

**NORTHGLENN URBAN RENEWAL AUTHORITY  
REGULAR MEETING MINUTES  
OCTOBER 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 October 8, 2014 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

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

Absent: Commissioner Dodge (excused).

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

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

September 10, 2014

**MOTION TO PASS** Chairman Garner **MOVED** and it was **SECONDED** by Vice Chairman Gavette to approve the meeting minutes of September 10, 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 from CITY**

**STAFF:**

Design Plan for  
Community Center  
Drive

Brook Svoboda, Planning and Development Director updated the Board on the Design Plan for Community Center Drive. He stated City Council is currently in the review process for the quarter master plan. He stated the master plan will help identify streetscape needs and other needs throughout the City along with discussion of the Community Center Drive corridor. He answered questions regarding the details of the design for the Community Center Drive corridor. Executive Director Tuttle stated the Urban Renewal area starts at 120<sup>th</sup> Avenue and ends at Northglenn City Hall. There were concerns on duplicating efforts on the design at Community Center Drive. Executive Director Tuttle encouraged coordinating the groups to avoid the duplication and coming to a clearer vision between both groups.

M&O Facility  
& TOD Planning  
Areas

Brook Svoboda, Planning and Development Director stated the Parks Barn located at the M&O facility is in poor condition and needs to be replaced for safety reasons. The Board had questions regarding safety concerns for the area and next steps. Mr. Svoboda stated after discussion with City Council and addressing their concerns they would not move the M&O facility at this time. There was discussion regarding purchasing of additional land in the area and moving forward with improvements to the area.

**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 August for URA 1 and URA 2. The Board would like to see a quarterly TIF report including what properties are in URA 1 and URA 2. There was extensive discussion.

**MOTION TO PASS**

Chairman Garner **MOVED** and it was **SECONDED** by Commissioner DeMay to approve the August financial report for URA 1 and URA 2. There was discussion and the **MOTION PASSED** unanimously.

**EXECUTIVE DIRECTOR  
REPORT:**

2015 Urban Renewal  
Proposed Legislative  
Bill

Executive Director Tuttle reported on the 2015 Urban Renewal Proposed Legislative bill. She stated two additions are being proposed in the bill, one of which is a county appointment for each URA. She stated the county appointment would need to be a resident within the City. She reported they are expecting other possible bills to come forward. At the appropriate time, Executive Director Tuttle would like to have a support letter signed by the NURA Board and also City Council.

Webster Lake Plaza  
Update

The first meeting with the taskforce was held with Design Concepts. She stated they re-evaluated each taskforce member's responsibilities, the project timeline, and documentation. There was discussion.

Huron Center  
Redevelopment  
RFP

Executive Director Tuttle stated the RFP was released, staff, and the development team had the pre-proposal meeting with 18 different firms attending. Commissioner McCune had one correction to the RFP regarding the exact location of the bank at 104<sup>th</sup> and Huron Street. She gave dates and deadlines for final determination of acceptance of the RFP.

2015 Preliminary  
Draft Budget

Executive Director Tuttle stated all suggested changes from the previous meeting had been incorporated with the exception of the Sports Authority incentive approved in September. Executive Director Tuttle requested the Board to review the 2015 Preliminary draft budget before the next meeting for any suggested changes. There was discussion.

**NEW BUSINESS:**

Resolution N/14-20  
Business Improvement  
Grant (BIG) – BMC  
104<sup>th</sup>, LLC

Executive Director Tuttle provided a summary on the Business Improvement Grant for BMC 104<sup>th</sup>, LLC.

**MOTION TO PASS**

Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner Gavette to approve Resolution N/14-20. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/14-21  
Business Utility  
Assistance Grant –  
Cross Development,  
LLC

Executive Director Tuttle provided a summary on the Business Utility Assistance Grant with Cross Development, LLC.

**MOTION TO PASS**

Chairman Garner **MOVED** and it was **SECONDED** by Commissioner McCune to approve Resolution N/14-21. There was discussion and the **MOTION PASSED** unanimously.

**EXECUTIVE SESSION:**

Chairman Garner **MOVED** and it was **SECONDED** by Vice Chairman Lynch 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 the Marketplace and the Huron Center. There was no discussion and the **MOTION PASSED** unanimously.

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

**FUTURE AGENDA:**

None.

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

The meeting adjourned at 7:13 p.m. The next regular meeting is scheduled for November 12, 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