

downtown.

L O N G M O N T

LDDA Board of Directors Meeting

528 Main Street, Longmont, CO 80501

November 16, 2016 – 4:15 p.m.

Present: Chris McGilvray; Joe Perrotto; Alex Sammoury; Sharon Smith-Eisler; Thaxter Williams
Absent: Burbidge Austin; Jeff Moore Ex-officio Member: City of Longmont, Jim Golden
Guests: Troy Russ
Staff: Executive Director, Kimberlee McKee; Del Rae Heiser; Emelie Torres

1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING
2. BOARD AND EX-OFFICIO MEMBER COMMENTS - none
3. APPROVAL OF AGENDA
Motion: Joe Perrotto moved to approve the agenda, Thaxter Williams seconded the motion. The motion passed unanimously.
4. APPROVAL OF MINUTES
Motion to approve the October 26, 2016 Board Minutes – Joe Perrotto moved to approve the minutes, Thaxter Williams seconded the motion. The motion passed unanimously.
5. PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER) – none
6. PRESENTATION

- a. Downtown Pedestrian Audit & Findings by Kimley-Horn

Troy presented the audit and findings. This will also be shared with PUMA for the Master Plan Update. Maps were shown with weekdays and weekend (mid-day) on-street and surface lots parking utilization. Recommended threshold is 85% of parking utilization. Graphs showed total on-street trend did not exceed 60% (hot spots) and 40% were available but inconvenient. The goal should be to get people to walk 1 block further for under-utilized parking. Two audits were done – public and professional based on the principles of a walkable city. Survey questions were about principles of accessible, comfortable, connected, convenient, engaging and vibrant. Some sample goals:

City-wide project:

Create a new bicycle mobility plan with emphasis on low-stress facilities into and throughout downtown.

Downtown-wide projects:

Signalize mid-block crossings – make it visible with flashers

Install way-finding information – take advantage of kiosks for information

Improve connectivity to parking – make parking lot more permeable

Allow two-way biking on alleys – in lieu of Main St. being a highway, consider Kimbark St. and Coffman St.

Brick sidewalks are tripping hazard and not recommended for use moving forward

Other suggestions: better utilize parking and access to pedestrian crossing, install bicycle racks, adjust traffic lights by adding time for pedestrian to cross. Congestion on 3rd Avenue and Main St. between Coffman St. and Kimbark St. needs to be addressed. There is competition with pedestrians and cars merging (west) and turning. Merging to one lane needs to happen before approaching downtown.

City staff was in agreement that downtown has more pedestrians now. High volume of pedestrian streets are 287, 3rd Ave, Coffman St. Kimbark St. and 1st Ave and Main St. (future). Bicycle lane improvements could include developing a protective lane. Chris asked about traffic impact specific to protective lane. Denver is now studying this. It does not affect traffic.

Compliance and safety are important factors to improving bike lanes. Thaxter asked about Boulder areas with protective lanes. This was a pilot and these were taken out in some areas due to safety hazard especially when vehicles are turning right. Thaxter also asked if crossing signals were allowed on Highway 287. Kimberlee said it is allowed with CDOT's approval. Joe asked about liability issues on crosswalks. It can be intimidating but crash rate is low. High-intensity activated signal is preferred by staff, flashing lights are preferred by others. Troy asked the board to give Kimberlee any feedback or comments. Kimberlee asked the board if Troy's priority findings can be directed to PUMA. His top priorities are: 287 – midblock crossings and pedestrian crossing times; 3rd and Main between Coffman and Kimbark; Redesign of Coffman Street for bike and pedestrian access; Kimbark St.

Del Rae asked about employee parking program. Chris commented that along with the master plan update, stakeholders and businesses have also discussed developing a way-finding program. There could be an information hub for people to go to. He also added that brick sidewalks being a trip hazard should be addressed. Troy suggested not removing current ones but not installing them in the future. Kimberlee will pass along the information from Kimley-Horn to PUMA.

7. **UNFINISHED BUSINESS**

a. Alleyscape Update

Del Rae reported that everything is open. Trash enclosures work is scheduled in December. Finishing touches are still needed.

- b. 464 Easement Agreement – Kimberlee shared the information with easement kept at 5 feet from the building and no fees associated. Kimberlee asked if there should be a charge for the easement. Chris felt there should be a charge and the City would have resources to figure out fair market value for the charge.

Motion: Thaxter Williams moved to approve easement agreement as presented with no charges, Joe Perrotto seconded the motion. Chris McGilvray opposed. Motion passed.

8. **NEW BUSINESS**

a. Event Schedule for 2017 – 2nd Fridays will have a theme each month and has a new logo. Restaurant week in April is being proposed and Kimberlee will meet with restaurant owners to see if there is enough interest. Concerts will be one per month in June, July and August. June 2nd Friday will highlight the St. Vrain Valley High Schools reunion. Kimberlee plans to talk to Recreation Services to possibly bring back Cruise night in conjunction with July concert. August will highlight the end of summer. One concert per month was approved by the board.

b. Parking Study Implementation Strategies – Kimberlee is working with parking staff to put together a task force. Time zones are not consistent but staff felt that businesses would not be happy about changing them. Kimley Horn will look at employee parking re-direction. The board suggested looking into leasing half of Times Call lot for employee parking and charge back employees.

9. **FINANCE REPORT**

The A&E budget is close to being spent for the year.

10. **EXECUTIVE DIRECTORS REPORT**

a. Holiday Update – Tree Lighting is on November 25th, Holiday marketing through Every Door Direct Mail (EDDM) was sent out. This was a partnership with Times Call and DeFalco. Deck of Downtown cards will also be part of the holiday promotion.

b. St. Stephen's Church – no lease is finalized yet and they are asking for \$2,000/mo. base rent plus utilities, insurance and repair and maintenance. Alex suggested that the LDDA board meet with the Historical Society board to discuss options.

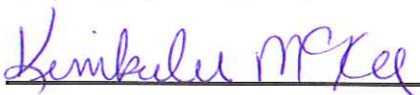
11. **ITEMS FROM STAFF**

Next meeting is December 14. Emelie presented the certificates of recognition to Kimberlee and Del Rae. Kimberlee presented one for Emelie as well. Emelie congratulated Chris McGilvray for winning the micro business of the year through the Chamber of Commerce.

12. **BOARD MEMBER COMMENTS - none**

13. **ADJOURN - 5:45 p.m.**

Respectfully submitted by:



Kimberlee McKee
Executive Director, LDDA



Thaxter Williams
Vice Chairperson, LDDA