



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

April 11, 2017 Regular Board Meeting Minutes  
9:00 a.m.

UMB Bank, 1635 E. Colfax Avenue  
Denver, CO 80218

	<p><b>Directors Present:</b> Sean O’Connell, Jimmy Balafas, Vicky Hales, Ron Vaughn and Julia Grother</p>
	<p><b>Others Present:</b> Denise Denslow &amp; Patrick Shannon; CliftonLarsonAllen LLP Frank Locantore; CBID Community Director Dawn Schilling; Schilling &amp; Co. Jamie Licko; Centro Richard Stewart; Business Owner</p>
	<p><b>Call to Order; Declaration of Quorum; Certification of Agenda</b> Director O’Connell called the meeting to order at 9:02 a.m. Upon a motion duly made by Director O’Connell, seconded by Director Grother and upon a vote, unanimously carried, the Board approved the Agenda as presented.</p>
	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>A. Minutes from March 14, 2017 Regular Board Meeting</li> <li>B. March 2017 Maintenance Report, Front Range Services</li> </ul> <p>Upon a motion duly made by Vaughn, seconded by Director Hales, and upon a vote, unanimously carried, the Board approved the Consent Agenda as amended to revise a spelling error in the March 14, 2017 meeting minutes.</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 February 28, 2017 Financial Statements and Cash Position Report</li> </ul> <p>Ms. Schilling presented the February 28, 2017 Financial Statements and Cash Position Report. Upon a motion duly made by Director O’Connell, seconded by Director Hales, and upon vote, unanimously carried, the Board accepted the February 28, 2017 Financial Statements and Cash Position Report.</p>

	<p>B. CBID Claims Totaling \$25,055.56 and EFT Payments to Century Link and Xcel</p> <p>Ms. Schilling reviewed the claims with the Board. Upon a motion duly made by Director Vaughn, seconded by Director Balafas, and upon a vote, unanimously carried, the Board approved the current claims totaling \$25,055.56.</p>
	<p><b>Staff Report</b></p> <p>Mr. Locantore reported the new Public Information Coordinator has been hired and will be starting on April 24<sup>th</sup>.</p> <p>Mr. Locantore reported that Mile High Protective Services will be under contract and beginning patrols in the next week.</p> <p>Mr. Locantore reported that the Master Streetscape Plan will be considered for GO Bond funding by the city's Transportation and Mobility subcommittee. Mr. Locantore noted that the four Colfax BIDS are grouped together in consideration for GO Bond funding. The subcommittee will make their recommendations for GO Bond funding on May 4<sup>th</sup>, which will then go to the Executive Committee and the City Council.</p>
	<p><b>TOPIC 1: Financing Strategies</b> Intended Outcomes:</p> <ul style="list-style-type: none"> <li>A. Understand the financing scenarios</li> <li>B. Guide the direction of the outreach</li> </ul> <p>Ms. Licko presented the draft Mill Levy Expansion Financial Considerations memo. Ms. Licko walked through different mill levy increase scenarios, bonding capacity and how various mill levy increases will impact select businesses. The Board discussed both the need to maintain the current operating budget and the different mill levy scenarios.</p> <p>Ms. Licko will continue working with DA Davidson to run models of different scenarios. Ms. Licko will discuss the plan for presenting scenarios to test groups at the next Board Meeting.</p>
	<p><b>TOPIC 2: District 6 Police Station possible relocation</b> Intended Outcome: Establish a position in support, opposition, or agnostic about the District 6 HQ possible relocation outside of our district.</p> <p>Director O'Connell reported that the city is considering either replacing or moving the District 6 police station.</p> <p>Mr. Locantore noted that moving headquarters will not reduce the police presence on Colfax.</p> <p>The Board decided not to take a stance on the matter at this time.</p>
	<p><b>TOPIC 3: Pedestrian Lights: use them - sell them?</b> Intended Outcome: We have been paying to keep in storage 8 pedestrian lights.</p>

	<p>A. The Bluebird BID's offer of \$1,800 for the eight pedestrian light poles. We did not purchase them, but we've paid to store them for about 18 months. <u>Do we sell to them?</u></p> <p>B. We could also pay to put them in our district. The cost is approximately \$6,000 per pole installation. 1500 block of Clarkson and 1400 block of Ogden are good candidate locations</p> <p>Mr. Locantore reported that the District currently has 8 light poles in storage. The Bluebird BID has made an offer to purchase the light poles. Discussion ensued regarding whether to sell the poles and alternatives to storing them in their current facility. Mr. Locantore will determine the values of the light posts and attached globes and present options to the Board at the next meeting.</p>
	<p><b>TOPIC 4: Personal phone reimbursement policy</b>  Intended Outcome: Create clarity about a reimbursement policy for using personal phones</p> <p>Director O'Connell reported that phone calls to the BID's phone number are routed through the cell phones of the Executive Director and Public Information Officer. The employees are not currently being reimbursed for the use of their personal phones. Upon a motion duly made by Director O'Connell, seconded by Director Vaughn, and upon vote, unanimously carried, the Board approved a motion to set a personal phone reimbursement of \$50 per month for the Executive Director and Public Information Officer.</p>
	<p><b>TOPIC 5: Small Lot Parking Exemption</b>  Intended Outcome: Determine if we take a position on Council's bill</p> <p>Mr. Locantore explained the history of the Small Lot Parking Exemption bill to the Board. The Board decided not take a position on the bill at this time.</p>
	<p><b>Other Items, Announcements</b></p> <p>Mr. Locantore reported that Walk to Connect will be holding two walking tours on Colfax. The first will take place on Friday, April 21<sup>st</sup> from 4 p.m. to 6 p.m. The tour will start at the East High School Esplanade and end at Park Avenue. On Sunday April 23<sup>rd</sup>, Walk to Connect will walk the entire length of Colfax.</p>
	<p><b>Adjourn</b></p> <p>There being no other business before the Board, upon a motion duly made by Director Vaughn, seconded by Director Balafas, and upon vote, unanimously carried, the Board adjourned the meeting at 11:09 a.m.</p>

Respectfully Submitted,



Secretary of the Meeting