



Gary Montoya, Chair  
Cristian Gonzalez-Torres, Secretary  
Claud Hanes  
Sierra Fedder

Kathy Kvasnicka, Vice-Chair  
Eugene Reynolds, Treasurer  
Mark Grajeda  
Kevin Ross

**AGENDA**  
**FORT LUPTON URBAN RENEWAL AUTHORITY**  
**REGULAR MEETING**  
130 South McKinley Avenue  
Thursday, January 16, 2025  
6:00 PM

**Call to Order**

**Approval of Agenda**

**a. Minutes**

**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. December 2024 Financials**

**Action Item(s)**

- a. 2025URA-001 Public Meeting and Posting for FLURA**
- b. Updating FLURA Building Renovation Grant Program Guidelines**

**New Business**

- a. Incentive Program Discussion**
- b. FLURA Attorney**
- c. Status of Building Grants**

**Old Business**

**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 will provide instructions on when and how comments can be made by the public virtually.

**RECORD OF PROCEEDINGS  
FORT LUPTON URBAN RENEWAL AUTHORITY  
November 21th, 2024**

**Call to Order**

Gary Montoya called the meeting to order at 6:00PM.

**Roll Call**

Kathy Kvasnicka, FLURA Deputy City Administrator Chris Cross, Sierra Fedder, Gary Montoya, Cristian Gonzalez, Mark Grajeda

**Approval of Agenda**

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

**Consent Agenda**

Kathy motioned to approve. Sierra seconded. Approved by the board.

**Public Comment**

None.

**Accounts Payable**

a. None

**Action items**

a. Resolution 2024URA003 Approving 2025 Budget.

Motion was made to approve the budget by Mark. Motion was passed.

b. Lucky shot bar and grill building renovation grant application. Working towards the January meeting for a quote. They will then do a submittal.

**New Business**

- a. FLURA DCI Membership Renewal. We will be having our renewed membership with DCI. DCI has offered a lot of supports for FLURA.

**Old Business**

- a. None

**Staff Reports**

- a. None

**Board Reports**

- a. None

**Adjournment**

Gary adjourned the meeting. Next meeting will be January 16th, 2025 at 6:00 PM.

Submitted by:

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Cristian Gonzalez-Torres, Secretary

Approved by Fort Lupton Urban Renewal Authority

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Gary Montoya, Chairperson



## **PRELIMINARY FINANCIAL STATEMENTS**

For the Month Ended  
December 31, 2024

# Balance Sheet

## Account Summary

As Of 12/31/2024

| Account                                                         | Name                         | Prior Year<br>Balance | Current Year<br>Balance | Variance<br>Favorable /<br>(Unfavorable) |
|-----------------------------------------------------------------|------------------------------|-----------------------|-------------------------|------------------------------------------|
| <b>Fund: 820 - FLURA</b>                                        |                              |                       |                         |                                          |
| <b>Assets</b>                                                   |                              |                       |                         |                                          |
| <b>BalSubCategory: 100 - Cash And Cash Equivalents</b>          |                              |                       |                         |                                          |
| <a href="#">820-100100</a>                                      | CASH - ALLOCATED POOLED CASH | 0.00                  | 0.00                    | 0.00                                     |
| <a href="#">820-100300</a>                                      | CASH - FLURA                 | 1,033,225.47          | 844,358.62              | -188,866.85                              |
| <b>Total BalSubCategory 100 - Cash And Cash Equivalents:</b>    |                              | <b>1,033,225.47</b>   | <b>844,358.62</b>       | <b>-188,866.85</b>                       |
| <b>BalSubCategory: 110 - Accounts Receivables</b>               |                              |                       |                         |                                          |
| <a href="#">820-110150</a>                                      | ACCOUNTS RECEIVABLE - OTHER  | 0.00                  | 0.00                    | 0.00                                     |
| <b>Total BalSubCategory 110 - Accounts Receivables:</b>         |                              | <b>0.00</b>           | <b>0.00</b>             | <b>0.00</b>                              |
| <b>BalSubCategory: 113 - Property Tax Receivable</b>            |                              |                       |                         |                                          |
| <a href="#">820-110250</a>                                      | PROPERTY TAX RECEIVABLE      | 474,667.07            | 474,667.07              | 0.00                                     |
| <b>Total BalSubCategory 113 - Property Tax Receivable:</b>      |                              | <b>474,667.07</b>     | <b>474,667.07</b>       | <b>0.00</b>                              |
| <b>Total Assets:</b>                                            |                              | <b>1,507,892.54</b>   | <b>1,319,025.69</b>     | <b>-188,866.85</b>                       |
| <b>Liability</b>                                                |                              |                       |                         |                                          |
| <b>BalSubCategory: 201 - Accounts Payable</b>                   |                              |                       |                         |                                          |
| <a href="#">820-201000</a>                                      | ACCOUNTS PAYABLE             | 0.00                  | 0.00                    | 0.00                                     |
| <b>Total BalSubCategory 201 - Accounts Payable:</b>             |                              | <b>0.00</b>           | <b>0.00</b>             | <b>0.00</b>                              |
| <b>BalSubCategory: 210 - Due to Other Funds</b>                 |                              |                       |                         |                                          |
| <a href="#">820-207200</a>                                      | DUE TO PRIMARY GOV           | 0.00                  | 0.00                    | 0.00                                     |
| <b>Total BalSubCategory 210 - Due to Other Funds:</b>           |                              | <b>0.00</b>           | <b>0.00</b>             | <b>0.00</b>                              |
| <b>BalSubCategory: 240 - Deferred Inflow of Resources</b>       |                              |                       |                         |                                          |
| <a href="#">820-202250</a>                                      | DEFERRED PROPERTY TAX        | 474,667.07            | 474,667.07              | 0.00                                     |
| <b>Total BalSubCategory 240 - Deferred Inflow of Resources:</b> |                              | <b>474,667.07</b>     | <b>474,667.07</b>       | <b>0.00</b>                              |
| <b>Total Liability:</b>                                         |                              | <b>474,667.07</b>     | <b>474,667.07</b>       | <b>0.00</b>                              |
| <b>Equity</b>                                                   |                              |                       |                         |                                          |
| <b>BalSubCategory: 310 - Unrestricted Reserve</b>               |                              |                       |                         |                                          |
| <a href="#">820-310000</a>                                      | FUND BALANCE                 | 541,846.84            | 541,846.84              | 0.00                                     |
| <b>Total BalSubCategory 310 - Unrestricted Reserve:</b>         |                              | <b>541,846.84</b>     | <b>541,846.84</b>       | <b>0.00</b>                              |
| <b>BalSubCategory: 316 - Emergency Reserves</b>                 |                              |                       |                         |                                          |
| <a href="#">820-310210</a>                                      | RESTRICTED - TABOR RESERVE   | 12,843.79             | 12,843.79               | 0.00                                     |
| <b>Total BalSubCategory 316 - Emergency Reserves:</b>           |                              | <b>12,843.79</b>      | <b>12,843.79</b>        | <b>0.00</b>                              |
| <b>Total Beginning Equity:</b>                                  |                              | <b>554,690.63</b>     | <b>554,690.63</b>       | <b>0.00</b>                              |
| Total Revenue                                                   |                              | 512,605.83            | 362,087.67              | -150,518.16                              |
| Total Expense                                                   |                              | 34,070.99             | 72,419.68               | -38,348.69                               |
| <b>Revenues Over/(Under) Expenses</b>                           |                              | <b>478,534.84</b>     | <b>289,667.99</b>       | <b>-188,866.85</b>                       |
| <b>Total Equity and Current Surplus (Deficit):</b>              |                              | <b>1,033,225.47</b>   | <b>844,358.62</b>       | <b>-188,866.85</b>                       |
| <b>Total Liabilities, Equity and Current Surplus (Deficit):</b> |                              | <b>1,507,892.54</b>   | <b>1,319,025.69</b>     | <b>-188,866.85</b>                       |

|                                 |                                  |                                                                                                               |                                     | Comparison 1<br>Budget |                  | Comparison 1<br>to Parent<br>Budget | %                 |
|---------------------------------|----------------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------------|------------------------|------------------|-------------------------------------|-------------------|
|                                 |                                  |                                                                                                               |                                     | Parent Budget          |                  | Increase /<br>(Decrease)            |                   |
| Account Number                  | 2023<br>Total Activity           | 2024<br>Total Activity                                                                                        | 2024<br>YTD Activity<br>Through Dec | 2024<br>APPROVED       | 2025<br>APPROVED |                                     |                   |
| Fund: 820 - FLURA               |                                  |                                                                                                               |                                     |                        |                  |                                     |                   |
| Revenue                         |                                  |                                                                                                               |                                     |                        |                  |                                     |                   |
| <a href="#">820-9100-311010</a> | TIF INCREMENT                    | 426,207.07                                                                                                    | 531,549.77                          | 531,549.77             | 585,956.00       | 800,799.00                          | 214,843.00 36.67% |
| <a href="#">820-9100-311011</a> | TIF INCREMENT REFUND             | 0.00                                                                                                          | -171,171.75                         | -171,171.75            | 0.00             | -126,865.00                         | -126,865.00 0.00% |
| <a href="#">820-9100-361600</a> | INTEREST EARNED                  | 1,919.18                                                                                                      | 1,709.65                            | 1,709.65               | 0.00             | 0.00                                | 0.00 0.00%        |
| <a href="#">820-9100-390200</a> | TABOR RESERVE                    | 0.00                                                                                                          | 0.00                                | 0.00                   | 12,290.00        | 17,611.00                           | 5,321.00 43.30%   |
| <a href="#">820-9100-390400</a> | UNAPPROPRIATED RESERVES          | 0.00                                                                                                          | 0.00                                | 0.00                   | 434,585.00       | 738,303.00                          | 303,718.00 69.89% |
|                                 | Total Revenue:                   | 428,126.25                                                                                                    | 362,087.67                          | 362,087.67             | 1,032,831.00     | 1,429,848.00                        | 397,017.00 38.44% |
| Expense                         |                                  |                                                                                                               |                                     |                        |                  |                                     |                   |
| <a href="#">820-9100-520100</a> | GENERAL SUPPLIES                 | 0.00                                                                                                          | 155.13                              | 155.13                 | 500.00           | 500.00                              | 0.00 0.00%        |
| <a href="#">820-9100-530600</a> | CONTRACTUAL SERVICES             | 0.00                                                                                                          | 25.56                               | 25.56                  | 95,000.00        | 95,000.00                           | 0.00 0.00%        |
| Budget Notes                    |                                  |                                                                                                               |                                     |                        |                  |                                     |                   |
| Budget Code                     | Subject                          | Description                                                                                                   |                                     |                        |                  |                                     |                   |
| APPROVED                        | Funding for Grant Match          | \$85,000 for Grant Match for Engineering Contractual Services to finish engineering for Streetscape Bumpouts. |                                     |                        |                  |                                     |                   |
| <a href="#">820-9100-530800</a> | DUES & SUBSCRIPTIONS             | 0.00                                                                                                          | 1,000.00                            | 1,000.00               | 1,500.00         | 1,500.00                            | 0.00 0.00%        |
| <a href="#">820-9100-531200</a> | LEGAL FEES                       | 0.00                                                                                                          | 0.00                                | 0.00                   | 10,000.00        | 10,000.00                           | 0.00 0.00%        |
| <a href="#">820-9100-531600</a> | PLANS & STUDIES                  | 0.00                                                                                                          | 0.00                                | 0.00                   | 15,000.00        | 15,000.00                           | 0.00 0.00%        |
| Budget Notes                    |                                  |                                                                                                               |                                     |                        |                  |                                     |                   |
| Budget Code                     | Subject                          | Description                                                                                                   |                                     |                        |                  |                                     |                   |
| APPROVED                        | Brownfield Projects              | \$15000                                                                                                       |                                     |                        |                  |                                     |                   |
| <a href="#">820-9100-531800</a> | POSTAGE                          | 0.00                                                                                                          | 2.07                                | 2.07                   | 800.00           | 800.00                              | 0.00 0.00%        |
| <a href="#">820-9100-532800</a> | STAFF DEVELOPMENT                | 0.00                                                                                                          | 435.00                              | 435.00                 | 5,000.00         | 5,000.00                            | 0.00 0.00%        |
| <a href="#">820-9100-533000</a> | TRAVEL & MEETINGS                | 0.00                                                                                                          | 3,025.17                            | 3,025.17               | 2,500.00         | 2,500.00                            | 0.00 0.00%        |
| <a href="#">820-9100-551850</a> | GRANTS - TIF                     | 95,895.38                                                                                                     | 41,596.14                           | 41,596.14              | 200,000.00       | 200,000.00                          | 0.00 0.00%        |
| Budget Notes                    |                                  |                                                                                                               |                                     |                        |                  |                                     |                   |
| Budget Code                     | Subject                          | Description                                                                                                   |                                     |                        |                  |                                     |                   |
| APPROVED                        | Building Renovation Grant        | \$100000                                                                                                      |                                     |                        |                  |                                     |                   |
| APPROVED                        | Carryover                        | Carryover from 2023 for outstanding grant awards \$50,000                                                     |                                     |                        |                  |                                     |                   |
| APPROVED                        | Multi Year Funding Opportunities | Economic Development assistance opportunities \$50,000                                                        |                                     |                        |                  |                                     |                   |
| <a href="#">820-9100-553500</a> | MISC EXPENDITURES                | 6,494.80                                                                                                      | 6,180.61                            | 6,180.61               | 10,000.00        | 10,000.00                           | 0.00 0.00%        |
| <a href="#">820-9100-573000</a> | CAPITAL CONTRIBUTIONS            | 664,554.86                                                                                                    | 0.00                                | 0.00                   | 0.00             | 0.00                                | 0.00 0.00%        |

