



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

April 11, 2023 Regular Board Meeting Minutes

9:00 a.m.

Directors Present: Leonard Austin, Andy Baldyga, Jenny Neuhalfen and Alex Barakos

Directors Bentley and Bishop were absent and excused.

Others Present:

Frank Locantore, Michelle Valeri, and Mitch Freund; Colfax Ave BID

Anna Jones; CliftonLarsonAllen LLP (“CLA”)

Anna Schmoll, Derreck Hughes & Zak Boyle; Block by Block

Meagan Lieberman; DPD District 6

1. CALL TO ORDER; DECLARATION OF QUORUM, APPROVAL OF AGENDA

Director Austin called the meeting to order at 9:04 a.m. and a quorum was confirmed.

Upon a motion duly made by Director Baldyga, seconded by Director Neuhalfen and, upon vote, unanimously carried, the Board approved the agenda as presented.

2. PUBLIC COMMENT

There were no public comments.

3. CONSENT AGENDA

The items listed below were acted on with a single motion and vote by the Board. The Board received the information on these matters prior to the meeting. It was explained any item may be removed from the consent agenda at any time to the regular agenda, if desired, by any Board member. Items on the consent agenda were then voted on by a single motion, seconded, and voted by the Board.

- a. March 14, 2023 Regular Board Meeting Minutes
- b. March 2023 Debit Card Totaling \$2,357.32
- c. March 2023 Claims Totaling \$29,221.56 and EFT Payments to CenturyLink and Xcel
- d. Ratify Lease Agreement for 1420 Ogden Operations Space
- e. Ratify Michael Baker International Agreement

Following discussion, upon a motion duly made by Director Baldyga, seconded by Director Austin and, upon vote, unanimously carried, the Board approved the Consent Agenda items as presented.



4. FINANCIAL ITEMS

- a. February 28, 2023 Unaudited Financial Statements and Cash Position Report

Following review and discussion, upon a motion duly made by Director Neuhalphen, seconded by Director Austin and, upon vote, unanimously carried, the Board accepted the February 28, 2023 Unaudited Financial Statements and Cash Position Report.

- b. Other

None.

5. ACTION ITEMS

- a. Street Maintenance Contract with Block by Block (BBB) for eight (8) months from May 1, 2023 to December 31, 2023 for an amount not to exceed \$200,550.98

The Board discussed the street maintenance contract negotiations and determined to extend the current contract with Block By Block. A first amendment to the current contract will cover the period May 1, 2023 through May 31, 2023. A new contract is being drafted to take effect June 1, 2023 through December 31, 2023, and will be brought to the Board for discussion and a vote at the May Board meeting.

Following discussion, upon a motion duly made by Director Neuhalphen, seconded by Director Baldyga and, upon vote, the Board approved the First Amendment to the street maintenance contract with BBB through May 2023.

- b. Employee Handbook 2023 Update

The Board discussed and determined to table the approval until the May Board meeting.

- c. Other

None.

6. COMMITTEE UPDATES

- a. Safety – DPD6 Update, 1400 Ogden Update

DPD Officer Lieberman provided the Board with District 6 updates noting the crime statistics. Mr. Locantore provided an update on the ARPA funds discussions and next steps.

- b. Communications & Programs



Ms. Valeri reported an update to the Board.

c. Maintenance

Mr. Freund and Mr. Boyle reported an update to the Board.

d. Streetscape

Director Baldyga provided an update to the Board.

e. Organizational

Mr. Locantore provided an update to the Board.

f. Other/Ad hoc

None.

7. OTHER

a. May 9, 2023 Board Meeting

A quorum was confirmed for the May 9, 2023 Board meeting.

b. Other

None.

8. ADJOURN

There being no further business to come before the Board, upon a motion duly made by Director Neuhalfen, seconded by Director Austin and, upon vote, unanimously carried, the Board adjourned the meeting at 11:38 a.m.

Respectfully Submitted,

DocuSigned by:

Jennifer Neuhalfen

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Secretary of the Meeting