

AGENDA

**Fort Lupton Urban Renewal Authority
Regular Meeting*
Fort Lupton City Hall – 130 S. McKinley Ave.
Thursday, August 20, 2020 – 6:30 PM**

**If you choose to attend this meeting virtually (optional), please refer to the end of this Agenda for instructions for logging into GoToMeeting.*

- 1. Call To Order – Roll Call**
- 2. Approval Of The Agenda**
- 3. Consent Agenda**
 - a. Approval of the Minutes of the July 16, 2020 Meeting
- 4. Public Comment**
- 5. Accounts Payable**
- 6. Action Items**
- 7. New Business**
 - a. Streetscape Plan Update
 - b. Façade Grant Program Update
 - c. Initial Budget & Project Priorities Discussion
 - d. DCI Membership Renewal
- 8. Old Business**
 - a. Wholly Stromboli Bike Racks
 - b. Intergovernmental Agreements
 - c. Development Agreement Policy Update
- 9. Staff Reports**
- 10. Board Reports**
- 11. Adjournment**

VIRTUAL MEETING LOG-IN INSTRUCTIONS

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

<https://global.gotomeeting.com/join/399465085>

You can also dial in using your phone.

United States (Toll Free): [1 877 568 4106](tel:18775684106)

United States: [+1 \(312\) 757-3129](tel:+13127573129)

Access Code: 399-465-085

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/399465085>

If you have issues getting into the virtual meeting, please email PlanningDept@Fortluptonco.gov
or call (303) 304-4498 for assistance.

RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
July 16, 2020

FLURA Meeting

Thursday, July 16, 2020 at 6:30PM

Call to Order by the Chairman at 6:30 PM – Gary Montoya

Roll Call – Present were Gary Montoya, Michelle Bettger, Barbara Kirkmeyer, David Hushbeck, Eugene Reynolds, and Kathy Kvasnicka (alternate). Absent were Matthew Darnell, Mark Grajeda, Tommy Holton.

Approval of Agenda – Michelle Bettger made a motion to approve, Barbara Kirkmeyer second, Roll call vote made – Yes - Gary Montoya, Michelle Bettger, Barbara Kirkmeyer, David Hushbeck, Eugene Reynolds, and Kathy Kvasnicka. No - none. APPROVED

Approval of Consent Agenda – Michelle Bettger made a motion to approve, Kathy Kvasnicka second, Roll call vote made – Yes - Gary Montoya, Michelle Bettger, Barbara Kirkmeyer, David Hushbeck, Eugene Reynolds, and Kathy Kvasnicka. No - none. APPROVED

Public Comments – None

Account Payable – 2 Invoices approved for payment. David Hushbeck made the motion to approve, Kathy Kvasnicka 2nd. Yes - Gary Montoya, Michelle Bettger, Barbara Kirkmeyer, David Hushbeck, Eugene Reynolds, and Kathy Kvasnicka. No - none. APPROVED

Action Items – None

New Business –

a) Fort Lupton United Methodist church Improvements

Fort Lupton United Methodist church sent a letter asking about the eligibility in applying for a FLURA Façade Improvement matching grant. The boundary for the Façade grant is outside the boundary of the location for the work on 3rd Street and Park. This would require an exception to the boundary. After discussion, the FLURA committee approved a motion to open a 2nd round of applications from August 1, 2020 to September 30, 2020. FLURA will review all applications after this round and determine what funding should be allocated. It was felt the location of the United Methodist church versus the boundary would not be an issue as FLURA can adjust the boundary if appropriate.

Michelle Bettger made a motion to approve a 2nd round of applications in 2020, David Hushbeck second, Roll call vote made – Yes - Gary Montoya, Michelle Bettger, Barbara Kirkmeyer, David Hushbeck, and Kathy Kvasnicka. No - Eugene Reynolds. APPROVED

Barbara Kirkmeyer made a motion to allow United Methodist Church to apply for matching Façade grant, Kathy Kvasnicka second, Roll call vote made – Yes - Gary Montoya, Barbara Kirkmeyer, David Hushbeck, and Kathy Kvasnicka. No - Eugene Reynolds. Abstain - Michelle Bettger APPROVED

b) Fort Lupton Chamber of Commerce Partnership

Natalie Cummings – Fort Lupton Chamber Executive Director presented to FLURA a proposal to expand our partnership. FLURA agreed that working closer together would benefit both organizations. FLURA agreed to move 1 DCI membership to the chamber. Gary Montoya is attending weekly calls with the chamber to help with the partnership.

