



Barbara Kirkmeyer, Chair  
Beth Block  
Mark Grajeda, Vice Chair  
Tommy Holton  
David Hushbeck  
Gary Montoya  
Eugene Reynolds  
Carol Ruckel  
Kathy Kvasnicka, Alternate

## **AGENDA**

### **Fort Lupton Urban Renewal Authority Regular Meeting**

**Fort Lupton Recreation Center – 203 S. Harrison Ave.  
Tuesday, May 21, 2019 – 6:30 PM**

- 1. Call To Order – Roll Call**
- 2. Approval Of The Agenda**
- 3. Consent Agenda**
  - a. Approval of the Minutes of the April 16, 2019 Meeting
- 4. Public Comment**
- 5. Accounts Payable**
- 6. Action Items**
  - a. None
- 7. New Business**
  - a. Façade Improvement Program Update
  - b. Streetscape Plan Update
- 8. Old Business**
  - a. Intergovernmental Agreements
- 9. Staff Reports**
  - a. Executive Director
  - b. Staff Liaisons
- 10. Board Reports**
- 11. Adjournment**

**RECORD OF PROCEEDINGS  
FORT LUPTON URBAN RENEWAL AUTHORITY  
April 16, 2019**

The Fort Lupton Urban Renewal Authority met at the Fort Lupton Recreation Center, 203 South Harrison Avenue, on Tuesday April 16, 2019. Vice-Chairperson Mark Grajeda called the meeting to order at 6:35 p.m.

**ROLL CALL**

Roll Call was taken and those present were, Vice-Chair Mark Grajeda, Board Members Beth Block, David Hushbeck, Eugene Reynolds and Carol Ruckel. Also in attendance was Executive Director Claud Hanes, Staff Liaison Alyssa Knutson and Planning Technician Shannon DeVries. Chairperson Barb Kirkmeyer arrived at 6:49 p.m.

**APPROVAL OF AGENDA**

Vice-Chair Mark Grajeda asked for a motion to approve the agenda.

Executive Director Claud Hanes requested that item “7. c.” be added to provide an update for the Streetscape Project.

Member Beth Block made a motion to approve the agenda as revised and it was seconded by member Carol Ruckel.

Motion passed unanimously.

**CONSENT AGENDA**

The Vice-Chair Mark Grajeda asked for a motion to approve the minutes of the March 19, 2019 meeting.

It was moved by Member Carol Ruckel to approve the consent agenda, and seconded by David Hushbeck.

Motion carried unanimously.

**PUBLIC COMMENT**

There was no public present to comment.

**ACCOUNTS PAYABLE**

There were no accounts payable.

**ACTION ITEMS**

**Approve the Resignation of Debra Stinnett from FLURA**

**RECORD OF PROCEEDINGS**  
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**April 16, 2019**

Vice-Chair Mark Grajeda asked for a motion to approve the resignation of Debra Stinnett from the Fort Lupton Urban Renewal Authority.

Member David Hushbeck made a motion to approve the resignation and it was seconded by Member Beth Block.

Motion carried unanimously.

**NEW BUSINESS**

**Facade Improvement Program Applications & Presentations**

**Paul Fazzini: Farmers Insurance**

Mr. Fazzini introduced the building owner, and gave a brief description of the project to paint the exterior of the building, update the awning, and change the sign to represent his business.

Vice-Chair Mark Grajeda inquired about the included quotes.

Mr. Fazzini stated that due to the restrictions from Farmers Insurance, he is waiting to get a second quote.

Vice-Chair Mark Grajeda asked that if a second quote comes in, would his requested total change.

Mr. Fazzini stated that he couldn't imagine the total cost changing drastically since both vendors were recommended from Farmers Insurance; he just hasn't been able to get a quote back.

Member Carol Ruckel asked if Mr. Fazzini had thought about any color other than white for the south wall.

Mr. Fazzini stated that he had no preference, but would take suggestions.

Ms. Knutson asked what would be the course of action if the bid changed.

Mr. Fazzini stated that he cannot image the total changing, but he will ask if there is a difference in price for different colors.

Discussion about bid updates, exterior design and colors took place.

**Julie DeVisser: A Natural Way**

Ms. DeVisser gave a brief description of her project for different types of lighting on the awnings, roof, and signage as well as security cameras.

