

**NORTHGLENN URBAN RENEWAL AUTHORITY
REGULAR MEETING MINUTES
January 12, 2022**

CALL to ORDER: Chair Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:45 p.m. on January 12, 2022. Due to COVID-19 and its variants, the meeting was held remotely with Commissioners of the NURA Board participating electronically.

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

Commissioner Novak arrived at 6:00 p.m.

Absent: None.

Staff Present: Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca and Grant Specialist Fields.

MEETING MINUTES:
December 8, 2021

MOTION TO PASS Commissioner Carrico **MOVED** and it was **SECONDED** by Commissioner Brown to approve minutes of the regular meeting on December 8, 2021. There was no discussion and the **MOTION PASSED** unanimously.

PUBLIC PARTICIPATION: None.

BILLS and COMMUNICATIONS: Commissioner Brown updated the Board on her reappointment to the NURA board, her appointment as Parliamentarian and to the North Metro Fire District Board as the Northglenn City Council representative. She stated City Council will have virtual meetings through the end of February 2022 and they will re-evaluate virtual or in-person at that time.

AGENDA ADDITIONS and DELETIONS: None.

REPORTS of the DIRECTOR, STAFF, CONSULTANTS, ATTORNEY:
Financial Report Executive Director Tuttle reviewed the November balance sheet, profit and loss details, projected versus actual budget, yearly and

monthly comparative data, and revenue and expenses for URA 1 and URA 2.

MOTION TO PASS

Commissioner McCune **MOVED** and it was **SECONDED** by Commissioner Novak to approve the November financial report for URA 1 and URA 2. There were questions and the **MOTION PASSED** unanimously.

2022 State DOLA
Budget Filing

Executive Director Tuttle reported the 2022 Budgets have been approved by Department of Local Affairs (DOLA).

112th & Washington St.
Progress Report

Executive Director Tuttle stated they added one more unit to the original plans submitted and will be bringing plans to DRC for review. Everything is moving forward as planned on the project. There were some questions from the Board.

Garland Center
Remediation
Update

Executive Director Tuttle updated the Board on her conversations with the State, Ninyo and Moore and AET regarding next steps. She also gave a quick summary on the Resolution with AET for additional funding on the remediation efforts.

AURA Lawsuit &
Potential Impact on
URA's Update

Board Attorney Parker gave a summary on the AURA Lawsuit and what it could potentially mean to the Northglenn Urban Renewal Authority. He stated at this time NURA is not affected by the lawsuit but as it moves through the judicial system, he'll continue to update with potential changes to NURA. There was discussion.

Text and Email
Protocols

Board Attorney Parker explained to the Board the impact of texts and emails and the reason why it is recommended to not reply all when responding. He stated with the Colorado Open Records Act (CORA) it plays a significant role in recommending not to respond to an entire thread of emails. There were questions and clarification from Board Attorney Parker.

NEW BUSINESS:
Resolution N/22-1
Designated Official
Posting Places

Executive Director Tuttle gave a summary for the resolution designating official public posting places and Board Attorney Parker stated this is required annually by State Law.

MOTION TO PASS

Commissioner Brown **MOVED** and it was **SECONDED** by Commissioner Carrico to approve Resolution N/22-1. There was discussion and the **MOTION PASSED** unanimously.

Resolution N/22-2
Election of 2022
Officers

Executive Director Tuttle gave a summary of the resolution regarding the election of officers for 2022 and Board Attorney Parker stated this is required annually.

MOTION TO PASS

Commissioner Carrico **MOVED** and it was **SECONDED** by Commissioner Brown to submit the name of "Rosie Garner" as Chair and the name of "Jerry Gavette" as Vice Chairman.

The Board unanimously approved Resolution N/22-2. There was discussion and the **MOTION PASSED**.

Elected Officers
2022

Chair: Rosie Garner
Vice Chairman: Jerry Gavette

Resolution N/22-3
Advanced Environmental
Technologies, LLC (AET)
First Amendment to
PSA

Executive Director Tuttle provided a summary on the First Amendment to the Professional Services Agreement with Advanced Environmental Technologies, LLC (AET).

MOTION TO PASS

Commissioner Brown **MOVED** and it was **SECONDED** by Commissioner Novak to approve Resolution N/22-3. There was discussion and the **MOTION PASSED** unanimously.

EXECUTIVE SESSION:

Chair Garner **MOVED** and it was **SECONDED** by Commissioner Novak 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 Northglenn Marketplace located at 104th Avenue & I-25. There was no discussion and the **MOTION PASSED** unanimously.

In attendance during executive session were: Chair Garner, Vice Chairman Gavette, Commissioners Brown, Carrico, DeMay, McCune, Novak, Executive Director Tuttle, Board Attorney Parker, Board Clerk Baca and Grant Specialist Fields.

RECESS:

The meeting recessed at 6:17 p.m.

RECONVENE:

The meeting reconvened at 7:13 p.m.

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

The meeting adjourned at 7:16 p.m. The next regular meeting is scheduled for February 9, 2022 at 5:45 p.m. in Council Chambers.

Submitted by:

Debbie Tuttle
Executive Director

Rosie Garner
Chair