

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a Regular Meeting on Thursday, May 25, 2023 at 4:00 p.m. in the Council Chambers. The meeting was called to order by Chairperson Bennett.

Board Members Present

Absent

Joe Ayala – arrived at 4:19 p.m.

Lily Sweikert

Nancy Bennett

Trevor Herasingh

Daniel Horton

Toni Madrid – arrived at 4:21 p.m.

Randall Roberson

**Subject to approval at the
June 22, 2023
Urban Renewal Meeting**

Also present: Cynthia Nieb, Economic/Urban Renewal Director
Melanie Scofield, City Clerk/UR Secretary
Aimee Hill, City Building Code Officer
Sheryl Trent, SBrand – via Zoom

CITIZEN PARTICIPATION:

1. There was no citizen participation.

MINUTES: April 13, 2023

Chairperson Bennett asked if there were any corrections or additions to be made to the April 13, 2023 minutes. Hearing none, a motion was made by Trevor Herasingh, seconded by Daniel Horton, that the minutes for April 13, 2023 be approved as published. The motion carried unanimously.

FINANCIAL STATEMENTS: April 2023

Randall Roberson explained that Jake's Gym paid the balance of his note, \$1,000.00, so the notes receivable is actually \$2,685.50. We have earmarked \$250,000 to Sutherlands, \$30,000 for the Strategic Plan and \$6,500 for Action 22. That leaves us with a little over \$200,00 to work with. Since the grant payment of \$250,000 to Sutherlands Lumber won't be due until next year, we need to put the money aside into a restricted account.

MOTION TO PUT THE \$250,000 SUTHERLANDS LUMBER MONEY ASIDE INTO A RESTRICTED ACCOUNT TO BE DETERMINED BY THE FINANCE DIRECTOR AND THE URBAN RENEWAL AUTHORITY CHAIR, ACCRUED INTEREST WILL COME BACK TO THE AUTHORITY: Roberson

SECOND: Herasingh

DISCUSSION: There was no further discussion

VOTE: The motion carried unanimously

Randall Roberson: Prior to Sutherlands coming in, we've had a couple lumber yards around this community. Ark Valley Lumber and La Junta Trading have served this community well. We wish nothing but the best for them. If they need money from Urban Renewal to redo anything at their places centered around safety and blight, I urge them to come in. Just wanted to say thank you to those two.

LA JUNTA URBAN RENEWAL AUTHORITY

The April 2023 financial statements were provided for the Board's review.

BALANCE SHEET

ASSETS

- Total cash at the end of April was \$119,707.42.
- Notes receivable was \$3,685.50.
- Investments were \$364,121.04 (COLOTRUST).
- Total assets are \$487,516.08 for the month ending April 2023.

LIABILITIES

- There were no outstanding bills at the end of April.

STATEMENT OF REVENUE/EXPENDITURES

BUDGET TO ACTUAL

Interest in the amount of \$1,443.01 was received. Tax increment of \$15,948.29 was received from property tax collections. Expenses for the month of April were as follows:

- \$3,100.00 – Director Quarterly Salary
- \$5,500. – Action 22
- \$43.08 – Southeast Colorado Power (Welcome LJ Sing)

The 2023 budget is \$182,500.00 less \$12,771.34 in expenses leaving a budget remaining of \$160,428.66.

Chairperson Bennett asked if there were any questions or corrections regarding the April 2023 financial statements. Hearing none, a motion was made by Trevor Herasingh, seconded by Christine Coffield, that the financial statements for April 2023 be approved as presented. The motion carried unanimously.

LJ URA APPLICATION – Valley Tire: Jerry Martinez with Valley Tire submitted the following information:

Project Name: Stagner Building

Amount Requested: \$78,084.99

Timeline: Work to begin June 1, 2023 and completed by August 1, 2023

It is our goal to be fully operational by July 15, 2023. It is important that we are moved into the new location in time for the busy summer months. Our inventory exposure has always increased with the summer traffic and our busiest fuel sales are during the late spring through early fall planting and harvesting seasons. The La Junta community will benefit from the expansion of our auto inventory and competitive pricing.