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Member Carol Ruckel asked about the police department offering security cameras for businesses.

Mr. Hanes stated that Ms. DeVisser should coordinate with the police to inquire about them offering security cameras.

Discussion about the overall project took place.

Member David Hushbeck asked about the different bids, and the totals.

Ms. DeVisser explained that she was just showing two examples, but they are two different bids for the same project.

Discussion about the approval process took place.

**Cody LeBlanc: Fort Lupton Food & Clothing Bank**

Mr. LeBlanc gave a brief presentation of the project to update the windows and glass door, signage, and roofing material on the awning.

Discussion about design of the Food Bank logo took place.

Chairperson Barb Kirkmeyer asked if the windows were part of the bids.

Mr. LeBlanc stated that the windows were, just not the tinting, but he didn't expect the cost to tint to be a lot.

**Julio Guzman: Rancho Corp**

Mr. Guzman gave a brief presentation to update the windows, existing storefront, and access door to the west façade of the building along Denver Avenue. He stated that the second door would have a laundry area for the resident units on the second floor.

Member Beth Block asked how many units would be on the second floor.

Mr. Guzman stated that currently there is one (1) unit, however, they are looking to add three (3) more units for a total of four (4). He stated that there is currently a residential unit at the bottom floor as well, so the laundry area would service all five (5) units without the residents having to exit through the commercial area.

Member Carol Ruckel asked if there was an existing door that has been bricked up.

Mr. Guzman stated no, and indicated to other entrances that used to exist in the building.

Mr. Hanes asked if he knew what would be going in the commercial space.

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Mr. Guzman stated that he did not know yet.

Chairperson Barb Kirkmeyer confirmed that the applicant was requesting a total of twelve \$12,970.00.

Mr. Guzman confirmed that was correct.

**Roberto Manuel Cardenas: 720 2<sup>nd</sup> Street**

Mr. Cardenas gave a brief presentation to repaint the Burns House, 720 2<sup>nd</sup> Street, which is behind the property located at 135 Main St.

Member Carol Ruckel asked if the paint bid included the garage.

Mr. Cardenas stated that the garage had never been painted, but it could be done.

Chairperson Barb Kirkmeyer asked Mr. Cardenas to confirm the bid he was asking for.

Mr. Cardenas stated that there was a bid for 6,000.00 and one for \$8,000.00.

Member David Hushbeck asked if the grant amount that was being requested was \$3,392.50.

Mr. Cardenas confirmed the amount he would be requesting.

Member David Hushbeck asked if the bid included the porch.

Mr. Cardenas confirmed that it did and he would have new lumber in the front.

Chairperson Barb Kirkmeyer asked Mr. Cardenas to confirm that the hand written bid for \$6,785.00 included two coats of paint; primer and two layers of paint.

Mr. Cardenas stated that the primer was in the paint and that would be two coats. He stated that the second bid was done over the phone.

Chairperson Barb Kirkmeyer stated that the second bid indicated wood work, and asked Mr. Cardenas if the wood work was included in the first bid.

Mr. Cardenas confirmed that it was.

Chairperson Barb Kirkmeyer stated that she did not see the work repair work.

Discussion about the changed bid took place.

Chairperson Barb Kirkmeyer asked Mr. Fazzini to give a brief recap of his presentation since she had missed it.

**RECORD OF PROCEEDINGS**  
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Mr. Fazzini gave a brief presentation in regards to the project.

Discussion of available funds and disbursement took place.

Chairperson Barb Kirkmeyer stated the following dollar amounts for each project:

A Natural Way: \$5,375.00

Farmers Insurance: \$4,581.00

Fort Lupton Food and Clothing Bank: \$7,500.00

Ranco Corp: \$12,970.00

Mr. Cardenas: \$3,400.00

**Totaling \$33,826.00\***

*\*This change that is highlighted in red amends the total amount of the grant awards. The total mentioned during the meeting did not add up to the correct amount, and this amendment equals the total amount of grant awards.*

Chairperson Barb Kirkmeyer asked for a motion to approve the dollar amounts discussed for the façade improvement project applications that were presented. Member David Hushbeck made a motion to approve the dollar amounts as noted in the record, and it was seconded by Vice-Chair Mark Grajeda.

The motion carried unanimously.

**DCI Annual Conference Recap**

Ms. Knutson gave a brief recap of the conference sessions and the drawbacks for attending half of the conference.

