



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

August 8, 2023 Regular Board Meeting Minutes

9:00 a.m.

Directors Present: Andy Baldyga, Jenny Neuhalfen, Christopher Bishop, David Bentley, Alex Barakos and Denon Moore

Director Len Austin was absent and excused

Others Present:

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

Anna Jones; CliftonLarsonAllen LLP (“CLA”)

DPD District 6 Officer Meagan Lieberman

Edwin Velis; Neighborhood Resident

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

Director Baldyga serving as acting President in Director Austin’s absence called the meeting to order at 9:04 a.m. and a quorum was confirmed.

Upon a motion duly made by Director Neuhalfen, seconded by Director Bishop and, upon vote, unanimously carried, the Board approved the agenda as presented and moved the Safety Committee item to the beginning of the Agenda for discussion.

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. July 11, 2023 Regular Board Meeting Minutes
- b. July 2023 Debit Card Totaling \$8,018.40
- c. July 2023 Claims Totaling \$37,584.32 and EFT Payments to CenturyLink and Xcel

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



4. **FINANCIAL ITEMS**

- a. June 30, 2023 Unaudited Financial Statements and Cash Position Report

Director Bishop reviewed with the Board. Following review and discussion, upon a motion duly made by Director Barakos, seconded by Director Baldyga and, upon vote, unanimously carried, the Board accepted the June 30, 2023 Unaudited Financial Statements and Cash Position Report.

5. **ACTION ITEMS**

- a. Discuss & Consider Approving Matching Safety Grants

Mr. Locantore informed the Board on the process of the Safety Grants. Following discussion, upon a motion duly made by Director Barakos, seconded by Director Bentley and, upon vote, unanimously carried, the Board approved matching safety grants as presented.

- b. Discuss & Consider Approving Funds for Holiday Banners

Following discussion, upon a motion duly made by Director Barakos, seconded by Director Bentley and, upon vote, unanimously carried, the Board approved the funds for holiday banners as presented.

6. **2024 COMMITTEE FINAL DRAFT PRIORITIES & BUDGET REVIEW**

- a. Communications & Programs
- b. Safety
- c. Maintenance
- d. Streetscape
- e. Other/Ad Hoc
- f. Total requests compared to budget

Items a-f were discussed and affirmed. Guidance from the Board to the Ad-Hoc Committee was not to exceed the \$300,000 budget deficit.

7. **ADMINISTRATION & PERSONNEL BUDGET REVIEW**

- a. Administration
- b. Personnel

The Board discussed administration and personnel matters, but no action was taken.



8. COMMITTEE UPDATES

- a. Safety – DPD6 update; 1400 Ogden update
Officer Megan Lieberman informed the Board of the current DPD updates.

- b. Communications & Programs

Ms. Valeri provided updates to the Board.

- c. Maintenance

Mr. Freund provided updates to the Board.

- d. Streetscape

Mr. Locantore provided updates to the Board.

- e. Organizational

Upon a motion duly made by Director Barakos, seconded by Director Baldyga and, upon vote, unanimously carried, the Board approved a not to exceed amount of \$2,500 for any Board member to attend the IDA Conference.

- f. Other/Ad Hoc

No report provided.

9. OTHER

- a. September 12, 2023 Board Meeting

A quorum was confirmed for the September 12, 2023 Board meeting.

- b. Other

10. ADJOURN

There being no further business to come before the Board, upon a motion duly made by Director Neuhalfen, seconded by Director Barakos and, upon vote, unanimously carried, the Board adjourned the meeting at 11:27 a.m.

Respectfully Submitted,

Jennifer Neuhalfen

4A60D6C725F7481...
Secretary of the Meeting