Budget Comparison Report

| Account Number                  |                                 | 2023<br>Total Activity | 2024<br>Total Activity | 2024<br>YTD Activity<br>Through Dec | Parent Budget     | Comparison 1<br>Budget | Comparison 1<br>to Parent<br>Budget | %             |
|---------------------------------|---------------------------------|------------------------|------------------------|-------------------------------------|-------------------|------------------------|-------------------------------------|---------------|
|                                 |                                 |                        |                        |                                     | 2024<br>APPROVED  | 2025<br>APPROVED       | Increase /<br>(Decrease)            |               |
| <a href="#">820-9100-575000</a> | CAPITAL PROJECTS                | 0.00                   | 0.00                   | 0.00                                | 25,000.00         | 25,000.00              | 0.00                                | 0.00%         |
| <b>Budget Notes</b>             |                                 |                        |                        |                                     |                   |                        |                                     |               |
| <b>Budget Code</b>              | <b>Subject</b>                  | <b>Description</b>     |                        |                                     |                   |                        |                                     |               |
| APPROVED                        | Alley Way Project               | \$25,000               |                        |                                     |                   |                        |                                     |               |
| <a href="#">820-9100-580450</a> | GENERAL FUND (CITY) LOAN        | 5,000.00               | 20,000.00              | 20,000.00                           | 20,000.00         | 0.00                   | -20,000.00                          | -100.00%      |
| <a href="#">820-9100-590200</a> | TABOR RESERVE                   | 0.00                   | 0.00                   | 0.00                                | 17,579.00         | 20,218.00              | 2,639.00                            | 15.01%        |
|                                 | <b>Total Expense:</b>           | <b>771,945.04</b>      | <b>72,419.68</b>       | <b>72,419.68</b>                    | <b>402,879.00</b> | <b>385,518.00</b>      | <b>-17,361.00</b>                   | <b>-4.31%</b> |
|                                 | <b>Total Fund: 820 - FLURA:</b> | <b>-343,818.79</b>     | <b>289,667.99</b>      | <b>289,667.99</b>                   | <b>629,952.00</b> | <b>1,044,330.00</b>    | <b>414,378.00</b>                   | <b>65.78%</b> |
|                                 | <b>Report Total:</b>            | <b>-343,818.79</b>     | <b>289,667.99</b>      | <b>289,667.99</b>                   | <b>629,952.00</b> | <b>1,044,330.00</b>    | <b>414,378.00</b>                   | <b>65.78%</b> |

| Account Typ...           | 2023<br>Total Activity | 2024<br>Total Activity | 2024<br>YTD Activity<br>Through Dec | Parent Budget    | Comparison 1<br>Budget | Comparison 1<br>to Parent<br>Budget | %      |
|--------------------------|------------------------|------------------------|-------------------------------------|------------------|------------------------|-------------------------------------|--------|
|                          |                        |                        |                                     | 2024<br>APPROVED | 2025<br>APPROVED       | Increase /<br>(Decrease)            |        |
| Fund: 820 - FLURA        |                        |                        |                                     |                  |                        |                                     |        |
| Revenue                  | 428,126.25             | 362,087.67             | 362,087.67                          | 1,032,831.00     | 1,429,848.00           | 397,017.00                          | 38.44% |
| Expense                  | 771,945.04             | 72,419.68              | 72,419.68                           | 402,879.00       | 385,518.00             | -17,361.00                          | -4.31% |
| Total Fund: 820 - FLURA: | -343,818.79            | 289,667.99             | 289,667.99                          | 629,952.00       | 1,044,330.00           | 414,378.00                          | 65.78% |
| Report Total:            | -343,818.79            | 289,667.99             | 289,667.99                          | 629,952.00       | 1,044,330.00           | 414,378.00                          | 65.78% |

|               | 2023<br>Total Activity | 2024<br>Total Activity | 2024<br>YTD Activity<br>Through Dec | Parent Budget    | Comparison 1<br>Budget | Comparison 1<br>to Parent<br>Budget | %      |
|---------------|------------------------|------------------------|-------------------------------------|------------------|------------------------|-------------------------------------|--------|
|               |                        |                        |                                     | 2024<br>APPROVED | 2025<br>APPROVED       | Increase /<br>(Decrease)            |        |
| Fund          |                        |                        |                                     |                  |                        |                                     |        |
| 820 - FLURA   | -343,818.79            | 289,667.99             | 289,667.99                          | 629,952.00       | 1,044,330.00           | 414,378.00                          | 65.78% |
| Report Total: | -343,818.79            | 289,667.99             | 289,667.99                          | 629,952.00       | 1,044,330.00           | 414,378.00                          | 65.78% |

Detail Report  
Account Detail

Date Range: 12/01/2024 - 12/31/2024

| Account                         |               | Name                 |            |                                          |                               | Beginning Balance | Total Activity | Ending Balance  |
|---------------------------------|---------------|----------------------|------------|------------------------------------------|-------------------------------|-------------------|----------------|-----------------|
| Fund: 820 - FLURA               |               |                      |            |                                          |                               |                   |                |                 |
| <a href="#">820-100300</a>      |               | CASH - FLURA         |            |                                          |                               | 851,205.12        | -6,846.50      | 844,358.62      |
| Post Date                       | Packet Number | Source Transaction   | Pmt Number | Description                              | Vendor                        | Project Account   | Amount         | Running Balance |
| 12/10/2024                      | GLPKT32677    | JN15789              |            | 12/10/24 FLURA Weld County Tax Distri... |                               |                   | 6,516.33       | 857,721.45      |
| 12/17/2024                      | APPKT06169    | 10172                |            | WILLIAM J DALE                           | 003725 - WILLIAM J DALE       |                   | -6,742.58      | 850,978.87      |
| 12/30/2024                      | APPKT06193    | 10173                |            | CITY OF FORT LUPTON                      | 000240 - CITY OF FORT LUPTON  |                   | -27.63         | 850,951.24      |
| 12/30/2024                      | APPKT06197    | 10174                |            | SRAR ENTERPRISES LLC                     | 003736 - SRAR ENTERPRISES LLC |                   | -6,742.58      | 844,208.66      |
| 12/31/2024                      | GLPKT33016    | JN16016              |            | 12/31/24 FLURA BOC INTEREST EARNED...    |                               |                   | 149.96         | 844,358.62      |
| <a href="#">820-201000</a>      |               | ACCOUNTS PAYABLE     |            |                                          |                               | 0.00              | 0.00           | 0.00            |
| Post Date                       | Packet Number | Source Transaction   | Pmt Number | Description                              | Vendor                        | Project Account   | Amount         | Running Balance |
| 12/02/2024                      | APPKT06168    | 120224               | 10172      | FLURA-GRANT PAYMENT FOR SUBFLOOR..       | 003725 - WILLIAM J DALE       |                   | -6,742.58      | -6,742.58       |
| 12/17/2024                      | APPKT06169    | 10172                |            | WILLIAM J DALE PBL                       | 003725 - WILLIAM J DALE       |                   | 6,742.58       | 0.00            |
| 12/19/2024                      | APPKT06183    | FIN2024821           | 10173      | FLURA-REIMBURSE POSTAGE 8/24-9/24...     | 000240 - CITY OF FORT LUPTON  |                   | -2.07          | -2.07           |
| 12/19/2024                      | APPKT06183    | FIN2024822           | 10173      | FLURA-REIMBURSE CO COMMUNITY INV..       | 000240 - CITY OF FORT LUPTON  |                   | -25.56         | -27.63          |
| 12/27/2024                      | APPKT06196    | 122724               | 10174      | FLURA-FACADE IMPROVEMEMT GRANT           | 003736 - SRAR ENTERPRISES LLC |                   | -6,742.58      | -6,770.21       |
| 12/30/2024                      | APPKT06193    | 10173                |            | CITY OF FORT LUPTON PBL                  | 000240 - CITY OF FORT LUPTON  |                   | 27.63          | -6,742.58       |
| 12/30/2024                      | APPKT06197    | 10174                |            | SRAR ENTERPRISES LLC PBL                 | 003736 - SRAR ENTERPRISES LLC |                   | 6,742.58       | 0.00            |
| <a href="#">820-9100-311010</a> |               | TIF INCREMENT        |            |                                          |                               | -524,934.24       | -6,615.53      | -531,549.77     |
| Post Date                       | Packet Number | Source Transaction   | Pmt Number | Description                              | Vendor                        | Project Account   | Amount         | Running Balance |
| 12/10/2024                      | GLPKT32677    | JN15789              |            | 12/10/24 FLURA Weld County Tax Distri... |                               |                   | -6,368.02      | -531,302.26     |
| 12/10/2024                      | GLPKT32677    | JN15789              |            | 12/10/24 FLURA Weld County Tax Distri... |                               |                   | -247.51        | -531,549.77     |
| <a href="#">820-9100-361600</a> |               | INTEREST EARNED      |            |                                          |                               | -1,559.69         | -149.96        | -1,709.65       |
| Post Date                       | Packet Number | Source Transaction   | Pmt Number | Description                              | Vendor                        | Project Account   | Amount         | Running Balance |
| 12/31/2024                      | GLPKT33016    | JN16016              |            | 12/31/24 FLURA BOC INTEREST EARNED...    |                               |                   | -149.96        | -1,709.65       |
| <a href="#">820-9100-530600</a> |               | CONTRACTUAL SERVICES |            |                                          |                               | 0.00              | 25.56          | 25.56           |
| Post Date                       | Packet Number | Source Transaction   | Pmt Number | Description                              | Vendor                        | Project Account   | Amount         | Running Balance |
| 12/19/2024                      | APPKT06183    | FIN2024822           | 10173      | FLURA-REIMBURSE CO COMMUNITY INV..       | 000240 - CITY OF FORT LUPTON  |                   | 25.56          | 25.56           |
| <a href="#">820-9100-531800</a> |               | POSTAGE              |            |                                          |                               | 0.00              | 2.07           | 2.07            |
| Post Date                       | Packet Number | Source Transaction   | Pmt Number | Description                              | Vendor                        | Project Account   | Amount         | Running Balance |
| 12/19/2024                      | APPKT06183    | FIN2024821           | 10173      | FLURA-REIMBURSE POSTAGE 8/24-9/24...     | 000240 - CITY OF FORT LUPTON  |                   | 2.07           | 2.07            |

