



AGENDA
REGULAR MEETING LA JUNTA URBAN
RENEWAL AUTHORITY
LA JUNTA, CO
JULY 23, 2026
4:00 PM
COUNCIL CHAMBERS
601 COLORADO AVENUE

CALL TO ORDER (Chairperson)

ROLL CALL (City Clerk/Deputy)

Board Members

Ayala

Bennett

Fleischacker

Johnson

Linder

Madrid

Mason

Miner

Saucedo

CITIZEN PARTICIPATION

MINUTES OF PREVIOUS MEETING (Chairperson)

A. Regular Meeting June 25, 2026

FINANCIAL STATEMENTS (Treasurer)

A. June 2026

REPORTS

A. Plaza Building (Bennett/Mason)

B. Copper Kitchen (Baca)

NEW BUSINESS

A. Early Settlers Day Booth (Action)

B. Revised Spark Grant Application (Action)

C. Revised Blight/Safety Policy (Action)

D. Second Round of 2026 Spark Grants (Action)

E. Director Comments

F. Governing Body's Comments

ADJOURN

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a Regular Meeting on Thursday, June 25, 2026 at 4:00 p.m. in the Council Chambers. The meeting was called to order by Chairperson Mason.

Board Members Present

Marty Fleischacker
Carly Johnson – arrived 4:02 p.m.
Cheryl Lindner
Toni Madrid
Ben Mason
Angel Saucedo

Absent

Joe Ayala
Nancy Bennett
Zach Miner

**Subject to approval at the
July 23, 2026
Urban Renewal Meeting**

Also present: Melanie Scofield, City Clerk/URA Director
Michael Hart, City Manager
Eric Baca, Copper Kitchen
Kelly Suiters, Copper Kitchen
Michael Yerman, SECRHA
Teale Hemphill, SECRHA

CITIZEN PARTICIPATION - None

MINUTES: May 28, 2026

Chairperson Mason asked if there were any corrections or additions to be made to the May 28, 2026 minutes.

MOTION TO APPROVE MAY 28, 2026 MINUTES: Madrid

SECOND: Fleischacker

AYE: Fleischacker, Lindner, Madrid, Mason, Saucedo

ABSENT: Ayala, Bennett, Johnson, Miner

OPPOSED: None

The motion carries.

FINANCIAL STATEMENTS – May

Marty Fleischacker provided the May Financial Statement – Assets for May \$161,982.29. Our investments are \$381,161.39. Accounts receivable are \$61,122.17; notes receivable for \$166,079.44. Grand total is \$764,945.29. Going through information from the work session, Melanie provided us with a breakdown of each number so we can get a better understanding of our funds. Copies were provided in person to the board. Any questions can be addressed with myself, Melanie, or Aliza Libby, Finance Director.

LA JUNTA URBAN RENEWAL AUTHORITY

Ben Mason – Had a chance to speak with Aliza; the board was struggling at the work session with trying to understand how much money the URA actually has. On the first page of the financials, there will be the checking account, which is fluid cash that is readily available, the other account is the line item labeled as “investments”. That money can be accessed, but it takes a few business days and is not readily available. That is where the minimum \$100,000 cushion that is required to be kept in the account. If money beyond that left over \$100,000 in the account is required, then a vote must take place to use those funds. Notes receivable is our loans. We approved the loans last fiscal year, \$173,405.00 was what was rolled over to this year, even though in our notes, we have \$177,219.00. When that is looked at, the item on the right (\$12,726.00) are the loan payments made this fiscal year; then the outstanding balance of \$160,679.44 are the loans that are still needing to be paid.

Cheryl Lindner – Just to clarify, the loans are by Thyme Square and the Chestnut Apartments.

Ben Mason – The way Aliza explained it to me as this: if we paid the Plaza Block parking lot, the Promenade, Elks, and all the Spark grants off, then we would be \$6,691.27 in the hole off of our checking, not off of our investments. At our next work session, we will revisit the Spark grants.

Discussion continued with the explanation of each account as well as the TIF district allotment and how the funds are inserted into the corresponding accounts. It was also discussed that the reasoning behind the differences in amounts in the TIF district amount between each year.

MOTION TO APPROVE MAY FINANCIAL STATEMENTS AS PRESENTED: Lindner

SECOND: Madrid

AYE: Fleischacker, Johnson, Lindner, Madrid, Mason, Saucedo

ABSENT: Ayala, Bennett, Miner

OPPOSED: None

The motion carries.

