

**RECORD OF PROCEEDINGS**

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**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
COLFAX BUSINESS IMPROVEMENT DISTRICT  
HELD  
February 9, 2010**

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A regular meeting of the Board of Directors of the Colfax Business Improvement District was held on Tuesday, February 9, 2010, at the District's Office Board Room at 1490 Lafayette, Suite 108, Denver, Colorado.

**Attendance:**

In Attendance were Directors:

Leonard Austin  
April Sedillos  
Randy Swan  
Tina Pachorek  
Jimmy Balafas

Director Wortham was absent and excused.

Also in attendance were:

Denise Denslow, R.S. Wells, LLC  
Stephanie Salazar, Salazar and Associates

**Call to Order:**

The meeting was called to order at 10:05 a.m. by Director Austin.

**Certification of  
Agenda:**

Upon a motion duly made by Director Pachorek, seconded by Director Sedillos and, upon vote, unanimously carried, the Board approved the agenda with the addition of a late check, #1364, totaling \$927.

**Minutes:**

After discussion, upon a motion duly made by Director Sedillos, seconded by Director Balafas and, upon vote, unanimously carried, the Board approved the minutes of November 10, 2009 with the following change: under Board items, change "MGK" to "HKS".

## RECORD OF PROCEEDINGS

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Financial Items:        Claims: Ms. Denslow presented check #1346 to Planet Media for \$2,475 for 50% deposit for website development for ratification and review and approve checks #1347-1363 totaling \$26,082.19. Upon a motion duly made by Director Sedillos, seconded by Director Pachorek and, upon vote, unanimously carried, the Board approved the claims as presented.

Review and Accept unaudited December 2009 Financials: Ms. Denslow reviewed the December Financials with the Board. Ms. Salazar inquired about property tax collections. After discussion, upon motion duly made by Director Sedillos, seconded by Director Holberton and, upon vote, unanimously carried, the Board accepted the unaudited December 2009 Financials as presented.

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Items from the  
Board Chair:

Update on Bond Funding: Director Austin reported that HKS is proceeding with the general oversight of the project and that community outreach meetings will commence in March. The focus will be on pedestrian lighting and trees with a September target date for construction.

Appointment of Officers: After discussion, the Board approved the following officer positions:

Leonard Austin	Chair
April Sedillos	Vice Chair
Randy Swan	Treasurer
Jimmy Balafas	Secretary
Tina Pachorek	Assistant Secretary
Cleve Wortham	Assistant Secretary

Board Committee Review: This was deferred until a later meeting.

Discuss the CBID 2010 Retreat: Director Austin noted he would like to target June 8, 2010 from 10:00 a.m. to 2:00 p.m. for the retreat to discuss plans for 2010 and the next 3 to 5 years. The Board appointed Director Swan to inquire with lodging associations regarding potential location of the retreat.

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## RECORD OF PROCEEDINGS

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Manager's Report: Maintenance Report: Ms. Denslow noted the new maintenance company will be able to provide a monthly report beginning next month. Director Austin commented he is pleased with their service.

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Economic Development Report:

Visit Denver – CBID membership and satellite memberships: Ms. Salazar reviewed the Visit Denver information, noting that CBID is applying for membership. She suggested an email “blast” to all of the District businesses to offer satellite memberships.

Website Development Update: Ms. Salazar and Director Austin met with Planet Media to discuss implementation of the District Website. A grid for the website layout is in the initial phase of data development. Ms. Salazar noted the next phase will be graphic design.

“On Colfax”, February 11, 2010 at the Holiday Chalet B & B: Ms. Salazar briefed the Board on this quarterly event for CBID.

State historical Grant Memo of Understanding for CBID businesses: Ms. Salazar drafted a Memo of Understanding (MOU) for the Board to review. After discussion, upon motion duly made by Director Swan, seconded by Director Sedillos and, upon vote, unanimously carried, the Board approved the draft MOU.

Marketing: Map Brochure: Continue to have address corrections and new interest. Media Relations: Ms. Salazar met with the Denver Post and the Denver Business Journal. DU PILG Auction: This is an opportunity for businesses to participate in the auction fundraiser for “Public interest law groups”.

Business Landscape Inventory: There was no further discussion on this issue.

Business Retention and Expansion: Ms. Salazar reported she is working with a salon to create a formal business plan and expansion. She discussed the Vectra Bank window base program and the Board consensus was to pursue. Ms. Salazar noted there is going to be another Energy Star planning workshop in March.

## RECORD OF PROCEEDINGS

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Development Projects: Ms. Salazar is talking to IQwired, a company that can work with Qwest and business owners to assess business IT needs and act as a “broker”.

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### Board Member

#### Items:

Halo Security Camera update: Director Pachorek met with Lt. Martinez last Friday. He stated that the contract could be very time consuming. Director Pachorek then met with a camera company on Monday and was able to obtain good information from them. She noted the camera company estimated a five week installation after looking at the sites. Councilwoman Jeanne Robb put Director Pachorek in contact with the City Attorney’s office and they are currently reviewing the camera contract.

Discuss panhandling on Colfax: Director Balafas questioned whether there is something CBID can do to help mitigate this problem. He suggested this as an agenda item for the June 8<sup>th</sup> retreat. Director Balafas challenged the Board to think “big picture” and strategize on how to eliminate the “cons” on Colfax.

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#### Other Business:

Director Austin reported there was to be a February 18<sup>th</sup> event at the Fillmore Auditorium with President Barack Obama. He obtained an estimate for an extra street clean and some improvements. Director Sedillos suggested an expansion to the cleaning radius, possibly from Downing Street to Pearl Street. Upon motion duly made by Director Austin, seconded by Director Swan and, upon vote, unanimously carried, the Board approved an extra street clean and improvements on February 16 and 18, weather permitting, to clean the side streets, 14<sup>th</sup> to 16<sup>th</sup>, Downing to Pearl, not to exceed 137 per and to pressure wash trash receptacles in this area, not to exceed \$14 per receptacle.

#### Adjournment:

There being no further business to come before the Board, upon a motion duly made by Director Sedillos, seconded by Director Balafas and, upon vote, unanimously carried, the meeting was adjourned at 12:30 p.m.

Respectfully submitted,

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Secretary for the Meeting