



A G E N D A

REGULAR MEETING LA JUNTA URBAN RENEWAL AUTHORITY

La Junta, Colorado

February 27, 2025

4:00 p.m.

Council Chambers

CALL TO ORDER (Chairperson)

ROLL CALL (City Clerk/Deputy)

Board Members

Supervisors

Others

Ayala

Bennett

Johnson

Madrid

Mason

Monroy

Roberson

CITIZEN PARTICIPATION

MINUTES OF PREVIOUS MEETING (Chairperson)

Regular Meeting January 23, 2025

FINANCIAL STATEMENTS (Treasurer)

January 2025

Investments – ColoTrust

REPORTS – Project Updates

A. Plaza Building (Nancy Bennett)

B. Rikhof – Chestnut Apartments (Maureen Rikhof)

UNFINISHED BUSINESS

A. Funding Application/Program Policy (Action)

NEW BUSINESS

A. Board Vacancy Interviews

1. Zach Miner

2. Angel Saucedo

3. Jeremiah Stoker

B. Governing Body's Comments

ADJOURN

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a Regular Meeting on Thursday, January 23, 2025 at 3:59 p.m. in the Council Chambers. The meeting was called to order by Chairperson Bennett.

Board Members Present

Absent

Joe Ayala
Nancy Bennett
Toni Madrid
Erin Monroy
Randall Roberson (via Zoom)
Lily Sweikert

**Subject to approval at the
February 27, 2025
Urban Renewal Meeting**

Also present: Melanie Scofield, City Clerk
Cristian Estrada, Deputy City Clerk
Aimee Hill, Building Code Official
Carly Johnson, Wild Roots Kava Co.
Ben Mason, Sutherlands
Erika Lively, La Junta

CITIZEN PARTICIPATION

There was no citizen participation.

MINUTES: October 24, 2024

Chairperson Bennett asked if there were any corrections or additions to be made to the October 24, 2024 minutes. There being none, the board moved to a motion.

MOTION TO APPROVE OCTOBER 24, 2024 MINUTES AS PUBLISHED: TONI MADRID

SECOND: LILY SWEIKERT

AYE: Ayala, Bennett, Monroy, Roberson, Sweikert

OPPOSED: None

The motion carries.

FINANCIAL STATEMENTS: DECEMBER 2024

Treasurer's Report: Randall Roberson reported that toward the end of December, we had \$13,028.36 in our cash/checking account; in the ColoTrust investment account there is \$371,480.76. Notes receivable for \$1,437.50 bringing our total assets to \$385,946.62 (rounded would be 386,000). We took in revenue from the tax increment district being \$464.14. We earned interest from the ColoTrust account on our monies deposited, which is \$1,411.32. We paid out \$4,257.00 in rehab grants. The City of La Junta welcome sign rent expense \$1,541.71. Finally, there was \$69.99 in general operating expenses. We have spent about \$4,000 more than we have taken in.

MOTION TO APPROVE THE FINACIAL REPORT AS PRESENTED: ERIN MONROY

SECOND: LILY SWEIKERT

AYE: Ayala, Bennett, Madrid, Monroy, Roberson, Sweikert

OPPOSED: None

The motion carries.

REPORTS:

A. Plaza Building

- The Plaza Building project is starting to move along again, however, that also means that the completion date is also moving forward and not closer.
- The doors have been installed on the south and east sides; however, the east-side doors are still covered up due to the door hardware not being in yet.
- The electrician was supposed to have started work last week; I have not been in to check out the progress. It is currently ongoing.
- SECCP has spoken to Ray Gonzales in Rocky Ford about installing A/V equipment for the Plaza Building; this will cost around \$8,000-\$10,000. That is ready to go as soon as the money is figured out.
 - Question by Lily Sweikert: What is the new completion date?
 - Response by Nancy Bennett: It could be between June-August of 2025. There is going to be an award given to the Plaza Building in April 2025 from the state, despite the building not being completed.
 - Sweikert: What has been the hold up with the progress of completion?
 - Bennett: The main hold-up has been with the electrician (wait time has been about 8-9 months). There have been issues with distributors and providing materials for the project; it has all been supposedly taken care of and things will be moving along.
 - Sweikert: Will there be any make-up for lost time?
 - Bennett: I do not imagine. It will take as long as it takes to get the work done. Another update is that the tin has also been purchased and is ready for installation.
 - Question by Randall Roberson: Nancy, help me out with the Audio and Video for the building – what are you talking about there?
 - Bennett: I do not have a list, but some items are an A/V cabinet for all of the wiring to be housed; three television screens will also be purchased; a system similar to the OWL video meeting technology that we are currently using here, as well as a microphone system to be able to hear people from different areas of the building. I would like for the A/V system to be similarly set up like the Rocky Ford Fire Department office. Ray Gonzales is the one who headed up the project for them. He would be a great contact for the process.
 - Roberson: There are two apartments upstairs in the building, are those apartments ready to rent out? If not, by when?

