

**Agenda**  
**Loveland Downtown Development Authority (DDA)**  
**Regular Meeting**  
**Monday, March 12, 2018 – 4:00 PM**  
**LDP | DDA Offices**  
**350 North Cleveland Avenue, Loveland, CO 80537**

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**4:00 pm**

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

**4:05 pm**

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

**4:15 pm**

4. **Approval of Minutes:**

Regular Meeting – February 12, 2018

*“I move to approve (deny) the minutes of the Regular Meeting of February 12, 2018.”*

Special Meeting – March 5, 2018

*“I move to approve (deny) the minutes of the Special Meeting of March 5, 2018.”*

**4:20 pm**

5. **Presentations:**

- Cody Balzer / Paul Ludwick, 4<sup>th</sup> Street LLC - 4th & Garfield Mixed Use (400 N. Garfield)
- Matt Robenalt, Executive Director of the Fort Collins DDA

**4:45 pm**

6. **Discussions:**

- Discussion regarding DDA Board Director Recruitment Process
- Financial Reports – LDP Financial Statements/Statement of Activity by Class; 2018 LDP Budget

**4:50 pm**

7. **Façade Program / Development Project Updates:**

- New Projects
  - A.K.A. Kitchen (414 E. 6<sup>th</sup> Street) – New contract; pending approval by DDA | LDP
  - Miss Daisy's BBQ (129 E. 5<sup>th</sup> Street) – New contract; pending approval by DDA | LDP

- In Process
  - Loveland TapHouse (237 E. 4<sup>th</sup> Street) – Project completed; pending submittal of final documentation
  - Valentine Building (214 E. 4<sup>th</sup> Street) – Contract signed; pending construction
  - The Gresswick (426 N. Lincoln Avenue) – Contract signed; pending construction
  - Hamid Eslan (Black Steer - 436 N. Lincoln Ave.) – Contract signed; pending construction

**8. Action Items:**

Action Item 1: Façade Improvement Agreement (A.K.A. The Kitchen)

A motion to approve the Façade Improvement Application submitted by 6<sup>th</sup> Street Properties, LLC; authorize the Executive Director to negotiate the terms of the Façade Improvement Agreement by and between the Loveland Downtown Partnership (the “LDP”), 6<sup>th</sup> Street Properties, LLC, a Colorado limited liability company (“Owner” or “Applicant”), and the Loveland Downtown Development Authority (the “LDDA”) for the address 414 E. 6<sup>th</sup> Street, Loveland, CO 80537, in an amount not to exceed Twenty-Seven Thousand, Nine Hundred Two Dollars (\$27,902); request the Executive Director submit the Agreement to the LDP for approvals as necessary and reimbursement as required in accordance with the terms of the Agreement; and further, authorize the DDA Chair to sign said Agreement upon LDP approval.

Suggested Motion: *“I move to approve (deny) the Façade Improvement Application submitted by 6<sup>th</sup> Street Properties, LLC; authorize the Executive Director to negotiate the terms of the Façade Improvement Agreement by and between the Loveland Downtown Partnership (the “LDP”), 6<sup>th</sup> Street Properties, LLC, a Colorado limited liability company (“Owner” or “Applicant”), and the Loveland Downtown Development Authority (the “LDDA”) for the address 414 E. 6<sup>th</sup> Street, Loveland, CO 80537, in an amount not to exceed Twenty-Seven Thousand, Nine Hundred Two Dollars (\$27,902); request the Executive Director submit the Agreement to the LDP for approvals as necessary and reimbursement as required in accordance with the terms of the Agreement; and further, authorize the DDA Chair to sign said Agreement upon LDP approval.”*

Action Item 2: Façade Improvement Agreement (Miss Daisy’s BBQ)

A motion to approve the Façade Improvement Application submitted by H3 Ltd.; authorize the Executive Director to negotiate the terms of the Façade Improvement Agreement by and between the Loveland Downtown Partnership (the “LDP”), Edward Schroeder, by Curtis L. Schroeder, power of attorney (“Owner” or “Applicant”), and the Loveland Downtown Development Authority (the “LDDA”) for the address 129 E. 5<sup>th</sup> Street, Loveland, CO 80537, in an amount not to exceed Thirty-One Thousand, Two Hundred Fifty Dollars (\$31,250); request the Executive Director submit the Agreement to the LDP for approvals as necessary and reimbursement as required in accordance with the terms of the Agreement; and further, authorize the DDA Chair to sign said Agreement upon LDP approval.

Suggested Motion: *“I move to approve (deny) the Façade Improvement Application submitted by H3 Ltd.; authorize the Executive Director to negotiate the terms of the Façade Improvement Agreement by and between the Loveland Downtown Partnership (the “LDP”), Edward Schroeder, by Curtis L. Schroeder, power of attorney (“Owner” or “Applicant”), and the Loveland Downtown Development Authority (the “LDDA”) for the address 129 E. 5<sup>th</sup> Street, Loveland, CO 80537, in an amount not to exceed Thirty-One Thousand, Two Hundred Fifty Dollars (\$31,250); request the Executive Director submit the Agreement to the LDP for approvals as necessary and reimbursement as required in accordance with the terms of the Agreement; and further, authorize the DDA Chair to sign said Agreement upon LDP approval.”*

**5:10 pm**

**9. Staff & Executive Director Reports – (Developments, Communication)**

- **Developments Update (Scholl)**
  - The Foundry Project
  - Pulliam Building Renovation
- **Communication / Other (Wedding-Scott)**
  - Heartland Corner
  - City Council | LDP | DDA Strategic Planning Session - July 10, 2018

**5:20 pm**

**10. Other Matters:**

**11. Liaison Reports:**

- Fogle, City Council
- Donnelly, County Commissioner

**12. Agenda Items for Upcoming Meetings:**

**13. Executive Session – Legal / Contract Negotiation / Personnel Matter**

**SUGGESTED MOTION**

*"I move to approve the Loveland Downtown Development Authority move into an executive session for a [personnel] [legal] [contract negotiation] matter."*

**5:30 pm**

**14. Adjourn**

**CALENDAR –**

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

- April 9
- May 14
- June 11
- July 9

**Other Upcoming Events**

- March 21 - LDP – BA New Membership Kick-Off / Sponsored by Guaranty Bank
- March 28 - Alley Lights / Rialto Theater
- April 4-6 - Loveland Start-Up Week
- April 13 - Night on the Town (5 - 9 pm)
- July 10 - City Council | LDP | DDA Strategic Planning Session