



**COLFAX BUSINESS IMPROVEMENT DISTRICT  
AND UPPER COLFAX COMMUNITY FOUNDATION**  
**November 14, 2023 Regular Board Meeting Minutes**  
9:00 a.m.

**Directors Present:**

Andy Baldyga, Christopher Bishop, Jenny Neuhalphen, David Bentley, Alex Barakos

Directors Denon Moore & Leonard Austin were absent and excused.

**Others Present:**

Anna Jones; CliftonLarsonAllen LLP (“CLA”)

Haley Clark; Councilman Hinds’ Council Aide

Amanda Kannard; Progressive Urban Management Associates (“PUMA”)

Edwin Velis

Mitch Freund, Michelle Valeri and Frank Locantore; CBID Staff

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

Director Baldyga called the meeting to order at 9:06 a.m. and a quorum was confirmed.

Upon a motion duly made by Director Neuhalphen, seconded by Director Bentley and, upon vote, unanimously carried, the Board approved the agenda, as presented and excused the absence of Director Moore and Director Austin.

**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. October 10, 2023 Regular Board Meeting Minutes
- b. October 2023 Debit Card Totaling \$3,735.90
- c. October 2023 Claims Totaling \$91,348.64 and EFT Payments to CenturyLink and Xcel

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



#### 4. FINANCIAL ITEMS

- a. September 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 Neuhalfen, seconded by Director Bentley and, upon vote, unanimously carried, the Board accepted the September 30, 2023 Unaudited Financial Statements and Cash Position Report.

#### 5. ACTION ITEMS

- a. Discuss & Consider Approving Block By Block Contract Amendment

Mr. Freund discussed the contract amendment with the Board. Following discussion, upon a motion duly made by Director Bentley, seconded by Director Barakos and, upon vote, unanimously carried, the Board approved the Block By Block contract amendment.

- b. Consider Approval of CliftonLarsonAllen LLP Master Service Agreement and Related Statement of Work

Ms. Jones presented the MSA and SOW to the Board. Following discussion, upon a motion duly made by Director Neuhalfen, seconded by Director Bishop and, upon vote, unanimously carried, the Board approved the CLA Master Service Agreement and related Statement of Work.

- c. Review & Consider Approval of 2024 Insurance Renewal and Coverage Through the Colorado Special Districts Property and Liability Pool

Following review, upon a motion duly made by Director Bentley, seconded by Director Bishop and, upon vote, unanimously carried, the Board approved the 2024 Insurance Renewal and Coverage, pursuant on confirming number of employees and special event coverage.

#### 6. COMMITTEE UPDATES

- a. Councilman Hinds

Ms. Clark updated the Board regarding encampments and other items impacting Colfax and District 10.

- b. Strategic Plan – P.U.M.A

Ms. Kannard reported to the Board. Discussion ensued. She indicated that she would be back for the December meeting, hopefully with answers to the Board's



questions.

c. Communications & Programs

Ms. Valeri informed the Board of new banners, social media activity and newly created video of the maintenance crew.

d. Safety – None.

e. Maintenance

Mr. Freund presented to the Board, requesting \$7,000 for the streetscape safety improvements. Discussion ensued and the Board determined not to pursue.

f. Streetscape – None.

g. Organizational

The Board held discussion regarding Board officers and future planning.

h. Other/ Ad Hoc – None.

**9. OTHER**

a. Executive Session Pursuant to C.R.S. §24-6-402(4)(f), to discuss personnel matters, if necessary

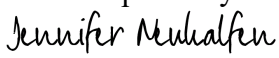
This item was tabled until the December meeting.

b. December 12, 2023 Board Meeting

c. Other – None.

**10. ADJOURN**

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

Respectfully Submitted,  
  
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*Secretary of the Meeting*