RECORD OF PROCEEDINGS
FORT LUPTON URBAN RENEWAL AUTHORITY
July 16, 2020

David Hushbeck made a motion to move 1 DCI membership to the Fort Lupton Chamber, Kathy Kvasnicka with a 2nd. Roll call vote made – Yes - Gary Montoya, Michelle Bettger, Barbara Kirkmeyer, David Hushbeck, Eugene Reynolds, and Kathy Kvasnicka. No - none. APPROVED

c) Special District Letters

Alyssa Knutson gave the update that the letters have been sent out and we are waiting for responses.

d) Workshop Discussion for Project Priorities

David Hushbeck opened the discussion on the need to have a workshop to discuss project priorities and how FLURA makes decisions. After discussions on the topic it was decided to add to the August meeting time to set an agenda for the workshop and decide on any prep work required. The workshop or further discussion will be happening in the September meeting after preliminary budgets and the feedback from the engineers on the Denver Avenue & 4th Street work is complete.

e) Streetscape Plan Median Treatments Presentation and Update

Alyssa Knutson updated FLURA that the Fire Department has some concerns on the turning radius of the streets after the work is done. She also updated us on the cost of the engineering may increase due to this concern. Public Works, the Fire Department, Planning, and the Engineers are looking at options. No FLURA action required at this time.

Old Business

- a) Wholly Stromboli Bike Racks – The agreement discussion has started but no response from Wholly Stromboli at this time.
- b) Intergovernmental Agreements – AIMS agreement is signed.
- c) Development Agreement Policy Update – Alyssa Knutson is working on a simple agreement based on the Façade agreements. More work is required on the broader agreement. Feedback was given by FLURA on the following –
 - Need an agreement to work with going forward.
 - Needs to help guide decisions on what we can spend on, who can get the funding, and what is the process to apply.
 - Should include what is the value to the community.
 - How do we make decisions (should be part of our September priority discussion).

Staff Reports

- a) Executive Director –The is a “Field of Honor” in November. For more information go to:
<https://www.healingfield.org/event/fortluptonco20/>
- b) Staff Liaisons – None.

Board Reports

Gary Montoya – Brighton is starting gatherings in a safe way such as Concert in the Park.

Barbara Kirkmeyer – Updated FLURA on CARE ACT FUNDING and Business Recovery.

Adjournment – Meeting adjourned.



City of Fort Lupton
130 S. McKinley Ave.
Fort Lupton, CO 80621
Phone: (303) 857-6694

INVOICE

Billed To:
FORT LUPTON URBAN RENEWAL AUTHORITY
CHRIS CROSS
130 S MCKINLEY AVE
FORT LUPTON, CO 80621

DATE: 8/2/2020
INVOICE #: INV00790
DUE DATE: 8/13/2020
TOTAL DUE: 121.80

CUSTOMER ACCOUNT # : 0011

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
820-9100-531800: Postage Charges in July	1.00	121.80	121.80
TOTAL THIS INVOICE			121.80

For questions, contact Kris Kindle at (303) 857-6694.

REMIT TO:

CITY OF FORT LUPTON
130 S MCKINLEY AVE
FORT LUPTON, CO 80621-1343

A copy of this invoice should accompany your check. Thank you!

quadi^{ent}

INVOICE



Account Information

* CITY OF FORT LUPTON

ATTN ACCOUNTS PAYABLE

Account Number 7900 0110 0250 8870

Closing Date 08/02/20

Available Credit \$7,617.00

Customer Service (800) 636-7678

Monday- Friday 8:00 AM to 8:00 PM ET

Account Summary

Previous Balance	\$	645.00
Purchases	+	883.00
Credits	-	0.00
Payments	-	645.00 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	883.00

Payment Information



Total Minimum Payment Due \$62.00

Payment Due Date 08/31/20

Mail Payment To:

Quadi^{ent} Finance USA, Inc.

