



**COLFAX BUSINESS IMPROVEMENT DISTRICT
AND UPPER COLFAX COMMUNITY FOUNDATION**
July 11, 2023 Regular Board Meeting Minutes
9:00 a.m.

Directors Present: Leonard Austin, Andy Baldyga, Jenny Neuhalfen, Christopher Bishop, David Bentley and Alex Barakos

Others Present:

Frank Locantore, Michelle Valeri and Mitch Freund; Colfax Ave BID
Nic Carlson; CliftonLarsonAllen LLP (“CLA”)
Jeff; Gaydenver
DPD District 6 Officers Kayla Knabe, Meagan Lieberman
Denon Moore; Business Owner of Urban Cookie
Chris Hinds; Council member

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

Director Austin called the meeting to order at 9:14 a.m. and a quorum was confirmed.

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

1. PUBLIC COMMENT

Council member Chris Hinds updated the Board on re-districting and elections

2. 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. June 13, 2023 Regular Board Meeting Minutes
- b. June 2023 Debit Card Totaling \$1,303.18
- c. June 2023 Claims Totaling \$85,911.66 and EFT Payments to CenturyLink and Xcel

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

4. SAFETY UPDATE DPD6 (Officers Knabe & Lieberman)



- a. 1400 Block of Ogden
- b. Other issues, trends to note

Officers Knabe & Lieberman provided an update on violence and property crimes to the Board.

3. FINANCIAL ITEMS

- a. May 31, 2023 Unaudited Financial Statements and Cash Position Report
Director Bishop reviewed with the Board. Following review and discussion, the Board accepted the May 31, 2023 Unaudited Financial Statements and Cash Position Report.

4. ACTION ITEMS

- a. Discuss & Consider Approving Adding Funds to Professional Development Mr. Locantore requested an additional \$3,000 in professional development to fund all staff attending the Downtown Association Conference in Chicago. He explained that there is a savings of 10% when four attendees register. Director Austin will be attending and will reimburse the District for the registration costs. Following discussion, upon a motion duly made by Director Bentley, seconded by Director Bishop and, upon vote, unanimously carried, the Board approved the addition of funds in the amount of \$3,000 for professional development attendance in Chicago.

5. 2024 COMMITTEE DRAFT PRIORITIES & BUDGET REVIEW

- a. Communications & Programs
The Board suggested adjusting donations to \$5,000. Time management mapping exercise was discussed.
- b. Safety
The Board had no changes, but suggested a reduction of budget for matching safety grants if cuts are needed.
- c. Streetscape
The Board suggested that movie nights were not reflected in the dot voting exercise, but proposed the budget is nearly 15% and indicates cuts to this section were likely.



d. Maintenance

No changes.

e. Other/Ad Hoc

None.

f. Total requests compared to Budget

It was noted that the Budget will be finalized in August once the Assessed Valuation is available.

6. COMMITTEE UPDATES

- a. Safety – ARPA funds update
- b. Communications & Programs
- c. Maintenance
- d. Streetscape
- e. Organizational
- f. Other/Ad hoc

These items were not discussed.

2. OTHER

- a. August 8, 2023 Board Meeting

A quorum was confirmed for the August 8, 2023 Board meeting.

3. 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 11:22 a.m.

Respectfully Submitted,

DocuSigned by:

Jennifer Neuhalfen

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Secretary of the Meeting