



Gary Montoya, Chair
Kathy Kvasnicka, Vice-Chair
Cristian Gonzalez-Torres, Secretary
Tommy Holton
Eugene Reynolds, Treasurer
Mark Grajeda
Lori Saine

AGENDA
FORT LUPTON URBAN RENEWAL AUTHORITY
REGULAR MEETING
130 South McKinley Avenue
Thursday, November 17, 2022
6:00 PM

Call to Order - Roll Call

Approval of Agenda

Consent Agenda - Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Councilmember so requests, in which case the item may be removed/moved from the Consent Agenda.

a. Approval of the Minutes of the September 15, 2022 Meeting

Public Comment This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

Accounts Payable

a. Accounts Payable for the November 2022 Meeting

Discussion Items

a. Expansion Discussion with Malcolm Murray

b. 2023 Budget Discussion

Action Item(s)

a. Wholly Stromboli Building Renovation Grant Extension Request

Staff Reports

Board Reports

Adjourn

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When calling in, please be sure to mute your microphone on your computer, phone or tablet. Planning staff and/or the Chairman of the Planning Commission will provide instructions on when and how comments can be made by the public virtually.

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
September 15, 2022**

Call to Order

Chairman Montoya called the virtual meeting to order at 5:59 PM.

Roll Call

Gary Montoya, Cristian Gonzales-Torres, Kathy Kvasnicka, Eugene Reynolds, Tommy Holton, FLURA
Deputy City Administrator Chris Cross

Approval of Agenda

There was a motion to approve the agenda. The agenda was approved.

Consent Agenda

There was a motion to approve the consent agenda by Tommy and seconded by Cristian. All members approved the consent agenda.

a. Approval of the Minutes of the August 18, 2022 meeting.

Public Comment

None.

Accounts Payable

a. There were no items.

Action items

a. Determination on Building Renovation Grant for 149 Denver Ave

Chris discussed the overview of the grant and of the public who were looking into it. Adjust the amount 2,000. Insurance will not come back to pay the rest. In 2017, there was a pay out of 9,923.11. They took their pay out of 12,130.02 for 2022. In Total they paid 22, 053. Remaining out of pocket is 5,546.86.

There was a discussion between members in order to approve the project. Eugene motioned to approve. Kathy seconded. Members present voted for approval, board member Tommy voted no on the motion. Motion passed for 50% mark.

Discussion Items

a. Initial 2023 Budget Discussion

Chris presented news about the budget. The notice of budget will be sent out. Board will vote on the budget in their December meeting. 459282 is revenue coming in next year. Biggest question is in regards to the grant and projects. 60,000 for building renovation grant. 10,000 is set for wayfinding. Monument signs are another 10,000 dollars. 2023 is still up for discussion with regards to the money in reserve for next year's projects. We will calculate unused funds to carry over for 2023. Denver Streetscape project will carry over for next year.

b. 2023 Building Renovation Grant Criteria

Chris showed the Board documentation for Urban Renewal and the new guidelines placed in 2016.

c. Denver Ave. Streetscape Update

We will calculate unused funds to carry over for 2023. The Denver Streetscape project will carry over for next year. Still waiting on the company for documentation that show CDOT requirements being met.

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
September 15, 2022**

Staff Report

There were none.

Board Reports

There were no major reports from the board.

Adjournment

Gary Montoya adjourned the meeting.

Next meeting will be October 20, 2022 at 6:00 PM.

Meeting adjourned at 6:30 PM.

Submitted by:

Cristian Gonzalez-Torres, Secretary

Approved by Fort Lupton Urban Renewal Authority

Gary Montoya, Chairperson



Transaction Date	Payee	Description	Payment Amount
8/19/2022	Colorado Community Media	Newspaper Notice	\$ 14.68
9/20/2022	Murray Dahl Beery & Renaud LLP	Attorney Counsel	\$ 150.00
9/27/2022	Colorado Trans. & Diesel Specialists	Grant Payment	\$ 1,500.00
10/4/2022	Aims Community College	Agreement Payment	\$ 5,072.33
10/4/2022	City of Fort Lupton	Agreement Payment	\$ 28,931.89
10/4/2022	Fort Lupton Fire Protection District	Agreement Payment	\$ 9,361.92
10/4/2022	Weld County Government	Agreement Payment	\$ 12,027.39
			Total
			\$ 57,058.21

Budget Message

December 15, 2022

Honorable Chairman and Urban Renewal Board Members:

In accordance with Colorado Revised Statutes, I am pleased to present the Requested Budget for the 2023 fiscal year. This budget has been prepared using the cash basis of accounting and is intended to serve the community, authority board, management, and staff as:

1. A plan of financial operations estimating the proposed expenditures for the next fiscal year and the proposed means of financing those expenditures.
2. An operational plan for the use and deployment of manpower, materials, and other resources during the next fiscal year.

