



Gary Montoya, Chair
Kathy Kvasnicka, Vice-Chair
Cristian Gonzalez-Torres, Secretary
Claud Hanes
Eugene Reynolds, Treasurer
Mark Grajeda
Kevin Ross

AGENDA
FORT LUPTON URBAN RENEWAL AUTHORITY
REGULAR MEETING
130 South McKinley Avenue
Thursday, September 19, 2024
6:00 PM

Call to Order

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.

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. Discussion of FLURA Grant Funds & Beginning Budget Discussion

Action Item(s)

- a. Original Dale's Pharmacy Building Renovation Grant Application

New Business

Old Business

Adjourn

Board Reports

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/977393597>

You can also dial in using your phone.

Access Code: 977-393-597

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Get the app now and be ready when your first meeting starts:

<https://meet.goto.com/install>

If you would like to participate remotely, we encourage you to test the phone number and links provided above prior to the start of the meeting, as each device requires initial adjustment. It is also recommended to log into the meeting early, and if you encounter any issues to call 303-990-4270 or email PlanningDept@fortluptonco.gov immediately.

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



14556 Eudora St.
Thornton, CO 80602
303-669-3553
cedrusconstructionllc@comcast.net

09/05/2024

Irene Dale

237 Denver Ave Fort Lupton 80621

Job: Old Dales Pharmacy store front

Main Level Floor

1. Reinforce subfloor from below 25-30 spots \$1,700
2. Encapsulate asbestos tile with Perfect Primer \$3,800
3. Install floor leveler where needed up to 500 sq. ft. \$1,600
4. Install tile underlayment \$11,200
5. Install porcelain tile \$38,400

Total labor \$56,700

Materials needed:

1. Perfect Primer \$3,810
2. Liquid floor leveler \$450
3. Tile underlayment \$2,460
4. Porcelain tile \$7,260 (good quality tile at \$2.00 per sq. ft.)
5. Thinset and grout \$2,100

Total materials \$16,080

Thank you,

Ivan Muzychenko

Cedrus Construction

INVOICE

Denver Epoxy LLC
180 E Bridge St
Brighton, CO 80601

denverepoxyguys@gmail.com
+1 (303) 359-6161

Bill to
Bill & Irene Dale
237 Denver Ave
Ft Lupton, Co 80621

Invoice details
Invoice no.: PO#20240739
Terms: Net 30
Invoice date: 09/11/2024
Due date: 10/11/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Plywood Subfloor materials	23/32" Osb subfloor materials: 115 sheets materials Glue Ring Shank nails saw blades Patch material misc lumber Materials delivery	115	\$48.76	\$5,607.40
2.		plywood subfloor labor	labor to install subfloor	115	\$37.85	\$4,352.75
3.		Waterproofing	Bathroom areas to be waterproofed on floor and from 6" up wall	1	\$800.00	\$800.00
4.		Structural repairs	If structural repairs are needed, set aside \$4000 to use towards the work, we need to assess as we lay the structural floor to ensure the deflection rate after floor is installed	1	\$4,000.00	\$4,000.00
5.		Dumpster and haul away	Roll off dumpster	1	\$600.00	\$600.00
6.		Bathroom floor demo	Remove old flooring before installing new subfloor, remove toilets and fixtures as needed	2	\$450.00	\$900.00

Ways to pay



Total \$16,260.15

Payment -\$5,000.00
Page 5 of 20

View and pay

Balance due \$11,260.15

View invoice online
Scan code or go to the link below to view the invoice online
[View invoice](#)





Building Renovation Grant Program Agreement

This Building Renovation Grant Agreement (Agreement) is made this ____ day of _____, 2024, by and between the Fort Lupton Urban Renewal Authority, (FLURA or Board) and William J. Dale (Grantee).

The Purpose of this Agreement is to set forth the terms and conditions under which FLURA shall provide monies for a Building Renovation Grant (Grant) to the Grantee for eligible expenses related to the building renovation program project (Project) identified in Exhibit A to this Agreement.

Ineligible expenses that are expressly excluded from reimbursement for the Project include, but may not necessarily be limited to: (1) any costs and expenses for work started prior to entering into this Agreement; and (2) building permit fees and other administrative fees that may be required by the City of Fort Lupton (City).

