

General Information:  
Office: 303-655-2045  
Fax: 303-655-2047



## Brighton Urban Renewal Authority

### Special Meeting

March 3, 2017

8:00 A.M.

## A G E N D A

#### Authority Members

**Chairman**

Kevin Kildow

**Vice-Chairman**

Candace Werth

**Treasurer**

Janet Hepp-Struck

**Past –Chair**

Richard Gonzales

**Commissioners**

Elias Huerta

Barbara Lambert

Wayne Scott

Dave Rose

**City Council**

Mark Humbert

**Alternates**

Don Rowe

1. **CALL TO ORDER:**
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **SEATING OF THE ALTERNATES:**
5. **APPROVAL OF THE URA MEETING AGENDA:**  
*Recommended motion "...to approve the March 3, 2017 Study Session Meeting Agenda."*
6. **PLAQUE PRESENTATION TO MANUEL ESQUIBEL:** *Chairman Kevin Kildow*
7. **APPROVAL OF THE JANUARY 18, 2017 REGULAR MEETING MINUTES AND THE FEBRUARY 15, 2017 REGULAR MEETING MINUTES:**  
*Recommended motion ".... To approve the January 18, 2017 Regular Meeting Minutes."*  
*Recommended motion ".... To approve the February 15, 2017 Regular Meeting Minutes."*
8. **PARKLET DESIGN CONCEPTS:** *Paul Mills and Mary Taylor from Russell + Mills Studio*
9. **ACTION ITEMS:**  
*A. Recommended motion to Cancel March 15, 2017 Regular Meeting*
10. **INTERIM EXECUTIVE DIRECTOR REPORT:** *Ryan Johnson*
11. **MISCELLANEOUS MATTERS BY CHAIRMAN AND/OR COMMISSIONERS:**
12. **NEXT BURA MEETING:**      **APRIL 5, 2017**  
**STUDY SESSION MEETING**  
**CITY HALL STUDY SESSION AT 4:30 P.M.**  
**500 SOUTH 4TH AVENUE**  
**BRIGHTON, CO 80601**
13. **ADJOURNMENT:**



**Brighton Urban Renewal Authority**

500 South 4<sup>th</sup> Avenue Brighton CO 80601

**Regular Meeting Minutes from January 18, 2017**

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**1. CALL TO ORDER:**

Chairman Kevin Kildow called the meeting to order at 4:31 p.m.

**2. PLEDGE OF ALLEGIANCE:**

**3. ROLL CALL:**

Commissioners Present: Kevin Kildow, Rich Gonzales, Elias Huerta, Barbara Lambert, Wayne Scott, Dave Rose, and Mark Humbert.

Commissioners Absent: Candace Werth, Janet Hepp-Struck, and Don Rowe.

Staff Present: Michael Martinez, Marv Falconburg, Manuel Esquibel, Linda Gonzales, Lili Trevizo, BURA General Counsel Kendra Carberry, Ryan Johnson, Gary Montoya, and Dan Frelund.

Media Present: Zac Taylor Brighton Blade Newspaper Reporter

**4. SEATING OF THE ALTERNATES:**

There were no alternates present.

**5. APPROVAL OF THE JANUARY 18, 2017 BURA REGULAR MEETING AGENDA:**

Council Member Mark Humbert moved, seconded by Past-Chairman Richard Gonzales to approve the January 18, 2017 BURA Regular Meeting Agenda.

Vote: Approved by all.

**6. PUBLIC TO BE HEARD ON MATTERS NOT ON THE AGENDA:**

There was no public present.

**7. FINANCIAL REPORT:**

Mr. Dan Frelund, Finance Director, reported on the Authority's financials and provided a handout of the Financial Report to the commissioners. Mr. Frelund stated that the report consists of "Expenditures, New Administrative Funds, Budget, Debt & Rebates, Revenues and Expenditures" ending on November 30, 2016.

Chairman Kevin Kildow raised the question regarding the "Live at the Armory" reimbursement to the Authority.

Assistant to the Executive Director Linda Gonzales responded to the Authority that the documents for the reimbursement are being gathered in order for the request of the reimbursement to proceed.

Commissioner Dave Rose moved, seconded by Past Chairman Richard Gonzales to accept the Financial Report.

Vote: Approved by all.

**8. ELECTION OF OFFICERS:**

Past-Chairman Richard Gonzales moved, seconded by Commissioner Elias Huerta to post-pone the Election of Officers to the February 15, 2017 BURA Regular Meeting.

Vote: Approved by all.