- Bennett: I would imagine the same time frame as the completion of the building (between June-August) due to there being no electric wiring in the building. The drywall has not been completed on the first floor of the building; after the electrician completes work, then drywall will be installed. The vent for the range hood and the vent for the kiln are both located in the ceiling and roof of the flat part of the building.
- Roberson: Do you have any intentions of renting out the downstairs part of the building? Is it just for the use of a community kitchen, or a place for social gatherings, or is there another plan for the main floor of the building?
- Bennett: That is the concept for now, SECCP would be more than willing to allow for those situations; if the board decides to sell the building after completion, I'm sure that SECCP would not object to that either. If there are any other suggestions or ideas, please bring them up to the board.
- Roberson: Other than the two apartments, I'm not seeing a purpose for the first floor of the building.
- Bennett: There will be meeting rooms; they will be able to be rented and classes will be given; those whom are teaching a skill in these classes would need to be paid, so they would need to charge participants a fee. Schools would also show great interest in renting the space for classes, as well. Julie Whorley is working with Mo Montgomery whom is a chef in Pueblo who worked with community colleges and community members, has done work with Pueblo Fuel and Iron. I'm hoping that local schools, Otero College, BOCES are just a few that would be interested, but would be open to the public for use as well.

B. Chestnut Apartments: Melanie Scofield, City Clerk, gave updates on the Chestnut Apartments.

- I have reached out to Maureen Rikhof and I have not heard anything back. According to her last email, she has ordered and received windows and they will not be installed until March. I still have not received any confirmation or invoices that the windows have been purchased. I am currently working on it.
 - Bennett: Would we want to pay for the windows before they are installed anyway?
 - Scofield: No. I will not pay anything until the completion of work. Also, her application has a loophole of 18 months, which is why we are where we are currently. We are not at 18 months yet, but her application had that window and she is still within that window. Please let me know if the board would like me to request Rikhof to be present at the next meeting to provide a direct update.
 - Bennett: I would like for Maureen Rikhof to be present at the next meeting. I cannot imagine that the weather is the cause of the hold up with the window installation.
 - Joe Ayala: What month does the 18-month window put us in?
 - Scofield: I believe it was July 2024 when we approved the application. 18 months is a year and a half, so that puts us at the end of this year.
- This was not an agenda item, but I believe the board would like to know that the Elks Lodge have completed their project and have been paid.

UNFINISHED BUSINESS

A. Funding Applications

- Melanie Scofield: I have the grant application very well streamlined; the policy is almost complete and I'll also do a separate loan application. I would like to place these on the next meeting's agenda and possibly make it an action item. Once those are done, we can add them to the website underneath the "About URA" section of the website. That way it will be easily accessible to the public when reaching out for funds from URA.

B. Website Information

- Melanie Scofield mentioned that Google knows who we are now! The City of La Junta website is now easily found with a Google search. I asked Cristian Estrada to go in and edit the URA page on the La Junta website; there was a lot we removed that we deemed as not necessary, now there are only two paragraphs that explain what URA entails, as well as the meeting dates and members with their terms/expiration.
 - Bennett: Will we need to hold a work session to work/look over the documents before they are posted to the website?
 - Scofield: This is up to you as the board.
 - Toni Madrid: I believe there are some limits we need to revisit on the forms; perhaps a limit dollar amount?
 - Scofield: I believe that there should be limits, however, I believe there shouldn't be a specific dollar amount. Instead of stating the exact limit in dollar amount, that can be decided by the board when reviewing applications. I will email the board when the documents are ready (I will need about 2 weeks).

NEW BUSINESS

A. Election of Officers for 2025

- a. Chairman** – Lily Sweikert has nominated Nancy Bennett.

MOTION FOR NANCY BENNETT TO RETAIN THE POSITION OF CHAIRWOMAN: LILY SWEIKERT

SECOND: TONI MADRID

AYE: Ayala, Madrid, Monroy, Roberson, Sweikert

OPPOSED: None

The motion carries.

- b. Vice-Chairman** – Lily Sweikert nominated Erin Monroy.

MOTION FOR ERIN MONROY TO BECOME VICE-CHAIRMAN: LILY SWEIKERT

SECOND: TONI MADRID

AYE: Ayala, Bennett, Madrid, Roberson, Sweikert

OPPOSED: None

The motion carries.

c. Treasurer – Lily Sweikert has nominated Randall Roberson.

MOTION FOR RANDALL ROBERSON TO RETAIN THE POSITION OF TREASURER: LILY SWEIKERT

SECOND: ERIN MONROY

AYE: Ayala, Bennett, Madrid, Monroy, Sweikert

OPPOSED: None

The motion carries.