Detail Report

Date Range: 12/01/2024 - 12/31/2024

| Account                         |               | Name               |            |                                          |                               | Beginning Balance             | Total Activity       | Ending Balance             |
|---------------------------------|---------------|--------------------|------------|------------------------------------------|-------------------------------|-------------------------------|----------------------|----------------------------|
| <a href="#">820-9100-551850</a> |               | GRANTS - TIF       |            |                                          |                               | 28,110.98                     | 13,485.16            | 41,596.14                  |
| Post Date                       | Packet Number | Source Transaction | Pmt Number | Description                              | Vendor                        | Project Account               | Amount               | Running Balance            |
| 12/02/2024                      | APPKT06168    | 120224             | 10172      | FLURA-GRANT PAYMENT FOR SUBFLOOR..       | 003725 - WILLIAM J DALE       |                               | 6,742.58             | 34,853.56                  |
| 12/27/2024                      | APPKT06196    | 122724             | 10174      | FLURA-FACADE IMPROVEMEMT GRANT           | 003736 - SRAR ENTERPRISES LLC |                               | 6,742.58             | 41,596.14                  |
| <a href="#">820-9100-553500</a> |               | MISC EXPENDITURES  |            |                                          |                               | 6,081.41                      | 99.20                | 6,180.61                   |
| Post Date                       | Packet Number | Source Transaction | Pmt Number | Description                              | Vendor                        | Project Account               | Amount               | Running Balance            |
| 12/10/2024                      | GLPKT32677    | JN15789            |            | 12/10/24 FLURA Weld County Tax Distri... |                               |                               | 99.20                | 6,180.61                   |
| Total Fund: 820 - FLURA:        |               |                    |            |                                          |                               | Beginning Balance: 358,903.58 | Total Activity: 0.00 | Ending Balance: 358,903.58 |
| Grand Totals:                   |               |                    |            |                                          |                               | Beginning Balance: 358,903.58 | Total Activity: 0.00 | Ending Balance: 358,903.58 |

Fund Summary

| Fund         | Beginning Balance | Total Activity | Ending Balance |
|--------------|-------------------|----------------|----------------|
| 820 - FLURA  | 358,903.58        | 0.00           | 358,903.58     |
| Grand Total: | 358,903.58        | 0.00           | 358,903.58     |

## Income Statement

## Account Summary

For Fiscal: 2024 Period Ending: 12/31/2024

|                                 |                                             | Original<br>Total Budget | Current<br>Total Budget | MTD Activity     | YTD Activity      | Budget<br>Remaining |
|---------------------------------|---------------------------------------------|--------------------------|-------------------------|------------------|-------------------|---------------------|
| <b>Fund: 820 - FLURA</b>        |                                             |                          |                         |                  |                   |                     |
| <b>Revenue</b>                  |                                             |                          |                         |                  |                   |                     |
| <a href="#">820-9100-311010</a> | TIF INCREMENT                               | 585,956.00               | 585,956.00              | 6,615.53         | 531,549.77        | 54,406.23           |
| <a href="#">820-9100-311011</a> | TIF INCREMENT REFUND                        | 0.00                     | 0.00                    | 0.00             | -171,171.75       | 171,171.75          |
| <a href="#">820-9100-361600</a> | INTEREST EARNED                             | 0.00                     | 0.00                    | 149.96           | 1,709.65          | -1,709.65           |
| <a href="#">820-9100-390200</a> | TABOR RESERVE                               | 12,290.00                | 12,290.00               | 0.00             | 0.00              | 12,290.00           |
| <a href="#">820-9100-390400</a> | UNAPPROPRIATED RESERVES                     | 434,585.00               | 434,585.00              | 0.00             | 0.00              | 434,585.00          |
|                                 | <b>Revenue Total:</b>                       | <b>1,032,831.00</b>      | <b>1,032,831.00</b>     | <b>6,765.49</b>  | <b>362,087.67</b> | <b>670,743.33</b>   |
| <b>Expense</b>                  |                                             |                          |                         |                  |                   |                     |
| <a href="#">820-9100-520100</a> | GENERAL SUPPLIES                            | 500.00                   | 500.00                  | 0.00             | 155.13            | 344.87              |
| <a href="#">820-9100-530600</a> | CONTRACTUAL SERVICES                        | 95,000.00                | 95,000.00               | 25.56            | 25.56             | 94,974.44           |
| <a href="#">820-9100-530800</a> | DUES & SUBSCRIPTIONS                        | 1,500.00                 | 1,500.00                | 0.00             | 1,000.00          | 500.00              |
| <a href="#">820-9100-531200</a> | LEGAL FEES                                  | 10,000.00                | 10,000.00               | 0.00             | 0.00              | 10,000.00           |
| <a href="#">820-9100-531600</a> | PLANS & STUDIES                             | 15,000.00                | 15,000.00               | 0.00             | 0.00              | 15,000.00           |
| <a href="#">820-9100-531800</a> | POSTAGE                                     | 800.00                   | 800.00                  | 2.07             | 2.07              | 797.93              |
| <a href="#">820-9100-532800</a> | STAFF DEVELOPMENT                           | 5,000.00                 | 5,000.00                | 0.00             | 435.00            | 4,565.00            |
| <a href="#">820-9100-533000</a> | TRAVEL & MEETINGS                           | 2,500.00                 | 2,500.00                | 0.00             | 3,025.17          | -525.17             |
| <a href="#">820-9100-551850</a> | GRANTS - TIF                                | 200,000.00               | 200,000.00              | 13,485.16        | 41,596.14         | 158,403.86          |
| <a href="#">820-9100-553500</a> | MISC EXPENDITURES                           | 10,000.00                | 10,000.00               | 99.20            | 6,180.61          | 3,819.39            |
| <a href="#">820-9100-575000</a> | CAPITAL PROJECTS                            | 25,000.00                | 25,000.00               | 0.00             | 0.00              | 25,000.00           |
| <a href="#">820-9100-580450</a> | GENERAL FUND (CITY) LOAN                    | 20,000.00                | 20,000.00               | 0.00             | 20,000.00         | 0.00                |
| <a href="#">820-9100-590200</a> | TABOR RESERVE                               | 17,579.00                | 17,579.00               | 0.00             | 0.00              | 17,579.00           |
|                                 | <b>Expense Total:</b>                       | <b>402,879.00</b>        | <b>402,879.00</b>       | <b>13,611.99</b> | <b>72,419.68</b>  | <b>330,459.32</b>   |
|                                 | <b>Fund: 820 - FLURA Surplus (Deficit):</b> | <b>629,952.00</b>        | <b>629,952.00</b>       | <b>-6,846.50</b> | <b>289,667.99</b> |                     |
|                                 | <b>Total Surplus (Deficit):</b>             | <b>629,952.00</b>        | <b>629,952.00</b>       | <b>-6,846.50</b> | <b>289,667.99</b> |                     |

Income Statement

For Fiscal: 2024 Period Ending: 12/31/2024  
Group Summary

| Account Type                         | Original<br>Total Budget | Current<br>Total Budget | MTD Activity | YTD Activity | Budget<br>Remaining |
|--------------------------------------|--------------------------|-------------------------|--------------|--------------|---------------------|
| Fund: 820 - FLURA                    |                          |                         |              |              |                     |
| Revenue                              | 1,032,831.00             | 1,032,831.00            | 6,765.49     | 362,087.67   | 670,743.33          |
| Expense                              | 402,879.00               | 402,879.00              | 13,611.99    | 72,419.68    | 330,459.32          |
| Fund: 820 - FLURA Surplus (Deficit): | 629,952.00               | 629,952.00              | -6,846.50    | 289,667.99   | 340,284.01          |
| Total Surplus (Deficit):             | 629,952.00               | 629,952.00              | -6,846.50    | 289,667.99   |                     |

Fund Summary

| Fund                     | Original<br>Total Budget | Current<br>Total Budget | MTD Activity | YTD Activity | Budget<br>Remaining |
|--------------------------|--------------------------|-------------------------|--------------|--------------|---------------------|
| 820 - FLURA              | 629,952.00               | 629,952.00              | -6,846.50    | 289,667.99   | 340,284.01          |
| Total Surplus (Deficit): | 629,952.00               | 629,952.00              | -6,846.50    | 289,667.99   |                     |

