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**SUMMARY OF MINUTES OF REGULAR MEETING  
ARVADA URBAN RENEWAL AUTHORITY BOARD OF COMMISSIONERS  
WEDNESDAY, JANUARY 4TH, 2023  
5601 OLDE WADSWORTH BLVD., SUITE 210, ARVADA, CO 80002**

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**REGULAR MEETING**

1. **Call to Order** –Chair Paul Bunyard called the meeting to order at 3:00 p.m.

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

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3. **Roll Call of Commissioners:**

Those Present: Chair Paul Bunyard, Vice Chair Alan Parker, Treasurer Sue Dolan  
Commissioners, Tim Steinhaus, and Marc Williams, Eli Feret, Peter Kazura

Those Absent: None

AURA staff present: Maureen Phair, Executive Director; Carrie Briscoe, Deputy  
Director; Amber Boutwell, Communications Coordinator; and Corey Hoffmann, Legal  
Counsel

Also present: None

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

The Summary of Minutes of the November 2, 2022 and December 14, 2022 AURA  
Board Meeting stands approved.

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5. **Public Comment**

None.

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6. **Public Hearing**

None.

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7. **Study Session**

None.

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8. **Old Business**

None

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9. **New Business**

A. Arvada Visitor's Center and Olde Town Business Improvement District Presentations

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- B.** Resolution AR-23-01 – A Resolution Authorizing Designated Arvada Urban Renewal Authority Officials to Act for and on behalf of the Arvada Urban Renewal Authority Relating to Financial Transactions.

Commissioner Williams moved to approve AR-22-01.

The following votes were cast on the Motion:

Voting yes: Dolan, Parker, Bunyard, Steinhaus, Williams, Feret, Kazura

Absent: None

**Motion was approved.**

- C.** Resolution AR-23-02 – A Resolution of the Board Of Commissioners of the Arvada Urban Renewal Authority Establishing a Designated Public Place for the Posting of Meeting Notices.

Commissioner Kazura moved to approve AR-22-02.

The following votes were cast on the Motion:

Voting yes: Dolan, Parker, Bunyard, Steinhaus, Williams, Feret, Kazura

Absent: None

**Motion was approved.**

- D.** Resolution AR-23-03 – A Resolution of the Board of Commissioners of the Arvada Urban Renewal Authority Approving Amendment One to the Professional Services Agreement with Cumming Management Group, Inc. for Project Management and Construction Management Services with Respect to the Design, Development, and Construction of the Ralston Commons Site Work Project at 9215 Ralston Road, Arvada, Colorado

Commissioner Williams moved to approve AR-22-03.

The following votes were cast on the Motion:

Voting yes: Dolan, Parker, Bunyard, Steinhaus, Williams, Feret, Kazura

Absent: None

**Motion was approved.**

- E.** Resolution AR-23-04 – A Resolution of the Board of Commissioners of the Arvada Urban Renewal Authority Approving the Lease Agreement between the Authority as Landlord and AJB Properties LLC as Tenant.

Commissioner Steinhaus moved to approve AR-22-04.

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The following votes were cast on the Motion:

Voting yes: Dolan, Parker, Bunyard, Steinhaus, Williams, Feret, Kazura

Absent: None

**Motion was approved.**

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**10. Development Update**

Ms. Phair provided the following project updates:

Trolley Park – The project is on hold because of homeless situation. We have asked for \$450,000 back and to revise the IGA. We would also like to consider another location, possibly the back yard of the Flour Mill based on an engineering study.

Restaurant Plaza – The Board approved the term sheet in November. We are working on the Purchase and Sale Agreement and amendment to the Disposition and Development Agreement. It should be available for the Board's review in February.

Tabernacle Church – The Board approved Development Agreement in a Special Meeting last month.

27 Town Home Site – The project is currently being marketed. The next step is to develop an RFP and bring developers/owners to the Board.

The Paseo – We need to do a geotech report for retaining walls, pergola, and ditch issue. We're also required to receive a letter from state water board and ditch company allowing us to use the end of run ditch water in our design and update plans to align with ADA recommendations.

Ms. Briscoe provided the following project updates:

The Caroline at Ralston (Kmart) – Moving along with building

Loftus - HPM began work removing asphalt and foundations.

Berkeley Town Homes – Horizontal work continues, hoping to go vertical next month.

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Ralston Gardens – Demolition of underground infrastructure is complete. The site is graded and ready for development. There is a Council hearing on major modification to remove the balconies and rezoning on February 6<sup>th</sup>.

Yukon Alley Project – City Survey team is processing the legal descriptions and exhibits needed for the transformer locations and easements. The project is targeting a spring construction start.

Trammell Crow – The elevator shaft for the hotel is done. The exterior for the retail is almost complete and will soon be turned over to the tenants for interior finish. The wood framing has started on The Russell.

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**11. Public Comment – Five Minute Limit**  
None.

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**12. Comments from Commissioners**

All Commissioners thanked the staff for their diligent work on projects deadlines and being adaptable. The staff was also congratulated for a holiday gatherings and the new office.

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**13. Committee Reports**  
None

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**14. Staff Reports**

Ms. Phair recognized Nancy Young and acknowledged her contribution to AURA. Ms. Phair also thanked the holiday committee for their great efforts. The ULI Spring Tour is in Toronto May 16-18. The deadlines for Board Applications are January 9<sup>th</sup>

Corey Hoffman reported on the Urban renewal litigation for Aurora stating that it's a huge case in terms of how TIF is calculated. Briefing should be finished by the end of February.

Flash report – provided in packet

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**15. Executive Session**

Corey Hoffmann, Legal Counsel, stated the need for an Executive Session

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for Instructions to Negotiators relating to Potential Projects:

- A. Instructions to Negotiators, Pursuant to CRS 24-6-402(4)(e) Related to the Calendar Building, Arvada Visitor's Center, and Olde Town Business Improvement District. Chairman Paul Bunyard moved to go into Executive Session for the reasons stated by Legal Counsel.

The following votes were cast on the Motion:

Voting yes: Dolan, Parker, Bunyard, Steinhaus, Williams, Feret, Kazura

Absent: None

**Motion was approved.**

The AURA Board convened into the Executive Session at approximately 4:24 p.m.

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**16. Adjournment**

Chair Bunyard adjourned the meeting at approximately 5:00 p.m

  
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Paul Bunyard, Chair

ATTEST:

  
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Maureen Phair, Executive Director

  
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Carrie Briscoe, Recording Secretary

