

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

CALL to ORDER:

Chair Garner called a regular meeting of the Northglenn Urban Renewal Authority to order at 5:52 p.m. on October 12, 2022 in the Council Chambers of Northglenn City Hall, 11701 Community Center Drive, Northglenn, Colorado.

ROLL CALL:

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

Absent:

Commissioners Coleman and Novak (excused).

Staff Present:

Executive Director Tuttle, Board Attorney Parker, Board Treasurer Loveland, Board Clerk Baca, Grant Specialist Phillips and Economic Development Specialist Fields.

MEETING MINUTES:

September 14, 2022

MOTION TO PASS

Commissioner Brown **MOVED** and it was **SECONDED** by Vice Chairman Gavette to approve minutes of the regular meeting on September 14, 2022. There was no discussion and the **MOTION PASSED** unanimously.

**PUBLIC
PARTICIPATION:**

None.

**BILLS and
COMMUNICATIONS:**

Commissioner Brown explained the many upgrades put into place when entering council chambers for all city council meetings. She reported all future city council meetings will start at 6:00 p.m. and end by 10:00 p.m. She gave detailed information on the improvements to the room and the reasoning behind the upgrades. There were questions from the Board.

**AGENDA ADDITIONS
and DELETIONS:**

None.

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

Financial Report

Executive Director Tuttle reviewed the September 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 Brown **MOVED** and it was **SECONDED** by Commissioner Carrico to approve the September financial reports for URA 1 and URA 2. There were questions and the **MOTION PASSED** unanimously.

112th & Irma Update

Executive Director Tuttle stated they are still working through legal issues regarding the trust for the Purchase and Sale agreement for the property at 112th & Irma. She stated she hopes to have a Purchase and Sale agreement for the November or December board meeting for consideration and approval.

112th & Washington
Update – Northglenn
Micro Suites

Executive Director Tuttle reported the closing for this property will likely occur in early 2023. She stated Enterprise Northglenn is in the entitlement process and they need a variance for the property. She stated the required variance needs to be presented to the Planning Commission for approval. There were questions and discussion from the Board.

Garland Center NDA &
Decommissioning of
Wells

Executive Director Tuttle was happy to report we are done with the clean-up for the Garland Center. She reported the electric boxes and landscaping will be handled by city staff. She reported we are working with the church to get all the wells decommissioned. Vice Chairman Gavette asked about the date on the State of Colorado letter and reported it is wrong and Executive Director Tuttle will reach out to the State to have this corrected.

2023 Draft Budget
Review & Preparation

Executive Director Tuttle gave details on the proposed 2023 budget and explained some of line items and reasoning behind the budget numbers. The Board had questions on what the actual balance of the budget is. Board Treasurer Loveland explained the budget numbers on the proposed budget line items are correct. He stated he would like to clean up the loan between URA #1 and URA #2, that will assist with the cleanliness of the books with the HCP incentive. Executive Director Tuttle will make all the needed changes and suggestions to the 2023 proposed budget and email over to the Board prior to the November meeting and public hearing.

Joint Council & NURA
Meeting – NURA Priority
Areas

Executive Director Tuttle asked the Board to think about items they would like to discuss with City Council at the upcoming joint meeting. She would like to talk about NURA priority areas including all the projects currently being worked on and projects that have been completed. She stated the Marketplace is 93% leased and

HCP would like to know what NURA and City Council would like to see go on the vacant land in the back northwest corner. There was extensive discussion.

NEW BUSINESS:

Resolution N/22-25
Annabella's Alterations
Business Improvement
Grant (BIG)

Executive Director Tuttle provided a summary on the Business Improvement Grant (BIG) with Annabella's Alterations.

MOTION TO PASS

Commissioner Brown **MOVED** and it was **SECONDED** by Commissioner Carrico to approve Resolution N/22-25. There was discussion and the **MOTION PASSED** unanimously.

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

The meeting adjourned at 6:41 p.m. The next regular meeting is scheduled for November 9, 2022, at 5:45 p.m. in Council Chambers.

Submitted by:

Debbie Tuttle
Executive Director

Rosie Garner
Chair