

**NORTHGLENN URBAN RENEWAL AUTHORITY
REGULAR MEETING MINUTES
January 8, 2014**

CALL to ORDER: Chairman Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:45 p.m. on January 8, 2014 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

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

Commissioner Coleman arrived at 6:23 p.m. (excused)

Staff Present: Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca and City Manager John Pick.

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

December 11, 2013 The meeting minutes of December 11, 2013 were approved as amended.

**PUBLIC
PARTICIPATION:** None.

**AGENDA ADDITIONS
and DELETIONS:** None.

**BILLS and
COMMUNICATIONS:** Commissioner Dodge thanked the Board for the donation for the "Count the Lights" contest and stated it was very successful. Commissioner Lynch asked if the winners could be displayed on the Marketplace sign and staff stated they will get the names of the winners displayed.

**UNFINISHED
BUSINESS:** None.

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

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 November 2013.

MOTION TO PASS

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

2014 Budget Submission
& Approval by Division
Of Local Government

Executive Director Tuttle reported the 2014 Budget submission has been approved by the State.

**Executive Director
Report**

Webster Lake
Promenade (WLP)
Updates and Reports

Executive Director Tuttle updated the Board on the progress made to the WLP redevelopment to date. Chairman Garner expressed concern about an area being dug up that she believes is where the Plaza area is to be built. Executive Director Tuttle will get back to the Board with an answer to Chairman Garner's concern.

Webster Lake
Plaza Updates
Survey & Report

Executive Director Tuttle stated three Plaza concept plans developed by the consultants and committee were presented to City Council on Monday, January 6, 2014. City Council was asked for input on the designs and recommendations for next steps. Staff was directed to get RFP's for final design and construction which will be presented to City Council and NURA for final approval. Executive Director Tuttle stated they will not move forward at this time with the Adams County grant application and stated the City may reapply in the next grant cycle. There was extensive discussion.

Marketing of
11295 Washington
Street Property

Executive Director Tuttle reported she has received two calls on the property. She stated that the sign is ready to be picked up and she will schedule the installation. She asked the Board what should be advertised selling price. After discussion it was the consensus of the Board to list the property at \$490,000 which is the market value. Chairman Garner would like to ask City Council if there is any desire from the City to purchase the property at 11295 Washington Street.

Environmental Testing
Report for former
Garland Center

Executive Director Tuttle reported the environmental test report came back acceptable and at this time no future remediation or testing is anticipated.

NURA Strategic
Planning

Executive Director Tuttle asked the Board if they would like to move forward with a strategic planning session or retreat. After discussion, the Board would like to wait until after the City Council Strategic Planning Session and discuss options at the next regular meeting.

Review of NURA
Board Term Limits

Executive Director Tuttle stated she researched the term for the City Council position. Board Attorney Parker clarified the term will go through April 19, 2015 which is past the Council term. She stated she is reviewing the by-laws with Chairman Garner and will clarify the board terms in the by-laws along with cleaning up and clarifying language in the document. There was discussion.

Adams County URA
1 & 2 TIF Payments

In an effort to reconcile Adams County TIF payments related to URA properties, staff presented a preliminary report that has been created to track URA revenues from Adams County. She reviewed the properties along with payments made in 2013 for the tax year 2012.

North Metro
Dental Group

Executive Director Tuttle reported North Metro Dental Group requested a six month extension and she had granted the extension.

TOD Land Discussion

Executive Director Tuttle reported that Brook Svoboda, Planning and Development Director, had provided a memo regarding the TOD Land. Planning staff is setting up a future meeting with the land owners to discuss the development of this property. Board Attorney Parker clarified for the Board their questions on designating agricultural land within a URA. There was extensive discussion.

RECESS:

The meeting recessed at 6:37 p.m.

RECONVENE:

The meeting reconvened at 6:44 p.m.

NEW BUSINESS:

Resolution N/14-1
Designating Official
Public Posting
Places

Board Attorney Parker stated this is a resolution that comes to the Board every year and is required by State Law.

MOTION TO PASS

Commissioner DeMay **MOVED** and it was **SECONDED** by Commissioner Gavette to approve Resolution N/14-1. There was no discussion and the **MOTION PASSED** unanimously.

Resolution N/14-2
Election of 2014
Officers

Board Attorney Parker stated State law requires an election of a Chair annually. Chairman Garner stated she would like to be Chair for another year.

MOTION TO PASS

Commissioner McCune **MOVED** and it was **SECONDED** by Commissioner DeMay to approve Rosie Garner as Chair. There was discussion and the **MOTION PASSED** unanimously.

MOTION TO PASS

Commissioner McCune **MOVED** and it was **SECONDED** by Commissioner DeMay to approve Raymond "Jim" Lynch as Vice

Chairman. There was discussion and the **MOTION PASSED** unanimously.

Elected Officers
2014

Chairman: Rosie Garner
Vice Chairman: Raymond "Jim" Lynch

Resolution N/14-3
Huron Center
Market Analysis PSA

Executive Director Tuttle provided background regarding the market analysis for the Huron Center professional services agreement which will provide a report to evaluate the highest and best uses for the center.

MOTION TO PASS

Commissioner Lynch **MOVED** and it was **SECONDED** by Commissioner Gavette to approve Resolution N/14-3. There was discussion and the **MOTION PASSED** unanimously.

EXECUTIVE SESSION:

Chairman Garner **MOVED** and it was **SECONDED** by Commissioner Gavette to meet in Executive Session to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e). The following details are provided for informational purposes: Discussions of the Huron Center redevelopment projects. Also an 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, Dodge, Gavette, Lynch, McCune, Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca and City Manager John Pick.

RECESS:

The meeting recessed to an executive session at 6:52 p.m.

RECONVENE:

The meeting reconvened at 7:18 p.m.

FUTURE AGENDA:

- TOD Land Future Use Staff Presentation
- NURA Strategic Planning Retreat
- ICSC

Presentation to State
Legislators

Executive Director Tuttle reminded the Board they are welcome to attend the 6:00 p.m. with the State Legislators on January 13, 2014. She stated she has been preparing a presentation for the legislators of before and after areas in Northglenn that are part of urban renewal areas. Commissioner Lynch asked if a recording had been made the last time NURA and City Council met with the legislators and Executive Director Tuttle stated she was not aware of any recording from those meetings. There was extensive discussion from the Board on ideas for the meeting with the legislators.

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

The meeting adjourned at 7:32 p.m. The Board is invited to attend the next City Council Public Meeting with the legislators on January 13, 2014 at 6:00 p.m. in Council Chambers. The next regular meeting scheduled for February 12, 2014 at 5:45 p.m. in Council Chambers unless a special meeting is needed.

Submitted by:

Debbie Tuttle
Executive Director

Rosie Garner
Chair