Work to be done:

1. Repair of Roof – Roof is damaged and an eyesore
2. Exterior – Paint is peeling and unattractive
3. Replacing Garage Doors – Doors are not fully functional and dangerous
4. New Heating and Air Conditioning Units – The safety is needed in our extreme weather conditions
5. Repair of Plumbing – The bathroom sink and stool are leaking and in need of repair
6. Electrical Repair and Replacement of Light Fixtures – There have been some wires that are found to be unsafe and the light fixtures are damaged and in need of replacement

LA JUNTA URBAN RENEWAL AUTHORITY

7. New Signage – Need to advertise Valley Tire Auto Sales and La Junta Valley Oil with 3x5 signs to coincide with our business logo and colors
8. Moving the Canopy to East Side of Property to open up the front of the business. The business looks cluttered with the canopy in the front as well as opening the front for customer parking

MOTION TO TABLE DISCUSSION FOR A SPECIAL MEETING SET FOR TUESDAY, MAY 30TH

AT 4:00 P.M.: Herasingh

SECOND: Horton

DISCUSSION: There was no discussion

VOTE: The motion carried unanimously

LJ URA APPLICATION – Calico Properties LLC: CaSandra Thomas with Calico Properties submitted the following information:

Project Name: 405 Santa Fe Avenue, 14 & 16 W. 4th Street

Amount Requested: \$52,551.50

Timeline: Work to be completed within ninety (90) days

I am submitting this request for financial assistance in some necessary repairs and replacements to my building located at 405 Santa Fe Avenue and 14 and 16 W. 4th Street in La Junta to tackle blight and safety conditions of the City sidewalk in front of all locations and new HVAC systems for all locations because the old systems have aged to a point of safety concerns.

Work to be done:

1. 405 Santa Fe Avenue – Sidewalk replacement, energy efficient HVAC systems (2) and electrical
2. 14 & 16 W. 4th Street – Sidewalk replacement with recessed drainage
3. 14 W. 4th Street – Energy efficient HVAC systems (2) and electrical
4. 16 W. 4th Street – Energy efficient HVAC coil system and electrical

There was some discussion between the board members and questions asked of the applicants.

FINANCIAL STATEMENTS Amendment: Randall Roberson added that we basically have two checking accounts. One of them being the original tax increment district that was started before 2007 and then a new checking account had to be started. Because of the monies that have been expended on different projects, they have used up the money in the original one so they're going to combine them into a single checking account held at Colorado Bank & Trust.

REPORTS:

A. Plaza Building

Chairperson Bennett: The city has started putting in the new water mains for the fire suppression unit and the water to the building. The electrical and plumbing is moving along. They are still waiting on the knives to do the shaping of wood for the storefront. They expect to be starting on that in June. We're working on the apartments upstairs and discussing how that's going to be handled.

