



Gary Montoya, Chair
Cristian Gonzalez-Torres, Secretary
Claud Hanes
Kevin Ross

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

AGENDA
FORT LUPTON URBAN RENEWAL AUTHORITY
REGULAR MEETING
130 South McKinley Avenue
Thursday, November 20, 2025
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.

- a. 10162025 FLURA Minutes

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

Action Item(s)

- a. El Rey Del Taco Building Renovation Grant Application - Documents to be uploaded Monday
- b. Grant Extension Request: 721 4th St
- c. 2026 FLURA Budget
- d. Partial Reimbursement to City of Fort Lupton for Streetscape Survey Work Contract

New Business

- a. New FLURA Attorney Agreement

Old Business

Adjourn

Board Reports

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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
October 16th 2025**

Call to Order

Kathy Kvasnicka called the meeting to order at 6:00PM.

Roll Call

Kathy Kvasnicka, Eugene Reynolds, Claud Hanes, Cristian Gonzalez- Torres

Approval of Agenda

There was a motion to approve the agenda. The agenda was approved. The minutes were approved for the July meeting.

Consent Agenda

- a. A motion to approve consent agenda, and it was approved.
- b. August 21st, 2025 Minutes

Public Comment

None.

Accounts Payable

- a. Some audit pieces that are listed.

Action items

- a. Downtown Colorado Inc Membership Renewal. 1,000 dollars for doing so.
- b. Discussion on Agreement for FLURA to cover staff expenses and other shared expenses
- c. Draft Budget for FY 2026 (Budget Comparison Report)
Budgeted at 250,000. 1,500 24,000 Tabor. 2,000,000 in revenue for next year. Contractual services are on there for 30,000 a year. 15,000 moved up for legal services. Looking for a new city attorney, and trying to find a firm to provide services. 3 new projects being funded for FLURA district.

New Business

- a. Discussion on acquiring a new FLURA Attorney
- b. Discussion on FLURA area topics: Streetscape, Grant, Potential Property Purchases

Old Business

- a. None

Staff Reports

- a. CDOT project on Highway 85

Board Reports

- a. City Council seats are up for reelection

Adjournment

Kathy adjourned the meeting. The next meeting will be November, 2025 at 6:38 PM.

Submitted by:

Cristian Gonzalez-Torres, Secretary

Approved by Fort Lupton Urban Renewal Authority

Gary Montoya, Chairperson

Zachary Mettler

From: John Stinnett
Sent: Friday, November 14, 2025 12:06 PM
To: Zachary Mettler
Subject: Re: FLURA Grant Extension for 721 4th Street

To Flura grant I am requesting a grant extension because we are in drywall now and with holiday starting I don't think we will make January deadline. Thank you John Stinnett

On Fri, Nov 14, 2025 at 10:54 AM Zachary Mettler <ZMettler@fortluptonco.gov> wrote:

Hi John,

Sorry I missed you earlier in the week. I wanted to let you know that you can apply for a FLURA Grant Extension. Here is what the language says regarding Grant Extensions:

"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."

If you just reply to this email requesting an extension and stating reasons why, I can attach it to the FLURA agenda today for next week's meeting. Or if you get it to me later, we can just have it added to the January FLURA meeting, since we will not be holding a December meeting.

Thank you!



Zachary Mettler
Planner I

Main 303.857.6694 | **Direct** (720) 466-6128

Mobile (303) 304-4498 | **Fax** (303) 857-0351

ZMettler@Fortluptonco.gov

[1200 Dexter St](#) [Unit W13](#), Fort [Lupton](#), CO 80621

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AM 2025-003

RESOLUTION NO. 20245URA003 ADOPTING A BUDGET AND MAKING APPROPRIATIONS FOR AND DURING THE PERIOD BEGINNING THE FIRST DAY OF JANUARY 2026 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER 2026

I. **Agenda Date:** *Board Meeting – November 20, 2025*

II. **Attachments:**
A. *Resolution No. 2025URA003*
B. *Proposed Budget*
C. *Newspaper Publication*

III. **Issue/Request:**

Each year, the Fort Lupton Urban Renewal Authority (“Authority”) is required to adopt a budget setting the legal appropriations for the following year. Not only does the budget set the legal appropriations, it also authorizes the procurement of goods, services and equipment to meet the goals and objectives determined by the Authority Board.

The Authority Board has been presented with a complete budget and financial plan of all funds and activities of the Authority, which covers all proposed expenditures of the Authority for fiscal year beginning January 1, 2026 to December 31, 2026.

IV. **Alternatives/Options:**

The Board may adopt the budget as is or it may continue making revisions.

V. **Financial Considerations:**

The final proposed budget reflects all of the changes in estimated revenues and expenditures that have been previously discussed with the Authority Board.

