

**COLFAX BUSINESS IMPROVEMENT DISTRICT  
BOARD MEETING MINUTES**

**DATE:** February 10, 2015  
**TIME:** 10:00 a.m.  
**PLACE:** 1490 Lafayette Street, Suite 108  
Denver, Colorado 80218

Directors Present:

Jimmy Balafas  
Sean O'Connell (left the meeting at 10:30 a.m.)  
Anthony Loeffler  
Tina Pachorek  
Crystal Sharp  
Ron Vaughn  
Vicky Hales

Others Present:

Denise Denslow; CliftonLarsonAllen LLP (CLA)  
Jack Curtin; Consolidated Services Group  
Hilleary Waters; Life on Capitol Hill  
Guardian Angels  
Tom Garcia; 5775 W. Darmouth Avenue  
Ryan Warren; 6285 W. 29<sup>th</sup> Avenue  
Sebastian Metz; [sebastianmetz@yahoo.com](mailto:sebastianmetz@yahoo.com)

1. Call to Order, Declaration of Quorum, Certification of Agenda:  
At 10:00 a.m. Director Balafas called the meeting to order and a quorum was declared present. Upon a motion duly made by Director Pachorek, seconded by Director O'Connell, and upon a vote, unanimously carried, the agenda was approved as submitted.
2. Consent Agenda  
Director Balafas informed the Board that the contract with Ms. Salazar is simply time and materials for additional follow up for transition work. Ms. Denslow asked Mr. Curtin for clarification on name of entity with which CBID contract for maintenance services will be. He indicated that the proposal was from Front Range, and the agreement should be with them as well. Upon a motion duly made by Director Sharp, seconded by Director Vaughn, and upon vote, unanimously carried, the Board approved the Consent Agenda, which included the following items:
  - A. Minutes from January 13, 2015 Regular Board Meeting
  - B. January 2015 Maintenance Report
  - C. Front Range Services, Inc. 2015 Maintenance Contract
  - D. Stephanie Salazar 2015 Contract

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3. Financial Items

A. December 31, 2014 Financial Statements and Cash Position

Upon a motion duly made by Director Loeffler, seconded by Director Pachorek, and upon a vote, unanimously carried, the Board accepted the December 31, 2014 Financial Statements and Cash Position.

B. Review and Consider Approval of the February 2015 Claims Totaling \$16,750.71 and EFT Payments to Century Link and Xcel Energy

Upon a motion duly made by Director Pachorek, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board approved the February 2015 claims and EFT payments.

4. Guest Introductions & Scheduled Public Presentations

A. Guardian Angels

The Guardian Angels have been on Colfax for over 20 years, and were originally invited by CHUN to work on the street. They are a citizen group that does not have "special powers" but their presence provides a sense of safety and security. Their mission is to make people feel safe. They have not necessarily done a good job partnering with other entities or parties in the past, but it is a goal moving forward. They would like to continue to foster reaching out and creating partnerships. Director O'Connell inquired as to how they might address issues with homeless. The response was that the Guardian Angels focus on acts of violence primarily, but that their presence also helps to discourage loitering. Their mission is primarily to protect people, not property. If drug dealing is evident, they will call the police. They may engage verbally with them and ask them to hand it over, which sometimes will work, and they will try to keep them on the scene until the police arrive. Director Pachorek inquired as to whether they are available to businesses for consultation and assistance. The Guardian Angels will assist, but can't become personal security for any specific business. Director Balafas asked about funding sources. The Guardian Angels are a 501(3)c and get some funding through donations. They also get funding through security services that they perform. They have no paid staff.

5. 2015 Goals, Updates, Discussion & Possible Action Items

A. Safety – Directors Pachorek & Hales

1. Safety Manager Position Update

Director Pachorek stated that three people were interviewed. Frank Locantore is their preferred candidate for the safety position. He lives in the neighborhood and is very passionate about the position. Discussion followed regarding the candidates. Directors Pachorek and Hales also facilitated a panel interview using people from the police department. Commander Lopez also offered some training sessions for the person in this position. Mr. Locantore also has grant writing experience as well, and has worked with non profits before. Discussion ensued regarding the

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compensation package. Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board authorized Ms. Denslow to enter into negotiations with the candidate and provide the Board President with a contract to execute.

2. Discuss Interview and Potential Candidates

Previously discussed.

3. Other

None.

B. Place Making

1. Façade Improvement

a. Discuss Program Goals and Policy Options

Director Balafas stated that he and Director O'Connell are meeting on the façade improvement program this week. Discussion followed.

2. Other

None.

C. Streetscapes

1. Discussion and Possible Action on Letter Provided by CSG for Businesses with Patio Seating

Discussion followed regarding the role of Front Range Services and the safety position on streetscape and patio nuisances. Director Vaughn will coordinate with Mr. Curtin at the end of the month.

2. Other

None.

D. Marketing

1. Banner Program

a. Discussion and Possible Action on CliftonLarsonAllen Proposal

Deferred.

b. Presentation of Poster Version of Banners – Hilleary Waters

Ms. Waters stated that 13" x 18" are 2.50 a piece, and larger are \$12.00. They would be used in the business to promote the District and businesses. The Board agreed that the smaller banner posters are desirable, and they could be purchased or given away as gifts or promotional items. The Board discussed selling them as well as resurrecting the heart program next year.

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Upon a motion duly made by Director Balafas, seconded by Director Loeffler, and upon a vote, unanimously carried, the Board authorized \$500 to purchase the small posters and inquire as to the pricing of the larger.

2. Map

- a. Discussion and Possible Action on Proposal Submitted by Hilleary Waters for CBID's Map, 2015 Edition

Discussion followed regarding the map brochure and update. The Board discussed eliminating the advertising and expand on business information.

3. Other

None.

6. Other

- A. Transition Plan – Director Balafas  
1. Operations Matrix

Deferred.

- B. Contract for District Manager – Director Balafas

Deferred.

- C. Office Space Update – Director Pachorek

Deferred.

- D. Crowd Funding – Director Pachorek

Deferred.

- E. UCCF – Discuss Root 40 Festival (2015 Insurance)

Deferred.

- F. 2015 Denver PrideFest

Deferred.

7. Other Public Comments

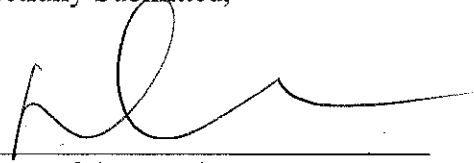
None.

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8. Adjournment

Upon a motion duly made by Director Balafas, seconded by Director Sharp, and upon a vote, unanimously carried, the Board adjourned the meeting at 11:58 a.m.

Respectfully Submitted,

A handwritten signature in black ink, consisting of a large, stylized 'R' followed by a series of loops and a long horizontal stroke extending to the right.

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Secretary of the Meeting