REPORTS:

A. Plaza Building (Bennett/Mason) Ben Mason – Last I heard, we were still waiting on the electrician. Have reached out to Summit Sealants, but have not heard back yet. We cannot do what we need to do at the city level until the state approves the plumbing and electrical. The contract was just written for him to complete the job; there were no timelines. The way it looks and the way it was explained is that they can take their time to finish the job. Summit as well as SECCP is putting the pressure on the electricians.

- Cheryl Lindner – Do we know if that affects their tax credits?
 - i. Ben Mason – They would just have to extend them. They have until December of this year to sell the tax credits. We had them until the end of December last year, and then they rolled them over to this year.

NEW BUSINESS

A. URA Grant Application – Copper Kitchen

- Eric Baca - Thanked the board for their consideration. We have an active Spark Grant, as well. Currently, our heating and air conditioning is undergoing some issues, as noted on

the application. As of yesterday, called our contractor and provided an initial quote; however, their calculations were off to cover the square footage needed, so they will be adding another unit to the project which added more money to the costs. They originally wanted to add a 5-ton unit; now they want to add two 4-ton side-by-side units. The quote increased by \$7,500. The new project total will amount to \$33,248.00.

- Ben Mason – The grant is for 25%; \$8,312 vs. the \$6,312.
- Carly Johnson – As for the unit, is it for both the upstairs and downstairs?
 - Eric Baca - No, it is just for downstairs. The warranty does not cover the kitchen. Just the dining room. If it is at max capacity, then the units will not seem like they are working.

MOTION TO APPROVE THE FUNDING APPLICATION FOR COPPER KITCHEN WITH THE LOAN AMOUNT AT \$12,468.00 AND THE GRANT AMOUNT AT \$8,312.00: Johnson

SECOND: Fleischacker

AYE: Fleischacker, Johnson, Lindner, Madrid, Mason, Saucedo

ABSENT: Ayala, Bennett, Miner

OPPOSED: None

The motion carries.

B. URA Vacant Lots (Michael Yerman)

MOTION TO DONATE THE TWO URA OWNED LOTS TO SECRHA AND TO ALLOW CHAIR BEN MASON TO SIGN ANY AND ALL DOCUMENTS ASSOCIATED WITH THE DONATION OF THE TWO URA OWNED LOTS: Lindner

SECOND: Madrid

DISCUSSION: Cheryl Lindner – Has a question regarding the \$50,000 that Martin Montoya, Dir. of Engineering referred to during the last work session related to these lots. To my understanding, the City of La Junta receives that \$50,000 and then it is tendered to SECRHA (Southeast Colorado Regional Housing Authority). Is that correct?

Michael Yerman – Seventeen of the communities inside the six-county region passed an expedited review ordinance for affordable housing development. All seventeen of those communities were awarded the \$50,000 grant. SECRHA uses those funds for the cost of formal surveying, soil studies, and any phase one costs.

Cheryl Lindner – I read something somewhere about annexing. Do these lots have to be annexed, or is that in the plan?

Michael Yerman – These lots are in the city. The city also owns another property on Maple Ave. We will be working with the city to do the phase one processes, which includes zoning and that cost is included within that \$50,000. It is the plan to annex these lots within the city.

Carly Johnson – I would personally like to see these lots go up for bids rather than donation. There are a lot of businesses that benefited from the Spark Grants, and I just feel that if we are able to bring in some more money, we should do that.

Cheryl Lindner – Then I have a follow up question: if the properties are put up to bid like is being suggested, and the bids are not approved or awarded or agreed upon; then can we come back to SECRHA saying that these properties are available? Or is there a timeline where you need to have those properties in your possession?

LA JUNTA URBAN RENEWAL AUTHORITY

Michael Yerman – There's the grant we just talked about, and then there's a separate grant which is a scattered homesite grant which discounts any of our buyer's house prices by \$70,000 that go through that program and those houses have a timeline of eighteen months. If you put this out to bid and the process plays out, it is not likely that that we will be able to meet that eighteen-month timeline, especially since the properties need to be annexed. Then we wouldn't be able to offer that \$70,000 discount price to the buyers. Our goal is to help La Junta gain more revenue through property taxes by placing new build houses on these lots. For example, in Manzanola, we acquired two lots as well (one was a former meth lab, and the other had asbestos that needed abating).