**9. ACTION ITEMS:**

Assistant Director of BURA Ryan Johnson presented to the Authority the Approval of Resolution No. 0118-17 Approving a Construction Contract with C.G.R.S., Inc. for removal of underground storage tanks at 825 South Main Street, Brighton.

Commissioner Elias Huerta moved, seconded by Council Member Mark Humbert to approve Resolution No. 0118-17 Approving a Construction Contract with C.G.R.S., Inc. for removal of underground storage tanks 825 South Main Street, Brighton.

Vote: Approved by all.

BURA General Counsel Kendra Carberry presented to the Authority the 2<sup>nd</sup> Reading of Resolution No. 0118-17A Approving and Adopting the Revised BURA Bylaws.

Council Member Mark Humbert moved, seconded by Commissioner Elias Huerta to approve the 2<sup>nd</sup> Reading of Resolution No. 0118-17A Adopting the Revised BURA Bylaws.

Vote: Approved by all.

BURA General Counsel Kendra Carberry presented to the Authority for Approval of Resolution No. 0118-17B, Adopting a Policy Regarding Teleconference Participation in Meetings.

Past-Chairman Richard Gonzales moved, seconded by Commissioner Dave Rose to approve Resolution No. 0118-17B Adopting a Policy Regarding Teleconference Participation in Meetings.

Vote: Approved by all.

BURA General Counsel Kendra Carberry presented to the Authority Resolution No. 0118-17C Adopting a Purchasing Policy.

Past-Chairman Richard Gonzales moved, seconded by Commissioner Elias Huerta to approve Resolution No. 0118-17C Adopting a Purchasing Policy.

**10. STAFF REPORTS:**

Assistant to the Executive Director Linda Gonzales proposed to the Authority the New BURA Advanced Leadership date to be held on March 3, 2017.

Special Events and Armory Manager Gary Montoya reported to the Authority that the Armory has received \$75,000 from the 2017 Lodging Tax Grant Award for "Live at the Armory." They are currently booking performers for this concert series.

**11. MISCELLANEOUS MATTERS BY CHAIRMAN AND/OR COMMISSIONERS:**

Chairman Kevin Kildow informed the Authority that he will be submitting a records request on behalf of the Authority to discuss the investigation prepared by Josh Marks at the next BURA Regular Meeting.

Commissioner Dave Rose asked for an update on the old Tomahawk Truck Stop.

Assistant City Manager for Development Marv Falconburg updated the Authority on the status of the old Tomahawk Truck Stop. This project is being done in collaboration with the County. No demolition date has been determined. This project is not annexed by the City. Assistant Director of BURA Ryan Johnson has been working with developers to re-develop this property.

**12. EXECUTIVE SESSION:**

Commissioner Dave Rose moved, seconded by Council Member Mark Humbert to move into Executive Session at 5:25 p.m. for a conference with the Authority's attorney for the purpose of receiving legal advice on specific legal questions under Section 24-6-402(4)(b), C.R.S.; Regarding the process for selection of an Executive Director and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under Section 24-6-402(4)(e), C.R.S.; Regarding a proposed lease between the Union Pacific Railroad and the Brighton Urban Renewal Authority.

Vote: Approved by all.

Commissioner Dave Rose moved, seconded by Council Member Mark Humbert to adjourn the Executive Session at 6:07p.m.

Vote: Approved by all.

(There were no actions taken in executive session.)

**13. EXECUTIVE DIRECTOR REPORT:**

Executive Director Manuel Esquibel informed the Authority of his retirement from the City of Brighton and the Brighton Urban Renewal Authority. Mr. Esquibel, in his role as City Manager, also informed of the transition of the new Interim Executive Director for the Brighton Urban Renewal Authority will be the Assistant Director of BURA Ryan Johnson. Mr. Esquibel mentioned to the Authority how Ryan Johnson's relative years of

experience will be a great contribution to the Authority, and he felt confident he will do a great job.

Assistant Director of BURA Ryan Johnson presented to the Authority a PowerPoint Presentation regarding, "A City Embracing Positive Change."

**14. NEXT BURA MEETING:**

**February 1, 2017  
STUDY SESSION MEETING  
CITY HALL STUDY SESSION AT 4:30 P.M.  
500 SOUTH 4<sup>TH</sup> AVENUE  
BRIGHTON, CO 80601**

**15. ADJOURNMENT:**

Commissioner Dave Rose moved, seconded by Past-Chairman Richard Gonzales to adjourn the BURA Regular meeting at 6:38 p.m.

Vote: Approved by all.



