

City Hall  
4:30 PM  
500 South 4th Ave.  
Brighton, CO 80601

General Information:  
Office: 303-655-8747  
ajanes@brightonco.gov

Authority Members

**Chairman**  
Kevin Kildow

**Vice-Chairman**  
Candace Werth

**Treasurer**  
Janet Hepp-Struck

**Past –Chair**  
Rich Gonzales

**Commissioners**  
Jac Cuney  
Barbara Lambert  
Wayne Scott  
Don Rowe

**City Council**  
Greg Mills



BRIGHTON URBAN RENEWAL AUTHORITY  
City Hall 500 South 4th Avenue Brighton, CO 80601

**Executive Committee Meeting**  
December 5, 2018  
4:00 PM

**AGENDA**

**Please Note:** Executive Committee Meetings and Study Sessions are open to the public, and individuals are welcome to attend and observe. However, these briefings are not intended to be interactive with the audience, as this time is set aside for Urban Renewal Authority Commissioners to receive information, make inquiries, and provide Staff with informal feedback.

EXECUTIVE COMMITTEE

1. OPENING MEETING
2. REVIEW OF THE DECEMBER 5, 2018 BURA SPECIAL MEETING AGENDA
3. ADJOURN

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City Hall 500 South 4th Avenue Brighton, CO 80601

**Special Meeting**  
**December 5, 2018**  
**4:30 PM**

**Authority Members**

**Chairman**

Kevin Kildow

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Richard Gonzales

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Jac Cuney

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Greg Mills

**A G E N D A**

1. **CALL TO ORDER:**
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **APPROVAL OF THE URA MEETING AGENDA:**  
Recommended motion "...to approve the December 5, 2018 Special Meeting Agenda."
5. **APPROVAL OF THE NOVEMBER 7, 2018 SPECIAL MEETING MINUTES:**  
Recommended motion "...to approve the November 7, 2018 Special Meeting Minutes."
6. **COMMUNICATIONS FROM THE CHAIRMAN AND/OR COMMISSIONERS:**
7. **EXECUTIVE DIRECTOR REPORT:** Ryan Johnson
8. **PUBLIC COMMENT:** *Public Comment is reserved for comments on any issues or items pertaining to BURA business except those for which a formal public hearing is scheduled.*
9. **ACTION ITEMS:**
  - A. Resolution No. 1205-18 adopting a resolution approving a contract for legal services with Hoffmann, Parker, Wilson & Carberry, P.C.
11. **NEXT BURA MEETING:** **FEBRUARY 6, 2019 STUDY SESSION**  
**CITY HALL COUNCIL CHAMBERS AT 4:30 PM**  
**500 SOUTH 4TH AVENUE**  
**BRIGHTON, CO 80601**
12. **ADJOURNMENT:**



BRIGHTON URBAN RENEWAL AUTHORITY  
500 South 4<sup>th</sup> Avenue Brighton CO 80601

## Special Meeting Minutes from November 7, 2018

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**1. CALL TO ORDER:**

Vice-Chair Candace Werth called the meeting to order at 4:31 p.m. and presided over the remainder of the meeting.

**2. PLEDGE OF ALLEGIANCE:**

**3. ROLL CALL:**

Commissioners Present: Candace Werth, Richard Gonzales, Barbara Lambert, Wayne Scott, Don Rowe, Jac Cuney, Kevin Kildow and Greg Mills.

Commissioners Absent: and Janet Hepp-Struck

Staff Present: Ryan Johnson, Alisha Janes, Jean Starr and Gary Montoya

Media Present: There was no media present

**4. APPROVAL OF THE URA MEETING AGENDA:**

Commissioner Don Rowe moved, seconded by Past-Chair Richard Gonzales to approve the November 7, 2018 Special Meeting Agenda.

Vote: Approved by all

**5. APPROVAL OF THE OCTOBER 17, 2018 REGULAR MEETING MINUTES:**

Councilor Greg Mills moved, seconded by Commissioner Jac Cuney to approve the October 17, 2018 Regular Meeting Minutes as amended to note that Treasurer Janet Hepp-Struck led the meeting.

Vote: Approved by all

**6. COMMUNICATIONS FROM THE CHAIRMAN AND/OR COMMISSIONERS**

Commissioner Wayne Scott requested that the Authority look into purchasing a table at the November 30, 2018 armory fundraiser hosted by the Heart of Brighton.

**7. EXECUTIVE DIRECTOR REPORT:**

Executive Director Ryan Johnson presented an update on demolition on the Downtown Plaza Site, noting that visible progress on the project will slow over the next week as demolition moves closer to the Wells Fargo building.

**8. PUBLIC COMMENT:**

There were no members of the public present.

**9. INFORMATION ONLY ITEMS:**

Executive Director Ryan Johnson presented the Q3 Capital Project Status Report as included in the meeting packet.

**10. ACTION ITEMS:**

1. Vice-Chair Candace Werth opened the public meeting.

Executive Director Ryan Johnson presented the 2019 proposed budget as included in the meeting packet. Commissioner Jac Cuney asked questions regarding fund balance and scheduled reimbursements. Executive Director Ryan Johnson clarified the availability of fund balance for use on potential future projects or planned projects in the case of unanticipated revenue reductions.