B. Board Vacancy Interviews

- a.** Carly Johnson, *Wild Roots Kava Co.* – Thanked the board for the opportunity to speak; I'm a proud business owner here in La Junta. Over the last year, I have renovated a vacant building in downtown and transformed it into Wild Roots Kava Company, which is my own Kava bar. This experience has shown me that Urban Renewal can revitalize and strengthen our community. I'm passionate about building on these efforts to create opportunities for growth, attract new investments, and enhance the quality of life for residents. With my experience with my building, I feel that I can contribute fresh ideas and knowledge. I look forward to contribute to the board and community and collaborate with others to ensure La Junta continues to thrive.
 - Bennett: Do you understand the basis for Urban Renewal?
 - Johnson: I do. I've been doing a lot of research recently. I have never served in this capacity before, but I'm willing to learn and be here to get going.
 - Roberson: My recollection is that you did not apply through Urban Renewal for the renovations of your building, correct?
 - Johnson: Yes, I purchased the building and put about \$80,000 into the renovation.
 - Roberson: Did you apply with Urban Renewal at that time?
 - Johnson: I have spoken with Cynthia Neib, and was told that I did not qualify for the funding.
 - Bennett: Did they state a reason as to why?
 - Johnson: Just that Urban Renewal couldn't help me. I met with Cynthia in her office on Raton Ave. I had researched, and my building had blight and damage, which was on the criteria for qualifications. I did not have a positive experience with the process at the time. I would like to see a change on that aspect, which is why I have shown interest in joining the board.
 - Roberson: I had not known that you had applied and were immediately denied. If we had known, we might have been able to rectify the situation. If anyone is denied funds from the URA, please bring it up so we can discuss reasonings as to why. I apologize for your negative experience.
- b.** Ben Mason, *Sutherlands LJ* – Store manager for Sutherlands; I love to serve. I am currently on the Certified Local Government board, and I have been attending the URA meetings for a while now as an audience member. I have a lot to offer to the board. I enjoy being part of the community and excited to make a difference. I'm a quick thinker; I come up with out of the box ideas, which I believe could benefit the Urban Renewal Authority. I've been a volunteer on many different committees such as food banks, as well as SECCP.

LA JUNTA URBAN RENEWAL AUTHORITY

- Sweikert: What is it you would like to see done in La Junta?
- Mason: There is a lot we can do, especially throughout the corridor. There's a lot we can do to try to attract new people and especially new business. In order to get the information out, we could set up a booth at community events (especially since here in La Junta, there are a myriad of community events to enjoy that even larger cities do not host). La Junta is a great community to be a part of and the city has a lot to offer to its citizens. I would like to contribute to see the city grow and thrive further.
- Bennett: Is there any kind of project that you can name off of the top of your head that you would like the URA to be involved in?
- Mason: I've witnessed on Facebook that there are many complaints for weeds and tall grass; I am wondering if the URA has funding for that, especially for city-owned properties. Being more involved in community events would be a big plus to this board. There are obviously folks who want to do things Urban Renewal-wise, but have no idea where to start.

MOTION TO ACCEPT CARLY JOHNSON AND BEN MASON AS MEMBERS OF THE URBAN RENEWAL AUTHORITY: TONI MADRID

SECOND: LILY SWEIKERT

AYE: Ayala, Bennett, Madrid, Monroy, Roberson, Sweikert

OPPOSED: None

The motion carries.

C. Governing Body Comments:

- Ayala: I would just like to announce that the City of La Junta has a new City Manager. His name is Michael Hart, he will be starting on February 18, 2025. His plan is to get in front of every board at least once within the next three months to familiarize himself with the board members. He won't be joining any boards this year (other than City Council and Utilities Board), as he will be taking time to learn his position. We look forward to more successes with Michael Hart.
- Sweikert: What is the status or conversation of replacing Cynthia Neib as URA director?
- Bennett: I believe Melanie Scofield is handling that role for the time being.
- Monroy: According to the minutes of October's meeting, it mentions that City Council decided that the URA would not have a director. Is that not the case?
- Ayala: Correction: we did not vote on the URA to not have a director. It did not come up at council.
- Bennett: In the past, Rick Klein was the director and then passed the role onto Cynthia Neib.
- Ayala: According to the minutes, it mentions that Aliza Libby mentioned "City Council has decided not to fill the URA director role at this time." Which did not come up at council. It was confirmed by Scofield that Libby did mention it at the previous meeting.
- Ayala: There is a split between the city and URA for pay of the director role. City Council would only approve the amount of pay, or say that there is not enough in the city budget to comply with the amount of pay.

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- Ayala: We are really going to begin looking more into economic development; I believe that economic development does play a major role in Urban Renewal. The company in question is Denahy, Inc.
- Madrid: For the sake of Sweikert's question, is it safe to say that the URA will not do anything major until we have a director?
- Ayala: You as the URA can move forward on decisions without a director. It is ultimately up to you, as a board to decide final say in projects moving forward.
- Sweikert: I think there is an outstanding question for Melanie Scofield, as she is currently filling the role of the director. Is that a potential long-term solution for this board?
- Scofield: I would be willing to interim and see what that looks like for the URA.
- Madrid: I think that is a great part of the conversation moving forward. Does the city manager have something else to offer, wait on input from them possibly?
- Sweikert: I also would like to mention that I am selling my house in La Junta and will be moving soon. I would like to inform the board of my soon-to-be vacancy, but would be glad to help out the board as much as I can while I am still around. I am looking forward to new challenges, but am going to miss the board and everything we have accomplished. I am truly thankful and the URA is something I have come to enjoy. I appreciate the faith and support you all have showed me, and I have enjoyed every minute.
- Scofield: Thank you, Lily. However, I cannot legally announce your vacancy until I receive a notice of resignation from you. I am thrilled that you are willing to help the board in the future.
- Erika Lively: It is nice to see a mixture of old and new blood as an outsider who's also here. It is interesting to see things moving forward. It is nice to see things shifting to a new board. We are thankful that you served on the board, Lily, and do wish you the best.

