



Beth Block
Mark Grajeda, Vice Chair
Kay Palmer Marsh
Gary Montoya

Barbara Kirkmeyer, Chair
Vincent Ornelas
Eugene Reynolds
Carol Ruckel
Zoe A. Stieber

AGENDA

**Fort Lupton Urban Renewal Authority
Regular Meeting
Tuesday, September 20, 2016
6:30 P.M.**

- 1. Call To Order – Roll Call**
- 2. Approval Of The Agenda**
- 3. Consent Agenda**
 - a. Approval of the Minutes of the August 16, 2016 Meeting
 - b. Approval of the Minutes of the September 6, 2016 Meeting
- 4. Public Comment**
- 5. New Business**
 - a. Accounts Payable
 - b. Discussion with Malcolm Murray, FLURA Attorney
 - c. Intergovernmental Agreements
 - d. Public Input Survey Results
 - e. Budget Discussion
- 6. Old Business**
- 7. Staff Reports**
 - a. Executive Director
 - b. City Liaisons
- 8. Board Reports**
- 9. Adjournment**

RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
August 16, 2016

The Fort Lupton Urban Renewal Authority met at the City Complex, 130 South McKinley Avenue, the regular meeting place of the Board, on Tuesday, August 16, 2016. Chairperson Mark Grajeda called the meeting to order at 6:30 p.m.

ROLL CALL

Roll call was taken by Staff Liaison Alyssa Knutson, those present were Mark Grajeda, Kay Marsh, Gene Reynolds, Zoe Stieber, Gary Montoya (6:43 p.m.), and Vincent Ornelas. Also present was Staff Liaison Alyssa Knutson.

APPROVAL OF AGENDA

It was moved by Kay Marsh and seconded by Vincent Ornelas approving the agenda as presented. Motion carried unanimously.

CONSENT AGENDA

The following was on the Consent Agenda: Approval of the Minutes of the July 19, 2016 Meeting.

It was moved by Zoe Stieber and seconded by Kay Marsh, to approve the Consent Agenda as presented. Motion carried unanimously.

PERSON TO ADDRESS THE AUTHORITY

No one signed up to address the Authority.

NEW BUSINESS

Accounts Payable

One check was issued: Murray Dahl Kuechenmeister (attorney fees), total for the August 16, 2016 accounts payable was \$125.00.

It was moved by Vincent Ornelas to approve payment to the above-mentioned payee, motion was then seconded by Zoe Stieber; motion carried unanimously.

Intergovernmental Agreements

Staff indicated Aims Community College (Aims) has requested the proposed agreement with the City of Fort Lupton, specifying the “base” and all increases be retained by Aims. The Authority was surprised by this request and would like to set up meeting with Aims to come to some compromise. The Authority has been under the impression Aims was going to request keeping the base and allowing the Authority to retain the increase as prescribed per State Statute. Staff

RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
August 16, 2016

will contact FLURA's attorney and City Administrator Claud Hanes to obtain additional information regarding the agreement. Additional information will be provided to the Authority when obtained.

In regard to the Fort Lupton Fire Protection District intergovernmental agreement, both parties are working on setting up a meeting. Chairperson Barbara Kirkmeyer had previously indicated she would set up the meeting.

Fort Lupton School District RE-8 (School District) provided the Authority with a draft intergovernmental agreement. The agreement also stated the School District would like to retain all monies for their use. Since both parties have reviewed the document no additional meeting have been set up to amend the agreement. Staff will contact the School District to see if they are interested in amending the agreement. Staff will also be contacting Beth Block the Authority's representative to see where the School District actually stands.

The last intergovernmental agreement that was discussed is with Weld County (County). Currently it is staff's understanding the County is willing to fulfill the agreement as described by State Statue and if there is additional "greenfield" obtained by the City, then that portion of levy is split between the City and County. It is the Authority's understanding FLURA will be able to retain their portion of the funds collected.

Staff indicated a letter was sent to Platte Valley Conservation District informing them of the establishment of the Fort Lupton Urban Renewal Authority. Staff also indicated in reviewing their mill levy that it is zero and there is the possibility no agreement is needed.

OLD BUSINESS

The Authority discussed the Urban Renewal Authority training. They provided information about what they took away from the training. All attendees felt it was beneficial to attend.