The Fort Lupton Urban Renewal Authority (FLURA) was registered with the State of Colorado in 2014 and the Fort Lupton Core Urban Renewal Area Plan was formally adopted on May 18, 2015 by Fort Lupton City Council. 2023 is the Eighth year FLURA will receive tax-increment financing revenue. This revenue can be used to promote redevelopment, reinvestment and beautification within the City of Fort Lupton, which will assist in creating a thriving community that is economically diverse. A survey was done in 2016 to assess the projects to focus on, and the business owners along our main shopping area desired a facade improvement program. In 2021 that grant was adjusted to be a Building Renovation Grant. Building Renovation Grants completed from the 2022 grant awards greatly improved the appearance and functionality of the downtown area.

In 2023, the Fort Lupton Urban Renewal Board budgeted \$70,000 for TIF grants. The capital plan also includes \$639,714 towards a streetscape plan along Denver Avenue and First Street. It is projected that if all of the allocation of expenditures are needed, the Fort Lupton Urban Renewal Board will have a reserve balance of \$526,229.

Respectfully Submitted

Chris Cross
Executive Director

820 - FLURA - Budget Comparison Report

Account Summary

City of Fort Lupton

Account Number
Fund: 820 - FLURA

Revenue											
820-9100-311010	TIF INCREMENT	231,333.29	235,706.55	387,664.25	359,860.00	384,978.00	25,118.00	6.98%	459,282.00	99,422.00	27.63%
820-9100-311011	TIF INCREMENT REFUND	-22,120.83	-40,186.01	-59,034.59	-51,446.00	-59,035.00	-7,589.00	14.75%	-51,126.00	320.00	-0.62%
820-9100-361600	INTEREST EARNED	91.10	104.74	116.10	0.00	0.00	0.00	0.00%	110.00	110.00	0.00%
820-9100-380000	MISC REVENUE	0.00	0.00	25,000.00	0.00	25,000.00	25,000.00	0.00%	0.00	0.00	0.00%
820-9100-390100	FLURA DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
820-9100-390200	TABOR RESERVE	0.00	0.00	0.00	6,169.00	5,869.00	-300.00	-4.86%	10,528.00	4,359.00	70.66%
820-9100-390400	UNAPPROPRIATED RESERVES	0.00	0.00	0.00	511,796.00	590,261.00	78,465.00	15.33%	879,449.00	367,653.00	71.84%
	Total Revenue:	209,303.56	195,625.28	353,745.76	826,379.00	947,073.00	120,694.00	14.61%	1,298,243.00	471,864.00	57.10%
Expense											
820-9100-520100	GENERAL SUPPLIES	0.00	32.57	50.86	500.00	500.00	0.00	0.00%	500.00	0.00	0.00%
820-9100-530600	CONTRACTUAL SERVICES	55,794.73	0.00	14.68	10,000.00	1,000.00	-9,000.00	-90.00%	10,000.00	0.00	0.00%
820-9100-530800	DUES & SUBSCRIPTIONS	210.00	1,250.00	50.00	1,000.00	50.00	-950.00	-95.00%	1,500.00	500.00	50.00%
820-9100-531200	LEGAL FEES	1,283.62	812.50	525.00	10,000.00	1,000.00	-9,000.00	-90.00%	10,000.00	0.00	0.00%
820-9100-531600	PLANS & STUDIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
820-9100-531800	POSTAGE	316.72	4.69	448.72	750.00	750.00	0.00	0.00%	800.00	50.00	6.67%
820-9100-532800	STAFF DEVELOPMENT	0.00	0.00	0.00	1,000.00	0.00	-1,000.00	-100.00%	3,000.00	2,000.00	200.00%
820-9100-533000	TRAVEL & MEETINGS	0.00	0.00	0.00	1,000.00	0.00	-1,000.00	-100.00%	1,500.00	500.00	50.00%
820-9100-551850	GRANTS - TIF	33,500.00	33,785.14	44,293.65	134,602.00	42,795.00	-91,807.00	-68.21%	70,000.00	-64,602.00	-47.99%
Budget Notes											
Budget Code	Subject	Description									
APPROVED	2023	From Previous Year - \$20,000									
APPROVED	Building Renovation Grant	\$50,000.00									
820-9100-553500	MISC EXPENDITURES	85.12	2,502.61	5,998.05	3,000.00	6,000.00	3,000.00	100.00%	10,000.00	7,000.00	233.33%
820-9100-575000	CAPITAL PROJECTS	0.00	0.00	0.00	452,000.00	0.00	-452,000.00	-100.00%	659,714.00	207,714.00	45.95%
Budget Notes											
Budget Code	Subject	Description									
APPROVED	Alley Way Project	\$20,000.00									
APPROVED	Streetscape Construction 3rd and 4th on Denv	\$639,717.00									
820-9100-580450	GENERAL FUND (CITY) LOAN	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00	0.00%	5,000.00	0.00	0.00%