**Streetscape Update**

Chairperson Barb Kirkmeyer gave a recap on the meeting with the Masonic Lodge representatives that included Mr. Hanes, Ms. Knutson, and Member Carol Ruckel. She stated that the Masons were engaged and eager to work with the board to improve their gravel lot. She stated that Mr. Hanes and Ms. Knutson would send the Masons the idea for the park and the City Attorney would work with them to get an agreement in place.

Member Carol Ruckel added that the Masonic Lodge is very interested in being part of the community and had done a lot of interior work as a means to restore the building.

Ms. Knutson stated that the information for the Fort Lupton City Attorney was sent over today.

Mr. Hanes stated that Andy Ausmus was given bullet points of the main topics of the discussion that was had.

Chairperson Barb Kirkmeyer added that a question that the Masons had was in regards to maintenance of the lot.

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Discussion of the project dates, priority of projects, the budget sheet from the previous meeting for the streetscape signs, streetscape phases, and the Denver Avenue devolution took place. The budget sheet prepared by Member Hushbeck is attached to these minutes.

Chairperson Kirkmeyer asked the City to review catalytic move number one and see what could be accomplished this year without the devolution.

Discussion about the Denver Avenue devolution and working with the Colorado Department of Transportation (CDOT) took place.

**OLD BUSINESS**

**Intergovernmental Agreements**

Chairperson Barb Kirkmeyer stated that there are no updates for the intergovernmental agreements.

**STAFF REPORTS**

**Executive Director**

Mr. Hanes stated that there was a hearing about the increase on non-potable water rates and discussed what was done to adjust the cost for augmentation. He stated that City Council awarded the City Engineer specialized work, and also approved the land purchase for the City at the corner of College Drive and 9<sup>th</sup> street.

**Staff Liaison**

Ms. Knutson stated that she would be attending the Downtown Streets Workshop in Platteville on May 7<sup>th</sup>. She stated that she had sent out an email for everyone, but will resend if anyone would like to attend.

**BOARD REPORTS**

Member Carol Ruckel stated that graduation time is coming up and the college is busy.

**ADJOURNMENT**

Chairperson Barb Kirkmeyer adjourned the meeting at 7:44 p.m.

**RECORD OF PROCEEDINGS  
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April 16, 2019**

Respectfully submitted,

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Stephanie Darnell, Planning Technician

Approved by Fort Lupton Urban Renewal Authority

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Barbara Kirkmeyer, Chairperson



