

Niwot Local Improvement District Advisory Committee

Tuesday, April 3, 2018
Mt. View Fire and Rescue Station
8500 Niwot Road
Niwot, CO

Present: Laura Skaggs, Carrie Wise, Scott Firlle, Bruce Rabeler, Anne Postle, Jim Eastman, Jay Champion, Biff Warren, Harris Faberman

Guests: Jason Champion, Kathy Koehler, Jocelyn Rowley

Staff: Mark Ruzzin

Call to Order:

Laura called the meeting to order at 7:00 p.m.

With three new board members starting their service on the LID Advisory Committee, the board took some time to get to know one another.

Approval of March 2018 Meeting Minutes:

Regarding the funding request from the NBA for banners, Harris asked for the minutes to be amended to more clearly state that the board added an additional \$200 to the request, bringing the total to \$2,200.

ACTION: On a motion from Biff, second by Carrie, the board voted unanimously to approve the March 6, 2018 meeting minutes, as amended.

Treasurer's Report:

The board reviewed the March 2018 Treasurer's Report. Harris pointed out that the annual LID budget is \$133,000, which is typically about 80% of the LID's annual sales tax collections. In 2017 the LID collected about \$180,000. If the board would like to spend more than the annual budget amount, it can ask for supplemental funding, a request that needs to be approved by the county commissioners. LID expenditures are spread across three categories: infrastructure, marketing, and economic development. Funding requests approved by the board are reimbursed back to the requesting entities after they have completed their projects.

In 2018 to date, the LID has approved about \$74,000 in funding requests, with nearly \$59,000 remaining to be spent for the rest of the year. In addition to spending the annual budget, the LID maintains a funding reserve. Currently there is over \$60,000 in the reserve, which will grow by about \$50,000 if current revenue collection and expenditure forecasts hold for the rest of 2018. The LID has established a goal of maintaining a reserve of at least \$60,000, though it does have the ability to spend the reserve down below that amount.

The board discussed its role as "funders," not "doers." This helps describe the specific role that the LID plays in contributing to the Niwot community.

The board spent some time discussing the budget setting process with the county commissioners and the role the LID board plays in setting the LID's annual budget.

The board reviewed the sales tax collection chart and discussed the role the state plays in collecting and tracking the sales tax collections of the LID. The board discussed the history of the LID sales tax, the bonds that were first established for infrastructure improvements, and other details of the LID sales tax, including the legislative changes to the LID statutes that have been made over the years.

Funding Requests:

1. Niwot Business Association – Niwot Community Association Bench – \$500

Kathy Koehler presented the funding request. When the Community Corner project was proposed, no funding was included for securing the NCA bench that is being incorporated into the project. The proposal is to secure the bench to flagstone-type rock to address safety and liability concerns. Fusion designed and built the bench, at a cost of \$2,500; the bench matches the other benches sprinkled throughout Old Town.

ACTION: On a motion from Jim, seconded by Anne, the board voted unanimously to APPROVE the funding request of \$500.

New Business:

- The board discussed the suggestion to amend the LID's by-laws to be clear that board membership terms do not expire until any replacement members are appointed. Biff suggested looking at the by-laws to bring clarity to this issue as well as calling out the county policy that board and commission members are limited to serving two consecutive terms. This can be a summer project for the LID and staff.
- Laura asked a question about when the board elects its leadership. Biff suggested that this is typically done in the spring. Mark will look to previous meeting minutes to get guidance.

Old Business:

- Jim mentioned that with realignment of the LoBo Trail, there is an opportunity to add signage to the trail to direct people to Old Town retail services. Jim volunteered to be the "doer" for this project. Mark will connect Jim with county transportation staff to move this conversation forward.
- Scott mentioned expanding this idea to include adding Old Town to county Parks and Open Space trail and bike maps.
- Anne mentioned that the Why Not Niwot? juried art competition begins later in April and encouraged board members to attend and spread the word about the event.
- Mark mentioned that the board should consider starting the process for completing the bi-annual parking utilization study soon.

Public Comment:

No members of the public were present for public comment.

The meeting was adjourned at 8:10 p.m.