FLURA and Grantee mutually agree to execute this Agreement according to the following terms and conditions:

A. FLURA agrees to:

1. Provide Grant monies to Grantee in the amount of up to \$8,130.08 for expenses related to the Project identified in Exhibit A and Exhibit B to this Agreement, but in no case to exceed more than 50% of the total cost of the Project.
2. FLURA will require the following documents prior to any disbursement of monies:
 - a. An original copy of this Agreement with Grantee's notarized signature; and
 - b. If the Project is for work on a locally designated building, a Report of Acceptability from the Fort Lupton Historic Preservation Board, as required under Sec. 18-354 through 18-356 of the Fort Lupton Municipal Code; and
 - c. Written approval from the City of Fort Lupton's Building Department for any work requiring a building permit as a part of the Project stating that the work is in conformance with the Fort Lupton Municipal Code and the International Building Codes enforced by the City.
3. FLURA will provide Grant disbursements as follows:
 - a. Upon completion of work as awarded through the Grant Program, Applicant shall provide receipts of project expenses throughout the project, as well as proof of payment of said receipts. FLURA will reimburse those receipts up to 80% amount of the grant award amount.
 - b. Upon completion of the project, FLURA will provide the remaining balance of the grant award to the applicant. If the applicant did not request previous disbursements, the entire grant will be awarded upon completion of the project. Completion will be determined based upon the procedures set forth under the Application Process section below.
 - i. Grantee shall schedule a final inspection with designated FLURA staff, and for work requiring a building permit, the City Building Inspector. FLURA staff will provide written confirmation to the FLURA Board that work has been completed as agreed upon in this Agreement.
 - ii. Grantee shall submit an invoice to FLURA showing the final project costs.

- iii. If previous disbursements were not requested by the Grantee, then each item listed under Paragraph A(2) of this Agreement must also be provided prior to disbursement of the final Grant award.
- iv. Upon review of these documents, and making a determination that work has been completed as agreed at a regular meeting of the Board, FLURA will direct the Treasurer to issue the final Grant award disbursement.

B. Grantee agrees to:

- 1. Complete the Project in accordance with plans and/or specifications set forth in Exhibit A.
- 2. Grantee shall timely pay any and all costs and expenses incurred in connection with the Project, and promptly provide evidence of such payments to FLURA.
- 3. Complete the Project no later than December 20th, 2024 unless Grantee requests an extension, and FLURA approves the requested extension. The process for requesting an extension shall be in accordance with the Building Renovation Program Guidelines.
- 4. Provide a match that is at least 50% of the total Project cost.
- 5. Prominently display a sign on the premises that are the subject of the Project that includes the FLURA logo and the following language: This Project is Partially Funded by FLURA. The sign will be provided by FLURA staff and shall be visibly posted at all times from the start of work to the completion of the Project, and for thirty (30) days following completion of the Project. Completion will be based upon the procedures set forth under Paragraph A(3)(b) of this Agreement.
- 6. Comply with all applicable provisions of the Fort Lupton Municipal Code and the International Building Codes enforced by the City, and obtain all required building permits from the City of Fort Lupton's Building Department. FLURA retains the right to withhold disbursements to the Grantee until any violations are corrected to the satisfaction of City staff.
- 7. Indemnify and hold FLURA harmless from losses, damages, costs, claims and expenses of any nature, including attorney's fees, and from liability to any person or property arising from the conduct of any work authorized by Grantee in connection with the Project.

C. Termination

- 1. This Agreement shall automatically terminate upon failure to complete the Project in the timeframe identified in Paragraph B (3) and no extension was requested by Grantee and/or approved by FLURA.
- 2. If FLURA determines that work on the Project is not in compliance with this Agreement, and/or the Building Renovation Program Guidelines, FLURA shall provide written notice to Grantee of the noncompliance and any corrective action necessary to gain compliance. If compliance is not obtained by the date provided in the written notice, then this Agreement will terminate and any costs related to the Project incurred after the date provided in the written notice will not be reimbursed by FLURA.

This Agreement is done this ___ day of _____, 2024.