**Brighton Urban Renewal Authority**

500 South 4<sup>th</sup> Avenue Brighton CO 80601

**Regular Meeting Minutes from February 15, 2017**

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**1. CALL TO ORDER:**

Chairman Kevin Kildow called the meeting to order at 4:30 p.m.

**2. PLEDGE OF ALLEGIANCE:**

**3. ROLL CALL:**

Commissioners Present: Kevin Kildow, Candace Werth, Janet Hepp-Struck, Richard Gonzales, Elias Huerta, Barbara Lambert, Wayne Scott, Dave Rose, Mark Humbert, and Don Rowe.

Staff Present: Marv Falconburg, Ryan Johnson, Michael Martinez, Gary Montoya, Jean Starr, Lili Trevizo, General Counsel Kendra Carberry.

Media Present: Brighton Blade Newspaper Reporter Zac Taylor.

**4. SEATING OF THE ALTERNATES:**

There were no vacancies.

**5. APPROVAL OF THE FEBRUARY 15, 2017 BURA REGULAR MEETING AGENDA:**

Commissioner Elias Huerta moved, seconded by Vice Chairman Candace Werth to approve the February 15, 2017 BURA Regular Meeting Agenda.

Vote: Approved by all.

**6. PUBLIC TO BE HEARD ON MATTERS NOT ON THE AGENDA:**

There was no public.

**7. ELECTION OF OFFICERS:**

Council member Mark Humbert moved, seconded by Past-Chairman Richard Gonzales to reappoint the previously seated slate of officers.

Vote: Approved by all.

**8. ACTION ITEMS:**

Assistant Finance Director Jean Starr presented to the Authority for Approval of Resolution No. 0215-17 Approving an Amendment to the Fiscal Year 2017 Budget and Authorizing Supplemental Appropriations for Fiscal Year 2017.

Vice-Chairman Candace Werth moved, seconded by Commissioner Elias Huerta to approve Resolution No. 0215-17 Approving an Amendment to the Fiscal Year 2017 Budget and Authorizing Supplemental Appropriations for Fiscal Year 2017.

Vote: Approved by all.

Interim Executive Director of BURA Ryan Johnson presented to the Authority Resolution No. 0215-17 Approving a New Authority Representative Certificate for the Brighton Urban Renewal Authority Taxable Tax Increment Revenue Bonds, Series 2015B.

Vice Chairman Candace Werth moved, seconded by Past-Chairman Richard Gonzales to approve Resolution No. 0215-17A Approving a New Authority Representative Certificate for the Brighton Urban Renewal Authority Taxable Tax Increment Revenue Bonds, Series 2015B.

Vote: Approved by all.

Interim Executive Director of BURA Ryan Johnson presented to the Authority Resolution No. 0215-17B Authorizing the use of funds from the Brighton Urban Renewal Authority Taxable Tax Increment Revenue Bonds, Series 2015B, for South Main Pre-Development Improvements.

Commissioner Dave Rose moved, seconded by Council Member Mark Humbert to approve Resolution No. 0215-17B Authorizing the use of funds from the Brighton Urban Renewal Authority Taxable Tax Increment Revenue Bonds, Series 2015B, for South Main Pre-Development Improvements.

Vote: Approved by all.

Interim Executive Director of BURA Ryan Johnson presented to the Authority Resolution No. 0215-17C Approving a Lease with Union Pacific Railroad Company for a Parking Lot and Related Improvements.

Vice-Chairman Candace Werth moved, seconded by Past Chairman Richard Gonzales to approve Resolution No. 0215-17C Approving a Lease with Union Pacific Railroad Company for a Parking Lot and Related Improvements.

Council Member Mark Humbert moved, seconded by Commissioner Dave Rose to move the March 1, 2017 Study Session to March 3, 2017.

Vote: Approved by all.

Vice-Chairman Candace Werth moved, seconded by Council Member Mark Humbert to hold a Special Meeting on March 3, 2017.

Vote: Approved by all.

**9. OTHER ITEMS:**

Interim Executive Director Ryan Johnson informed the Authority of a Parklet Open House being held on March 1, 2017 at Creative U from 4:30 p.m. to 6:30 p.m. Mr. Johnson encourages commissioners to stop by this event to check out the Parklet designs that can be potentially seen in Brighton.

**10. STAFF REPORTS:**

There were no staff reports.

**11. EXECUTIVE SESSION:**

Treasurer Janet Hepp-Struck moved, seconded by Vice-Chairman Candace Werth to move into Executive Session at 5:06 p.m. for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under Section 24-6-402(4) (e), C.R.S.; Regarding the redevelopment of South Main Street and for a conference with the Authority's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4) (b), regarding the investigation prepared by Josh Marks.

