



**COLFAX BUSINESS IMPROVEMENT DISTRICT
AND UPPER COLFAX COMMUNITY FOUNDATION**
September 13, 2016 Regular Board Meeting Minutes
 10:00 a.m.
 UMB Bank, 1635 E. Colfax Avenue
 Denver, CO 80218

	<p>Directors Present: Jimmy Balafas, Sean O’Connell, Vicky Hales, and Julia Grother</p>
	<p>Others Present: Denise Denslow; CliftonLarsonAllen LLP Frank Locantore; CBID Community Director Dawn Schilling; Schilling & Company Jack Curtin; Front Range Services Jimmy Martinez; 1566 Washington Street Ronald Saunier; 1566 Washington Street Teresa Densmore; 1535 High Street Mike Cerbo; 466 7 E. Colorado Avenue</p>
	<p>Call to Order; Declaration of Quorum; Certification of Agenda Director Balafas called the meeting to order at 10:36 a.m. Upon a motion duly made by Director Hales, seconded by Director O’Connell, and upon a vote, unanimously carried, the Board approved the Agenda as submitted.</p> <p>Mr. Saunier and Martinez introduced themselves to the Board. They briefed the Board on meet and greets and various other items. They are hoping to increase bike paths.</p> <p>Commander Saunier discussed the camping ordinance and the “sit and lie” ordinance. There are between 80-100 beds available at shelters for the homeless. Director O’Connell asked about the trespass agreement. His understanding is that the property owner doesn’t have to be present to address loitering if the agreement is in place. Commander Saunier stated that it doesn’t give carte blanche to arrest, but requires follow up work. Discussion followed.</p> <p>Director Balafas asked what the chances of a beat walk are. Commander Saunier stated he is meeting with his supervisor regarding this.</p>
	<p>Consent Agenda</p> <p>A. Minutes from July 23, 2016 Continued Board Meeting & August 3, 2016 Board Retreat</p>

	<p>B. August 2016 Maintenance Report, Front Range Services</p> <p>Upon a motion duly made by Director O’Connell, seconded by Director Grother, and upon a vote, unanimously carried, the Board approved the Consent Agenda.</p>
	<p>Financial Items: Intended Outcome: <u>VOTE</u> to Approve the Financials</p> <ul style="list-style-type: none"> A. CBID July 2016 Financial Statements and Cash Position Report B. CBID Claims Totaling \$71,387.60 and EFT Payments to Century Link and Xcel <p>Upon a motion duly made by Director Balafas, seconded by Director O’Connell, and upon a vote, unanimously carried, the Board approved the July 2016 Financial Statements and current claims totaling \$71,387.60 represented by check numbers 2826 through 2847.</p>
	<p>TOPIC 1: 2017 Budget Intended Outcome: <u>VOTE</u> to approve</p> <ul style="list-style-type: none"> A. Conduct Public Hearing to Consider Amending 2016 Budget; Consider Adoption of Resolution to Amend 2016 Budget B. Conduct Public Hearing to Consider Adoption of 2017 Budget, Appropriate Expenditures and Set Mill Levies; Consider Adoption of Resolution 2016-09-01 to Adopt 2017 Budget; Resolution 2016-09-02 Appropriate Expenditures and Resolution and 2016 -09-03 to Set Mill Levies <p>Ms. Schilling presented the draft 2017 budget to the Board. She updated the draft to show revised preliminary AV. The property tax numbers are consistent with what was discussed at the District annual retreat meeting. The total appropriations are \$474,239. Expenses are less than revenue by approximate \$3,700.</p> <p>Upon a motion duly made by Director Hales, seconded by Director Balafas, and upon a vote, unanimously carried, the public hearing was opened at 10:47 a.m.</p> <p>Upon a motion duly made by Director O’Connell, seconded by Director Hales, and upon a vote, unanimously carried, the public hearing was closed.</p> <p>There were no public comments.</p> <p>Upon a motion duly made by Director Grother, seconded by Director O’Connell, and upon a vote, unanimously carried, the Board approved the 2017 Budget and resolutions to file with the Department of Local Government.</p>
	<p>Staff Report Intended Outcome: Progress Update & Board Feedback</p> <ul style="list-style-type: none"> A. Safety Patrols & Hopeful CIP Funding fore More Patrols <p>Mr. Locantore reported on the safety patrols. He stated that they are having some effect. There seems to be a movement of people. The police reported that the number of arrests made during the safety patrol shift is higher.</p> <ul style="list-style-type: none"> B. Streetscape Design Including Media Roll-Out

