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

**Held on Wednesday, December 11, 2019**

**City Hall – Pikes Peak Conference Room - 11:00 A.M.**

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| In attendance were:  |  |  |
| Commissioners:  |  | Lori Bellingham  |
|  |  | Randy Case  |
|  |  | Tiffany Colvert |
|  |  | Gary Feffer |
|  |  | Jill Gaebler  |
|  |  | Toby Gannett |
|  |  | Maureen Juran |
|  |  | Jim Mason |
|  |  | Brian Olson |
|  |  | Anthony Perez |
|  |  |  |
| Absent:  |  | John OlsonWynne PalermoPeter Scoville |
| 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: See sign in sheet.

**Item 1 – Call to Order**

Chair Randy Case called the meeting to order at 11:06 a.m.

**Item 2 –Approval of the November 13, 2019 CSURA Meeting Minutes**

A motion was made by Commissioner Toby Gannett, seconded by Commissioner Anthony Perez to approve the CSURA meeting minutes of November 13, 2019. The motion passed 7 – 0.

**Item 3 –Approval of the November 20, 2019 CSURA Special Meeting Minutes**

A motion was made by Commissioner Toby Gannett, seconded by Commissioner Maureen Juran to approve the CSURA special meeting minutes of November 20, 2019. The motion passed 7 – 0.

Commissioner Jim Mason entered the meeting.

**Item 4 –Approval of the Financial Report as of November 30, 2019**

Carrie Bartow reviewed the monthly revenue and expenditures report as of November 30, 2019 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 Tiffany Colvert, seconded by Commissioner Jim Mason to approve the Financial Report and check register as November 30, 2019. The motion passed 8 - 0.

**Item 5 – Citizen Comment**

None

**Item 6 – Approval of the 2020 CSURA Budget/Resolution**

Carrie Bartow, CliftonLarsonAllen CPA reviewed the draft of the CSURA 2020 Budget as presented in the agenda packet. It is anticipated that CSURA will end the current year with approximately $401,869.00 in the general fund. General fund revenues for 2020 are projected to be $661,731.00 and expenditures are projected to be $508,750.00

Commissioner Jill Gaebler entered the meeting.

Commissioner Gary Feffer entered the meeting.

A motion was made by Commissioner Toby Gannett, seconded by Commissioner Bryan Olson to approve **Resolution No: 16-19:**

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 2020, AND ENDING ON THE LAST DAY OF DECEMBER 2020. The motion passed 10 - 0.

**Item 7 – Annual Meeting Notice Location**

David Neville stated the meeting notice location is not voted upon until the first meeting of the year. The meeting notice posting location was withdrawn from the agenda.

The meeting date for the January meeting was discussed. The board approved moving the January 22nd meeting to the 29th since Chair Randy Case would not be in town for the 22nd meeting.

Chair Randy Case suggested reviewing the by-laws to see if a board member who could not attend the meeting would be allowed to vote on items by phone. There is not a conference calling phone in the Blue River Board Room. The phone that is in there can only receive one call and the microphone is placed so the board members can hear it when placed on speaker phone.

The board also discussed the location of the CSURA meetings. The schedule for the 2020 meeting locations is set for the Utilities Building in the Blue River Board Room. Four times during the year the meetings will be moved back to the Pikes Room due to conflicts with the Utility Board meetings.

Tiffany Colvert suggested having all of the board meetings at City Hall instead of changing back and forth. The change of the meeting locations is confusing not only to the board members but also to the public. Tiffany Colvert stated parking was more cumbersome when the meetings are held at utilities.

Brian Olson stated there should be video recording of the meetings for transparency. Jariah Walker stated that our website was the most transparent in the state as all of the CSURA documents are posted on the website.

Jill Gaebler stated she would check with Council’s communication staff to see if there was the capability for videoing the meetings.

Jariah Walker stated that it was a tough meeting location for presenters. Jim Mason stated it may be tough for presenter but they get more work done at city hall looking across from each other.

A motion was made by Commissioner Jim Mason, seconded by Commissioner Tiffany Colvert to keep the location of the meetings for 2020 at City Hall. The motion passed 10 - 0.

**Item 8 – Executive Director’s Report**

Jariah Walker presented the Executive Director’s Report for December 2019. Please refer to the agenda attachment and board meeting audio for the complete report.

**Item 9 – Non-Agenda Item**

**Item 10 – Adjournment**

There being no further business the meeting adjourned at 12:17 p.m.

The next regular CS Urban Renewal Authority Board Meeting is scheduled for January 29, 2020. It will be held at the CS Utilities Building in the Blue River Board Room on the 5th Floor, 121 South Tejon Street at 11:00 – 1:00 P.M.

**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)