

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
COLFAX BUSINESS IMPROVEMENT DISTRICT
HELD
SEPTEMBER 14, 2010**

A regular meeting of the Board of Directors of the Colfax Business Improvement District was held on Tuesday, September 14, 2010, at 1490 Lafayette, Suite 108, Denver, Colorado.

Attendance:

In Attendance were Directors:

April Sedillos
Randy Swan
Tina Pachorek
Jimmy Balafas

Absent were Directors Leonard Austin, Cleve Wortham and Matthew Holberton, whose absences were excused by the Board.

Also in attendance were:

Lauren Robesky; R.S. Wells, LLC
Stephanie Salazar; Salazar and Associates
Christina Brickley; c5 Communications
Dawn Schilling; Schilling & Company, Inc.
Carolyn Klein; Preferred Maintenance Services LLC
Christopher Topp; Economic Development Coordinator
Lori Cowan; The Ninja Group
Karen Goode; City of Denver Public Works Policy & Planning
Steve Werges, Barb Dye and Mark Olson; Colorado Music Business Organization (COMBO)

Call to Order

The meeting was called to order at 10:09 a.m. by Director Sedillos.

**Certification of
Agenda**

Upon a motion duly made by Director Swan, seconded by Director Balafas and, upon vote, unanimously carried, the Board approved the agenda. They noted the presentations would be moved to the beginning of the meeting.

Public Comments

A. Presentation of the Colorado Music Business Organization (COMBO)
– Steve Werges

Mr. Werges handed out packets with information regarding COMBO. He stated that newsletters are distributed to approximately 2,000 people per month. He noted their website is www.coloradomusic.org.

Minutes

A. Review and Approve Minutes of the August 10, 2010 Board Meeting

Upon a motion duly made by Director Swan, seconded by Director Sedillos and, upon vote, unanimously carried, the Board approved the minutes of August 10, 2010 as submitted.

Financials and
Items From
Manager

A. Review and Approve Check Numbers 1501 Through 1521 Totaling \$25,616.47

Upon a motion duly made by Director Swan, seconded by Director Pachorek and, upon vote, unanimously carried, the Board approved the claims represented by check numbers 1501 through 1521 totaling \$25,616.47.

B. Review and Consider Approval of July Financials

Ms. Schilling reviewed the July financials with the Board. Upon a motion duly made by Director Swan, seconded by Director Pachorek and, upon vote, unanimously carried, the Board approved the July financials.

Director Swan recommended reallocation of \$10,000 in funds to cover printing of the brochure and Holiday program needs. Upon a motion duly made by Director Balafas, seconded by Director Sedillos and, upon vote, unanimously carried, the Board approved the reallocation of \$10,000 in funds to cover printing of the brochure and Holiday program needs.

C. Discuss and Consider Draft 2011 Budget and Annual Report to the City of Denver

Ms. Schilling reviewed the draft 2011 budget and annual report with the Board. Upon a motion duly made by Director Swan, seconded by Director Balafas and, upon vote, unanimously carried, the Board approved the draft 2011 budget and annual report.

The Board discussed leaving \$1,000 in the budget for surveillance but discontinue monitoring.

Director Pachorek asked to have a \$20,000 line expenditure a year for HALO cameras. Director Swan noted and will try to fit it in.

D. Maintenance Report Update

No report.

Items from
Board Chair

A. Streetscape Project Discussion

1. Pedestrian Lights, Trees and Gateway Signage

Ms. Goode reported over \$1,000,000 is going towards lights. Director Pachorek comments the lights add safety to the area.

Ms. Goode noted a priority to light areas. Additional lights will require survey and impacts to the project timeline. She noted the scope of project has been refined to lights only.

The District would like to have another public meeting to discuss having only lights and discuss the markers. The October 20, 2010 quarterly meeting will be advertised as a public meeting.

Ms. Goode requested feedback on what the gateway feature should look like.

Ms. Salazar will send information for a logo for “Upper Colfax” gateway marker to the City.

Director Sedillos commented tree money should go to additional lights or gateway marker. It was suggested for CBID to obtain a copy of the “30% project plan” for future use. The plan is on the design review website.

The Board members agreed that the Fillmore pedestrian lights on E. Colfax Avenue should be replaced under this project with new pedestrian lights for continuity in the corridor.

A letter from the District should be written stating the position on the streetscape items.

2. Fillmore Pedestrian Lights

Discussed above.

3. Other

The Board discussed the Upper Colfax Music Event for 2011. This will most likely be scheduled for spring or early summer. It would be a good fit for Upper Colfax with regards to networking and community building. Education seminars will be planned with speakers, workshops, etc. The goals with this event are to build brand, create positive awareness and drive traffic to businesses.

Director Swan would like to see some sponsorship for the Music Event.

Economic
Development
Director's
Report

A. Victorian Holiday Home Tour 2010

Ms. Brickley discussed a Bed & Breakfast home tour some time in November.

B. Holiday Program 2010

Ms. Brickley reviewed holiday programming for this year which includes a photograph contest for an e-holiday card, a Holiday Hope Tree, and Eclectic Holiday List contest to drive traffic to businesses during the holidays.

C. General Update

It was noted the new map brochure will add approximately 200 additional merchants.

Board Member
Items

A. Halo Security Camera Update

Director Pachorek provided copies on the final paperwork and will be turning in today.

Other Business

A. Confirm Quorum for October 12, 2010 Special Board Meeting and Meeting Location at The Center, 1301 East Colfax Avenue

A quorum was confirmed. An e-mail reminder of the location change will be sent out with the packet information.

Adjournment

Upon a motion duly made by Director Balafas, seconded by Director Swan and, upon vote, unanimously carried, the meeting was adjourned at 12:07 p.m.

Respectfully submitted,

Secretary for the Meeting