820 - FLURA - Budget Comparison Report

Account Number	Budget Notes	Budget Code	Subject	Description	Comparison 1		Comparison 1		Comparison 2		Comparison 2	
					Budget		to Parent Budget		Budget		to Parent Budget	
					Parent Budget							
					2020	2021	2022	%	2023		%	
					2022	2022	Increase /		2023	Increase /		
					APPROVED	PROJECTED	(Decrease)		APPROVED	(Decrease)		
APPROVED			Remaining Amount	Still have \$ left after this payment								
820-9100-590200			TABOR RESERVE		0.00	0.00	0.00	0.00%	0.00	0.00	0.00%	
820-9100-590400			FUND BALANCE RESERVES		0.00	0.00	0.00	0.00%	0.00	0.00	0.00%	
			Total Expense:		96,190.19	43,387.51	56,380.96	-90.77%	772,014.00	153,162.00	24.75%	
			Total Fund: 820 - FLURA:		113,113.37	152,237.77	297,364.80	328.85%	526,229.00	318,702.00	153.57%	
			Report Total:		113,113.37	152,237.77	297,364.80	328.85%	526,229.00	318,702.00	153.57%	

820 - FLURA - Budget Comparison Report

				Fund Summary						
				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Parent Budget	%
Fund	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Sep	2022 APPROVED	2022 PROJECTED	Increase / (Decrease)		2023 APPROVED	Increase / (Decrease)	
820 - FLURA	113,113.37	152,237.77	297,364.80	207,527.00	889,978.00	682,451.00	328.85%	526,229.00	318,702.00	153.57%
Report Total:	113,113.37	152,237.77	297,364.80	207,527.00	889,978.00	682,451.00	328.85%	526,229.00	318,702.00	153.57%

Magaly Morales-Tejada

From: Eric Rickman <eric@whollystromboli.com>
Sent: Wednesday, November 9, 2022 9:19 AM
To: Magaly Morales-Tejada
Subject: Re: FLURA Renovation Grant

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Magaly,

Our project is almost complete, however the contractor is waiting on some parts, so I will need to request an extension.

I'm guessing another month and it will be complete.

Will this email suffice, or do I need to write up something more formal?

Thanks,
Eric

Eric Rickman - Co Founder/CFO
Wholly Stromboli an East Coast Eatery
410 Denver Ave
Fort Lupton, CO 80621
303-857-2252

From: Magaly Morales-Tejada <MMTejada@FortLuptonCo.Gov>
Sent: Wednesday, October 19, 2022 11:10 AM
To: Eric Rickman <eric@whollystromboli.com>
Subject: FLURA Renovation Grant

Good morning,

This is a reminder that the completion date outlined in the Building Renovation Grant Agreement for your sprinkler project is **November 15, 2022**. If you will not be able to complete the project by this date, please submit an extension request by November 9, 2022 so that the Urban Renewal Board may review it at the November 17, 2022 meeting in accordance with the [Building Renovation Program Guidelines](#). Please let me know if you have any questions!

Thank you,



Magaly Morales-Tejada
Planning Technician

Main 303.857.6694 | Direct 720.466.6111

Fax 303.857.0351

MMTejada@FortLuptonCo.Gov

130 S. McKinley Ave, Fort Lupton, CO 80621

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