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**SUMMARY OF MINUTES OF REGULAR MEETING  
ARVADA URBAN RENEWAL AUTHORITY BOARD OF COMMISSIONERS  
WEDNESDAY, MAY 2, 2018  
5601 OLDE WADSWORTH BLVD., SUITE 210, ARVADA, CO 80002**

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**REGULAR MEETING**

1. **Call to Order** – Chair Fred Jacobsen called the meeting to order at 5:30 p.m.
2. **Moment of Reflection and Pledge of Allegiance**
3. **Roll Call of Members:** Chair Fred Jacobsen, Vice Chair Alan Parker, Treasurer Tony Cline, Commissioners Michelle DeLaria, Moni Piz Wilson, Sue Dolan, Marc Williams

AURA staff present: Maureen Phair, Executive Director; Clark Walker, Deputy Director; Carrie Briscoe, AURA Coordinator; Peggy Salazar, Administrative Specialist; Hilary Graham, Legal Counsel

Also present: Steve Sauer, BKD; Lisa Yagi, Assistant Finance Director, City of Arvada, One guest

- A. **Oath of Office for Alan Parker** – Carrie Briscoe, notary public, administered the Oath of Office to Commissioner Alan Parker, who was appointed to the AURA Board by City Council on April 2, 2018.
- B. **Election of Officers** – Chair Jacobsen relinquished the chair to Maureen Phair to conduct the election for Chair. Ms. Phair opened the floor for nominations of Chair. Commissioner Parker moved to nominate Fred Jacobsen as Chair of the Arvada Urban Renewal Authority and that nominations are closed. Commissioners Williams and Dolan seconded the motion.

The following votes were cast on the Motion:

Voting yes: Jacobsen, Cline, Dolan, DeLaria, Piz Wilson, Williams

Absent: None

**The Motion was approved.**

Ms. Phair relinquished the chair to Chair Jacobsen whom opened the floor for nominations of Vice Chair. Commissioner Williams nominated Alan Parker as Vice Chair of the Arvada Urban Renewal Authority and that nominations are closed. Commissioner Piz Wilson seconded the motion.

The following votes were cast on the Motion:

Voting yes: Jacobsen, Cline, Dolan, DeLaria, Piz Wilson, Williams

Absent: None

**The Motion was approved.**

Chair Jacobsen opened the floor for nominations for Treasurer. Commissioner Williams nominated Tony Cline as Treasurer of the Arvada Urban Renewal Authority and that nominations are closed. Commissioner Dolan seconded the motion.

The following votes were cast on the Motion:

Voting yes: Jacobsen, Parker, Dolan, DeLaria, Piz Wilson, Williams

Absent: None

**The Motion was approved.**

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- C. Oath of Office for Elected Officers – Carrie Briscoe, notary public, administered the Oath of Office to the elected officers, Chair Fred Jacobsen, Vice Chair Alan Parker, and Treasurer Tony Cline.
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**4. Approval of Minutes**

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The Summary of Minutes of the AURA Board meeting on April 4, 2018, stands approved as submitted.

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**5. Public Comment on Issues Not Scheduled for Public Hearing – Three Minute Limit**

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None.

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**6. Public Hearing**

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None.

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**7. Study Session**

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None.

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**8. Old Business**

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Maureen Phair noted that the Sixth Amendment to her employment contract was approved at the Arvada City Council meeting on April 16, 2018.

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**9. New Business**

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- A. 2017 Auditor Report and Financial Statements – Steve Sauer, BKD and Lisa Yagi, Assistant Finance Director, City of Arvada

Maureen Phair introduced Steve Sauer with BKD. BKD has served the City of Arvada and AURA for the past five years.

Steve Sauer summarized the financial statements and conveyed there were no material deficiencies in the accounting of funds.

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**10. Development Update**

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Clark Walker presented "Lessons Learned: Village Commons Urban Renewal Area" which explored the project's overall benefits and lessons learned.

Maureen Phair provided the following project updates:

Ralston Road Streetscape – Concrete is being removed and repoured in the correct color and grid pattern. Additionally, planting areas will be created in front of the monument signs. Alternative flower options were discussed.

The Shops at Ralston Creek – A Certificate of Completion was executed for Phase One signaling compliance with the contract and completion of the project. There was discussion of the signage missing the grass fronds. Staff will follow up with developer on the missing fronds.

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Arvada Square – Demolition requirements are in process. Jeffco SWAT and Arvada Fire will do additional training sessions. Additionally, the project is being marketed for a development partner. Senior housing and a hotel are possible uses proposed for this phase in addition to townhomes. Loftus should have a partner in the project in July.

Gas Station (NWC of Garrison St and Ralston Rd) – The owner has done some exterior improvements. There are still existing easement agreements to be resolved.

Gateway at Arvada Ridge – Lee Street is near completion opening an entrance to Red Rocks Community College and Gateway from Kipling Parkway.

Solana – They are finishing up. Certificate of Completion is forth coming.

Trammell Crow – The first amendment and performance reimbursement agreements were signed. Two changes were made to the agreements including the acknowledgement of the lawsuit and that the total project cost could be adjusted if an additional cost of \$100,000 or more was realized in subterranean (site) work.

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**11. Public Comment – Five Minute Limit**

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None.

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**12. Comments from Commissioners**

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Commissioner DeLaria expressed her appreciation of the Village Commons Lessons Learned. She also noted that this is her last year on the AURA Board.

Commissioner Williams expressed his appreciation of the flowers delivered on behalf of AURA to his father's funeral.

Commissioner Piz Wilson asked about the building located at the NEC of Grandview Avenue and Yukon Street. Ms. Phair explained that the building was sold to an engineering firm. Staff was directed to reach out AEDA concerning a potential façade grant.

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**13. Committee Reports**

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Communications Committee – Treasurer Cline reported that he and Carrie Briscoe attended a social media conference that will help AURA define and implement a communications strategy on social media.

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**14. Staff Reports**

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Ms. Phair noted the flash report. She summarized the monthly communication platforms. She reported that she was interviewed on the Arvada Awesome Pod. Several AURA Board and Staff attended the Arvada Chamber of Commerce's State of the City. AURA projects were the highlight of the meeting. Clark Walker spoke at Leadership Arvada.

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15. **Executive Session**

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Hilary Graham, Legal Counsel, said that the topics for discussion are provided for in CRS 24-6-402(4)(b,e,f).

Commissioner Williams moved to convene into Executive Session for reason discussed by Legal Counsel and to review the Summary of Minutes of the Executive Session of April 4, 2018.

The following votes were cast on the Motion:

Voting yes: Jacobsen, Parker, Cline, Dolan, DeLaria, Piz Wilson, Williams

Absent: None

**The Motion was approved.**

The AURA Board convened into the Executive Session at 7:09 p.m. and reconvened into the Regular Meeting at 8:55 p.m.

**Regular Meeting**

Commissioner Parker moved that the Arvada Urban Renewal Authority Board of Commissioners approve the Summary of Minutes for the Executive Session of April 4, 2018.

The following votes were cast on the Motion:

Voting yes: Jacobsen, Parker, Cline, Dolan, DeLaria, Piz Wilson, Williams

Absent: None


**The Motion was approved.**

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16. **Adjournment**

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The meeting was adjourned by Chair Jacobsen at 8:58 p.m.

  
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Fred Jacobsen, Chair

ATTEST:

  
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Maureen Phair, Executive Director

  
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Carrie Briscoe, Recording Secretary