There were no public comments, as no members of the public were present.

Commissioner Don Rowe moved, seconded by Chair Kevin Kildow to approve Resolution No. 1107-18 adopting a budget and making appropriations for the fiscal year 2019.

Vote: Approved by all

2. Jean Starr presented the Q3 Financial Report as included in the meeting packet. Don Rowe moved to accept the Q3 Financial Report, seconded by Past-Chair Rich Gonzales.

Vote: Approved by all

**11. NEXT BURA MEETING**

**DECEMBER 5, 2018 BURA SPECIAL MEETING**  
**CITY HALL COUNCIL CHAMBERS AT 4:30 P.M.**  
**500 SOUTH 4<sup>TH</sup> AVE.**  
**BRIGHTON, CO 80601**

**12. ADJOURNMENT**

Past-Chair Rich Gonzales moved to adjourn the meeting at 5:32 p.m., seconded by Commissioner Don Rowe.

Vote: Approved by all

**BRIGHTON URBAN RENEWAL AUTHORITY**

**A RESOLUTION APPROVING A CONTRACT FOR LEGAL SERVICES  
WITH HOFFMANN, PARKER, WILSON & CARBERRY, P.C.**

**RESOLUTION NO. 1205-18**

WHEREAS, the Brighton Urban Renewal Authority ("BURA") wishes to approve a Contract for Legal Services with Hoffmann, Parker, Wilson & Carberry, P.C., to commence on January 1, 2019.

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Brighton Urban Renewal Authority as follows:

Section 1. The Contract for Legal Services between BURA and Hoffmann, Parker, Wilson & Carberry, P.C. is hereby approved in the form attached hereto, and the Chair is hereby authorized to execute the Contract on behalf of BURA.

**ADOPTED** this 5<sup>th</sup> day of December, 2018.

**BRIGHTON URBAN RENEWAL  
AUTHORITY**

\_\_\_\_\_  
Kevin Kildow, Chair

ATTEST:

\_\_\_\_\_  
Ryan Johnson, Executive Director

## CONTRACT FOR LEGAL SERVICES

THIS CONTRACT FOR LEGAL SERVICES is made this 1<sup>st</sup> day of January, 2019 (the "Effective Date"), by and between Hoffmann, Parker, Wilson & Carberry, P.C. ("Attorneys") and the Brighton Urban Renewal Authority ("BURA").

WHEREAS, BURA wishes to contract with Attorneys for legal services; and

WHEREAS, Attorneys are authorized to practice law in the State of Colorado, and have the expertise to provide legal services to BURA.

In consideration of the mutual covenants and obligations herein expressed, it is agreed by and between the parties hereto as follows:

1. Attorneys shall furnish all legal services required by BURA, though BURA may contract with other attorneys for specific legal services. Attorneys shall at all times comply with applicable law and the Colorado Rules of Professional Conduct.
2. Attorneys have checked for any conflicts, and at this time, no conflicts exist. Attorneys will immediately notify BURA of any conflict situation that may arise.
3. Attorneys will supply secretarial and other support staff services necessary to render the services to BURA as required by this Contract.
4. Attorneys will supply office furniture, law books, fixtures, and telephone service necessary to render the services to BURA as required by this Contract.
5. Throughout the term of this Contract, Attorneys shall maintain professional liability insurance in an amount no less than \$2,000,000.00.
6. Attorneys are acting as independent contractors. Therefore, BURA will not be responsible for payroll taxes, health or life insurance, or vacation or sick time. The position contracted for herein shall not be a full-time position.
7. Attorneys agree to:
  - a. As directed, attend meetings of BURA;
  - b. As directed, attend meetings and conferences with BURA staff;
  - c. Perform all legal duties required by the policies of BURA and by state and federal law;
  - d. Provide timely attention to and advice with regard to compliance with all applicable law;
  - e. As requested, represent BURA in its dealings with others; and
  - f. As requested, represent BURA in litigation in which it may be involved.

8. BURA shall pay for the services provided under this Contract at the following rates, payable within 30 days of receipt of itemized billing statements from Attorneys:

\$245/hour for work performed by any attorney.

\$105/hour for work performed by a paralegal.

Travel time at ½ of the regular rate.

9. In addition to payment for legal fees, BURA will reimburse Attorneys for all filing fees, expert witness fees, deposition costs, reproduction costs, computer research costs and similar fees and costs incurred by Attorneys on behalf of BURA.

10. This Contract may be terminated by either party hereto upon 7 days prior written notice.

11. At any time after 5 years following the termination of this Contract, Attorneys may destroy all files related to Attorneys representation of BURA, unless prior to that time BURA requests, in writing, return of the files to BURA.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the Effective Date.

**BRIGHTON URBAN RENEWAL  
AUTHORITY**

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Kevin Kildow, Chair

ATTEST:

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Ryan Johnson, Executive Director

**HOFFMANN, PARKER, WILSON &  
CARBERRY, P.C.**



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Kendra L. Carberry