

Agenda
Loveland Downtown Development Authority (DDA)
Regular Meeting
Monday, June 10, 2019 4:00 pm
LDP | DDA Offices
350 North Cleveland Avenue, Loveland, CO 80537

4:00 pm

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

4:05 pm

3. **Public Comment** (individual introductions / comments are limited to 3 minutes)

4:10 pm

4. **Approval of Minutes**

Regular Meeting – May 13, 2019

“I move to approve (deny) the minutes of the Regular Meeting of May 13, 2019.”

4:15 pm

5. Discussion / Action Items

- **Action Item: A Resolution approving Development Agreement with 4th and Garfield LLC**

“I move to approve (deny) Resolution 2019-02 approving the Development Agreement with 4th and Garfield, LLC”

- **Discussion Item: Financing of 4th and Garfield Project**

- **Discussion Item: Update on filling vacant board seat**

- **Action Item: A resolution recommending two additional seats to the Loveland Downtown Development Authority Board of Directors**

“I move to approve (deny) Resolution 2019-03 recommending two additional seats to the Loveland Downtown Development Authority Board of Directors”

- **Action Item: Fire Suppression Project Grant – Lovelander Hotel**

“I move to approve (deny) recommending to the Loveland Downtown Partnership Board the award of Fire Suppression Grant in the amount of \$19,884 to the Lovelander Hotel contingent on final execution of a grant agreement with the applicant.”

5:15 pm

7. Executive Director Updates

- Heartland Corner Project

- Feed & Grain Update

8. City Council Report

- Fogle, City Council

9. Agenda Items for Future Meetings

5:30 pm

9. Adjourn

CALENDAR –

DDA Board Regular Meetings - LDP | DDA Offices @ 4:00 pm

- July 8, 2019

Proposal

Ward

CONSTRUCTION

P.O. Box 265 • 1012 Madison Ave., Loveland, Colorado 80539
Phone (970) 667-1853 • Fax (855) 667-5600

Submitted to: Astrid

Proposal Date: April 8, 2019

Billing Address:

Phone: 970-219-8160

Fax:

City, State and Zip Code:

Job Address: 111 E. 4th Street

Architect:

Date of Plans:

City, State and Zip Code: Loveland, CO 80537

E-Mail:

We hereby submit specifications and estimates for:

Excavate, install, backfill & compact 6" fire line.

Work includes: Excavation, backfilling, flow fill, traffic control, concrete, patch asphalt and civil engineering

\$19,883.00

Note: 6" to Main as long as main can accept it

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

\$ 19,883.00 Terms of Payment: Net 30 Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date _____

Signature _____ Date _____

**LOVELAND DOWNTOWN DEVELOPMENT AUTHORITY
RESOLUTION #R-3-2019**

**A RESOLUTION RECOMMENDING TWO ADDITIONAL SEATS TO
THE LOVELAND DOWNTOWN DEVELOPMENT AUTHORITY BOARD
OF DIRECTORS**

WHEREAS, the Loveland Downtown Development Authority (the “DDA”) is a Colorado Downtown Development Authority, with all the powers and authority granted to it pursuant to Title 31, Article 25, Part 8, C.R.S. (the “DDA Act”); and

WHEREAS, the DDA has determined that additional skills sets and backgrounds will help facilitate policy discussions for the operation of the DDA’s annual plan of action; and

WHEREAS, the DDA is a body corporate duly created, organized and authorized pursuant to Section 31-25-801, et seq., C.R.S. by a vote of the majority of qualified electors within the DDA District at a special election held on February 10, 2015 and thereafter officially established by the City Council upon the passage of Ordinance No. 5927; and

WHEREAS, on July 5, 2017, the City Council adopted Resolution #R-52-2017, which established the plan for the development or redevelopment of the DDA District (the “DDA Plan of Development”); and

WHEREAS, Colorado State Law allows the DDA board to be up to be composed of up to eleven board seats and is currently composed of seven board seats; and

WHEREAS, the DDA is a body corporate duly created, organized and authorized pursuant to Section 31-25-801, et seq., C.R.S. by a vote of the majority of qualified electors within the DDA District at a special election held on February 10, 2015 and thereafter officially established by the City Council upon the passage of Ordinance No. 5927.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE LOVELAND DOWNTOWN DEVELOPMENT AUTHORITY:

Section 1. The DDA recommends establishing two new board seats to expand the current DDA Board size from seven to nine. Upon approval of City Council of this recommendation and appropriate notice and interviews, two additional citizens will be selected.

