



# AGENDA

## Timnath Development Authority Meeting

6:00 PM - Tuesday, December 10, 2019  
4750 Signal Tree Drive, Timnath, Colorado

---

	Page
1. CALL TO ORDER AND ROLL CALL	
2. AMENDMENTS TO THE AGENDA	
3. PUBLIC COMMENT	
4. CONSENT AGENDA	
4.a. Approval of the March 26, 2019, TDA Meeting Minutes <a href="#">Timnath Development Authority - 26 Mar 2019 - Minutes</a>	3 - 4
4.b. Approval of the August 13, 2019, TDA Meeting Minutes <a href="#">Timnath Development Authority - 13 Aug 2019 - Minutes</a>	5 - 6
4.c. A Report Regarding TDA Payments <a href="#">Staff Report - Pdf</a> Presented by: Don Taranto	7 - 8
4.d. Timnath Development Authority check register 12/10/2019 <a href="#">TDA 12.10.2019</a>	9
5. REPORTS	
5.a. Chairperson and Commissioner Reports	
6. BUSINESS	
6.a. RESOLUTION NO. TDA-01, SERIES 2019, A Resolution Of The Timnath Development Authority Summarizing Expenditures And Revenues And Adopting A Budget For The Calendar Year Beginning On The First Day Of January, 2020, And Ending On The Last Day Of December, 2020. <a href="#">Staff Report - Pdf</a> <a href="#">TDA RESOLUTION BUDGET 2020</a> <a href="#">FINAL 2020 TDA BUDGET - PUBLIC 2020</a> Presented by: Christine Harwell	10 - 13
6.b. RESOLUTION NO. TDA-02, SERIES 2019, A Resolution Of The Timnath Development Authority, Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount And For The Purpose As Set Forth Below, For The Timnath Development Authority, For The 2020 Budget Year. <a href="#">Staff Report - Pdf</a> <a href="#">TDA RESOLUTION APPROPRIATION 2020</a> Presented by: Christine Harwell	14 - 16

7. ADJOURNMENT

DISCLAIMER

**ADA Disclaimer: The Town of Timnath will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. If you need reasonable accommodation please notify us 24 hours in advance of the service, program or activity. Please call 970-224-3211 (TTY: Dial 711 or 800-659-3656 for Relay Colorado assistance).**



# MINUTES Timnath Development Authority Meeting

6:00 PM - Tuesday, March 26, 2019  
4800 Goodman Street, Timnath,  
Colorado

---

- PRESENT:** Chairperson Jill Grossman-Belisle, Commissioner Bill Neal, Commissioner Lisa Laake, and Commissioner Rick Collins
- EXCUSED:** Mayor Pro Tem Aaron Pearson
- STAFF:** Contracted Town Attorney Robert Rogers, Town Manager April Getchius, Town Clerk Milissa Peters-Garcia, Police Chief Sherri Wagner, Police Sergeant Robert Wynkoop, Contracted Town Engineer Don Taranto, Contracted Community Development Director Matt Blakely, Contracted Town Planner Kevin Koelbel and Contracted Building Official Caleb Sulzen
- PUBLIC:** Timnath Residents Phil Goldstein, Mary Jost, Matt Taranto, Valorie Miller and Doug Lee of Poudre Fire Authority

- 1 CALL TO ORDER AND ROLL CALL 6:00 P.M.**
  - a) Mayor Pro Tem was in attendance but had to leave for a family emergency prior to the meeting being called to order.
- 2 AMENDMENTS TO THE AGENDA**
- 3 PUBLIC COMMENT**
- 4 CONSENT AGENDA**
  - a) Approval of December 11, 2018 TDA Meeting Minutes.
  - b) A Report Regarding TDA Payments
  - c) March 26, 2019 TDA Check Register

Commissioner Bill Neal made a motion to approve the consent agenda.  
Commissioner Lisa Laake seconded the motion. CARRIED unanimously.
- 6 ADJOURNMENT 6:01 P.M.**

