

**SUMMARY OF MINUTES OF REGULAR BOARD MEETING  
ARVADA URBAN RENEWAL AUTHORITY BOARD OF COMMISSIONERS  
WEDNESDAY, DECEMBER 3, 2025  
5603 YUKON ST, SUITE B, ARVADA, CO 80002**

**REGULAR MEETING**

**1. Call to Order** – Chair Bunyard called the meeting to order at 3:06 p.m.

**2. Roll Call of Commissioners**

Those Present: Chair Paul Bunyard, Vice Chair Peter Kazura, Daria Drago, Lauren Simpson, Tim Steinhaus

Absent: Debra Bustos, Eli Feret

AURA staff present: Carrie Briscoe, Executive Director; Alex Van Zante, Redevelopment Manager and Corey Hoffmann, Legal Counsel

Commissioner Steinhaus moved to excuse Commissioners Bustos and Feret.

The following votes were cast on the Motion:

Voting Yes: Bunyard, Drago, Kazura, Simpson, Steinhaus

Voting No: None

The motion was approved.

**3. Approval of the Summary of Minutes – November 5, 2025**

Commissioner Simpson moved to approve the minutes.

The following votes were cast on the Motion:

Voting Yes: Bunyard, Drago, Kazura, Simpson, Steinhaus

Voting No: None

The motion was approved.

**4. Public Comment of Issues not scheduled for Public Hearing – Three Minute Limit**

Pamela McCann spoke about their desire to rent or purchase a space for art use. Commissioner Simpson suggested reaching out to the Ceramics Guild about potential space and suggested they contact them separately to discuss options further.

**5. Public Hearing**

None

**6. Study Session**

None

**7. Old Business**

**A. Creekside Village Update – Steve Wilkie, Royal Oak**

Steve Wilkie provided an update about the Creekside Village project, requesting an extension to the current agreement's deadline to close on the property due to ongoing permitting review with the City and current economic conditions.

Executive Director Carrie Briscoe discussed Creekside Village's ongoing permitting process and shared that the extension would be valid for an additional 90 days.

Vice-Chair Kazura motioned to extend the contract by 90 days without any other stipulations.

The following votes were cast on the Motion:

Voting Yes: Bunyard, Drago, Kazura, Simpson, Steinhaus

Voting No: None

The motion was approved.

**8. New Business**

**A. Jiffy Lube Façade Improvements Presentation – Jeff Kiersch, Griffin Fast Lube Companies**

Jeff Kiersch presented potential façade improvements to the existing Jiffy Lube, requesting a 50% match for the cost of the improvements.

Commissioner Steinhaus asked about the existing signage and landscaping, Jeff Kiersch stated the existing landscaping is in great condition and would remain in its current condition, and that the existing signage on the building would also remain. Jeff Kiersch also discussed the current leasing terms for the building, those being a 10-year lease, with two additional five-year extensions at their discretion.

Vice-Chair Kazura asked about the current façade conditions and if cheaper alternative repairs were possible. Jeff Kiersch stated that they wanted the façade improvements to be tangible and not cut corners to save money for a less visually appealing building.

Commissioner Simpson asked if a wood element could be incorporated, similar to surrounding buildings along the Ralston Road corridor. Jeff Kiersch agreed to revisit the design and see if wood elements could be incorporated into the façade improvements, as long as it received approval from Jiffy Lube International.

Commissioner Drago suggested a darker red trim would look better on the building; Jeff Kiersch said they would look into that as a possibility.

### **9. Development Update**

Executive Director Carrie Briscoe shared that Ralston Road Diagonal design is at 90% completion and provided a construction cost estimate for the project once the design is completed. Executive Director Carrie Briscoe also shared construction updates on the Ralston Road Streetscape project, stating that the good weather has helped the contractor complete improvements quicker than originally anticipated.

Executive Director Carrie Briscoe also discussed the Spicy Kitchen improvements agreement, stating that an additional extension is needed for them to complete their improvements. The Board was supportive of extending the agreement by 60 days.

Executive Director Carrie Briscoe provided an update on the alley utility undergrounding project, sharing that the project would kick-off in early January and would take up to 16 weeks to complete.

Executive Director Carrie Briscoe also shared updates on the Yukon streetscape design and strategic planning projects.

### **10. Comments from Commissioners**

Commissioner Simpson shared an update on the tree lighting in Olde Town and shared that the Boards and Commissions applications would be opening shortly.

Chair Bunyard shared their experience regarding the tour of Ralston Commons, saying that the transformation in this area has been impressive.

### **11. Committee Reports**

Commissioner Steinhaus provided an update for the AEDA committee, discussing details about AEDA's holiday party.

Vice Chair Kazura provided an update for the Housing Advisory Committee.

Commissioner Simpson provided an update for the Business Improvement District, stating they believed a search for a new Director would happen in 2026.

## 12. Staff Reports

Executive Director Carrie Briscoe directed the Board to the Flash Report within the meeting packet; Commissioner Steinhaus asked if AURA had \$12 million in the bank, Executive Director Carrie Briscoe confirmed that was the case.

Redevelopment Manager Alex Van Zante shared an update on the AURA Holiday Party, providing details of when and where the holiday party will take place.

## 13. Executive Session

- A. Instructions to Negotiators, Pursuant to CRS 24-6-402(4)(e), Regarding the Jiffy Lube Proposal in the Ralston Fields Urban Renewal Area.
- B. Legal Advice, Pursuant to CRS 24-6-402(4)(b), Regarding options for property acquisition in the City Center Urban Renewal Area.

Vice-Chair Kazura motioned to enter into executive session.

The following votes were cast on the Motion:

Voting Yes: Bunyard, Drago, Kazura, Simpson, Steinhaus

Voting No: None

The motion was approved.

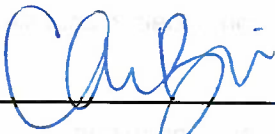
## 14. Adjournment

Chair Bunyard adjourned the meeting at approximately 5:02 p.m.



Paul Bunyard, Chair

ATTEST:



Carrie Briscoe, Recording Secretary