

**NORTHGLENN URBAN RENEWAL AUTHORITY
REGULAR MEETING MINUTES
September 19, 2018**

CALL to ORDER: Chair Garner called the meeting of the Northglenn Urban Renewal Authority to order at 5:45 p.m. on September 19, 2018 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

ROLL CALL: Present were: Chair Garner, Vice Chairman Lynch, Commissioners DeMay, Gavette and McCune.

Commissioner Novak arrived at 6:01 p.m.

Absent: Commissioner Brown (excused) and Advisors Coleman and Kister.

Staff Present: Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca, City Manager Geyer, Economic Development Specialist Mendoza and Planning Manager Smith.

MEETING MINUTES:
August 8, 2018

MOTION TO PASS Commissioner Gavette **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve minutes of the regular meeting on August 8, 2018. There was no discussion and the **MOTION PASSED** unanimously.

PUBLIC PARTICIPATION: None.

BILLS and COMMUNICATIONS: Vice Chairman Lynch had questions regarding the increase to marijuana taxation. City Manager Geyer came forward and clarified what the language will be on the ballot question going to the voters in November 2018. There was extensive discussion.

AGENDA ADDITIONS and DELETIONS: Chair Garner made the following changes to the agenda:

- Move 7b to 10b

REPORTS of the DIRECTOR, STAFF, CONSULTANTS, ATTORNEY:
Financial Report Executive Director Tuttle reviewed the balance sheet, profit and loss details, projected versus actual budget, yearly and monthly

comparative data, and revenue and expenses for the month of July 2018 for URA 1 and URA 2.

Save-A-Lot Community Meeting

Executive Director reported that a community meeting will be held in the James S. May Jr. community room at the Northglenn Justice Center on October 25, 2018 at 6:00 p.m. She stated this is a great time for the community to inform Save-A-Lot what they would like to see at the new store.

MOTION TO PASS

Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner Gavette to approve the July financial report for URA 1 and URA 2. There was no discussion and the **MOTION PASSED** unanimously.

Welcome & Introduction
Heather Geyer,
City Manager

Executive Director Tuttle introduced the new City Manager Heather Geyer, to the Board. Ms. Geyer provided her professional background, and answered questions from the Board. The Board welcomed Ms. Geyer.

50th Anniversary
Celebration

City Manager Geyer stated the City is looking for pictures, stories and information to incorporate into the 50th Anniversary Celebration. She encouraged the Board to bring any historic documents or stories they may have and share them with Kim Rein, Communications Manager.

112th Avenue STAMP
Presentation

Becky Smith, Planning Manager presented the 112th Avenue STAMP. She reported on RTD FasTracks stations in the north metro area and focused on the new station at 112th in Northglenn. She reviewed the study areas, vision and goals, areas of focus, and key elements the City is focusing on for Northglenn's Transit Oriented Development. There was extensive discussion on connectivity goals, framework and housing and how these statistics were gathered. Planning Manager Smith answered the Boards questions and reported she will be back to give any updates to the Board.

Planning Manager Smith reported there will be a public open house with Planning staff and Clarion Associates regarding the Unified Development Ordinance (UDO) on October 17, 2018 from 2:00 p.m. – 4:00 p.m. and another one from 6:00 p.m. – 8:00 p.m. in the James S. May, Jr. community room at the Northglenn Justice Center. She stated both meetings are the same just different times and encouraged the Board to attend one.

NEW BUSINESS:

Resolution N/18-20

Executive Director Tuttle provided a summary for the Business Utility Assistance Grant (BUAG) with Paletaria La Loteria.

MOTION TO PASS

Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner Novak to approve Resolution N/18-20. There was discussion and the **MOTION PASSED** unanimously.

Executive Director
Report

Executive Director Tuttle gave updates to the Board on the Huron Center. Board Attorney Parker updated the Board on the status of The Courts bank financing needs. Executive Director Tuttle reported Northgate formerly known as Malley Heights is starting work on signage and exterior improvements and plan to be complete by Q/1 2019. She stated Northglenn Square the center on Melody Drive has been purchased by a new owner and they plan to start making exterior improvements and is aware of NURA's grant programs. There were questions from the Board.

2019 Draft Budget

Executive Director Tuttle explained this is a first draft to the proposed 2019 Budget. She reviewed line items that were significantly different than the previous year's budget and asked for input for new projects for the 2019 proposed budget. The Board directed Executive Director Tuttle to decrease the administration fees from \$250,000 to \$175,000 paid to the city based on decreased activity and staff time within the urban renewal areas. She will inform the City Manager and Finance Director. She asked the Board to send any revisions to her for the 2019 Proposed Budget. There was extensive discussion.

FUTURE AGENDA:

None.

**ADJOURNMENT and
PLACE and TIME of
NEXT MEETING:**

The meeting adjourned at 7:54 p.m. The next meeting is scheduled for October 10, 2018 at 5:45 p.m. in Council Chambers.

Submitted by:

Debbie Tuttle
Executive Director

Rosie Garner
Chair