---

Chairperson

---

Secretary



# MINUTES

## Timnath Development Authority Meeting

6:00 PM - Tuesday, August 13, 2019  
4750 Signal Tree Drive, Timnath,  
Colorado

---

- PRESENT:** Chairperson Jill Grossman-Belisle, Co-Chair Aaron Pearson, Commissioner Lisa Laake, and Commissioner Rick Collins
- ABSENT:** Commissioner William Neal
- STAFF:** Contracted Town Attorney Robert Rogers, Town Manager April Getchius, Town Clerk Milissa Peters-Garcia, Contracted Community Development Director Matt Blakely, Contracted Town Planner Brian Williamson, Contracted Town Planner Kevin Koelbel, and Contracted Town Engineer Eric Fuhrman
- PUBLIC:** Jim Hebbeln of Fort Collins

**1 CALL TO ORDER AND ROLL CALL 6:01 P.M.**

**2 AMENDMENTS TO THE AGENDA**  
NONE

**3 PUBLIC COMMENT**  
NONE

**4 CONSENT AGENDA**

- a) Approval of the December 11, 2018, TDA Meeting Minutes
- b) A Report Regarding TDA Payments
- c) August 13, 2019 TDA Check Register

Co-Chair Aaron Pearson made a motion to approve the consent agenda. Commissioner Lisa Laake seconded the motion. CARRIED unanimously.

**5 REPORTS**

- a) Chairperson and Commissioner Reports

**6 BUSINESS**  
NONE


**7 ADJOURNMENT 6:02 P.M.**

---

Chairperson

---

Secretary

	<b>Timnath</b>
	<b>TIMNATH DEVELOPMENT AUTHORITY Report</b>
TO:	Timnath Development Authority
FROM:	Eric Fuhrman
DATE OF MEETING:	December 10, 2019
TITLE / SUBJECT:	A Report Regarding TDA Payments

DESCRIPTION

A Report Regarding TDA Payments

SUMMARY

The Timnath Development Authority is responsible for the payment of various contracts. The Boxelder payments are per our agreements with the Boxelder Basin Regional Stormwater Authority for the Boxelder drainage improvements in the amount of \$33,756.23. These are for operational & construction expenses.

RECOMMENDATION

Staff recommends approval of these payments.

KEY POINTS

Payments for obligations per our contract with BBRSA expenses for regional storm water improvements.

ADVANTAGES

Satisfies our contractual obligations.

DISADVANTAGES

None.

FINANCIAL IMPLICATIONS

Monies are budgeted for these expenses.


RECOMMENDED MOTION

This motion should be part of the motion approving the consent agenda items.



**TDA Payment Approval**

<b>Vendor</b>	<b>Invoice Number</b>	<b>Description</b>	<b>Amount</b>	<b>Check total</b>
Boxelder	2024	TDA Participation	\$33,756.23	\$33,756.23
			<b>Total</b>	<b>\$33,756.23</b>

	<b>Timnath</b>
	<b>TIMNATH DEVELOPMENT AUTHORITY Report</b>
TO:	Timnath Development Authority
FROM:	Christine Harwell
DATE OF MEETING:	December 10, 2019
TITLE / SUBJECT:	A Resolution Of The Timnath Development Authority Summarizing Expenditures And Revenues And Adopting A Budget For The Calendar Year Beginning On The First Day Of January, 2020, And Ending On The Last Day Of December, 2020.

**DESCRIPTION**

A Resolution Of The Timnath Development Authority Summarizing Expenditures And Revenues And Adopting A Budget For The Calendar Year Beginning On The First Day Of January, 2020, And Ending On The Last Day Of December, 2020.

**SUMMARY**

The draft 2020 Timnath Development Authority Budget was presented to the Board on October 8, 2019. The current, proposed draft budget includes changes based on the deferral of certain TDA projects initially assumed to be completed in 2019 but will now projected be undertaken in 2020.

**RECOMMENDATION**

Staff recommends approval of the resolution to adopt the budget for fiscal year 2020.

**KEY POINTS**

This resolution is the Timnath Development Authority budget for 2020.

**ADVANTAGES**

This resolution will approve the 2020 budget for the Timnath Development Authority.