Conversations continued regarding timelines/deadlines regarding how if the Urban Renewal Authority were to place the lots up for bid, then there would be time constraints if the bids do not play out. It is also up to county commissioners to see if they could extend funding deadlines. It was also mentioned if these properties were to go up for bids, it would then be sold to a private entity. With the lots being purchased privately, they could be left vacant for years to come. You cannot require private owners to build houses on empty lots. It is up to the buyer. With SECRHA, there would be a buyer and a house built within a certain amount of time.

AYE: Fleischacker, Lindner, Madrid, Mason, Saucedo

ABSENT: Ayala, Bennett, Miner

OPPOSED: Johnson

The motion carries.

MOTION TO ADD A THREE-YEAR CLAUSE DESCRIBING IF THERE ISN'T A BUILDING PERMIT PULLED, THEN THE URBAN RENEWAL AUTHORITY WILL RECOVER THE PROPERTIES: Madrid

SECOND: Lindner

AYE: Fleischacker, Johnson, Lindner, Madrid, Mason, Saucedo

ABSENT: Ayala, Bennett, Miner

OPPOSED: None

The motion carries.

C. Additional Funds – Plaza Parking Lot

Ben Mason – This item is the \$17,490 that would cover the removal costs of the slab that was beneath the existing asphalt that nobody was aware of.

MOTION TO APPROVE ADDITIONAL FUNDS REQUEST IN THE AMOUNT OF \$17,490 BY THE CITY OF LA JUNTA ENGINEERING DEPARTMENT: Lindner

SECOND: Madrid

AYE: Fleischacker, Lindner, Madrid, Mason, Saucedo

ABSENT: Ayala, Bennett, Miner

OPPOSED: Johnson

The motion carries.

D. Director Comments – Melanie Scofield – I listened to the last work session and would like to know what the board would like as topics for the July work session. I figured we could talk

about the Spark Grants again to see if we are wanting to do another round. Also, I know we probably need to do some revamping of the Spark Grant application prior to the next round.

- Toni Madrid – Can we also place the topic of the Santa Fe Plaza Park to the next work session? The condition of this park is a bit poor. It is a common area for people travelling to stop at. When you go over to see it, it does not look great.
- Melanie Scofield – Angel, have you had a chance to do a walkthrough of the Presbyterian Church on Third Street?
 - Angel Saucedo – I have had conversations about it with Joey; he has “taken care” of 89 pigeons so far, whatever that may mean. I would like to get ahold of Vance Johnson, or whomever, to get the opportunity to go in there and seal those holes up for him. I will donate the labor and material; I just want to get it taken care of to save it.
 - Melanie Scofield – I wanted to pull this off from the beautification with Main Street and pull it back to Urban Renewal so we can get something done. We are the ones financing the projects anyway, so we can get this taken care of.
- Angel Saucedo – I would also like to add to the work session the discussion of the potential sale of the parking lot beside the Chestnut Apartments.
- Melanie Scofield – The only other thing I wanted to bring up is the downtown lights and banners that we were doing with Main Street La Junta is kind of on hold right now. Each department and board is busy with their own things right now, especially from Chris Arguello as he has been busy due to the recent severe storms. We are still doing downtown beautification, so we are still accomplishing that goal.
- Ben Mason – I would like us to set up a table at Early Settler’s Day to hand out Urban Renewal information.
- Carly Johnson – We might also want to recap the Economic Development summit at the next work session, as well.
- Ben Mason – I would also like at least five minutes from that work session to discuss issues with the Plaza Block Building.

E. Governing Body’s Comments

- Cheryl Lindner – I have two things: One is, and I haven’t listened to all of the city council meetings, but I haven’t heard if anyone from Urban Renewal has gone in front of the council to discuss what Urban Renewal has been doing. Like an update. Do we want to follow through on that, if it hasn’t been done yet?
 - Ben Mason – I can be the one going up to present to the council as chair, upon the board’s direction.
 - Melanie Scofield – Just let me know so I can have a conversation with the mayor, and he can share all of the points that the Urban Renewal would like shared with council. I can also place the Urban Renewal as a presenter; it would not be part of citizen participation.
- Cheryl Lindner – The other thing I wanted to bring up was regarding the placard or stickers for the Spark Grant recipients. I didn’t know if we determined who was going to take the lead on that?
 - Ben Mason – I thought the Sign Shop was going to come up with a design? I may be wrong.

