

**Loveland Downtown Development Authority
Meeting Minutes – February 11, 2019**

**The Regular Meeting of the Loveland Downtown Development Authority (DDA)
Board of Directors was held at 4:00 pm on February 11, 2019,
at the LDP | DDA Offices, 350 N. Cleveland Avenue, Loveland, CO**

1. **Call to Order:** Chair Steele, Jr. called the meeting to order at 4:02 pm

2. **Roll Call:**

Present: Bernhardt, Caldwell, Fogle, Patterson, Steele, Jr., Waneka

Absent: None

Staff: Hawkins, Powell, Rosenberger, Streich

City Employees: Mike Scholl, Alan Krcmarik, Moses Garcia

Guests: Steve Olson

3. **Public Comment:** None

4. **Approval of Minutes:**

Fogle moved to approve the Minutes of the Regular Meeting of January 14, 2019, Bernhard seconded the motion; the motion carried.

5. **Discussions / Action Items:**

Action Item 1. Cooperation Agreement with the Foundry Metro District (Moses Garcia / Sean Hawkins). RESOLUTION – DDA Resolution 2019-1

Hawkins reminded the board that at the January meeting he had discussed the need to create a cooperation agreement between the DDA and the Foundry Metro District so the DDA would agree to pass through the assessment proceeds the Metro District had voluntarily agreed to place on themselves to cover certain project debt. Moses Garcia, the Loveland City Attorney, was in attendance to review the cooperation agreement that had been prepared by the City of Loveland and answer questions from the board. Garcia explained the need for this agreement related to the fact that proceeds from the rise in property tax in the DDA boundaries would be submitted to the City of Loveland from Larimer County and then be deposited in the DDA special fund. This agreement would allow the special assessment dollars to flow to the Metro District from the fund. This is especially important as once the downtown plan of LURA is retired, the DDA will remain the collection vehicle for the Metro District assessments.

Bernhardt moved to approve DDA Resolution 2019-1, approving a Cooperation Agreement Among the Foundry Loveland Metropolitan District, The City of Loveland, Colorado and the Loveland Downtown Development Authority, Fogle seconded the motion; the motion carried.

Discussion Item - Development Agreement – 4th & Garfield. Hawkins reminded the board that the project term sheet for the 4th and Garfield project was approved at the November meeting subject to the developers providing updated conceptual drawings for the project and the successful completion of a project development agreement. Hawkins has recently communicated with the developers and they would hope to break ground this spring. Scholl reported that the development agreement is being written now and will be shared with Cody Balzer before coming to the board for final consideration. The board discussed different funding mechanisms to support

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their share of the project and a more detailed analysis will be presented at the March board meeting.

Discussion Item - Fire Suppression Program Applications. Hawkins directed attention to the Fire Line Safety Program update document that was shared with the board. There are already four submitted applications for funding from the \$100,000 allocated by City Council. However, they are not all complete. At the March meeting, staff intends to bring the projects back for board approval. Staff presented that they had done outreach to the owner of the Lovelander hotel and she was made aware of the grant program and program details.

6. Executive Director Reports (Hawkins):

Vacant Board Seat: Hawkins reported on the vacant board seat and that he had spoken with City Clerk Patti Garcia about the process to fill the seat. Our current process of having applicants fill out the online application was sufficient for now as we begin recruitment. The consensus of the board was to take 60 days to recruit the new seat and Hawkins would report back progress at the March DDA board meeting.

Northern Colorado Community Foundation / Foundry Plaza:

Hawkins reported that the Northern Colorado Community Foundation had agreed to support the plaza with \$50k in 2019, \$25k in 2020 and \$25k in 2021 in exchange for naming rights.

Tentative Plaza Programming Schedule:

Abby Powell reported to the board on the programming being prepared for the plaza for summer 2019. Projects included a concert series, farmers market, exercise classes, movies and blues concerts.

Loveland Creative District:

Hawkins directed attention to public meeting promotion flyer for the Creative District and invited the board to attend one of the public sessions.

Alley Lights Project & Fundraiser:

Hawkins reported that they Alley Light project on DaVinci Alley had received a donation of \$5,000 from the Associated Veterans of Loveland. The project would put lighting in the alley behind their building in the north south alley that runs between 3rd and 4th Street.

7. Development Updates (Hawkins): 5:35 pm

Banner Building – Hawkins reported that the building had been closed on by the new owners from Boulder. The new owner has met with staff to understand the board's TIF investment model to help determine new uses from the property.

Heartland Corner – DDA staff and City staff continue to meet with the owners to review the projects potential and how the TIF model could determine an investment into the project.

County Building / LPR – Fogle reported that the owners asked for an extension to close on the property to allow more time to review bids and to redo some project elements. The project will close in summer 2019.

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8. City Council Report:

John Fogle, City Councilor. Fogle provided a quick update on council activity and reported that January is typically a slow month for council activity.

9. Agenda Items for Upcoming Meetings: The board asked questions about the work being done on the HIP Street Utility Assessment project and asked for updates to be brought the board as the project advances.

10. Other: No other business was discussed.

11. Executive Session: Steele advised no Executive Session was necessary.

12. Adjourn:

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

The meeting adjourned at 6:05 pm.

Jon-Mark Patterson, Secretary/Treasurer

Date