DISADVANTAGES

If not passed, the Timnath Development Authority would not have a budget for 2020.

FINANCIAL IMPLICATIONS

This resolution provides a budget for the Timnath Development Authority for 2020.

RECOMMENDED MOTION

Approval of a Resolution of the Timnath Development Authority Summarizing Expenditures and Revenues and Adopting a Budget for the Calendar Year Beginning on the First Day of January, 2020, and ending on the last day of December, 2020.”

**TIMNATH DEVELOPMENT AUTHORITY, COLORADO  
RESOLUTION NO. TDA-01, SERIES 2019**

**A RESOLUTION OF THE TIMNATH DEVELOPMENT AUTHORITY  
SUMMARIZING EXPENDITURES AND REVENUES AND ADOPTING A BUDGET  
FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2020,  
AND ENDING ON THE LAST DAY OF DECEMBER, 2020.**

**WHEREAS**, the Timnath Development Authority’s Finance Director, has been designated to prepare the annual budget for the Timnath Development Authority, and has prepared said budget and submitted it to the Board of Commissioners; and

**WHEREAS**, the Board of Commissioners has considered all relevant factors concerning the budget and made all adjustments to the budget deemed appropriate and proper; and

**WHEREAS**, the Board of Commissioners is familiar with the budget and finds it to be in the best interest of the Town, its residents, and the general public.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TIMNATH DEVELOPMENT AUTHORITY OF COLORADO AS FOLLOW:**

**Section 1. Approval**

The budget for the Timnath Development Authority, Colorado, for the fiscal year beginning January 1, 2020, and ending December 31, 2020, as attached, hereby is adopted and approved as the budget for the Timnath Development Authority for said fiscal year.

**INTRODUCED, MOVED, AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE TIMNATH DEVELOPMENT AUTHORITY ON DECEMBER 10, 2019.**

**TIMNATH DEVELOPMENT AUTHORITY**


\_\_\_\_\_  
Jill Grossman-Belisle, Chairperson

**ATTEST:**

\_\_\_\_\_  
Secretary

**TIMNATH DEVELOPMENT AUTHORITY  
FORECASTED 2020 BUDGET AS PROJECTED  
WITH 2018 ACTUAL AND 2019 ESTIMATED**

	2018 ACTUAL	2019 BUDGET	9/30/19 ACTUAL	2019 ESTIMATED	2020 PROJECTED
1 BEGINNING FUND BALANCE	\$ 2,007,209	\$ 21,625,000	\$ 21,780,764	\$ 21,780,764	\$ 13,560,577
2 REVENUES					
3 TIF - property taxes	5,691,889	6,056,859	6,042,369	6,056,859	7,093,560
4 TIF - sales taxes	5,228,621	5,690,000	4,144,384	5,910,000	6,500,000
5 Loan proceeds	20,000,000	-	-	-	-
6 Net investment income	44,179	50,000	101,840	125,000	90,000
7 Total revenues	<u>30,964,689</u>	<u>11,796,859</u>	<u>10,288,593</u>	<u>12,091,859</u>	<u>13,683,560</u>
8 Total funds available	<u>32,971,898</u>	<u>33,421,859</u>	<u>32,069,357</u>	<u>33,872,623</u>	<u>27,244,137</u>
9 EXPENDITURES					
10 Loan interest (2015 Loan)	2,084,377	1,951,247	972,951	1,951,247	1,810,570
11 Loan interest (2018 Loan)	-	1,045,128	540,583	1,045,128	1,001,743
12 Loan principal (2015 Loan)	2,705,000	3,125,000	-	3,125,000	3,260,000
13 Loan principal (2018 Loan)	-	200,000	-	200,000	500,000
14 Loan issuance costs	175,000	-	-	-	-
15 Miscellaneous	164,186	180,000	173,834	225,000	248,000
16 Capital outlay					
17 Road, Utilities, Other (Transfer to Town)	68,068	16,375,000	4,951,752	8,231,580	11,975,000
18 Boxelder - BBRSA IGA	297,851	371,000	244,909	350,000	600,000
19 Developer shareback incentive	1,775,334	1,907,000	1,603,599	2,006,127	941,000
20 Transfer to Town - general	3,921,318	3,017,484	2,483,249	3,177,964	5,302,247
21 Total expenditures requiring appropriation	<u>11,191,134</u>	<u>28,171,859</u>	<u>10,970,877</u>	<u>20,312,046</u>	<u>25,638,560</u>
22 ENDING FUND BALANCE	<u>\$ 21,780,764</u>	<u>\$ 5,250,000</u>	<u>\$ 21,098,480</u>	<u>\$ 13,560,577</u>	<u>\$ 1,605,577</u>
23 RESERVES					
24 Required debt service reserve	\$ 1,508,607	\$ 1,500,000	\$ 5,700,742	\$ 1,520,000	\$ 1,540,000
25 Restricted for capital projects	20,272,157	3,750,000	15,397,738	12,040,577	65,577
26 Total reserves	<u>\$ 21,780,764</u>	<u>\$ 5,250,000</u>	<u>\$ 21,098,480</u>	<u>\$ 13,560,577</u>	<u>\$ 1,605,577</u>

