

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a regular meeting on Thursday, September 10, 2020 at 4:00 p.m. via virtual meeting. The meeting was called to order by Chairperson Bennett.

Board Members Present

Absent

Nancy Bennett
Christine Coffield
Rebecca Goodwin
Trevor Herasingh
T.J. Martinez
Justin Miller
Chad Penner

Cisco Perez
Jeffri Pruyne

**Subject to approval at the
October 8, 2020
Urban Renewal Meeting**

Also present: Cynthia Nieb, Economic/Urban Renewal Director
Melanie Scofield, City Clerk/UR Secretary
Bette McFarren, Tribune Democrat
Marci Shoulderblade, La Junta

LAND PURCHASE PROPOSAL: Shoulderblade

Marci Shoulderblade: After looking into the information that was brought up at the last meeting, I would like to be able to table or leave this as an open business right now until I find out if my own property can be rezoned for agriculture. The sole purpose of buying the additional property is for the horses.

Board members proceeded in asking questions and continued discussion with the Shoulderblades for further clarification.

MOTION TO TABLE TO SALE OF PROPERTIES TO THE SHOULDERBLADES AND THAT URBAN RENEWAL WORK WITH THEM TO MAKE THE APPLICATION TO THE OTERO COUNTY PLANNING BOARD COMMISSIONERS FOR THE SPECIAL USE ZONING AND IF THAT GOES THROUGH THEN WE CAN CONTINUE DISCUSSION OF THE SALE OF THE PROPERTIES : Goodwin

SECOND: Miller

DISCUSSION: There was discussion regarding assistance with Urban Renewal for the application for the land use review and counter offers.

VOTE: The motion carried unanimously

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CITIZENS PARTICIPATION:

There was no citizen participation.

MINUTES: August 13, 2020

Chairperson Bennett asked if there were any corrections or additions to be made to the August 13, 2020 minutes. Make note that Better McFarren is with the Daily Gazette not the Tribune. With no further corrections or additions, a motion was made by Justin Miller, seconded by Rebecca Goodwin that the minutes for August 13, 2020 be approved as amended. The motion carried unanimously.

FINANCIAL STATEMENTS: August 2020

TJ Martinez provided the August 2020 financial statements for the Board's review.

BALANCE SHEET

ASSETS

- Total cash of \$181,570.28 for month ending August 2020
- Notes receivable of \$21,646.96
- One investment of \$109,938.80
- Total assets of \$313,156.04 for month ending August 2020

LIABILITIES

- There are no outstanding liabilities for month ending August 2020

STATEMENT OF REVENUE/EXPENDITURES

BUDGET TO ACTUAL

Revenues received for the month of August were: a TIF payment in the amount of \$8,206.25, and bank interest in the amount of \$4.39. Expenditures for the month of August were: an electric bill payment of \$35.81 for the Welcome to La Junta sign, a payment of \$34,730.03 to the Hampton Inn, and a payment of \$123.55 to the La Junta Tribune Democrat for year subscription. 2020 budget of \$236,437 less \$139,413.42 in expense and \$48,222.39 in encumbrances leaves a remaining budget of \$48,800.86.

Chairperson Bennett asked if there were any questions or corrections regarding the August financial statements. Hearing none, a motion was made by Justin Miller, seconded by Trevor Herasingh, that the financial statements for August 2020 be approved. The motion carried unanimously.

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BUDGET FOR 2021:

Below are highlights from the proposed Urban Renewal Budget for 2021.

- TIF Payment of \$125,000 (increase of \$25,000 from 2020 budget)
 - Actual TIF payment received is \$141,024 as of month ending July 2020 and was \$128,784 year ending 2019.
- Training and Travel of \$10,000 (increase of \$4,500 from 2020 budget)
 - Training is vital to the success of Urban Renewal and we want to insure all of our Board Members are able to attend available trainings.
- Project – Parking Lot of \$55,000 (increase of \$40,000 from 2020 budget)
 - \$15,000 was budgeted for this project in 2020. The entire project would be completed in 2021.
- Certified Local Government budgeted funds were removed from the proposed budget and will have its own budget in 2021.

After discussion by the Board, the following motion was made.