There being no further business, the meeting was adjourned at 4:40 p.m.

Cristian Estrada, Deputy City Clerk

Nancy Bennett, Chairperson



JANUARY 2025

BALANCE SHEET

ASSETS

CASH	13,578.90
INVESTMENTS	372,826.39
NOTES RECEIVABLE	1,375.00
TOTAL	387,780.29

LIABILITIES

ACCOUNTS PAYABLE	-
FUND BALANCE	(388,029.91)
TOTAL	(388,029.91)
+/- FUND BALANCE	249.62
TOTAL	(387,780.29)

STATEMENT OF REVENUE/EXPENSES

REVENUE

	<u>MTD</u>	<u>YTD</u>
TAX INCREMENTS	-	-
INTEREST	1,346.88	1,346.88
TOTAL	1,346.88	1,346.88

EXPENSES

	<u>MTD</u>	<u>YTD</u>
OPERATING EXPENSE	1,596.50	1,596.50
ADVERTISING	-	-
REHAP GRANTS	-	-
SIGN EXPENSE	-	-
PROJECTS	-	-
TOTAL	1,596.50	1,596.50

Revenue Less Expenses (249.62)

EXPENSES:

\$1,596.50 OTERO COUNTY INSURANCE

TIF

	2022	2023	2024	2025
JAN	8,036	9,264	41	
FEB	42,905	51,792	52,342	
MAR	12,389	15,948	7,696	
APRIL	70,355	66,767	84,135	
MAY	14,869	30,903	40,294	
JUNE	25,704	25,288	19,865	
JULY	4,621	4,966	2,725	
AUG	673	3,213	4,025	
SEPT	5,431	1,342	31	
OCT	4	1,147	774	
NOV	2,398	1,018	464	
DEC	-	2,559	2,166	
TOTAL	187,385	214,208	214,556	-

COMPARATIVE BALANCE SHEET

ACCOUNT NUMBER	DESCRIPTION	CURRENT YEAR	PRIOR YEAR	VARIANCE	
	URBAN RENEWAL				
	URBAN RENEWAL ASSETS				
27-110-110-01	CHECKING	13,578.90	12,945.94	632.96	
27-110-110-06	INVESTMENTS	372,826.39	371,480.76	1,345.63	
27-110-210-01	ACCOUNTS RECIEVABLE	0.00	2,165.71	2,165.71-	
27-110-210-02	NOTES RECIEVABLE	1,375.00	1,437.50	62.50-	
	TOTAL	387,780.29	388,029.91	249.62-	
		=====	=====	=====	
	URBAN RENEWAL LIABILITIES				
27-290-295-01	FUND BALANCE	388,029.91	388,029.91	0.00	
	TOTAL	388,029.91	388,029.91	0.00	
		=====	=====	=====	

STATEMENT OF REVENUES

ACCOUNT	NUMBER	DESCRIPTION	BUDGET	MTD	YTD	PERC%	OUT ENC	UNENC BAL	
		URBAN RENEWAL							
		URBAN RENEWAL REVENU							
27-301-105-01		TAX INCREMENT DISTRI	400,000	0.00	0.00	0%	0.00	400,000.00	
		** TOTAL **	400,000	0.00	0.00	0%	0.00	400,000.00	
		OTHER REVENUE							
27-302-101-01		INTEREST REVENUE	18,000	1,346.88	1,346.88	7%	0.00	16,653.12	
		** TOTALS **	18,000	1,346.88	1,346.88	7%	0.00	16,653.12	
		*** TOTAL REVENUES *	418,000	1,346.88	1,346.88	0%	0.00	416,653.12	

ACCOUNT NUMBER	DESCRIPTION	BUDGET	MTD	YTD	PERC%	OUT ENC	UNENC BAL
URBAN RENEWAL							
URBAN RENEWAL EXPEND							
27-705-207-01	OPERATING EXPENSES	4,000	1,596.50	1,596.50	40%	0.00	2,403.50
27-705-213-01	TRAINING AND TRAVEL	5,000	0.00	0.00	0%	0.00	5,000.00
27-705-213-02	ADVERTISING	1,000	0.00	0.00	0%	0.00	1,000.00
27-705-217-01	REHAB GRANTS	200,000	0.00	0.00	0%	0.00	200,000.00
27-705-225-03	SIGN RENT EXPENSE	800	0.00	0.00	0%	0.00	800.00
27-705-260-02	TIF - HAMPTON INN	35,000	0.00	0.00	0%	0.00	35,000.00
27-705-263-01	ADMINISTRATIVE COSTS	1,200	0.00	0.00	0%	0.00	1,200.00
** TOTALS **		247,000	1,596.50	1,596.50	1%	0.00	245,403.50

OTHER CHARGES							
27-707-217-01	UR DIRECTOR	20,000	0.00	0.00	0%	0.00	20,000.00
27-707-270-01	TRANSFER TO FUND BAL	151,000	0.00	0.00	0%	0.00	151,000.00
** TOTALS **		171,000	0.00	0.00	0%	0.00	171,000.00

*** TOTAL EXPENDITUR		418,000	1,596.50	1,596.50	0%	0.00	416,403.50



Blight, Life Safety and Accessibility Grant/Loan Application



Applicant Name: _____

Applicant Mailing Address: _____

Telephone No.: _____

Email: _____

Owner Name, if not Applicant: _____

Owner Mailing Address: _____

Telephone No.: _____

Email: _____

Building Address: _____

Current Use of Property: _____

Amount Requested: _____ Please circle: Grant / Loan

CHECKLIST: Before starting the application, please read the Financial Assistance Program Policy and have the following documents and information prepared: (Your application will be rejected and returned to you if all of these items are not attached and made part of the application. Please check each item below and ensure the documentation is attached.)

