



**COLFAX BUSINESS IMPROVEMENT DISTRICT  
AND UPPER COLFAX COMMUNITY FOUNDATION**

**February 14, 2017 Regular Board Meeting Minutes**

9:00 a.m.

UMB Bank, 1635 E. Colfax Avenue

Denver, CO 80218

	<p><b>Directors Present:</b> Jimmy Balafas, Sean O’Connell, Vicky Hales, Julia Grother, Gardiner Hammond, Ron Vaughn and Andy Baldyga</p>
	<p><b>Others Present:</b> Denise Denslow &amp; Patrick Shannon; CliftonLarsonAllen LLP Frank Locantore; CBID Community Director Sara Randall; Public Information Coordinator Jack Curtain.; Front Range Services Dawn Schilling; Schilling &amp; Co. Jamie Licko; Centro Stuart MacPhail; 1133 Race Street</p>
	<p><b>Call to Order; Declaration of Quorum; Certification of Agenda</b> Director Balafas called the meeting to order at 9:03 a.m. Upon a motion duly made by Director Balafas, seconded by Director Vaughn and upon a vote, unanimously carried, the Board approved the Agenda as submitted.</p>
	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>A. Minutes from January 10, 2017 Regular Board Meeting</li> <li>B. January 2017 Maintenance Report, Front Range Services</li> </ul> <p>Upon a motion duly made by Director O’Connell, seconded by Director Hales, and upon a vote, unanimously carried, the Board approved the Consent Agenda as submitted.</p>
	<p><b>Financial Items:</b> Intended Outcome: <u>VOTE</u> to Approve the Financials</p> <ul style="list-style-type: none"> <li>A. CBID December 31, 2016 Financial Statements and Cash Position Report</li> </ul> <p>Ms. Schilling presented the December 31, 2016 Financial Statements and Cash Position Report. Upon a motion duly made by Director Grother, seconded by Director Vaughn, and upon vote, unanimously carried, the Board approved the December 31, 2016 Financial Statements and Cash Position Report.</p> <ul style="list-style-type: none"> <li>B. CBID Claims Totaling \$30,485.96 and EFT Payments to Century Link and Xcel</li> </ul>

	<p>Ms. Schilling reviewed the claims with the Board, noting that check number 2983 to Campbell Killin Brittan &amp; Ray LLC needs to be added for legal services in the amount of \$535.50. Check number 2939 to David Plucket must be added for \$147.50. The correct total of claims is \$30,485.96 represented by check numbers 2924 through 2939. Upon a motion duly made by Director O’Connell, seconded by Director Grother, and upon a vote, unanimously carried, the Board approved the current claims totaling \$30,485.96 as amended.</p>
	<p><b>Staff Report</b>  Intended Outcome: Progress Update &amp; Board Feedback</p> <p>Mr. Locantore presented that the new website is still in progress. He stated banners have been up for a few days, and getting great comments. The imaging, branding seems to be catching people’s attention. He noted he plans to meet with DA, Beth McCann. He has met with Councilman Brooks to discuss the streetscape plan and financing.</p> <p>Ms. Randall reported that tote bags are almost sold out. She has been working with the Characters of Colfax blog, and the blog will be featured in Life on Capitol Hill in March. The new website will be up and running in approximately 4 to 6 weeks.</p> <p>Mr. Locantore introduced Stuart MacPhail, founder of CBID and a Colfax Avenue property owner. Mr. MacPhail expressed concern over the streetscape plan, namely in regard to how money will be spent and the proposed Park Avenue park.</p>
	<p><b>TOPIC 1: Financial review of streetscape plan</b>  Intended Outcome: Decide best path forward on funding</p> <ul style="list-style-type: none"> <li>A. Overview of BID’s fixed versus flexible costs</li> <li>B. Options for getting to \$3.5 million to leverage other funding</li> <li>C. What do we prioritize for GO Bond funding?</li> <li>D. What do we prioritize for approximate @125K portion of CIP money?</li> </ul> <p>Ms. Licko discussed the pro’s and con’s, process, time, resistance and the risk associated with choosing to amend the existing BID or to create a GID overlay. Discussion ensued among the Board and consultants regarding what would be best for the District. A poll was taken indicating unanimous support for amending the existing BID. Ms. Licko then provided an overview of the process for engaging voters.</p> <p><b>TOPIC 2: 2017 Goals</b>  Intended Outcome: Determine the BID deliverables for 2017 – see 2017 Goals</p> <p>Mr. Locantore reviewed the BID goals for 2017 and a draft list of GO Bond and CIP priorities. He explained that goals are broken into three buckets: streetscape, safety patrols and business support. Director Gardner suggested adding Ogden to the list of intersections to be enhanced. Director Baldyga suggested moving the design of the removal and repurpose of the center turn lane for four blocks in the Perform hub higher on the list of priorities.</p>

	<p><b>TOPIC 3: Board Officer Elections</b>  Intended Outcome: Vote for Chair, Vice Chair, Secretary and Treasurer</p> <p>Upon a motion duly made by Director Balafas, seconded by Director Hales, and upon a vote, unanimously carried, the Board approved the following slate of officers:</p> <p>Sean O’Connell – Chair  Jimmy Balafas – Vice Chair  Ron Vaughn – Secretary  Vicky Hales – Treasurer</p>
	<p><b>TOPIC 4: Support Letter for Safe Speeds for Denver Campaign</b>  Intended Outcome: Letter of support, see draft letter and WalkDenver blog</p> <p>Mr. Locantore reviewed the letter with the Board. Upon a motion duly made by Director Balafas, seconded by Director O’Connell, and upon a vote, unanimously carried, the Board approved the support letter to Mayor Hancock for safe speeds for Denver campaign.</p>
	<p><b>Other Items, Announcements</b></p> <p>A. Consider Approval of 2017 Contracts for Mr. Locantore and Ms. Randall</p> <p>Upon a motion duly made by Director Balafas, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board approved the 2017 contracts with Mr. Locantore and Ms. Randall.</p>
	<p><b>Adjourn</b></p> <p>There being no other business before the Board, upon a motion duly made, seconded, and unanimously carried, the Board adjourned the meeting at 12:27 p.m.</p>

Respectfully Submitted,



Secretary of the Meeting