

**NORTHGLENN URBAN RENEWAL AUTHORITY  
REGULAR MEETING MINUTES  
April 11, 2018**

**CALL to ORDER:**

Chair Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:48 p.m. on April 11, 2018 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

**ROLL CALL:**

Present were: Chair Garner, Commissioners Brown, Coleman, DeMay, Gavette and McCune.

Absent:

Vice Chairman Lynch (excused), Advisor Kister and Novak.

Staff Present:

Executive Director Tuttle, Board Attorney Parker and Board Clerk Baca.

**MEETING MINUTES:**

March 14, 2018

**MOTION TO PASS**

Commissioner DeMay **MOVED** and it was **SECONDED** by Commissioner Brown to approve minutes of the regular meeting on March 14, 2018. There was no discussion and the **MOTION PASSED** unanimously.

**PUBLIC PARTICIPATION:**

None.

**BILLS and COMMUNICATIONS:**

Chair Garner stated she attended the City Council meeting on April 9, 2018 and the Recreation Center, Senior Center & Theatre final reports and recommendations and also the Phase One Implementation for the Civic Center Master Plan (CCMP) passed.

**AGENDA ADDITIONS and DELETIONS:**

None.

**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 February 2018 for URA 1 and URA 2. She answered questions from the Board on property taxes and why there is such a gap from 2017 and Accruals.

**MOTION TO PASS**

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

Executive Director  
Report

Executive Director Tuttle reported on The Courts, Huron Center construction and signage. She reported that the Arby's is estimated to open in May or June, and reviewed the Business Improvement Grant (BIG) Modification. She answered questions from the Board on construction completion at the Huron Center, modifications to the Business Improvement Grant (BIG), and the Marketplace. There was extensive discussion. Executive Director Tuttle stated if the Board needed more information or had any additional questions to please call or email her.

Joint Council/NURA  
Agenda Items

Executive Director Tuttle asked the Board to send her suggested topics they would like to discuss with City Council at the upcoming quarterly meeting on May 7, 2018. She recommended a discussion with City Council on their retreat priorities, and how NURA could assist and align with their goals. There was discussion.

NURA Retreat

Executive Director Tuttle stated the Board is due to have their annual retreat. She stated she would like to prioritize a 5-year plan that would align with City Council goals and priorities. She suggested the Planning Department present the Zoning Code being proposed to City Council. Additionally, discuss NURA redevelopment projects that could be considered over the next 5-7 years relative to public/private partnerships (P3) at the Civic Center and other locations.

**NEW BUSINESS:**

Resolution N/18-6  
SBX Helena Lyndale  
Ave, LLC First  
Amendment  
to the Business  
Improvement Grant  
(BIG)

Executive Director Tuttle provided a summary for the First Amendment to the Business Improvement Grant (BIG) with SBX Helena Lyndale Ave, LLC.

**MOTION TO PASS**

Chair Garner **MOVED** and it was **SECONDED** by Commissioner DeMay to approve Resolution N/18-6. There was no discussion and the **MOTION PASSED** unanimously.

Resolution N/18-7  
SBX Helena Lyndale  
Ave, LLC First Amendment  
to the Business Utility  
Assistance Grant  
(BUAG)

Executive Director Tuttle provided a summary for the First Amendment to the Business Utility Assistant Grant (BUAG) with SBX Helena Lyndale Ave, LLC.

**MOTION TO PASS**

Chair Garner **MOVED** and it was **SECONDED** by Commissioner DeMay to approve Resolution N/18-7. There was no discussion and the **MOTION PASSED** unanimously.

Resolution N/18-9  
Huron Center  
Signage

Executive Director Tuttle provided a summary on the Huron Center Signage for businesses at the Impala Capital, LLC owned property.

**MOTION TO PASS**

Commissioner DeMay **MOVED** and it was **SECONDED** by Commissioner Brown to approve Resolution N/18-9. There was discussion and the **MOTION PASSED** unanimously.

**FUTURE AGENDA:**

None.

Requirement for  
Monthly meetings

Chair Garner inquired whether a meeting needs to be held every month if there are no agenda items. Board Attorney Parker reviewed the NURA By-laws and it was determined that a meeting does not need to be held every month if there are no agenda items.

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

The meeting adjourned at 6:34 p.m. The next joint Q/1 meeting with City Council is May 7, 2018 at 6:00 p.m. in Council Chambers. The next regular meeting is scheduled for May 9, 2018 at 5:45 p.m. in Council Chambers.

Submitted by:

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Debbie Tuttle  
Executive Director

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Rosie Garner  
Chair