**FORT LUPTON URBAN RENEWAL
AUTHORITY**

William J. Dale, GRANTEE

By: _____
Gary Montoya
Chairperson

By: _____
William J. Dale
Owner

State of Colorado)
) ss
County of Weld)

The foregoing instrument was acknowledged before me this ____ day of _____, 2024 by
_____.

Notary Signature

Seal

EXHIBIT A: PROJECT DESCRIPTION

Building Renovation Grant Program Application

A. CONTACT INFORMATION

- 1) Applicant Name: William J. Dale
- Business Name: Property Owner
- Phone: (720) 490-5801 Email: thedalebuilding@gmail.com
- Address: 79 Elizabeth Way Lakeview, Arkansas 72642
- Are you the owner of the property you are requesting grant funding for? Yes ☒ No ☐
- If you responded no, please provide the property owner's information under Paragraph A(2).
- 2) Property Owner Name: _____
- Company: _____
- Phone: _____ Email: _____
- Address: _____

B. SITE INFORMATION (Verify the Property is in the Program Area (Appendix 1 of the Guidelines) prior to submitting an Application.)

Site Address: 237 Denver Ave. Fort Lupton, CO 80621

Parcel Number: 147106131011

Is this property historically designated? Yes ☐ No ☒

C. PROJECT DESCRIPTION

Please provide a short description of the proposed project in the space provided below:

Repair soft spots in sub structure and install osb subfloor. Have flooring prepped for new tenant to finish.

Describe how the proposed project will improve the overall look of the Grant Area:

This project will attract new tenants to this vacant commercial property in the Grant Area.

D. PROJECT COSTS

ITEMIZATION OF PROJECT COSTS

Project costs provided should be based on the receipt of two contractor bids, unless the proposed improvements are exempt from this requirement under the Guidelines.

Description of Cost	Cost Estimate
Plywood Subfloor Materials	\$5,607.40
Plywood Subfloor Labor	\$4,352.75
Waterproofing Restrooms 6 inches up wall	\$800.00
Structural Repairs. Repair floor structure from underneath needed after the subfloor installation. There are 15 to 20 areas to address. Some areas need more repair than other areas. Will not know the exact extent until after subfloor is installed.	\$4,000.00
Dumpster and Haul Away	\$600.00
Restroom Floor Demo 2 restrooms @\$450.00 each	\$900.00
Total Estimated Project Cost:	\$16,260.15
Total Grant Amount Requested: <i>(not to exceed 50% of project cost)</i>	\$8,130.08

E. REQUIRED DOCUMENTS

This application must be fully complete, and the following documents submitted, in order for the Fort Lupton Urban Renewal Authority to consider the request:

- ☒ Proof that a pre-application conference was held with FLURA staff to discuss the project prior to submitting the Application. This conference must be take place at least two weeks prior to the application deadline. Contact FLURA staff at 303.857.6694 to schedule this meeting.
- ☐ Architectural renderings, site plans and/or other visual representations of the proposed improvements. For paint, a paint sample of the proposed color should be provided.
- ☒ Photos of the building. For exterior façade improvements, provide photos for all sides of the building that improvements are being requested for. For International Building Code and/or International Fire Code improvements, a photo of the front elevation of the building, as well as the interior portion of the building where renovations are being requested for should be submitted.
- ☒ Two estimates from contractors, except that applications for painting a façade do not require a contractor estimate.
- ☐ For an application for signage, initial approval from the City of Fort Lupton Building Department must be provided.
- ☒ The property owner shall submit proof of ownership of the building.
- ☐ For historically designated buildings, a report of acceptability stating the work is approved by the Fort Lupton Historic Preservation Board. Note that the process to receive a report of acceptability can take a month or longer, so you should begin this process as soon as possible.

F. CERTIFICATIONS

Applicant Certification

By signing this application, I attest that I am acting with the knowledge and consent of all owners of the property that is the subject of this application, and that I have the full intention and ability to complete the improvements described in this application if a Building Renovation Grant is awarded. I understand that I am required to enter into a Building Renovation Grant Agreement within 30 days of approval of a Grant award. If an Agreement is not finalized by that time, then the Grant award will be null and void. I further certify that all information submitted with this application is true and accurate to the best of my knowledge.

