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**SUMMARY OF MINUTES OF REGULAR MEETING  
ARVADA URBAN RENEWAL AUTHORITY BOARD OF COMMISSIONERS  
WEDNESDAY, SEPTEMBER 7, 2016  
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 Page Bolin, Michelle DeLaria, Moni Piz Wilson, Marc Williams

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

Also present: Mike Beech – Ridgetop Engineering

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4. **Approval of Minutes**

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The Summary of Minutes of the AURA Board meeting on July 6, 2016, stands approved as corrected.

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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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A. **Ralston Creek Streetscape at Corners**

Maureen Phair provided a historical summary of the project. This project is limited to the corners at USBank and KFC/Taco Bell. She introduced Mike Beech with RidgeTop Engineering. RidgeTop Engineering issued an RFP for construction of the corners. The total bid for construction, signs, and underground utilities is \$912,213. Ms. Phair asked approval from the AURA Board to sign the contract with authorization to approve change orders up to \$950,000.

Additional clarification on the project cost was given by RidgeTop including the constraints and availability of contractors and subcontractors.

Commissioner Williams moved that the Arvada Urban Renewal Authority Board of Commissioners approve the investment of up to \$950,000 for contracts required to construct the Ralston Creek streetscape improvements at the southeast corner of Ralston Road and Independence Street and the southwest corner of Ralston Road and Garrison Street.

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The following votes were cast on the Motion:

Voting yes:       Jacobsen, Parker, Bolin, DeLaria, Piz Wilson, Williams  
Voting no:        Cline  
Absent:           None

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**9.     New Business**

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**A.   Maureen Phair's Annual Review Preparation**

Vice Chair Parker and Commissioner Bolin summarized the research and development of Maureen Phair's revised job description and evaluation of performance form.

Carrie Briscoe was tasked to transform review form into either a PDF or Google Form that can be easily completed by all members of the AURA Board. Carrie Briscoe will finalize form and send to Chair Parker by September 16, 2016. Chair Parker will distribute to Board with all responses due by September 23, 2016. The results of Maureen Phair's performance review will be held in the October 5, 2016, executive session.

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**10.   Development Update**

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Walmart – Building shell and roof is nearly complete, and site and utility work continue.

Solana – City agreed to assist with a portion of the extra cost to construct the pedestrian crossing at Saulsbury. Curb, gutter, and road are installed. Framing and vertical construction has begun. AURA is not participating in the funds required for the pedestrian crossing.

Ralston Creek –

Phase 1: Safeway demolition is complete. There has been a lot of coordination with CDPHE and Xcel. The Ace Check Cashing building is abated. There is leasing interest with an LOI expected from a restaurant. There is a utility easement that runs diagonally through the Independence Center site. The easement includes a concrete vault and fiber. The proposed building three is placed directly on top of the concrete vault. The location of the vault and fiber and their effect on the construction of building three is to be determined.

Phase 2: Arvada Square Stipulation Agreement was signed with the court issuing a final rule and order. AURA holds title to Arvada Square.

9-acre Site – Trammell Crow will hold a neighborhood meeting in September or October 2016. Trammell Crow has been able to re-engage the grocery store. They are in discussion with the grocery store to determine if the site plan will work for the size of the store they require.

Hilton – There is significant progress with construction reaching the fifth floor and installation of windows. They have estimated a March or April 2017 completion.

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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 Bolin is excited about the RTD G Line train testing.

Commissioner Piz-Wilson also expressed excitement about the train testing. Several commissioners commented on the flagging personnel positioned at the crossings.

Commissioner Parker took some time to review the new website – [arvadaurbanrenewal.org](http://arvadaurbanrenewal.org). He found an upside down picture. Staff will investigate.

Commissioner Williams announced there is a new Homegrown Tap and Dough feature from KATV. He also noted the success of several restaurants in Arvada.

Chair Jacobsen noted the AURA Board and Staff party at the Parkers. He expressed his enthusiasm for AURA's new website. He also commented on the new Walmart construction.

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**13. Committee Reports**

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None.

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**14. Staff Reports**

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Maureen Phair announced that the Finance Committee will be meeting September 14, 2016 to draft the 2017 budget. The proposed 2017 budget will be presented at AURA's October 5, 2016 meeting where the AURA Board will vote to approve that the proposed budget be forwarded to City Council for approval in content at the October 17, 2016 meeting. If approved by City Council, the AURA Board will be asked to approve it at AURA's November 2, 2016.

She announced that Mike Polk is on leave. Outside counsel, Corey Hoffmann, will be assisting during his absence along with assistance from the City's legal department.

She will be working on the City's Attainable Housing Committee along with Carrie Briscoe and other City management to educate City Council on various affordable housing developments, data, barriers, etc.

She reported on the various meetings and conferences she attended during August 2016.

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**15. Executive Session**

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None.

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16. **Adjournment**

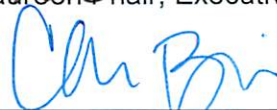
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The meeting was adjourned by Chair Jacobsen at 6:55 p.m.

  
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Fred Jacobsen, Chair

ATTEST:

  
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Maureen Phair, Executive Director

  
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Carrie Briscoe, Recording Secretary