

**RECORD OF PROCEEDINGS
MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
SANTA FE BUSINESS IMPROVEMENT DISTRICT**

HELD: Tuesday, January 17, 2017 at 3:00 pm at NEWSED CDC 901 W 10th Avenue, Suite 2A.

ATTENDANCE:

A regular meeting of the Board of Directors of Santa Fe Business Improvement District, City and County of Denver, Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Board Members/Advisors Present

Andrea Barela
Lindi Sinton
Debbie Stoner
Jack Pappalardo
Macy Dorf

Board Members Not Present

Howard Snyder
Rusty Brown
Cheryl Spector

Community Members Present

Aubrey Lavizzo
Amy Phare
Michelle Jacobson
George Lim
Emily Simon
Judy Patrick
David Griggs

President Update

Budget Review

Andrea reviewed the 2016 year end financials ([see attachment](#)).

Maintenance Review

Andrea gave an update on all current maintenance issues. It is business as usual however, graffiti is up. There have been several tags on the corridor. Andrea reminded people that on private property it is the responsibility of the property owner to conduct clean up. Calls have been made to 311 to report on the graffiti problems. Other maintenance issues raised included;

- Banner take down, need to take down old banners and work on creating the special district to have them replaced.
- It was mentioned that one of the light poles is still wired to the corner building on 8th and Santa Fe owned by Ted Gill. Andrea will call Radiant Lighting to see about what can be done to rewire that pole.

- It was mentioned that the process for researching new plants for the spring planting of the bump outs should take place now. Also there should be a documentation and record keeping of the plants.

Committees Reports

Physical Improvements/Economic Development

There has been a lot of activity since the last board meeting. A strategy meeting took place early January at Semple Brown regarding how to proceed with the Go Bond design plan that needs to be presented to the Mayor and the City's stakeholder committee. The group decided that there should be two primary task forces - a Design Proposal Committee and a Political Committee. So far the Design Committee has already met and is working on creating a fully comprehensible proposal deriving from the Santa Fe Drive vision plan, existing lighting plans and other completed bond projects. Below is a motion to approve the services of Mark Raeburn as an independent contractor to oversee and create the design proposal. The Political Committee is scheduled to have their first meeting very soon. This committee is tasked with scheduling a visit from the Mayor to Santa Fe Drive for a presentation of the design proposal in either late February or early March. They are also tasked with creating a list and reaching out to individuals who will support our GO Bond efforts.

Maintenance

Nothing to report, committee will endeavor to meet before next meeting.

Administration and Fundraising

Cheryl, Lindi and Andrea met primarily to discuss the creation of a position to manage the BID's administrative and fundraising responsibilities. The committee created a job description ([see here](#)). NEWSED's contract and fee would have to be modified. Their role for the remainder of the year would be to continue with facilitating maintenance oversight, bookkeeping and event production. The idea is to transition in the future to having a full time Executive Director. The board will have to make a decision on proceeding with this position. Andrea will conduct follow up emails with the board before the next meeting.

Motion to hire the services of Mark Raeburn to create the Santa Fe BID's GO Bond Design Proposal

Mark Raeburn submitted a proposal for consideration ([see here](#)) to complete Santa Fe BID's GO Bond Design Proposal. The board reviewed the proposal and after careful consideration Macy made the first motion, it was seconded by Jack and all were in favor of accepting his proposal with a provision for him to submit for pre-approved any additional hours needed to complete the work.

Greenlee Elementary Presentation by Principal Sheldon Reynolds

Aubrey Lavizzo asked to have Sheldon Reynolds speak on the changes taking place at Greenlee Elementary. Sheldon spoke about the new structure of the school which has caused, this year so far, a 10% increase in various areas of growth. There will be an establishment of a community review board for the school. Sheldon requested that the BID a part of this review board. To be a part of it there will be an open application process. The review board is a 6-week commitment. Aubrey requested that he be the person to apply with a written letter of support from the board. All agreed and thanked Sheldon for his time.

Art District Representation on the BID Board

The issue of whether or not have a revolving member from the Art District have a constant BID board seat was raised. Andrea spoke to the BID's lawyer before the meeting to discuss how this would work. The issue is that board seats are appointed by the City Council. Council appoints based on the person

not the seat it represents. The BID can make a recommendation for an individual to be considered for a seat every time it is deemed a new person is needed to fill the seat. Proceeding with this process could open the door for other “representative seats” on the BID board. This topic was tabled for later discussion.

LPNA Historic Grant Award

David Griggs spoke briefly about their recently awarded grant from Historic Denver to study preservation opportunities for the La Alma Lincoln Park neighborhood. The grant requires matching funds which they are in the process of trying to raise. They started a Youcaring.com online fundraiser at [THIS LINK](#) all are encouraged to give a donation and help find others to give.

Meeting Adjourned

5:10 pm

Next Meeting

February 21, 2017 at NEWS&ED CDC 901 W 10th Ave Suite 2A