



November 14, 2017

A G E N D A

LAFAYETTE URBAN RENEWAL MEETING

6:30 PM

City Council Chambers, 1290 S. Public Road

- I. 6:30 PM - OPENING OF REGULARLY SCHEDULED MEETING**
 - A. Roll Call
- II. PUBLIC INPUT**
 - B. Items from the Public
- III. MINUTES**
 - C. Minutes from the October 10, 2017 Meeting
- IV. STAFF REPORTS/PRESENTATIONS**
 - D. Resolution 2017-02 / Adoption of the Amended 2017 Budget (Public hearing held October 10, 2017 and published in the Daily Camera October 1, 2017)
 - E. Resolution 2017-03 / Adoption of the 2018 Budget (Public hearing held October 10, 2017 and published in the Daily Camera October 1, 2017)
 - F. Small Business Saturday
 - G. 2018 Governor's Award
 - H. Front Porch Project
- V. NEW BUSINESS/COMMISSIONER REPORTS**
- VI. EXECUTIVE SESSION**
 - I. According to C.R.S. 24-6-402(4)(e), for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators pertaining to property on N. Public Road.
 - J. According to C.R.S. 24-6-402(4)(e), for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators pertaining to property on Baseline Road.

RECORD OF PROCEEDINGS

CITY OF LAFAYETTE LAFAYETTE URBAN RENEWAL AUTHORITY MEETING

October 10, 2017

Tour of 802 S. Public Rd.

Chair Muller, Commissioners Gross and Williams, and Executive Director Caruso toured 802 S. Public Rd at 6:30 p.m.. The Authority spent time seeing what their approval of a \$60,000 Economic Development Agreement has done to the property (new patios, fencing, electrical) and time talking to each business owner (Due South, Ras Kassas, Delicious Z's, and 12 Point Distillery). Commissioner Harkins arrived at 6:50 p.m.

Opening of the Regularly Scheduled Meeting

Call to Order

Chair Muller opened the October 10, 2017 meeting of the Lafayette Urban Renewal Authority (LURA) at 7:08 p.m. in the City Council Chambers at 1290 South Public Road, Lafayette, Colorado. Those present were Muller, Gross, Harkins, and Williams.

Absent: Commissioners Cutler, Pomeroy, and Ramos.

Also present was Executive Director Roger Caruso.

Public Input

Vicky Uhland, 308 W. Simpson St., had concerns that the minutes from the September 12, 2017 meeting did not fully reflect what Seth White was saying in regards to the letter LURA wrote to City Council regarding the third-party nomination for historic landmarking for Circle Motel.

Uhland discussed the lack of LURA's response to her and Karen Norback's concern of LURA's involvement with the Circle Motel and the citizen petitioned third-party nomination for historic landmarking. Uhland thought that prior leadership of LURA created a rift with Historic Preservation and her hope is with new leadership that will not be an issue.

Uhland had concerns with the food trucks at the Chase Bank parking lot with all the new restaurants in the area. Lastly, Uhland recommended the 2018 professional services be increased to allow a marketing person to help with any new signage.

Minutes – August 8, 2017

Harkins moved to approve the September 12, 2017 meeting minutes, subject to the minutes be updated to reflect Seth White's concerns as mentioned above, seconded by Gross. All voted in favor of the motion.

Staff Reports/Presentations

Update on EDA and Progress

Caruso mentioned that the patios at 802 S. Public Rd. are looking great and the property and business owners are thankful of LURA's support. Caruso mentioned that original bids were \$162k and \$168k. Since staff is acting as the general contractor, LURA's investment at \$60k is still a substantial savings versus bids received. However, fencing cost more than anticipated and as such the \$60k has been spent without 12 Point Distillers getting a new

fence installed at their business. Staff recommends LURA make a motion for the City Administrator, under his authority to spend \$25k or less, to financially assist the owner to install the fencing. Gross made a motion to grant authority to the City Administrator to act under his authority, under \$25k, to financially assist in installing fencing at 12 Point Distillers. Seconded by Williams and approved unanimously.

