

**NORTHGLENN URBAN RENEWAL AUTHORITY  
REGULAR MEETING MINUTES  
November 14, 2018**

**CALL to ORDER:** Chair Garner called the regular meeting of the Northglenn Urban Renewal Authority to order at 5:45 p.m. on November 14, 2018 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

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

Absent: Commissioner Novak (excused) and Advisor Kister.

Staff Present: Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca and Senior Planner Ensey.

**MEETING MINUTES:**  
September 19, 2018  
November 2, 2018

**MOTION TO PASS** Commissioner Brown **MOVED** and it was **SECONDED** by Commissioner Gavette to approve minutes of the meeting on October 10, 2018 and the special meeting minutes of November 2, 2018. There was no discussion and the **MOTION PASSED** unanimously.

**PUBLIC PARTICIPATION:** None.

**BILLS and COMMUNICATIONS:** None.

**AGENDA ADDITIONS and DELETIONS:** None.

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

Financial Report

Executive Director Tuttle reviewed the balance sheet, profit and loss details, projected versus actual budget, yearly and monthly comparative data, and revenue and expenses for the month of September 2018 for URA 1 and URA 2.

**MOTION TO PASS** Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner Brown to approve the September financial report for

URA 1 and URA 2. There was no discussion and the **MOTION PASSED** unanimously.

Executive Director  
Report

Executive Director Tuttle stated she would like to modify the Business Improvement Grant (BIG) and the Business Utility Assistance Grant (BUAG) to include HVAC and upgrades to HVAC. There was extensive discussion the Board agreed to include the screening portion for HVAC systems under the BIG program and not approve at this time HVAC improvements under the BUAG program. The Board asked that this item be reevaluated again before the 2020 budget.

Executive Director Tuttle gave updates on The Courts, testing at the Garland Center, signage at the Huron Center, reimbursement to the city for NURA staff and thanked the Board for their sponsorship towards the 2018 Business Appreciation Breakfast.

Unified Development  
Ordinance (UDO)

Eric Ensey, Senior Planner came forward and presented the Unified Development Ordinance (UDO) to the Board and gave a background on what UDO means for the city. He stated the plan is to take the UDO document to City Council in early 2019 for consideration and approval. He answered questions from the Board on areas of concern.

**PUBLIC HEARING:**  
2019 Budget Hearing

Chair Garner opened the Public Hearing on the 2019 Budget. Executive Director Tuttle reported on URA 1 and URA 2 and gave a detailed explanation of the 2019 NURA Budget. No one came forward to speak against the 2019 NURA Budget and Chair Garner closed the Public Hearing.

**NEW BUSINESS:**  
Resolution N/18-22  
Spot Wash on Irma –  
Business Improvement  
Grant

Executive Director Tuttle provided a summary for the Business Improvement Grant (BIG) with Blanco Operations Irma Corp, d/b/a Spot Wash on Irma.

**MOTION TO PASS**

Chair Garner **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve Resolution N/18-22. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-23  
Spot Wash on Irma –  
Business Utility  
Assistance Grant

Executive Director Tuttle provided a summary for the Business Utility Assistance Grant (BUAG) with Blanco Operations Irma Corp. d/b/a Spot Wash on Irma.

**MOTION TO PASS**

Chair Garner **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve Resolution N/18-23. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-24  
Spot Wash on Pearl –  
Business Improvement  
Grant

Executive Director Tuttle provided a summary for the Business Improvement Grant (BIG) with Blanco Operations Pearl Corp. d/b/a Spot Wash on Pearl.

**MOTION TO PASS**

Chair Garner **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve Resolution N/18-24. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-25  
Spot Wash on Pearl –  
Business Utility  
Assistance Grant

Executive Director Tuttle provided a summary for the Business Utility Assistance Grant (BUAG) with Blanco Operations Pearl Corp. d/b/a Spot Wash on Pearl.

**MOTION TO PASS**

Chair Garner **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve Resolution N/18-25. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-26  
Carniceria Santa Rosalia,  
LLC – Business Utility  
Assistance Grant

Executive Director Tuttle provided a summary for the Business Utility Assistance Grant (BUAG) with Carniceria Santa Rosalia, LLC.

**MOTION TO PASS**

Commissioner DeMay **MOVED** and it was **SECONDED** by Commissioner Brown to approve Resolution N/18-26. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-27  
Bluebird Family Dentistry –  
Business Improvement  
Grant

Executive Director Tuttle provided a summary for the Business Improvement Grant (BIG) with Bluebird Family Dentistry.

**MOTION TO PASS**

Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner Brown to approve Resolution N/18-27. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-28  
Sponsorship of  
Count the Lights

Executive Director Tuttle provided a summary for the sponsorship of the Count the Lights event at the Northglenn Marketplace.

**MOTION TO PASS**

Commissioner Brown **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve Resolution N/18-28. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-29  
2019 URA #1 Budget  
Adoption

Executive Director Tuttle provided a summary for the 2019 Budget for URA #1.

**MOTION TO PASS**

Commissioner Brown **MOVED** and it was **SECONDED** by Vice Chairman Lynch to approve Resolution N/18-29. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/18-30  
2019 URA #2 Budget  
Adoption

Executive Director Tuttle provided a summary for the 2019 Budget for URA #2.

**MOTION TO PASS**

Vice Chairman Lynch **MOVED** and it was **SECONDED** by Commissioner DeMay to approve Resolution N/18-30. There was discussion and the **MOTION PASSED** unanimously.

Annual Christmas  
Dinner

Chair Garner asked for suggestions on location for the annual NURA dinner. Executive Director Tuttle will poll the group on dates and locations by email in the next few days.

**FUTURE AGENDA:**

None.

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

The meeting adjourned at 7:20 p.m. The next meeting is scheduled for December 12, 2018 at 5:45 p.m. in Council Chambers.

Submitted by:

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Debbie Tuttle  
Executive Director

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Rosie Garner  
Chair