

MINUTES

Board of Directors Meeting Minutes

Littleton Downtown Development Authority

Wednesday, April 15th, 2026 at 4:00pm

Arapahoe Community College, Conference Room (M1950)

5900 S Santa Fe Drive, Littleton, CO 80120

Minutes

1. Call to Order and Roll Call

The meeting was called to order at 4:03pm

Roll Call

Members Present: 9

Vice Chair Rob Stieg (virtual), Secretary Catharina Hughey, Treasurer Bryan Morrow, Members Cheryl Calhoun, Krista Falkenstine, John Matthews, Eric Hyatt, Tom Barenberg, and Council Member Merrill Stillwell.

**Council Member Stillwell is a non-voting member unless needed to break a tie*

Members Absent: 1

Chair Ruth Graham (excused)

Staff:

Jenny Starkey, Executive Director; Danni Westblade, Administrative Assistant, Lisa Mayers, Legal Counsel; Troy Bernberg, Financial Advisor

Guests:

Tami Bertelsen and students, Arapahoe Community College
Interim Chief Gene Enley, Corporal Luke Bishard and Sergeant Dimitric, Littleton PD
Joshua Breedlove, P.E. Resident Engineer, CDOT

Linda Linda Lengyel and Nelda Green, CSG (virtual)

2. Public Comment

Pam Chadbourne, resident: Pam commented that the quarterly crime and safety and traffic reports are of huge interest to the community and other city boards and commissions should also consider these reports. As most accidents tend to be off Santa Fe, Pam would like to see the LDDA take an interest in this and for city staff to integrate the transportation planning around this. Pam also feels that noise and lighting in residential areas can be managed better to ensure safety in our community.

3. Consideration of Minutes

The meeting minutes for March 18, 2026 were considered. A motion for approval was made by Treasurer Bryan Morrow and seconded by Member Krista Falkenstine. The approval of meeting minutes, as presented, passed unanimously.

4. Conflict of Interest Disclosures

None

5. Presentations

- a. Crime and Safety Report - Interim Chief Gene Enley, Corporal Luke Bishard and Sergeant Dimitric, Littleton PD; Joshua Breedlove, P.E. Resident Engineer, CDOT **

Corporal Bishard shared the Quarterly Crime and Safety Report which showed nothing of importance to note. Disturbances are down by 22, likely because college kids are back at school whereas they were home over holidays in the prior period. Spring is a slow period and numbers will likely increase in summer when the weather is warmer.

Sergeant Dimitric shared some traffic accident data from the fourth quarter of 2025. Last year, there were a total of 712 accidents and the top intersection for accidents is Santa Fe and Mineral with 37 total and then Santa Fe and Bowles with 26. There were three fatalities last year. The majority of accidents are caused by people running red lights or by distracted drivers. The board asked if there were measures in place to prevent these accidents and LPD does try to enforce these intersections with designated officers sitting in those areas with a goal of slowing drivers down before they approach the intersection. Additionally, the new "Quad Road" configuration

at Santa Fe and Mineral's goal is to reduce the number of accidents by reducing the number of left turns.

Joshua Breedlove from CDOT discussed 2027 safety projects that will require funding from the City to move forward. Potential projects include reconfiguring the islands at Church and Santa Fe and adding a third lane with striping between Church and Bowles; taking away the northbound right turn at Crestline and the southbound left turn at Crestline (major collision areas).

The City of Littleton and CDOT have a great relationship with monthly progress meetings. If CDOT has a project in Littleton, they typically invite locals to their scoping meeting to discuss improvements that can be made. Whenever there's a project, the locals are invited to come help. The board wondered if CDOT's projects are generated internally or from suggestions from the city and its mixed - CDOT's analysis is always considering areas with the worst accident and fatality numbers but sometimes local agencies are running a project and CDOT will oversee their roadways.

Interim Chief Enley appreciates that the LDDA board is receiving regular crime and safety updates from the experts and bringing it back to the local businesses. Businesses should call LPD if they feel something is wrong or if they are unhappy with something that is going on. Their team wants to ensure they are doing everything they can to make the city safe.