2017 Amended Budget

Caruso presented the 2017 Amended Budget. Caruso explained that LURA must increase their allocated expenses to not go over. Items not included in the original 2017 budget include expenditures for Boat of the Universe, repaving of the parking lot at Lafayette Florist, the Economic Development Agreement for 802 S. Public Rd., along with LURA's additional \$25k expense approved at this meeting. All money not spent will roll over to the fund balance. December 31, 2017 fund balance will officially be known in February. Council must review any amended budget of LURA's. As such, Council will review this at their October 17, 2017 meeting. Gross moved to approve the 2017 amended budget seconded by Harkins. Motion passed unanimously.

2018 Proposed Budget

Caruso mentioned that the 2018 proposed budget is really where LURA gets to put their mark. Staff put a large expenditure on the Downtown Development (\$1,000,000), Front Porch Design (\$500,000), and the Administrative Fee (\$150,000). Caruso did add a line item for Public Art (\$25,000) to potentially be placed on E. Simpson St. Caruso told the Authority that they can increase or decrease line items, or make new line items. Some examples could be a Bike Rack, Electric Charging Station, Farmers Market, or PIO Marketing line item. After discussion, the board agree to place a PIO Marketing for \$5,000 and a Farmers Market line item for \$3,000. In addition, the board recommended changing Professional Services from \$25,000 to \$50,000. Williams approved to approve the 2018 budget subject to the amendments above, seconded by Gross. Motion passed unanimously.

Small Business Saturday

Caruso mentioned that November 25 is Shop Small Saturday. Shop Small Saturday celebrates small businesses and lets them know that their tax dollars support police, fire, streets, and other City services. Caruso mentioned that businesses can sign up at www.cityoflafayette.com/shopsmall. Last year there were 45 participants with 17 in Old Town. Caruso mentioned that Debbie Wilmot handles Small Business Saturday and asks the businesses to feature a special product in-store, a discount, or an item free to draw buzz. This year the Recreation Center will host 'Shop and Drop'. Parents can drop their children off at the Recreation Center for 3-4 hours for \$4. This is intended to get parents to drop their kids off for events while they shop local.

Promotional Activities for LURA Businesses

Caruso mentioned that the City has taken a number of steps to promote businesses both in and outside LURA. Caruso mentioned that in 2018 staff wants to advertise, through Facebook, a group of businesses once a month, and the other three weeks of the month highlight individual businesses.

Parking Agreement – 811 S. Public Rd.

Caruso presented the parking lot lease agreement for 811 S. Public Rd. This agreement would have LURA leasing 50 parking spaces, with 15 being reserved during banking hours for bank patrons/employees. LURA would be responsible to install signage, restripe the parking lot, and pay for 50% of the costs of snow removal.

East Simpson Street Blades

Caruso stated that the street blade designs have been for Simpson Street at Michigan, Iowa, Gough, and Harrison. Caruso stated they should be up within a few weeks.

2018 Governor’s Award

Caruso mentioned that the 2018 Governor’s Award is coming up. An organization may submit an application for award. The deadline is February 2018. Caruso stated him and Commission William’s will work on this and bring back the proposed projects that meet each criteria, at the November meeting.

New Business/Commissioner Reports

Muller discussed Caruso attending the Urban Redevelopment for Small Developers in Denver on October 18. Caruso will report back to the Commission in November. Muller mentioned the 2018 DCI conference in Boulder. All commissioners said they would try to attend.

Muller discussed the Front Porch Streetscape.

Adjourn to Executive Session

Williams moved to adjourn to Executive Session, according to C.R.S. 24-6-402(4)(e), subject to allowance for Vice Chair Cutler and Commissioners Pomeroy and Ramos to listen to the recordings, for determining positions relative to matters that may be subject to negotiations developing strategy for negotiations and instructing negotiators pertaining to property on N. Public Rd. Harkins seconded the motion. The motion passed unanimously.

LAFAYETTE URBAN RENEWAL AUTHORITY, COLORADO

ATTEST:

Kevin Muller, Chair

Roger Caruso, Executive Director

The minutes herein are a summary of the business conducted at this meeting, not a verbatim transcription. Only the actions taken and text appearing within quotation marks are verbatim.



