

***City Council
Business Retention & Development Committee***

A sub-committee of the Louisville City Council

**Monday, October 5, 2015
8:00 AM – 10:00 AM
Library Meeting Room
951 Spruce Street
(entry on the north side of building)**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of August 31, 2015 Meeting Minutes
- V. Public Comments on Items Not on the Agenda
- VI. Retention Visits
- VII. County Road Bridge Update
- VIII. ED Update
- IX. Reports from committee members –
- X. Discussion Items for Next Meeting: November 2015
- XI. Adjourn

***City Council
Business Retention &
Development Committee
Meeting Minutes***

**August 31, 2015
Library Meeting Room
951 Spruce Street**

CALL TO ORDER –The meeting was called to order by Vice Chair Lathrop at 8:00 AM in the 1st Floor Meeting room at the Louisville Library, 951 Spruce Street, Louisville, Colorado.

ROLL CALL – The following members were present:

Committee Members: Rob Lathrop, Revitalization Commission
 Jeff Lipton, City Council
 Sue Loo, City Council
 Michael Menaker, Alternate Revitalization Commission
 Chris Pritchard, Planning Commission
 Scott Reichenberg, CTC
 Jim Tienken, Downtown Business Association

Staff Present: Malcolm Fleming, City Manager
 Aaron DeJong, Economic Development Director
 Troy Russ, Planning and Building Safety Director
 Penney Bolte, Tax Manager
 Dawn Burgess, Executive Assistant to the City Manager

Others Present: Randy Caranci
 Deb Fahey

APPROVAL OF AGENDA – approved

APPROVAL OF MINUTES: approved

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:
None

2015 Q2 SALES TAX REPORT:

Tax Manager Penney Bolte gave an overview of the 2nd Quarter Tax Report. Quarterly reports are presented to Finance Committee each month. Ms. Bolte reviewed for BRaD the Revenue Summary history in packet. Sales tax revenue is up over 2014.

The City is on track with what was budgeted for 2015. Building Use Tax is low but will be right on track after July numbers are posted. City Sales tax revenue is very stable.

The tax office monitors our neighboring municipalities' sales tax data. Most cities are up together and down together.

When Superior Town Center comes online the existing sales tax area map will need to be revisited. Policy makers, among other things look at where sales taxes are generated.

Numbers show we have trended back up over past years but is flattening to typical 2%, 3%, 4% increases. The City Manager looks at latest numbers for budget purposes. City Manager's Office assumes 3.5% increase per year.

Sales tax vs. residential C.O. should be calibrated by Fiscal Model.

Inflationary costs for staff and CIP projects will result in a constrained budget for 2016-17.

Property tax increase option was discussed.

City Manager Fleming pointed out we make sure we do not use one-time revenue to fund ongoing projects.

Vice Chair Lathrop thanked Ms. Bolte for her presentation.

HISTORIC PRESERVATION MASTER PLAN PRESENTATION:

Planning and Building Safety Director Troy Russ gave a presentation of the Preservation Master Plan. Planning would like feedback from all boards. This was presented to HPC. Deb Fahey was also in attendance at the BRaD meeting to help answer any questions.

Among other things, the Preservation Master Plan:
Protects small town character, creates a sense of place and economic diversity, inspires pride and cultivates tourism.

Vision statement was adopted by Council.

Planning would like feedback: any edits to text on the action plan. How do you believe this tool can benefit BRaD? How can Preservation document be improved?

Deb Fahey said HPC would like to make the process more simple. They want to improve demolition permit process so permits for things such as roofs and windows do not have to go through HPC. They would like to give some administrative power to staff so insignificant repairs can be made without having to go to HPC. They want to make preservation and reinvestment easier.

Discussion began about the perceived negativity the stays on demolition has created with some projects.

Ms. Fahey said the emphasis by HPC is to educate people on process. Planning Director Russ added that they are targeting real estate brokers so they can inform people prior to investment in drawings.

Need to guard against “false fronts” re: the Live Work Ordinance.

Please send any redline comments on the Preservation Master Plan to Troy Russ or Lauren Trice. They are going to a Council Study Session on 9/27.

RETENTION MEETINGS:

Economic Development Director DeJong and Council member Loo visited Spice China. The owner is selling the restaurant to family in Aurora that has 4 other Chinese restaurants. He is retaining the property. The owner said landscaping is problematic. He would like to see something done with Sam’s Club and said the vacancy is affecting business on McCaslin. He would like to see more residential. DeJong told the owner that he can come to Council re: landscaping. Restaurant owners cannot make evening meetings. Council member Loo feels commercial side may be underrepresented in meetings.

Spice China owner said 85% of clientele is local. He hopes that the new Superior residential people will come to Louisville.

DeJong will prepare memo to the owner explaining landscape options.

ECONOMIC DEVELOPMENT UPDATE:

Sam’s Club UR Plan is going to Council for second consideration on 9/1. DeJong encourages everyone to come to meeting on Tuesday.

