

## LDDA Board Minutes

528 Main Street, Longmont, CO 80501

June 22, 2016 – 3 p.m. Parking Study; 4:15 p.m. Regular Meeting

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

**Present:** Jeff Moore, Sharon Smith-Eisler, Burbidge Austin, Chris McGilvray, Ex-officio Member: City of Longmont, Jim Golden, Thaxter Williams, Joe Perrotto

**Absent:** Alex Sammoury

### PRESENTATION (3 p.m.) Kimley Horn – Parking Study

**Presenters:** Vanessa Solesbee, Troy Russ

**Guests:** David Starnes, Phil Greenwald, Barb Rätner, Bob Ball, Ron Cheney, Brian Lindoerfer, Scott McCarey

#### Overview

1. Progress to Date
  - Completed - study of project start-up, Existing conditions and data collection & analysis
  - In Progress - issue identification, preliminary recommendations and draft plan
  - Future - Finalize plan
2. Engagement Summary
  - Engagement Process
    - Presentations and meetings with stakeholders, businesses, City and LDDA staff
    - Stakeholders conversation summary – parking not a problem yet, parking relatively easy to find except during peak hours (lunch/mid-day); on-street parking used by employees are taking up valuable short-term spaces; need for clear and better parking signage; spill over parking into residential areas becoming an issue; need for additional parking management especially on Kimbark and Main; need for infrastructure investments (structured parking)
    - Additional concerns – snow removal; parking requirements; Boulder County parking spillover; signage for ‘funeral parking only’
  - Online Survey
    - Over 800 respondents within 3 weeks (peak time), County also distributed
    - Majority of the respondents were women between 30-70 years old; 85% respondents drive to downtown
    - preferred alternatives –public transit, connectivity and lower cost parking options
    - pedestrian Experience – crosswalks are used by 82% of respondents and concerned about safety especially during peak hours; drivers not stopping or stopping short; lack of visibility around parked vehicles and landscaping; lack of safe bike routes; traffic speeding; ADA concerns

#### Discussion:

- Chris asked how much time it takes for a driver to find parking. Respondents stated it takes 5 minutes to find parking and is a lot of time. Kimberlee added that 5 min. is reasonable if you know where to go. Jeff agreed.
- Phil asked that if 85% drive, 4.1% use alternative modes, what the 11% is using to get to downtown?
- What is a reasonable time to find parking? Each block varies, traffic lights also add to time used to find parking, and people should make parking part of the trip and spend time after exploring downtown.
- more parking lot information needed an option to on street parking
- finding back-up locations for patrons (use of way-finding signs)
- Jeff added that 31-49 years old with kids prefer to park close to the business they plan to go to
- More efficient roadway design, pedestrian visibility by making crosswalks prominent
- Kimley Horn will provide more details of the study and results to the committee and board members

#### Data Collection Process

- Occupancy data collected by License Plate Recognition process (LPR) – 2 hours average drive time around on and off street, public and private parking assets

**Weekday:** on-street - Peak at midday Thu 11:15 a.m. – 1:15 p.m.; Off-street – Peak at midday Thu 11:15 a.m. – 1:15 p.m.

**Weekend:** on-street - highest on Saturday mid-day with focus on Eastern half (Kimbark and Main); off-street – majority were underutilized, private-owned lots were mostly empty, 300, 400 and 500 east parking lots were consistently used

**Overall:**

- northeast corner area is well-utilized on weekdays and weekends (Kimbark and Main between 3<sup>rd</sup> Ave and Longs Peak Ave)
- over 85% observed parking both on and off-street
- On-street peaks: weekday – 11:15 a.m. and after 5 p.m.; weekend – midday to remainder of the day
- Off-street peaks: weekday – varied widely, 10 lots @ 75%; weekend – varied widely, 2 lots at 75%
- many vehicles on Kimbark do not move throughout the day and enforcement seen infrequently
- Barb Ratner stated that cars parked are the same most of the time but moved to another spot when time limit is up

**Issue Summary**

- o future planning and investment – Kimley Horn will work with PUMA towards Master Plan Update
- o adoption of a broader access management focus - extending the reach of pedestrians (7 in 10 people will walk 500', 1 in 10 people will walk a half a mile)
- o enhanced management of existing assets – recent investment on LPR, time-limited parking, residential parking permit, employee parking program, shared parking
- o Walking audit – 6 principles of walkability: accessible; comfortable; convenient; connected; engaging and vibrant

**Next Steps**

- o finalize data analysis; walking audit; draft report; review of draft report; finalize report and action matrix

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## **BOARD MEETING – 4:20 p.m.**

**Guests:** Brien Schumacher, Erin Fosdick, Snow White, Faye Lamb, Hunter Barto, Dryden Dunsmore

**1. REGULAR MEETING CALLED TO ORDER AND SILENT ROLL TAKING**

**2. BOARD AND EX-OFFICIO MEMBER COMMENTS**

a. **Good News Check-in** - Chris shared how proud he is of the Kimberlee and staff about the partnership of Start-up Longmont. The event was a huge success.