- ☐ Two (2) bids from independent contractors for the full project costs
- ☐ Written description for the full project specifying what specific improvements the application will be funding
- ☐ A timeline of the full project from start to finish, showing the funding request milestones (what will be completed with LJURA funding)
- ☐ Drawings/pictures showing the full project
- ☐ Budget for the full project; items that will be part of the funding request noted or highlighted, if applying for a loan
- ☐ Proof of financial ability of repayment (tax returns, P&L statement), if applying for a loan
- ☐ Must be within the TIF District



Blight, Life Safety and Accessibility Grant/Loan Application



Write a brief (750 words or less) description of the proposed project. Please include the intended use of the building after the improvements have been made.



Blight, Life Safety and Accessibility Grant/Loan Application



Does this project address (please check all that apply):

- ☐ Reduction in the amount of blight
- ☐ Increase in safety created by the project
- ☐ Anticipated positive impact to the local economy and expansion of the property tax base
- ☐ Strengthening, enhancing, or diversifying the business community within the Urban Renewal Authority District
- ☐ Anticipated increase in the amount of sales tax the City will receive through the operation of the new or expanded retail sales tax generating business
- ☐ Contributes to the creation of a diverse business base with a mix of retail, service providers, manufacturing, multifamily housing or office uses

Has this property received any other funding through LJURA?

- ☐ Yes
- ☐ No

Project Title	
Date	
Amount	

What is the timeline of this project, from the date of this application until final completion?



Blight, Life Safety and Accessibility Grant/Loan Application



Owner Certification

I hereby certify that I am the owner of the above-described property for the purpose of this application, and that I have title to the property free and clear of any adverse judgments. I further certify that I am in good standing with the City of La Junta with no fines, fees or unpaid taxes owed to the City.

Owner's Signature

Owner's Printed Name

Date

Tenant Authorization (if needed)

I, as the owner of the building that is the subject of this application, authorize the person listed below, as the tenant in the building, to undertake the improvements listed in this application.

Owner's Signature

Tenant Signature

Owner Printed Name

Tenant Printed Name

Date

Date



Blight, Life Safety and Accessibility Grant/Loan Application



BLIGHT, LIFE SAFETY AND ACCESSIBILITY FINANCIAL APPLICATION AGREEMENT

This Agreement is by and between the La Junta Urban Renewal Authority, a Colorado urban renewal authority (hereinafter referred to as "LJURA"), and _____, property owner or tenant for the building located at the following address: _____ (herein after referred to as "Funding Recipient").

As part of LJURA's Blight, Life Safety and Accessibility Financial Assistance Program ("Program"), both parties agree that this Program aids business owners in the rehabilitation and restoration of the TIF District to encourage the elimination of conditions that could qualify as blight or be injurious to public health, safety and welfare; to encourage private investment in commercial and multi-family housing that may otherwise be cost prohibitive, and to stimulate redevelopment to increase sales tax revenues and property values.

I agree to all the terms and conditions of participation in the Program. I understand, agree and certify that any funds (grants or loans) approved by the LJURA will be used only for the purpose specified within this application, and that records can be audited or reviewed at any time to assure that this is the case. I acknowledge that failure to adhere to any of the terms or conditions of the Program may result in the improvements becoming ineligible for reimbursement.

LJURA, in its sole discretion, will determine compliance with the terms and conditions of the Program. If the Funding Recipient is found to have violated the terms and conditions of participation in the Program, the applicant shall be solely responsible for all costs and fees associated with the improvements.

PROPERTY OWNER:

Signature

Printed Name

Date



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Adopted January 25, 2024

Program Overview

LJURA, through the Blight, Life Safety and Accessibility Financial Assistance Program, may provide a loan or a reimbursement grant for qualifying blight, life safety and accessibility improvement project costs. Grant/Loan funding is available in the following project amounts:

Project Amount	Grant/Loan Availability
\$0 - \$100,000	75%
\$100,001 - \$200,000	50%
\$200,001 - \$250,000	25%

If a project doesn't fall into the above categories but shows a strong possibility of producing a significant net positive for the TIF District in the way of jobs and/or revenue as well as removing blight and ensuring safety, the board, at its discretion, may fund additional monies not to exceed \$250,000 for a project. A contract based on the application will be entered into by the applicant and/or owner and the LJURA.

The purpose of the program is to provide financial assistance for the removal or reduction of blight as defined by the state statute; the increase in life safety through the installation of fire suppression, safety code and accessibility requirements necessary to bring older buildings into compliance with current and applicable building and fire codes; and to increase physical accessibility through compliance with codes. The program incentivizes owners and tenants within the District to update and improve existing commercial and multi-family properties and buildings to increase the economic vitality of the buildings and increase sales and property values, while preserving and enhancing La Junta's architectural and cultural history.

