

MINUTES

Board of Directors Meeting Minutes

Littleton Downtown Development Authority

Wednesday, June 17th, 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 4:00pm

Roll Call

Members Present: 9

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

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

Members Absent: 1

Member Eric Hyatt

Staff:

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

Guests:

Kathleen Osher, Deputy City Manager

2. Public Comment

Pam Chadbourne, resident: Pam complimented the success of the Block party and the fireworks show but did suggest a drone show might make more sense next year with the 4th of July only a few weeks away. Pam also shared an article in the The Colorado Sun that references the Denver DDA and economic incentives that were recently used to fund an office building converted to residential. She wondered if there were opportunities for the LDDA to incentivize development in Downtown Littleton and encouraged residential redevelopment specifically.

Greg Sherman, resident, property and business owner - Greg introduced himself and announced to the board that it was Krista Falkenstine's birthday.

3. Consideration of Minutes

The meeting minutes for May 20, 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. None

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

Jenny reported that the LDDA is right where expected per the budget and a large number of Block Party expenses are still rolling in. All expenses related to the mural have been spent.

- i. Motion to accept the monthly reports and approve and ratify the disbursements. The monthly financials through June 9, 2026 were considered. A motion for approval was made by Vice Chair Rob Stieg and seconded by Member Krista Falkenstine. The approval and ratification of monthly financials, as presented, passed unanimously.

7. Old Business

a. Monthly Updates

i. Committees

1. Block Party

a. Initial event debrief

Chair Ruth Graham showed the board what volunteers received when they checked in at the event and shared

that she felt it was really well organized and thoughtful. Jenny shared that the initial response has been great and that the DDA couldn't have asked for a better producer than Sigler Strategies. Initial income from sponsors, vendors and beverages sales as well as expense numbers were shared. Beverage sales of roughly \$67,000 were almost double last year's beverages sales of \$38,000 (likely because of the efficiencies that were put in place to sell the beer with more volunteers, no tickets, etc.).

The LDDA programmed seven blocks of Downtown plus Bega Park, 91 volunteers (that does not include the beer tent volunteers that served beer through organizations like Elks, Rotary, etc), 35 sponsors, 7 bands, and 136 vendors (32 were food vendors). When [Placer.AI](#) attendance data comes in from the city, the board will receive communication from Jenny.

There have been some comments about the fireworks which have been addressed. Jenny sees the value in increasing sponsorship levels next year while maintaining the popular lower "Neighborhood" level for inclusivity.

Highlights from the event included the new Family Zone located in Bega Park. This was the first time that the LDDA had activated Bega Park and it was beyond any expectations with bikes, strollers, and many families.

Council Member Merrill Stillwell volunteered as a liaison between the emergency services and heard them say that this was the best event they've had as far as security and communications was concerned and they were very impressed. This was possible because of Stacey Sigler's background in safety management and multiple conversations between the event producer, Jenny, and LPD and South Metro Fire. LPD was impressed with the marketing, based on the large crowds.

There was also positive feedback around how family-oriented the event was and the diversity of the music. A topic for the board to discuss at next month's meeting will be how to manage the event next year as it grows and whether the geography needs to be expanded to side streets.

2. Public Art **

a. Initial mural installation debrief

A press release for the completed mural kicked off this week and Jenny shared a clip from 9 News. The mural has been extremely well received. The city shared [Placer.AI](#) pedestrian numbers for the mural location and Jenny will send this to the board with an executive summary. The budget was also presented with \$26,850 coming in from 2025 and 2026 Arts & Culture grants from the city and 15% down from the property owner and roughly \$24,400 spent on the project. The DDA has already applied for a 2027 Arts & Culture grant and the board will be kept apprised. There has been a lot of interest in Downtown Littleton's public art since the mural work began from other property owners and the committee will continue discussions around a rotating sculpture program as well as a community mural project over the next few months. There are many opportunities to receive more funding to be invested back into the community but the DDA wants to ensure it can define what "public art" means for the community. Public Art opportunities will be added to the annual sponsorship package that is currently in development.

3. Investment Opportunity Committee

The committee did not meet in May but will have a report after the July meeting. Troy responded to Pam Chadbourne's public comments from earlier in the meeting that yes, the DDA is having conversations about economic incentives. Jenny and Troy have been working on deliverables and hope to have a comprehensive update at the next meeting.

ii. Clean, Maintenance and Snow Reports **

1. Monthly Report (As of June 12, 2026)

Immediately following the Block Party, CSG was out cleaning the streets and did a thorough comprehensive cleaning the day after which will be reflected in next month's report.