Lafayette Urban Renewal Authority • 1290 S. Public Road • Lafayette, Colorado 80026

STAFF REPORT

To: LURA
From: Roger Caruso, LURA Executive Director
Date: November 9, 2017
RE: Resolution No. 2017-02 / LURA 2017 Budget Amendment

On October 10, 2017, LURA approved the LURA 2017 Budget Amendment (see attached) at a public hearing. However, all budget amendments require approval of a resolution. Staff is requesting LURA approve Resolution No. 2017-02, LURA 2017 Budget Amendment. It should be noted that all budgets must be presented to City Council for comments. Staff presented the LURA 2017 Budget Amendment to Council on October 17, 2017. Council had no comments regarding the proposed budget amendment.

Fiscal Impact: The remaining projected fund balance after the budget adjustment is \$2,048,196. Any unspent budgeted amounts will actually increase the projected fund balance. The actual ending fund balance will be known in February, 2018.

Attachments: 2017 LURA Budget Amendment Worksheet
Resolution No. 2017-02 / LURA 2017 Budget Amendment
October 4, 2017 Staff Report / 2017 Amended Budget

Exhibit A

Lafayette Urban Renewal Authority
2017 Amended Budget

<u>Description</u>	2017		<u>Year End Projection</u>
	<u>Approved Budget</u>	<u>Actual*</u>	
Revenues -			
Property Taxes	448,370	640,979	640,979
Sales Tax	314,912	0	325,132
Misc Revenues	0	0	0
Interest Income	793	935	1,400
	<u>764,075</u>	<u>0</u>	<u>967,511</u>
Expenditures -			
Books & Periodicals	0	880	1,000
Operating Supplies	87	0	100
Maintenance (Festival Plaza, Starkey Building, Parking Lots)	40,000	9,255	40,000
Legal Fees	0	0	0
County Treasurer's Fees	15,635	9,615	15,635
Professional Services	5,837	85	5,837
Utilities Expense	3,498	2,031	3,498
Administrative Fee	76,410	63,498	125,000
Printing & Publishing	1,631	120	1,631
Memberships & Meetings	4,943	2,516	4,943
Misc Services	316	2,435	4,000
Downtown Development	100,000	163,484	250,000
Public Road Streetscapes	100,000	66,877	250,000
Art Night Out	11,000	5,500	11,000
	<u>359,357</u>	<u>326,294</u>	<u>712,644</u>
Excess Revenues/(Expenditures)	404,718	315,619	254,867
Beginning Fund Balance	1,793,329	1,793,329	1,793,329
Projected Ending Fund Balance	2,198,047	2,108,948	2,048,196

* Actual year-to-date through 08/31/2017
 YEP property tax 2017 is based off 2017 YTD
 YEP sales tax 2017 is based off 2016 actual w/ a 1% climber
 2017 final sales tax actual is not booked until after Jan 1, 2017

**LAFAYETTE URBAN RENEWAL AUTHORITY
RESOLUTION NO. 2017-02**

**A RESOLUTION BY THE LAFAYETTE URBAN RENEWAL AUTHORITY,
CITY OF LAFAYETTE, COLORADO, AMENDING AND REVISING THE
BUDGET FOR FISCAL YEAR 2017 AND AUTHORIZING
SUPPLEMENTAL APPROPRIATIONS THEREFORE**

WHEREAS, the Lafayette Urban Renewal Authority (the “Authority”) was created by Ordinance No. 99-38, Series 1999; and

WHEREAS, in June 2012, the Lafayette City Council passed Resolution 2012-30 approving the appointment of seven commissioners to act as the Board of Directors for the Authority; and

WHEREAS, the Authority operates to eliminate blight and prevent the spread of blight within the urban renewal areas of the City of Lafayette in accordance with the Urban Renewal Law of Colorado; and

WHEREAS, the Authority is to consider at least once a year a proposed Budget and make appropriations for each budget year; and

WHEREAS, on November 10, 2016, the Authority held a public hearing, approved the 2017 Budget and authorized appropriations therefore; and

WHEREAS, the 2017 Budget and appropriations need to be amended to account for unanticipated revenues and expenditures; and

WHEREAS, the Authority conducted a public hearing on November 14, 2017, regarding amendment of the 2017 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Lafayette Urban Renewal Authority of the City of Lafayette, Colorado, as follows:

Section 1. That the 2017 Budget for the Authority as amended and shown in Exhibit A is hereby approved, the expenditures and revenues authorized as reflected in such budget.

