

LIFT Regular Meeting Minutes (Unapproved)  
June 8, 2017

1., Meeting was called to order at 6:30 pm.

Present - 5 - Members Kyle Schlachter, Karina Elrod, Ryan Toole, Nicholas Millar, Carol Brzeczek.

Absent - 2 - Members Kevin Seilor and Jason Henderson.

**2. Approval of Agenda -**

**3. Approval of Minutes**

ID# 17-167 Carol Brzeczek moved to approve the minutes of the Regular Meeting of LIFT from May 11, 2017. Motion was seconded by Ryan Toole. Karina Elrod stated she would be abstaining from the vote as she was absent for the meeting. Kyle Schlachter asked for a minor correction included in the motion to approve to correct the spelling of Nextdoor in item 7.

**4. Public Comment**

Norm Brown informed the board that Parker's urban renewal authority was being sued by the South Metro Fire Department for the return of tax increment. He said it was important to meet with the taxing partners. When Michael met with the Board County Commissioners (BOCC) he suggested terms of an agreement only to meet up in writing with the BOCC stating the terms differently than he did in the public meeting. Littleton has already lost a lawsuit to Arapahoe County and if you are concise in your language you can navigate through an urban renewal project - the decisions made are long term.

He believes urban renewal is necessary in some instances. King Soopers received incentives from the city and they were in an urban renewal plan area. Huge subsidies would be appreciated by developers.

**5. General Business**

ID# 17-168 Motion to appoint Board Member Brzeczek as the recording secretary.

Carol Brzeczek wanted clarification as to what duties would be expected. It was agreed that summary minutes of all meetings would be sufficient. She wanted approval to extend the responsibilities to include posting the draft minutes on the LIFT website and to work with the appropriate person at the city to bring the LIFT website up to date and complete to include minutes where they are missing. Any posting of minutes of past meetings would be brought to the entire group for approval prior to posting. It was agreed that the LIFT website should be the source of all LIFT information with the city's website to include what the city deems appropriate.

Karina Elrod moved to appoint Carol Brzeczek as the recording secretary. Ryan Toole seconded and motion passed 5/0.

ID# 17-169 Motion to approve amended LIFT Bylaws

Carol Brzeczek moved to approve the Bylaws as submitted with the following changes.

- Article II, Section 6, The Authority shall may appoint an Attorney.
- Article III, Section 2. Special Meeting/Study Sessions to read Special Meetings and Study Sessions
- Article III, Section 2. last sentence. At such special meeting, no business shall be considered other than as designated in the notice, ~~but if all of the members of the Authority are present at a special meeting, any or all~~ *but additional* business may be transacted at such special meeting upon unanimous consent of members present to expand the agenda.
- Article III, Section 4. Include Commem. (Report at the end of the meeting agenda between Public Appearances and Adjournment and renumber items.

Ryan Toole seconded and motion passed 5/0.

ID# 17-171 Approve Cooperation Agreement with the City of Littleton

Carol Brzeczek moved to approve the cooperation agreement with the City of Littleton as presented. Karina Elrod seconded and motion passed 5/0.

**6. Finance Update** (Keith Sen joined the meeting at approximately 7:45pm during the finance discussion.)

Finance Director for the City of Littleton, Tiffany Hooten, provided the board with the financial update for each of the four urban renewal plans in addition to an update on LIFT's General Fund.

Carol Brzeczek moved to accept the amended budget as presented showing that all property tax increment for the three repealed urban renewal plans would be refunded to Littleton Public Schools (\$278,716.35), Arapahoe County (\$72,843.95), City of Littleton (\$345,852.04), South Suburban (\$45,241.38) and Urban Drainage & Flood Control (\$2,904.63), So. Platte Urban Drainage (\$308.96) and the payment of LIFT's outstanding loan to the City of Littleton (\$151,190) from collected sales tax increment. Karina Elrod seconded.

A discussion about the payment of the loan to the City from sales tax increment collection followed. Ryan Toole preferred to retain all sales tax increment to be used for administrative costs in the future. Carol Brzeczek did not believe the sales tax increment collected for the two plans that had been repealed could be used to fund the administrative expenses for the remaining plan area. Increment collected is to be spent in the area where it was collected.

Public Hearing was opened at 8:15. Pam Chadbourne said the discussion she just heard was exactly why it was important to have the old records available to

the LIFT Board. She referred to the five options that were presented to council. She would prefer that LIFT pay off their debt to the City of Littleton. Urban renewal is supposed to exist because there is a project and to respond to public blight. Tax increment financing is the most risky funding options and should only be used in cases of dire need which has not been identified in Littleton. It is not unreasonable to expect the developer to pay for the administrative costs associated with an urban renewal project.

Ryan Toole moved to amend the motion to reduce the loan payment to the city to \$50,000. Keith Seilor seconded. After a brief discussion the motion and second were withdrawn.

Keith Seilor moved to amend the main motion to approve the amended budget without making a loan payment. Karina Elrod seconded. The amendment passed 5/1 with Carol Brzeczek dissenting,

Main motion passed 5/1 with Carol Brzeczek dissenting.

Tiffany Hooten was asked to come back to LIFT with different scenarios for the loan repayment. Karina Elrod would like to see a wide range of options with the percentage of debt being paid, a percentage allocation loan payment, and other methodologies that Tiffany Hooten would like to present. Ryan Toole asked for a scenario that would incorporate the options that were provided to city council earlier in the year. Carol Brzeczek asked for scenarios that would include LIFT meeting their financial obligations as agreed to in the loan agreement. She also asked for the accounts to be separated by plan areas and the administrative fund.

## New Business

ID# 17-172 Columbine Square Update -

Kyle Schlachter and Karina Elrod met with Carl Chang, John Needel and another business associate to get an update on their progress and plans. Columbine Square is in the process of being demolished. The plans are still being worked on but it appears that they are leaning towards a plan that reflects their last presentation with row houses along the west, apartments in the interior and some commercial and public amenity on the east side. The developers were told that the Planning Commission will be doing a Belleview Corridor study and it should provide guidance for them. It is unknown if the corridor study will be completed in time to impact their plans.

ID# 17-182 DCI Training (Downtown Colorado Inc) -

Kyle Schlachter provided the group with a list of services available to LIFT if they paid the \$2,500 membership fee to Downtown Colorado Inc. There wasn't any appetite for the \$2,500 expenditure. It is certain that training of some sort is needed. Carol Brzeczek mentioned a conversation with the mayor about the new city attorney, who has lots of experience with urban renewal, coming to LIFT and assisting the group in understanding the law. The mayor said it was on his list.

Kyle Schlachter asked if any of the LIFT board members were interested in attending the urban renewal training on July 14th. The fee is \$150 per person. He will make sure those interested have the registration forms and payment made.

## **Comments/Reports**

### **Future Agenda Items**

Change banking from Wells Fargo to another bank

Review of the documents for processing an application for an UR project

Refined look at the sales tax base for all urban renewal areas

Update from Community Development Director in writing regarding to the Belleview Corridor Study

## **Public Comment**

Pam Chandbourne asked for the acronyms used on the agenda be spelled out in the future. She thanked Carol Brzezczek for asking for documents previously approved by the past LIFT board to be reviewed so we would know how to evaluate a project. She suggested work applications be used to walk us through the process.

**Adjourn at 5:30 pm.**

**Draft**