**Draft Meeting Minutes of the Regular CSURA Board Meeting**

**Held on Tuesday, November 17, 2020**

**This Meeting was held via Zoom Teleconference**

**11:00 A.M.**

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| In attendance were: |  |  |
| Commissioners: |  |  |
|  |  | Randy Case |
|  |  | Gary Feffer |
|  |  | Jill Gaebler |
|  |  | Toby Gannett |
|  |  | Maureen Juran |
|  |  | Jim Mason |
|  |  | Brian Olson |
|  |  | John Olson |
|  |  | Wynne Palermo |
|  |  | Peter Scoville |
|  |  |  |
| Absent: |  | Lori Bellingham  Tiffany Colvert  Anthony Perez |
| Also in Attendance: |  |  |
| David Neville |  | KKRDN General Counsel |
| Carrie Bartow |  | CPA, CliftonLarsonAllen |
| Jariah Walker |  | Executive Director |
| Dean Beukema |  | CSURA Staff |
| Bob Cope |  | City Economic Development Officer |
| Peter Wysocki |  | City Planning Director |
| Ryan Tefertiller |  | Urban Planning Manager |

Citizens in Attendance:

**Item 1 – Call to Order**

Chair Randy Case called the meeting to order at 11:03 a.m.

**Item 2 –Approval of the October 28, 2020 CSURA Meeting Minutes**

A motion was made by Commissioner Maureen Juran, seconded by Commissioner John Olson to approve the CSURA meeting minutes of October 28, 2020. The motion passed 9 – 0 by Commissioners: Randy Case, Gary Feffer, Jill Gaebler, Toby Gannett, Maureen Juran, Brian Olson, John Olson, Wynne Palermo, and Peter Scoville.

**Item 3 –Approval of the Financial Report as of October 31, 2020**

Carrie Bartow, CLA reviewed the monthly revenue and expenditures report as of October 31, 2020 including the property tax received from each Urban Renewal Area as well as the check register as provided in the agenda packet.

A motion was made by Commissioner Brian Olson, seconded by Commissioner Toby Gannet to approve the Financial Report and check register as October 31, 2020. The motion passed 9 – 0 by Commissioners: Randy Case, Gary Feffer, Jill Gaebler, Toby Gannett, Maureen Juran, Brian Olson, John Olson, Wynne Palermo, and Peter Scoville.

Commissioner Jim Mason entered the meeting.

**Item 4 – Citizen Comment**

None

**Item 5 – North Nevada Finance Documents**

Jariah Walker, David Neville, and Kyle Thomas from DA Davidson gave an update on the North Nevada finance documents.

A motion was made by Commissioner Toby Gannett, seconded by Commissioner Maureen Juran to approve Resolution No. **14-20**:

A RESOLUTION OF THE COLORADO SPRINGS URBAN RENEWAL AUTHORITY APPROVING A TAX INCREMENT REVENUE REFUNDING SENIOR LOAN AND CERTAIN ADDITIONAL DOCUMENTS FOR THE UNIVERSITY VILLAGE COLORADO URBAN RENEWAL PROJECT, AND RELATED MATTERS. The motion passed 10 – 0 by Commissioners: Randy Case, Gary Feffer, Jill Gaebler, Toby Gannett, Maureen Juran, Jim Mason, Brian Olson, John Olson, Wynne Palermo, and Peter Scoville.

**Item 6 – Tejon and Costilla URA Update**

Jim DiBiase gave an update on the Marriott Hotel construction process at Tejon and Costilla. Covid has had a significant effect on the travel industry which is down by 40%. The project has been purposely slowed down and is not anticipated to open until the first quarter of 2022 The primary sources of revenue are from room revenue, restaurant revenue and parking revenue. We are being very cautious on moving forward. The travel industry probably will not get back to 2019 numbers until 2024. Jim DiBiase stated he would love to schedule a time for the board to tour the building.

**Item 7 – Condition Study Zebulan Flats**

Jariah Walker introduced members of the Economic and Planning Systems (EPS) team Andrew Knudtsen and Sarah Dunmire that were on the meeting call. Jariah Walker stated that ultimately it will be City Council’s decision to approve the conditions study. This will trigger the other reports that come from EPS which will be bundled together to present to the various taxing entities. Sarah Dunmire gave a brief update on the findings of the condition study.

A motion was made by Commissioner John Olson, seconded by Commissioner Jim Mason to approve moving forward with the Condition Study for Zebulan Flats. The motion passed 10 – 0 by Commissioners: Randy Case, Gary Feffer, Jill Gaebler, Toby Gannett, Maureen Juran, Jim Mason, Brian Olson, John Olson, Wynne Palermo, and Peter Scoville.

**Item 8 – Engagement Letter Mission Trace**

Toby Gannett and John Olson recused themselves from the meeting because they both have financial interests in the project.

Andrew Knudtsen from Economic and Planning Systems (EPS) presented the proposal to prepare the Condition Study, Financial Evaluation and URA Plan for Mission Trace. If the board approves moving forward, Jariah will start working on the retainer agreement with input from Commissioners Gary Feffer and Brian Olson from the Finance Task Force. Bob Cope gave a brief overview from the Economic Development Department on what the city is doing regarding Mission Trace. The city’s interest has to do with the Southeast initiative.

A motion was made by Commissioner Wynne Palermo, seconded by Commissioner Maureen Juran to approve moving forward to the next step with the engagement letter with the caveat that CSURA has a retainer agreement. The motion passed 7 – 0 by Commissioners: Randy Case, Gary Feffer, Maureen Juran, Jim Mason, Brian Olson, Wynne Palermo, and Peter Scoville.

**Item 9 – CSURA 2021 Budget**

Carrie Bartow, CliftonLarsonAllen CPA reviewed the draft of the CSURA 2021 Budget as presented in the agenda packet. It is anticipated that CSURA will end the current year with approximately $593,330 in the general fund. General fund revenues for 2021 are projected to be $743,348 and expenditures are projected to be $524,500. A motion was made by Commissioner Toby Gannett, seconded by Commissioner Jim Mason to approve Resolution No. **15-20**:

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE COLORADO SPRINGS URBAN RENEWAL AUTHORITY, EL PASO COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2021, AND ENDING ON THE LAST DAY OF DECEMBER, 2021. The motion passed 9 – 0 by Commissioners: Randy Case, Gary Feffer, Toby Gannett, Maureen Juran, Jim Mason, Brian Olson, John Olson, Wynne Palermo, and Peter Scoville.

**Item 10 – Executive Director’s Report**

Jariah Walker presented the Executive Director’s Report for November 2020. Please refer to the agenda attachment and board meeting audio for the complete report on each project and issue.

**Item 11 – Non-Agenda Item**

Chair Randy Case reminded the board of the following topics:

* Topping Off of the Marriott and Hyatt Place
* Tour of the Marriott Hotel site (if possible board members should attend)
* Interviews being conducted with the Mayor on the replacement of Commissioner Bellingham hopefully new Commissioner will be appointed
* December CSURA Board Meeting is early in December on the 9th
* Signage to be discussed
* Annexation and mapping process
* Plan COS conversations
* Joint City Council topic of Martin Drake

**Item 12 – Adjournment**

There being no further business the meeting adjourned at 1:03 p.m.

The next regular CS Urban Renewal Authority Board Meeting is scheduled for December 9, 2020. **(Due to the Coronavirus the meeting will be held electronically thru Zoom)**

**Copies of the Board agendas, minutes and audio recordings are posted on the**

**Colorado Springs Urban Renewal Authority website.**

[**www.csura.org**](http://www.csura.org)