The last item for discussion was the Fort Lupton Urban Renewal Authority Project Input Survey. The survey is available in Spanish and English and has been accessible via Twitter, Facebook, Website and paper. The Authority inquired about the preliminary results and staff was a little reluctant to release the information because the survey was still available to take. In a quick review staff indicated trails were the number one request. Additional entries included the improvement to entries, the façade program, amenities for children in the community, and upgrades to the parks.

Staff indicated parks will be a part of the Comprehensive Plan, so details will be given at that time.

STAFF REPORTS

City Liaison

RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
August 16, 2016

Alyssa Knutson indicated September 20, 2016, is a Planning Commission meeting night; their meeting beginning at 6:00 p.m. The FLURA meeting could begin at 7:00 p.m. instead of 6:30 p.m. or cancelling the meeting. It was the Authority's opinion to set the meeting time to 7:00 p.m.

BOARD REPORTS

Vincent Ornelas indicated he has been in contact with Don Tomoi with the Development Corp to attend a Authority meeting; however, Mr. Tomi has had family issues and hasn't been able to attend. Mr. Ornelas will continue to contact Mr. Tomi for attendance.

There being no further business, the meeting adjourned at 7:46 p.m. The next FLURA meeting will be held on September 6, 2016.

Respectfully submitted,

Nanette S. Fornof, City Clerk

Approved by Fort Lupton Urban Renewal Authority

Barbara Kirkmeyer, Chairperson

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
SEPTEMBER 6, 2016**

The Fort Lupton Urban Renewal Authority met at the City Complex, 130 South McKinley Avenue, the regular meeting place of the Board, on Tuesday, September 6, 2016 was cancelled due to other meeting conflicts.

Respectfully submitted,

Nanette S. Fornof, City Clerk

Approved by Fort Lupton Urban Renewal Authority

Barbara Kirkmeyer, Chairperson

Murray Dahl Kuechenmeister & Renaud LLP

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Lakewood, CO 80215

Ph:303-493-6670

Fax:

August 31, 2016

Fort Lupton Urban Renewal Authority
130 S. McKinley Ave
Fort Lupton, CO 80621

Attention: Leann Perino

Matter #: 16-242
Inv #: 13265

RE: General Counsel

DATE	DESCRIPTION	ATTY	RATE	HOURS	AMOUNT
Aug-12-16	telephone call with Claud Hanes; telephone call with Stow Witwer	MMM	\$250.00	0.50	125.00
	Totals			0.50	\$125.00
	Total Fee & Disbursements				\$125.00
	Previous Balance				125.00
	Previous Payments				125.00
	Balance Now Due				\$125.00

TAX ID Number 20-1943771

TIMEKEEPER LIST

MMM Malcolm M. Murray

Senior Partner

Budget Unit Summary

AGENCY/DEPARTMENT NAME: FORT LUPTON URBAN RENEWAL AUTHORITY

BUDGET TITLE & NUMBER: 89-750

DEPARTMENT DESCRIPTION: FLURA was created to promote Economic Development in the City to improve the appearance for the general public. Funding comes from a tax increment portion of other taxing authorities property tax collections.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year	Final Next Year
Personnel Services	-	-	-	-	-
Supplies	-	-	500	500	-
Purchased Services	9,117	-	6,600	43,850	-
Fixed Cost	-	-	-	-	-
Capital Outlay	-	44,681	5,000	60,000	-
Gross City Cost	9,117	44,681	12,100	104,350	-
Transfers-out					
Transfers-in	-	-	-	-	-
Revenue	50,000	3,798	3,515	80,854	-
Net City Cost	(40,883)	40,883	8,585	23,496	-
Budgeted Positions	-	-	-	-	-

SUMMARY OF CHANGES: 2016 was the first year of it's existence. 2017 shows an increase of the TIF \$77,339. Expenses have been allocated for supplies of \$500, purchased services which includes legal consulting and an initial payback of the advance from the City for \$32,000 and unidentified capital projects of \$60,000.

OBJECTIVES:

PERFORMANCE MEASURES

	2014 Actual	2015 Estimated	2016 Projected
Efficiency Measures			

Finance Recommendation: Approve as requested.

Board Action: