

**West Colfax BID Board and Public Meeting
3275 West Colfax Ave.
Denver, CO 80204**

October 11, 2016

Members Present: Cameron Bertron, David Goldblatt, Dennis Gonzalez, Rene Doubleday, and Win King were in attendance. All Board members were present. Cameron called the meeting to order at 4:40 pm.

Disclosures of conflict of interest

There were no conflicts of interests pertaining to agenda to disclose.

Minutes and Financial Reports

Minutes from the September Board and Public meeting were read. There were no questions or concerns.

Motion: Cameron moved to approve the minutes. Win seconded. All were in favor. Minutes were unanimously approved.

The financial reports from September were read. Cameron had questions about restricted amount in the cash balance apart from the Tabor. Win also questions deferred assessments from property owners and the process for non-payment. Dan will look into the first matter and explained that the city is responsible for collecting any outstanding assessments. Discussion about showing a monthly report—in future, Dan will provide a month to month report.

Motion: Dennis moved to approve the September financials. Win seconded. All were in favor. Motion passed.

Agreement for Consideration

- A) Agreement for WalkDenver for community outreach, education, communications, surveying: \$10,500 (Health Foundation Project)**

- B) Amendment to Contract for Beret Odell for graphic design services: \$2,000 (Health Foundation project)**

Dan put together a proposed budget for WalkDenver in the amount of \$10,500, \$2000 for Beret Odell. The additional \$2,000 to the existing \$2500 contract with Beret Odell brings her total contract amount to \$4500, with \$3500 for the Health Foundation Project and another \$1,000 for for other projects.

- C) LEI Amendment for proposed solar installation as rendered by Joe Riche for western median: \$3215 plus noted exclusions (traffic control and permitting)**

Board considered the amendment to a contract with LEI for solar light installation as per discussion at September’s Board meeting. David had concerns about the cost of

exclusions and wondered why they couldn't be included in LEI's bid. There was a discussion about how much traffic control will add to the cost. Dan pointed out that the BID was not charged for traffic control when the lights were installed on the east end of the corridor. Cameron is comfortable with approval if the Board places limits on the potential cost exclusions to avoid.

Motion: Cameron moved to approve the Walk Denver contract for \$10,500 and the contract with Beret Odell for \$2,000. Dennis seconded. All were in favor. Motion passed unanimously.

Motion: Cameron moved to approve the amendment with LEI with the stipulation that the total amount including exclusions will not exceed \$4,000. Rene seconded. All were in favor. Motion passed unanimously.

D) Denver Foundation Grant Agreement

Denver Foundation approved a \$30,000 grant to be issued to the West Colfax Food Co-op. As per previous discussions, the BID will serve as a fiscal agent disbursing the funds to the co-op. Dan presented both the letter of approval and the grant contract to the Board. As the contract is written, the co-op is designated as the grantee but it was Cameron's and other Board members' understanding that the BID was to serve as the grantee, rather than the Co-op. Cameron would like to see the contract re-written clarifying the BID's role on the grant. Dan will see that the contract gets revised accordingly.

Motion: Cameron moved to approve the contract with the Denver Foundation subject to revision which clarifies the BID's role as fiscal agent. Dennis seconded. All were in favor. Motion carried unanimously.

Approach to legally required email monitoring policy

Dan attended a recent conference where he discovered that Colorado law requires written email monitoring policies for government entities. There was an ensuing discussion exploring the necessity and process for monitoring emails, especially considering that Dan is the only staff for the BID. The BID has to comply with CORA in terms of records retention, and has cloud storage of emails, which can be set for a certain length of time. Cameron would like to decide on the length of time that emails should be retained, which Dan will check satisfies the requirements in CORA. Dan will prepare a policy based on feedback from Board and present it at the next Board meeting.

Colfax CIP Funding Update (letter to Mayor)

City Council representatives from Colfax BID areas unanimously requested additional funds in the amount of \$500,000 to be spent for improvements along Colfax Avenue and safety improvements for designated intersections. This was supported by the BIDs petitions, and the Mayor has indicated he would include the amount in the 2017 budget. This support from the city spells a significant win for the Colfax corridor. The City Council will vote on the proposed budget at a hearing on October 24th.

Update: wayfinding, murals, landscaping

Dan presented a \$4,560 proposal for design services from Solara Designs for landscape architectural services for the medians on West Colfax and Irving St. Dan feels the estimates included in the BID are too high and would like to explore other options. Dan met with a muralist who has done work in the Rino district to discuss the possibility of creating murals over here. He plans to continue exploring the local art scene in an effort to attract artists who can produce murals in the district. Dan would like to tap into the growing enthusiasm for creating quality public art.

New Business

David would like to see the BID become more pro-active in advertising the neighborhood to make developers and investors more aware of the redevelopment opportunities in the district. He does not feel that the BID is moving forward and is spending too much effort on improving aesthetics. He pointed out there are many sites along the corridor which are ripe for development, including two of the hotels which are sitting empty. Dan pointed out that developers had approached him about those properties; and board members feel there is plenty of buzz and plenty of new projects are in the works, including Jon Cook's property and the Festival Plaza which was purchased by developers from Austin Texas. There is also advertising from the Lake House in the theater district.

Meeting adjourned at 6:10 pm.