



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 City Hall – 130 S. McKinley Ave.
Tuesday, July 16, 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 June 18, 2019 Meeting
- 4. Public Comment**
- 5. Accounts Payable**
- 6. Action Items**
 - a. None
- 7. New Business**
 - a. Streetscape Plan Update
 - b. Budget Discussion
- 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
June 18, 2019**

The Fort Lupton Urban Renewal Authority met at the Fort Lupton Recreation Center, 203 South Harrison Avenue, on Tuesday, June 18, 2019. Chairperson Barbara Kirkmeyer called the meeting to order at 6:32 p.m.

ROLL CALL

Roll Call was taken and those present were, Vice-Chair Mark Grajeda, Board Members David Hushbeck, Eugene Reynolds, Carol Ruckel and Kathy Kvasnicka. Also in attendance was Staff Liaison Alyssa Knutson and Planning Technician Stephanie Darnell.

Chairperson Barbara Kirkmeyer asked Member Kathy Kvasnicka to give a brief introduction of herself.

APPROVAL OF AGENDA

Member David Hushbeck asked that an item be added to discuss the budget for 2020.

Chairperson Barbara Kirkmeyer stated that the new item would added under New Business as “7 b”.

Chairperson Barbara Kirkmeyer asked for a motion to approve the agenda as amended.

Vice-Chair Mark Grajeda made a motion to approve the agenda as amended and it was seconded by Member Carol Ruckel.

Motion passed unanimously.

CONSENT AGENDA

Chairperson Barbara Kirkmeyer asked for a motion to approve the consent agenda, including the minutes of the May 21, 2019 meeting.

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

Motion carried unanimously.

PUBLIC COMMENT

There was no public present to comment.

ACCOUNTS PAYABLE

There were no accounts payable.

**RECORD OF PROCEEDINGS
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June 18, 2019**

ACTION ITEMS

There were no action items.

NEW BUSINESS

Streetscape Plan Update

City Planner II Alyssa Knutson gave a recap of the discussion with the Colorado Department of Transportation (CDOT), Fort Lupton Mayor Zo Steiber, the City Administrator, and the Public Works Director Roy Vestal. She stated that CDOT did not think that bump outs at 4th Street and Denver Avenue would difficult to get approved, but painting the intersection and installing a four-way stop would be more difficult to get approval for. She stated that the Public Works Department will be issuing a request for bids on the bump outs, and the City seemed very supportive of funding that project.

A brief discussion of bump out examples and locations took place.

Ms. Knutson briefly reviewed the guidelines, which are attached to these minutes, for integrating art into CDOT transportation facilities provided by CDOT.

A brief discussion on the process of gaining jurisdiction, the entryway improvements of Highway 52 and Highway 85, and process for the devolution took place.

Ms. Knutson stated that she received correspondence regarding the potential park at the Masonic Lodge from the City Attorney. She was told that the Masonic Lodge is looking into the access drive located between the Masonic Lodge and the gas station, and the status on whether there is an easement for the gas station to use it. She added that the gas station recently sold, and the Masonic Lodge is trying to resolve the easement issue before entering into an agreement with the City.

A brief discussion about the change of ownership of the gas station took place.

Discussion about allocating the budget to align with the completion of streetscape projects, and the City's involvement took place.

Chairperson Barbara Kirkmeyer suggested that the Board work with the City to propose two bump outs at two intersections rather than one bump out done at one intersection to get better bids.

Ms. Knutson suggested attending a Town Hall meeting to discuss partnering with the City.

Discussion about working with the City, the application submittal to CDOT, contracting work, and adjusting potential projects took place.

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Chairperson Barbara Kirkmeyer stated that she will attend the Town Hall meeting on July 10th to discuss partnering with the City for the bump outs. She stated that the bump outs would be at 3rd Street and 4th Street at Denver Avenue, and propose partnering with the City to get the bump outs under contract in 2019 and use the allocated \$50,000.00 budgeted toward the bump out project. She continued by asking the members which portion of the project would be the best to focus on for next year.

Discussion about the budget and which projects should occur after the bump outs took place.

Chairperson Barbara Kirkmeyer stated that the next steps should be to do the painting on 4th Street, and to submit the application to CDOT painting, and the first priority for 2020 would be adding the Plan's recommended improvements between 3rd and 4th Avenue along Denver Avenue.

Discussion about the budgeting process and options for allocating the budget for 2020 took place.

Chairperson Barbara Kirkmeyer reiterated that she will attend the Town Hall meeting on July 10th to discuss partnering with the City to match fifty thousand \$50,000.00 for 2019 to install two intersections with the bump outs at 3rd Street and 4th Street at Denver Avenue, and in 2020 FLURA will focus on the improvements between 3rd and 4th Street to complete an entire block. She concluded by stating in the meantime, FLURA will keep working on the lease agreement with the Masonic Lodge.

OLD BUSINESS

Intergovernmental Agreements

Chairperson Barbara Kirkmeyer stated that there is no update as FLURA is not currently pursuing any at this time.

Discussion about the school board representative vacancy took place.

STAFF REPORTS

Staff Liaison

Ms. Knutson stated that Chris Cross has officially been titled Interim City Administrator while Claud Hanes is on leave. She let the Board know that recent projects that were approved through City Council were the Billinger Annexation, Hunt Brother's Gravel Mining Annexation and Special Use Permit, and Dale's Pharmacy Site Plan.

BOARD REPORTS

Vice-Chairperson Mark Grajeda stated that the Fire District graduated a class of recruits.

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Member David Hushbeck stated that he was working with Executive Director Natalie Cummings at the Chamber of Commerce on partnering with FLURA for events.

Member Gene Reynolds asked if there would be any discussion on the north side of Highway 52 at the Dale's Pharmacy site; possibly doing a "Welcome to Fort Lupton" sign as an east gateway entrance.

Ms. Knutson stated she will check if that request would be accommodated.

Discussion about the Dale's Pharmacy Site, and the existing "Welcome to Fort Lupton" rock took place.

Member Carol Ruckel stated that the AIMS hosted chambers this month, and that the construction project for their new sign is going well.

Chairperson Barbara Kirkmeyer stated she would ask the City about applying for energy grants to supplement the streetscape project at the Town Hall meeting. She stated that the South Platte Valley Historical Society is building a barn from the early 1900s that will hopefully be completed this year, if not by early spring of next year.

ADJOURNMENT

Chairperson Barbara Kirkmeyer adjourned the meeting at 7:17 p.m.

Respectfully submitted,

Stephanie Darnell, Planning Technician

Approved by Fort Lupton Urban Renewal Authority

Barbara Kirkmeyer, Chairperson