



## EVANS REDEVELOPMENT AGENCY

### AGENDA

Regular Meeting  
November 5, 2013

**Immediately Following City Council Meeting**

Evans Redevelopment Agency meeting packets are prepared several days prior to the meetings. This information is reviewed and studied by the Agency members, eliminating lengthy discussions to gain basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis. An informational packet is available for public inspection on our website at [www.cityofevans.org](http://www.cityofevans.org) and posted immediately on the bulletin board adjacent to the Council Chambers.

1. CALL TO ORDER

2. PLEDGE

3. ROLL CALL

Chair:  
Vice Chair:  
Members:

Lyle Achziger  
John Morris  
Laura Brown  
Mark Clark  
April Neibauer  
Brian Rudy  
Jay Schaffer

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

A. Approval of Minutes of April 16, 2013

6. NEW BUSINESS

A. Resolution No. ERA 005-2013 Adoption of 2014 Budget

B. Resolution No. ERA-006-2013 Posting of Agendas

7. REPORTS

8. EXECUTIVE SESSION

A. For the purpose of discussing matters that may be subject to negotiations  
C.R.S. 24-6-402(4)(e).

9. ADJOURNMENT

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## ERA COMMUNICATION

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**DATE:** November 5, 2013

**AGENDA ITEM** 5.A

**SUBJECT:** Approval of Minutes

**PRESENTED BY:** Evans City Clerk

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**AGENDA ITEM DESCRIPTION:**

Approval of minutes from:

- April 16, 2013

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**FINANCIAL SUMMARY:**

N/A

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**RECOMMENDATION:**

N/A

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**SUGGESTED MOTIONS:**

*"I move to approve the minutes as presented."*

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**EVANS REDEVELOPMENT AGENCY**  
**AGENDA**  
Regular Meeting  
April 16, 2013  
Immediately Following City Council Meeting

**CALL TO ORDER**

Chair Achziger called the meeting to order at 8:15 p.m.

**PLEDGE**

**ROLL CALL**

Present: Chair Achziger, Vice-chair Morris, Commissioners Brown, Burmont, Neibauer, Rudy and Schaffer

**APPROVAL OF AGENDA**

Commissioner Morris made the motion, seconded by Commissioner Schaffer, to approve the agenda. The motion passed with all voting in favor thereof.

**CONSENT AGENDA**

- A. Approval of Minutes of December 4, 2012**
- B. Approval of Minutes of February 19, 2013**

Commission Rudy made the motion, seconded by Commissioner Schaffer, to adopt the consent agenda. The motion passed with all voting in favor thereof.

**NEW BUSINESS**

**A. Adoption of Resolution No. ERA-002-2013 – A Resolution Adopting the 2013 Budget**

Jessica Gonifas, Deputy City Manager, discussed the requirement for the Evans Redevelopment Agency (ERA) to adopt, by Resolution, an annual budget and to make annual appropriations according to the procedures outlined under state law. She explained that the sole source of funding for the ERA 2013 budget is a transfer from the City in the form of a loan. She also explained that the revenues, expenditures, and transfers have been previously reviewed by the ERA.

Commissioner Burmont asked about the increase in supplies and services from 2012 to 2013 for the ERA.

Ms. Gonifas explained that the increase was due to a larger need for professional services in 2013.

Sheryl Trent, Community and Economic Development Director, clarified what types of supplies and services would be needed during 2013.

Commissioner Burmont requested to see more detail from staff about the supply and service budget for 2013.

Staff agreed that they would provide him more information.

Commissioner Schaffer made the motion, seconded by Commissioner Brown, to adopt Resolution ERA-002-2013. The motion passed with all voting in favor thereof.

**B. Adoption of Resolution No. ERA-003-2013 - A Resolution Adopting Financial Policies for the Agency**

Ms. Trent introduced the Resolution and explained that the ERA has adopted bylaws, a 2013 budget, a cooperation agreement for funding with the City of Evans, but the ERA needs adopt financial policies established by the Resolution. She talked about the purchasing policies for the ERA board to approve expenses over \$100,000, and expenses under that amount would be approved by the Executive Director.