Check Report

By Check Number

City of Fort Lupton

Date Range: 09/01/2024 - 12/31/2024

| Vendor Number               | Vendor Name                          | Payment Date | Payment Type                            | Discount Amount | Payment Amount | Number |
|-----------------------------|--------------------------------------|--------------|-----------------------------------------|-----------------|----------------|--------|
| Payable #                   | Payable Type                         | Post Date    | Payable Description                     | Discount Amount | Payable Amount |        |
| Bank Code: FLURA-FLURA Fund |                                      |              |                                         |                 |                |        |
| 002610                      | AIMS COMMUNITY COLLEGE               | 09/10/2024   | Regular                                 | 0.00            | 13,251.55      | 10162  |
| <a href="#">090424</a>      | Invoice                              | 09/04/2024   | FLURA-REIMBURSE WELD TIF VINCENTS ...   | 0.00            | 13,251.55      |        |
| 000240                      | CITY OF FORT LUPTON                  | 09/10/2024   | Regular                                 | 0.00            | 40,850.16      | 10163  |
| <a href="#">090424</a>      | Invoice                              | 09/04/2024   | FLURA-REIMBURSE REC CENTER TIFF 100%    | 0.00            | 40,850.16      |        |
| 001879                      | FORT LUPTON FIRE PROTECTION DISTRICT | 09/10/2024   | Regular                                 | 0.00            | 45,209.22      | 10164  |
| <a href="#">090424</a>      | Invoice                              | 09/04/2024   | FLURA-REIMBURSE FLFPD TIF 50% VINCEN... | 0.00            | 25,147.84      |        |
| <a href="#">090424-1</a>    | Invoice                              | 09/04/2024   | FLURA-REIMBURSE FLFPD TIF 50% VINCEN... | 0.00            | 20,061.38      |        |
| 002790                      | VINCENT VILLAGE LLC                  | 09/10/2024   | Regular                                 | 0.00            | 8,925.79       | 10165  |
| <a href="#">090424</a>      | Invoice                              | 09/04/2024   | FLURA-REIMBURSE VINCENT VILL METRO T..  | 0.00            | 8,925.79       |        |
| 002610                      | AIMS COMMUNITY COLLEGE               | 09/24/2024   | Regular                                 | 0.00            | 5,044.34       | 10166  |
| <a href="#">091924</a>      | Invoice                              | 09/19/2024   | FLURA-2023 REIMB WELD TIF VINCENT'S ... | 0.00            | 5,044.34       |        |
| 000240                      | CITY OF FORT LUPTON                  | 09/24/2024   | Regular                                 | 0.00            | 32,517.74      | 10167  |
| <a href="#">091924</a>      | Invoice                              | 09/19/2024   | FLURA-2023 REIMBURSE REC CENTER TIF ... | 0.00            | 32,517.74      |        |
| 001879                      | FORT LUPTON FIRE PROTECTION DISTRICT | 09/24/2024   | Regular                                 | 0.00            | 7,452.54       | 10168  |
| <a href="#">091924</a>      | Invoice                              | 09/19/2024   | FLURA-2023 REIMBURSE FLFPD TIF 50% V... | 0.00            | 7,452.54       |        |
| 002790                      | VINCENT VILLAGE LLC                  | 09/24/2024   | Regular                                 | 0.00            | 5,893.02       | 10169  |
| <a href="#">091924</a>      | Invoice                              | 09/19/2024   | FLURA-2023 REIMBURSE VINCENT VILL M...  | 0.00            | 5,893.02       |        |
| 001880                      | WELD COUNTY GOVERNMENT               | 09/24/2024   | Regular                                 | 0.00            | 12,027.39      | 10170  |
| <a href="#">091924</a>      | Invoice                              | 09/19/2024   | FLURA-2023 REIMBURSE WELD TIF VINCE...  | 0.00            | 12,027.39      |        |
| 003327                      | BEACON INTEGRATED TECHNOLOGIES       | 10/08/2024   | Regular                                 | 0.00            | 24,535.48      | 10171  |
| <a href="#">091324</a>      | Invoice                              | 09/13/2024   | FLURA-FINAL PYMNT FOR FACADE RENOV...   | 0.00            | 24,535.48      |        |
| 003725                      | WILLIAM J DALE                       | 12/17/2024   | Regular                                 | 0.00            | 6,742.58       | 10172  |
| <a href="#">120224</a>      | Invoice                              | 12/02/2024   | FLURA-GRANT PAYMENT FOR SUBFLOOR ...    | 0.00            | 6,742.58       |        |
| 000240                      | CITY OF FORT LUPTON                  | 12/30/2024   | Regular                                 | 0.00            | 27.63          | 10173  |
| <a href="#">FIN2024821</a>  | Invoice                              | 12/19/2024   | FLURA-REIMBURSE POSTAGE 8/24-9/24/24    | 0.00            | 2.07           |        |
| <a href="#">FIN2024822</a>  | Invoice                              | 12/19/2024   | FLURA-REIMBURSE CO COMMUNITY INV ...    | 0.00            | 25.56          |        |
| 003736                      | SRAR ENTERPRISES LLC                 | 12/30/2024   | Regular                                 | 0.00            | 6,742.58       | 10174  |
| <a href="#">122724</a>      | Invoice                              | 12/27/2024   | FLURA-FACADE IMPROVEMENT GRANT          | 0.00            | 6,742.58       |        |

| Bank Code FLURA Summary |               |               |          |            |
|-------------------------|---------------|---------------|----------|------------|
| Payment Type            | Payable Count | Payment Count | Discount | Payment    |
| Regular Checks          | 15            | 13            | 0.00     | 209,220.02 |
| Manual Checks           | 0             | 0             | 0.00     | 0.00       |
| Voided Checks           | 0             | 0             | 0.00     | 0.00       |
| Bank Drafts             | 0             | 0             | 0.00     | 0.00       |
| EFT's                   | 0             | 0             | 0.00     | 0.00       |
|                         | 15            | 13            | 0.00     | 209,220.02 |

All Bank Codes Check Summary

| Payment Type   | Payable<br>Count | Payment<br>Count | Discount | Payment    |
|----------------|------------------|------------------|----------|------------|
| Regular Checks | 15               | 13               | 0.00     | 209,220.02 |
| Manual Checks  | 0                | 0                | 0.00     | 0.00       |
| Voided Checks  | 0                | 0                | 0.00     | 0.00       |
| Bank Drafts    | 0                | 0                | 0.00     | 0.00       |
| EFT's          | 0                | 0                | 0.00     | 0.00       |
|                | 15               | 13               | 0.00     | 209,220.02 |

Fund Summary

| Fund | Name  | Period  | Amount     |
|------|-------|---------|------------|
| 820  | FLURA | 9/2024  | 171,171.75 |
| 820  | FLURA | 10/2024 | 24,535.48  |
| 820  | FLURA | 12/2024 | 13,512.79  |
|      |       |         | 209,220.02 |

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AM 2025001

APPROVE A RESOLUTION DESIGNATING THE CITY OF FORT LUPTON WEBPAGE  
[WWW.FORTLUPTONCO.GOV](http://WWW.FORTLUPTONCO.GOV) AS THE PUBLIC PLACE FOR POSTING NOTICES OF PUBLIC  
MEETINGS OF THE FORT LUPTON URBAN RENEWAL AUTHORITY IN ACCORDANCE WITH  
COLORADO REVISED STATUTES OPEN MEETINGS LAW §24-6-402

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I. **Agenda Date:** Board Meeting – January 16, 2024

II. **Attachments:** A. Proposed Resolution

III. **Issue/Request:**

*Colorado Revised Statute 24-6-402(2)(c) indicates that public meetings of two or more members of any state public body shall be posted in a designated public place, which shall be designated annually at the first regular meeting of each calendar year.*

*C.R.S. 24-6-402(2)(c) states that any meetings at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which the majority of quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public. In addition to any other means of full and timely notice, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than twenty-four hours prior to the holding of the meeting. The public place or places for posting such notice shall be designated annually at the local public body's first regular meeting of each calendar year. The post shall include specific agenda information where possible.*

*City staff requests that FLURA approve a resolution designating the Fort Lupton website at [www.fortluptonco.gov](http://www.fortluptonco.gov) as the designated posting place of the Fort Lupton Urban Renewal Authority public meetings, with physical postings due to exigent or emergency circumstances to be made at the Fort Lupton City Hall, 130 S. McKinley Ave., Fort Lupton, Colorado no less than twenty-four hours prior to a meeting. FLURA staff requests that the same procedures for posting of notice of public meetings be approved for 2024.*

IV. **Alternatives/Options:**

*The Authority has the following options:*

- 1. Approve a resolution designating the Fort Lupton website at [www.fortluptonco.gov](http://www.fortluptonco.gov) as the designated posting place of the Fort Lupton Urban Renewal Authority public meetings, with physical postings due to exigent or emergency circumstances to be made at the Fort Lupton City Hall, 130 S. McKinley Ave., Fort Lupton, Colorado no less than twenty-four hours prior to a meeting; or*
- 2. Approve a resolution designating Fort Lupton City Hall, 130 S. McKinley Avenue, Fort Lupton, Colorado as the designated posting place of the Fort Lupton Urban Renewal Authority public meetings.*

**V. Financial Considerations:**

*Not applicable.*

**VI. Legal / Political Considerations:**

24-6-402(2)(c)(III) states:

*On or after July 1, 2019, a local public body shall be deemed to have given full and timely notice of a public meeting if the local public body posts the notice, with specific agenda information if available, no less than twenty-four hours prior to holding of the meeting on a public website of the local public body. The notice must be accessible at no charge to the public. The local public body shall, to the extent feasible, make the notices searchable by type of meeting, date of meeting, time of meeting, agenda contents, and any other category deemed appropriate by the local public body. The notice must be accessible at no charge to the public. The local public body shall, to the extent feasible, make the notices searchable by type of meeting, date of meeting, time of meeting, agenda contents, and any other category deemed appropriate by the local public body and shall consider linking the notices to any appropriate social media accounts of the local public body. A local public body that provides notice on a website pursuant to this Subsection (2)(c)(III) shall provide the address of the website to the Department of Local Affairs for inclusion in the inventory maintained pursuant to Section 24-32-116. A local public body that posts a notice of a public meeting on a public website pursuant to this Subsection (2)(c)(III) may in its discretion also post a notice by any other means including in a designated public place pursuant to Subsection (2)(c)(I) of this Section; except that nothing in this section shall be construed to require such other posting. A local public body that posts notices of public meetings on a public website pursuant to this Subsection (2)(c)(III) shall designate a public place within the boundaries of the local public body at which it may post a notice no less than twenty-four hours prior to a meeting if it is unable to post a notice online in exigent or emergency circumstances such as a power outage or an interruption in internet service that prevents the public from accessing the notice online.*

**VII. Staff Recommendation:**

*Staff recommends approval of the resolution Approve by motion designating the Fort Lupton website at [www.fortluptonco.gov](http://www.fortluptonco.gov) as the designated posting place of the Fort Lupton Urban Renewal Authority public meetings, with physical postings to be made at the Fort Lupton City Hall, 130 S. McKinley Ave., Fort Lupton, Colorado no less than twenty four hours before a public meeting under exigent or emergency circumstances that do not allow online posting to be made.*