Applicant: William J. Dale Date: 9-9-24

Owner Certification

I hereby certify that I am the legal owner of record of the property that is the subject of this application. I hereby authorize the applicant to apply for this Building Renovation Grant and to perform the improvements described in this application if a Building Renovation Grant is awarded.

Owner: William J. Dale Date: 9-9-24

For Office Use Only

Received Date: _____

If the application is not complete, state reasons why it is incomplete:

Deemed Complete Date: _____

Instructions for Submitting the Building Renovation Grant Program Application

DEFINITIONS

Words in the singular include the plural and words in the plural include the singular.

Application refers to the official submittal to the Fort Lupton Urban Renewal Authority for review of the improvements described in the Building Renovation Grant Application. The Application includes the application form, all materials submitted for review of the project, and any additional information provided.

Project refers to the proposed improvements that the Applicant is applying for grant funding for as described in the Application.

Property refers to the land that is being proposed for improvements as described in the Application.

A. CONTACT INFORMATION

- 1) Provide contact information for all applicants that are authorized by the owners identified in Section A(2) to submit this application. If the contact information for all applicants will not fit on the space provided, submit a separate sheet for the additional representatives.
- 2) Provide contact information for all owners of any property that is the subject of the application. If the contact information for all owners will not fit on the space provided, submit a separate sheet for the additional owners.

B. SITE INFORMATION

Provide all information requested. Parcel numbers and address information may be found at the Weld County Property Portal at <https://www.co.weld.co.us/maps/propertyportal/>. To find out if a building is designated, please visit <http://www.fortlupton.org/425/Historic-Designation> or contact the Historic Preservation Board staff liaison at 303.857.6694. Applicant is responsible for ensuring the Property is located within the Building Renovation Grant Area (Appendix 1 of the Building Renovation Program Guidelines) prior to submitting an Application.

B. PROJECT DESCRIPTION

Please provide a description of the proposed improvements and how they will improve the Grant Area. Be sure to review the list of eligible and ineligible improvements in the Building Renovation Program Grant Guidelines prior to submitting an Application. If you need more space, please attach a separate sheet.

C. PROJECT COSTS

Provide an itemized list of estimated project costs for the project and the total estimated cost for the project. Attach supporting documentation for these costs, including two contractor bids (unless the project is for painting a façade). Also provide the total grant amount that applicant is requesting, which shall not exceed 50% of the project cost. If you need more space, please attach a separate sheet.

D. REQUIRED DOCUMENTS

FLURA staff will review all applications to ensure that it is complete and all required attachments are included. If there are items missing and the application has been submitted at least one week in advance of the application deadline, staff will inform the applicant of any missing information so they can supplement their application prior to the deadline.

E. CERTIFICATIONS

Applicant Certification. Provide the signature of the applicant(s) in this section.

Owner Certification. Provide the signature of all owners of the Property.

For any other questions, please contact the Fort Lupton Urban Renewal Authority staff at 303.857.6694.



Quote

JKC Flooring - 303-725-1595

crites.josh2@gmail.com

3303 Chilton Dr. Mead, CO 80542

The Dale Building Bill & Irene Dale

237 Denver Ave

Fort Lupton, CO 80621

Quote Bill & Irene Dale - 1

Quote Date 9/6/24

Item	Description	Unit Price	Quantity	Amount
Service	Floor Leveling	\$6.50	2,800.00	\$18,200.00
Service	Subfloor Crossbracing			\$300
Subtotal				\$18,500.00
Total				\$18,500.00
Amount Paid				\$0.00
Total Due				\$18,500.00

Notes: The Total Includes Labor, cost of primer, and selfleveling compound.

We are not responsible for any issues caused by foundation movement, which is not uncommon due to moisture, soil, etc.

A 50% deposit will be collected before the job and the rest will be collected after the job is complete.

Checks payable to JKC Flooring.

Customer Signature

Date

Building Renovation Grant Program Application

A. CONTACT INFORMATION

1) Applicant Name: William J. Dale

Business Name: Property Owner

Phone: (720) 490-5801 Email: thedalebuilding.com

Address: 79 Elizabeth Way Lakeview, Arkansas 72642

Are you the owner of the property you are requesting grant funding for? Yes ☒ No ☐

If you responded no, please provide the property owner's information under Paragraph A(2).