Vice-chair Morris made a technical amendment to Section 1A.3 of the budget schedule.

Vice-chair Morris made the motion, seconded by Commissioner Schaffer, to adopt Resolution ERA-003-2013. The motion passed with all voting in favor thereof.

**C. Adoption of Resolution No. ERA-004-2013 - A Resolution Authorizing Contract Authority**

Ms. Trent, explained that the Resolution would delegate the authority to the Executive Director to sign any contract up to \$100,000 for professional services as necessary to implement strategies approved by the ERA.

Chair Achziger clarified about the authority provided to the Executive Director according to the Resolution.

Commissioner Schaffer made the motion, seconded by Commissioner Brown, to adopt Resolution ERA-004-2013. The motion passed with all voting in favor thereof.

**REPORTS**

There were no reports.

**ADJOURNMENT**

The meeting adjourned at 8:26 p.m.

NOT YET APPROVED

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# EVANS REDEVELOPMENT AGENCY COMMUNICATION

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**DATE:** November 5, 2013

**AGENDA ITEM:** 6.A

**SUBJECT:** 2014 Budget  
Resolution No. ERA-005-2013 - Adopting 2014 Budget

**PRESENTED BY:** Jessica Gonifas, CPA, Deputy City Manager

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## AGENDA ITEM DESCRIPTION:

The Evans Redevelopment Agency Board, by resolution, shall adopt an annual budget and shall make annual appropriations pursuant to procedures outlined by State law. The revenues, expenditures, and transfers have been previously reviewed by the Commission.

Resolution No. ERA-005-2013 adopts the annual budget.

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## FINANCIAL SUMMARY:

The proposed 2014 budget resolution is attached along with the updated Long Range Plan. You will notice only prior and current years are included in the long range plans, no projections for future years. Due to the nature of the limited scope of ERA business, it does not lend itself to long term planning because the project horizon is usually less than one year.

The sole source of funding for the ERA 2014 budget is a transfer from the City in the form of a loan.

Details of all financial items are available for Council or Citizens upon request from the Finance Department by contacting Jessica Gonifas at 970-475-1106 or [jgonifas@evanscolorado.gov](mailto:jgonifas@evanscolorado.gov).

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## RECOMMENDATION:

Staff recommends adoption of the resolution.

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## SUGGESTED MOTIONS:

*I move to adopt Resolution No. ERA-005-1013.*

*I move to deny adoption of Resolution No. ERA-005-2013.*

*I move to adopt Resolution No. ERA-005-2013 as amended.*



**EVANS REDEVELOPMENT AGENCY**

**RESOLUTION NO. ERA-005-2013**

**A RESOLUTION ADOPTING A BUDGET FOR THE EVANS  
REDEVELOPMENT AGENCY, FOR THE CALENDAR YEAR  
BEGINNING THE 1ST DAY OF JANUARY, 2014 AND ENDING ON THE  
LAST DAY OF DECEMBER, 2014**

WHEREAS, the Evans Redevelopment Agency (the “Agency”) is a public body corporate and politic, and has been duly created, organized, established and authorized by the City of Evans, Colorado (the “City”) to transact business and exercise its powers as an urban renewal Agency, all under and pursuant to the Colorado Urban Renewal Law, constituting Part 1 of Article 25 of Title 31, Colorado Revised Statutes, as amended (the “Act”); and

WHEREAS, the Executive Director has submitted a proposed 2014 budget to the governing body on October 15, 2013 for its consideration;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE EVANS REDEVELOPMENT AGENCY, COLORADO:

Section 1. That estimated revenues and transfers in for 2014 for each fund are as follows:

General Fund	\$408,710
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Section 2. That estimated expenditures and transfers out for 2014 for each fund are as follows:

General Fund	\$408,710
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Section 3. That the 2014 Budget hereby approved and adopted shall be signed by the Chair of the Evans Redevelopment Agency, and made a part of the public records of the Evans Redevelopment Agency.

