



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

**Held** Tuesday, August 18, 2020, at 3:00 pm via Zoom virtual conference

**Call to order** Facilitator Andrea Barela called to order the Board of Directors meeting of the Santa Fe BID.

**Roll Call/Attendance** A regular meeting of the Board of Directors of the 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 - Present**

Andrea Barela - BOD  
Tom McLagan - BOD  
Rusty Brown - BOD  
Lindi Sinton- BOD  
Jack Pappalardo - BOD  
Jackie Bouvier - ED

**Board Members - Absent**

Adam Sexton - BOD  
Susan Taub - BOD

**Guests Present**

Gaby Serrado  
Shaina Belton  
Ann Nguyen  
Ben Chavez  
CW Jamie Torres  
Kristofer Johnson  
Karena Versalovic

**Approval of minutes from the last meeting**

A motion was made to approve the minutes from the July board meeting as presented. Approval of minutes was motioned by Lindi seconded by Tom, all were in favor unanimously.

## **Guests Updates**

### **Ann Nguyen and Councilwoman Jamie Torres**

Update on the progress SANTA FE DESIGN OVERLAY & PROPOSAL - A Design Overlay adds an additional layer of design-oriented controls that are applied to reinforce the desired character for newly developing or redeveloping areas. This has been a three-year community-led project that includes Santa Fe BID, Art District on Santa Fe, La Alma Lincoln Park, and Upper Santa Fe RNO. The main focus of improvements is on the main street. After going over the basics of the design overlay and how it compares to others it is explained that zoning alone is not enough to achieve the desired outcome. The design overlay is really a compliment to what the BID is already doing for Santa Fe drive. There is an opportunity to create a more general type of overlay that is easy and creates familiarity for developers. The benefits are to be able to leverage council district support and have developers understand it plus the work is already done by the city.

The main elements consist of:

- Limit allowed building forms to shopfront house and townhouse
- Building forms to Shopfront
- Increase build-to range from 0-5 feet to 0-10 feet
- Require a residential set back of 7 feet with a porch, patio, or stoop for street-level units
- Eliminate transparency alternatives except for Permanent Art
- Require frequent entrances on wider lots
- Require non-residential uses on the ground floor on certain lots

Overall it was discussed that we don't want to lose the look and feel of the corridor and councilwoman Jamie Torres has had multiple conversations with other design overlay district council members. They have gone into detail and the idea of inviting activity to the corridor. Any new construction would have to comply with the original overlay requirements. This will take approximately 4-6 months to adopt.

### **Gaby - Streetscape Project**

Gaby provided the latest update on the Streetscape project. The direct selection of Keen was conducted and it exceeded our budget. This was a result of no return bid's on the project. There was an additional \$150,000 allocated to cover the exceeded amount. This has become a million-dollar project. There is a caveat, we need a solution. We need to figure out and find a landscaping company to place the planters with such a short season. After some discussion, we decided to figure out how we will go about planters during this season, where we can find them and if it is even doable to have them be planted.

### **Lane Repurposing**

- 2 Travel Lanes
- 5+/- ft. Buffer
- Two Parklets
- Planters along the corridor
- Lighting improvements
- On-street parking on both sides

- Improved Transit Stop Spacing
- Street Murals Artist in 6 buffer locations

### **Project Schedule**

- Weeks of August 24th to Sept. 4th - DOTI team submit work order package for final procurement approval **\*\*ahead of schedule\*\***
- Week of Sept. 7th - Staff obtains NTP
- Week of Sept. 14th - Keene starts mobilization on the corridor (1st time the public sees any movement on Santa Fe). Keene orders placemaking elements (parklets, planters, & benches)
- Weeks Sept. 25th to Oct. 5th - Keene's window to install the core design (restriping and installation of flex posts and curb stops)
- Weeks Oct. 12th and 19th - Artists install street murals on Santa Fe at mid-block 7th, mid-block 8th, 9th, mid-block 10th, 12th.
- Week of Oct. 26th – Keene contractor installs placemaking elements (parklets, planters, and benches)
- November 2nd - Santa Fe Streetscape Opening Day (Dia de Los Muertos)

\*\*\*Construction schedule subject to change based on weather/unforeseen circumstances  
Hopefully, by the next meeting, there will be a final timeline.

### **Open issues**

#### **Andrea - ADSF/Santa Fe BID Task Force**

- Streetscape event, Dia de Los Muertos
- Ask for a district 3 event opportunity with Councilwomen Torres
- Denver Foundation and strengthening Denver program | Shaina and Andrea to meet with the group that has done some of this before.
- The business relief fund is being led by the Task Force and we raised almost 20,000
- Scheduling mayor staff tour
- The contract between the BID and ADSF and budget

### **Committees/Reports/Updates**

#### **Shaina - ADSF Updates**

- Early Sept Karena is leaving us and the job posting will be up in the following week
- They have two new board members
- ADSF - Online Art Shop to sell directly through the website
- Finding rebranding and slowly reprogramming in-person opportunities.

#### **Executive Director update by Jackie**

- All Oath of Offices Compliance
- Backflow passed updates and we passed
- The current maintenance company will no longer be operating as of September. We received Bids and went over them to make a decision. The board voted to allow Andrea and Jackie to decide and email the board. Jack will review the contract before we sign off on anything.

- Light Poles updates, fixed and concrete was poured on the Pole corner 700 in front of the library. The head fixture fixed on the pole on the 600 blocks. Keen looked into obtaining a quote from Radiant, to possibly include the light bulbs changing from blue to white, leaving one blue in the center of each fixture.
- DOLA Coronavirus relief fund application and possible funds.
- Budget: Economic Development \$5,000 possible allotment to ADSF We will decide at the next meeting after looking over the detailed budget. Send out the budget before meeting and then have it be our main topic of discussion in September.

**New Business/Old Business**

- None

**Meeting adjourned**

Meeting Adjourned

**The next meeting will be 9/15/2020**