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- Melanie Scofield – My takeaway from listening to the last work session was that not all store owners will want a sticker on their window. What was also mentioned was maybe putting it on Facebook showcasing the recipients of the Spark Grants. I can create the Facebook, and the board will inform me of whom will be the admin of that page.
- Ben Mason – Maybe we should place this topic on the next work session?

The next Urban Renewal Authority meetings will be held June 9th, 2026 (work session) and July 23, 2026 (regular meeting) at 4:00 p.m.

There being no further business, the meeting was adjourned at 4:47 p.m.

Cristian Estrada, Deputy City Clerk

Ben Mason, Chairperson



URBAN RENEWAL

JUNE 2026

BALANCE SHEET

<u>ASSETS</u>		<u>LIABILITIES</u>	
CASH	238,265.04	ACCOUNTS PAYABLE	-
INVESTMENTS	382,302.54		
ACCOUNTS RECEIVABLE	-	FUND BALANCE	(621,092.57)
NOTES RECEIVABLE	158,868.23		
		TOTAL	(621,092.57)
TOTAL	779,435.81	+/- FUND BALANCE	(158,343.24)
		TOTAL	(779,435.81)

STATEMENT OF REVENUE/EXPENSES

<u>REVENUE</u>	<u>MTD</u>	<u>YTD</u>	<u>EXPENSES</u>	<u>MTD</u>	<u>YTD</u>
TAX INCREMENTS	26,586.30	219,936.87	OPERATING	-	-
INTEREST	1,160.50	6,786.59	ADVERTISING	-	-
			REHAP GRANTS	10,000.00	60,000.00
			SIGN EXPENSE	80.38	204.32
			UR DIRECTOR	-	5,000.00
			PROJECTS	3,175.90	3,175.90
TOTAL	27,746.80	226,723.46	TOTAL	13,256.28	68,380.22

Revenue Less Expense 158,343.24

	TIF			
	2023	2024	2025	2026
JAN	9,264	41	147	-
FEB	51,792	52,342	58,090	34
MAR	15,948	7,696	23,563	61,088
APRIL	66,767	84,135	101,193	23,610
MAY	30,903	40,294	31,464	108,618
JUNE	25,288	19,865	45,302	26,586
JULY	4,966	2,725	2,249	-
AUG	3,213	4,025	1,286	-
SEPT	1,342	31	4,446	-
OCT	1,147	774	1,555	-
NOV	1,018	464	-	-
DEC	2,559	2,166	2,079	-
	214,208	214,556	271,374	219,937

COMPARATIVE BALANCE SHEET

ACCOUNT NUMBER	DESCRIPTION	CURRENT YEAR	PRIOR YEAR	VARIANCE	
	URBAN RENEWAL				
	URBAN RENEWAL ASSETS				
27-110-110-01	CHECKING	238,265.04	55,048.83	183,216.21	
27-110-110-06	INVESTMENTS	382,302.54	400,559.11	18,256.57-	
27-110-210-01	ACCOUNTS RECIEVABLE	0.00	2,079.11	2,079.11-	
27-110-210-02	NOTES RECIEVABLE	158,868.23	173,405.52	14,537.29-	
	TOTAL	779,435.81	631,092.57	148,343.24	
		=====	=====	=====	
	URBAN RENEWAL LIABILITIES				
27-210-210-01	ACCOUNTS PAYABLE	0.00	10,000.00	10,000.00-	
27-290-295-01	FUND BALANCE	621,092.57	621,092.57	0.00	
	TOTAL	621,092.57	631,092.57	10,000.00-	
		=====	=====	=====	

STATEMENT OF REVENUES

ACCOUNT	NUMBER	DESCRIPTION	BUDGET	MTD	YTD	PERC%	OUT ENC	UNENC BAL
		URBAN RENEWAL						
		URBAN RENEWAL REVENUES						
27-301-105-01		TAX INCREMENT DISTRICT	290,000	26,586.30	219,936.87	76%	0.00	70,063.13
		** TOTAL **	290,000	26,586.30	219,936.87	76%	0.00	70,063.13
		OTHER REVENUE						
27-302-101-01		INTEREST REVENUE	18,000	1,160.50	6,786.59	38%	0.00	11,213.41
		** TOTALS **	18,000	1,160.50	6,786.59	38%	0.00	11,213.41
		*** TOTAL REVENUES ***	308,000	27,746.80	226,723.46	74%	0.00	81,276.54

