revised Master Plan is finalized. She advised the next step will be to present the Plan before City Council and request funds for construction drawings.

Heartland Redevelopment: Scholl provided an update on the Heartland Block Redevelopment project and advised that the City is working with developer Curt Burgener and his representative Troy Peterson.

Wedding-Scott advised that while there is potentially a funding gap and the City Council appears to have development fatigue, the City needs to be reminded of the importance of the private investments being made. She suggested the DDA can help facilitate the transaction, making the developer more visible, and going before City Council before the window of opportunity is closed.

The board further discussed parking for the project and Scholl advised that once the financial hurdle is resolved, parking can be accommodated.

Vacant Properties in Downtown District: In response to an inquiry from the Board, Scholl advised that the City is working through Purchase and Sale documents to purchase the Larimer County Building/Parking Lot this summer. He advised a local company wants to

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relocate its HQ in downtown and that it would bring 50-60 corporate jobs. It appears the building would be renovated quickly and that the company could move in by September of 2018.

Wedding-Scott further advised that the vacant Reporter-Herald building is priced at \$5.75 million.

○ **DDA Election 2017 Strategy -**

Wedding-Scott reported that Grayline Strategies has met with her regarding major fund-raising for the election and they will be interviewing individuals to be spokespersons for the campaign.

○ **Plan of Development -**

Wedding-Scott advised that Scholl will be making a presentation to the Planning Commission regarding the revised Plan of Development for their review and recommendation to City Council for approval on July 5th. She invited the board members to attend on July 5th.

○ **Business Alliance / Downtown Communications Strategy -**

Wedding-Scott advised that the Business Alliance is doing well in securing sponsorships for the Night on the Town pedicabs and sidewalk chalk art, but that they need to continue work on Bloom'n Hearts sponsors and also new memberships. She commented all the pots and hanging baskets have been planted and they are looking good. She advised the City required she submit an encroachment agreement for the pots on the sidewalks. The Business Alliance has also been working with Blazen Illuminations, the promoter for the LDP|DDA's Downtown District LIVE music celebrations, and that Brinkman recently agreed to be a Presenting Partner sponsor and has paid \$5,000 towards the four upcoming events. The first event will be held June 24th.

Other Matters: Wedding-Scott reminded the board of the upcoming joint City Council / LDP|DDA study session on July 11th and that façade development, financing, and the election will be its focus.

- 10. **Liaison Reports: None.**
- 11. **Agenda Items for Upcoming Meetings: None**
- 12. **Adjourn:**

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

The meeting adjourned at 5:27 p.m.

Ray Steele, Secretary/Treasurer

Date