	<p>Mr. Locantore stated he is working on the “bible” which will be the guiding document.</p> <p>C. <u>VOTE</u>: Board of Adjustment: Letter of of Support for Sign Approval</p> <p>Mr. Locantore stated there were signage issues that they are working on with the other BID’s. There are issues related to zoning. Sean Mandel redeveloped a property which then caused the Planning Department to require modifications to signage.</p> <p>D. <u>Feedback Request</u>: Ped/Bike Access to BRT Stations</p> <p>Mr. Locantore described the diagram that was included in the packet. Discussion followed regarding bike/pedestrian conflicts.</p> <p>E. Communications/Marketing Update</p> <p>Ms. Randall reported on the banners; she is working with Sara Edgell to get holiday banners and lights up by November 1st. She reported that the 18 banner bags have been sold. Branding is almost finished and Ms. Randall will forward to the Board once complete. She is working with studioINSITE on the press release about the project.</p> <p>F. DA Candidate Forum: Wednesday, October 12, 2016 7:00-9:00</p> <p>On October 12th from 7:00 a.m. – 9-00 a.m. a there will be a candidate forum. The location is to be determined.</p> <p>Mr. Cerbo introduced himself to the Board. He stated he is running for the RTD Board, District A. He is a native of Colorado and now works for Galloway as a civil engineer. His has a big passion for resolving transportation issues.</p> <p>G. Annual Neighborhood Meeting: Set Date</p> <p>It was reported a change of venue on the location.</p>
	<p>TOPIC 2: Office Sublet Intended Outcome: <u>VOTE</u> on where to apply the \$350 sublet rental income <u>Recommendation</u>: Increase Sara’s work from 20 to 24 hours</p> <p>It was stated that an offer of \$350 per month was made to sublet the office. The tenant hopes to be able to fully pay at the beginning of the year with the provision if full paying sublet were to be present themselves, 30 days notice will be given. Discussion ensued and then Director Hales left the meeting at 11:00 a.m., so any action was then deferred because of lack of quorum.</p>
	<p>TOPIC 3: The Gathering Place “Art Restart” Program Intended Outcome:</p> <p>A. Short presentation on their “Art Restart” Program and the connection to Colfax and potential value to marketing Colfax Ave</p> <p>B. <u>Recommendation</u>: Art Restart has a table at the Annual Neighborhood meeting to sell their notecards.</p>

	<p>Ms. Densmore explained that she got introduced to CBID through Bob Hempy. The Gathering Place is Denver's only drop in shelter for women. Art Restart sells art created by people who use the services of the Gathering Place. Their goal is to help people transform their lives by earning income. Every sale the artist receives is a 5% royalty. Discussion followed about new products. Ms. Densmore stated the Art Restart has been in operation for three years.</p>
	<p>TOPIC 4: BID "Platforms" Intended Outcome:</p> <ul style="list-style-type: none"> A. Establish a process for creating platforms on key topic/issue areas. The purpose is to have a foundational position on the issues that are relevant to the BID (zoning, public safety, transportation, other?). By doing so we can make our decisions on whether or not we support issues brought to the Board, and how we could respond to media inquiries about our core values B. <u>Recommendation:</u> Two Board members to be part of each platform committee to 1) review and modify existing "boilerplate" platforms (like INC's) and 2) recommend adoption of a final platform to the full Board in 2017.
	<p>Other Items, Announcements</p> <ul style="list-style-type: none"> A. District 6 PD Halloween Party for Kids on Monday, 10/31/16 from 4:00-7:00 p.m. B. Great Opportunities C. Walking Tour of Street Tree Importance <p>Mr. Locantore stated that the Halloween Party for the kids in the District is coming up.</p> <p>He stated that John Hayden is doing a walking tour in Whittier on September 24th. Mr. Locantore will distribute information when available.</p>
	<p>Adjourn</p> <p>There being no other business before the Board, Director Balafas, adjourned the meeting at 12:04 p.m.</p>

Respectfully Submitted,



Secretary of the Meeting