
**SUMMARY OF MINUTES OF REGULAR MEETING
ARVADA URBAN RENEWAL AUTHORITY BOARD OF COMMISSIONERS
WEDNESDAY, MAY 06, 2020
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 2:00 p.m.

2. **Moment of Reflection and Pledge of Allegiance**

3. **Roll Call of Commissioners:**

Those Present: Chair Fred Jacobsen, Vice Chair Alan Parker, Treasurer Sue Dolan, Commissioners Paul Bunyard, Tony Cline, Tim Steinhaus, Marc Williams

AURA staff present: Maureen Phair, Executive Director; Carrie Briscoe, Project Manager, Corey Hoffmann, Legal Counsel; Peggy Salazar, Administrative Specialist

Also present: Lisa Yagi, Assistant Finance Director, City of Arvada;

Chair Jacobsen welcomed Paul Bunyard, newly appointed AURA Board of Commissioner.

Chair Jacobsen reported on the March 18th Special Meeting that the Board of Commissioners neglected to excuse Commissioner Williams for his absence.

Chair Jacobsen moved to excuse the absence of Commissioners Williams from the March 18, 2020 meeting.

The following votes were cast on the Motion:

Those voting: Yes: Cline, Dolan, Jacobsen, Parker, Steinhaus, Williams

Those Absent: Bunyard (not officially sworn in and was not in attendance)

The Motion was Approved.

4. **Approval of the Summary of Minutes**

The Summary of Minutes of the AURA Board Meeting on March 04, 2020; Special Meeting March 18, 2020 and Special Meeting April 08, 2020 stand approved.

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

None

6. **Public Hearing**

A. Resolution AR-20-06 - A Resolution Amending the Arvada Urban Renewal Authority Budget for Fiscal Year 2019.

Chair Jacobsen opened the public hearing for AR-20-06, A Resolution Amending the Arvada Urban Renewal Authority Budget for Fiscal Year 2019.

Chair Jacobsen sought public comments. No public comments. Public comments closed. No comments from Commissioners.

Ms. Phair acknowledged that Lisa Yagi, Assistant Finance Director, City of Arvada is present.

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Ms. Phair summarized the purpose for Resolution AR-20-06, A Resolution Amending the Arvada Renewal Authority Budget for Fiscal Year 2019.

Lisa Yagi restated that the Resolution AR-20-06, A Resolution Amending the Arvada Renewal Authority Budget for Fiscal Year 2019 is to not exceed the appropriation at year-end. She also emphasized that it's a State requirement to remain within budget.

Commissioner Williams moved that AR-20-06, A Resolution Amending the Arvada Urban Renewal Authority Budget for Fiscal Year 2019, be approved.

The following votes were cast on the Motion:

Those voting: Yes: Bunyard, Cline, Dolan, Jacobsen, Parker, Steinhaus, Williams
The Motion was Approved.

6. Study Session

None

7. Old Business

- A. Resolution AR-20-07, Eighth Amendment to an Employment Agreement by and Between the Arvada Urban Renewal Authority and Maureen C. Phair as Secretary and Executive Director.

Commissioner Steinhaus moved that Resolution AR-20-07, Eighth Amendment to an Employment Agreement by and Between the Arvada Urban Renewal Authority and Maureen C. Phair as Secretary and Executive Director, be approved.

Commissioner Williams spoke to the motion and said that City Council was consistent with Ms. Phair's employee contract as with the two appointees for the City Attorney and City Manager.

Chair Jacobsen reported that the Resolution AR-20-07, Eighth Amendment to an Employment Agreement by and Between the Arvada Urban Renewal Authority and Maureen C. Phair as Secretary and Executive Director is in the process of being approved by the City Council.

Commissioner Steinhaus asked if the Resolution AR-20-07 is retroactive.

Chair Jacobsen responded to Commissioner Steinhaus' question by stating the Resolution AR-20-07 is retroactive from January 01, 2020.

The following votes were cast on the Motion:

Those voting Yes: Bunyard, Cline, Dolan, Jacobsen, Parker, Steinhaus, Williams
The Motion was Approved.

Commissioner Steinhaus stated that he wanted to commend Ms. Phair for all her dedication and efforts working on various projects through this pandemic as well as the AURA staff.

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9. New Business

None

10. Development Update

Maureen Phair, Executive Director, provided the following development updates:

Affordable Housing on City Stores site – Plan to review the Disposition and Development Agreement (DDA) with George Thorn, Mile High Development, for the Affordable Housing Development project on City Stores site located at Ralston Road and Garrison Street.

City Stores – Obtained City Stores property and now waiting on Phase II Environmental Assessment.

Trammell Crow – Revisions are being made to the Disposition and Development Agreement (DDA) with Trammell Crow. AURA staff anticipates a draft of the DDA to be reviewed in June.

Tabernacle Church – Richard Sapkin, Owner of Edgemark purchased the building located at 5690 Yukon Street.

