

Niwot LID Advisory Committee Meeting Minutes

January 7, 2020

Mountain View Fire & Rescue Station
8500 Niwot Road, Niwot, CO

The meeting was called to order at approximately 7:00 pm.

Members Present: Laura Skaggs, Anne Postle, Lisa Rivard, Cornelia Sawle, Mary Coonce, Bruce Rabeler, Scott Firle, Jim Eastman, Biff Warren

Guests: Jocelyn Rowley, Tony Santelli, Chuck Klueber

Staff: Mark Ruzzin, Commissioners' Office

Approval of Minutes:

The board considered the minutes of the December 3, 2019 meeting.

ACTION: Jim moved to approve the minutes of the December 3, 2019 meeting, as corrected; Anne seconded the motion and it passed unanimously, with Biff abstaining. Bruce corrected a portion of the minutes from the December Treasurer's Report, to be clear that revenue collections in the retail and dining/accommodations sectors are remaining steady as the largest two sectors, but retail collections are growing while dining/accommodations collections are declining; and clarified a reference in the minutes to the LID's total spending in previous years. In response to a question asked at the December meeting, Mark reported to the committee that the money in the LID's fund balance, or reserve, does earn interest, on the order 1.5-2% per year, which is then returned to the fund balance.

Treasurer's Report:

Mark reported out on the LID's reserve, or fund balance. At the end of 2018 the LID's reserve was just under \$178,000. In early 2019 about \$30-35,000 in additional 2018 expenses were reimbursed against the 2018 reserve, meaning that the actual reserve beginning in January 2019 was about \$143,000.

With the improvements that have been made in processing reimbursement requests, the LID will be on track to get a firm 2019 reserve number in April 2020, as all reimbursement requests will have been processed and the December 2019 revenue report will have been received; these are the data points that determine the LID's reserve.

Bruce reminded the committee that the 2020 budget has been set at 80% of 2018 total revenue collections, or \$149,313. Bruce noted that the LID's revenues through October 2019 were running about 7.8% above 2018 year-to-date. Bruce walked through the spreadsheets he prepared for the meeting, providing detail on 2019 funding requests approvals. He also provided the committee with detail on expected 2020 funding requests, to help inform 2020 decision making.

Final 2019 reimbursement requests are being processed, with about \$22,000 of the \$140,000 in approved requests remaining to be reimbursed.

The committee spent some time discussing the funding request buckets. Bruce noted that the Treasurer’s Report includes the funding amounts that were approved in the last 2 years for the requests that the committee will be considering later in the meeting.

Funding Requests:

1. Niwot Cultural Arts Association – Let’s Wine About Winter – \$2,453.61

Anne presented the funding request on behalf of the NCCA. The request amount is the same amount that the NCAA has requested the past two years. While event costs have gone up some over the past two years, LWAW does raise money for the NCAA, which is directed towards maintenance costs for Whistlestop Park and Children’s Park.

Anne provided some detail on ticket costs for the event. Ticket prices have been raised to \$30 for advance purchase tickets, and \$35 as you get closer to the event date.

ACTION: On a motion from Jim, seconded by Mary, the committee voted unanimously to APPROVE the funding request for \$2,453.61.

2. Niwot Cultural Arts Association – Why Not Niwot? – \$1,747.00

Anne presented the funding request on behalf of the NCCA. As with Let’s Wine About Winter, the request amount is the same amount that the NCAA has requested the past two years. And like LWAW, the event is designed to bring people to Niwot’s shops and businesses.

Anne described the “scavenger hunt” aspect of the event and the role that art plays in supporting the community.

ACTION: On a motion from Scott, seconded by Jim, the committee voted unanimously to APPROVE the funding request for \$1,747.00.

3. Niwot Business Association – 2020 Snow Removal – \$1,800.00

Chuck Klueber presented the funding request on behalf of the NBA. This the first of four ongoing annual requests that the NBA makes to the LID, all for basic maintenance-oriented needs. All four requests are being submitted at the same funding levels as 2019.