The job posting for the next Police Chief will be open for 30 days and includes a testing process. Interim Chief Enley will put in for the permanent position, he has been a Littleton police officer for 28 years and raised his family here. City Council will make the final decision.

- b. Littleton Merchant Association Updates - Tiffany Sigler, Chair, and Amber Hamman, Board Member

Tiffany Sigler, owner of Juniperseed Mercantile is also the President of Littleton Merchants Association (LMA) and spoke about the changes their organization has seen since she started. Previously known as Historic Downtown Littleton Merchants (HDLM), for many years, it was the only organization in Littleton. Now that the LDDA and the Littleton Business Chamber exist, LMA has crystallized their role as a membership organization for small businesses interested in helping Downtown Littleton thrive. LMA is

focused on delivering clear, meaningful value to its members through stronger collaboration, better support, and programs that directly help businesses thrive through shared marketing and social media collaboration. Since the Downtown Littleton Block Party serves a much greater purpose than just the membership base, it was appropriate to step away from that event.

There are 7 people on the LMA board and they have roughly 50 members and are looking to grow since implementing more clear benefits and a straightforward invoicing system.

Amber Hamman, owner of Kate's Wine Bar, is also a member of the LMA board and shared a new event that the LMA is bringing to downtown that won't require street closures or parking limitations called Downtown Littleton Wine Walks. This event will increase downtown foot traffic and drive people to the shops. This is a ticketed event from 4:30-7:30 on the final Friday of each month from May through September. Ticket holders receive a wristband with 10 tasting tabs, a wine glass, and map. At participating businesses, they will receive 1 oz tasting pours. Only businesses without a liquor license can participate; the bars and restaurants are leaning on this event to drive foot traffic downtown. LMA is taking on most of the responsibilities including selling the tickets, providing the wine, and marketing the event.

6. Monthly Operating Statement, Cash Position, Revenue Schedules, and Disbursements **

- i. Motion to accept the monthly reports and approve and ratify the disbursements.

Cleaning services in March and April were misclassified as G&A and this will be corrected. Jenny shared that spending for the Block Party will ramp up next month. Snow removal expenses are under what was estimated but money can still be spent in November and December of 2026. The budget can be altered as needed and the board could consider increasing Clean & Maintenance services from every other week to every week.

Vice Chair Rob Stieg asked about the \$75,000 in the budget for the flower program. The city has told Jenny that they increased their budget and replaced their pots and do not currently need additional resources for the flowers. After the Block Party event is over, the LDDA

will work with Public Works to determine how best to deploy the funds to make a difference without contradicting the city's allocation.

The monthly financials through April 10, 2026 were considered. A motion for approval was made by Member Eric Hyatt and seconded by Member Cheryl Calhoun. The approval and ratification of monthly financials, as presented, passed unanimously.

7. Old Business

a. Monthly Updates

i. Committees

1. Block Party

The deadline for sponsors to be included in the poster is April 20, 2026. The Littleton City Lifestyle will feature an ad for the Block Party as an in-kind sponsorship. The call for volunteers is live and bands will be announced next week.

2. Public Art

Staff released the submission form for local artists. The public art committee chose three artists to submit renderings, and ultimately chose an artist after final renderings were reviewed and ranked. The winning artist is a local artist who has recently completed a mural in Littleton. The building is prepped and primed and the artist will do a walk-through next week with work beginning in the next 4-6 weeks.

The LDDA submitted an arts & culture grant application for \$20,000 through the city again this year. The goal for 2027 is to utilize some of the 2026 funds with 2027 funds to look at a community mural project along Littles Creek Trail as well as evaluate sculpture projects.

3. Investment Opportunity Committee

a. [AV Tracker](#) - Troy Bernberg

The LDDA's Investment Opportunity Committee (IOC) had its second meeting last week with Members Eric Hyatt and Tom Barenberg in attendance. There was a conversation around the purpose of the committee and the future of its meetings. The LDDA's Financial Advisor,

Troy Bernberg shared a worksheet that tracks the LDDA's assessed (taxable) value which is made up of base and increment financing.