Section 2. Of the additional positions, one term will expire on June 30, 2021 and the and the second term will expire on June 30, 2022. After the terms expire, each position will be on four year term rotation.

Section 3. This Resolution shall be effective as of the date of its adoption.

ADOPTED this _____ day of June, 2019.

Chair

ATTEST:

Secretary

APPROVED AS TO FORM:

Assistant City Attorney

Project Commitment Terms

The Loveland Downtown Partnership (LDP) Board of Directors makes this preliminary commitment to participate in the Loveland Hotel Apartments Fire Suppression and Life Safety Grant project based upon the following terms:

1. The commitment by the LDP is for a period of six (6) months commencing on the date the Board of Directors votes in favor of participation.
2. The project owner must provide the LDP / LDP with written project updates at the 60 day and 120-day mark of the project. The written updates will include progress on permitting, construction and include any delays the project has encountered.
3. The project owner or authorized representative may request from the Board of Directors one six (6) month extension of the commitment. The extension request submitted to the LDP Executive Director, including a description of the reason for the delay, must be submitted in time to be considered by the Board at a regular monthly meeting held prior to the expiration of the commitment term, which at the latest would be ten (10) business days prior to the date of the regular monthly meeting scheduled to occur in the final month of the commitment. If granted, construction on the project must complete within the six (6) month extension period or the LDP commitment will expire. If the project owner or authorized representative fails to make an extension request prior to the expiration of the commitment term or is unable to commence construction on the project after being granted a six(6) month extension, a new project proposal will need to be presented to the Board for consideration. This new proposal may be the same as the original or modified. Should the project owner fail to complete their project within the original six (6) month period, the LDP is under no obligation to offer the extension, and may revoke the applicant's approved funding. Any projects granted an extension, but not completed within the additional six (6) month period, automatically forfeit any approved funding.
4. If there is a change in project ownership, the continuation of this commitment requires notice to the LDP, and the Board may, at its sole discretion, require reconsideration of the LDP commitment.
5. This commitment is contingent upon the completed project being consistent in scope, use, and design with that presented to the Board at the time this commitment was made. If there is a change to the scope, use, and design from what was presented to the Board, the owners(s) must present such changes to the LDP staff before making changes to what was approved by the LDP Board. Failure to notify the LDP Executive Director may jeopardize funds. The Executive Director

is authorized to make decisions regarding minor changes. Significant changes, as determined by the Executive Director, may require Board action.

6. This commitment is expressly contingent upon the fulfillment of all the terms of, acceptance of, and execution of an agreement between the Downtown Development Authority and the project owner(s). The project agreement will be presented to the applicant within 30 days of the acceptance of this project commitment sheet.

For projects with off-site public improvements, constructed in whole or in part with LDP funds, this commitment is subject to provisions in the agreement that will be executed between the project owner and the LDP, which allow the LDP to receive third-party reimbursements for the public improvements it has funded in accordance with the reimbursement policies established by the City of Loveland.

LDP Commitment: \$ 19,884

Release of Funds

Release of funds is contingent upon owner submission of all LDP requirements for project reimbursement, including actual cost accounting of eligible materials with documentation – the evidence of certificate of completion or certificate of occupancy issued by City of Loveland; acceptance of public improvements within the rights-of-way by the City of Loveland, certificate of liability insurance and, and final City approvals pertaining to the installation of a fully functional internal fire suppression system.

The date of this commitment is: 6/10/2019

Project Address: 111 E 4th Street, Loveland, Colorado, 80537

Authorized Applicant Signature

Date

Astrid, Owner, Astride A Starship LCC
Printed Name, Title