VI. **Legal / Political Considerations:**

Notice of the public hearing for the budget was published in the Fort Lupton Press on November 6, 2025.

Pursuant to Colorado Revised Statutes Title 29, Article 1, “Local Government Budget Law of Colorado,” all statutory towns and cities are required to adopt an annual budget by the end of the year (C.R.S. 29-1-103). If it fails to adopt a budget by the first day of the new fiscal year, then ninety percent of the amount appropriated in the current fiscal year for operation and maintenance expenses shall be deemed re-appropriated for the budget year (C.R.S. 29-1-108(4)).

VII. Staff Recommendation:

Staff recommends approving Resolution No. 2025URA003 adopting the 2026 Fort Lupton Urban Renewal Authority Budget for and during the period beginning the first day of January 2026 and ending the thirty-first day of December 2026.

RESOLUTION NO. 2025URA003

A RESOLUTION OF THE FORT LUPTON URBAN RENEWAL AUTHORITY ADOPTING THE 2026 BUDGET AND SETTING APPROPRIATIONS FOR FLURA IN THE AMOUNTS SPECIFIED, FOR AND DURING THE PERIOD BEGINNING THE FIRST DAY OF JANUARY 2026 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER 2026.

WHEREAS, in accordance with Colorado Revised Statutes Title 29, Article 1, “Local Government Budget Law of Colorado,” the Fort Lupton Urban Renewal Authority (“Authority”) has been presented with a complete budget and activities which covers all proposed expenditures of FLURA for the fiscal year beginning January 1, 2026 and ending December 31, 2026; and

WHEREAS, said budget shows as definitely as possible each of the various projects and programs for which appropriations are made in the budget, and the estimated amount of money carried in the budget for each such project or program; and

WHEREAS, said budget serves a valid public purpose in that it establishes a financial plan for the 2026 fiscal year; and

WHEREAS, said budget has been filed with the Secretary for the Authority and is available for public inspection; and

WHEREAS, a public hearing has been held for the proposed budget after duly published public notice; and

NOW THEREFORE BE IT RESOLVED BY THE FORT LUPTON URBAN RENEWAL AUTHORITY AS FOLLOWS:

Section 1. That the 2026 Budget for the Board, incorporated herein as Exhibit A, is hereby adopted and approved in essentially the form and content accompanying this Resolution.

Section 2. The Budget herein approved and adopted shall be signed by the Chair of the Authority and attested to by the Secretary and made a part of the records of the Authority.

APPROVED AND PASSED BY THE FORT LUPTON URBAN RENEWAL AUTHORITY THIS 20TH DAY OF NOVEMBER 2025.

Fort Lupton Urban Renewal Authority

Gary Montoya, Chair

Approved as to form:

Attest:

Malcolm Murray, Attorney

Cristian Gonzalez-Torres, Secretary

FLURA Budget Comparison Report

Account Detail

City of Fort Lupton

Account Number		2023 Total Activity	2024 Total Activity	2025 YTD Activity Through Aug	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
					2025 APPROVED1	2025 PROJECTED	Increase / (Decrease)		2026 REQUESTED	Increase / (Decrease)	
Revenue											
820-9100-311010	TIF INCREMENT	426,207.07	531,549.77	791,759.84	800,799.00	800,799.00	0.00	0.00%	977,957.00	177,158.00	22.12%
820-9100-311011	TIF INCREMENT REFUND	0.00	-171,171.75	0.00	-126,865.00	0.00	126,865.00	-100.00%	-250,960.00	-250,960.00	0.00%
820-9100-361600	INTEREST EARNED	1,919.18	1,709.65	1,884.50	0.00	2,485.00	2,485.00	0.00%	1,500.00	-985.00	-39.64%
820-9100-390200	TABOR RESERVE	0.00	0.00	0.00	17,611.00	10,863.00	-6,748.00	-38.32%	24,099.00	13,236.00	121.84%
820-9100-390400	UNAPPROPRIATED RESERVES	0.00	0.00	0.00	738,303.00	833,496.00	95,193.00	12.89%	1,256,244.00	422,748.00	50.72%
	Total Revenue:	428,126.25	362,087.67	793,644.34	1,429,848.00	1,647,643.00	217,795.00	15.23%	2,008,840.00	361,197.00	21.92%
Expense											
820-9100-520100	GENERAL SUPPLIES	0.00	155.13	0.00	500.00	500.00	0.00	0.00%	500.00	0.00	0.00%
820-9100-530600	CONTRACTUAL SERVICES	0.00	51.12	9,793.44	95,000.00	95,000.00	0.00	0.00%	125,000.00	30,000.00	31.58%
820-9100-530800	DUES & SUBSCRIPTIONS	0.00	2,034.38	0.00	1,500.00	1,500.00	0.00	0.00%	2,000.00	500.00	33.33%
820-9100-531200	LEGAL FEES	0.00	150.00	0.00	10,000.00	10,000.00	0.00	0.00%	15,000.00	5,000.00	50.00%
820-9100-531600	PLANS & STUDIES	0.00	0.00	0.00	15,000.00	15,000.00	0.00	0.00%	30,000.00	15,000.00	100.00%
820-9100-531800	POSTAGE	0.00	2.07	0.00	800.00	800.00	0.00	0.00%	800.00	0.00	0.00%
820-9100-532800	STAFF DEVELOPMENT	0.00	435.00	0.00	5,000.00	5,000.00	0.00	0.00%	5,000.00	0.00	0.00%
820-9100-533000	TRAVEL & MEETINGS	0.00	3,025.17	0.00	2,500.00	2,500.00	0.00	0.00%	2,500.00	0.00	0.00%
820-9100-551850	GRANTS - TIF	95,895.38	52,474.49	10,164.07	200,000.00	200,000.00	0.00	0.00%	450,000.00	250,000.00	125.00%
Budget Notes											
Budget Code	Subject	Description									
REQUESTED	\$200,000 Carryover	\$200,000 Carryover for approved projects that are not complete									
REQUESTED	\$200,000 for Building Renovation Grant Proj	\$200,000 for Building Renovation Grant Program project applications in 2026									
REQUESTED	\$50,000 for EcoDev / Multi-Year Projects	\$50,000 for EcoDev / Multi-Year Projects in 2026									
820-9100-553500	MISC EXPENDITURES	6,494.80	6,180.61	11,875.55	10,000.00	12,000.00	2,000.00	20.00%	12,000.00	0.00	0.00%
820-9100-573000	CAPITAL CONTRIBUTIONS	664,554.86	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
820-9100-575000	CAPITAL PROJECTS	0.00	0.00	0.00	25,000.00	25,000.00	0.00	0.00%	250,000.00	225,000.00	900.00%
820-9100-580450	GENERAL FUND (CITY) LOAN	5,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
820-9100-590200	TABOR RESERVE	0.00	0.00	0.00	20,218.00	24,099.00	3,881.00	19.20%	21,855.00	-2,244.00	-9.31%
	Total Expense:	771,945.04	84,507.97	31,833.06	385,518.00	391,399.00	5,881.00	1.53%	914,655.00	523,256.00	133.69%
	Report Total:	-343,818.79	277,579.70	761,811.28	1,044,330.00	1,256,244.00	211,914.00	20.29%	1,094,185.00	-162,059.00	-12.90%

FLURA Budget Comparison Report

Group Summary

Account Typ...	2023 Total Activity	2024 Total Activity	2025 YTD Activity Through Aug	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2025 APPROVED1	2025 PROJECTED	Increase / (Decrease)	2026 REQUESTED	Increase / (Decrease)		
Revenue	428,126.25	362,087.67	793,644.34	1,429,848.00	1,647,643.00	217,795.00	15.23%	2,008,840.00	361,197.00	21.92%
Expense	771,945.04	84,507.97	31,833.06	385,518.00	391,399.00	5,881.00	1.53%	914,655.00	523,256.00	133.69%
Report Total:	-343,818.79	277,579.70	761,811.28	1,044,330.00	1,256,244.00	211,914.00	20.29%	1,094,185.00	-162,059.00	-12.90%

FLURA Budget Comparison Report

Fund Summary

Fund	2023	2024	2025	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
	Total Activity	Total Activity	YTD Activity Through Aug	2025 APPROVED1	2025 PROJECTED	Increase / (Decrease)		2026 REQUESTED	Increase / (Decrease)	
820 - FLURA	-343,818.79	277,579.70	761,811.28	1,044,330.00	1,256,244.00	211,914.00	20.29%	1,094,185.00	-162,059.00	-12.90%
Report Total:	-343,818.79	277,579.70	761,811.28	1,044,330.00	1,256,244.00	211,914.00	20.29%	1,094,185.00	-162,059.00	-12.90%



130 S. McKinley Avenue
Fort Lupton, CO 80621
(303) 857-6694

Budget Message

November 20, 2025

Honorable Chairman and Urban Renewal Board Members:

In accordance with Colorado Revised Statutes, I am pleased to present the Requested Budget for the 2026 fiscal year. This budget has been prepared using the cash basis of accounting and is intended to serve the community, authority board, management, and staff as:

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

The Fort Lupton Urban Renewal Authority (FLURA) was registered with the State of Colorado in 2014 and the Fort Lupton Core Urban Renewal Area Plan was formally adopted on May 18, 2015 by Fort Lupton City Council. 2026 is the Eleventh year FLURA will receive tax-increment financing revenue. This revenue can be used to promote redevelopment, reinvestment and beautification within the City of Fort Lupton, which will assist in creating a thriving community that is economically diverse. A survey was done in 2016 to assess the projects to focus on, and the business owners along our main shopping area desired a facade improvement program. In 2021 that grant was adjusted to be a Building Renovation Grant. Building Renovation Grants completed from the 2025 grant awards greatly improved the appearance and functionality of the downtown area and 1st Street.