STATEMENT OF EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	BUDGET	MTD	YTD	PERC%	OUT ENC	UNENC BAL
URBAN RENEWAL							
URBAN RENEWAL EXPENDITURE							
27-705-207-01	OPERATING EXPENSES	15,500	0.00	0.00	0%	0.00	15,500.00
27-705-213-01	TRAINING AND TRAVEL	5,000	0.00	0.00	0%	0.00	5,000.00
27-705-213-02	ADVERTISING	500	0.00	0.00	0%	0.00	500.00
27-705-217-01	REHAB GRANTS	200,000	10,000.00	60,000.00	30%	0.00	140,000.00
27-705-225-03	SIGN RENT EXPENSE	800	80.38	204.32	26%	0.00	595.68
27-705-260-02	TIF - HAMPTON INN	35,000	0.00	0.00	0%	0.00	35,000.00
27-705-263-01	ADMINISTRATIVE COSTS	1,200	0.00	0.00	0%	0.00	1,200.00
** TOTALS **		258,000	10,080.38	60,204.32	23%	0.00	197,795.68

OTHER CHARGES							
27-707-217-01	UR DIRECTOR	20,000	0.00	5,000.00	25%	0.00	15,000.00
27-707-267-03	DOWNTOWN BEAUTIFICATION	30,000	3,175.90	3,175.90	11%	0.00	26,824.10
27-707-267-06	PROJECTS - PLAZA BLOCK	145,000	0.00	0.00	0%	145,000.00	0.00
** TOTALS **		195,000	3,175.90	8,175.90	4%	145,000.00	41,824.10

*** TOTAL EXPENDITURES **		453,000	13,256.28	68,380.22	15%	145,000.00	239,619.78
=====							



Spark Grant Program Application



The City of La Junta's Urban Renewal Authority is pleased to announce the 2026 Spark Grant Program. This annual program provides financial support for La Junta businesses, located in the TIF District, in enhancing the exterior appearance of their buildings, contributing to a vibrant and welcoming City of La Junta.

PURPOSE

The Spark Grant Program is designed to stimulate visible reinvestment in active businesses within the TIF District by supporting storefront and exterior improvements that enhance curb appeal, customer experience, and overall district vitality.

PROGRAM STRUCTURE

Approved businesses may receive a reimbursement grant of up to \$5,000 for completed work. Total program funding is capped at \$50,000 per year. Grants are awarded on a first-come, first-served basis until the annual budget is exhausted. Funds are issued strictly on a reimbursement basis after all approved project work is complete.

ELIGIBLE APPLICANTS

Active, operating businesses located within the TIF District with a current city business license and properties in good standing. Tenant occupied buildings require written permission from the property owner acknowledging approval of the improvements.

ELIGIBLE IMPROVEMENTS

Exterior, customer facing improvements visible from the public right of way, including doors, windows, vinyl window covering, awnings, façade paint, signage, landscaping, and storefront lighting.

APPLICATION AND SELECTION

Rolling application process. Applicants submit photos, a project description, cost estimates, timeline, and property owner authorization if applicable. Priority is given to high visibility projects, readiness to proceed, and private investment leverage.

FUNDING AND SAFEGUARDS

No funds are released upfront. Reimbursement is issued after approved work is completed, inspected, and paid invoices are submitted. URA approval is required before any work begins. Improvements must remain in place for a defined period. Applicant must comply with all State and local laws and regulations pertaining to licensing, permits, building code, and zoning requirements.

OUTCOMES

Improved storefront appearance, increased private reinvestment, strengthened business retention, and visible activation of the TIF District. Spark Grants turn small public investments into visible private sector improvements that build confidence, momentum, and long-term value within the district.



Spark Grant Program Application



PROCEDURES

- Applicants must submit a completed application to the La Junta Urban Renewal Director. Incomplete applications will not be accepted.
- The URA Director will schedule your application for review by the Board at the next regularly scheduled meeting. Your attendance is requested.
- When approved, the applicant may begin the project. Once the project is complete, you will need to submit proof of payment before the grant is disbursed.
- Applicants are eligible for one (1) Spark Grant per every two (2) year cycle.
- All projects must start within sixty (60) days of Urban Renewal approval and be completed within ninety (90) days of approval. If needed, the applicant may request a thirty (30) day extension from the URA Board.
- By accepting this grant, applicants give permission for the La Junta Urban Renewal Authority to use any before and after photos of your completed project for publicity or advertising.

