



**COLFAX BUSINESS IMPROVEMENT DISTRICT  
AND UPPER COLFAX COMMUNITY FOUNDATION**  
**June 13, 2023 Regular Board Meeting Minutes**  
9:00 a.m.

**Directors Present:** Leonard Austin, Andy Baldyga, Jenny Neuhalphen, Christopher Bishop and Alex Barakos

Director Bentley was absent and excused

**Others Present:**

Frank Locantore and Mitch Freund; Colfax Ave BID  
Anna Jones; CliftonLarsonAllen LLP (“CLA”)  
Zak Boyle; Block by Block  
DPD District 6 Officers Kayla Knabe, Meagan Lieberman  
Denon Moore; Business Owner of Urban Cookie  
Edwin Velis; Neighborhood Resident

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

Director Austin called the meeting to order at 9:00 a.m. and a quorum was confirmed.

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

**1. PUBLIC COMMENT**

Edwin Velis introduced himself to the Board.

Denon Moore introduced herself and stated she has submitted an application to serve on the Board.

Director Austin indicated that meetings will begin and 9:00 a.m. and end at 11:00 a.m. and reminded the Board that timeliness matters.

**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. May 9, 2023 Regular Board Meeting Minutes
- b. May 2023 Debit Card Totaling \$2,648.72



- c. May 2023 Claims Totaling \$91,004.30 and EFT Payments to CenturyLink and Xcel
- d. Ratify Hello Lamp Post and City Cast Denver agreements

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

#### 4. FINANCIAL ITEMS

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

Director Bishop reviewed with the Board indicating that the District is on Budget. Following review and discussion, upon a motion duly made by Director Barakos, seconded by Director Neuhalphen and, upon vote, unanimously carried, the Board accepted the April 30, 2023 Unaudited Financial Statements and Cash Position Report.

#### 3. ACTION ITEMS

- a. Discuss & Consider Approving Light Pole Painting Proposal

Mr. Freund informed the Board that the light pole painting project is in year two of the four years to get all 203 pedestrian light poles painted. He discussed the \$23,919 proposal from Streetlight Restoration Specialists with the Board. Following review, upon a motion duly made by Director Bishop, seconded by Director Baldyga and, upon vote, unanimously carried, the Board approved the Light Pole Painting Proposal, as presented.

- b. Discuss & Consider Approving Safety Committee Recommendations for Safety Designs ARPA Spend

Mr. Locantore presented the Safety Committee's unanimously approved suggested budget and expenditures for the grant funding. Director Baldyga asked if there is the opportunity to coordinate any electrical or associated ROW work with the installation of the kiosks.

Following discussion, upon a motion duly made by Director Barakos, seconded by Director Austin and, upon vote, unanimously carried, the Board approved Safety Committee Recommendations for Safety Designs ARPA Spend.

- c. Discuss & Consider Renewing Denver Streets Partnership membership

Mr. Locantore addressed the Board on the membership. Following discussion, upon a motion duly made by Director Neuhalphen, seconded by Director Barakos and, upon vote, unanimously carried, the Board approved to renew the Denver Streets Partnership membership.



#### 4. **STREETSCAPE MASTER PLAN OVERVIEW**

- a. Presentation of Streetscape Master Plan Key Components, Costs with Short and Long Term Tactics

Director Baldyga and Mr. Locantore explained the plan to the Board.

- b. Discussion & Questions

None.

- c. Committee Update

See comments below under Committee Updates.

#### 7. **COMMITTEE UPDATES**

- a. Safety – DPD6 Update, 1400 Ogden Update

The DPD Officers provided an update to the Board regarding crime trends. The Board engaged in questions and discussion ensued.

- a. Communications & Programs

This item was tabled until the July meeting.

- b. Maintenance

Mr. Freund provided an update to the Board.

- c. Streetscape

Director Baldyga provided an update to the Board. Mr. Locantore reported on the Adcon deposit that was previously paid.

- b. Organizational – Reconfirm 2023 Priorities for 2024

Mr. Locantore indicated that he will send the priority document for the Board's consideration and discussion for the July meeting. He then provided other updates to the Board.

- d. Other/Ad hoc

None.



**5. OTHER**

a. July 11, 2023 Board Meeting

A quorum was confirmed for the July 11, 2023 Board meeting.

**6. ADJOURN**

There being no further business to come before the Board, upon a motion duly made by Director Neuhalfen, seconded by Director Bishop and, upon vote, unanimously carried, the Board adjourned the meeting at 10:59 a.m.

Respectfully Submitted,

*Jennifer Neuhalfen*

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*Secretary of the Meeting*