## **RESOLUTION NO. 2024URA001**

**A RESOLUTION OF THE FORT LUPTON URBAN RENEWAL AUTHORITY DESIGNATING THE CITY OF FORT LUPTON WEBPAGE [WWW.FORTLUPTONCO.GOV](http://WWW.FORTLUPTONCO.GOV) AS THE PUBLIC PLACE FOR POSTING NOTICES OF PUBLIC MEETINGS OF THE FORT LUPTON URBAN RENEWAL AUTHORITY IN ACCORDANCE WITH COLORADO REVISED STATUTES OPEN MEETINGS LAW §24-6-402.**

**WHEREAS**, Colorado Revised Statute Open Meeting Law 24-6-402(2)(c)(I) states that any meetings at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public; and,

**WHEREAS**, in addition to any other means of full and timely notice, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than twenty-four hours prior to the holding of the meeting; and

**WHEREAS**, the public place or places for posting such notice shall be designated annually at the local public body's first regular meeting of each calendar year; and

**WHEREAS**, House Bill 19-1087 was introduced in 2019, allowing a local government to post the notices on the local government's website, that notices be accessible to the public at no charge and, that notices be searchable, if feasible, by type of meeting, date and time of meeting, and agenda contents; and

**WHEREAS**, a local government that posts notices of public meetings on its website may continue to post the notices in a physical location, but is not required to do so; and

**WHEREAS**, CRS 24-72-402 (2)(c)(III) a local government that posts notices of public meetings on a public website shall designate a public place within the boundaries of the local public body at which it may post a notice no less than twenty-four hours prior to a meeting if it is unable to post a notice online in exigent or emergency circumstances such as a power outage or an interruption in internet service that prevents the public from accessing the notice online; and

**NOW THEREFORE BE IT RESOLVED** that in accordance with the Open Meetings Law, the City of Fort Lupton webpage [www.fortluptonco.gov](http://www.fortluptonco.gov) is hereby designated as the public place for posting of all regular and special meetings of the Fort Lupton Urban Renewal Authority and in case of exigent or emergency circumstances such as a power outage or an interruption in internet service that prevents the public from accessing the notice online, the notice shall be posted at the Fort Lupton City Hall, 130 S. McKinley Avenue.

**APPROVED AND PASSED BY THE FORT LUPTON URBAN RENEWAL AUTHORITY THIS 18<sup>th</sup> DAY OF JANUARY 2024.**

Fort Lupton Urban Renewal Authority

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Gary Montoya, Chair

Approved as to form:

Attest:

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Malcolm Murray, Attorney

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Cristian Gonzalez-Torres, Secretary

## Building Renovation Grant Program Guidelines (previously known as the Façade Improvement Grant)

The Fort Lupton Urban Renewal Authority (FLURA) Building Renovation Grant Program (Grant Program) is a competitive grant program meant to encourage property owners and tenants of buildings within eligible portions of Fort Lupton's commercial core (shown on Appendix 1) to make both major interior and exterior building improvements that will revitalize the area and attract customers to shop, dine and do business in Fort Lupton. These Building Renovation Grant Program Guidelines (Guidelines) are meant to assist applicants with going through the process of applying for a Building Renovation Grant and outlining what improvements will be considered.

FLURA reserves the right to amend these Guidelines at any time if it is determined necessary in order to provide more clarity, flexibility or restrictions to the Grant Program.

### Eligibility

The Grant Program is eligible to commercial and residential buildings within the Building Renovation Grant Program Area (Grant Area) identified by the attached map at Appendix 1. Tax exempt properties within the Grant Area may apply and are reviewed on a case by case basis. An owner or tenant of a building within the Grant Area may apply for grant funding. Tenants must provide written approval from the owner of the building to submit a Building Renovation Grant Program Application (Application). Only two applications may be submitted by an applicant per year. An applicant that has an outstanding grant award that has not been completed pursuant to the Application Process described in these Guidelines is ineligible for a new grant award until all outstanding work on any previous grant is complete.

Additional properties within the Urban Renewal Area (URA) but outside of the Grant Area may be considered on a case by case basis as well.

### Grant Funding Available-Availability and Reimbursement

FLURA awards grant fund reimbursements worth 50% of the expected cost of the project based on bids/quotes based on the agreed upon award amount. The applicant must provide a minimum 50% match for any amount awarded. The FLURA Board will make a determination annually on the amount of grant funding available each year and may amend the available funds if deemed necessary to further the goals of the City and the Grant Area.

For properties that are Historically Designated, either on the local, state, or national registry, FLURA may award grant fund reimbursements up to 75% of the expected cost of the project.

Reimbursements will be made to the applicant provided that the work performed is as approved by FLURA. If changes are necessary, the applicant may provide an explanation of any changes in person at a regular meeting of the FLURA Board. If FLURA approves the changes, then the award amount will continue to be dispersed. Grant disbursements will be as follows:

1. 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.
2. 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.

#### Eligible and Ineligible Improvements

Prior to submitting an Application for improvements to a building that is over fifty years old, the applicant is encouraged to review the Secretary of the Interior's Standards for the Treatment of Historic Properties (the "Standards") located at <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>. Work that substantially conforms to the Standards, where applicable, may be viewed more favorably by the FLURA Board. The design guidelines provided at Appendix 3 provide a visual representation of recommended improvements. However, alterations that are complementary to the Grant Area, and particularly attractive, will also be considered.

With respect to exterior façade improvements that qualify under the Grant Program, only improvements made to façades visible to the public from the street or sidewalk are eligible unless they are required under the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton. Appendix 2 details what is considered a façade and some elements of a façade that may qualify for a Building Renovation Grant.

~~Prior to submitting an Application for improvements to a building that is over fifty years old, the applicant is encouraged to review the Secretary of the Interior's Standards for the Treatment of Historic Properties (the "Standards") located at <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>. Work that substantially conforms to the Standards, where applicable, may be viewed more favorably by the FLURA Board. The design guidelines provided at Appendix 3 provide a visual representation of recommended improvements. However, alterations that are complementary to the Grant Area, and particularly attractive, will also be considered.~~

Eligible improvements include:

- Renovations to a building that are necessary to meet the requirements of the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton. These renovations may include, but are not limited to, renovations associated with accessibility, mechanical, electrical or plumbing upgrades, or sprinkler installation.
- Restoration and cleaning of masonry, including brick, stone and concrete. Power washing is discouraged as a method to clean brick on any building receiving grant funding.
- Repair or replacement of windows. If windows are the original, historic windows, repair is preferred. Where repair is not possible, replacement windows of the same material, size and shape are encouraged.
- Lighting attached to the building that accentuates signage or other significant architectural details of the building. All lighting will be reviewed on a case-by-case basis to ensure it complements the building façade.
- Restoration and repair of original architectural details of the building, such as the cornice and window details.
- Removal of inappropriate façade materials.
- Installation or repair of awnings.
- Repair of doors or replacement of doors where it is found the proposed door complements the building façade.

- Painting. The color should take into consideration the surrounding buildings and character of the Grant Area. Painting over brick is discouraged.
- Signage. All signage will be reviewed to ensure that it complements the building and the character of the Grant Area. Eligible signage may include projecting signs, storefront signs or restoration of original architectural signs. Generally, signage should not cover distinct architectural features of a building. Initial written approval of the sign from the City must be provided with the grant application.
- Architectural design assistance for an applicant to enlist an architect to provide recommendations on appropriate improvements to the building.

Ineligible improvements include, but are not limited to, improvements that:

- Were started or completed prior to applying for the Grant Program.
- Interior improvements that are cosmetic in nature.
- Exterior improvements that are not made directly to a façade, such as benches, planters, parking, etc., unless they are required under the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton.
- Exterior improvements that are not visible from the street or sidewalk, unless they are required under the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton.
- Are not found to be complementary to surrounding buildings and neighborhood character or the original character of the building.
- Are made to a historically designated building that have not been issued a report of acceptability by the Fort Lupton Historic Preservation Board. In addition, building permit fees and other administrative fees that may be required by the City are not eligible for grant funding.

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A pre-application conference with FLURA staff is required prior to submitting an Application to discuss the proposed project and any requirements. This conference must be completed at least two weeks prior to the application deadline. To schedule a pre-application conference, contact FLURA staff at 303.857.6694.

If you are applying for changes to the exterior of a building that is historically designated, proposed changes must be approved by the Historic Preservation Board prior to beginning work, and approval submitted with the Application. Note that this process can take a month or longer, so you should begin this process as soon as possible. For projects to the exterior of buildings that are historic (but not historically designated), applicants are encouraged to meet with the Fort Lupton Historic Preservation Board prior to submitting their Application. For more information on meeting with the Historic Preservation Board, please contact City staff at 303.857.6694 or visit <https://www.fortluptonco.gov/139>.

All ~~Façade Program~~ Building Renovation Grant Applications must be submitted by no later than the Monday of the week prior to a regularly scheduled meeting, see Appendix 4 for deadline dates. Applications may be submitted electronically or in hard-copy format by any one of the following delivery methods:

1. Hand-Delivery. Hand-delivery of Applications (either electronic or hard-copy) must be delivered during business hours (Monday – Friday from 8:00 AM – 5:00 PM, excluding holidays) to City Hall at 130 S. McKinley Avenue, Fort Lupton, Colorado. Hand-delivered Applications should be labeled to the attention of the Fort Lupton Urban Renewal Authority.
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c/o City of Fort Lupton  
130 S. McKinley Avenue  
Fort Lupton, CO 80621**

It is the applicant's responsibility to confirm with FLURA staff that the Application was received.

The applicant shall submit a fully-completed Application, along with the following attachments:

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- 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.

FLURA staff will review all applications to ensure that it is complete and all required attachments are included. If there are any 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. If it is determined the Application is not complete at the time of the application deadline, or there are attachments missing, the Application will not be accepted. The applicant may resubmit a completed application during the next grant cycle.

The FLURA Board will then review all eligible applications at the regular FLURA meeting immediately following the application deadline and will consider projects based on grant award criteria, as further defined below. FLURA will compare the amount of grant funds requested to the amount of available funds, as determined annually by the FLURA Board. Grants will be awarded to the projects at the sole discretion of the FLURA Board. The number of grants awarded will be based upon the funding available.

Note that applicants may choose to phase larger projects into smaller, more manageable projects. However, approval of an Application does not guarantee that subsequent applications will automatically be awarded.

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The project must be completed by no later than 180 days after finalizing the Agreement. An extension may be requested if a written request is submitted by the applicant prior to the next FLURA meeting

that immediately follows project completion deadline. At the FLURA Board's sole discretion the extension may or not be granted. If the extension is granted, FLURA will continue to reimburse the applicant for work performed on the project as agreed upon in the Agreement.

At the completion of a project, applicant must 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 the work has been completed as agreed upon in the Agreement. The Applicant should also submit an invoice to FLURA showing the final project costs. Upon review of these documents, FLURA will issue the final remaining grant award to the applicant after making a determination that the work was indeed completed as agreed, and upon receiving proof that the applicant has paid for said work.

