



**COLFAX BUSINESS IMPROVEMENT DISTRICT
AND UPPER COLFAX COMMUNITY FOUNDATION**
February 13, 2024 Regular Board Meeting Minutes
9:00 a.m.

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

Directors Austin and Bentley were absent and excused.

Others Present:

Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Frank Locantore and Mitch Freund; CBID Staff
Brad Segal, Naomi Grunditz Lacewell & Amanda Kannard; PUMA
Officer Kayla Knabe; DPD District 6

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

Director Barakos called the meeting to order at 9:03 a.m. and a quorum was confirmed.

Upon a motion duly made by Director Neuhalfen, seconded by Director Moore 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. January 9, 2024 Regular Board Meeting Minutes
- b. December 2023 Debit Card totaling \$5,647.48 and January 2024 Debit Card totaling \$432.75
- c. December 2023 Claims totaling \$89,322.25 and EFT payments to CenturyLink and Xcel and January 2024 Claims totaling \$54,473.18 and EFT payments to CenturyLink and Xcel
- d. Schilling & Company, Inc. engagement letter for 2024 Accounting Services

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



4. FINANCIAL ITEMS

a. December 31, 2023 Unaudited Financial Statements and Cash Position Report

Director Bishop reviewed with the Board and responded to Board inquiries. Upon a motion duly made by Director Neuhalfen, seconded by Director Baldyga and, upon vote, unanimously carried, the Board accepted the December 31, 2023 Unaudited Financial Statement and Cash Position Report, as presented.

5. ACTION ITEMS

a. Resolution Recognizing Guardian Angels Support

Mr. Locantore reviewed the resolution with the Board, Following review and discussion, upon a motion duly made by Director Moore, seconded by Director Bishop and, upon vote, unanimously carried, the Board approved the Resolution Recognizing Guardian Angels Support, as presented.

6. UPDATES

a. District 10 Councilman Hinds

There were no updates.

b. Safety/DPD

Officer Knabe spoke about the potential of a sit and lie ordinance withing the District boundary. She indicated there are safety grants that will be available to fund off-duty police for area specific patrols. She also indicated that the District having a contract with off-duty officers would cost approximately \$200+ per hour for two officers.

Additionally, Officer Knabe informed the Board there will be a Town Hall meeting in mid-March to address the safety concerns on the 1400 block of Ogden.

c. Strategic Plan: P.U.M.A. Update

i. Outreach interview

The P.U.M.A. team informed the Board of their stakeholder outreach program and provided information regarding the draft survey.

ii. Funding mechanisms

The Strae Advisors Financial Team will attend the March Board



meeting to discuss potential revenue enhancements.

d. Organizational

i. Hiring for revised position: *Business Support Director*

Mr. Locantore provided an update to the Board.

ii. Creating “interim” position

Mr. Locantore informed the Board of the potential interim solution regarding the interim vacant position. Following Board discussion, upon a motion duly made by Director Bishop, seconded by Director Neuhalphen and, upon vote, unanimously carried, the Board determined to appoint an interim staff person.

b. Streetscape: BRT update focus, Q&A

Director Baldyga informed the Board of the BRT process. Ms. Jones discussed the process of determining the operating and maintenance costs of the BRT improvements and preparing for the budgetary impacts.

c. Maintenance

Mr. Freund reviewed his report with the Board.

d. Communications & Programs

Mr. Locantore provided updates to the Board.

e. Other / Ad Hoc

There was no report.

9. OTHER

a. March 12, 2024 Board meeting

The Board confirmed a quorum for the March 12th meeting.

b. March 14th and 16th Valentines Hearts distribution

Director Barakos discussed with the Board and encouraged Board “drop-ins” during the heart distributions.

c. February 28th BRT Community Meeting @ Carla Madison Rec Center from 5-8 p.m.



Director Barakos announced the day, time and place for the BRT Community Meeting, noting it is an “open house” format, and encouraged Board attendance.

10. ADJOURN

There being no further business to come before the Board, upon a motion duly made by Director Baldyga, seconded by Director Bishop and, upon vote, unanimously carried, the Board adjourned the meeting at 11:18 a.m.

DocuSigned by: Respectfully Submitted,

Jennifer Mulhally

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Secretary of the Meeting