

DRAFT Minutes
LDDA Board of Directors
528 Main Street, Longmont, CO 80501
December 19, 2012 – 4:15 PM

Present: Bill Sawyers, Sharon Smith-Eisler, Burbidge Austin, Joe Perrotto, Ex-Officio Member: City of Longmont, Jim Golden, Robert (Bob) Goff, Alex Sammoury, Larry Stauss

Guests: City of Longmont, Chris Huffer, Paul Roberts

Staff: Executive Director; Kimberlee McKee, Marcelo Fernandez, Del Rae Heiser, Emelie Torres

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING

2. BOARD AND EX-OFFICIO MEMBER COMMENTS – Alex praised Kimberlee for doing such a good job. He also appreciated working with the LDDA board members.

3. APPROVAL OF AGENDA

Motion: Bob Goff moved to approve the agenda, Larry Stauss seconded the motion. The motion passed unanimously.

4. APPROVAL OF MINUTES

A. **Motion** to approve the November 28, 2012 Board Minutes – Burbidge Austin moved to approve the minutes with spelling corrections: 1) Guest, Allen Ginsberg (from Alan), and 2) Item #8-C, should say two-way (from two-say). Alex Sammoury seconded the motion. The motion passed unanimously.

5. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER) - none

6. EXECUTIVE DIRECTOR REPORT

Kimberlee shared the total cost of the election in November from the City Clerk. The \$7,102.79 will be taken out of the Catalyst Fund.

The Volunteer Program will kick off in February 2013. The block captains and the arts committee are supportive of this.

Kimberlee has gotten inquiries for downtown space for artists and theater workshops but space and price have been a challenge to them. She sought input and directions from the board on the role LDDA should play. The board felt LDDA should take the role as a liaison. LDDA could get this started and hand it off to a point person when it sees fit. Several suggestions were made by the board for Kimberlee to consult with and seek guidance.

7. OLD BUSINESS

Chris Huffer updated everyone that 300 East alleyscape is almost done. The alley will be available to pedestrians before Christmas. The 3rd Avenue sidewalk will be done next year in conjunction with the west side alleyscape.

West Side Alleyscape - There will be a public meeting end of January and get input from property owners and merchants on the design. J2 is working on pricing, and if it is acceptable, they will start construction in April 2013.

8. NEW BUSINESS

A. **Gift Card** – the 5-year contract with Store Financial Services will expire on July 23, 2013. LDDA has two options, one is to go with yearly renewal or terminate the contract. The city's purchasing department has reviewed the contract and will work with Store Financial Services with minor amendments to the contract going forward. The board voted to renew the contract for another year and purchase additional cards.

B. **2013 Meeting Dates & Meeting Notice spot** – monthly board meetings will take place every 4th Wednesday of the month at 4:15 p.m. unless noted on the attached schedule. Notice spot will also be in the same place. Kimberlee suggested the Board Retreat to take place during the first two weeks of February 2013. She will find a suitable location.

Motion: Alex Sammoury moved to approve the board monthly meeting schedule on Wednesdays, board retreat date (February 13) and the location (t.b.d.). Joe Perrotto seconded the motion. The motion passed unanimously.

C. **Farmers Market** – Kimberlee will receive proposals from the Boulder County and Louisville which she will share at the next board meeting. Both are suggesting weekly farmers market on Wednesdays possibly from May to October or June to September. Possible locations are Main and Coffman, an Avenue or an alley and breezeway/parking lot. Closing any of these locations will cost \$375 for Highway Technology to set-up/remove barricades. The board suggested installing swing gates to the alley in lieu of barricades for use during activities. Kimberlee will look into this and report back.

9. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER) – Paul Roberts introduced himself as the new owner of the former 7 West Restaurant. His new restaurant, Joe's, is scheduled to open its doors on Dec. 31st. He will apply for the DIP incentive for his front entrance.

10. ITEMS FROM STAFF - none

11. BOARD MEMBER COMMENTS – Alex Sammoury suggested raising parking permit fees next year for all the downtown lots. Everyone thought this was a good idea.

12. ADJOURN – 5:55 p.m.