#### Grant Award Criteria

Preference will be given to projects that have a high visible impact on public streets and for projects that seek to restore architecturally significant features of a building or have a significant likelihood to increase visitors, employees and/or businesses to the Grant Area. The following criteria will specifically be taken into account by FLURA when reviewing a Building Renovation~~Façade Program~~ Application:

- Instances where an immediate renovation would stop serious deterioration of the building's façade, or where architecturally significant features contributing to the building's character are in danger of being lost.
- Projects that would restore the historic features of a building; where historic features are being removed or altered, whether the improvements have a high degree of aesthetic appeal and are complementary to the surrounding Grant Area.
- Projects that demonstrate the ability to attract people to the Grant Area.
- Projects that would result in significant new investment and the creation of jobs in the Grant Area.
- Projects involving buildings with vacant or underutilized spaces where the overall marketability of the building would be improved.
- Applications that demonstrate the applicant's capacity to complete the project.

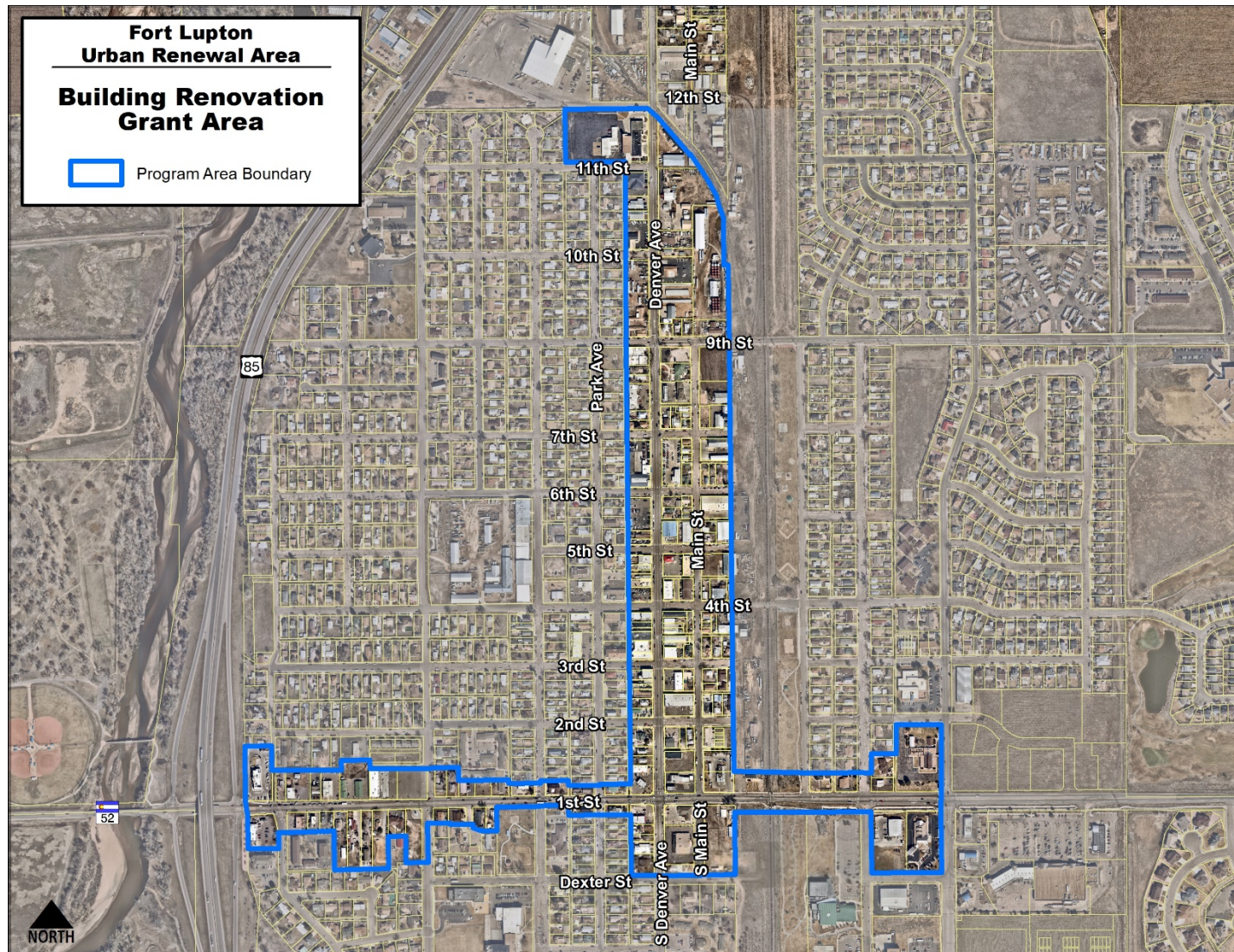
#### Additional Grant Requirements

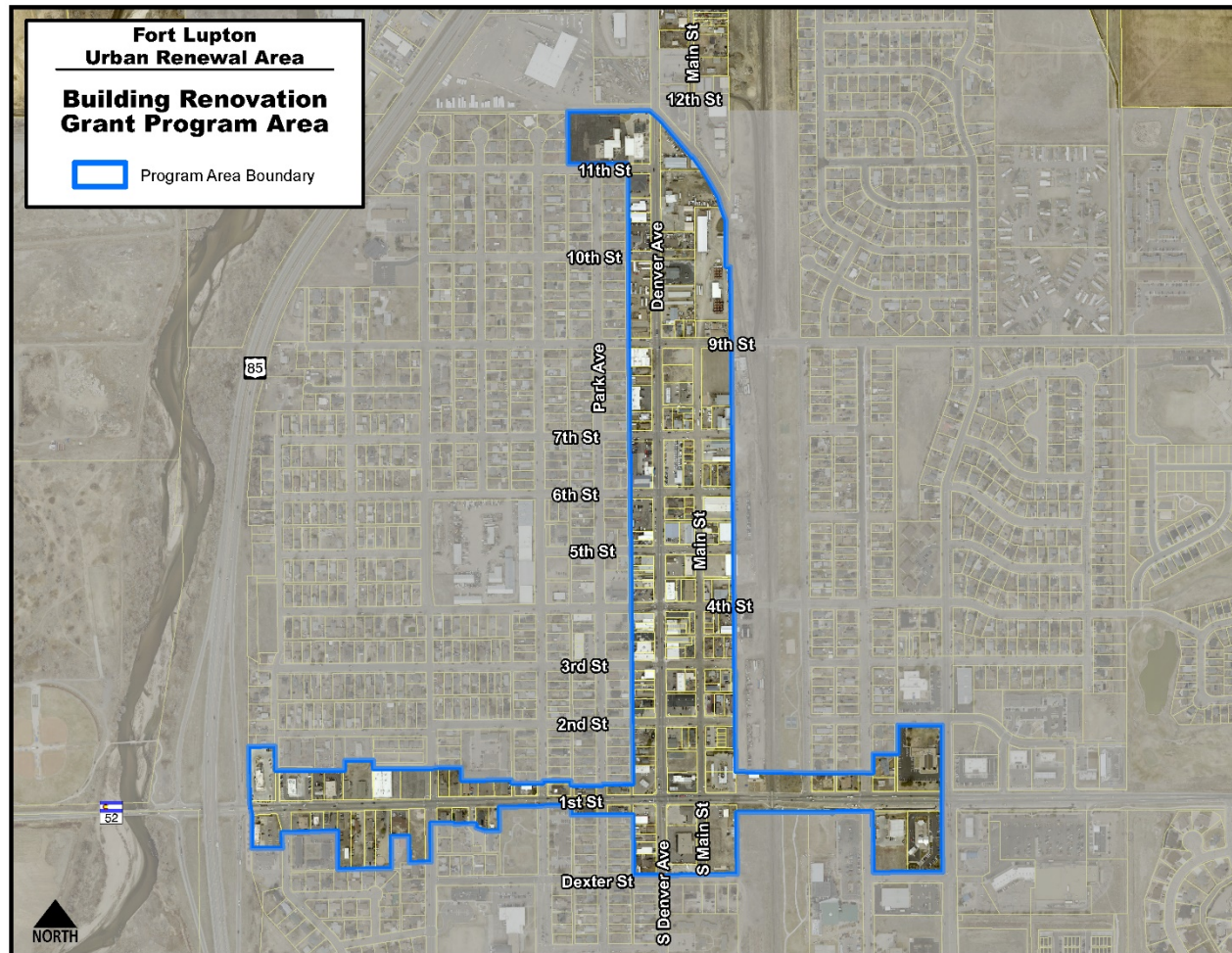
The applicant shall comply with all applicable provisions of the Fort Lupton Municipal Code and the International Building Codes enforced by the City. By submitting an Application, the applicant agrees to allow the City to inspect the building for Code compliance. Applicants shall obtain all required building permits prior to starting work on the project.

Municipal Code violations discovered after the project acceptance will not result in disqualification from the Grant Program, but corrections of such violations shall be incorporated into the project. FLURA retains the right to withhold reimbursements from the applicant until such violations are corrected to the satisfaction of City staff.

