

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

**Held:** Tuesday, June 19, 2018 at 3:02pm at Semple Brown Design, 1160 Santa Fe Drive, Denver, CO 80204.

**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  
Debbie Stoner  
Rusty Brown  
Jack Pappalardo  
Cheryl Spector  
Lindi Sinton

**Board Members Not Present**

None

**Community Members Present**

Matt Joiner from Hangar 41 on behalf of Buddy Poppitt  
Kat Payge

**April Minute Approval**

April board minutes were reviewed and accepted after a clarification was made not to attach an email to the minutes. Approval to revised minutes was motioned by Lindi and second by Debbie, all were in favor.

**Hangar 41 Presentation**

Matt Joiner from Hangar 41 informed the BID of the Department of Public Works new building set back standards which are now 8 ft. for sidewalks and 8 ft. for "Tree Lawn".

Certain BID board members agreed to talk with Buddy to gather more information. It was also agreed to initiate a meeting with Brad Buchanan from Community Planning and Development and talk about the possibility of creating a design overlay specifically for the BID designated area of 600-1200 blocks of Santa Fe Drive. Jack and Andrea committed to organizing this meeting with the efforts of LPNA who are already working on an overlay plan. It was agreed that this is a critical issue, that this restriction affects everyone and to move forward quickly. The sentiment among BID members about the set issues is that it does not reflect nor enhance the historic nature of our community's architecture and streetscape. If adopted, it will create uneven cavities pockmarked along the street facade where a single new building is setback at a completely new depth from its neighboring historic buildings.

- Jack agreed to contact Stella Yu who is an active member of LPNA.

- Rusty thinks it is best to get Councilman Paul Lopez involved and get his support or at least let him know about the situation.
- Buddy should be involved in the next neighborhood meeting because of all his involvement and knowledge he knows about the new restrictions.

### **Contractor Selection with YTD Financials**

Five proposals were reviewed. There were three maintenance proposals and two accounting. Andrea also provided [YTD financials](#) for comparison during the review process. Bayaud had been expected to send in a proposal for maintenance but dropped out of the process. The gathering of quotes for the maintenance contractors was intended to bundle all the maintenance into one contractor as opposed to having several contractors handling separate responsibilities. They decided that CSG is the one that looks the best for what they are looking for but that they will need more clarification on the irrigation testing and repair cost since it seemed unusually high. Board members also wanted more of a streamline comparison of what we are paying now vs. what the contractors are proposing. After long consideration it was decided that it might be in the best interest of the BID to contract individual companies instead of bundling services. Andrea mentioned that for the new half time director that the BID is seeking to hire in the future overseeing several contractors would be too much administrative work and they may not have time to focus on all the other areas that need attention such as fundraising, advocacy, board meeting coordination, building community partnerships, and other areas. Debbie and Cheryl will gather more quotes for Santa Fe maintenance needs. Cheryl motioned to move forward and give the BID another month to prepare itself to collect these quotes.

### Better Business Bureau information on the maintenance companies

#### **Grounds Service Co.**

Been around since 1982, not registered on BBB

Only 1 complained but fixed

A+ rating

#### **CSG**

Not listed on BBB

Has been around since 2014

#### **CAM**

Has been around since 2002

No complaints

### Accounting

The board reviewed two proposals from two certified public accounting firms; Stratgem and Anton, Collins, Mitchell (ACM). After much deliberation it was decided to hire Stratgem for a 6-month trial period.

Cheryl motioned, Jack second and all in favor.

### **Board Member Search Update**

There has been no response from Mark Landman from Molecule Effect or Carol Mier who expressed interest in a BID board seat. Andrea and Lindi will reach back out to each of them again. If there is no response, then the BID will need a new list of names for July's meeting to continue the search.

**PS You Are Here Update**

Cheryl reported that the mural in the 1100 block is complete. She expressed difficulty coordinating with the two artists on the opening event. Regardless, the event will take place July 20, 2018 at 5:00 pm. Adolfo, the hopscotch artist proposed to have the fourth piece on the sidewalk in front of 7-11 due to wider sidewalks and proximity to better lighting. Cheryl also mentioned that she will ask David Griggs from LPNA and Amy from the Art District for their collaboration. As soon as Cheryl has the full details of the event she will send it to Andrea for her to send out to the media. Cheryl will give the artist to the end of the week for them to get back to her.

**\$500K Task Force**

The complete list of the individuals the City chose to be on the \$500K Task Force was provided to the BID Board. No updates on this process.

**Public Comment**

No public comment.

**Meeting Adjourned**

4:47 pm

**Next Meeting**

July 17, 2018 at 3:00 pm – Semple Brown, 1160 Santa Fe Drive