**3. APPROVAL OF AGENDA**

**Motion:** Joe Perrotto moved to approve the agenda; Chris McGilvray seconded the motion. The motion passed unanimously.

**4. APPROVAL OF MINUTES**

**Motion** to approve the May 25, 2016 Board Minutes: Joe Perrotto moved to approve the minutes; Sharon Smith Eisler seconded the motion. The motion passed unanimously.

**PUBLIC INVITED TO BE HEARD (5 MINUTE MAX PER SPEAKER)** – Snow White, talked about opening a clothing store in downtown Longmont and could not find a space. She is asking the board members to consider her to lease the RPA studio for her business. She plans to have the store operational 7 days a week. Chris asked how long she would commit to leasing the space. Her desired time at this space is 1 year or longer and she is looking for a 2,000 sq. ft. space between 3<sup>rd</sup> and 5<sup>th</sup> on Main St.

**5. PRESENTATIONS**

a. **Envision Longmont** – Erin Fosdick gave a plan update, explaining the 6 visions and guiding principles of the plan as shown on her report. She also talked about growth framework and its objectives and how the community expressed the desire for a balance of the need to accommodate growth and protecting distinct character and quality of life. The 2<sup>nd</sup> reading at the Council meeting is on June 28. Downtown is still a priority of Envision Longmont. Kimberlee added that she and Erin discussed aligning the plan with the downtown master plan update. Kimberlee will present the master plan update and how the two would complement with each other to the City Council.

b. **Longmont Theatre Company** – Faye Lamb with an extensive performing arts experience informed the board that LTC bought a space north of Longmont which will be used for administrative office and storage. This will open up the theater for more activities and events. They will remodel the interior to accommodate future events.

**6. INCENTIVES**

a. **Alleyscape**

- i. 439/437 Main St. – Hunter Bartow and Dryden Dunsmore presented the application for alleyscape grant. Total cost is \$2,568.75. Del Rae asked about staining the driveway. Entire driveway will be stained. Burbidge asked about drainage. It will be directed to the alley.



**Motion:** Joe Perrotto moved to approve the alleyscape application for \$2,568.75; Jeff Moore seconded the motion. The motion passed unanimously.

**7. UNFINISHED BUSINESS**

a. Alleyscape Update – Del Rae stated that DeFalco is still working on the 300W block. Paving is scheduled on July 1<sup>st</sup> which would open up access to pedestrian by mid-July. Utility work is currently being done on the 400W block after which DeFalco will take over. Excel will need to move the main line on the 500W block and other utility work will start after. DeFalco is not certain if 500W block will be completed this year. Kimberlee and Del Rae share the concern of the project delay. Joe asked about cost associated with the delay. Kimberlee shared that more meetings will take place about timeline and any cost associated with it. Thaxter asked about breezeways. These will be done in conjunction with the alleyscape. Can 500W breezeway be finished prior to the alley? Kimberlee agreed that it should be done prior to the alleyscape for pedestrian access. The City and the LDDA are advocating for the businesses. Del Rae continues to meet with the staff and contractor regularly.

b. RPA Space – space sharing continues to be a challenge. Kimberlee asked the board if a wall needs to be built to separate the space or rescind the agreements. Chris stated it is time to reconstruct the lease agreement to allow for tenant space needs and rent flexibility. Joe was in agreement with Chris.

Joe recused himself at 5:15 p.m.

The Board discussed the space and moving the rent to market rate. Per previous discussions, sharing of the space is too difficult.

**Motion:** Chris McGilvray moved to rescind the licensing agreement and lease the space at fair market value; Burbidge Austin seconded the motion. The motion passed unanimously.

Joe came back at 5:25 p.m.

**8. NEW BUSINESS - none**

**9. FINANCE REPORT**

a. Budget 2017 – Kimberlee shared the financial summary and the draft of the proposed budget with changes to some line items as presented in the Board Communication. Kimberlee met with the Historical Society staff about renting their space. She will continue discussions with them.

**10. EXECUTIVE DIRECTOR REPORT**

IEDC training was successful and beneficial to Kimberlee's job moving forward.

a. Event update – concert series has seen growth in attendance and the bigger footprint this year has been very helpful FOM – still working on sponsorships for Saturday; several activities developing for Saturday: 1) Longmont Hospital will sponsor the Amazing Race around the district, 2) The Rotary Club will host Throw Down at Pie Noon, 3) Our Center will host CAN-Do can sculpture interactive event

South Main Station – Jim, Brian and Kimberlee met today and discussed issues. Project is scheduled to be vertical by the end of the year. Burbidge asked if the plans could be displayed at the South End block party.

**11. ITEMS FROM THE STAFF - none**

**12. BOARD MEMBER COMMENTS - none**

**13. ADJOURN – 5:44 p.m.**

Respectfully submitted by:

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**Kimberlee McKee**  
Executive Director, LDDA



**Thaxter Williams**  
Chairperson, LDDA