Program Objectives

- Encourage the elimination or remediation of conditions that qualify as blight per the state statute.
- The elimination or remediation of conditions that could be injurious to public health, safety, and welfare.
- The remediation of issues that affect physical accessibility.
- Encourage private investment in commercial and housing within the District through the use of public incentives.
- Stimulate economic vitality and business development within the District by providing safe and blight free environments for workers, businesses, and the public.
- Stimulate redevelopment to increase sales revenues and property values.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Process Overview

The full completed application form must be submitted to be considered for approval. LJURA may assist as many eligible applicants as possible with the limited program funds available each year.

General Timeline

Funding approval from the Board in a formal meeting can be expected between 45 and 120 days after a completed application has been submitted. **No applications can be submitted for work that has been started or is in progress.** An application can be submitted at any time. The review process will take place as follows:

Review by staff for complete application (information is included or attached per application requirements). Applicant notified if application is complete or incomplete. Five (5) business days.
Applicant resubmits, if needed, with corrected, completed, or updated information. Five (5) business days.
Staff reviews application to ensure it meets LJURA application guidelines, state requirements, and definitions. Applicant is notified by email of meeting or not meeting guidelines based on the staff report to the Board. Ten (10) business days.
Application and staff recommendation is submitted to the LJURA Board for review and comment. Board members complete a scoring rubric in advance of the Board meeting. At a regular monthly board meeting, held the 4 th Thursday of each month, the application will be approved or denied by the Board. The LJURA will issue a formal letter of approval/denial and a contract will be drawn up and signatures obtained. Within two (2) business days of the regular board meeting.
Project construction must begin within sixty (60) days from the approval date. Work must be completed within one hundred eighty (180) days after construction begins. If unable to complete within the one hundred eighty (180) days, applicant may request a thirty (30) day extension upon the Board's approval.
For GRANTS: once the project is completed and documentation has been approved for reimbursement, a check will be distributed within three weeks.
For LOANS: monies will be distributed once a signed contract has been received. Periodic inspections will be performed to ensure the project is progressing as scheduled.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Program Eligibility

Eligible Area: Structures that are located in La Junta's Urban Renewal Tax Increment District.

Eligible Improvements: Eligible improvements must be the removal or reduction of blight as defined by the state statute; the increase in life safety through the installation of fire suppression, safety code, and accessibility requirements necessary to bring older buildings into compliance with current and applicable building and fire codes; and/or to increase physical accessibility through compliance with codes. Please refer to the Dangerous Buildings Guide from the City of La Junta for more information.

Examples include but are not limited to the following:

- City required life safety code improvements.
- Electrical upgrades to meet code.
- Plumbing upgrades to meet code.
- Fire separation between floors or adjacent occupancies.
- Fire/smoke alarm/sprinkler systems.
- Fireproofing floors, ceilings, walls, and/or stairwells.
- Repair/replacement/installation of fire escapes, fire rated walls or windows.
- Additional means of egress (for example: doors and windows).
- Demolition of unsafe (by building code) interior or exterior improvements.
- Renovations and improvements for accessibility requirements for restrooms and public entrances.

The recipient must be the owner(s) of record or the tenant with the owner's written and signed authorization to make the proposed changes to the building.

- Qualifying buildings must be used for commercial, mixed-use, or multi-family housing purposes. Buildings used exclusively for single family residential use do not qualify for this program.
- Work completed prior to or underway at the time the application is submitted will not qualify.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



- Owners must certify and provide proof that title to the property is free and clear of any adverse judgments and there are no outstanding or unpaid fines, fees or unpaid taxes owed to the City or other taxing authority.
- Priority will be given to projects that will increase commercial tenancy in the Urban Renewal District with an emphasis on increasing the number of retail, restaurant, entertainment, and hospitality establishments.
- Professional fees (e.g., architectural and/or engineering fees) incurred by the applicant are not eligible for reimbursement.
- Funding may not be used to pay the owner or owner's family members, or tenant or tenant's family members for labor unless there is clear proof that the rates are competitively bid, and the work is being completed by a business in compliance with all Colorado state laws.
- Funding may not be used for finishes such as paint, flooring, furniture, blinds, lighting fixtures, or anything exterior to the building that would not qualify for blight or life safety.
- The applicant must show financial proof and a written financial plan so that the improvements to the property can be funded and maintained for a minimum of five years or the life of the loan.
- For Loans, if the building is sold within five (5) years of project completion, the owner of the building must pay the remaining balance of the loan in full.
- For Grants, if the building is sold within five (5) years of project completion, the owner of the building must reimburse the LJURA as follows:
 - Sale of property within the first twelve months by the Owners shall require the Owners to repay \$100% of the funding received to the Authority.
 - Sale of Property between years one and two by the Owners shall require the Owners to repay 80% of the funding received to the Authority.
 - Sale of Property between years two and three by the Owners shall require the Owners to repay 60% of the funding received to the Authority.
 - Sale of Property between years three and four by the Owners shall require the Owners to repay 40% of the funding received to the Authority.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Conditions of the Financial Assistance Program