MOTION TO KEEP THE TRAVEL AND TRAINING LINE ITEM AT \$5,500 AND ACCEPT THE REST OF THE BUDGET AS PRESENTED: Herasingh

SECOND: Goodwin

DISCUSSION: There was no further discussion

VOTE: The motion passed unanimously

PROJECT UPDATES:

A. SECCP

Jane Daniels provided the following report:

Scope of Work –Phase I (closed out) and II stabilization are 100% complete. A final financial report has yet to be submitted in order to close out Phase II, which is anticipated by the end of September. Phase III stabilization, which addresses exterior masonry rehabilitation, installation of basement footings, foundation rehabilitation and waterproofing, and floor framing rehabilitation, has begun and is 60% complete. Jessica Reske, project architect, visited the project last week and sent out photos and minutes from her meeting with the contractor. The concrete footings have been poured in both sides of the basement and the second-floor framing is complete. A mortar mockup will be prepared for the basement wall repointing, and a few items related to openings in the basement had also been reviewed.

The project/grant administrator has been working with the CDPHE regarding claiming the Brownfield Tax Credits, which had been significantly delayed due to COVID. Though Otero Health Department issued their final payment to Summit Sealants for the abatement only work, we are still waiting for the check to clear so that the paperwork can officially be

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submitted to CDPHE in order to claim the credits. We are hopeful this can go through yet this week. It will take at least 40 days for the claim to be processed.

Project Schedule – We still anticipate Phase II to be closed out by the end of September. Phase III stabilization is underway with anticipated completion at the end of October or early November.

Anticipated Project Timeline (as of August 5, 2020)	
Final financial report and project closeout – Phase II	October 2020
Phase III construction completion	November 2020
Final project closeout of Phase III Stabilization	December 2020

Deliverables yet outstanding for Phase II: There are only three remaining deliverables, all of which will be submitted at the project’s conclusion (after photos, change orders, and project summary).

Financials for Phase II: SECCP is up to date with payment of invoices related to the roof and Phase II. A final financial report will be completed within the next month to close out Phase II with SHF. The advance and interim payments for Phase III have been received and SECCP is up to date on all payments.

Work to be accomplished before the next Progress Report (SHF due Dec. 1) – Phase II should be closed out and Phase III may also be depending on contractor progress over the next month. Work has begun on the awarded mini grant from SHF (\$50,000) for construction documents for the mechanical, electrical, and plumbing systems. A stakeholder design review meeting was held last week to get feedback related to building needs and capacities with the project architect, mechanical and electrical engineers, kitchen consultant, and project administrator. This design and set of construction documents will allow for accurate pricing from contractors to do the installation of these systems and plan for future occupancy of the building (needed also to apply for state historic preservation tax credits, another future funding source for this project). Based on the feedback from the group last week, the project architect will be able to work up a set of drawings for presentation again by the end of the year. Another group meeting will be held at that time and a business/fundraising plan will be developed by SECCP based on the design and cost estimating these plants will provide (aiming for the beginning of the new year/early springs).

In the meantime, the SECCP plans to apply for \$50,000 on October 1 to the SHF for window rehabilitation work on the Plaza Block, which, if awarded, would keep construction momentum and begin in early spring, and likely target the front façade/storefront windows. This scope is not yet set in stone and is still under development. The project team is

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currently gathering scope of work and budget estimates for this proposal so is subject to change.

NEW BUSINESS

A. Urban Renewal Director:

1. Presbyterian Church: I met with the architects on Monday to go through the building and also to talk about historic structure assessment. They are moving forward and will be getting a structural engineer.
2. Live Well Park: We received \$49,000 last week through CDOT Revitalize Main Street Project. It will pretty much cover all of the expenses for this project.
3. Economic Development: I am applying for a Redi Grant for an economic development Action Plan. We'll be looking at the downtown, entrepreneurs, second floor housing, manufacturing and even how economic development is run.

B. Governing Body Comments:

1. Rebecca Goodwin: The Counties on the Masonic Lodge received an SHF grant to begin the work on their project. This is really good news for downtown La Junta. Thank you Nancy and everyone else who wrote letters of support.

There being no further business, the meeting was adjourned at 5:02 p.m.

Nancy Bennett, Chairperson