Applicant Information

Name of Business/Organization: _____

Contact Person: _____

Email Address: _____

Telephone No.: _____

Website (if applicable): _____

Business Type: _____ For-Profit _____ Non-Profit _____ Artist/Collective

Storefront Information

Address of Storefront: _____

How long has this space been used for your business: _____

Do you have permission from the property owner to submit this application?

_____ Yes, I am a tenant or buying the property (attach Letter of Support)

_____ Yes, I am the property owner

Removed "What is the timeline of this project"



Spark Grant Program Application



Project Description

What will you do in the space? Describe your concept.

Use of Funds

Total Project Budget: \$_____ Total Grant Request: \$ _____

The Total Grant Request cannot exceed \$5,000.

Attach budget breakdown and any supporting itemized estimates/bids/quotes.

I agree to all the terms and conditions of participation in the Spark Grant Program. I understand, agree and certify that any grant funding approved by the LJURA will be used only for the purpose specified within this application, and that records can be audited or reviewed at any time to assure that this is the case. I acknowledge that failure to adhere to any of the terms or conditions of the Spark Grant Program may result in the improvements becoming ineligible for reimbursement.

Signature

Date

Printed Name

Approved By

Date

Application Checklist

- ☐ Completed, signed application
- ☐ Rendering of proposed project
- ☐ Before photographs of current conditions
- ☐ Bids (preferably local)
- ☐ Letter of support (if applicable)

Please return completed application and supplemental documents to:

La Junta Urban Renewal
Melanie R. Scofield
P O Box 489
La Junta CO 81050
melanie.scofield@lajuntacolorado.org



Blight, Life Safety and Accessibility Financial Assistance Program Policy



Adopted January 25, 2024

Program Overview

LJURA, through the Blight, Life Safety and Accessibility Financial Assistance Program, may provide a reimbursement grant of 25% of the project amount and a loan of 50% of the remaining of the project amount after the grant. (See chart below as an example.) The loan percentage rate is 2.5% for up to 72 months (6 years.)

LA JUNTA URBAN RENEWAL TIERED FUNDING STRUCTURE				
PROJECT TIER	PROJECT COST RANGE	GRANT 25% OF PROJECT AMT	LOAN 50% OF REMAINING AMT	TOTAL LJURA CONTRIBUTION
TIER 1: MICRO	\$0-\$100,000	up to \$25,000	\$37,500	\$62,500
TIER 2: SMALL	\$100,001-\$200,000	up to \$40,000	\$60,000	\$100,000
TIER 3: MEDIUM	\$200,001-\$300,000	up to \$50,000	\$100,000	\$150,000
TIER 4: LARGE	\$300,001-\$500,000+	up to \$75,000	\$175,000	\$250,000

*Criteria considered for a larger grant percentage include, but are not limited to, the value added to the City of La Junta, it's impact on the Economic Development of La Junta, and the number of jobs created.

Any projects over the amount of \$500,000 will be considered on a case-by-case basis as long as funds are available. Once an application is approved, a contract will be entered into by the applicant and/or owner and the LJURA.

The purpose of the program is to provide financial assistance for the removal or reduction of blight as defined by the state statute; the increase in life safety through the installation of fire suppression, safety code and accessibility requirements necessary to bring older buildings into compliance with current and applicable building and fire codes; and to increase physical accessibility through compliance with codes. The program incentivizes owners and tenants within the District to update and improve existing commercial and multi-family properties and buildings to increase the economic vitality of the buildings and increase sales and property values, while preserving and enhancing La Junta's architectural and cultural history.

Program Objectives

- Encourage the elimination or remediation of conditions that qualify as blight per the state statute.
- The elimination or remediation of conditions that could be injurious to public health, safety, and welfare.
- The remediation of issues that affect physical accessibility.
- Encourage private investment in commercial and housing within the District through the use of public incentives.
- Stimulate economic vitality and business development within the District



Blight, Life Safety and Accessibility Financial Assistance Program Policy



by providing safe and blight free environments for workers, businesses, and the public.

- Stimulate redevelopment to increase sales revenues and property values.

Process Overview

The full completed application form must be submitted to be considered for approval. LJURA may assist as many eligible applicants as possible with the limited program funds available each year.

