



**SUMMARY OF MINUTES OF THE MEETING OF THE ARVADA CITY COUNCIL HELD  
APRIL 6, 2020**

1. Call to Order – 6:00 p.m.

In accordance with physical distancing guidelines, this Arvada City Council meeting was held remotely using webinar technology. Members of the public were given notice with instructions on how to participate with public comment.

2. Moment of Reflection and Pledge of Allegiance

3. Roll Call of Councilmembers

Those Present: Mayor Marc Williams, Mayor Pro Tem Dot Miller, Councilmember Bob Fifer, Councilmember Nancy Ford, Councilmember David Jones, Councilmember John Marriott, Councilmember Lauren Simpson

Also present were: Mark Deven, City Manager; Lorie Gillis, Deputy City Manager; Rachel Morris, City Attorney; Bryan Archer, Director of Finance; Sharon Israel, Director of Utilities; Ryan Stachelski, Director of Community and Economic Development; Link Strate, Police Chief; Ben Irwin, Communications Manager and Kristen Rush, City Clerk.

4. Approval of Minutes of the March 2, March 12, and March 23, 2020, City Council Meeting

The minutes stand approved.

5. Public Comment – none

6. New Business

A. Resolutions

1. R20-032 A Resolution Authorizing a Second Extension of the Effective Date of the City Manager's Declaration of Emergency Relating to the Novel Coronavirus (COVID-19) and the Associated Public Health Crisis

Rachel Morris, City Attorney, reviewed this resolution with council.

Councilmember Ford moved that R20-032, A Resolution Authorizing a Second Extension of the Effective Date of the City Manager's Declaration of Emergency Relating to the Novel Coronavirus (COVID-19) and the Associated Public Health Crisis.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

B. Emergency Ordinance

1. CB20-009 Emergency Ordinance Adding Section 26-38.5, Powers of the

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Municipal Court, to Article II, Civil Emergency, Emergency, or Local Disaster Regulations, of Chapter 26, Civil Emergency, Emergency, or Local Disaster, of the Arvada City Code (Ordinance No. 4726)

Rachel Morris, City Attorney, reviewed this resolution with council.

Councilmember Fifer moved that CB20-009, Emergency Ordinance Adding Section 26-38.5, Powers of the Municipal Court, to Article II, Civil Emergency, Emergency, or Local Disaster Regulations, of Chapter 26, Civil Emergency, Emergency, or Local Disaster, of the Arvada City Code, this ordinance will sunset as described in Council's discussion to coincide with the end of the City Manager's declared emergency. Any orders issued by the presiding municipal court judge during the current emergency declaration will remain in effect as described in the ordinance, be approved, numbered 4726 and published in full.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

7. Other

A. Appointments to Boards and Commissions

Arvada Arts and Culture Commission

Mayor Pro Tem Miller moved to Appoint Heather Steffen, Lisa Croy, and Robb Caster to the Arvada Arts and Culture Commission for 4-year terms ending April 30, 2024; Evelyn Miner for a partial term ending April 30, 2023.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Councilmember Miller moved to Reappoint Suzanne Ellenbogen for a 4-year term ending April 30, 2024.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Arvada Festivals Commission

Councilmember Fifer moved to Appoint Mark Johnson, Stephanie Bednar, Kim Major and Rebekah Lovisone to the Arvada Festivals Commission for full 3-year terms ending April 30, 2023; Ethan Lutz to the Arvada Festivals Commission for an unexpired term ending April 30, 2021.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

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Councilmember Fifer moved to Reappoint Peter Kazura, Charles Schick and Stanley Sharman for 3-year terms ending April 30, 2023.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Arvada Urban Renewal Authority

Mayor Williams moved to Appoint Paul Bunyard to the Arvada Urban Renewal Authority for a 5-year term ending April 30, 2025.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Mayor Pro Tem Miller moved to ratify Mayor Williams' appointment of Paul Bunyard to the Arvada Urban Renewal Authority for a 5-year term ending April 30, 2025.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Golf Advisory Committee

Councilmember Ford moved to Appoint Julie Renny and Ali Brady to the Golf Advisory Committee for 3-year terms ending April 30, 2023.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Councilmember Ford moved to Reappoint Timothy Blake Rogers for a 3-year term ending April 30, 2023.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Human Services Advisory Committee

Councilmember Jones moved to Appoint Tracy Brooks, Shelly Beasley and Elysia Hassebroek to the Human Services Advisory Committee for a 3-year term ending April 30, 2023.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson  
The Motion was Approved

Councilmember Jones moved to Reappoint Laura Andes for a 3-year term ending April 30, 2023.

