

**Meeting Minutes**  
**Loveland Downtown Development Authority (DDA)**  
**Regular Meeting**  
**Monday, September 9, 2019 4:00 pm**  
LDP | DDA Offices  
350 North Cleveland Avenue, Loveland, CO 80537

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4:07 pm

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

- **Present: Steele, Patterson, Bernhardt, Waneka, Fogle, Caldwell**
- **Absent: None**

4:10 pm

3. **Public Comment** (individual introductions / comments are limited to 3 minutes)
  - **Mike Scholl** publicly announced that last day with the City will be October 1<sup>st</sup>, 2019. He is working with Loveland Aleworks to plan a benefit reception for the Pulliam Building and tribute to his departure.

4:15 pm

4. **Approval of Minutes**

Regular Meeting – July 8, 2019

*Fogle moved to approve the minutes of the Regular Meeting of July 8, 2019; Bernhardt seconded, motion passed unopposed.*

4:20 pm

5. **Discussion / Action Items**

- **Discussion Item: Banner Building Redevelopment Project Presentation – Greg Fair, LOVE 450 LLC**

Hawkins reported that it was determined that the project wasn't ready to be presented to the board. The final concept of the project is still in flux as the developer's architectural team and structural engineer are still determining load bearing issues for the second floor and final layout for the project's ground floor retail. When the project is ready for presentation, Hawkins will bring it to the full board.

- **Action Item: Creative District Endorsement – Sean Hawkins**

Hawkins brought to the board a resolution supporting the creation of the Loveland Creative District. The resolution would be included as part of the community's application to the State of Colorado for the creation of the district. The resolution was modeled after the same document the Loveland City Council approved in late September and a similar document will be brought to the LDP board the following week.

*Fogle moved to approve Resolution R-4-9 Supporting the certification of the Loveland Creative District in Loveland Colorado; Patterson seconded, motion passed unopposed.*

- **Action Item: Façade Working Group Small Grant Program – Sean Hawkins**

Hawkins presented an application packet and program details for a new proposed small grant program as part of the DDA façade program. The façade working group (consisting of Jim Cox, Sharon Cook, Doug Rutledge, Clay Caldwell and representatives from the City's Development Center) had held conversations about the decline in applications for the traditional façade program and the simultaneous asks for smaller requests for assistance from downtown property owners and businesses. Over the summer, the group worked to prepare a pilot program for small grants not to exceed \$2,500 to help with a variety of projects from signage, planters, bike racks, benches and smaller architectural repairs. Hawkins presented the program and said he would like to cap the program at \$20,000 initially and then reevaluate its effectiveness. In addition, to streamline the process, he recommended giving the Façade Working Group the ability to approve the small grants while the larger comprehensive grants would still move through the DDA and LDP boards. The board discussed their support of the program but came to consensus to remove signage from the projects that could be supported due to the fear of creating a revolving fund to support signage that changed often when new businesses came in.

*Fogle moved to recommend to the LPD Board of Directors the approval of the Pilot Small Grant Program for an amount not to exceed \$20,000 and to approve the Executive Director to work with the City Attorney's office on a contractual document for the granted funds, including the discussed changes in the 'frontage improvements' aspect of the program, specifically in regards to signage being included; Bernhardt seconded, motion passed unopposed.*

- **Feed and Grain Update – Mike Scholl**

Mike Scholl provided an update on the City of Loveland's discussions with Artspace to begin the renovation process on the Feed and Grain building. As part of his discussions, he recommended to their staff to apply to the DDA for a façade improvement grant. The DDA was under contract with Artspace for similar grant which expired from no action at the end of 2017.

5:05 pm

5. **Executive Director Briefs**

Hawkins provided short updates on the following subjects:

- Fire Suppression Program – The Gressiwick work would begin in late September.
- LURA Sunset Discussion – Steele Jr, Caldwell and Hawkins were meeting with City staff in mid September.
- DDA Board Seat on LDP Board – Hawkins reviewed that an open seat would be available for a DDA board member beginning Jan 1, 2020.
- DDA Additional Board Seats - Hawkins noted that the advertisements for two new seats would begin shortly with an application due date of October 20.
- Alley Lights Install – Alley install work was complete.
- HIP Streets Presentation to DDA Board – Scheduled for October 14 Meeting

7. **City Council Report**

- John Fogle updated the board on the City's budget process.

#### **8. Agenda Items for Future Meetings**

No items were requested for upcoming meetings.

**5:30 pm**

#### **9. Adjourn**

*Fogle moved to adjourn the Regular Meeting of September 9, 2019; Caldwell seconded, motion passed unopposed.*