

**NORTHGLENN URBAN RENEWAL AUTHORITY  
REGULAR MEETING MINUTES  
February 12, 2014**

**CALL to ORDER:** Chairman Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:45 p.m. on February 12, 2014 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

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

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

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

January 8, 2014

The meeting minutes of January 8, 2014 were approved as presented.

**PUBLIC  
PARTICIPATION:**

None.

**BILLS and  
COMMUNICATIONS:**

Board Attorney Parker reviewed with the Board the Adams County court order ruling that was handed down by Judge Crabtree in favor of NURA. He stated there is still the possibility for an appeal and answered questions from the Board. There was discussion.

**AGENDA ADDITIONS  
and DELETIONS:**

None.

**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 December and fiscal year 2013 for URA 1 and URA 2.

**MOTION TO PASS**

Chairman Garner **MOVED** and it was **SECONDED** by Commissioner DeMay to approve the December and fiscal year 2013 for URA 1 and URA 2. There was discussion and the **MOTION PASSED** unanimously.

TOD Update

Brook Svoboda, Planning and Development Director, reported that RTD received an unsolicited bid which provided merit to RTD that allowed for a formal RFP process. He stated he served on a committee that provided recommendations that were nearly identical to the RTD staff recommendation. He stated the north metro rail line will end at the Eastlake Station which would include the northern property of the Maintenance & Operations facility. He reported that City Council had directed staff to do a redevelopment analysis, and stated a kiss and ride station will go in at 112<sup>th</sup> Avenue. There were questions and discussion from the Board.

**Executive Director  
Report**

Webster Lake  
Promenade Update

Executive Director Tuttle updated the Board on the last payment with Waner Construction resulting in a credit. She stated staff is working with Longhorn Steakhouse, Walmart, Panera Bread and Jimmy John's on grand opening dates and related events. Executive Director Tuttle stated dates and times for official ribbon cuttings will be scheduled in the near future. The Board had questions regarding how involved the Metro North Chamber is with the ribbon cuttings and Executive Director Tuttle explained the process. Executive Director Tuttle reported that the City had hired Ricker|Cunningham to do an updated return on investment report for the Webster Lake Promenade.

Executive Director Tuttle stated an RFP was sent out for a market analysis of the highest and best use for the 6 acre site.

She reported that Development Research Partners was hired for this process and a final report should be available at the end of April.

URA Video

Executive Director Tuttle encouraged the Board to look at the video she had sent to them regarding URA's in the metro area. She stated the video highlighted Northglenn and gave positive information regarding URA's in the metro area.

Webster Lake  
Plaza (WLP) Update

Executive Director Tuttle stated staff is working with AMPA on an RFP for the design of the Webster Lake Plaza. There were questions about the many variations that were identified by the committee. Executive Director Tuttle stated the final RFP will be shared with the committee before completion.

Marketing & Potential  
Uses for 11295  
Washington Street

Executive Director Tuttle shared the brochure with the Board on what is being used for marketing of the property. She stated she has had 5 inquiries on the property and the Board was interested in knowing who those inquiries were. There was discussion and Executive Director Tuttle asked for feedback on the brochure and marketing ideas. She stated she has had inquiries regarding paying a finders/brokerage fee. The Board would like Executive Director Tuttle to move forward with obtaining a land survey of the property.

Chairman Garner asked City Manager Pick if there is any interest in the City purchasing the land at 11295 Washington Street and he was not aware of any interest at this time.

Council Strategic  
Planning Update

Executive Director Tuttle stated she would like to refer to City Manager Pick on the Strategic Planning update from City Council. City Manager Pick came forward and spoke about the overall goals, measureable milestone goals and stated staff will refine these to develop a Tactical Action Plan. He stated that staff will meet on February 14, 2014 to define these items and will bring final recommendations and get approval from City Council in March.

NURA Retreat                      There were questions and discussion from the Board on the need for a future retreat for NURA. City Manager Pick stated it would be a good idea.

ICSC Conference                      Executive Director Tuttle reported she is registered to attend the conference and stated she is set to market several areas in Northglenn including areas at 104<sup>th</sup> and Huron and 120<sup>th</sup> and Washington Street. She asked if anyone was interested in attending from the Board to please let her know as soon as possible. No one showed any interest.

**NEW BUSINESS:**                      None.

**RECESS:**                                      The meeting recessed at 6:44 p.m.

**RECONVENE:**                                The meeting reconvened at 7:44 p.m.

**EXECUTIVE SESSION:**                      Chairman Garner **MOVED** and it was **SECONDED** by Commissioner Coleman 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 Huron Center and Webster Lake Promenade 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, McCune, Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca, Economic Development Coordinator Jill Mendoza and City Manager John Pick.

**FUTURE AGENDA:**                      None.

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

The meeting adjourned at 7:48 p.m. The next regular meeting scheduled for March 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