The following conditions apply to any approved Blight, Life Safety and Accessibility application as follows:

- The aggregate total of funding awarded to a project improvement from this program may not exceed \$250,000.
- All financial assistance is subject to budget availability and the sustainable financial viability of the project.
- The amount of the funding awarded is based on the number of blight and life safety improvements approved and the costs of each improvement.
- Consideration will include the necessity of the repairs or improvements and the benefit to the building and the general public.
- Blight, life safety and accessibility improvements must comply with all state and local laws including all ordinances and regulations of the City of La Junta.
- The owner and/or tenant must comply with all local and state laws and regulations affecting the property, its rehabilitation and future use.
- Grant funding is provided on a reimbursement basis only after all project expenses have been paid by the owner and upon acceptance of work by the City of La Junta, as the jurisdiction with authority under the applicable building codes.
- Project Duration: Commencement of construction or installation of improvements that have been approved under this program must begin within sixty (60) days from the date of approval and must be completed within one hundred eighty (180) days from the beginning of construction, or monies for said project will not be distributed, and will be re-obligated to the program fund. An applicant may request a thirty (30) day extension upon the board's approval.
- Changes to Approved Project: Changes in the project for which funding has been approved must be reviewed and approved by the LJURA Board during a public meeting. Any changes made prior to approval will become ineligible for reimbursement.
- Reimbursement checks will only be issued to the owner of the property, or to the tenant with written consent of the owner.
- Failure to comply with the terms and conditions of this Program may result in denial of reimbursement. LJURA board, in its sole discretion, may determine whether there have been violations of any terms or conditions of this Program.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Requests for the Blight, Life Safety and Accessibility Grant/Loan

Submittal Requirements: Eligible property owners or tenants, as described above, interested in the program should submit completed application and supporting documentation via email to:

Melanie Scofield, City Clerk

melanie.scofield@lajuntacolorado.org.

City Permits and Licenses: The applicant is required to obtain all required permit(s) from the City before construction can begin. Permitting will vary depending on the improvements planned. Applicants should contact the City of La Junta for building code or permit information specific to their project. All work performed will be inspected and must be in compliance with all applicable building codes before reimbursement is paid.

The applicable building code's fire suppression and safety requirements and the City of La Junta Municipal Code will serve as the basis for reviewing the proposed blight, life safety and accessibility improvements. Building codes are available at the Municipal Building or at <https://codes.iccsafe.org/codes/colorado>. The City's Municipal Code may be found on the City's website. Additional information may be required by staff as needed. The applicant and/or owner will have an opportunity to present information to the Board during the open, public meeting.

Staff Review: City staff will review the application to ensure it is complete and will work with the applicant to ensure understanding of the requirements. Staff will write a staff report and recommendation based on whether the application meets the adopted guidelines and place on a Board agenda. Additional information may be requested, if needed.

LJURA Board Review: Each application will be evaluated by the Board with a scoring rubric to make a determination on whether the proposed improvements are eligible and viable and in compliance with the applicable building code and program requirements.

Board Approval: The Board shall consider the application at a public meeting and may approve, approve in part, conditionally approve, or deny the application. The applicant will be informed, requested to attend, and invited to present the application during that meeting. The Board will issue a formal letter of approval or denial to the applicant following the Board meeting.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Project Construction: Project construction must begin within sixty (60) days from the approval date and must be completed within one hundred eighty (180) days from the beginning of construction, or monies for said project will not be distributed, and will be returned to the program fund.

Contact Information: Melanie R. Scofield, City Clerk
La Junta Urban Renewal Authority
601 Colorado Avenue/P.O. Box 489
La Junta CO 81050
719.384.5991
melanie.scofield@lajuntacolorado.org

Inspections: Inspections may occur periodically throughout the construction or installation. At the completion of construction, the applicant will request a final inspection by the City of La Junta. A final inspection is required prior to requesting reimbursement. The Building Official will verify that all work approved for assistance is completed in compliance with the approved application and all applicable codes. If state approval is required for the improvements, the applicant will be responsible for ensuring that inspection occurs, and the work is approved by the state. The City will not approve any work until state approval has been received.

Reimbursement: Once the final inspection has been completed and the improvements have been approved by City staff and other agencies with authority over the improvements, the applicant may submit for reimbursement. Documentation of payments must be submitted with a written request for reimbursement. Acceptable proof of payment for reimbursement includes, but are not limited to the following:

- Itemized invoices with the corresponding receipts and/ or cancelled checks.
- Paid Invoices for materials and/or supplies, with the corresponding receipts and/or cancelled checks, or a release of lien from contractors, sub-contractors, and/ or suppliers.
- All copies of checks should show both sides of the checks (to prove the checks were submitted and paid)

The applicant will supply any additional documentation as required by LJURA to confirm expenses.

Zach Miner

Owner/Operator at HKK Contracting LLC and Valley Insulation Partners LLC

28314 County Road 24.5 Rocky Ford, CO 81067

(719) 469-3369 minerzach@gmail.com

02/20/2025

Nancy Bennett

Chairwoman

La Junta Urban Renewal Board

Dear Nancy Bennett and other members of the board,

I am writing this letter to express my strong interest in serving on the La Junta Urban Renewal Board. I became aware of the vacancies on this board through watching the live meetings on Facebook and the posted listing by the City of La Junta Public Notices. I have extensive experience in the construction field and believe firmly that I can contribute a perspective that will contribute to the strategic direction and success of this board.

