



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, November 15, 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 September 20, 2016 Meeting
 - b. Approval of the Minutes of the October 18, 2016 Meeting
- 4. Public Comment**
- 5. New Business**
 - a. Façade Improvement Program Discussion
 - b. Accounts Payable
 - c. Intergovernmental Agreements
- 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
September 20, 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 20, 2016. Chairperson Barb Kirkmeyer called the meeting to order at 7:29 p.m. The meeting start time was adjusted to accommodate the Planning Commission.

ROLL CALL

Roll call was taken by Staff Liaison Alyssa Knutson, those present were Mark Grajeda, Gene Reynolds, Zoe Stieber, Gary Montoya, Carol Ruckel, and Barb Kirkmeyer. Also present was City Administrator Claud Hanes, Assistant City Administrator Aaron Herrera and Staff Liaison Alyssa Knutson.

APPROVAL OF AGENDA

It was moved by Carol Ruckel and seconded by Zoe Stieber approving the agenda as presented. Motion carried unanimously.

CONSENT AGENDA

The following was on the Consent Agenda: Approval of the Minutes of the August 16, 2016 and September 6, 2016 Meetings.

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

PERSON TO ADDRESS THE AUTHORITY

No one signed up to address the Authority, however, John Dent, Don Cummins and Don Tomoi from the Fort Lupton Development Core were present for discussion. Mr. Dent described the Development Core's role within the Fort Lupton community. The Core help facilitate discussion with businesses that want to locate within Fort Lupton. The goal is to increase job availability, and possibly providing capital improvements for proposed projects.

Mr. Dent indicated Development Core helped bring Halliburton to the community, along with development on the Villino property. Development Core is in support of partnering with Fort Lupton Urban Renewal Authority in "sprucing" up the downtown (Denver Avenue) and Highway 52 area. The Core meets on an "as needed" basis; there is no set meeting schedule.

There was a question regarding Mr. Dent's opinion in regard to the Fort Lupton Fire Protection District Intergovernmental Agreement, since he is in support of the FLURA. Mr. Dent stated he represents the District and responds to their direction.

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
September 20, 2016**

NEW BUSINESS

Accounts Payable

One check was issued: Murray Dahl Kuechenmeister (attorney fees), total for the September 20, 2016 accounts payable was \$125.00.

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

Discussion with Malcolm Murray, FLURA Attorney

Mr. Malcolm Murray provided an update in regard to proposed intergovernmental agreements. Currently, there is no new legislation discussion to help clarify the operations of an urban renewal authority. The need for case studies will help determine how the urban renewal authorities should operate once additional property is added to an assessed area. Mr. Murray also described how county assessors assess property value every two years and how the base is determined. Basically, the base is set, properties are assessed a TIF and the difference between the two figures is what becomes FLURA money.

Intergovernmental Agreements

Beth Block, FLURA member, stated the Weld Re-8 School District Intergovernmental Agreement has been presented to FLURA. There was a concern the proposed agreement reflects any debt that could be approved at the November 2016 election. Mr. Murray stated he would review the Agreement and advise the Authority.

Carol Ruckel, FLURA member stated the AIMS Board gave instruction to have the attorney negotiate with FLURA staff on an agreement. It was stated AIMS could be looking at a 50% share back. Six properties that are part of the FLURA area includes vacant land, but no agricultural land.

The Fort Lupton Fire Protection District has set up a meeting with an Authority representative to discuss the Agreement. Additional information will be provided at a later date.

There was discussion regarding Weld County's Agreement. Ms. Kirkmeyer stated the County is looking at keeping the Agreement as proposed; a 50% share back on the 6 vacant lots and then if FLURA is needing additional funding in regard to infrastructure, then FLURA can request funding from the County. The newly drafted agreement will be disseminated to the Authority, with final approval being decided at the October 18, 2016 meeting.

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
September 20, 2016**

Public Input Survey Results

City Administrator Claud Hanes provided information to the Authority regarding the 2017 Budget. The revenues stated are based on state statute calculations and beginning reserves. It is anticipated the Authority will receive \$125,252 in revenue. In regard to expenditures in 2017, the Authority is allocating \$60,000 for Capital Projects, \$17,350 in operating expenses and \$47,902 held in reserves. This budget includes a \$5,000 repayment to the City; it was first proposed to have a repayment of \$50,000 to the City.