Troy would like to see more increment and the IOC can explore thoughtful ways of how to increase that number which is predominantly derived from new construction. As of the 2025 report from the county assessor's office, increment valuation is about 5% of total assessed value and ultimately this needs to grow and eventually represent a larger percentage of the total assessed value. The IOC is putting together a structure and purpose to be as thoughtful and useful as possible to execute on DDA's plan of development.

Troy reminded the board that increment valuation does come from new construction but another positive event is when a property goes from tax exempt to taxable which is what the DDA experienced in 2025 with a tax exempt property that was sold to a taxable owner. The board asked if Troy could put together a map of parcels that are currently tax-exempt.

If the board were to consider increasing boundaries, it would be important to consider properties that are not yet built out and that the LDDA can play a development role with the use of incentives. The process to increase DDA boundaries is largely administrative and a property owner would need to put in a request for inclusion that goes to the city for consideration.

The committee does not currently have a goal to expand boundaries but instead plans to look at opportunities to increase incremental financing within the existing boundaries. At next month's meeting, the committee will discuss what's already in the district and how to talk to potential developers.

Member Eric Hyatt shared that the committee discussed adding Treasurer Bryan Morrow to the committee because of his passion and knowledge on the topic and Bryan agreed to join the monthly IOC meetings.

ii. Clean, Maintenance and Snow Reports **

1. [Monthly Report \(As of April 7, 2026\)](#)

Linda shared a summary of year-to-date services including snow and cleaning/maintenance. In late March there was a lot of debris leftover from the winter.

Member Cheryl Calhoun suggested that the DDA could do a light cleaning if it's been a certain number of weeks since snow removal. There was one snow removal in February that was not billed and CSG considered a complimentary service when snow was in the forecast and they sent a supervisor down to get eyes on pavement and take a few photos but there was no snow to remove.

8. New Business

- a. N/A

9. LDDA Director Update

- a. The board has discussed the idea of an Entertainment District previously and DDA staff was not confident that businesses in the district were in support of this idea without all the information. On April 29th, the DDA will be hosting a joint Entertainment District and Liquor Permitting Roundtable with the City at Town Hall Arts from 9-10:30am. Specific outreach was made to ensure all liquor permit holders attend and there will be a high-level overview of what liquor permitting currently means, different options available and what that means for DDA and local businesses. Representatives from the city and the state will attend and the LDDA hopes to get the answers needed to move forward either way. Informational meetings have been well attended this year and conversations have resulted in positive outcomes.

- b. Website RFP

The DDA received 19 RFP responses for a new website and narrowed those down to four finalists. The highest ranked companies had demonstrated experience working with special districts. Final interviews will take place this week and following a committee debrief, the final contract will require the

board's approval at next month's May meeting based on the DDA's procurement policy.

The board had questions about the status of Project Downtown but City staff did not have any updates to share. Councilmember Stillwell shared that as soon as the RFPs are awarded to the owners representative, architect and contractor, there will likely be more movement.

10. City of Littleton Update

City Councilmember Merrill Stillwell shared that City Council recently had a long discussion about economic incentives as Peyton Manning and his team presented a concept at Mineral and Santa Fe for which they've requested a public/private partnership. It would be an exciting project in that part of town and a relevant conversation when it comes to incentivizing developers looking at key sites in Downtown Littleton. The discussion will continue about the level of engagement the city wants to take and this project could set a lot of precedents.

11. Board Member's Additional Input

The board asked if the board should consider writing a letter to City Council in support of LPD Interim Chief Enley becoming the next LPD Chief but Legal Counsel, Lisa Mayers suggested this would be better coming from individual board members as the LDDA is a bipartisan entity.

The board was reminded of the next LDDA Community Networking Happy Hour coming up at Grande Station on April 28th, open for anyone in the district.

12. Adjournment

5:56pm

13. Calendar: Upcoming Meetings

- a. April 28, 2026: LDDA Spring Community Happy Hour, 4:00-5:30 PM, Grande Station
- b. May 20, 2026: LDDA Board Meeting, 4:00-6:00 PM, ACC Conference Room M1950