UNFINISHED BUSINESS

- A. Strategic & Communications Plan.** Sheryl Trent with SBrand went over the process for the strategic and communication plan. The board is going to be involved in several conversations over the course of the next six months or so. Those conversations are going to culminate into an actual strategic plan. In a work session, retreat, all of the information and data that has been gathered will be talked about and discussed. Then the framework for the strategic plan will be created, throwing out ideas, talking about them, debating them. It will be strategically critical about how that's going to have the biggest impact and what the return on the investment might be and whether or not that's the role of the URA and all of those questions in that retreat. From that retreat, we craft a strategic plan for you. It also has an implementation component because no good strategic plan sits on the shelf. You have to have a way to say, how are we going to take all these ideas and these decisions that we've made about where we want to be, where we want to go in the future. How are we going to do that? Who is going to do it? When will we be able to accomplish it? You'll end up with two documents related to strategic planning. One of them is what we call the strategic plan itself. Which is a way to tell your story, communicate a bigger picture. The other one is the detailed spreadsheet, strategic implemented piece. That's the who, what, where, when, why and how. During that process, we'll be asking questions about communications. You will also end up with a third document that's a communication plan that talks about the brand of URA, all the way down to fonts and some colors and options for logos. All those things that can start your decision-making. The goal is to have a plan for your adoption, which you will have seen several times up to this point, by the end of October. Then you can start planning the budget process and all of those conversations that you need to have as a URA about what your coming year is going to look like.
- B. Bylaws and Ordinance No. 1579.** Daniel Horton explained that the bylaws for the La Junta Historic Preservation Advisory Board aka Certified Local Government are complete. However, there is an issue with ordinance no. 1579 which requires at least five historic preservation board members being derived from the City Planning Commission. This is not how things are being done right now nor desired. The ordinance must be amended to reflect the change that the La Junta Historic Preservation Advisory Board members derived from the La Junta Urban Renewal Authority. I spoke with the La Junta City Attorney Dean Malouff who shared that the process for amending that ordinance first starts with a letter dictating so.

MOTION TO AFFIRM THAT THE LA JUNTA HISTORIC PRESERVATION ADVISORY BOARD MEMBERS ARE DERIVED FROM THE LA JUNTA URBAN RENEWAL AUTHORITY RATHER THAN THE CITY PLANNING COMMISSION: Herasingh

SECOND: Madrid

DISCUSSION: Currently, the members of the La Junta Urban Renewal are the members of the Certified Local Government but the two are separate entities. The Certified Local Government program, the Historic Preservation board is a national program with national designation. It is not connected to the Urban Renewal State Statute but it should be independent of the Urban Renewal Authority. Members of the CLG board may be derived from Urban Renewal or other interested people in the community. People on the Urban Renewal board could also opt out of the Historic Preservation board.

Daniel Horton: I recommend to draw back the motion and discuss it during CLG. Seeing how the La Junta Urban Renewal Authority isn't going to have a mandate that any members be a part of it then it may not even fall under this meeting to begin with. I'll just address it at the CLG.

NEW BUSINESS

- A. URA Funding Contract.** Cynthia Nieb wants to add to the Sutherland contract that we will hold the funds until the completion of the project. That is a requirement that was voted on.

Grant Agreement: Daniel Horton said the main caveats that need to be understood moving forward is Section 2.4 – Grant Repayment. Is this something that we want in here? Basically, it's a schedule mapping out over the next four years what the percentage would be that an owner would have to repay if they were to sell the property after taking the grant. This was under the spirit of preventing flipping. After discussion, it was decided to amend the grant agreement adding a "Due Upon Sale" clause. Section 2.5 – Completion of Work. This speaks to the 18-months of completion that we previously discussed for the projects. I assume there's no objection there. If there are no other additions or modifications, I have nothing further to add.

Loan Agreement: Daniel Horton said the most important terms are in Section 2.4 which talks about the 2.5% interest rate with a 5-year payment period that was discussed. It was discussed that everybody thought it would be a 10-year payment period. Something to remember though is that the Urban Renewal's plan terminates in 2033. It will have to be decided if the Authority will continue as it is or become something different. After discussion, it was decided to add the "Due Upon Sale" clause to both agreements, wait for guidance on the language about the 2008 plan and that these agreements remain as templates so that each contract can be specific to the type of project the grant or loan is awarded to.

CaSandra Thomas returned to the meeting and distributed updated expenses, for the total project, to the board.

- B. Notice of Board Posting Opening Advertise in the Gazette.** The notice has been posted but nobody's contacted us yet. There has been one person show interest. Cynthia will get them an application.

C. Urban Renewal Director:

1. Asked Bill Jackson to make comments on the expenditures of the CORE building so that it could be clarified. (Cynthia read an email from Bill Jackson, attached)

D. Governing Body Comments:

1. There were no governing body comments.

There being no further business, the meeting was adjourned at 5:30 p.m.

Melanie R. Scofield, Secretary

Nancy Bennett, Chairperson