I have been a business owner in this community for 14 years and many more years as an employee of a local family-owned business. With my businesses, I have gained experience in residential and commercial construction projects. I have experience in working with several local municipalities as well in their respective project needs. I have always prided myself in caring for all my customers no matter the size or the scope of the project. My companies have completed the planning, performance, and completion of jobs varying from a couple hundred dollars to \$500,000 plus projects. I have also been involved in the bidding process and been awarded projects in the town of La Junta for restoration and renewal type projects. Most recently, we completed several projects that were a part of the downtown restoration project that was funded through grants.

I feel a personal connection to the mission of this board as it is my desire to see a developed and thriving La Junta. This community holds a great value to my family and my businesses. I have always tried to conduct my business and my personal life around the small-town values that are so important to this community. I believe my experience in the bidding process of projects could offer a substantial benefit to this board and its priorities. If appointed to the board, I would like to focus on how we can use the funds to do more than improve the blight, safety, and accessibility of our community. As a local small business owner, I am dedicated to spending my money locally and giving back to the community. One of the core tenants in my businesses is community responsibility. I set a budget yearly to donate to as many charities and

special events as we can each year. 95% of my companies' donations are done anonymously to give back without receiving anything in return.

If appointed to this board, I will dedicate myself to active participation in any board meetings, work sessions, or community relations events. I will work to promote the mission of the board and put in whatever work necessary to promote the city of La Junta and specifically the priorities of the La Junta Urban Renewal Board. Just as I have served on other advisory committees and organizations, I hold myself accountability to be available to contribute both my time and effort into this position. I am confident that my experience, skills, and time would be an asset to the La Junta Urban Renewal Board. Thank you for the opportunity to share my experience and desire with you and I welcome the opportunity to speak with you further regarding the board's priorities and its vacancy.

Thank you for your consideration,

Zach Miner

Melanie Scofield

From: Angel Saucedo <angelsaucedo8516@gmail.com>
Sent: Thursday, January 30, 2025 8:31 PM
To: Melanie.scofield@lajuntacolorado.org
Subject: Urban Renewal Board Letter of Interest

To whom it may concern, I am interested in joining the urban renewal board. A little bit about me, I am 22 years old and have lived in La Junta my entire life. I graduated La Junta Jr./Sr. High School in 2021. I have met countless people throughout the town and have heard all their great ideas about how to change the town. None better than to rebuild the run down and forgotten buildings here. I love learning about the history of La Junta, its residents, the buildings and stores and roads that shaped this town. I love this place and want to see it grow and thrive. I have seen countless buildings be left and forgotten about throughout the years. I see the potential in all of them. I work for a local construction company specializing in turning old dilapidated buildings into new livable and modern ones. My love for turning the old bones of these places into gorgeous homes began when I started working construction. I have been a huge part of the Chestnut Apartments project downtown and recently finished the old J.W. Fisher apartments on 9th & Bellevue. I catch myself driving around town and thinking of all the possibilities for growth in these places. I have traveled the country to beautiful small towns and every single time I bring a piece of it with me to implement into La Junta. I want to see La Junta have a bustling downtown like the movies. I want our people to feel like they have things to brag about other than tarantulas. I know the town has potential. I've worked first hand in the field showcasing what's possible here while preserving the rich history of these places. I think I could bring a youthful taste to the board while being able to have hard conversations about what's needed. I understand La Junta is an underfunded town and resources are always limited. I believe I bring the construction experience required to understand what some of these buildings need. I would love to be part of the change this town desperately needs. I've dreamt of it since I was a child and hope to continue doing that well into my future through many different outlets and I believe that the urban renewal board is a great foundation for that.

Thank you for your time and consideration. I hope to hear from you soon.

Angel Saucedo

(719) 980-2224

angelsaucedo8516@gmail.com

Melanie Scofield

Subject: FW: Urban Renewal

Jeremiah Stoker
1802 Cimarron Ave
La Junta, CO 81050
Jeremiah540@hotmail.com
719-469-3594
02-19-25

La Junta Urban Renewal Board

Dear Members of the La Junta Urban Renewal Board,

I am writing to express my interest in serving on the La Junta Urban Renewal Board. As a dedicated member of our community and the current Exalted Ruler of the La Junta Elks Lodge, I am deeply committed to initiatives that promote revitalization, economic growth, and a thriving local environment.

In my role as Exalted Ruler, I have worked closely with community leaders, business owners, and local organizations to support charitable projects and foster civic engagement. Through our lodge's outreach efforts, I have seen firsthand the importance of urban renewal in strengthening our city's economic and social fabric. My leadership experience includes coordinating events, managing budgets, and organizing volunteer efforts—all skills that I believe would be valuable in advancing the board's mission.

La Junta has a rich history and a promising future, and I would welcome the opportunity to contribute my experience, enthusiasm, and commitment to the renewal and revitalization of our community. I look forward to the possibility of serving and would appreciate the opportunity to discuss how I can support the board's important work.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

Jeremiah Stoker