

**EVANS REDEVELOPMENT AGENCY  
AGENDA**

Regular Meeting  
October 4, 2016

**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. ROLL CALL

Chair:	John Morris
Vice-Chair:	Brian Rudy
Commissioners:	Mark Clark
	Sherri Finn
	Lance Homann
	Jay Schaffer
	Laura Speer

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

A. Approval of the July 19, 2016 Minutes

5. NEW BUSINESS

A. Public Hearing – Resolution No. ERA-005-2016 – 2017 Budget Adoption

6. REPORTS

7. ADJOURNMENT

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## ERA COMMUNICATION

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**DATE:** October 4, 2016  
**AGENDA ITEM:** 4.A  
**SUBJECT:** Approval of Minutes  
**PRESENTED BY:** Evans City Clerk

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**AGENDA ITEM DESCRIPTION:**

Approval of ERA minutes from July 19, 2016.

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**FINANCIAL SUMMARY:**

N/A

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**RECOMMENDATION:**

N/A

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**SUGGESTED MOTIONS:**

*"Mr. Chairman, I move to approve the Consent Agenda."*

*OR*

*"Mr. Chairman, I move to deny/amend the minutes as presented."*

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**EVANS REDEVELOPMENT AGENCY**  
MINUTES  
July 19, 2016

**CALL TO ORDER**

Chairman Morris called the meeting to order at 9:17 p.m.

**ROLL CALL**

Present: Chairman Morris, Vice-Chair Rudy, Commissioners Clark, Finn, Homann, Schaffer, and Speer

**APPROVAL OF AGENDA**

Vice-Chair Rudy made the motion, seconded by Commissioner Clark, to adopt the Agenda. The motion passed with all voting in favor thereof.

**CONSENT AGENDA**

**A. Approval of Minutes of May 3, 2016**

Vice-Chair Rudy made the motion, seconded by Commissioner Clark, to adopt the Consent Agenda. The motion passed with all voting in favor thereof.

**NEW BUSINESS**

**A. Consideration of Contract with SBrand Consulting, LLC for Economic Development Services**

Scott Krob, City Attorney, discussed the contract between the City of Evans and SBrand, and explained that the Agency also needed to resolve the same matter with SBrand.

Commissioner Schaffer discussed the matter between SBrand and the City. He explained that he had changed his mind about this decision and felt that this decision should be dealt with administratively.

Vice-Chair Rudy made the motion, seconded by Commissioner Clark, that the Evans Redevelopment Agency not honor the agreement between the Agency and SBrand, and that the City Manager direct SBrand and Sheryl Trent to immediately cease doing any further work for the Agency without express approval.

The motion passed 6-1 with Commissioner Schaffer opposed.

**REPORTS**

**A. Executive Director**

There were no comments from the ERA Executive Director.

**B. ERA Attorney**

There were no comments from the ERA Attorney.

**ADJOURNMENT**

The meeting adjourned at 9:10 p.m.

  
Raegan Robb, City Clerk

DRAFT

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# EVANS REDEVELOPMENT AGENCY COMMUNICATION

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**DATE:** October 4, 2016

**AGENDA ITEM:** 5.A

**SUBJECT:** 2017 Budget  
Resolution No. ERA-005-2016 - Adopting 2017 Budget

**PRESENTED BY:** Jacque Troudt, CPA, City Finance 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-005-2016 adopts the annual budget.

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## FINANCIAL SUMMARY:

The proposed 2017 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 sources of funding for the ERA budget historically include a transfer from the City in the form of a loan and rental income. Due to prior year savings, the 2017 budgeted expenditures are larger than the budgeted revenue.

Details of all financial items are available for Council or Citizens upon request from the Finance Department by contacting Jacque Troudt at 970-475-1127 or [jtroudt@evanscolorado.gov](mailto:jtroudt@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-005-2016.*

*I move to deny adoption of Resolution No. ERA-005-2016.*

*I move to adopt Resolution No. ERA-005-2016 as amended.*

**EVANS REDEVELOPMENT AGENCY**

**RESOLUTION NO. ERA-005-2016**

**A RESOLUTION ADOPTING A BUDGET FOR THE EVANS  
REDEVELOPMENT AGENCY, FOR THE CALENDAR YEAR  
BEGINNING THE 1ST DAY OF JANUARY, 2017 AND ENDING ON THE  
LAST DAY OF DECEMBER, 2017**

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 2017 budget to the governing body on October 4, 2016 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 2017 for each fund are as follows:

General Fund	\$0
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Section 2. That estimated expenditures and transfers out for 2017 for each fund are as follows:

General Fund	\$189,210
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Section 3. That the 2017 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 4<sup>th</sup> DAY OF October, 2016.