PO BOX 6813

CAROL STREAM IL 60197-6813

PLEASE BE SURE TO INCLUDE THE STUB BELOW WHEN REMITTING PAYMENT. THIS WILL ENSURE THAT YOUR PAYMENT POSTS TO YOUR ACCOUNT WITHIN 24 HOURS OF RECEIPT. ACCOUNT AND ONLINE PAYMENT INFORMATION IS AVAILABLE ONLINE AT WWW.QUADI^{ENT}.COM/FAQ/QUADI^{ENT}-POSTAGE-FUNDING

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/23	07/23		77900010205001105100035	PAYMENT - THANK YOU	\$ 645.00 -
07/31	08/02	PPLN02	FORT LUPTO0000011623355	POSTAGE	883.00

YOUR ACCOUNT LIMIT IS \$4,000. FOR YOUR CONVENIENCE, WE HAVE PROVIDED YOU UP TO \$8,500 TOTAL LIMIT. MONTHLY POSTAGE ACTIVITY THAT EXCEEDS YOUR ACCOUNT LIMIT IS SUBJECT TO A 1% FLEX LIMIT FEE.

Plan Level Information

Plan Name	Plan Description	FCM *	Previous Balance	Average Daily Balance	Periodic Rate **	Corresponding APR	Finance Charges	Fees/Finance Charge	Effective APR	Ending Balance
PPLN02 001	POSTAGE	G	\$645.00	\$0.00	0.00000% (D)	0.0000%	\$0.00	\$0.00	0.0000%	\$883.00

Days In Billing Cycle: 32

*See last page for explanation of Finance Charge Method (FCM)

APR = Annual Percentage Rate
 ** Periodic Rate (M)=Monthly (D)=Daily
 (V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

quadi^{ent}

RECEIVED

AUG 11 2020

Account Number

7900 0110 0250 8870

Closing Date

08/02/20

New Balance

\$883.00

Total Minimum
Payment Due

\$62.00

Payment Due Date

08/31/20

AMOUNT OF PAYMENT ENCLOSED

\$

883.00

MAKE CHECK PAYABLE TO:

Quadi^{ent} Finance USA, Inc.

PO BOX 6813

CAROL STREAM IL 60197-6813

103173 2 MB 0.439*****AUTO**MIXED AADC



* CITY OF FORT LUPTON
 ATTN ACCOUNTS PAYABLE
 130 S McKinley Ave
 Fort Lupton CO 80621-1343

CITY OF FORT LUPTON
GENERAL JOURNAL ENTRY

POSTAGE RECHARGES - Hasler Machine

Dates: **July 1 - 31, 2020**

Code	Incode Acct Number	Department	Amount
1	100-1000-531800	Legislative	41.15
2	100-1200-531800	Court	33.35
3	100-1100-531800	City Administrator	0.00
4	100-1600-531800	Finance	185.30
5	230-6000-531800	Community Center/ Seniors	0.00
6	100-2100-531800	Police Department	81.85
7	100-3000-531800	Public Works/Cemetery	10.40
8	500-6700-531800	Recreation Center	0.00
9	100-4100-531800	Planning	281.00
10	100-1400-531800	Human Resources	0.50
11	100-1120-531800	Administrative Services	1.70
12	400-5950-531800	Utility Billing	3.50
13	100-110150	Golf	38.50
14	100-110150	Library	8.00
15	100-110150	FLURA	121.80
16	100-204000	Developer Deposits	75.95
TOTAL			\$883.00

Comments: Added \$883.00

Prepared by: Jessica Dominguez *JD*

Approved by: *Kristen H. Kunkle*

DESCRIPTION

Postage Used in

8/4/2020

ACCT NO.

ACCT NO.

ACCT NO.

ACCT NO.

REQUESTOR

DEPT. HEAD

FINANCE DEPT.

CITY ADMIN.

MAYOR

Date:

\$8/4/20

\$

\$

\$

\$

DATE

DATE

DATE

DATE

DATE

8/13/20

883.00

see above

KHK



City of Fort Lupton
130 S. McKinley Ave.
Fort Lupton, CO 80621
Phone: (303) 857-6694

INVOICE

Billed To:
FORT LUPTON URBAN RENEWAL AUTHORITY
CHRIS CROSS
130 S MCKINLEY AVE
FORT LUPTON, CO 80621

DATE: 7/15/2020
INVOICE #: INV00771
DUE DATE: 8/4/2020
TOTAL DUE: 0.50

CUSTOMER ACCOUNT # : 0011

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
820-9100-531800: Postage Charges in June	1.00	0.50	0.50
TOTAL THIS INVOICE			0.50

For questions, contact Kris Kindle at (303) 857-6694.

REMIT TO:

CITY OF FORT LUPTON
130 S MCKINLEY AVE
FORT LUPTON, CO 80621-1343

A copy of this invoice should accompany your check. Thank you!