**Questions? Contact FLURA at 303.857.6694.**

**Appendix 1**  
**BUILDING RENOVATION GRANT AREA**



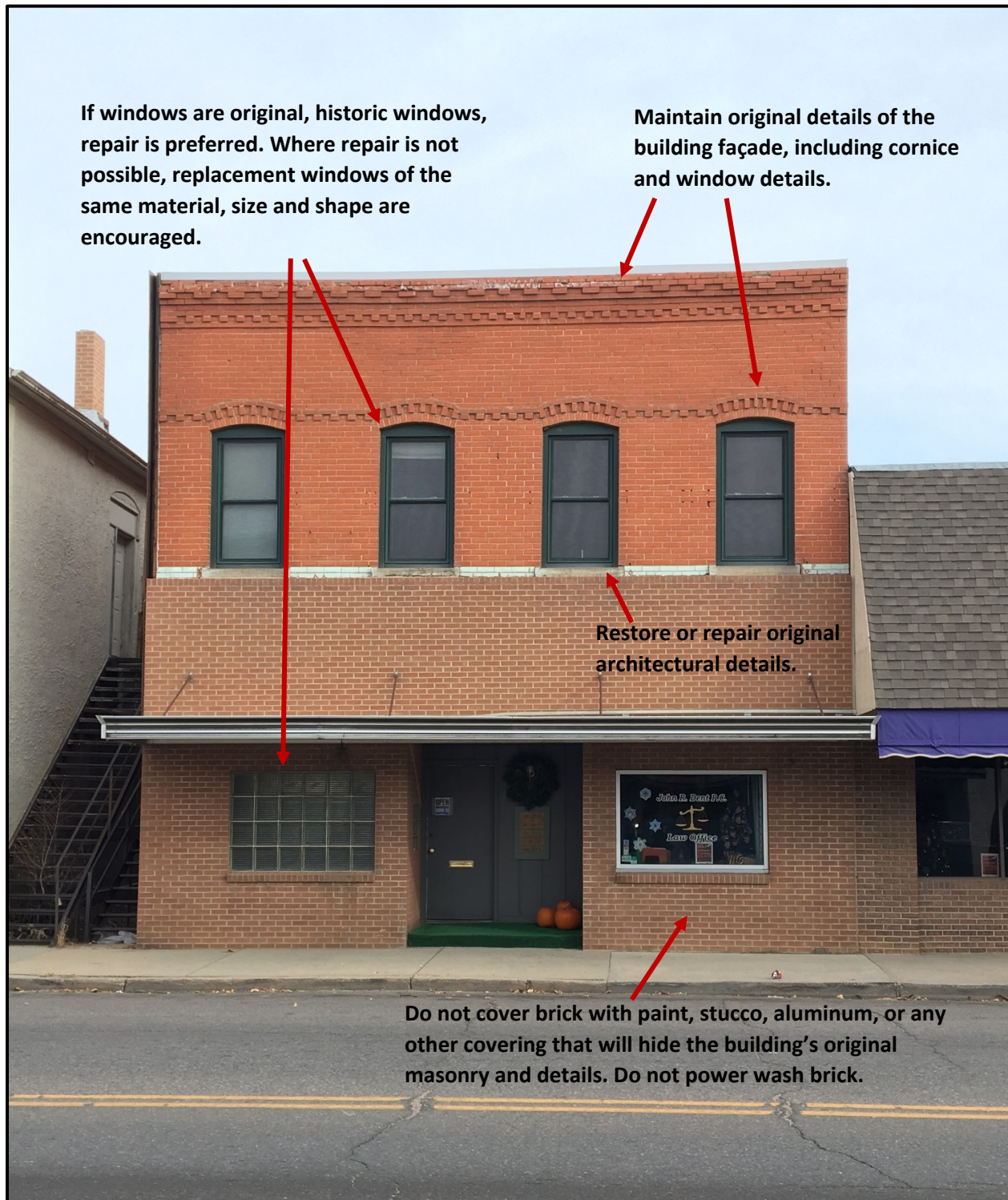


## Appendix 2 FAÇADE ELEMENTS



### Appendix 3

## FAÇADE IMPROVEMENT RECOMMENDED DESIGN GUIDELINES



## Appendix 4

### ~~2024~~ 2025 APPLICATION DEADLINES

| FLURA Meeting Date                             | Deadline to Submit Application               | Deadline to Schedule a Pre-Application Conference |
|------------------------------------------------|----------------------------------------------|---------------------------------------------------|
| January 1 <del>68</del> , 2024 <del>2025</del> | January <del>68</del> , 2024 <del>2025</del> | December 2 <del>35</del> , 2023 <del>34</del>     |
| February <del>2015</del> , 202 <del>54</del>   | February <del>105</del> , 202 <del>54</del>  | January 2 <del>27</del> , 202 <del>54</del>       |
| March <del>2021</del> , 202 <del>54</del>      | March <del>101</del> , 202 <del>54</del>     | February 2 <del>46</del> , 202 <del>45</del>      |
| April <del>178</del> , 202 <del>45</del>       | April <del>78</del> , 202 <del>54</del>      | March 2 <del>56</del> , 202 <del>54</del>         |
| May <del>156</del> , 202 <del>54</del>         | May <del>56</del> , 202 <del>54</del>        | April 2 <del>12</del> , 202 <del>54</del>         |
| June <del>1920</del> , 202 <del>45</del>       | June <del>910</del> , 202 <del>54</del>      | May 2 <del>67</del> , 202 <del>54</del>           |
| July <del>1718</del> , 202 <del>54</del>       | July <del>78</del> , 202 <del>54</del>       | June 2 <del>34</del> , 202 <del>45</del>          |
| August <del>2115</del> , 202 <del>54</del>     | August <del>115</del> , 202 <del>54</del>    | July 1 <del>822</del> , 202 <del>54</del>         |
| September <del>189</del> , 202 <del>45</del>   | September <del>89</del> , 202 <del>54</del>  | August 2 <del>56</del> , 202 <del>45</del>        |
| October <del>167</del> , 202 <del>45</del>     | October <del>67</del> , 202 <del>54</del>    | September 2 <del>23</del> , 202 <del>54</del>     |
| November <del>201</del> , 202 <del>54</del>    | November <del>101</del> , 202 <del>54</del>  | October 2 <del>78</del> , 202 <del>45</del>       |
| December <del>189</del> , 202 <del>54</del>    | December <del>89</del> , 202 <del>54</del>   | November 2 <del>45</del> , 202 <del>54</del>      |

## Building Renovation Grant Program Guidelines

The Fort Lupton Urban Renewal Authority (FLURA) Building Renovation Grant Program (Grant Program) is a competitive grant program meant to encourage property owners and tenants of buildings within eligible portions of Fort Lupton's commercial core (shown on Appendix 1) to make both major interior and exterior building improvements that will revitalize the area and attract customers to shop, dine and do business in Fort Lupton. These Building Renovation Grant Program Guidelines (Guidelines) are meant to assist applicants with going through the process of applying for a Building Renovation Grant and outlining what improvements will be considered.

FLURA reserves the right to amend these Guidelines at any time if it is determined necessary in order to provide more clarity, flexibility or restrictions to the Grant Program.

### Eligibility

The Grant Program is eligible to commercial and residential buildings within the Building Renovation Grant Program Area (Grant Area) identified by the attached map at Appendix 1. Tax exempt properties within the Grant Area may apply and are reviewed on a case by case basis. An owner or tenant of a building within the Grant Area may apply for grant funding. Tenants must provide written approval from the owner of the building to submit a Building Renovation Grant Program Application (Application). Only two applications may be submitted by an applicant per year. An applicant that has an outstanding grant award that has not been completed pursuant to the Application Process described in these Guidelines is ineligible for a new grant award until all outstanding work on any previous grant is complete.

Additional properties within the Urban Renewal Area (URA) but outside of the Grant Area may be considered on a case by case basis as well.

### Grant Funding Availability and Reimbursement

FLURA awards grant fund reimbursements worth 50% of the expected cost of the project based on bids/quotes based on the agreed upon award amount. The FLURA Board will make a determination annually on the amount of grant funding available each year and may amend the available funds if deemed necessary to further the goals of the City and the Grant Area.

For properties that are [Historically Designated](#), either on the local, state, or national registry, FLURA may award grant fund reimbursements up to 75% of the expected cost of the project.

Reimbursements will be made to the applicant provided that the work performed is as approved by FLURA. If changes are necessary, the applicant may provide an explanation of any changes in person at a regular meeting of the FLURA Board. If FLURA approves the changes, then the award amount will continue to be dispersed. Grant disbursements will be as follows:

1. 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.
2. 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.

### Eligible and Ineligible Improvements

Prior to submitting an Application for improvements to a building that is over fifty years old, the applicant is encouraged to review the Secretary of the Interior's Standards for the Treatment of Historic Properties (the "Standards") located at <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>. Work that substantially conforms to the Standards, where applicable, may be viewed more favorably by the FLURA Board. The design guidelines provided at Appendix 3 provide a visual representation of recommended improvements. However, alterations that are complementary to the Grant Area, and particularly attractive, will also be considered.

With respect to exterior façade improvements that qualify under the Grant Program, only improvements made to façades visible to the public from the street or sidewalk are eligible unless they are required under the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton. Appendix 2 details what is considered a façade and some elements of a façade that may qualify for a Building Renovation Grant.

Eligible improvements include:

- Renovations to a building that are necessary to meet the requirements of the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton. These renovations may include, but are not limited to, renovations associated with accessibility, mechanical, electrical or plumbing upgrades, or sprinkler installation.
- Restoration and cleaning of masonry, including brick, stone and concrete. Power washing is discouraged as a method to clean brick on any building receiving grant funding.
- Repair or replacement of windows. If windows are the original, historic windows, repair is preferred. Where repair is not possible, replacement windows of the same material, size and shape are encouraged.
- Lighting attached to the building that accentuates signage or other significant architectural details of the building. All lighting will be reviewed on a case-by-case basis to ensure it complements the building façade.
- Restoration and repair of original architectural details of the building, such as the cornice and window details.
- Removal of inappropriate façade materials.
- Installation or repair of awnings.
- Repair of doors or replacement of doors where it is found the proposed door complements the building façade.
- Painting. The color should take into consideration the surrounding buildings and character of the Grant Area. Painting over brick is discouraged.
- Signage. All signage will be reviewed to ensure that it complements the building and the character of the Grant Area. Eligible signage may include projecting signs, storefront signs or restoration of original architectural signs. Generally, signage should not cover distinct architectural features of a building. Initial written approval of the sign from the City must be provided with the grant application.
- Architectural design assistance for an applicant to enlist an architect to provide recommendations on appropriate improvements to the building.

Ineligible improvements include, but are not limited to, improvements that:

- Were started or completed prior to applying for the Grant Program.
- Interior improvements that are cosmetic in nature.
- Exterior improvements that are not made directly to a façade, such as benches, planters, parking, etc., unless they are required under the International Building Code and/or International Fire Code, as adopted and enforced by the City of Fort Lupton.
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A pre-application conference with FLURA staff is required prior to submitting an Application to discuss the proposed project and any requirements. This conference must be completed at least two weeks prior to the application deadline. To schedule a pre-application conference, contact FLURA staff at 303.857.6694.