Vote: Approved by all.

Treasurer Janet Hepp-Struck moved, seconded by Vice-Chairman Candace Werth to adjourn the Executive Session at 6:15 p.m.

Vote: Approved by all.

(There were no actions taken in executive session.)

**12. NEXT BURA MEETING:**

**March 3, 2017  
SPECIAL MEETING  
4430 S. Adams County Parkway  
Brighton, CO 80601**

**13. EXECUTIVE DIRECTOR REPORT:**

Interim Executive Director Ryan Johnson and BURA General Counsel Kendra Carberry advised the Authority on Legislative House Bill 17-1161.

**14. ADJOURNMENT:**

Commissioner Dave Rose moved, seconded by Past Chairman Richard Gonzales to adjourn the BURA Regular meeting at 6:20 p.m.

Vote: approved by all.





## Brighton Urban Renewal Authority

500 South 4<sup>th</sup> Avenue

Brighton, CO 806601

303-655-2066

www.brightonura.org

# Memo

To: Kevin Kildow, Chair and BURA Commissioners  
Ryan Johnson, Interim Executive Director

Prepared By: Ryan Johnson, Interim Executive Director

Through: Marv Falconburg, Assistant City Manager for Development

CC: Lili Trevizo, Administrative Assistant II

Date: March 3<sup>rd</sup>, 2017

Re: Parklet Design Presentation

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### **PURPOSE:**

The purpose of this staff report is to seek direction from the Authority regarding the proposed design of the downtown parklet. Staff will be present along with representatives from Russell + Mills Studios to present multiple proposed concepts for the parklet.

### **BACKGROUND:**

In January 2017, representatives from Russell + Mills Studios met with the Authority to seek guidance on desired amenities, design considerations, and architectural styles of the proposed downtown parklet.

Over the last month, the consultant has continued to receive feedback from key stakeholders, staff as well as holding a community public open house on March 1<sup>st</sup>. The purpose of the presentation on March 3<sup>rd</sup> is to present multiple potential concepts for the design of this parklet. Staff and the consultant desire to receive feedback from the authority in order to begin the process of narrowing down the presented design concepts ultimately to a final design. At which point, the consultant will produce construction drawings that will be used to solicit bids for construction in the springtime.

The provision of a parklet supports strategic initiatives that the Authority has previously identified as priorities by creating a public gathering place to activate the public realm in the downtown.

**RECOMMENDATION:**

Provide staff and Russell + Mills Studios representatives with direction on the preferred design going forward.

General Information:  
Office: 303-655-2045  
Fax: 303-655-2047  
ltrevizo@brightonco.gov



## Brighton Urban Renewal Authority

Adams County Government Center, 4430 S. Adams County Pkwy, Brighton, CO 80601

March 3, 2017

### BURA Leadership Advance

#### Authority Members

**Chairman**

Kevin Kildow

**Vice-Chairman**

Candace Werth

**Treasurer**

Janet Hepp-Struck

**Past –Chair**

Rich Gonzales

**Commissioners**

Elias Huerta  
Barbara Lambert  
Wayne Scott  
Dave Rose

**City Council**

Mark Humbert

**Alternates**

Don Rowe

## A G E N D A

**1. 9:00 - 9:15 A.M. KICK-OFF:**

*Ryan Johnson, Interim Executive Director*

**2. 9:15 - 9:30 A.M. STRATEGIC PRIORITIES:**

*Ryan Johnson, Interim Executive Director*

**3. 9:30 - 10:30 A.M. LEGISLATIVE OUTLOOK:**

*Carolynne C. White, ESQ., LEED AP Brownstein Hyatt Farber Schreck*

**4. 10:30 - 11:30 A.M. ECONOMIC FORECAST:**

*Patty Silverstein, President & Chief Economist of Development Research Partners*

**5. 11:30 - 12:30 P.M. PLACEMAKING:**

*Russell + Mills Studio, Paul Mills and Mary Taylor*

*Working Lunch: Served at 12:30 P.M. to 1:45 P.M.*

**6. 12:30 - 1:45 P.M. COMMISSION BOARD TRAINING:**

*Kendra Carberry, BURA General Counsel, Hoffmann, Parker, Wilson & Carberry, P.C.*

*1:45 - 2:00 P.M. Break*

**7. 2:00 - 2:45 P.M. MANAGING STRESS PRESENTATION:**

*Corey Ciocchetti*

**8. 2:45 - 3:00 P.M. ADJOURNMENT:**