



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

**July 12, 2016 Regular Board Meeting Minutes**

10:00 a.m.

UMB Bank, 1635 E. Colfax Avenue

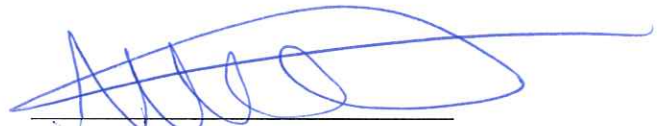
Denver, CO 80218

	<p><b>Directors Present:</b> Jimmy Balafas, Sean O’Connell, Vicky Hales, Ron Vaughn, Crystal Sharp, Julia Grother and Gardiner Hammond</p>
	<p><b>Others Present:</b> Denise Denslow; CliftonLarsonAllen LLP Frank Locantore; CBID Community Director Sara Randall; CBID Public Information Coordinator Jack Curtin; Front Range Services</p>
	<p><b>Call to Order; Declaration of Quorum; Certification of Agenda</b> Director Balafas called the meeting to order at 10:12 a.m. Upon a motion duly made by Director Grother, seconded by Director Hales, and upon a vote, unanimously carried, the Board approved the Agenda as submitted.</p>
	<p><b>Consent Agenda</b> Intended Outcome: A. Minutes from June 14, 2016 Regular Board Meeting as amended – <u>VOTE</u> B. June 2016 Maintenance Report, Front Range Services – <u>VOTE</u></p> <p>Upon a motion duly made by Director O’Connell, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board approved items of the Consent Agenda.</p>
	<p><b>Financial Items:</b> Intended Outcomes: <u>VOTE</u> to Approve the Financials A. CBID May 31, 2016 Financial Statements and Cash Position Report (enclosed)</p> <p>Ms. Schilling reviewed the financials with the Board, noting the total assets as of May 31<sup>st</sup> at \$683,078. She stated that recent property taxes were received in June and are not reflected in the current statement. There is approximately \$115,000 remaining outstanding. Total expenditures are at \$160,000 in a budget of \$534,000. Upon a motion duly made by Director Sharp, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board accepted the May 31, 2016 Financial Statements and Cash Position.</p>

	<p>B. CBID June 2016 Claims totaling \$26,386.88 and EFT payments to CenturyLink and Xcel Energy (enclosed)</p> <p>Upon a motion duly made by Director Sharp, seconded by Director Hales, and upon a vote, unanimously carried, the Board approved the June 2016 claims totaling \$26,386.88 represented by check numbers 2787 through 2803.</p>
	<p><b>Community Director Report</b> Intended Outcome: Progress Update &amp; Board Feedback</p> <p>Ms. Randall stated that she reached out to the person at the City who does community inspections regarding graffiti. She is establishing a relationship with that office. She reported on press attention, specifically Sassafras and Alpine Dog, as well as several other ones.</p> <p>Ms. Randall reported that ArtHouse started out with 32 concepts and are narrowing them down. They are working on branding and site map, and the types of information that will be uploaded to the website.</p> <p>Regarding the streetscape plan, they have been working on the visuals of what some of the landscaping might look like.</p> <p>Ms. Randall also reported that merchandising may be an opportunity to generate some revenue. She stated that the old banners will be turned into bags that will be sold at the annual meeting, as well as posters as notecards, etc.</p> <p>Mr. Locantore passed out the SWOT analysis for the streetscape. Discussion followed potential redevelopment opportunities.</p> <p>Director O’Connell provided information from the police department regarding crime and incidents that took place from January 1<sup>st</sup> to June 25<sup>th</sup> in the area between Clarkson and Sherman, one block north and south of Colfax.</p> <p>Director O’Connell apprised the Board of how the no trespassing agreements work.</p>
	<p><b>TOPIC 1: Resolution to Change Office Address of Record</b> Intended Outcome: Vote to approve</p> <p>Upon a motion duly made by Director O’Connell, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board approved Resolution 2016-07-01 Regarding Posting of 24-Hour Posting Notices.</p>
	<p><b>TOPIC 2: Budget Framework</b> Intended Outcome: Discussion of Priorities and Program Funding</p> <p>Ms. Schilling presented the draft budget to the Board. She reviewed the various line items, noting the total expenditures of \$520,498. Discussion followed regarding a zero balance budget – this will require the Board to eliminate \$63,000 from the current draft. Director Balafas directed the Board members to bring their thoughts to the August retreat, where the budget will be refined.</p>

	<p><b>TOPIC 3: Draft Agenda for Retreat</b>  Intended Outcome: Discussion on direction and intended outcomes</p> <p>The objective for the retreat is to come away with a clear understanding and goals for 2017. Mr. Locantore suggested starting the retreat with a review of 2016 – an assessment if goals were met. There will be discussion of the pilot program for the portable restrooms. Mr. Locantore gave a broad overview and will welcome feedback on topics or format.</p>
	<p><b>Other Items, Announcements</b></p> <ul style="list-style-type: none"> <li>A. Commander Lopez transition to Commander Saunier – this has already taken place; Commander Lopez is now at DIA.</li> <li>B. Art-i-fax Board participation – Shifts: 1-3 p.m., 3-5 p.m., 5-7 p.m. – Saturday, July 30<sup>th</sup> – 2-6 p.m.</li> <li>C. Tennyson Tour: Mr. Locantore stated that there was not much of a response to this.</li> </ul>
	<p><b>Adjourn</b></p> <p>There being no other business before the Board, upon a motion duly made by Director Hales, seconded by Director O’Connell, and upon a vote, unanimously carried, the Board adjourned the meeting at 11:50 p.m.</p>

Respectfully Submitted,



Secretary of the Meeting