

**NORTHGLENN URBAN RENEWAL AUTHORITY
REGULAR MEETING MINUTES
October 9, 2013**

CALL to ORDER: Chairman Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:49 p.m. on October 9, 2013 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

ROLL CALL: Present were: Chairman Garner, Commissioners Coleman, DeMay, Gavette and McCune.

Absent: Commissioner Lynch and Commissioner Snetzinger. (excused)

Staff Present: Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca and Jill Mendoza, Economic Development Coordinator.

**CONSIDERATION and
APPROVAL of
PREVIOUS MEETING
MINUTES:**

September 11, 2013 The meeting minutes of September 11, 2013 were approved as presented.

**PUBLIC
PARTICIPATION:** None.

**BILLS and
COMMUNICATIONS:** None.

**AGENDA ADDITIONS
and DELETIONS:** None.

**UNFINISHED
BUSINESS:** None.

**REPORTS of the
DIRECTOR, STAFF,
CONSULTANTS,
ATTORNEY:**

Economic Development
Coordinator

Executive Director Tuttle introduced and gave a brief background on Jill Mendoza, Economic Development Coordinator who

started with the City on Monday, September 30, 2013. The Board welcomed Jill to the team.

2014 Preliminary
Budget

Executive Director Tuttle reviewed all suggested changes to the preliminary 2014 budget line by line. There were corrections to language and a duplicated budget item and Executive Director Tuttle stated she will make the needed changes. She will present two budgets representing URA 1 and URA 2 to the Board for review at the November meeting. There was discussion from the Board.

Financial Report

Executive Director Tuttle reviewed the balance sheet, balance sheet previous year comparison, profit and loss details, profit and loss previous year comparison, profit and loss budget versus actual, monthly comparative data and revenue and expenses for the month of August 2013.

MOTION TO PASS

Chairman Garner **MOVED** and it was **SECONDED** by Commissioner Gavette to approve the August financial report. There was discussion and the **MOTION PASSED** unanimously.

Executive Director
Report
Webster Lake
Promenade
Construction Updates

Executive Director Tuttle stated the sanitary sewer line has been completed with traffic lanes being improved in the area. Road concerns were expressed in regard to the heavy traffic flow. She reported the project is currently on a three week delay due to the weather and the broken sanitary sewer line.

Garland Center
Construction
Schedule

Executive Director Tuttle stated the demolition is near completion with construction to begin late November early December.

11295 Washington
Street Demolition

Executive Director Tuttle stated the building located at 11295 Washington Street has been demolished. She stated that the Board will need to consider a marketing plan for the land. Chairman Garner expressed asking the City if they would have a

use for the land and asked Executive Director Tuttle to discuss this idea with the City.

2nd Annual Business
Appreciation
Event

Executive Director Tuttle stated that all invitations had been mailed out and they are receiving RSVP's. She reported that a new NURA banner had been ordered and will be hung at the breakfast along with the City banner. She reported that all the winners have been interviewed and the emcee and speaker had been confirmed.

Upcoming URA
Legislation

Executive Director Tuttle reported upcoming URA legislation is currently being drafted and not a lot of information is out regarding the potential legislation. She stated she will attend an informational meeting held at CML and will bring back information to share with the Board. She reported that a Resolution is going to City Council for their consideration at their meeting on October 24, 2013.

NEW BUSINESS:

Resolution N/13-51
Marketplace "Count
The Lights"
Sponsorship

Executive Director Tuttle reviewed the request for sponsorship for the Count the Lights contest.

MOTION TO PASS

Commissioner Coleman **MOVED** and it was **SECONDED** by Commissioner Gavette to approve Resolution N/13-51. There was no discussion and the **MOTION PASSED** unanimously.

EXECUTIVE SESSION:

Chairman Garner **MOVED** and it was **SECONDED** by Commissioner DeMay to meet in Executive Session to hold a conference with NURA's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b) regarding the tax increment financing lawsuit involving NURA and Adams County. There was no discussion and the **MOTION PASSED** unanimously.

In attendance during executive session were: Chairman Garner
Commissioners Coleman, DeMay, Gavette, McCune, Executive
Director Tuttle, Board Attorney Parker, Board Clerk Baca and Jill
Mendoza, Economic Development Coordinator.

RECESS: The meeting recessed to an executive session at 6:26 p.m.

RECONVENE: The meeting reconvened at 7:07 p.m.

FUTURE AGENDA: None.

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

The meeting adjourned at 7:08 p.m. The next regular meeting scheduled for November 13, 2013 at 5:45 p.m. in Council Chambers unless a special meeting is needed.

Submitted by:

Debbie Tuttle
Executive Director

Rosie Garner
Chair