

## RECORD OF PROCEEDINGS

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### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF NORTHWEST PARKWAY PUBLIC HIGHWAY AUTHORITY HELD AT 5:00 PM ON FEBRUARY 7, 2022

#### ATTENDANCE

The regular meeting of the Board was called and held via ZOOM virtual meeting as shown, in accordance with Colorado law. The following Directors were present:

Guyleen Castriotta, Chair and Secretary of the Board (*Mayor, City and County of Broomfield*)

Stephanie Walton, Vice Chair and Treasurer of the Board (*Councilmember, City of Lafayette*)

Also present was:

Joel Meggers, President, Community Resources Services of Colorado

Phyliss Brown, Director of Finance, Community Resources Services of Colorado

Kayla Blair, Assistant Manager, Community Resource Services of Colorado.

Pedro Costa, Executive Director, Northwest Parkway, LLC

Alicia Corley, Icenogle, Seaver Pogue, P.C

Michael Jewell, Jewell Jimmerson Natural Resources Law LLC

Jennifer Hoffman, Broomfield City and County Manager

Abby Yellman - Assistant City and County Manager

Erik Davidson, District 1 RTD Director

Russ Dykstra, Spencer Fane, LLP

Matt Alexander, Senior Associate, Transportation, Stantec

Mary McGowne, Development, Executive Director of Leasing & Sales, Ryan Companies

Ricardo Haddad, Senior Project Engineer, Ryan Companies

#### CALL TO ORDER

Noting the presence of a quorum, Chair Castriotta, called the meeting to order at 5:03 p.m.

#### PUBLIC COMMENT

There were none.

#### AUTHORITY BUSINESS

Resolution No. 22-01, Concerning the Election of the Officers of the Board: After discussion, upon motion to by Chair Castriotta and seconded by Vice Chair Walton, a vote was taken, and the motion carried unanimously.

Approval of October 18, Board Meeting Minutes: After discussion, upon motion to by Vice Chair Walton and seconded

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by Chair Castriotta, a vote was taken, and the motion carried unanimously.

Resolution No. 22-02, Concerning the Delegation of Authority to the Managing Administrator and Legal Counsel: After discussion, upon motion to by Vice Chair Walton and seconded by Chair Castriotta, a vote was taken, and the motion carried unanimously.

Resolution No. 22-03, Designating Public Place for Notices and Scheduling of Regular Public Meetings: After discussion, upon motion to by Vice Chair Walton and seconded by Chair Castriotta, a vote was taken, and the motion carried unanimously.

Financial Report: Ms. Brown presented the financial report to the Board.

Report from Pedro Costa: Mr. Costa presented his report to the Board. He went over the traffic history and how COVID -19 impacted the traffic numbers. He then reviewed a traffic and toll breakdown from year 2021. He also discussed the solar program. He noted that there will be a toll rate program to be introduced to benefit the victims of the Marshall Fire. He also reviewed and discussed future toll rate adjustments with the Board.

MMP Report: Mr. Costa presented the MMP Report to the Board.

Report from Stantec regarding the Review of the Lighting at the On-ramp at Highway 287 and Dillion Road: Mr. Alexander reported on this item to the Board. He mentioned that the lights on this segment of the road were not working, and Xcel has been notified.

Notice of Pending Toll Changes: This item was discussed under Mr. Costa's report.

GENERAL  
REPORT

COUNSEL

Provide Update on Ryan Companies Medtronic Development -  
Ms. Corley updated the Board that the Authority is still coordinating with the Ryan Companies the transfer of a small portion of property via Quit Claim Deed to accommodate some of the improvements associated with the Medtronic Development.

MANAGING  
ADMINISTRATOR'S  
REPORT

Provide Update on Varra Park Project - Mr. Meggers updated the Board on the process and timeline of getting the Varra Park project designed, approved, and built. He pointed out that the first step would be to get the land rezoned with the City of Broomfield. He mentioned that the Authority is pursuing a contract with Norris Design to assist in the rezone efforts and for the landscape

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design of the park. It was mentioned that the park needs to be accessed from the west and that the access road needs to be reviewed and improved. In addition, future maintenance of the access road, culvert, ditch, and park all needed to be addressed during the approval process. Mr. Meggers reported that the first opportunity for the public to review and comment on the project would be at an upcoming City of Broomfield Planning Commission meeting which still needed to be scheduled. He added that this is just the start of the project and that there would be plenty of opportunity for the public and any interested parties to provide input on the design of the park. He concluded by informing the board that he would keep them updated on the progress of the design and approval process that would likely take at least this year to complete.

Oil and Gas Offers: Mr. Jewell reviewed and discussed his Oil & Gas Option Guide that he provided to the Board. Chair Castriotta requested that he research the Authority's organizational documents and resolutions to ensure that the Authority was protected from forced pooling by neighboring Oil and Gas companies. Mr. Jewell concluded that he would follow-up on everyone's questions and concerns at the next Board meeting.

### ADJOURNMENT

There being no further business to come before the Board, upon a motion made, seconded and upon vote, unanimously carried, the meeting was adjourned at 6.16 p.m.

DocuSigned by:  
Respectfully submitted,  
*Mayor Guylain Castriotta*  
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Secretary for the Meeting