2) Property Owner Name: _____

Company: _____

Phone: _____ Email: _____

Address: _____

B. SITE INFORMATION (Verify the Property is in the Program Area (Appendix 1 of the Guidelines) prior to submitting an Application.)

Site Address: 237 Denver Ave. Fort Lupton, CO 80621

Parcel Number: 147106131011

Is this property historically designated? Yes ☐ No ☒

C. PROJECT DESCRIPTION

Please provide a short description of the proposed project in the space provided below:

Repair soft spots in sub structure and install osb subfloor. Have flooring prepped for new tenant to finish.

Describe how the proposed project will improve the overall look of the Grant Area:

This project will attract new tenants to this vacant commercial property in the Grant Area.

COSTS

Project costs provided should be based on the receipt of two contractor bids, unless the proposed improvements are exempt from this requirement under the Guidelines.

Description of Cost	Cost Estimate
SALDANA FLOORING COMPANY (see estimate)	\$11,348.96
Fix soft spots throughout, install osb subfloor throughout.	
Total Estimated Project Cost:	\$11,348.96
Total Grant Amount Requested: (not to exceed 50% of project cost)	\$5,674.48

This application must be fully complete, and the following documents submitted, in order for the Fort Lupton Urban Renewal Authority to consider the request:

- ☒ Proof that a pre-application conference was held with FLURA staff to discuss the project prior to submitting the Application. This conference must be take place at least two weeks prior to the application deadline. Contact FLURA staff at 303.857.6694 to schedule this meeting.
- ☐ Architectural renderings, site plans and/or other visual representations of the proposed improvements. For paint, a paint sample of the proposed color should be provided.
- ☒ Photos of the building. For exterior façade improvements, provide photos for all sides of the building that improvements are being requested for. For International Building Code and/or International Fire Code improvements, a photo of the front elevation of the building, as well as the interior portion of the building where renovations are being requested for should be submitted.
- ☒ Two estimates from contractors, except that applications for painting a façade do not require a contractor estimate.
- ☐ For an application for signage, initial approval from the City of Fort Lupton Building Department must be provided.
- ☒ The property owner shall submit proof of ownership of the building.
- ☐ For historically designated buildings, a report of acceptability stating the work is approved by the Fort Lupton Historic Preservation Board. Note that the process to receive a report of acceptability can take a month or longer, so you should begin this process as soon as possible.

F. CERTIFICATIONS

Applicant Certification

By signing this application, I attest that I am acting with the knowledge and consent of all owners of the property that is the subject of this application, and that I have the full intention and ability to complete the improvements described in this application if a Building Renovation Grant is awarded. I understand that I am required to enter into a Building Renovation Grant Agreement within 30 days of approval of a Grant award. If an Agreement is not finalized by that time, then the Grant award will be null and void. I further certify that all information submitted with this application is true and accurate to the best of my knowledge.

Applicant: William J Dale Date: 8-30-2024

Owner Certification

I hereby certify that I am the legal owner of record of the property that is the subject of this application. I hereby authorize the applicant to apply for this Building Renovation Grant and to perform the improvements described in this application if a Building Renovation Grant is awarded.

Owner: William J Dale Date: 8-30-2024

For Office Use Only

Received Date: _____

If the application is not complete, state reasons why it is incomplete:

Deemed Complete Date: _____



Estimate for Dale Building

Saldana Flooring will perform the installation of 19/32 osb underlayment in the buildings entire main floor. This estimate has been prepared based on the customers requests.

The area will be spot repaired from the basement in an effort to support occasional soft spots throughout. Approximately 15-20 locations. New underlayment will be installed throughout the main floor including, restrooms, back entrance, work space, and entire common area. This bid includes all materials and labor required to repair noticeable soft spots and install underlayment. Saldana Flooring would require 50% down, and 50% upon completion and acceptance by owner or owners representative.

Total estimate for materials required:

\$3,550.96

Total estimate for labor required

\$7,798

Grand total

\$11,348.96

Estimate prepared by Alex Saldana

Saldana Flooring Co
Alex.saldanaflooring.com
720-281-5226