



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes LIFT

approved as amended
05/11/2017

Thursday, April 13, 2017

6:30 PM

Community Room

1. Introduction of Board Members

2. Roll Call

Present 6 - Board Member Brzeczek, Board Member Elrod, Board Member Henderson, Chairman Schlachter, Board Member Seiler, and Vice Chair Toole

Absent 1 - Board Member Millar

a) [ID# 17-106](#) Election of Officers

Board Member Toole nominated Kyle Schlachter as Board Chair.

There being no other nominations for Board Chair, Clerk Heffner polled the board. The vote is 6-0. Kyle Schlachter is unanimously appointed as Board Chair.

Chair Schlachter called for nominations for Vice Chair.

Carol Brzeczek nominated herself for Vice Chair

Ryan Toole nominated himself for Vice Chair

Chair Schlachter called for a vote on Carol Brzeczek. The vote is 1-5, with Board Member Brzeczek voting yes. The vote fails.

Chair Schlachter called for a vote on Ryan Toole. The vote is 6-0. Ryan Toole is unanimously voted Vice Chair.

3. Approval of Agenda

Board Member Brzeczek requested that a discussion of the upcoming workshop be added to the agenda under "New Business". With no opposition, the item is added as 7(b).

4. Public Comment

Jeanie Erickson - Requesting that citizens be able to speak after New Business/ item(s) /Start time of LIFT meetings.

Pam Chadbourne - Wants the Board to revise the Columbine Square URP / Urban Renewal is for projects, not for "undertakings" or "activities"

5. General Business

a) [ID# 17-109](#) Discussion of Council's Protocols and Legislative Rules

The Board discussed Council Protocols

- b) [Resolution 1-2017](#) A resolution specifying the location where notices of public meetings are to be posted and the newspaper where notices and other information required to be published will be printed for 2017.
- Chair Schlacter moved and Board Member Seiler seconded to approve LIFT Resolution 1, 2017. Board Member Brzeczek moved and Board Member Elrod seconded to amend the main motion to strike the third Whereas in the resolution. The motion failed 3-3, with Board Members Schlacter, Toole and Seiler.
- The vote on the main motion carried unanimously.
- c) [ID# 17-105](#) Discussion of recording secretary
- This item will be added to the workshop/study session.*
- d) [ID# 17-103](#) Discussion of LIFT Director
- The Board would like to have a job description. There is no written job description at this time.*
- e) [ID# 17-104](#) Discussion of legal representation
- Attorney Hoffman stated he would stay on as legal counsel until LIFT finds a new attorney, but at some point he will be backing away from legal counsel for LIFT.*
- f) [ID# 17-100](#) Cooperation Agreement between City of Littleton and LIFT
- The agreement does not expire until November 1, 2017. City staff will review and bring back for the Boards review.*

6. Financial Report

- a) [ID# 17-101](#) LIFT Financial Reports as of March 31, 2017
- City Finance Director Hooten provided an update on the financial health of LIFT.
- b) [ID# 17-102](#) Discussion of Refund request from Arapahoe County from LIFT
- The Board discussed items 6(b) and 6(c) together. Attorney Hoffman stated the Board has one debt, to the City of Littleton. The Colorado Revised Statutes state that when LIFT has paid all debt, they would then pay back to the property tax increment. Attorney Hoffman's recommendation is to return the increment's for all the plans first, as they have been repealed by city council, except for Columbine Square.
- c) [ID# 17-108](#) Discussion of Refund request from Littleton Public Schools from LIFT
- Board Member Brzeczek moved and Board Member Toole seconded that the LIFT Board refund all property tax increment that was collected in the Littleton Blvd. Urban Renewal Plan Area, the North Broadway Renewal Plan Area and the Santa Fe Renewal Plan Area for property tax collected in tax years 2015 and 2016.
- The motion carried unanimously.

- d) [ID# 17-91](#) Discussion of options on repayment of LIFT debt to the City -
PRESENTED TO COUNCIL ON 01/10/2017

This item will be added to the study session.

- e) [ID# 17-110](#) Discussion of Banking Situation

The Board discussed the bank fraud that took place with Wells Fargo. All the money was returned except \$1,257.89 in paper checks. The bank stated it had to be deemed fraudulent within 24-48 hours for paper checks. LIFT did not know the checks were fraudulent. The Board decided to escalate the process and try to get the money back.

There is no entity ID number because the account was opened so long ago, it does not have an EIN number. Finance Director Hooten stated there is a tax ID # for LIFT.

Chairman Schlachter suggested an additional signature on the checking account.

7. New Business

- a) [ID# 17-107](#) Discussion on Work Plan Development/Columbine Square

The Board discussed Columbine Renewal Area. The Board had a lengthy discussion regarding commercial versus residential development and what would work in this location.

The Board discussed some training regarding Urban Renewal.

Workshop/Study Session Discussion

Items to send to study session/workshop

1. Repayment to City
2. LIFT Executive Director
3. Legal Counsel
4. Recording Secretary
5. Treasurer
6. Training regarding Urban Renewal

The Board will set up a meeting, possibly May 4, with Tracey Huggins, who would provide examples of urban renewal projects that have worked well and how to work with developers and other entities within the city.

Public Comment

Lisa Sacre - Centennial Acres/Discussed Columbine Square - not in favor of residential/would like a "town hall" meeting to get input from residences who be affected.

Jeanie Erickson/does not want Urban Renewal monies spent on Columbine Square

Pam Chadbourne/Pay Tracey Huggins for her professional knowledge/don't ask for citizen input before you have data/do a complete review of entire Belleview

Corridor, this is a design problem for the city.

8. Comments/Reports

9. Adjourn

The meeting was adjourned at 10:05 p.m.

The public is invited to attend all regular meetings or study sessions of the City Council or any City Board or Commission. Please call 303-795-3780 at least forty-eight (48) hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to be in attendance at or participate in any such meeting. For any additional information concerning City meetings, please call the above referenced number.