Section 2. That the Treasurer is directed to file the approved budget with the Division of Local Government in conformance with the state budget law.

Section 3. That the Executive Director shall attest and affix the seal of the Authority to this resolution.

RESOLVED AND PASSED THIS 14th DAY OF November, 2017.

**LAFAYETTE URBAN RENEWAL
AUTHORITY**

Kevin Muller, Chair

ATTEST:

Roger Caruso
Executive Director

APPROVED AS TO FORM:

David S. Williamson, City Attorney

Exhibit A

Lafayette Urban Renewal Authority 2017 Amended Budget

<u>Description</u>	2017			
	<u>Approved</u>			<u>Year End</u>
	<u>Budget</u>	<u>Actual*</u>		<u>Projection</u>
Revenues -				
Property Taxes	448,370	640,979		640,979
Sales Tax	314,912	0		325,132
Misc Revenues	0	0		0
Interest Income	793	935		1,400
	764,075	0	641,914	0
			967,511	
Expenditures -				
Books & Periodicals	0	880		1,000
Operating Supplies	87	0		100
Maintenance (Festival Plaza, Starkey Building, Parking Lots)	40,000	9,255		40,000
Legal Fees	0	0		0
County Treasurer's Fees	15,635	9,615		15,635
Professional Services	5,837	85		5,837
Utilities Expense	3,498	2,031		3,498
Administrative Fee	76,410	63,498		125,000
Printing & Publishing	1,631	120		1,631
Memberships & Meetings	4,943	2,516		4,943
Misc Services	316	2,435		4,000
Downtown Development	100,000	163,484		250,000
Public Road Streetscapes	100,000	66,877		250,000
Art Night Out	11,000	5,500		11,000
	359,357	326,294		712,644
Excess Revenues/(Expenditures)	404,718	315,619		254,867
Beginning Fund Balance	1,793,329	1,793,329		1,793,329
Projected Ending Fund Balance	2,198,047	2,108,948		2,048,196

* Actual year-to-date through 08/31/2017
 YEP property tax 2017 is based off 2017 YTD
 YEP sales tax 2017 is based off 2016 actual w/ a 1% climber
 2017 final sales tax actual is not booked until after Jan 1, 2017



Lafayette Urban Renewal Authority • 1290 S. Public Road • Lafayette, Colorado 80026

STAFF REPORT

To: LURA
From: Roger Caruso, LURA Executive Director
Date: October 4, 2017
RE: LURA 2017 Budget Amendment

Staff is proposing amendments to the 2017 adopted budget. The adopted budget itself does not grant staff or LURA the ability to spend funds. Funds are only spent throughout the year by staff (following the City's purchasing policies) or through LURA motions. After a budget is adopted, it is not uncommon for LURA to expend funds beyond the budgeted amount. As such, an amended budget is customarily brought to LURA in October or November, to increase the budgeted amounts, so money is not spent beyond the budget.

For example, the 2017 proposed budget allowed administrative fees (the 10% of revenues remitted to the City for administration) of \$76,410 on anticipated revenues of \$764,075. Since LURA revenues have been much higher than anticipated (now anticipated to be \$967,511), the administrative fee must be amended upwards. Staff gives enough room in the proposed budget to allow flexibility until the end of the fiscal year.

Amendment to Expenses:

- **Downtown Development.** The proposed amendment would increase the Downtown Development budget by \$150,000 for an EDA with the property owner at 802 S. Public Rd., smaller grants given throughout the year, and for the purchase of a public art piece.
- **Public Road Streetscape.** The proposed amendment would increase the Streetscape budget by \$150,000. This accounts for the contract with Munding Design for the Front Porch, as well as any construction costs incurred for the Front Porch in 2017.
- **Administrative Fee.** LURA pays 10% of the gross revenues of the Authority to the City of Lafayette as compensation for the General Administrative Support provided by the City to the Authority on an annual basis. Due to increasing revenues (property and sales tax collections), the proposed amendment increases the administrative fee from \$76,410 to \$125,000.

Fiscal Impact: The remaining projected fund balance after the budget adjustment is \$2,048,196. Any unspent budgeted amounts will actually increase the projected fund balance. The actual ending fund balance will be known in February, 2018.

