

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

Held: Tuesday, August 21, 2018 at 3:00pm 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
Mark Landman
Debbie Stoner
Rusty Brown
Lindi Sinton
Cheryl Spector

Board Members Not Present

Jack Pappalardo

Community Members Present

Amanda Harden
George Lim
Carol Mier
David Griggs

July Minute Approval

July board minutes were reviewed and accepted. Approval of minutes was motioned by Lindi and second by Mark, all were in favor.

Financials

A draft of 2019 budget was presented along with year to date financials. An approval from the Board was needed to submit the proposed budget by September to the city for filing, see proposed budget [here](#). A final budget will be made by end of year after the public hearing.

2019 Budget Changes

- Administrative - In 2019 the BID intends to hire a part time Executive Director.
- Accounting - The accounting will be handled through an accounting firm.
- Tabor - The board agreed to utilize the Tabor increase, whatever amount that ends up being based on the 2018 tax assessment roll.
- Maintenance - The majority of the maintenance will be taken on by a single maintenance group next year.

- Holiday lighting - To remain with same contractor for holiday tree lighting it will cost \$14,500 in 2019 and 2020. This fee is for placing, removing and storing costs for the lights. We are also allowed to have the lights up early in the season, Andrea suggested 1st of November and taken down as late as day light savings in March.

Question to be researched

- It was brought up that BID might lose or see increased in money in future budgets because of all the scheduled rebuilding on Santa Fe and increased and decreased in square footage. We need to ask how the timing for the assessment roll works, if they consider the assessment from the beginning to the year or some other time. Andrea will talk to Lynda Seele to ask how and when properties are assessed.

Motion to approve the draft 2019 Budget for preliminary submittal to the City of Denver

The approval of the 2019 budget was motioned by Lindi, second by Debbie all were in favor.

Design overlay survey review-David Griggs

David shared the results of the community design survey, [see here](#). He stated he is building a tool kit to create a master plan involving the community. There will be a meeting at La Alma Recreation Center October 17, 2018. BID will help spread to try to get as many people there as possible. More regarding the design overlay process will be discussed at September's meeting.

Art District has had a set back with getting the pole banners out because of rebranding. Invoices should go out soon for the \$1,500 committed by the BID.

Retail Truck Survey

Retail truck survey was released on Monday 13, 2018, so far it has had 31 responses, with most of the responses being positive toward allowing trucks but with restrictions. This discussion was tabled to the next meeting in September.

P.S You Are Here Event & Aug First Friday recap

P.S. You Are Here

The unveiling event for the art projects created from the PS You Are Here grant was well attended. There was food music and guest speakers. Artist Adolfo Romero has finished the hopscotch project. The mural project by Ratha Sok is not yet complete since it still needs to incorporate a public space component. Cheryl is in communication with Ratha however if he doesn't finish his final payment won't be issued.

August First Friday recap

First Friday took place on August 3rd. The BID donated a \$1000 to the Art District for them to use however they needed. Before the event there was a lot of concern by businesses owners about the Art District's event planner Two Parts' plan to completely seal off alley way access for 24 hours. Andrea met with them ahead of the event to assist with their layout so that the alleys could be open however despite this effort, on the day off the event, many alleys remained blocked. Other than that, it was a successful First Friday.

Bi-annual community stakeholder meeting

Andrea met with the board presidents of LPNA and the Art District to discuss creating a bi-annual stakeholders meeting that represents as many La Alma entities as possible in a effort to understand and collaborate on important community issues and keep everyone connected.

The group will work to figure out when the first meeting will take place, who will be there and the agenda. Amy agreed to initiate a google doc to connect the stakeholders.

Public Comment

BID needs to be present at the LPNA meetings to not be mis-interpreted or have something miscommunicated.

In an effort to get through the full agenda of each BID meeting on time Andrea will reiterate that public comments need to be held to the public comment portion of the meeting.

New Business

Tree Trimming

Rocky Mountain Tree Care conducted a full tree trimming on Santa Fe, however some members felt that they butchered the job. Also, there were some complaints about where their trucks were being parked. Cheryl passed on information of 3 tree trimming companies to consider for future work. It was agreed there should be an analysis of the work that was done to inspect for damage. It was thought to bring in another tree trimming company to inspect the work, but to have an objective perspective Andrea will reach out to the City's arborist to get their feedback.

Electrical Issues

Debbie is working with an electrician to diagnose and hopefully fix the underground broken electrical line on the east side of the 700 block so that the lamps can run independently instead of feeding off of the corner building. Debbie will have more information either prior to or at September's meeting on the next steps in this process.

Motion to move forward with electrician to diagnose the electrical issue on Santa Fe

Motion to move forward by Lindi, second by Mark, all in favor.

Graffiti Removal

Ground Services has been contracted to power wash Santa Fe Drive and to remove sidewalk spray paint/graffiti. It was urged that rather than use Ground Services that the City of Denver's Graffiti Removal program be contacted to do the work since it is free. Andrea will reach out to them regarding this request.

Old Business

A sprinkler line in the 800 block bump out need to be checked. Plants are dying because of the sprinkler lines not working appropriately.

Meeting Adjourned

4:58 pm

Next Meeting

Tuesday, September 18, 2018 at 3:00pm – Semple Brown, 1160 Santa Fe Drive