	<b>Timnath</b>
	<b>TIMNATH DEVELOPMENT AUTHORITY Report</b>
TO:	Timnath Development Authority
FROM:	Christine Harwell
DATE OF MEETING:	December 10, 2019
TITLE / SUBJECT:	A Resolution Of The Timnath Development Authority, Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount And For The Purpose As Set Forth Below, For The Timnath Development Authority, For The 2020 Budget Year.

**DESCRIPTION**

A Resolution Of The Timnath Development Authority, Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount And For The Purpose As Set Forth Below, For The Timnath Development Authority, For The 2020 Budget Year.

**SUMMARY**

The 2020 budget has been presented to the Board for approval. The Timnath Development Authority will need to appropriate the following for spending in fiscal year 2020:

Timnath Development Authority Fund     \$25,638,560

**RECOMMENDATION**

Staff recommends approval of the resolution to appropriate the funds for the 2020 budget year.

**KEY POINTS**

This resolution appropriates funds for the 2020 budget year for the Timnath Development Authority.

ADVANTAGES

The Timnath Development Authority will have a budget appropriating amounts to be spent in 2020.

DISADVANTAGES

If not passed, the Timnath Development Authority would not have funds appropriated for spending in 2020.

FINANCIAL IMPLICATIONS

This resolution appropriates funds for the 2020 budget year.

RECOMMENDED MOTION

Approval of A Resolution of the Timnath Development Authority, Appropriating Sums of Money to the Various Funds and Spending Agencies, in the Amount and for the Purpose as Set Forth Below, for the Timnath Development Authority, for the 2020 budget year.”

**TIMNATH DEVELOPMENT AUTHORITY, COLORADO  
RESOLUTION NO. TDA-02, SERIES 2019**

**A RESOLUTION OF THE TIMNATH DEVELOPMENT AUTHORITY  
APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING  
AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW,  
FOR THE TIMNATH DEVELOPMENT AUTHORITY, FOR THE 2020 BUDGET  
YEAR.**

**WHEREAS**, the Timnath Development Authority has adopted the annual budget in accordance with the Local Government Budget Law, on December 10, 2019, and;

**WHEREAS**, the Timnath Development Authority has made provision therein for revenues and fund balances in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

**WHEREAS**, it is not only required by law, but also necessary to appropriate the expenditures provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the Timnath Development Authority.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TIMNATH DEVELOPMENT AUTHORITY OF COLORADO AS FOLLOW:**

**Section 1. Approval**

A total of \$25,638,560 is hereby appropriated for spending during fiscal year 2020 for the Timnath Development Authority.

**INTRODUCED, MOVED, AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE TIMNATH DEVELOPMENT AUTHORITY ON DECEMBER 10, 2019.**

**TIMNATH DEVELOPMENT AUTHORITY**

\_\_\_\_\_  
Jill Grossman-Belisle, Chairperson

**ATTEST:**

\_\_\_\_\_  
Secretary