Attachments: 2017 LURA Budget Amendment Worksheet

Exhibit A

Lafayette Urban Renewal Authority 2017 Amended Budget

<u>Description</u>	2017			
	<u>Approved</u>			<u>Year End</u>
	<u>Budget</u>	<u>Actual*</u>		<u>Projection</u>
Revenues -				
Property Taxes	448,370	640,979		640,979
Sales Tax	314,912	0		325,132
Misc Revenues	0	0		0
Interest Income	793	935		1,400
	764,075	0	641,914	0
			967,511	
Expenditures -				
Books & Periodicals	0	880		1,000
Operating Supplies	87	0		100
Maintenance (Festival Plaza, Starkey Building, Parking Lots)	40,000	9,255		40,000
Legal Fees	0	0		0
County Treasurer's Fees	15,635	9,615		15,635
Professional Services	5,837	85		5,837
Utilities Expense	3,498	2,031		3,498
Administrative Fee	76,410	63,498		125,000
Printing & Publishing	1,631	120		1,631
Memberships & Meetings	4,943	2,516		4,943
Misc Services	316	2,435		4,000
Downtown Development	100,000	163,484		250,000
Public Road Streetscapes	100,000	66,877		250,000
Art Night Out	11,000	5,500		11,000
	359,357	326,294		712,644
Excess Revenues/(Expenditures)	404,718	315,619		254,867
Beginning Fund Balance	1,793,329	1,793,329		1,793,329
Projected Ending Fund Balance	2,198,047	2,108,948		2,048,196

* Actual year-to-date through 08/31/2017
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Lafayette Urban Renewal Authority • 1290 S. Public Road • Lafayette, Colorado 80026

STAFF REPORT

To: LURA
From: Roger Caruso, LURA Executive Director
Date: October 4, 2017
RE: Resolution No. 2017-03 / LURA 2018 Budget

On October 10, 2017, LURA approved the LURA 2018 Budget (see attached), at a public hearing. However, all budgets require approval of a resolution. Staff is requesting LURA approve Resolution No. 2017-03, LURA 2018 Budget. It should be noted that all budgets must be presented to City Council for comments. Staff presented the LURA 2018 Budget to Council on October 17, 2017. Council had no comments regarding the proposed budget.

Fiscal Impact: The 2018 LURA estimated revenues are \$983,582 and the estimated expenses are \$1,960,000. The projected 2018 beginning fund balance is \$2,048,196 and the projected year end fund balance is \$1,086,778.

Attachments: 2018 Proposed LURA Budget Worksheet
Resolution No. 2017-03 / LURA 2018 Budget
October 4, 2017 Staff Report

Exhibit A

Lafayette Urban Renewal Authority
2018 Budget Worksheet

Description	Account Number	2016	2017		2018	
		Actual	Approved Budget	Actual*	Year End Projection	Budget
Revenues -						
Property Taxes		\$436,917	\$448,370	640,979	640,979	653,799
Sales Tax		321,913	314,912	0	325,132	328,383
Misc Revenues		0	0	0	0	0
Interest Income		799	793	935	1,400	1,400
		<u>759,629</u>	<u>- 764,075</u>	<u>- 641,914</u>	<u>- 967,511</u>	<u>- 983,582</u>
Expenditures -						
Books & Periodicals	13-103-7050	0	0	880	1,000	1,000
Operating Supplies	13-103-7180	63	87	0	100	1,000
Maintenance (Festival Plaza, Starkey Building, Parking Lots)	13-103-7550	15,963	40,000	9,255	40,000	40,000
Legal Fees	13-103-8090	0	0	0	0	5,000
County Treasurer's Fees	13-103-8140	6,554	15,635	9,615	15,635	25,000
Professional Services	13-103-8150	9,368	5,837	85	5,837	50,000
PIO Marketing	13-103-8150					5,000
Utilities Expense	13-103-8210	3,823	3,498	2,031	3,498	5,000
Administrative Fee	13-103-8240	75,963	76,410	63,498	125,000	150,000
Printing & Publishing	13-103-8520	1,188	1,631	120	1,631	2,000
Memberships & Meetings	13-103-8540	999	4,943	2,516	4,943	5,000
Misc Services	13-103-8890	1,418	316	2,435	4,000	15,000
Downtown Development	13-103-8940	283,139	100,000	163,484	250,000	1,000,000
Farmers Market	13-103-8940					3,000
Additional Public/Private Parking Lots	13-103-8940					50,000
Public Road Streetscapes	13-103-8945	407,418	100,000	66,877	250,000	100,000
Front Porch Design and Improvements	13-103-8945					500,000
Public Art Purchase	13-103-8945					25,000
Art Night Out	13-103-8945					11,000
		<u>11,000</u>	<u>11,000</u>	<u>5,500</u>	<u>11,000</u>	<u>11,000</u>
		<u>816,896</u>	<u>359,357</u>	<u>326,294</u>	<u>- 712,644</u>	<u>- 1,993,000</u>
Excess Revenues/(Expenditures)		(57,267)	404,718	\$ 315,619	254,867	-1,009,418
Beginning Fund Balance		1,850,596	1,793,329	1,793,329	1,793,329	2,048,196
Projected Ending Fund Balance		\$1,793,329	\$2,198,047	2,108,948	2,048,196	1,038,778