The first request is to cover costs for snow removal for 2020. The NBA has hired Niwot Feed to do the work. The request will cover plowing for 12 storms.

ACTION: On a motion from Scott, seconded by Cornelia, the committee voted unanimously to APPROVE the funding request for \$1,800.00.

4. Niwot Business Association – 2020 Tree Maintenance – \$2,000.00

Chuck presented the funding request on behalf of the NBA. This request will cover maintenance of the Second Avenue trees and the “Christmas tree” at 79th Street and Niwot Road. Taddiken Tree has submitted this proposal at the same cost as 2019. The program will be generally speaking the same as 2019, with some special attention being paid to the Christmas tree. The committee talked in some detail about the treatment program, the needs of the Christmas tree, and other aspects of the tree care regimen.

ACTION: On a motion from Mary, seconded by Jim, the committee voted unanimously to APPROVE the funding request for \$2,000.00.

5. Niwot Business Association – 2020 Maintenance and Repairs – \$3,500.00

Chuck presented the funding request on behalf of the NBA. This funding stream is to cover expenditures to maintain LID infrastructure. For example, this item funds the annual weatherproofing of the tree carvings.

ACTION: On a motion from Anne, seconded by Biff, the committee voted unanimously to APPROVE the funding request for \$3,500.00.

6. Niwot Business Association – 2020 Electric Utilities – \$1,900.00

Chuck presented the funding request on behalf of the NBA. This funding stream is to cover the electricity expenses for Second Avenue and Community Corner lighting.

ACTION: On a motion from Mary, seconded by Cornelia, the committee voted unanimously to APPROVE the funding request for \$1,900.00.

7. Niwot Business Association – Connectivity Project, Phase 2 – \$4,625.00

Chuck presented the funding request on behalf of the NBA. Chuck directed the committee to the two maps that have been included in the funding request. The project will fund installation of additional landscaping to the west of the existing Community Corner landscaping, in anticipation of the installation of additional sculptures. Outdoor Craftsmen will be completing the work, as they did with Phase 1. Phase 2 will provide space for 4 new sculptures in the landscaped area. In addition to the \$4,625 being solicited from the LID, the Cottonwood Park West HOA and the NBA will be contributing \$1,500 apiece, and the NBA has applied for an Economic Development Grant from Boulder County and hopes to apply \$2,000 of that grant to this project.

The committee spent some time discussing various aspects of the Phase 2 design, including the trees and shrubs that will be included in the project. Chuck noted that the HOA is responsible for the watering of the landscaping, and has been excellent to work with on this project. Biff expressed his appreciation for the great work that has been done on the part of the Art Committee and HOA in support of the project.

ACTION: On a motion from Anne, seconded by Biff, the committee voted unanimously to APPROVE the funding request for \$4,625.00.

New/Old Business:

Anne read a letter to the County Commissioners and Land Use Director Dale Case announcing her resignation from the advisory committee. Anne and the committee discussed her contributions to the committee and the Niwot community. There was discussion regarding the steps that the NBA will be taking to appoint a new member to the advisory committee.

Tony noted that this is his last month of service as the NBA president. He thanked the advisory committee members for their work and leadership over the years in support of the Niwot business community and the Niwot community at large. Advisory committee members thanked Tony for his words and for his service both on the committee and through the NBA.

Laura raised the issue of the introductory statement to the Niwot Vision 2029, which the committee agreed in December to adopt as an addendum to its strategic plan. Laura described the process that she and Anne used to draft the statement. The committee agreed to include the statement

ACTION: On a motion from Biff, seconded by Jim, the committee voted unanimously to APPROVE the inclusion of the introductory statement with the Vision 2029 plan in the LID Strategic Plan as presented, and to have the document posted to the committee's webpage.

Public Comment:

There was no public comment, and the meeting was adjourned at approximately 8:10 p.m.