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The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

Park Advisory Committee

Councilmember Marriott moved to Appoint Jaime Sandoval, Tim Sloan and Grace Dowling to the Park Advisory Committee for 3-year terms ending April 30, 2023; Todd Munson and Max Koxholt to the Park Advisory Committee for an unexpired term ending April 30, 2022; and Jeri Sampson for an unexpired term ending April 30, 2021.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

Councilmember Marriott moved to Reappoint Melissa Lloyd for a 3-year term ending April 30, 2023.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

Planning Commission

Councilmember Simpson moved to Appoint Andrew Gay to the Planning Commission for an unexpired term ending April 30, 2022.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

Councilmember Simpson moved Reappoint T.O. Owens for a 4-year term ending April 30, 2024.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

Sustainability Advisory Committee

Mayor Pro Tem Miller moved to Appoint David Wagman and Rebekah Hernandez to the Sustainability Advisory Committee for a 3-year term ending April 30, 2023; and Rachel Smallwood to the Sustainability Advisory Committee for an unexpired term ending April 30, 2022.

The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

Mayor Pro Tem Miller moved to Reappoint Mindy Mohr and Catherine Griffith for 3-year terms ending April 30, 2023.

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The following votes were cast on the Motion:

Those voting Yes: Williams, Miller, Fifer, Ford, Jones, Marriott, Simpson

The Motion was Approved

8. Workshops

A. Discussion of Revised Council Schedule of Public Hearings for Quasi-Judicial Items and Significant Community Issues

Mark Deven, City Manager, said that the novel coronavirus (COVID-19) pandemic has grown rapidly over the past few weeks, creating a major public health crisis on a national and international scale. President Donald Trump has declared a national state of emergency and extended the Social Distancing Guidelines to April 30. Governor Jared Polis also declared a state of emergency and issued a Stay At Home Order for all Colorado residents through April 11. Nearly all cities in the Denver metropolitan area have declared a state of emergency as well.

Mr. Deven said that as Council is aware, the March 16 Council meeting was cancelled. On March 23, the Council briefly met in order to consider the extension of the Emergency Declaration. The Arvada team believes that extension of the Social Distancing Guidelines to April 30 effectively cancels the April 13 and 27 workshops and would either limit or cancel the April 20 business meeting. These meetings included items that would have generated significant public interest and attendance.

The Arvada team has initially discussed with Council the presentation of Council workshops and meetings using remote technology that would support public comment and participation. In consideration of the issues that would be presented, including quasi-judicial land use matters, Council instructed the Arvada team to delay such matters until the restrictions associated with the public health crisis are lifted. The Arvada team believes that the restrictions will be lifted in early May and scheduled the resumption of business meetings and workshops without attendance restrictions for May 11. The remaining meetings in May, June and early July are proposed as follows:

May 11 - Business Meeting

May 18 - Workshop

May 25 - Memorial Day

June 1 - Business Meeting

June 8 - Business Meeting

June 15 - Workshop

June 22 - Appointee Evaluations

June 29 - Fifth Monday - No Meeting

July 6 - Business Meeting

The Council's direction required matters that were to be considered in March and April to be rescheduled to May, June and early July. The council meeting and workshop dates described are scheduled to relieve the backlog of items that were delayed during the public health crisis.

Mr. Deven reviewed the revised public hearing and workshop schedules that will address the backlog.

The first one presents the proposed public hearing schedule. Please note that matters that are

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expected to generate significant public participation and interest, including the Grandview Station Rehearing and Solid Waste, are scheduled as the sole public hearing items on May 11 and June 8. Public hearing items that are not likely to generate significant interest and public participation, including the additional appropriation for Fiscal Year 2020, Escrow for Public Improvements and Land Use Fees, are scheduled during the June 1 meeting. The Land Development Code update and remapping is also scheduled June 1. The Arvada team acknowledges that this item may generate significant public participation; however, given the extensive public discussion of the Land Development Code through several Council workshops, public meetings and open house events during the last two years, the Arvada team believes that this could be scheduled on June 1.

The second one presents the revised workshop schedule. The March 23, April 13, and April 27 items are rescheduled to May 18, June 15 and July 6, respectively. The timing will allow the Arvada team to simultaneously complete the backlog for public hearing and workshop items and avoid scheduling more than three items on a single agenda.

Completing the backlog of public hearing and workshop items during May, June and early July will be challenging for the Council and the City team. The purpose of presenting the schedule summarized herein and within Attachments No. 1 and No. 2 is intended to seek the Council's feedback before finalizing and providing notice to interested parties and the community. In addition, this schedule may need to be revised in response to the public health crisis. The Arvada team believes it is appropriate to at least begin the discussion on April 6.

Councilmembers asked several questions regarding the information presented and expressed their desire to bring council items forward as soon as possible.

**Next Steps:** Staff will revise and finalize the public hearing and workshop schedules.

**B. Discussion of Arvada COVID-19 Business Emergency Response and Recovery**

Mark Deven, City Manager, said that the novel coronavirus (COVID-19) pandemic has grown rapidly over the past few weeks, creating a major public health crisis on a national and international scale. President Donald Trump has declared a national state of emergency and extended the Social Distancing Guidelines to April 30. Governor Jared Polis also declared a state of emergency and issued a Stay At Home Order for all Colorado residents through April 11. Nearly all cities in the Denver metropolitan area have declared a state of emergency as well.

The growing public health crisis caused by the novel coronavirus (COVID-19) has had major implications for the City of Arvada. Certain segments of the community are facing financial hardships and challenges. These segments include small businesses which employ thousands of Arvada residents and represent the backbone of the larger business community. Bars, restaurants, specialty retail shops and entertainment businesses have been required to close, placing many Arvadans out of work. These businesses are now dealing with the loss of income while certain overhead expenses such as mortgage payments and insurance continue to be demanded by creditors.

In response to these challenges, the United States Congress passed and the President signed into law the Federal Coronavirus Aid, Relief and Economic Security (CARES) Act on Friday, March 27. This legislation provides relief to businesses who have been impacted by the COVID-19 Public Health Emergency. While this is a welcome action by the Federal Government, the timing of payments to small businesses through agencies such as the Small Business Administration

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presents another potential challenge for business owners. It is estimated that economic relief may not flow to local communities until late May to early June.

Local communities within Colorado have rallied to discuss potential assistance to include bridge loans for impacted small businesses. Members of the City's Leadership Team have formulated a plan to assist impacted small businesses. The purpose of this Workshop is to present the plan and seek the Council's consideration and feedback.

Mr. Deven reviewed the outline of the proposed plan to assist Arvada businesses during the approximate 8-10 weeks before funds associated with the programs created through CARES Act become available to small business owners in Arvada. The major components of the Arvada COVID-19 Emergency Response and Recovery program are summarized as follows:

**Scalable Approach:** Business recovery needs to be looked at in two levels: the community business environment (macro), and at the individual business level (micro).

**Resource for Relevant and Timely Information:** All businesses need access to factual information on where to get industry-specific resources in the local context.

**Regulatory Relief:** Review licensing and regulatory processes. As an example, the development process needs to be as streamlined and modernized as much as possible in order to adapt to a new business reality.

**Coordinate the Local Response with the State and Federal Response:** Local Communities do not have the financial means to support the recovery of all local businesses. This needs to be done through State and Federal Assistance Programs. Local communities should apply resources to help "fill the gap" between now and when State and Federal Assistance is available.

**Proposed Actions:**

Arvada is proposing a \$10,000 zero interest loan program to businesses, with \$2,500 forgivable if loan payments are met.

Arvada will continue to waive late fees and interest on sales and use tax and utility bills for up to 12 months.

Arvada is exploring a 5% interest COVID-19 relief loan in partnership with Colorado Enterprise Fund to deploy \$25,000 loans to businesses with a 10-day closing.

Leadership Team members Ryan Stachelski and Bryan Archer will present an overview of the Program during the workshop.

**Next Steps:** The City Team will finalize the program of providing financial assistance to Arvada businesses.

9. Public Comment - Five Minute Limit – none

10. City Council Reports –

A. Mayor Pro Tem Miller gave a shout out to Kami Welch and the Arvada Chamber along with all of their partners during this health crisis.

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- B. Mayor Pro Tem Miller asked if there is any support the city could give to the community and thanked Mr. Deven for his leadership during this time.
  - C. Councilmember Jones thanked Mr. Deven for providing all of the services they can for the community and said his heart goes out to everyone that has been impacted by the health crisis. Mr. Jones said that he would like to donate his council salary to help people make it through this difficult time.
  - D. Councilmember Ford said that she is thinking about all of the businesses and discussed the creative ways the Arvada Center has shifted gears to provide on-line classes. Ms. Ford also thanked all of the men and women who are risking their lives taking care of the community.
  - E. Councilmember Simpson echoed the comments of the other councilmembers and thanked our first responders. Ms. Simpson reminded people there are more resources out there.
  - F. Councilmember Fifer encouraged our city team to be ambassadors of the city and educate the public as to social distancing guidelines, to provide ways for people to give back to the community and gave examples of what people are doing.
  - G. Councilmember Marriott thanked the city team including the police department for all of their dedication and work during this emergency.
  - H. Mayor Williams echoed the other comments and thanked council and the community for all of the compassion and reminded all of our citizens to follow the guidelines for social distancing.
- 11. City Manager Reports
    - A. Mark Deven, City Manager, thanked council for all of their support of the city team.
  - 12. City Attorney Reports
    - A. Rachel Morris, City Attorney, echoed Mr. Deven's comments and thanked council for their support.
  - 13. Adjournment at 8:15 p.m.

*Marc Williams*

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Marc Williams, Mayor

SEAL:

*Kristen R. Rush, City Clerk*

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Kristen R. Rush, City Clerk