	Move #	Unit Cost	Catalytic Move #1		Catalytic Move #2		Catalytic Move #13		Catalytic Move Total Cost		Cummlative Total
			4th & Denver		Tomato Square		Fort Lupton Letters		Quantity	Total Cost	
			Quantity	Total Cost	Quantity	Total Cost	Quantity	Total Cost			
Build out ADA ramps	1	\$ 12,500.00	4	\$ 50,000		\$ -		\$ -	\$ 50,000	\$ 50,000	
Cor-Ten Planters (7' x 7' x 6' HT)	1	\$ 650.00	10	\$ 6,500		\$ -		\$ -	\$ 6,500	\$ 56,500	
Large Shade Trees (2 1/2 Dia)	1	\$ 450.00	6	\$ 2,700		\$ -		\$ -	\$ 2,700	\$ 59,200	
Planting Beds (in tree wells)	1	\$ 2.75	490	\$ 1,348		\$ -		\$ -	\$ 1,348	\$ 60,548	
Irrigation (\$150 per tree)	1	\$ -	1	\$ 1,500		\$ -		\$ -	\$ 1,500	\$ 62,048	
Solar Uplights (2 per tree)	1	\$ 150.00	12	\$ 1,800		\$ -		\$ -	\$ 1,800	\$ 63,848	
Bench	1	\$ 2,500.00	4	\$ 10,000		\$ -		\$ -	\$ 10,000	\$ 73,848	
Paint Existing Pedestrian Lights	1	\$ 250.00	4	\$ 1,000		\$ -		\$ -	\$ 1,000	\$ 74,848	
Paint Crosswalks	1	\$ 1.00	580	\$ 580		\$ -		\$ -	\$ 580	\$ 75,428	
Paint Intersections	1	\$ 1.00	1420	\$ 1,420		\$ -		\$ -	\$ 1,420	\$ 76,848	
Paint street	1	\$ 1.00	735	\$ 735		\$ -		\$ -	\$ 735	\$ 77,583	
Strip angle parking stalls	2	\$ 2.00	0	\$ -	20	\$ 40		\$ -	\$ 40	\$ 77,623	
Cor-Ten Planters (8' x 20' x 3' HT)	2	\$ 5,300.00	0	\$ -	11	\$ 58,300		\$ -	\$ 58,300	\$ 135,923	
Cor-Ten Planters (6' x 6' x 3' HT)	2	\$ 1,700.00	0	\$ -	17	\$ 28,900		\$ -	\$ 28,900	\$ 164,823	
Small Ornamental/Fruit Trees	2	\$ 350.00	0	\$ -	17	\$ 5,950		\$ -	\$ 5,950	\$ 170,773	
Annual Plantings (in planters)	2	\$ 1.50	0	\$ -	612	\$ 918		\$ -	\$ 918	\$ 171,691	
Tomato Plants (at Tomato Square)	2	\$ 1.25	0	\$ -	1760	\$ 2,200		\$ -	\$ 2,200	\$ 173,891	
Solar Uplights (2 per tree)	2	\$ 150.00	0	\$ -	34	\$ 5,100		\$ -	\$ 5,100	\$ 178,991	
Watering hole at Tomato Square	2	\$ 15,000.00	0	\$ -	1	\$ 15,000		\$ -	\$ 15,000	\$ 193,991	
Festoon Lighting at Tomato Square	2	\$ 4,000.00	0	\$ -	1	\$ 4,000		\$ -	\$ 4,000	\$ 197,991	
Build out ADA ramps	3	\$ 12,500.00	0	\$ -	0	\$ -		\$ -	\$ -	\$ 197,991	
Solar Uplights (2 per tree)	4	\$ 150.00	0	\$ -	0	\$ -	20	\$ 3,000	\$ 3,000	\$ 200,991	
FORT LUPTON Cor-Ten Letters (85 Gateway)	4	\$ 4,500.00	0	\$ -	0	\$ -	20	\$ 90,000	\$ 90,000	\$ 290,991	
<b>Total</b>				\$ 77,583		\$ 120,408		\$ 93,000	\$ 290,991	\$ 290,991	

Secondary Work Items	Move #	Unit Cost	Catalytic Move #1		Catalytic Move #2		Catalytic Move #13		Catalytic Move Total Cost	
			4th & Denver		Tomato Square		Fort Lupton Letters		Quantity	Total Cost
			Quantity	Total Cost	Quantity	Total Cost	Quantity	Total Cost		
Potholing	1			\$ 2,327						
Drainage	1			\$ 2,327						
Erosion Control	1			\$ 2,327						
Construction Traffic Control	1			\$ 5,074						
Construction Contingency	1			\$ 17,928					\$ 29,984	

Potholing	2	\$	3,612		
Drainage	2	\$	3,612		
Erosion Control	2	\$	3,612		
Construction Traffic Control	2	\$	7,875		
Construction Contingency	2	\$	27,824		\$ 46,535
Potholing	4			\$	2,790
Drainage	4			\$	2,790
Erosion Control	4			\$	2,790
Construction Traffic Control	4			\$	6,082
Construction Contingency	4			\$	21,490
					\$ 35,943