ATTEST:

EVANS REDEVELOPMENT AGENCY

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

By: \_\_\_\_\_  
John Morris, Chair

**Evans Redevelopment Agency  
General Fund Long Range Financial Plan**

	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projected	2017 Budget	2018 Projected	2019 Projected
Beginning Fund Balance	-	-	952,532	103,920	145,635	291,715	102,505	102,505
<b>Revenues:</b>								
Loan from City of Evans	1,373,250	1,212,808	1,684,114	4,319	755,791	-	-	-
Miscellaneous Revenue	-	20,036	92,690	195,316	230,000	-	-	-
<b>Total revenues</b>	<b>1,373,250</b>	<b>1,232,844</b>	<b>1,776,804</b>	<b>199,635</b>	<b>985,791</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures:</b>								
Personnel	34,648	27,910	5,144	4,319	89,210	89,210	-	-
Supplies & Services	136,369	241,632	288,337	153,601	269,500	100,000	-	-
Capital	1,202,233	10,770	2,331,935	-	481,000	-	-	-
<b>Total Expenditures</b>	<b>1,373,250</b>	<b>280,312</b>	<b>2,625,416</b>	<b>157,920</b>	<b>839,710</b>	<b>189,210</b>	<b>-</b>	<b>-</b>
<b>Excess Revenue Over (under) Expenditures</b>	<b>-</b>	<b>952,532</b>	<b>(848,612)</b>	<b>41,715</b>	<b>146,080</b>	<b>(189,210)</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>-</b>	<b>952,532</b>	<b>103,920</b>	<b>145,635</b>	<b>291,715</b>	<b>102,505</b>	<b>102,505</b>	<b>102,505</b>
CT	-	952,532	103,920	145,635				

<i>Loan from City Balance</i>	<i>1,373,250</i>	<i>2,586,058</i>	<i>4,270,172</i>	<i>4,274,491</i>	<i>5,030,281</i>	<i>4,549,281</i>
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Line Item Budget

**Evans  
Redevelopment  
Agency**

**Account  
codes**

**2016**

**2017**

<b>Personnel</b>		89,210.36	89,210.36
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<b>Office Supplies</b>	8220	\$ 5,000.00	\$ 5,000.00
		\$ 5,000.00	\$ 5,000.00

<b>Professional and Technical Services</b>	8320	\$ 261,500.00	\$ 92,000.00
Retail Consultants		\$ 41,000.00	\$ 11,500.00
Finance Consultants		\$ 30,000.00	\$ 5,000.00
Legal		\$ 50,000.00	\$ 10,000.00
Planning		\$ 50,000.00	\$ 20,000.00
Title Work		\$ 500.00	\$ 500.00
Public Relations/Marketing		\$ 40,000.00	\$ 15,000.00
Property Taxes		\$ 10,000.00	\$ 10,000.00
Demographic Updates		\$ 5,000.00	\$ 5,000.00
Architecture		\$ 25,000.00	\$ 5,000.00
Property Management		\$ 10,000.00	\$ 10,000.00

<b>Transportation and Training</b>	8360	\$ 3,000.00	\$ 3,000.00
ICSC		\$ 3,000.00	\$ 3,000.00

<b>Capital Acquisition</b>		\$ -	\$ -
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Land Purchases 118380008670

<b>TOTAL PERSONNEL</b>		\$ 89,210.36	\$ 89,210.36
<b>TOTAL SUPPLIES AND SERVICES</b>		\$ 269,500.00	\$ 100,000.00
<b>TOTAL CAPITAL</b>		\$ -	\$ -
<b>TOTAL BUDGET</b>		\$ 358,710.36	\$ 189,210.36