

Niwot Local Improvement District Advisory Committee

MEETING MINUTES

Tuesday, April 5, 2022

Niwot Inn/Virtual Meeting

Present: Scott Firle, Eric Bergeson, Heidi Storz, Mary Coonce, Lisa Rivard, Keith Waters, Jeff Knight

Guests: Deb Fowler, Biff Warren

Staff: Mark Ruzzin

Call to Order:

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

Approval of Meeting Minutes:

The advisory committee considered the March 1, 2022 meeting minutes:

ACTION: On a motion from Mary, seconded by Eric, the committee voted unanimously to approve the March 1, 2022 meeting minutes, as presented.

Treasurer's Report:

Mark provided a short Treasurer's Report in Bruce's absence. Mark noted that the January 2022 revenue report showed collections of \$18,523, a nearly 20% increase over January 2021 collections. The committee spent time discussing the revenues from the Manufacturing sector. Mark thanked Mary and the NBA for submitting reimbursement requests in the last week, totaling about \$16,000. Mark pointed out for the committee that the LID's reserve grew by nearly \$78,000 in 2021. The committee discussed the committee's reserve policy of keeping at least \$60,000 in reserve, and whether this amount should be adjusted given that it was set back in 2008 when LID revenues were much lower.

The committee briefly discussed the final expenses related to the Murray Street parking lot, including the grants received from Xcel Energy and the Regional Air Quality Council.

Funding Requests:

The advisory committee considered the following funding requests:

1. Niwot Cultural Arts Association: First Friday Art Walks - \$2,625.00

Biff Warren presented the funding request on behalf of the NCAA. Biff noted that this traditional event was interrupted by the pandemic, and is back after a brief hiatus. As part of the event, the NCAA is working to raise \$25,000 to purchase a sculpture that is currently displayed in the Sculpture Park, and which was created by Ukrainian artist Egor Zigura. The first event was held on April 1, and raised nearly \$2,300 towards the purchase of the sculpture. Biff outlined the expenses associated with the event, and noted that the funding request is just \$300 more than the request for the 2019 series of \$2,400. The NCAA intends to host the event on the first Friday of the month through October, with most of the request going towards advertising and music expenses.

The committee discussed the circumstances facing Egor Zigura and the fundraising effort associated with purchasing the sculpture.

ACTION: Eric moved, seconded by Keith, to approve the funding request for \$2,625.00. **The advisory committee unanimously APPROVED the motion.**

2. Niwot Business Association: Around the World Day - \$4,000.00

Deb Fowler presented the funding request on behalf of the NBA. This is the second year of the event. Deb noted that interest in the event has grown dramatically – in 2021, ten businesses participated, and this year, over 30 will be participating. With this interest comes increased costs for hosting the event; the 2022 request is for \$4000, while the 2021 request was for \$2,000. There will be additional entertainment this year, with musicians and other entertainment being spread throughout the day in an effort to extend the event a bit later into the afternoon. The event will be advertised through the Left Hand Valley Courier as well as social media.

Deb explained that there will be two fundraising efforts associated with the event, one to benefit victims of the war in the Ukraine and a second to benefit victims of the Marshall Fire.

The committee spent some time discussing the appeal of the event, the success of the 2021 event, and its family-friendly focus. Deb discussed the efforts she took to recruit businesses for the event.

ACTION: Mary moved, seconded by Jeff, to approve the funding request for \$4,000.00. **The advisory committee unanimously APPROVED the motion.**

New Business:

Mary and Eric led the committee through a review of the NBA's 2022 budget. Mary and Eric explained the NBA's approach to annual budgeting, how the NBA's budget aligns with and supports the funding requests that are submitted to the LID, how the budget supports the NBA members with revenues raised through member dues, and other issues.

New to the 2022 budget is a "Special Projects" line item of \$25,000, which is a placeholder for project ideas that have been discussed in past years but, for whatever reason, have not been submitted to the NLIDAC for consideration. Given the health of the LID's fund balance and its continued robust revenue collections, this line item is meant to capture one-time, relatively inexpensive projects that become ripe during the year. It is contemplated that these projects would cost less than \$5,000 per project.

The committee spent some time discussing the NBA's operating budget, its revenues sources, the joint partnership with the NCAA to organize Rock and Rails, and other aspects of the NBA's budget and services. It was noted that the annual NBA budget is about \$55,000. The NBA contributes \$500 to each event that is supported by the LID, and will be spending money in 2022 on a redesign of the niwot.com website. The NBA's current reserve is about \$60,000.

The committee spent time discussing the 2012 Transportation and Connectivity Plan. Biff and Mark provided some context on how the plan was developed. Mark noted that the plan was a joint initiative between the LID and the county Transportation Department. Heidi proposed that the plan be updated and the LID can then proactively identify champions to take on individual projects that are identified in the plan. Heidi suggested that the LID consider hiring a firm to complete a high-level update to the plan. The committee agreed to review the 2012 Transportation and Connectivity Plan at the May meeting.

Old Business:

Strategic Planning Discussion:

The committee discussed the importance of the Strategic Plan and its role as being proactive stewards of the LID sales tax revenues, in collaboration with the community.

The committee agreed that the Strategic Plan should be utilized as a tool for guiding the committee's work. Scott suggested that the committee consider a standing meeting agenda item that could include an update on the activities and strategies that are being taken to implement the plan.

In respect to connectivity projects, Eric suggested that the committee could take a “Request for Proposals” approach to identifying champions and concrete proposals for completing projects.

The committee spent some time discussing the flexibility it has in respect to investing LID tax revenues in projects that improve private property. Biff provided some historical context for projects that have been constructed on private property, and the need for an easement or some kind of dedication to the county to ensure that the public can always access the investment. In short, while improvement projects on private property may require some additional steps to complete, it is possible for the LID to invest in these kinds of projects.

Eric provided a short report on a recent meeting held by the Niwot Future League to discuss the Second Avenue alley. Eric discussed the NFL’s interest in meeting individually with the commissioners to show them the alley, and then to identify possible changes to the code that will reduce the barrier to development that the current code is creating.

Public Comment:

No members of the public spoke during public comment.

Adjournment:

The meeting was adjourned at approximately 9:00 p.m.