* Actual year-to-date through 08/31/2017

Property Tax 2018 is based off 2017 projected w/ a 2% climber

Sales Tax 2018 is based off 2017 YEP w/ a 1% climber

Sales Tax 2017 actual is not booked until after Jan 1, 2017

Sales Tax 2017 YEP is based off actual collections

**LAFAYETTE URBAN RENEWAL AUTHORITY
RESOLUTION NO. 2017-03**

**A RESOLUTION BY THE LAFAYETTE URBAN RENEWAL AUTHORITY,
CITY OF LAFAYETTE, COLORADO, ADOPTING A BUDGET AND
MAKING APPROPRIATIONS FOR THE BUDGET YEAR 2018**

WHEREAS, the Lafayette Urban Renewal Authority (the “Authority”) was created by Ordinance No. 99-38, Series 1999; and

WHEREAS, in June 2012, the Lafayette City Council passed Resolution 2012-30 approving the appointment of seven commissioners to act as the Board of Directors for the Authority; and

WHEREAS, the Authority operates to eliminate blight and prevent the spread of blight within the urban renewal areas of the City of Lafayette in accordance with the Urban Renewal Law of Colorado; and

WHEREAS, the Authority is to consider at least once a year a proposed Budget and make appropriations for each budget year; and

WHEREAS, the Executive Director has submitted such a budget and a public hearing the proposed budget took place on November 14, 2017; and

WHEREAS, the Authority wishes to approve the Budget and make corresponding appropriations;

NOW, THEREFORE, BE IT RESOLVED by the Lafayette Urban Renewal Authority of the City of Lafayette, Colorado, as follows:

Section 1. That the 2018 Budget for the Authority as shown in Exhibit A is hereby approved and the expenditures and revenues shown therein are authorized.

Section 2. That the Treasurer is directed to file the approved budget with the Division of Local Government in conformance with the state budget law.

Section 3. That the Executive Director shall attest and affix the seal of the Authority to this resolution.

RESOLVED AND PASSED THIS 14th DAY OF November, 2017.

**LAFAYETTE URBAN RENEWAL
AUTHORITY**

Kevin Muller, Chair

ATTEST:

Roger Caruso
Executive Director

APPROVED AS TO FORM:

David S. Williamson, City Attorney

Exhibit A

Lafayette Urban Renewal Authority
2018 Budget Worksheet

Description	Account Number	2016	2017		2018	
		Actual	Approved Budget	Actual*	Year End Projection	Budget
Revenues -						
Property Taxes		\$436,917	\$448,370	640,979	640,979	653,799
Sales Tax		321,913	314,912	0	325,132	328,383
Misc Revenues		0	0	0	0	0
Interest Income		799	793	935	1,400	1,400
		<u>759,629</u>	<u>- 764,075</u>	<u>- 641,914</u>	<u>- 967,511</u>	<u>- 983,582</u>
Expenditures -						
Books & Periodicals	13-103-7050	0	0	880	1,000	1,000
Operating Supplies	13-103-7180	63	87	0	100	1,000
Maintenance (Festival Plaza, Starkey Building, Parking Lots)	13-103-7550	15,963	40,000	9,255	40,000	40,000
Legal Fees	13-103-8090	0	0	0	0	5,000
County Treasurer's Fees	13-103-8140	6,554	15,635	9,615	15,635	25,000
Professional Services	13-103-8150	9,368	5,837	85	5,837	50,000
PIO Marketing	13-103-8150					5,000
Utilities Expense	13-103-8210	3,823	3,498	2,031	3,498	5,000
Administrative Fee	13-103-8240	75,963	76,410	63,498	125,000	150,000
Printing & Publishing	13-103-8520	1,188	1,631	120	1,631	2,000
Memberships & Meetings	13-103-8540	999	4,943	2,516	4,943	5,000
Misc Services	13-103-8890	1,418	316	2,435	4,000	15,000
Downtown Development	13-103-8940	283,139	100,000	163,484	250,000	1,000,000
Farmers Market	13-103-8940					3,000
Additional Public/Private Parking Lots	13-103-8940					50,000
Public Road Streetscapes	13-103-8945	407,418	100,000	66,877	250,000	100,000
Front Porch Design and Improvements	13-103-8945					500,000
Public Art Purchase	13-103-8945					25,000
Art Night Out	13-103-8945					11,000
		<u>11,000</u>	<u>11,000</u>	<u>5,500</u>	<u>11,000</u>	<u>11,000</u>
		<u>816,896</u>	<u>359,357</u>	<u>326,294</u>	<u>- 712,644</u>	<u>- 1,993,000</u>
Excess Revenues/(Expenditures)		(57,267)	404,718	\$ 315,619	254,867	-1,009,418
Beginning Fund Balance		1,850,596	1,793,329	1,793,329	1,793,329	2,048,196
Projected Ending Fund Balance		\$1,793,329	\$2,198,047	2,108,948	2,048,196	1,038,778

* Actual year-to-date through 08/31/2017

Property Tax 2018 is based off 2017 projected w/ a 2% climber

Sales Tax 2018 is based off 2017 YEP w/ a 1% climber

Sales Tax 2017 actual is not booked until after Jan 1, 2017

Sales Tax 2017 YEP is based off actual collections



Lafayette Urban Renewal Authority • 1290 S. Public Road • Lafayette, Colorado 80026

STAFF REPORT

To: LURA
From: Roger Caruso, LURA Executive Director
Date: October 4, 2017
RE: LURA 2018 Budget

Attached, please find staff's proposed LURA 2018 budget. The budget itself does not grant staff or LURA the ability to spend funds. Funds are spent throughout the year by staff (following the City's purchasing policies) or through LURA motions. The proposed budget line items do not guarantee LURA will spend the amounts shown. For example, the \$1,000,000 in downtown development does not mean LURA will be entertaining or incentivizing such a project. However, if the amount is set at \$0, and LURA wishes to incentivize a project, on top of the normal economic development agreement procedure (drafting of an EDA and LURA approval), LURA would also be required to have a public hearing on amending the budget from \$0 upwards, and have a proposed budget amendment sent to Council for their comments. The budgeted amounts are set high enough so amendments to the budget are not necessary.

For example, the 2018 proposed budget lists anticipated revenues of \$983,582. This is based off 2017 proposed property and sales tax collections with a small climber. The administrative fee (the 10% of revenues remitted to the City for administration) would then be \$98,358. However, since 2018 will see full year operation of businesses that came in during the middle of 2017, and since 2018 should see two new sales tax generating businesses (12 Point Distillery and Tangerine), we can anticipate the revenues will be higher and therefore the administrative expense should be higher. Keeping revenues low and expenses high is better than revenues high and expenses low.

Revenues:

- The projected revenues include an estimated \$653,799 in property tax and \$328,383 in sales tax. For information, per the Urban Renewal Plan, prior to the undertaking of any urban renewal project in which the cost is reasonably anticipated to exceed 40 percent of the budgeted amount of LURA's tax increment revenue, LURA shall present such proposed project to Council and obtain consent to proceed with the project. LURA's 2018 budgeted tax increment revenue is \$983,582 (which includes interest on investments), and 40 percent of that revenue is \$393,432.80.