In 2026, the Fort Lupton Urban Renewal Board budgeted \$450,000 for TIF grants. The budget includes \$125,000 in contractual services for engineering work needed to continue the Streetscape Plan. \$250,000 is in the Capital Projects line to help with Streetscape construction and property procurement if conditions are right. It is projected that if all of the allocation of expenditures are needed, the Fort Lupton Urban Renewal Board will have a reserve balance of \$1,094,185.

Respectfully Submitted

Chris Cross
Executive Director

AM 2025-009

MAKE A DETERMINATION for FLURA to reimburse the City of Fort Lupton for half of the cost for the Denver Avenue Survey Work

I. **Agenda Date:** *Board Meeting – November 20, 2025*

II. **Attachments:** *A. AM to City of Fort Lupton regarding Survey Services
B. Public Works Agreement between City and Consultant*

III. **Issue/Request:**

The City has awarded a contract to Core Consultants, Inc. for not to exceed \$47,000.00 for engineering services for the survey of Denver Avenue for the Streetscape Project from the General Fund. This AM seeks to have the FLURA Board compensate the City for half of the amount not to exceed \$23,500.00. The survey work includes the intersections of Denver Avenue at 2nd St, 5th St, 6th St, and 7th St from Main Avenue to Park Avenue. This survey work is required to assist with the design of the Streetscape Project. The agreement between the City and the Consultant has been finalized and executed, and surveying has begun.

IV. **Alternatives/Options:**

- 1. The Board may approve the Resolution*
- 2. The Board may choose not to approve the Resolution*
- 3. The Board may amend the Resolution prior to Approval*
- 4. The Board may continue the discussion to a future board meeting for further information.*

V. **Financial Considerations:**

The 2025 FLURA Budget allocates \$95,000.00 for Contractual Services. Year to Date through August FLURA has spent \$9,793.44 of this allocation. This request for reimbursement to the City requests \$23,500.00 which leaves \$61,706.56 left for this item.

VI. **Legal / Political Considerations:**

With the direction of the FLURA Board, Staff originally discussed with Council at the March 11, 2025 Town Hall Meeting their comfort level with financially supporting FLURA to do the Streetscape Survey. Council was supportive but no official action was taken at the time as staff was deciding the best method to complete the work. Staff ultimately decided it would be more efficient to contract the work out through the City process. Now, Council has approved a contract to do the survey work and on behalf of the City, staff is asking FLURA to reimburse the City for a portion of the cost.

VII. **Staff Recommendation:**

Approve the Resolution to reimburse the City of Fort Lupton for an amount not to exceed \$23,500.00.

RESOLUTION NO. 2025URA004

A RESOLUTION OF THE FORT LUPTON URBAN RENEWAL AUTHORITY (FLURA) BOARD REIMBURSING THE CITY OF FORT LUPTON FOR AN AMOUNT NOT TO EXCEED \$23,500.00

WHEREAS, FLURA has allocated \$95,000.00 for Contractual Services in the 2025 Budget; and

WHEREAS, The City of Fort Lupton has approved and executed a Public Works Agreement with CORE Consultants, Inc. for an amount not to exceed \$47,000.00; and

WHEREAS, The City is requesting FLURA to reimburse half of the costs associated with the agreement for an amount not to exceed \$23,500.00; and

WHEREAS, it has been determined that the best next steps to continue the goals of the approved Streetscape Plan are to continue survey work to prepare for intersection reconstruction.

NOW THEREFORE BE IT RESOLVED BY THE FLURA BOARD THAT THE CITY SHALL BE REIMBURSED FOR AN AMOUNT NOT TO EXCEED \$23,500.00 FOR SURVEY WORK ASSOCIATED WITH INTERSECTIONS PARK AVENUE, DENVER AVENUE, AND MAIN AVENUE.

APPROVED AND PASSED BY THE FORT LUPTON URBAN RENEWAL AUTHORITY THIS 20th DAY OF 2025

Fort Lupton Urban Renewal Authority

Gary Montoya, Chair

Approved as to form:

Attest:

_____, Attorney

Cristian Gonzales-Torres, Secretary