The Authority was in agreement with the preliminary budget. The proposed changes will be implemented and final budget will be presented to the Authority in November 2016.

OLD BUSINESS

No old business.

STAFF REPORTS

City Administrator

Claud Hanes provided information about the sale of the United Power building; a new business will be locating there, additional information regarding the business will be announced at a later date. Also, NAPA Automotive Parts has purchased the old hardware building, NAPA is looking forward to being part of the community. Last but not least, Mr. Hanes welcomes Assistant Administrator Aaron Herrera back to work.

City Liaison

Alyssa Knutson provided information about the upcoming Comprehensive Plan Community and Business workshops. Also, information regarding the Cemetery Walk was provided.

BOARD REPORTS

No reports.

There being no further business, the meeting adjourned at 8:36 p.m. The next FLURA meeting will be held on October 18, 2016.

Respectfully submitted,

Nanette S. Fornof, City Clerk

Approved by Fort Lupton Urban Renewal Authority

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
September 20, 2016**

Barbara Kirkmeyer, Chairperson

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
OCTOBER 18, 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, October 18, 2016 was not held due to a lack of a quorum.

Respectfully submitted,

Nanette S. Fornof, City Clerk

Approved by Fort Lupton Urban Renewal Authority

Barbara Kirkmeyer, Chairperson

Murray Dahl Kuechenmeister & Renaud LLP

Attorneys at Law
710 Kipling Street, Suite 300
Lakewood, CO 80215

Ph:303-493-6670

Fax:



September 30, 2016

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

Attention: Leann Perino

Matter #: 16-242
Inv #: 13333

RE: General Counsel

DATE	DESCRIPTION	ATTY	RATE	HOURS	AMOUNT
Sep-20-16	Conference call with Claud Hanes and Alyssa Knutson	MMM	\$250.00	0.25	62.50
	FLURA Business Development meeting	MMM	\$250.00	3.50	875.00
	Totals			3.75	\$937.50

DISBURSEMENTS

Sep-30-16	Mileage to/from Ft. Lupton 9/20/16 60 @ 0.54			32.40	
	Totals			\$32.40	
	Total Fee & Disbursements				\$969.90
	Previous Balance				125.00
	Previous Payments				125.00
	Balance Now Due				\$969.90

TAX ID Number 20-1943771

TIMEKEEPER LIST

MMM Malcolm M. Murray

Senior Partner

FLURA 2328



Invoice No. **FIN2016242**

INVOICE

Customer

Name Fort Lupton Urban Renewal Authority
 Address 130 S. McKinley Ave.
 City Fort Lupton State CO ZIP 80621
 Phone

Misc

Date 10/10/2016
 Order No.
 Rep
 FOB

Qty	Description	Unit Price	TOTAL
1	Reimburse City for CliftonLarsonAllen Invoice for 2015 Audit	\$ 2,500.00	\$ 2,500.00
<p>Cashier: Please post this payment to 11-1106 & give Kris a copy of the receipt.</p> <p><i>OK</i> <i>ph</i></p> <p><i>89-750-53060</i> <i>KHL</i> <i>10/12/16</i></p> <p>DUE UPON RECEIPT</p>			

POSTED

Subtotal	\$ 2,500.00
Shipping	\$ -
TOTAL	\$ 2,500.00

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130 South McKinley Avenue
 Fort Lupton, Colorado 80621
 303-857-6694
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NOV 7 2016

Murray Dahl Kuechenmeister & Renaud LLP

Attorneys at Law
710 Kipling Street, Suite 300
Lakewood, CO 80215

Ph:303-493-6670

Fax:

October 31, 2016

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

Attention: Leann Perino

Matter #: 16-242

Inv #: 13389

RE: General Counsel

DATE	DESCRIPTION	ATTY	RATE	HOURS	AMOUNT
Oct-14-16	Revise IGA's and comment on status	MMM	\$250.00	0.50	125.00
	Totals			0.50	\$125.00
	Total Fee & Disbursements				\$125.00
	Previous Balance				969.90
	Previous Payments				969.90
	Balance Now Due				\$125.00

TAX ID Number 20-1943771

TIMEKEEPER LIST

MMM Malcolm M. Murray

Senior Partner