Gas Station – Currently waiting on Xcel Energy to remove the transformer and then remove the underground storage tanks. Once the storage tanks are removed then the Environmental experts will make sure there are no underground spills; in turn will determine how to do the demolition. AURA recently hired an environmental company to do an asbestos survey that is required before proceeding with the demolition. Anticipate the completion of the demolition by the end of summer.

Arvada Square – The contaminated soil has been removed. Currently in the testing phase and need three good quarters; in turn receive a “conditional no further action” from (CDPHE) Colorado Department of Public Health and Environment by year-end.

Ralston Creek – Chris Cowan, Executive Managing Director with Newmark Knight Frank and Loftus Development are marketing properties and interviewing developers for Arvada Square. AURA hired EPS, a financial analysis firm that will provide a windfall sale scenario for the next phase of this development.

Garrison Street Paseo – Hired Studio Insite, a landscape architect for this project. AURA staff walked the site with Studio Insite and SA& R site planner for Ralston Creek and affordable housing development. Next week AURA staff will meet with the City of Arvada staff to collaborate and have a better understanding what’s involved with the project. The result of the planning for this project will be presented to the AURA Board by July and then a community meeting will follow.

11. Public Comment – Five Minute Limit

None

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12. Comments from Commissioners

Chair Jacobsen asked newly appointed AURA Commissioner Paul Bunyard to provide a brief introduction.

Commissioner Bunyard thanked the AURA Board of Commissioners for welcoming him to the Board. Mr. Bunyard provided a brief overview about his background professionally and personally.

Commissioner Williams reported the City Council provided a detailed interview process with candidates that applied for the position of Arvada Urban Renewal Authority Board of Commissioner. Commissioner Williams stated that Paul Bunyard rose to the top and was unanimously selected by the City Council due to his professional experience and credentials.

Commissioner Williams thanked and updated the AURA Board for its financial support for the small business emergency fund impacted by COVID-19. The City of Arvada provided \$2.5 million to fund 256 loans to Arvada small businesses. He stated the City of Arvada has received positive feedback from the business community.

Commissioner Williams reported that currently the City of Arvada is receiving approximately \$9.4 million from Adams and Jefferson Counties of the CARES Act money.

Commissioner Williams reported on Shelly Cook's project located on the north side of 58th Avenue near the Vineyard Church. The development project includes 50 - 60 workforce housing units. Shelly Cook and City staff met with Colorado Housing & Finance Authority (CHFA) for the interview process and expects to receive feedback in six weeks.

Commissioner Dolan stated how the AURA staff will record the emergency loan fund.

Chair Jacobsen replied that the emergency loan fund will be paid back 100% with no interest.

Commissioner Steinhaus stated the emergency loan fund is to be implemented into the AURA's General fund.

Commissioner Dolan asked if AURA would be impacted by the Trammell Crow lawsuit.

Commissioner Williams reported that Trammell Crow cooperated fully with the Attorney General Office.

Commissioner Steinhaus welcomed Paul Bunyard.

Commissioner Dolan thanked Ms. Phair, for her hard work and doing a great job. She also welcomed Paul Bunyard to the AURA Board.

Chair Jacobsen reported that Ms. Phair will receive a raise retroactive January 1, 2020. Ms. Phair's review was postponed due to COVID-19 however promised to have the review completed before December 2020.

Chair Jacobsen stated Ms. Phair did a terrific job, especially with the gas station project and made his job easier as Chair and keeping him informed.

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Chair Jacobsen reported that the AURA Board elections are normally scheduled for May Board Meeting and hope to proceed with the Board elections at AURA's June 3 Board Meeting.

13. Committee Reports

Chair Jacobsen stated that there will be a meeting with the Finance Committee about the results of 2019 Audit.

14. Staff Reports

Maureen Phair, Executive Director, provided an update:

Ms. Phair stated that the next Regular Board Meeting, will be held on June 3, at Arvada City Hall in the Anne Campbell room. Ms. Phair asked if the Board is comfortable meeting with accommodations with COVID-19 social distancing.

Corey Hoffmann, Legal Counsel, stated that governmental entities are to have no more than 10 people.

Ms. Phair noted two highlighted items in the flash report: 1) Real estate loan for the gas station and 2) Business emergency loan listed in long-term receivables.

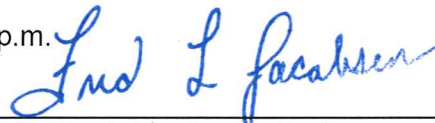
Corey Hoffmann, Legal Counsel, reported that there has been no response received related to the *Arvada for the People* case.

15. Executive Session

None

16. Adjournment

Chair Jacobsen adjourned the meeting at 2:39 p.m.



Fred Jacobsen, Chair

ATTEST:



Maureen Phair, Executive Director



Carrie Briscoe, Recording Secretary