General Timeline

Funding approval from the Board in a formal meeting can be expected between 30 and 45 days after a completed application has been submitted. **No applications can be submitted for work that has been started or is in progress.** An application can be submitted at any time. The review process will take place as follows:

- Review by staff for complete application (information is included or attached per application requirements). Applicant notified if application is complete or incomplete.
Five (5) business days.
- Applicant resubmits, if needed, with corrected, completed, or updated information.
Five (5) business days.
- Staff reviews application to ensure it meets LJURA application guidelines, state requirements, and definitions. Applicant is notified by email of meeting or not meeting guidelines based on the staff report to the Board.
Ten (10) business days.
- Application and staff recommendation is submitted to the LJURA Board for review and comment. Board members complete a scoring rubric in advance of the board meeting.

At a regular monthly board meeting, held the 4th Thursday of each month, the application will be approved or denied by the Board. The LJURA will issue a formal letter of approval/denial and a contract will be drawn up and signatures obtained.

Within two (2) business days of the regular board meeting.

- Project construction must begin within sixty (60) days from the approval date. Work must be completed within one hundred eighty (180) days after construction begins. If unable to complete within the one hundred eight (180) days, applicant may request a thirty (30) day extension upon the Board's approval.



Blight, Life Safety and Accessibility Financial Assistance Program Policy



- For GRANTS: once the project is completed and documentation has been approved for reimbursement, a check will be distributed within three weeks.
- For LOANS: monies will be distributed once a signed contract has been received. Periodic inspections will be performed to ensure the project is progressing as scheduled.

Program Eligibility

Eligible Area: Structures that are located in La Junta's Urban Renewal Tax Increment District.

Eligible Improvements: Eligible improvements must be the removal or reduction of blight as defined by the state statute; the increase in life safety through the installation of fire suppression, safety code, and accessibility requirements necessary to bring older buildings into compliance with current and applicable building and fire codes; and/or to increase physical accessibility through compliance with codes. Please refer to the Dangerous Buildings Guide from the City of La Junta for more information.

Examples include but are not limited to the following:

- City required life safety code improvements.
- Electrical upgrades to meet code.
- Plumbing upgrades to meet code.
- Fire separation between floors or adjacent occupancies.
- Fire/smoke alarm/sprinkler systems.
- Fireproofing floors, ceilings, walls, and/or stairwells.
- Repair/replacement/installation of fire escapes, fire rated walls or windows.
- Additional means of egress (for example: doors and windows).
- Demolition of unsafe (by building code) interior or exterior improvements.
- Renovations and improvements for accessibility requirements for restrooms and public entrances.

The recipient must be the owner(s) of record or the tenant with the owner's written and signed authorization to make the proposed changes to the building.

- Qualifying buildings must be used for commercial, mixed-use, or multi-family housing purposes. Buildings used exclusively for single family residential use do not qualify for this program.
- Work completed prior to or underway at the time the application is submitted will not qualify.
- Owners must certify and provide proof that title to the property is free and clear



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of any adverse judgments and there are no outstanding or unpaid fines, fees or unpaid taxes owed to the City or other taxing authority.

- Priority will be given to projects that will increase commercial tenancy in the Urban Renewal District with an emphasis on increasing the number of retail, restaurant, entertainment, and hospitality establishments.
- Professional fees (e.g., architectural and/or engineering fees) incurred by the applicant are not eligible for reimbursement.
- Funding may not be used to pay the owner or owner's family members, or tenant or tenant's family members for labor unless there is clear proof that the rates are competitively bid, and the work is being completed by a business in compliance with all Colorado state laws.
- Funding may not be used for finishes such as paint, flooring, furniture, blinds, lighting fixtures, or anything exterior to the building that would not qualify for blight or life safety.
- The applicant must show financial proof and a written financial plan so that the improvements to the property can be funded and maintained for a minimum of five years or the life of the loan.

Conditions of the Financial Assistance Program

The following conditions apply to any approved Blight, Life Safety and Accessibility application as follows:

- All financial assistance is subject to budget availability and the sustainable financial viability of the project.
- The amount of the funding awarded is based on the number of blight and life safety improvements approved and the costs of each improvement.
- Consideration will include the necessity of the repairs or improvements and the benefit to the building and the general public.
- Blight, life safety and accessibility improvements must comply with all state and local laws including all ordinances and regulations of the City of La Junta.
- The owner and/or tenant must comply with all local and state laws and regulations affecting the property, its rehabilitation and future use.
- Grant funding is provided on a reimbursement basis only after all project expenses have been paid by the owner and upon acceptance of work by the City of La Junta, as the jurisdiction with authority under the applicable building codes.
- Project Duration: Commencement of construction or installation of improvements that have been approved under this program must begin within sixty (60) days from the date of approval and must be completed within one hundred eighty (180) days from the beginning of construction, or monies for said project will not be



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distributed, and will be re-obligated to the program fund. An applicant may request a thirty (30) day extension upon the board's approval.

