

COLFAX AVE

COLFAX BUSINESS IMPROVEMENT DISTRICT AND UPPER COLFAX COMMUNITY FOUNDATION

July 11, 2017 Regular Board Meeting Minutes

9:00 a.m.

UMB Bank, 1635 E. Colfax Avenue

Denver, CO 80218

	<p>Directors Present: Sean O’Connell, Jimmy Balafas, Vicky Hales, Ron Vaughn and Andy Baldyga</p>
	<p>Others Present: Patrick Shannon; CliftonLarsonAllen LLP Dawn Schilling; Schilling & Company, Inc. Frank Locantore; CBID Director Michelle Valeri; CBID Public Information Coordinator Jamie Licko; Centro Jack Curtin; Front Range Services Andrea Dowdy; Colfax Marathon</p>
	<p>Call to Order; Declaration of Quorum; Certification of Agenda The meeting was called to order at 9:04 a.m. by Director O’Connell and the absences of Director Grother and Director Hammond were excused. Upon a motion duly made by Director Vaughn, seconded by Director Hales, and upon a vote, unanimously carried, the Board approved the Agenda as presented.</p>
	<p>Consent Agenda A. Minutes from June 13, 2017 Regular Board Meeting B. June 2017 Maintenance Report, Front Range Services</p> <p>Upon a motion duly made by Director Vaughn, seconded by Director Baldyga, and upon a vote, unanimously carried, the Board approved the Consent Agenda as presented.</p>

Financial Item:

Intended Outcome: VOTE to Approve the Financials

A. CBID May 31, 2017 Financial Statements and Cash Position Report

Ms. Schilling presented the May 31, 2017 Financial Statements and Cash Position Report. Upon a motion duly made by Director Hales, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board accepted the May 31, 2017 Financial Statements and Cash Position Report.

B. Ratify May CBID Claims totaling \$29,932.62 and EFT payments to Century Link and Xcel Energy

Ms. Schilling reviewed the May claims with the Board. Upon a motion duly made by Director O'Connell, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board ratified the May claims.

C. CBID Claims Totaling \$30,640.34 and EFT Payments to Century Link and Xcel

Ms. Schilling reviewed the current claims with the Board. Upon a motion duly made by Director Hales, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board approved the current claims.

D. Missing Receipt Approval Form for June

Ms. Schilling presented the Missing Receipt Approval Form for June to the Board and explained that going forward, approval of Missing Receipt Approval Forms will be regularly included.

Staff Report

Mr. Locantore reported on the following topics:

A. GO Bond & CIP Update

- Looks like will be included in full \$20 million in GO Bond
- Mr. Locantore talked to DPD regarding the murder at the 7-11 gas station and reported the plan to hold a community meeting. The Board discussed the need for security at the 7-11
- Mr. Locantore noted that the old office is still trying to be subleased
- July 31st there will be a community support day at Illegal Pete's, need to state that the profits will go towards BID

B. Art-i-fax Progress

Ms. Valeri reported on the following topics:

- \$4,750 in cash sponsors, \$6,000 in-kind donations
 - Art house is donating design services to help with marketing
- C. MHPS Update and Next Steps
- Met with DPD and Mile High Protective Services to clarify MHPS role, told that they should be observing and reporting, not engaging
 - Mr. Locantore recommended continuing the contract, with the understanding of their clarified role
 - Discussion ensued about how to avoid this issue and the level of contact that security should have

TOPIC 1: Financial Update

Intended Outcome:

A. Focus Group Update

Mr. Locantore provided an update to the Board.

B. Selection of an Attorney

Mr. Locantore distributed proposals from Spencer Fane, Icenogle Seaver Pogue and White Bear Ankle Tanaka & Waldron. Ms. Licko explained the designation of the elector process and presented a list of owners that will automatically get TABOR ballot without needing a designation of elector form, as well as those that will need the form.

Following discussion, upon a motion duly made by Director O’Connell, seconded by Director Vaughn, and upon a vote, unanimously carried, the Board accepted Spencer Fane LLP as election attorney, subject to final review by Mr. Locantore and consultants. Director Hales abstained from the Board vote.

C. Outreach Plan

Ms. Licko noted that there should be a set goal for the number of designation of electors secured. Mr. Locantore reported that the plan is to go door to door to discuss this plan with owners and to provide a designation of elector form if they are supportive. Director Baldyga stated the need to be strategic about who the Board talks to in order to make the best of time going door to door. Ms. Licko suggested assigning certain properties to certain Board members based on who they know. Director O’Connell suggested engaging block captains to help in the effort.

D. Marketing Piece Framework

Ms. Licko noted that Special District boards are unable to campaign for a vote, per the Colorado Fair Campaign Practices Act. Ms. Licko explained what the Board can and cannot do in accordance with the Colorado Fair Campaign Practices Act.

Director Balafas asked how the funds from the GO Bond will be allocated to the District. Discussion ensued surrounding the various buckets of money that will be used for the project.

	<p>TOPIC 2: Colfax Marathon Intended Outcome: A. Update and Collaboration</p> <p>Ms. Dowdy presented a video highlighting the Colfax Marathon and explained the goals of marathon in regardto promoting, engaging and partnering with the community. Ms. Dowdy noted that Colfax Marathon can help market any event or organization. She asked that the Board spread the word about donations. Director O’Connell noted that Ms. Dowdy should discuss the use of banners on Colfax with Mr. Locantore.</p>
	<p>TOPIC 3: August Board Retreat Intende Outcome: A. Set date for August Board meeting: Aug 8 B. Allow 4 hours from 9 a.m. to 1 p.m., and include lunch C. Find location D. Set agenda</p> <p>Director O’Connell noted that the August meeting is also the Board retreat. The Board discussed locations and decided to meet at UMB. Mr. Locantore stated that the agenda will include priorities for 2018 and which partnerships will help achieve goals.</p>
	<p>Other Items, Announcements</p> <p>A. WalkDenver Gala Tickets</p> <p>Director O’Connell stated that as a sponsor, CBID has 2 tickets to the WalkDenver Gala that can go to Board members. The event takes place on 7/20/2017.</p> <p>B. State of the City Address</p> <p>Mr. Locantore and Ms. Valeri attended the State of the City Address and provided the Board with a brief update.</p> <p>C. Move to Create a New City of Denver “Department of Transportation”</p> <p>Mr. Locantore noted that Mayor Hancock announced a plan to create a new Department of Transportation during the State of the City Address.</p> <p>D. Other</p> <p>Director O’Connell noted that, due to the consistent absence of certain Board members, the Board should make a recommendation to Mayor Hancock for two new Board members.</p>

	<p>Adjourn</p> <p>There being no other business before the Board, upon a motion duly made by Director Vaughn, seconded by Director O'Connell, and upon vote, unanimously carried, the Board adjourned the meeting at 11:24 a.m.</p>
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Respectfully Submitted,

Secretary of the Meeting