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INVOICE



Account Information

* CITY OF FORT LUPTON

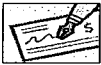
ATTN ACCOUNTS PAYABLE

Account Number 7900 0110 0250 8870
 Closing Date 07/01/20
 Available Credit \$7,855.00
 Customer Service (800) 636-7678
 Monday- Friday 8:00 AM to 8:00 PM ET

Account Summary

Previous Balance	\$	637.00
Purchases	+	645.00
Credits	-	0.00
Payments	-	637.00 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	645.00

Payment Information



Total Minimum Payment Due \$46.00

Payment Due Date 07/29/20

Mail Payment To:

Quadi^{ent} Finance USA, Inc.
 PO BOX 6813
 CAROL STREAM IL 60197-6813

PLEASE BE SURE TO INCLUDE THE STUB BELOW WHEN REMITTING PAYMENT. THIS WILL ENSURE THAT YOUR PAYMENT POSTS TO YOUR ACCOUNT WITHIN 24 HOURS OF RECEIPT. ACCOUNT AND ONLINE PAYMENT INFORMATION IS AVAILABLE ONLINE AT WWW.QUADI^{ENT}.COM/FAQ/QUADI^{ENT}-POSTAGE-FUNDING

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/22	06/22		77900010174001107900074	PAYMENT - THANK YOU	\$ 637.00 -
06/30	07/01	PPLN02	FORT LUPTO0000011623355	POSTAGE	645.00

YOUR ACCOUNT LIMIT IS \$4,000. FOR YOUR CONVENIENCE, WE HAVE PROVIDED YOU UP TO \$8,500 TOTAL LIMIT. MONTHLY POSTAGE ACTIVITY THAT EXCEEDS YOUR ACCOUNT LIMIT IS SUBJECT TO A 1% FLEX LIMIT FEE.

Plan Level Information

Plan Name	Plan Description	FCM *	Previous Balance	Average Daily Balance	Periodic Rate **	Corresponding APR	Finance Charges	Fees/Finance Charge	Effective APR	Ending Balance
PPLN02 001	POSTAGE	G	\$637.00	\$0.00	0.00000% (D)	0.0000%	\$0.00	\$0.00	0.0000%	\$645.00
Days In Billing Cycle: 30										
*See last page for explanation of Finance Charge Method (FCM)										
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.										

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RECEIVED
 JUL 13 2020

Account Number

7900 0110 0250 8870

Closing Date

07/01/20

New Balance

\$645.00

Total Minimum
Payment Due

\$46.00

Payment Due Date

07/29/20

AMOUNT OF PAYMENT ENCLOSED

\$ 645.00

MAKE CHECK PAYABLE TO:

Quadi^{ent} Finance USA, Inc.
 PO BOX 6813
 CAROL STREAM IL 60197-6813

61488 2 MB 0.439*****AUTO**MIXED AADC



* CITY OF FORT LUPTON
 ATTN ACCOUNTS PAYABLE
 130 S McKinley Ave
 Fort Lupton CO 80621-1343

CITY OF FORT LUPTON
GENERAL JOURNAL ENTRY

POSTAGE RECHARGES - Hasler Machine

Dates: **June 1 - 30, 2020**

Code	Incode Acct Number	Department	Amount
1	100-1000-531800	Legislative	26.45
2	100-1200-531800	Court	44.20
3	100-1100-531800	City Administrator	0.00
4	100-1600-531800	Finance	248.65
5	230-6000-531800	Community Center/ Seniors	0.00
6	100-2100-531800	Police Department	39.45
7	100-3000-531800	Public Works/Cemetery	22.20
8	500-6700-531800	Recreation Center	0.00
9	100-4100-531800	Planning	200.65
10	100-1400-531800	Human Resources	7.40
11	100-1120-531800	Administrative Services	8.00
12	400-5950-531800	Utility Billing	3.50
13	100-110150	Golf	37.50
14	100-110150	Library	6.00
15	100-110150	FLURA	0.50
16	100-204000	Developer Deposits	0.50
TOTAL			\$645.00

Comments: Added \$645.00

Prepared by: Kris Kindle KHK

7/1/2020

Approved by: Leann Pounds

Date: 7/1/2020



Murray Dahl Beery & Renaud LLP

Attorneys at Law
710 Kipling Street, Suite 300
Lakewood, CO 80215

Ph:303-493-6670

Fax:

August 5, 2020

Fort Lupton Urban Renewal Authority
130 S. McKinley Ave
Fort Lupton, CO 80621

Attention: Leann Perino

Matter #: 16-242

Inv #: 16104

RE: General Counsel

DATE	DESCRIPTION	ATTY	RATE	HOURS	AMOUNT
Jul-15-20	Respond to email; telephone call with Alyssa	MMM	\$300.00	0.50	150.00
	Totals			0.50	\$150.00
	Total Fee & Disbursements				\$150.00
	Previous Balance				75.00
	Previous Payments				75.00
	Balance Now Due				\$150.00

TAX ID Number 20-1943771

TIMEKEEPER LIST

MMM

Malcolm M. Murray

Senior Counsel

LL

820-9100-531200

FORT LUPTON URBAN RENEWAL AUTHORITY
130 S MCKINLEY AVENUE
FORT LUPTON, CO 80621

Please send payments to:
KIMLEY-HORN AND ASSOCIATES, INC.
P.O. BOX 913221
DENVER, CO 80291-3221

Federal Tax Id: 56-0885615

Invoice No: 16822891
Invoice Date: May 31, 2020
Invoice Amount: \$1,731.62
Project No: 096939000.3
Project Name: DENVER AVE STREETSCAPE
Project Manager: MONCHAK, ADAM

Client Reference:

For Services Rendered through May 31, 2020

COST PLUS MAX

Description	Contract Value	Amount Billed to Date	Previous Amount Billed	Current Amount Due
INITIAL MEET AND GREET	1,854.68	1,980.00	1,980.00	0.00
CONSULTANT ANALYSIS	406.31	690.00	690.00	0.00
OPEN HOUSE	2,117.59	2,027.55	2,027.55	0.00
CONCEPTUAL PLAN	2,944.55	2,700.19	2,700.19	0.00
OPEN HOUSE #2	540.15	202.75	202.75	0.00
PRELIMINARY DESIGN	18,652.01	18,602.59	18,602.59	0.00
FINAL DESIGN PLANS	12,777.25	1,655.47	0.00	1,655.47
PERMITTING	3,171.55	0.00	0.00	0.00
EXPENSES	1,500.00	0.00	0.00	0.00
SUB- AMERICAN WEST	8,250.00	3,575.00	3,575.00	0.00
OFFICE EXPENSE	3,510.91	1,281.49	1,205.34	76.15
Subtotal	55,725.00	32,715.04	30,983.42	1,731.62
Total COST PLUS MAX				1,731.62

Total Invoice: \$1,731.62

FORT LUPTON URBAN RENEWAL AUTHORITY
130 S MCKINLEY AVENUE
FORT LUPTON, CO 80621

Please send payments to:
KIMLEY-HORN AND ASSOCIATES, INC.
P.O. BOX 913221
DENVER, CO 80291-3221

Federal Tax Id: 56-0885615

Invoice No: 17026974
Invoice Date: Jun 30, 2020
Invoice Amount: \$7,174.42

Project No: 096939000.3
Project Name: DENVER AVE STREETSCAPE
Project Manager: MONCHAK, ADAM

Client Reference:

For Services Rendered through Jun 30, 2020

COST PLUS MAX

Description	Contract Value	Amount Billed to Date	Previous Amount Billed	Current Amount Due
INITIAL MEET AND GREET	1,854.68	1,980.00	1,980.00	0.00
CONSULTANT ANALYSIS	406.31	690.00	690.00	0.00
OPEN HOUSE	2,117.59	2,027.55	2,027.55	0.00
CONCEPTUAL PLAN	2,944.55	2,700.19	2,700.19	0.00
OPEN HOUSE #2	540.15	202.75	202.75	0.00
PRELIMINARY DESIGN	18,652.01	18,602.59	18,602.59	0.00
FINAL DESIGN PLANS	12,777.25	7,935.99	1,655.47	6,280.52
PERMITTING	3,171.55	0.00	0.00	0.00
EXPENSES	1,500.00	0.00	0.00	0.00
SUB- AMERICAN WEST	8,250.00	4,180.00	3,575.00	605.00
OFFICE EXPENSE	3,510.91	1,570.39	1,281.49	288.90
Subtotal	55,725.00	39,889.46	32,715.04	7,174.42
Total COST PLUS MAX				7,174.42

Total Invoice: \$7,174.42