- Changes to Approved Project: Changes in the project for which funding has been approved must be reviewed and approved by the LJURA Board during a public meeting. Any changes made prior to approval will become ineligible for reimbursement.
- Reimbursement checks will only be issued to the owner of the property, or to the tenant with written consent of the owner.
- Failure to comply with the terms and conditions of this Program may result in denial of reimbursement. LJURA board, in its sole discretion, may determine whether there have been violations of any terms or conditions of this Program.
- Eligible recipients may receive grant funding under this Program no more than once every three (3) fiscal years, calculated from the date of the previous project closeout.
- Eligible recipients with an active, outstanding amortized loan funded by the Authority is strictly ineligible to apply for or receive any new grants or additional loans.

Requests for the Blight, Life Safety and Accessibility Grant/Loan

Submittal Requirements: Eligible property owners or tenants, as described above, interested in the program should submit completed application and supporting documentation via email to:

Melanie Scofield, City Clerk

melanie.scofield@lajuntacolorado.org.

City Permits and Licenses: The applicant is required to obtain all required permit(s) from the City before construction can begin. Permitting will vary depending on the improvements planned. Applicants should contact the City of La Junta for building code or permit information specific to their project. All work performed will be inspected and must be in compliance with all applicable building codes before reimbursement is paid.

The applicable building code's fire suppression and safety requirements and the City of La Junta Municipal Code will serve as the basis for reviewing the proposed blight, life safety and accessibility improvements. Building codes are available at the Municipal Building or at <https://codes.iccsafe.org/codes/colorado>. The City's Municipal Code may be found on the City's website. Additional information may be required by staff as needed. The applicant and/or owner will have an opportunity to present information to the Board during the open, public meeting.

Staff Review: City staff will review the application to ensure it is complete and will work with the applicant to ensure understanding of the requirements. Staff will write a staff report and recommendation based on whether the application meets the adopted guidelines and place on a Board agenda. Additional information may be requested, if



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needed.

LJURA Board Review: Each application will be evaluated by the Board with a scoring rubric to make a determination on whether the proposed improvements are eligible and viable and in compliance with the applicable building code and program requirements.

Board Approval: The Board shall consider the application at a public meeting and may approve, approve in part, conditionally approve, or deny the application. The applicant will be informed, requested to attend, and invited to present the application during that meeting. The Board will issue a formal letter of approval or denial to the applicant following the Board meeting.

Project Construction: Project construction must begin within sixty (60) days from the approval date and must be completed within one hundred eighty (180) days from the beginning of construction, or monies for said project will not be distributed, and will be returned to the program fund.

Contact Information: Melanie R. Scofield, City Clerk
La Junta Urban Renewal Authority
601 Colorado Avenue/P.O. Box 489
La Junta CO 81050
719.384.5991
melanie.scofield@lajuntacolorado.org

Inspections: Inspections may occur periodically throughout the construction or installation. At the completion of construction, the applicant will request a final inspection by the City of La Junta. A final inspection is required prior to requesting reimbursement. The Building Official will verify that all work approved for assistance is completed in compliance with the approved application and all applicable codes. If state approval is required for the improvements, the applicant will be responsible for ensuring that inspection occurs, and the work is approved by the state. The City will not approve any work until state approval has been received.

Reimbursement: Once the final inspection has been completed and the improvements have been approved by City staff and other agencies with authority over the improvements, the applicant may submit for reimbursement. Documentation of payments must be submitted with a written request for reimbursement. Acceptable proof of payment for reimbursement includes, but are not limited to the following:

- Itemized invoices with the corresponding receipts and/ or cancelled checks.
- Paid Invoices for materials and/or supplies, with the corresponding receipts and/or cancelled checks, or a release of lien from contractors, sub-contractors, and/ or suppliers.
- All copies of checks should show both sides of the checks (to prove the checks were submitted and paid)



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The applicant will supply any additional documentation as required by LJURA to confirm expenses.