



**COLFAX BUSINESS IMPROVEMENT DISTRICT
AND UPPER COLFAX COMMUNITY FOUNDATION**

June 11, 2024 Regular Board Meeting Minutes

9:00 a.m.

Directors Present: Leonard Austin, Andy Baldyga, Christopher Bishop, Jennifer Neuhalfen & Alex Barakos

Director David Bentley was absent and excused.

Others Present:

Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Frank Locantore, Mitch Freund & Denon Moore; CBID Staff
Dawn Schilling; Schilling & Co.
Brad Segal & Amanda Kannard; PUMA
Mark Tompkins; Strae Advisory Services
Bex Schimoler – Board Candidate

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

Director Austin called the meeting to order at 9:15 a.m. and a quorum was confirmed.

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

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. May 14, 2024 Regular Board Meeting Minutes
- b. May 2024 Debit Card and Claims & EFT payments to CenturyLink and Xcel totaling \$109,098.46

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



4. FINANCIAL ITEMS

- a. April 30, 2024 Unaudited Financial Statements and Cash Position Report

Director Bishop reviewed with the Board. Following review, upon a motion duly made by Director Barakos, seconded by Director Bishop and, upon vote, unanimously carried, the Board accepted the April 30, 2024 Unaudited Financial Statement and Cash Position Report, as presented.

5. ACTION ITEMS

- a. BCER Agreement

Mr. Locantore reviewed the agreement with the Board. Following discussion and review, upon a motion duly made by Director Barakos, seconded by Director Bishop and, upon vote, unanimously carried, the Board approved the BCER Agreement, as presented.

6. STRATEGIC PLAN UPDATE & DISCUSSION (P.U.M.A.)

- a. Financial Realities with Strae

Mr. Tompkins provided financial scenario projections to the Board for their consideration as part of the overall strategic plan. Discussion ensued.

- b. Strategic Plan discussion

Mr. Segal reviewed the strategic plan with the Board and discussed final comments. Following review, upon a motion duly made by Director Baldyga, seconded by Director Barakos and, upon vote, unanimously carried, the Board approved the strategic plan as presented.

- c. Meeting Break

- d. Budget Restructuring Discussion with Ms. Schilling around redefined CBID program areas.

Ms. Schilling and Director Bishop provided an update to the Board.

- e. CBID staff priorities of where new revenue could be utilized

Mr. Locantore discussed with the Board. The Board discussed the initiatives that arose from the strategic plan discussion and outlined the following Task Forces:

501©(3) Development



- Denon
- Chris
- Bex

PILOT

- Denon/Frank
- Andy – execution
- Jenny – prep

Budget Dawn

- Chris
- Len
- Dawn
- Frank

BRT Business Support

- Denon
- Alex
- (David)

7. UPDATES

a. Maintenance

Mr. Freund provided updates.

b. Streetscape

Director Baldyga provided updates.

c. Business Support

Ms. Moore provided updates.

d. Organizational & Safety

Mr. Locantore provided updates and requested volunteers for performance reviews. Directors Bishop and Barakos volunteered to assist with performance reviews.

e. Other/Ad Hoc

The Board discussed the upcoming IDA conference and determined attendance.

7. OTHER

a. June 9, 2024 Board meeting.



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

8. ADJOURN

There being no further business to come before the Board, upon a motion duly made by Director Austin, seconded by Director Bishop and, upon vote, unanimously carried, the Board adjourned the meeting at 1:04 p.m.

Respectfully Submitted,
DocuSigned by:

Jennifer Mulalfe

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Secretary of the Meeting

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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/14/2024 12:28:09 PM
Certified Delivered	Security Checked	7/16/2024 2:42:18 PM
Signing Complete	Security Checked	7/16/2024 2:42:23 PM
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