Planning is very busy. BRaD reviewed picture of Planning work board.

REPORT FROM COMMITTEE MEMBERS:

Director Russ mentioned Walkability audit 9/2/2015 followed up by public meeting.

Bourbon Street is up and running.

The people running the concession at Coal Creek Golf Course will not be doing it next year. City Manager Fleming said the City is looking at options.

Vice Chair Lathrop observed the Murphy's Tap House getting good business from area businesses.

PUBLIC COMMENTS

None

ITEMS FOR THE NEXT AGENDA – AUGUST/SEPTEMBER MEETING:

- Report on County Road Bridge

ADJOURN – The meeting adjourned at 9:08 am

SUBJECT: COUNTY ROAD BRIDGE UPDATE

DATE: OCTOBER 5, 2015

PRESENTED BY: AARON DEJONG, ECONOMIC DEVELOPMENT

Approximate cost for the project is \$3.6 Million, assuming design doesn't change through the CDOT approvals. Cost covered by FHWA/CDOT and CDBG-DR funds. Pending CDOT approvals (still not received), construction will go out to bid this November, with construction beginning 1st quarter 2016. Completion expected in Summer of 2016. We are currently waiting for final environmental clearance so we can complete temporary easement acquisition.

SUBJECT: ECONOMIC DEVELOPMENT UPDATE

DATE: OCTOBER 5, 2015

PRESENTED BY: AARON DEJONG, ECONOMIC DEVELOPMENT

550 S. McCaslin Urban Renewal – The City Council approved the Urban Renewal Plan for 550 S. McCaslin Boulevard. The LRC will begin implementation of the Plan. They first met on September 15 to discuss actions moving forward. The upcoming steps are:

- **Develop and approve a project description**
The project description will summarize a desired project or projects that meet the objectives of the Plan. For a redevelopment project, the LRC, as an initial step, will develop and approve a project description. The project description will summarize a desired project or projects that meet the objectives of the Plan.
- **Issue an RFP to solicit proposals for redevelopment**
An RFP is developed to obtain information from any interested parties including the property owner, interested retailers and/or developers for projects that meet the project description. An RFP would ask for proposals specifying:
 - + Improvements planned for the site
 - + Proposed uses and activities
 - + Time frames for completing the proposed redevelopment actions
 - + Requested City/LRC assistance, if any, such as sales tax rebates
 - + How costs (including potential legal costs) would be financed
- **Negotiate a proposed redevelopment agreement and submit the proposed redevelopment agreement to City Council for approval**
Once a preferred proposal is chosen, a redevelopment agreement among all needed parties will be prepared. Redevelopment agreements may include contractual provisions intended to carry out the community's objectives in adopting the plan. For example, a redevelopment agreement can establish land use restrictions and covenants; set timelines and deadlines for the commencement or completion of a project or project improvements; establish operating requirements for uses; establish arrangements for acquisition and disposition of property in the area, and detail financial agreements for project costs.
- **Use the power to acquire property by purchase through eminent domain as authorized by the Urban Renewal Law to alleviate the qualifying conditions.**

SUBJECT: ECONOMIC DEVELOPMENT UPDATE

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If the LRC decides to acquire and then dispose of property, either through eminent domain or voluntary agreement, City Council approval would be needed under the terms of the Urban Renewal Plan.

Under the Urban Renewal Law, an urban renewal authority is authorized to dispose of real property in an area to private persons only under reasonable competitive bidding procedures determined by the authority. Under these provisions, a request for proposals (RFP), for which public notice by publication is required, is used to solicit proposals for redevelopment from interested persons. The urban renewal authority then considers the redevelopment proposals received and may negotiate with any person for a redevelopment agreement that includes provisions for acquisition and transfer of property. Under these and related provisions, urban renewal authorities have the power to condemn property to remove blighting title conditions and then transfer the property subject to covenants, conditions and restrictions as are in the public interest or necessary to carry out the plan. As noted above, any redevelopment agreement of the LRC is subject to City Council approval.

McCaslin Marketplace

Signature Partners announced two new tenants in 994 Dillon Road, the redevelopment along Dillon and McCaslin. Smashburger and Mad Greens are the first signed leases into the multi-tenant building. Additional leases are in negotiations and more announcements will be coming soon.

DELO Phase II

The subdivision agreement between DELO and the City is complete. Infrastructure for the second phase will begin soon. NAI Shames Makovsky has been engaged to market the commercial building.

DELO Plaza

Tebo Properties will soon submit for building permit on their 25,000 sf retail project at South Street and Highway 42.

1501 Empire Road Lease

City and Human Movement are wrapping up the lease for 1501 Empire Road, the former City Shops building. Human Movement will be taking a long-term lease for the entire property, encompassing 20,000 sf of leasable area over 3.6 acres.

Property Closings

ED Staff is working on several property closings this last month. The Grain Elevator, Tebo parking lot, and the Lucky Pie Sale are all slated for October closings.