



**COLFAX BUSINESS IMPROVEMENT DISTRICT
AND UPPER COLFAX COMMUNITY FOUNDATION**
March 12, 2024 Regular Board Meeting Minutes

9:00 a.m.

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

Others Present:

Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Frank Locantore, Mitch Freund & Denon Moore; CBID Staff
Naomi Grunditz Lacewell; PUMA
Officers Kayla Knabe and Glenn Main; DPD District 6
Leora Joseph; District Attorney Candidate
Paul Rosenthal; Aide to City Councilman District 10
Mark Tomkins and Elizabeth Lee; Strae Advisory

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

Director Austin called the meeting to order at 9:01 a.m. and a quorum was confirmed.

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

2. PUBLIC COMMENT

Ms. Joseph provided comments to the Board.

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. February 13, 2024 Regular Board Meeting Minutes
- b. February 2024 Debit Card totaling \$363.01
- c. February 2024 Claims totaling \$86,775.75 and EFT payments to CenturyLink and Xcel

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

4. FINANCIAL ITEMS



- a. January 31, 2024 Unaudited Financial Statements and Cash Position Report

Director Bishop reviewed with the Board. Following review, the Board accepted the January 31, 2024 Unaudited Financial Statement and Cash Position Report, as presented.

5. ACTION ITEMS

- a. 2023 Audit

Ms. Schilling reviewed the draft 2023 Audit with the Board. She requested she would like to file the Audit with the City this week if possible, as the deadline is April 1st. Following review and discussion, upon a motion duly made by Director Neuhalfen, seconded by Director Austin and, upon vote, unanimously carried, the Board approved the 2023 Audit, as presented and authorized Executive Director, Frank Locantore, to sign the document.

6. UPDATES

- a. Streetscape/BRT

No update provided.

- b. Strategic Plan: Strae & P.U.M.A.

(Strae) Mr. Tomkins and Ms. Lee reported on the financial enhancement strategies that Strae compiled for the meeting and distributed two handouts for Board review.

(P.U.M.A.) Ms. Lacewell provided handouts to the Board and discussed interviews and survey with the Board. The Board discussed, and no action was taken.

- c. District 10 Councilman Hinds

There was no update.

- d. Safety/ DPD

Officer Knabe noted there will be a community meeting on March 28th at 4:00 p.m. at the Emerson School to discuss a proposed *Sit and Lie Ordinance*.

She also reported on the enhanced DPD coverage at Colfax and Ogden and Colfax and Broadway. She further indicated crime has been reduced significantly around encampments since they have been addressed.

- e. Organizational



No updates provided.

f. Maintenance

No updates provided.

g. Business Support

No updates provided.

h. Other/Ad Hoc

Nothing to report.

7. OTHER

a. April 9, 2024 Board meeting.

The Board confirmed a quorum for the April 9th meeting.

8. ADJOURN

There being no further business to come before the Board, upon a motion duly made by Director Bishop, seconded by Director Barakos and, upon vote, unanimously carried, the Board adjourned the meeting at 11:30 a.m.

DocuSigned By: Respectfully Submitted,

Jennifer Neuhalfen

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Secretary of the Meeting

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Envelope Sent	Hashed/Encrypted	4/11/2024 2:13:15 PM
Certified Delivered	Security Checked	4/12/2024 8:37:16 AM
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