Expenses:

- Maintenance. The proposed \$40,000 includes monies to off set the cost of maintaining Festival Plaza; monies to offset expenses of maintaining new landscaping on Public Road; and snow removal for public parking lots on Public Road and Simpson Street.

- Downtown Development. The proposed \$1,000,000 is a placeholder for downtown development projects that could arise in 2018, as well as new public/private parking lot lease expenses.
- Public Road Streetscapes. The proposed \$600,000 includes \$100,000 for miscellaneous streetscape improvements (street-tree replacement, and landscaping and streetscape furniture improvements) and \$500,000 for the Front Porch (streetscape project on Public Road between E. Geneseo St. and E. Cleveland St).
- Printing and Publishing, Operating Supplies, and Memberships and Meetings. All show increases for 2018 vs. 2017.
- Administrative Fee. Due to increases in revenues from proposed 2018 to 2017 budgeted (\$983,582 vs. \$764,075) the administrative fee would be \$98,358. However, in anticipation of new sales tax generating users, staff recommends it be set at \$150,000.

Fiscal Impact: The 2018 LURA estimated revenues are \$983,582 and the estimated expenses are \$1,960,000. The projected 2018 beginning fund balance is \$2,048,196 and the projected year end fund balance is \$1,086,778.

Attachments: 2018 Proposed LURA Budget Worksheet

Exhibit A

Lafayette Urban Renewal Authority
2018 Budget Worksheet

Description	Account Number	2016	2017		2018	
		Actual	Approved Budget	Actual*	Year End Projection	Budget
Revenues -						
Property Taxes		\$436,917	\$448,370	640,979	640,979	653,799
Sales Tax		321,913	314,912	0	325,132	328,383
Misc Revenues		0	0	0	0	0
Interest Income		799	793	935	1,400	1,400
		<u>759,629</u>	<u>- 764,075</u>	<u>- 641,914</u>	<u>- 967,511</u>	<u>- 983,582</u>
Expenditures -						
Books & Periodicals	13-103-7050	0	0	880	1,000	1,000
Operating Supplies	13-103-7180	63	87	0	100	1,000
Maintenance (Festival Plaza, Starkey Building, Parking Lots)	13-103-7550	15,963	40,000	9,255	40,000	40,000
Legal Fees	13-103-8090	0	0	0	0	5,000
County Treasurer's Fees	13-103-8140	6,554	15,635	9,615	15,635	25,000
Professional Services	13-103-8150	9,368	5,837	85	5,837	25,000
Utilities Expense	13-103-8210	3,823	3,498	2,031	3,498	5,000
Administrative Fee	13-103-8240	75,963	76,410	63,498	110,000	98,358
Printing & Publishing	13-103-8520	1,188	1,631	120	1,631	2,000
Memberships & Meetings	13-103-8540	999	4,943	2,516	4,943	5,000
Misc Services	13-103-8890	1,418	316	2,435	4,000	15,000
Downtown Development	13-103-8940	283,139	100,000	163,484	250,000	1,000,000
Additional Public/Private Parking Lots	13-103-8940					50,000
Public Road Streetscapes	13-103-8945	407,418	100,000	66,877	250,000	100,000
Front Porch Design and Improvements	13-103-8945					500,000
Public Art Purchase	13-103-8945					25,000
Art Night Out	13-103-8945	11,000	11,000	5,500	11,000	11,000
		<u>816,896</u>	<u>- 359,357</u>	<u>- 326,294</u>	<u>- 697,644</u>	<u>- 1,322,358</u>
Excess Revenues/(Expenditures)		(57,267)	404,718	\$ 315,619	269,867	-338,776
Beginning Fund Balance		1,850,596	1,793,329	1,793,329	1,793,329	2,063,196
Projected Ending Fund Balance		\$1,793,329	\$2,198,047	2,108,948	2,063,196	1,724,420

* Actual year-to-date through 08/31/2017

Property Tax 2018 is based off 2017 projected w/ a 2% climber

Sales Tax 2018 is based off 2017 actual w/ a 1% climber

Sales Tax 2017 actual is not booked until after Jan 1, 2017

Sales Tax 2017 YEP is based off 2016 YRD collections