2. Additional PROW maintenance services proposal

During their maintenance work in May, CSG was asked to identify opportunities in the public right of way that could be enhanced. Their list was submitted to the city's Public Works team to ensure no efforts would be duplicated. Diana Kamenel Trettin, Ground Manager, responded to each item:

- Painting of light poles is not authorized by the city or the DDA as they are owned by Xcel Energy. The board thought it would be useful to look into who in the city has a copy of the lease to determine who is in charge of the light poles and sternbergs.
- The city did give the DDA permission to clean the trashcans and benches and some board members would like to add another can on the corner of Nevada where it overflows each week with ice cream cups.
- The DDA will manage their connections with SSPRD to ensure Bega Park gets a thorough cleaning.
- The city will address various concrete repairs that were documented and has asked that the LDDA does not address this work.
- With Project Downtown on the horizon and things like trashcans and benches being replaced in the next 2-3 years, the city will not focus on this type of work but Executive Director Jenny Starkey believes that the LDDA has a duty to take care of this infrastructure in the short term.
- The board had questions about the benches and wondered if they could become pieces of public art and auctioned off once Project Downtown was complete. Jenny will work with CSG and Member Krista Falkenstine to see what the DDA can do to get creative.

8. New Business

a. 2026 Holiday Planning Update and tree program **

Holiday trees will move forward for a third year with the same budget as the last two years. Sponsorship opportunities will likely be the same as the previous years as they have trended evenly year over year.

9. LDDA Director Update

a. Website Project

DDA staff will be kicking off the website project with Geocentric next week and will have more information in July. All contracts have been approved and the deposit will be invoiced next week. DDA is concurrently hiring a photographer and videographer to capture the district and incorporate into the new website as well.

10. City of Littleton Update

Council Member Merrill Stillwell shared updates. Council will consider a new noise ordinance this fall as the current one is outdated. They are working to simplify it and make a reasonable ordinance, specifically for Littleton Boulevard.

Council also voted on the Peyton Manning incentive package called 1st Street Farms which passed. The City will participate in a \$2 million forgivable loan and will waive all permitting fees and impact fees associated with the project. The timeline states that they have to be open within 2-3 years. The Peyton Manning team has already started work on this restaurant/event/football field space and everyone wants them to be a big success. This project is something the DDA's Investment Opportunity Committee will consider as an example and city staff is now able and available to have conversations such as these regarding incentive packages and P3 partnerships.

The board asked Kathleen for a status update on Project Downtown. A team is in place and they are going through the chartering process to get set up. Kathleen hopes to have a meaningful update soon but as they set up for the design process and parking curbside management, things are moving slowly. The City will lean on the DDA a lot for the stakeholder piece, particularly around parking and curbside management.

The board asked for an update on Geneva Village which is officially completely boarded up now. City Council is set to have their next discussion on August 11. There are no next steps for Geneva Village and it is not part of the current Capital Improvement Plan. A Facilities Master Plan is currently in procurement and Geneva Village is a unique part of the facilities portfolio. Council is also looking for a private advisory group to lead them on what their options could be as well as gathering bids

for demo. The ULI TAP gave them some concepts but now they need to decide what to do with the buildings and what the role of the city is. Kathleen confirmed that there are interested parties in the property. She promised to keep the LDDA board and the Investment Opportunity Committee informed.

Chair Ruth Graham shared that it's unfortunate to see the Geneva Village property boarded up right now as it's at an entryway to downtown and wondered how it can be made a priority. Council has expressed interest in better understanding options including demo-ing the buildings which have asbestos and lead paint and have also experienced a flood in recent years. Merrill shares Ruth's viewpoint and shared that the council is committed to addressing an accelerated timeline. It is important for constituents to speak up and share with council if they don't want boarded up buildings to remain. There has been a lot of interest in the site and now it's just a matter of what the city would like to see. If members of the board and/or community have ideas, they should be sent to City Council and Merrill would love to see the DDA weigh in. Troy will share his ideas with the Investment Opportunity Committee and then with the board in July.

11. Board Member's Additional Input

Treasurer Bryan Morrow asked Jenny about a previously discussed site walk meeting with Public Works regarding the medians and Jenny will follow up.

Secretary Krista Falkenstine shared that her public art piece, The Rocktopus, will be revealed on Saturday, June 20th at her gallery, Alley Arts and invited the board to attend.

12. Adjournment

5:15pm

13. Calendar: Upcoming Meetings

- a. July 15, 2026: LDDA Board Meeting, 4:00-6:00 PM, ACC Conference Room M1950

Public Notice

The public is invited to attend all regular meetings or study sessions of the Littleton Downtown Development Authority. Please call 303-868-4006 at least 48 hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to attend, or participate in, any such meeting.