

**NORTHGLENN URBAN RENEWAL AUTHORITY  
REGULAR MEETING MINUTES  
June 11, 2014**

**CALL to ORDER:** Chairman Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:45 p.m. on June 11, 2014 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

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

Absent: Commissioners Coleman (excused) and Dodge (excused).

Staff Present: Executive Director Tuttle, Board Attorney Parker, City Clerk Small, Jason Loveland, Treasurer, and Jill Mendoza, Economic Development Coordinator.

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

May 14, 2014

**MOTION TO PASS** Chair Garner **MOVED** and it was **SECONDED** by Commissioner DeMay to approve the meeting minutes of May 14, 2014 as presented. There was no discussion and the **MOTION PASSED** unanimously.

**PUBLIC  
PARTICIPATION:** None.

**BILLS and  
COMMUNICATIONS:** None.

**AGENDA ADDITIONS  
and DELETIONS:** None.

**UNFINISHED  
BUSINESS:** None.

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

May Financial Reports Executive Director Tuttle reviewed the financial reports for the period ending May 31, 2014. Ms. Tuttle reported on property tax revenue, business incentive payments, and expenditures for professional services and conferences.

**MOTION TO PASS**

Commissioner DeMay **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve the May financial reports for URA 1 and URA 2. There was discussion and the **MOTION PASSED** unanimously.

**Executive Director**

**Report:**

Urban Renewal  
Legislation Veto Letters

Executive Director Tuttle stated copies of the urban renewal legislation veto letters from the City and NURA were provided in the packet and announced that Governor Hickenlooper had vetoed House Bill 14-1375. There was discussion about the proposed legislation and the Board expressed appreciation for the Governor's consideration and veto of the Bill.

Webster Lake  
Plaza Update

Executive Director Tuttle provided an update on the Webster Lake Promenade Plaza project. Ms. Tuttle stated the task force will be meeting on July 1<sup>st</sup> or 2<sup>nd</sup> to review the proposal that was submitted for the project, and encouraged the Board to provide feedback on the proposal. There were questions from the Authority regarding the proposal that was received and the budget for the project.

Garland Center –  
Miller Property  
NFA Letter

Executive Director Tuttle provided information about the Miller property located on the former Garland Center site and reported a No Further Action (NFA) determination had been issued by the Division of Oil and Public Safety for the property. Ms. Tuttle suggested preparing a design plan or a list of options for the parcel and addressed questions regarding the value of the property. Ms. Tuttle stated she would contact the property owner and bring information back to the Authority at the next meeting.

NURA Plan No. 2  
Substantial Modifications  
Garland TIF 1 & Webster  
Lake TIF 2 Update

Executive Director Tuttle reported the modifications to Urban Renewal Plan No. 2 had been approved by City Council at the June 9, 2014 meeting, and stated the Authority would be receiving updated information once the Plan has been revised by Ricker|Cunningham.

Huron Center:  
Air Quality  
Environment Report

Executive Director Tuttle stated an air quality sampling had been conducted at the former Albertsons building in the Huron Shopping Center and stated the report concluded there are no issues with air quality at the site.

Crabtree Amusement  
Carnival Agreement

Executive Director Tuttle provided information about a request that had been received for a carnival to be held at the Huron Center June 16 to July 1, 2014. Ms. Tuttle stated an agreement had been prepared for the event and reported that City staff is currently processing the request.

There was discussion about the proposed carnival. Ms. Tuttle stated if there are no objections from the Authority, she will proceed with the request and will keep the Authority updated on the status of the event.

**NEW BUSINESS:**

Resolution N/14-13  
Business Improvement  
Grant – Pro Clean  
Auto Wash

Executive Director Tuttle provided a summary of the Business Improvement Grant application submitted by Pro Clean Auto Wash.

**MOTION TO PASS**

Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner DeMay to approve Resolution N/14-13. There was no discussion and the **MOTION PASSED** unanimously.

Resolution N/14-14  
Virtus Partners, LLC  
Business Assistance  
Request

Executive Director Tuttle provided a summary of the business assistance request submitted by Virtus Partners, LLC for the Northpoint Business Park.

Mr. Scott Pudalov, Virtus Partners, LLC, presented information about improvements to the Northpoint Business Park property. Mr. Pudalov provided pictures of the work he has completed to date and stated additional improvements to signage and trash enclosures will improve the appearance of the buildings and his ability to attract and retain tenants. Mr. Pudalov addressed questions from the Authority regarding the vacancy rate in the business park, monthly lease rates, and the types of businesses located in the park.

Executive Director Tuttle distributed additional information regarding the business assistance request, and stated staff recommends approval of an incentive in the amount of \$18,323, which is 50% of the cost for improvements to signage and trash enclosures on the property.

There were questions from the Authority regarding the Board's incentive policy and the proposed signage improvements.

Attorney Parker advised the Authority about criteria included in the incentive policy. Ms. Tuttle read the guiding principles and criteria outlined in the in assistance request form.

**MOTION TO PASS**

Commissioner DeMay **MOVED** and it was **SECONDED** by Commissioner Gavette to approve Resolution N/14-14. 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 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) relative to the property at 120<sup>th</sup> Avenue and Grant Street, and Huron Center. 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) relating to the settlement of the TIF litigation involving the Adams County Assessor, *et al.* There was no discussion and the **MOTION PASSED** unanimously.

In attendance during Executive Session were: Chairman Garner, Commissioners DeMay, Gavette, Lynch, McCune, Executive Director Tuttle, Board Attorney Parker, City Clerk Small, Jason Loveland, Director of Finance, and Jill Mendoza, Economic Development Coordinator.

**RECESS:**

The meeting recessed at 6:32 p.m.

**RECONVENE:**

The meeting reconvened at 7:12 p.m.

**FUTURE AGENDA:**

11295 Washington  
Street Request for  
Proposal

Executive Director Tuttle stated she would distribute information on this item prior to the next meeting.

104<sup>th</sup> & I-25 Ramp  
Landscaping Request  
for Proposal

Executive Director Tuttle stated she would distribute information on this item prior to the next meeting.

Huron Center  
Request for Proposal

Executive Director Tuttle stated staff will move forward on this item as discussed.

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

The meeting adjourned at 7:13 p.m. The next regular meeting is scheduled for July 9, 2014 at 5:45 p.m. in Council Chambers unless a special meeting is needed.

Submitted by:

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Debbie Tuttle  
Executive Director

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Rosie Garner  
Chair