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

**Held on Wednesday, December 13, 2023**

**This meeting was thru Zoom Teleconference**

**11:00 A.M.**

|  |  |  |
| --- | --- | --- |
| In attendance were: |  |  |
| Commissioners: |  | Cami Bremer |
|  |  | Randy Case |
|  |  | Gary Feffer Excused |
|  |  | Sam Friesema |
|  |  | Toby Gannett Excused |
|  |  | Cecilia Harry Zoom |
|  |  | Randy Helms |
|  |  | Maureen Juran |
|  |  | Jim Mason |
|  |  | Parth Melpakam |
|  |  | John Olson Zoom |
|  |  | Wynne Palermo Excused |
|  |  | Anthony Perez Excused |
|  |  |  |
| Also in Attendance: |  |  |
| David Neville |  | KKRDN General Counsel |
| Carrie Bartow |  | CPA, CliftonLarsonAllen |
| Jariah Walker |  | Executive Director |
| Dean Beukema |  | CSURA Staff |
| Ryan Tefertiller |  | Urban Planning Manager |

**Item 1 – Call to Order**

Chair Maureen Juran called the meeting to order at 11:10 a.m.

A motion was made by Commissioner Maureen Juran, seconded by Commissioner Jim Mason to amend the agenda to discuss the virtual electronic participation policy. The motion passed unanimously.

A motion was made by Commissioner Maureen Juran, seconded by Commissioner Cami Bremmer to amend the policy of telephonic/electronic participation paragraph IV.A.5.  by striking the last sentence of the paragraph. The motion passed 8 - 0 by Commissioners: Cami Bremer, Randy Case, Sam Friesema, Randy Helms, Maureen Juran, Jim Mason, Parth Melpakam, and John Olson.

**Item 2 –Approval of the November 15, 2023, CSURA Meeting Minutes**

A motion was made by Commissioner Randy Case, seconded by Commissioner Randy Helms to approve the CSURA meeting minutes of November 15, 2023. The motion passed 8 - 0 by Commissioners: Cami Bremer, Randy Case, Gary Feffer, Sam Friesema, Randy Helms, Maureen Juran, Jim Mason, Parth Melpakam, and John Olson.

**Item 3 –Approval of the CSURA Financials and Claims as of November 30, 2023**

Carrie Bartow CPA, CLA reviewed the financial report and claims as of November 30, 2023, as provided in the agenda packet.

A motion was made by Commissioner Randy Case, seconded by Commissioner Parth Melpakam to approve the financial report and claims as of November 30, 2023. The motion passed 8 - 0 by Commissioners: Cami Bremer, Randy Case, Gary Feffer, Sam Friesema, Randy Helms, Maureen Juran, Jim Mason, Parth Melpakam, and John Olson.

**Item 4 – Citizen Comment**

None

**Item 5 – Finalize CSURA 2024 Budget**

Carrie Bartow, CliftonLarsonAllen CPA reviewed the draft of the CSURA 2024 Budget as presented in the agenda packet. It is anticipated that CSURA will end the current year with approximately $917,820 in the general fund. General fund revenues for 2024 are projected to be $930,197 and expenditures are projected to be $741,000. Projected ending fund balances is $1,107,017.

Chair Maureen Juran opened the floor for public hearing on the budget. There was no public input on the budget. The public hearing was then closed.

A motion was made by Commissioner Jim Mason, seconded by Commissioner Randy Case to approve Resolution No. **13-23**:

**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 2024**

The motion passed 8 – 0 by Commissioners: Cami Bremer, Randy Case, Sam Friesema, Randy Helms, Maureen Juran, Jim Mason, Parth Melpakam, and John Olson.

**Item 6 – Special Districts Master Service Agreement**

Carrie Bartow presented the Special Districts Preparation Statement of Work and the Special Districts Master Service Agreement.

A motion was made by Commissioner Jim Mason, seconded by Commissioner Randy Helms to approve the Special Districts Master Service Agreement. The motion passed 8 - 0 by Commissioners: Cami Bremer, Randy Case, Sam Friesema, Randy Helms, Maureen Juran, Jim Mason, Parth Melpakam, and John Olson.

Commissioner Cecilia Harry entered the meeting.

**Item 7 – Executive Director Report**

Jariah Walker presented the Executive Director’s Report for December 2023. Please refer to the agenda attachments and board meeting audio for the complete report on each project and issue.

**Item 8 – Closed Executive Session\***

Chair Maureen Juran read the legal explanation \* as per (ii) C.R.S. §24-6-402(4)(f), personnel matters.

A motion was made by Commissioner Cami, seconded by Commissioner Jim Mason to enter executive session. The motion passed 9 - 0. The board entered executive session at 12:15 p.m. The board came out of executive session at 12.41 p.m.

**Item 9 – Non-Agenda Items**

Commissioner Randy Case inquired about the scheduling of a joint City Council/CSURA board meeting. The kick-off of the CSURA strategic plan would be a good time to meet with the City Council.

There being no further business the meeting adjourned at 12:43 p.m.

The next regular CS Urban Renewal Authority Board Meeting is scheduled for January 24, 2024. The board meeting will be held in the Pikes Peak Conference Room at City Hall at 107 N. Nevada Avenue. The board meeting will be a hybrid meeting being held both in person and through Zoom. If you cannot attend in person, please use the Zoom link listed at the top of the agenda.

**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)