

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a Regular Meeting on Thursday, January 14, 2021 at 4:00 p.m. via virtual meeting. The meeting was called to order by Chairperson Bennett.

Board Members Present	Absent
Nancy Bennett	T.J. Martinez
Christine Coffield	Justin Miller
Rebecca Goodwin	Cisco Perez
Trevor Herasingh	
Chad Penner (joined @ 4:13 p.m.)	
Jeffri Pruyne	

Also present: Cynthia Nieb, Economic/Urban Renewal Director
Melanie Scofield, City Clerk
Bette McFarren, Rocky Ford Gazette

CITIZEN PARTICIPATION:
There was no citizen participation.

MINUTES: November 12, 2020
Chairperson Bennett asked if there were any corrections or additions to be made to the November 12, 2020 minutes. Hearing none, a motion was made by Trevor Herasingh, seconded by Rebecca Goodwin that the minutes for November 12, 2021 be approved as published. The motion carried unanimously.

MINUTES: December 17, 2020
Chairperson Bennett asked if there were any corrections or additions to be made to the December 17, 2020 minutes. Hearing none, a motion was made by Rebecca Goodwin, seconded by Trevor Herasingh that the minutes for December 17, 2020 be approved as published. The motion carried unanimously.

FINANCIAL STATEMENTS: December 2020
The December 2020 financial statements were provided for the Board’s review.

BALANCE SHEET

ASSETS

- Total cash of \$162,587.73 for month ending December 2020
- Notes receivables of \$19,825.81. LA JUNTA TRADING has paid off their loan in full.
- There is one investment for \$109,963.83.

LA JUNTA URBAN RENEWAL AUTHORITY

- Total assets are \$292,377.37 for the month ending December 2020.
- A TIF was received in the amount of \$3,591.31 for 11/30 – 12/31. This will be put into the 2020 financial for auditors.

LIABILITIES

- The Southeast Colorado Power Association bill for \$38.46 is outstanding for the month of December. This is a December bill that is auto payed in January. We will put this in 2020 for the auditors.

STATEMENT OF REVENUE/EXPENDITURES

BUDGET TO ACTUAL

Bank interest in the amount of \$3.90 was received. A TIF payment of \$196.11 was received. Urban Renewal made an electric bill payment of \$37.94 for the Welcome La Junta sign. Tree removal at the parking lot was paid in the amount of \$2,800.00. Elegant Concrete was paid \$17,366.50 for the completed work. The remainder will roll over into the 2021 budget. A check was cut to the City of La Junta for the remaining reimbursement of director wages. Of the \$6,200.00, half was for the third quarter and half was for the fourth quarter. The 2020 budget is \$276,500 less \$119,580.78 in expenses and \$86,655.89 in encumbrances leaving a budget remaining of \$15,063.00.

There was discussion regarding payments not being made in a timely manner and that a late payment fee and/or an exact payment schedule be set up and written into the contract. There will be further discussion on this matter in the future.

Chairperson Bennett asked is there were any questions or corrections regarding the December financial statements. Hearing none, a motion was made by Christine Coffield, seconded by Rebecca Goodwin, that the financial statements for December 2020 be approved. The motion carried unanimously.

PROJECT UPDATES:

A. SECCP

Jane Daniels provided the following report:

Scope of Work – Phase III stabilization (2020-02-024), addressing exterior masonry rehabilitation, installation of basement footings, foundation rehabilitation and waterproofing, and floor framing rehabilitation, is now 90% complete. There has been a month or two delay to the project due to unknown conditions with the foundation wall in the rear. The contractor's estimated timeline for completion is now January depending on the availability of a few subcontractors. All deliverables and financials, however, are up to date and the SHF contract close out is still expected to be as early as February or March 2021.

Project Schedule –Phase III stabilization is underway with anticipated completion now pushed back to early next year. The construction documents are also currently under development. The architect anticipates having a draft complete by end of December, with hopes to even finalize the drawings by February and/or March 2021.

LA JUNTA URBAN RENEWAL AUTHORITY

Anticipated Project Timeline (as of December 3, 2020)	
Phase III construction completion	February 2021
Draft of Construction Documents – Exterior and Interior for review by project stakeholders and SHF	Dec./January 2021
Notification of Window Rehabilitation (north elevation) – SHF Grant from October 1	Nov. 2020 - Granted
Begin Contract with SHF for Window Rehabilitation	December 2020
Final project closeout of Phase III Stabilization	March 2021
Final Construction Documents	March 2021
Cost Estimates and Associated Phasing/Fundraising Plan for Remaining Phases of Project Rehabilitation	March 2021
Installation of Rehabilitated North Windows	April 2021 (est.)
Close out of Windows – SHF Grant	June 2021 (est.)
Application to SHF for Additional Exterior Work (Doors/Windows) and/or Interior Work	August 1, 2021 (new and only SHF deadline for 2021)

Deliverables yet outstanding for Phase III and CDs: No change. There are only three remaining deliverables for Phase III, all of which will be submitted at the project’s conclusion (after photos, change orders, and project summary). For the CDs, the remaining deliverables are the draft and final review of the construction documents and specifications once complete.

Financials for Phase III and CDs: No change. The advance and interim payments for Phase III have been received and SECCP is up to date on all payments for both projects.

Work to be accomplished before the next Progress Report (next SHF due March 1, 2021) – Phase III will likely be near completion, if not closed out, by March. In the meantime, the SECCP will begin on the window rehabilitation/SHF grant for the second floor of the north/front façade. We hope to hold a kick-off meeting with the SHF, architect, and contractor next week for this grant and to discuss the next phases of the project, including preservation tax credit application and loans, to keep the project moving forward.

NEW BUSINESS

A. Urban Renewal Director:

1. CPI Conference: We have the possibility of getting a free scholarship. It will be February 10 – 12 and will be held virtually.
2. Board Member Terms: We have two board members, Christine Coffield and Chad Penner, whose terms have expired at the end of December 2020. If interested in continuing on the Board, please submit a letter of intent. We will also accept additional letters of intent before the next meeting.

LA JUNTA URBAN RENEWAL AUTHORITY

3. Shoulderblades: Their purchase is complete. We have had two additional requests this past week about purchasing Urban Renewal property. They have been informed that there is an application process.
4. T.O.'s: It has been bought and is in the process of being cleaned up and getting a new roof.
5. CLG Grant: Was submitted six days early.
6. Planning Ideas: Design reviews, education, training, local designation, promotions, more surveys . . . whatever. We will schedule several planning meetings.
7. Website: The website is complete but it has not been launched yet.
8. Tree Information: I am going to approach Rotary and see if they are willing to work with Brock Hinkhouse. He will be combining tree removal along with tree replacement.
9. Downtown Development Readiness Project with Downtown Colorado Inc.: Training for this is January 28th from 1:00 – 3:30 p.m. A consultant from Utah, who used to work for Main Street America, he will be looking at some of these buildings that are in trouble.
10. Colorado Main Street: In June we will become a designate, if it passes the Board. We will get even more recognition and more money. I will be giving a Main Street/CLG presentation to all the Main Streets in Colorado on the 27th.
11. Colorado Preservation Inc.: I will be giving a CPI presentation on moving forward through COVID-19.

B. Governing Body Comments:

1. There were no governing body comments.

There being no further business, the meeting was adjourned at 4:44 p.m.

Nancy Bennett, Chairperson

APPROVED AT THE FEBRUARY 11, 2021 MEETING