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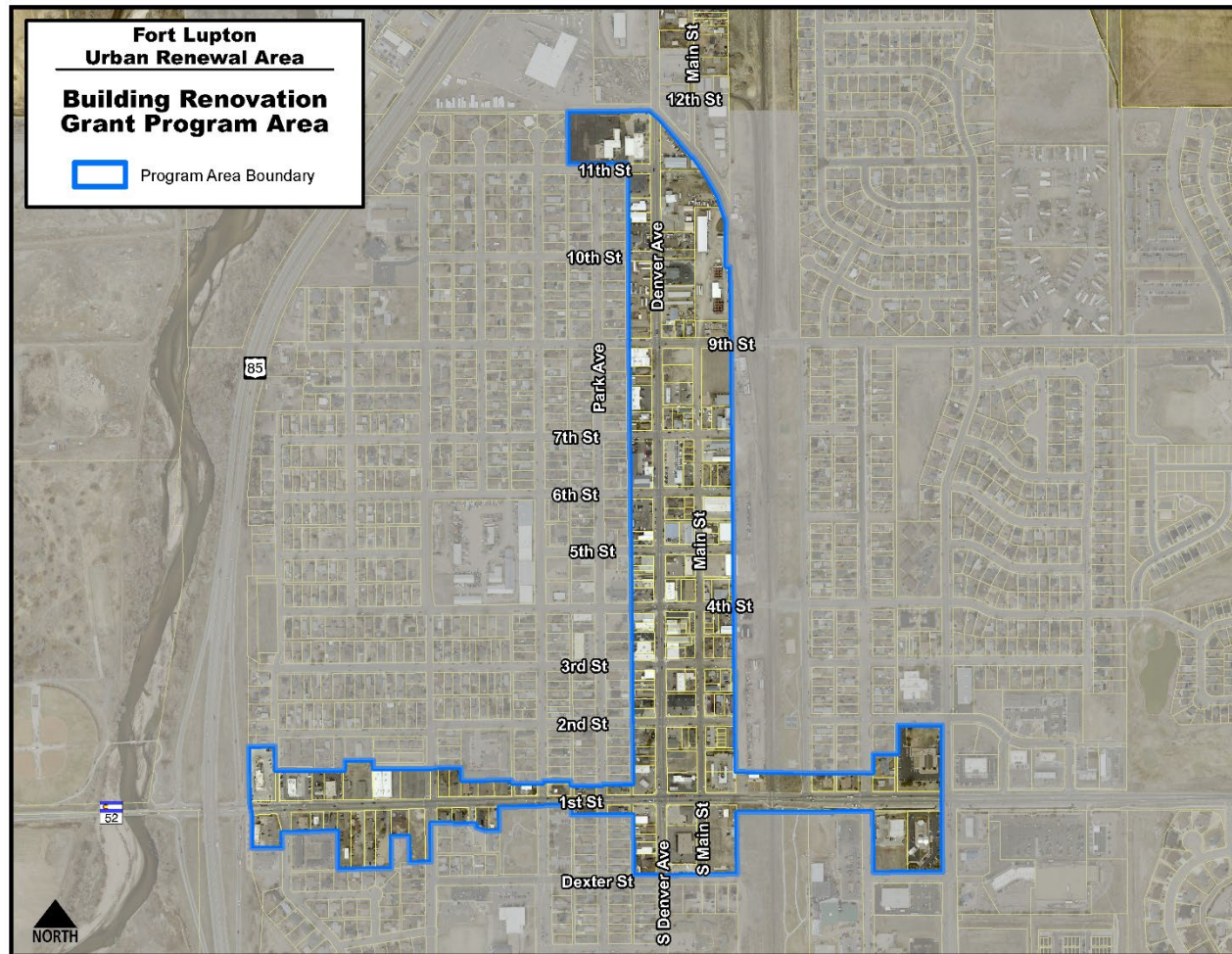
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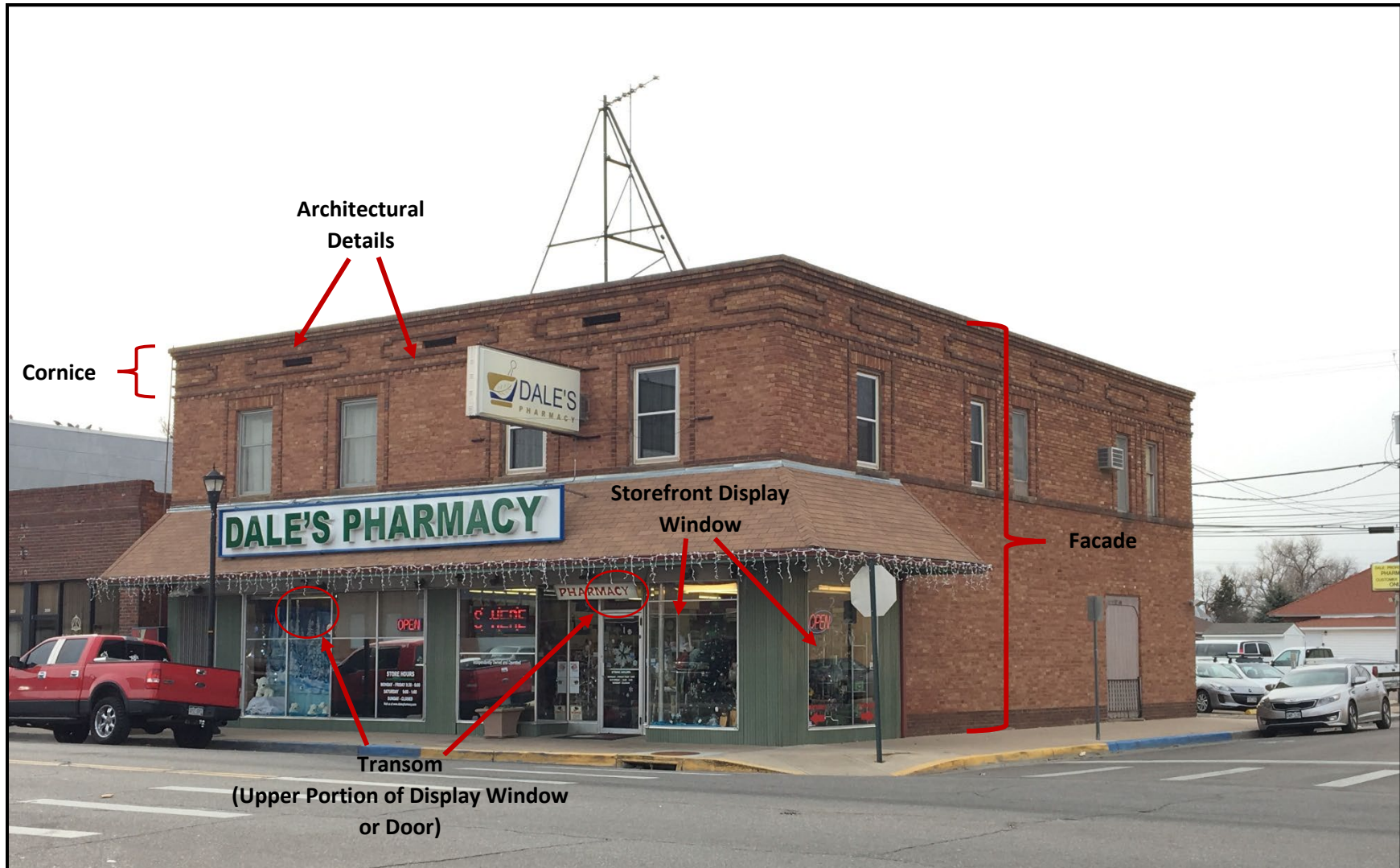
## Appendix 1

### BUILDING RENOVATION GRANT AREA



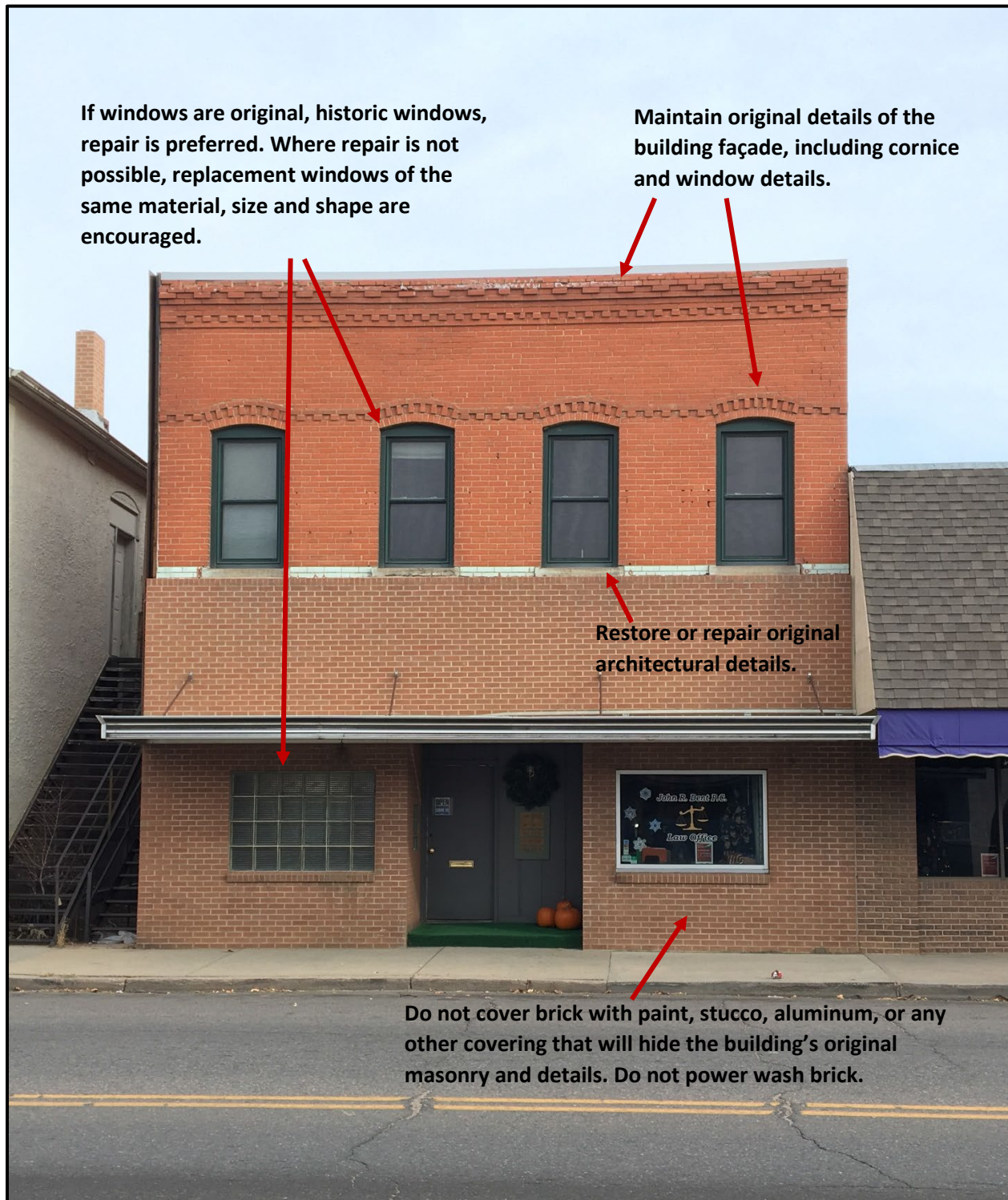
## Appendix 2

### FAÇADE ELEMENTS



### Appendix 3

## FAÇADE IMPROVEMENT RECOMMENDED DESIGN GUIDELINES



## Appendix 4

### 2025 APPLICATION DEADLINES

| FLURA Meeting Date | Deadline to Submit Application | Deadline to Schedule a Pre-Application Conference |
|--------------------|--------------------------------|---------------------------------------------------|
| January 16, 2025   | January 6, 2025                | December 23, 2024                                 |
| February 20, 2025  | February 10, 2025              | January 27, 2025                                  |
| March 20, 2025     | March 10, 2025                 | February 24, 2025                                 |
| April 17, 2025     | April 7, 2025                  | March 26, 2025                                    |
| May 15, 2025       | May 5, 2025                    | April 21, 2025                                    |
| June 19, 2025      | June 9, 2025                   | May 26, 2025                                      |
| July 17, 2025      | July 7, 2025                   | June 23, 2025                                     |
| August 21, 2025    | August 11, 2025                | July 18, 2025                                     |
| September 18, 2025 | September 8, 2025              | August 25, 2025                                   |
| October 16, 2025   | October 6, 2025                | September 22, 2025                                |
| November 20, 2025  | November 10, 2025              | October 27, 2025                                  |
| December 18, 2025  | December 8, 2025               | November 24, 2025                                 |