PASSED AND ADOPTED, SIGNED AND APPROVED, THE 5th DAY OF November, 2013.

ATTEST:

EVANS REDEVELOPMENT AGENCY

\_\_\_\_\_  
Secretary/Executive Director

By: \_\_\_\_\_  
Lyle Achziger, Chair

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# **EVANS REDEVELOPMENT AGENCY COMMUNICATION**

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**DATE:** November 5, 2013

**AGENDA ITEM:** **6.B**

**SUBJECT:** Resolution No. ERA-006-2013, A Resolution Adopting the Posting Locations Evans Redevelopment Agency

**PRESENTED BY:** Sheryl Trent, Community and Economic Development Director

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## **PROJECT DESCRIPTION**

The City of Evans formed an Urban Renewal Authority (known as the Evans Redevelopment Agency) in 2009 for the purpose of redevelopment. The ERA is a separate entity from the City of Evans and as such will have to fund personnel and other costs in a separate budget. The Agency has by laws and a cooperation agreement, but also needs other administrative resolutions as required by law. One of those resolutions indicates where agendas will be posted. In the case of the ERA agendas will be posted in the lobby and on the website.

## **BACKGROUND**

The Evans Redevelopment Agency is required by law to adopt a resolution stating the posting of the meeting agendas.

## **FINANCIAL IMPACT**

None.

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## **STAFF RECOMMENDATION**

I recommend that the ERA approve Resolution No. ERA-006-2013

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## **RECOMMENDED CITY COUNCIL MOTION**

*"I move to approve Resolution No. ERA-006-2013as presented."*

*"I move to deny Resolution No. ERA-006-2013."*

*"I move to approve Resolution No. ERA-006-2013 with the following changes ..... "*

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**EVANS REDEVELOPMENT AGENCY**

**RESOLUTION NO. ERA 006-2013**

**A RESOLUTION DESIGNATING PUBLIC PLACING FOR THE POSTING OF  
NOTICE OF MEETINGS OF THE EVANS REDEVELOPMENT AGENCY**

**WHEREAS**, C.R.S. § 24-6-402(2)(c) requires local public bodies, including the Evans Redevelopment Agency, to annually designate a public place or places to post notice of meetings in compliance with the Colorado Sunshine Law, Article 6 of Title 24, C.R.S.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Evans Redevelopment Agency that:

Section 1. The following locations are hereby designated as the official places for posting notice of public meetings of the Evans Redevelopment Agency:

1. The bulletin board in the lobby area of City Hall, 1100 37th Street, Evans, Colorado.
2. The City's website at [www.evanscolorado.gov](http://www.evanscolorado.gov).

Section 2. This Resolution shall become effective immediately upon adoption and shall be repealed upon the adoption of any subsequent resolution designating public places for posting unless such subsequent resolution otherwise provides.

INTRODUCED, READ AND ADOPTED this 5th day of November, 2013.

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Lyle Achziger  
Chair

ATTEST:

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Sheryl Trent  
Secretary/Executive Director

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## COUNCIL COMMUNICATION

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**DATE:** November 5, 2013  
**AGENDA ITEM:** 8.A  
**SUBJECT:** Adjournment to Executive Session

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**AGENDA ITEM DESCRIPTION:**

Pursuant to 24-6-402(4)(e), the Evans Redevelopment Agency will adjourn into an Executive Session for the local public body to receive legal advice on specific legal questions under C.R.S. 24-6-402(4)(b).

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**FINANCIAL SUMMARY:**

N/A

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**RECOMMENDATION:**

N/A

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**SUGGESTED MOTIONS:**

*“Pursuant to CRS 24-6-402(4)(b), I move to go into Executive Session to receive counsel on specific legal questions.”*

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