GRAND TOTAL BUDGET	\$ 403,453
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Catalytic Move #	Catalytic Move Description	Total Estimated Cost (less ADA & secondary work items)	ADA Ramp Costs	Secondary Work items (less contingency)	Total Cost before Contingency	Contingency	Total Estimated Cost	Comments	Totals Excluding #5 The Dining Rm secondary work items & Contingency
1	The Hearth - Intersection 4th & Denver	\$ 27,583	\$ 50,000	\$ 12,056	\$ 89,639	\$ 17,928	\$ 107,567		\$ 107,567
2	The Kitchen - Tomato Square	\$ 120,408	\$ -	\$ 18,711	\$ 139,119	\$ 27,824	\$ 166,943	\$93,000 for trees and Planters (17)	\$ 166,943
3	The Hall - Denver Ave from 3rd to 4th	\$ 119,948	\$ 25,000	\$ 22,525	\$ 167,473	\$ 33,495	\$ 200,968		\$ 200,968
4	The Hall - Denver Ave from 4th to 5th	\$ 117,424	\$ 25,000	\$ 22,133	\$ 164,557	\$ 32,911	\$ 197,468		\$ 197,468
5	The Dining Room - Main to Park	\$ 477,135	\$ 100,000	\$ 89,687	\$ 666,822	\$ 133,364	\$ 800,186		\$ 577,135
6	Denver Ave - 3rd to 2nd	\$ 126,026	\$ 50,000	\$ 27,354	\$ 203,380	\$ 40,677	\$ 244,057		\$ 244,057
7	Denver Ave - 2nd to 1st	\$ 180,327	\$ 25,000	\$ 31,908	\$ 237,235	\$ 47,447	\$ 284,682		\$ 284,682
8	Intersection at Denver Ave & Hwy 52	\$ 104,367	\$ 50,000	\$ 23,988	\$ 178,355	\$ 35,671	\$ 214,026		\$ 214,026
9	Hwy 52 - Denver to Park	\$ 56,590	\$ -	\$ 8,794	\$ 65,384	\$ 13,077	\$ 78,461		\$ 78,461
10	Hwy 52 - Park to McKinley	\$ 75,911	\$ -	\$ 11,796	\$ 87,707	\$ 17,542	\$ 105,249		\$ 105,249
11	Hwy 52 - McKinley to Fulton	\$ 193,743	\$ -	\$ 30,108	\$ 223,851	\$ 44,770	\$ 268,621		\$ 268,621
12	Hwy 52 - Fulton to Grand	\$ 206,263	\$ -	\$ 32,054	\$ 238,317	\$ 47,663	\$ 285,980		\$ 285,980
13	Gateway - FORT LUPTON Letters	\$ 93,000	\$ -	\$ 14,453	\$ 107,453	\$ 21,490	\$ 128,943		\$ 128,943
14	Denver Ave - 5th to 7th	\$ 263,085	\$ 100,000	\$ 56,423	\$ 419,508	\$ 83,902	\$ 503,410		\$ 503,410
15	Denver Ave - 7th to 9th	\$ 200,851	\$ 50,000	\$ 38,982	\$ 289,833	\$ 57,967	\$ 347,800		\$ 347,800
<b>Totals</b>		<b>\$ 2,362,661</b>	<b>\$ 475,000</b>	<b>\$ 440,972</b>	<b>\$ 3,278,633</b>	<b>\$ 655,728</b>	<b>\$ 3,934,361</b>		<b>\$ 3,711,310</b>



City of Fort Lupton  
 130 S. McKinley Ave.  
 Fort Lupton, CO 80621  
 Phone: (303) 857-6694

INVOICE

Billed To:  
 FORT LUPTON URBAN RENEWAL AUTHORITY  
 CLAUD HANES  
 130 S MCKINLEY AVE  
 FORT LUPTON, CO 80621

DATE: 5/14/2019  
 INVOICE #: INV00437  
 DUE DATE: 5/14/2019  
 TOTAL DUE: 620.07

CUSTOMER ACCOUNT # : 0011

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
March ComData Credit Card Purchases by Alyssa K. - see attached for details	1.00	620.07	620.07
<b>TOTAL THIS INVOICE</b>			<b>620.07</b>

For questions, contact Kris Kindle at (303) 857-6694.

REMIT TO:

CITY OF FORT LUPTON  
 130 S MCKINLEY AVE  
 FORT LUPTON, CO 80621-1343

**A copy of this invoice should accompany your check. Thank you!**

PURCHASE CARDS TRANSACTIONS REPORT MARCH 2019

Transaction Number	Transaction Date	Merchant Name	First Name	Last Name	Product Description	Net Cost
000221100	3/20/2019	EB MENU OF EVENTS TOU	ALYSSA	KNUTSON	FLURA-DOWNTOWN EVENT CONF	\$ 91.81 820-9100-532800
000221296	3/20/2019	DOWNTOWN COLORADO, INC	ALYSSA	KNUTSON	FLURA-DOWNTOWN EVENT CONF	\$ 235.00 820-9100-532800
000422854	3/22/2019	MOLLY GIBSON LODGE	ALYSSA	KNUTSON	FLURA-DOWNTOWN LODGING	\$ 293.26 820-9100-532800