

AGENDA

Fort Lupton Urban Renewal Authority
Regular Meeting*
City Hall – 130 S. McKinley Avenue
Thursday, January 20, 2022 – 6:30 PM

**To attend this meeting virtually (optional), please refer to the last page of the Agenda for instructions.*

1. **Call To Order – Roll Call**
2. **Approval of Agenda**
3. **Consent Agenda**
 - a. Approval of the Minutes of the December 16, 2021 Meeting
4. **Public Comment**
5. **Accounts Payable**
 - a. Accounts Payable for the January 2022 Meeting
6. **Action Items**
 - a. Election of Officers
 - b. AM2022-001: Designating the City of Fort Lupton Webpage www.fortluptonco.gov as the Public Place for Posting Notices of Public Meetings
7. **Discussion Items**
 - a. Building Renovation Grant for 2022
8. **Staff Reports**
9. **Board Reports**
10. **Adjournment**

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**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
December 16, 2021**

Call to Order

Chairman Montoya called the virtual meeting to order at 6:32 PM.

Roll Call

Present (via GoToMeeting): Gary Montoya, Cristian Gonzales-Torres, Eugene Reynolds, Kathy Kvasnicka, FLURA Deputy Executive Director Alyssa Knutson, City Administrator Chris Cross

Absent: Perry Buck, Tommy Holton, Mark Grajeda

Approval of Agenda

Kathy Kvasnicka made a motion to approve. Eugene Reynolds seconded. Passed by majority roll call vote.

Consent Agenda

Approval of the Minutes of the October 21, 2021 and November 18, 2021 Kathy Kvasnick made a motion to approve, Eugene Reynolds seconded the motion. Approved by majority roll call vote with no changes.

Public Comment

None.

Accounts Payable

None.

Action items

AM2021-006: Approve the Resolution Adopting the 2022 Budget and Setting Appropriations

City Administrator Chris Cross presented the final budget to the Board. Final TIF numbers were presented. Explanations were made for the benefit of new member, Cristian Gonzalez-Torres. If all is spent there will be \$207,527 in reserves. The Capital Project budget of \$452,000 total was broken down into \$427,000 for 3rd and 4th Street improvements, \$20,000 for the alleyway project, and \$5,000 for sign grants. Eugene Reynolds made the motion to approve the 2022 Budget and Appropriations. Kathy Kvasnicka seconded the motion. Approved by majority roll call vote with no changes.

AM2021-007: Approve the Signature of the Chair to the Tax Increment Revenue Sharing Agreement with Vincent Village Metropolitan District

Deputy Executive Director Alyssa Knutson presented the Intergovernmental Agreement between the City and Vincent Village Metropolitan District. A Metro District tax was implemented to pay for the infrastructure in this district. FLURA usually shares the TIF tax revenues at 50%. Vincent Village is requesting 100% of the tax revenue until the Metro District tax is paid off. The agreement states that Vincent Village will receive 50% of the tax until the FLURA loan of \$25,000 is paid. After that time, they will receive the full 100%. This TIF agreement for the shareback is only for the parcels located within the Vincent Village Metropolitan District. Other parcels in the urban renewal area are not subject to a shareback of TIF revenues, other than those with an established intergovernmental agreement in place.

**RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
December 16, 2021**

Kathy Kvasnicka made a motion to approve. Cristian Gonzales-Torres seconded the motion. Approved by majority roll call vote.

Discussion Items

Michelle Bettger has stepped down as the School District representative. Cristian Gonzales-Torres has taken her place.

Building Renovation Grant for 2022

This grant was explained to the new member, Cristian Gonzales-Torres. The grant process will be presented to the Board in January with updates to the program to include grants for building code upgrades in addition to façade improvements. The grant cycle will open February. Firm deadline dates will be discussed in January.

Staff Report

Deputy Executive Director Alyssa Knutson offered any assistance to Cristian Gonzales-Torres and offered training to him. City Administrator Chris Cross announced that Lori Saine would be replacing Perry Buck as the Weld County representative on the board.

The was Board notified that CDOT plans to open applications for revitalization grants for up to \$150,000 in Spring 2022, and that FLURA can apply at that time. It may fit the intersection improvement project better than the last offering.

Board Reports

Gary Montoya had no report.

Kathy Kvasnicka suggested that we reach out again to the Star Theater owner to let them know about the building renovation grant money, as they are doing some building improvements at this time. The Board thanked Cristian for assisting with FLURA.

Adjournment

Gary Montoya adjourned the meeting.

Next meeting will be January 20, 2022 at 6:30 PM.

Meeting adjourned at 7:11 PM.

Submitted by:

Kathy Kvasnicka, Secretary

Approved by Fort Lupton Urban Renewal Authority

Gary Montoya, Chairperson

Accounts Payable for the January 2022 Meeting



Invoice Date	Payee	Description	Payment Amount
01-06-22	City of Fort Lupton	Postage	\$1.06
01-12-22	City of Fort Lupton	Start-Up Loan Payback	\$5,000.00

AM 2022-001

**APPROVE A RESOLUTION DESIGNATING THE CITY OF FORT LUPTON WEBPAGE
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**

I. **Agenda Date:** Board Meeting – January 20, 2022

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 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 2022. FLURA staff intends to continue posting a physical copy of the agenda at Fort Lupton City Hall as a courtesy, however failure to perform this posting will not negate the fact that full and timely notice of a public meeting was performed if the notice was posted on the Fort Lupton website in accordance with 24-6-402(2)(c), if the proposed resolution is approved.

IV. **Alternatives/Options:**

The Authority has the following options:

- 1. Approve a resolution designating the Fort Lupton website at 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 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. 2022URA001

A RESOLUTION OF THE FORT LUPTON URBAN RENEWAL AUTHORITY DESIGNATING THE CITY OF FORT LUPTON WEBPAGE 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 law requires local governments to post notices of public meetings in physical locations; 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 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 20th DAY OF JANUARY 2022.**

Fort Lupton Urban Renewal Authority

Gary Montoya, Chair

Approved as to form:

Attest:

Malcolm Murray, Attorney

Kathy Kvasnicka, Secretary