



**COLFAX BUSINESS IMPROVEMENT DISTRICT
AND UPPER COLFAX COMMUNITY FOUNDATION**
April 9, 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
Brad Segal & Amanda Kannard; PUMA
Officers Kayla Knabe and Glenn Main; DPD District 6
Sgt. Mark Romero; DPD District 6
Bex Schimoler – Board Candidate

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

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

Upon a motion duly made by Director Bishop, seconded by Director Neuhalfen 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. March 12, 2024 Regular Board Meeting Minutes
- b. March 2024 Debit Card totaling \$517.64
- c. March 2024 Claims totaling \$51,190.14 and EFT payments to CenturyLink and Xcel

Upon a motion duly made by Director Austin, seconded by Director Neuhalfen and, upon a vote, unanimously carried, the Board approved the Consent Agenda items as presented, with Item “d” moved to Action Items per Director Austin’s request.



4. FINANCIAL ITEMS

- a. February 29, 2024 Unaudited Financial Statements and Cash Position Report

Director Bishop reviewed with the Board. Following review, upon a motion duly made by Director Baldyga, seconded by Director Bishop and, upon vote, unanimously carried, the Board accepted the February 29, 2024 Unaudited Financial Statement and Cash Position Report, as presented.

5. ACTION ITEMS

- a. Prophecy Creative Proposal (\$10,000 from Business Support)

Mr. Locantore and Ms. Moore reviewed the proposal with the Board. Following review and discussion, upon a motion duly made by Director Bishop, seconded by Director Baldyga and, upon vote, unanimously carried, the Board approved the Prophecy Creative Proposal, as presented.

6. UPDATES

- a. District 10 Councilman Hinds

No update provided.

- b. Safety/DPD (Officer Knabe)

Officer Knabe and team reported on the newly assigned walking beat police patrols, the status on The Gathering Place and encampments. The Board posed questions and Officer Knabe responded.

- c. Strategic Plan (P.U.M.A.)

Mr. Segal and Ms. Kannard provided an update on the Strategic Plan outline with the Board, and the Board provided feedback. Following discussion, the Board decided to hold a budget workshop in June.

- d. Maintenance

Mr. Freund provided an update on winter/holiday lighting. Due to the upcoming BRT construction, he recommended reallocating \$27,500 from pedestrian light pole painting to holiday lighting in the 2024 maintenance budget. Following discussion, upon a motion duly made by Director Bishop, seconded by Director Baldyga and, upon vote, unanimously carried, the Board approved Mr. Freund's recommendation of reallocating the \$27,500 from pedestrian light poles to holiday lighting.



e. Streetscape

Director Baldyga provided updates regarding BRT discussions and maintenance.

f. Organizational

Mr. Locantore provided an update to the Board from the packet enclosure.

g. Business Support (née Communications & Programs)

Ms. Moore reported on her outreach to businesses regarding the BRT and Hello Lamp Post updates. She also informed the Board on social media updates.

h. Estimated Maintenance Costs BRT Streetscape + IGA

Previously discussed.

i. Other/Ad Hoc

None.

7. OTHER

a. May 14, 2024 Board meeting.

The Board confirmed a quorum for the May 14th meeting.

8. ADJOURN

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

Respectfully Submitted,

DocuSigned by:

Jennifer Neuahlfen

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Secretary of the Meeting

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