



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

Held Tuesday, October 20, 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:

<p>Board Members - Present</p> <p>Andrea Barela - BOD Tom McLagan - BOD Rusty Brown - BOD Lindi Sinton- BOD Jack Pappalardo - BOD Adam Sexton - BOD Susan Taub - BOD Jackie Bouvier - ED</p>	<p>Board Members - Absent</p> <p>N/A</p> <p>Guests</p> <p>Lynda Seely Ben Chavez Gaby Serrado Shaina Belton Anthony Gengaro</p>
---	---

Approval of minutes from the last meeting

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

Public hearing on the 2021 Budget (Preliminary) Lynda Seely

Lynda is the one in charge of the assessment roles and she first addressed her topic of introduction which was to discuss two changes on how assessments are calculated, **first one is switching from a net rentable square footage to a gross building square footage**. Last year the assessor went through and reclassified all of the basements in the district as rentable space. Therefore, the gross square footage of the building was the same as the net square footage of the building.

This year they have gone through and reclassified 6 basements based on an efficiency factor that has decreased the square footage of the basement that they consider to be rentable. This is not something that they do consistently.

The recommendation given is to switch from using a net to a gross because it is a stable and accurate number and doesn't switch from year to year. Andrea made a motion to switch from using a net to a gross square footage and Rusty moved to approve and Susan second to approve and all were in favor to move the motion from net to gross.

Second possible change. The assessment is 49% based on building square footage and 51% on front square footage. Some have converted from residential to commercial and the approximate increase is 4.99% + this year. The question is: When applied to the budget if there is no increase then they obtain a standard increase of 4.99%-8%, is this fair and equitable for all? Do you want to make an adjustment so that everyone is around the 6%? A recommendation of a 6.6% increase was given to be equal for all.

After much discussion in an effort to understand the proposed change, the decision was made based on an equitable choice. First the board wants to see the proportions and numbers and have something to look at. As the corridor continues to get new projects it will all change and the board wants to make sure that there is consistency in the coming years and want to make the best decision for everyone. Therefore, the following information will be sent, there will be a 6.6% increase and Lynda will set it so that the numbers can be visibly seen. Basically a breakdown of the totals and the total numbers. However, the board decided to make the final decision in November.

What happens from here is that there is a notice that Lynda will have published in the paper and also she will have to send that notice to every property owner in the district and she will also send that with an estimate of the assessment. The owners will have a chance to see what their proposed assessment will be and in November they will have a chance to come and address the board directly about what they think or feel. Anything can be undone at the November hearing.

Pass resolution of budget 2021

We went over the projected budget for 2021 totaling \$117,740.47 and explained how the money will impact the budget and how it will be allocated and used per line item. There is also money coming in from the city of Denver in the amount of \$6,982.97 that was somehow never sent to the BID since 2015, until now. This will go into miscellaneous and additional balance. We will review a balance sheet next month in November. After reviewing the budget the board adopted the resolution setting the hearing for the budget. In November we will adopt the final budget. A motion was made by Lindi to approve the resolution and Tom second the motion and all were in favor. The board passed a resolution of budget 2021.

Open Issues

Gaby - Streetscape Project

Gaby provided the latest update on the Streetscape project. The first phase is down for the most part, and the restriping has occurred and flex poles have gone up, except on the 1000 block due to the mix used apartment building construction crew being there. Once flex poles are in they are not to be removed, that is why they have not been installed there yet. For the most part the first phase is almost completed. Emails have been sent from corridor owners both negative and positive. Behavior adjustment is normal to occur during the first phase. However, the streets feel calmer and everything seems to be going great. Next phase is the installation and murals of the artists. The planters and other aesthetics will begin to be placed the week of November 17th. The week of the 9th Keen construction will be changing out the light bulbs along the corridor. All is moving along and going well.

Metrics need to be gathered from all of the folks who are not part of the board. The help is needed in gathering qualitative metrics as we can begin in 2021 and documenting metrics.

Artists updates: The artists will need access to water, electricity, tents and sanitary facilities. An artists schedule with dates and locations was shared and the corridor owners will help provide these needs. Promotion of their work would be greatly appreciated. This is a three week project.

Committees/Reports/Updates

Andrea - ADSF/Santa Fe BID Task Force

- Have not heard back from the mayor may have a confirmation in a few weeks
- COVID relief Fund \$34,00 raised and plus the DOLA funding regranted \$20,000
- Dia de los Muertos shifted with the new restrictions from the city county of Denver. There will not be an altar, maybe shifting funds from building an actual altar to building your own altar kits might be the best way to go in partnership with City Council Jamie Torres and Ben Chavez.
- There will be a photo memorial projection downtown on the clock tower at 16th street mall

Shaina - ADSF Updates

- Big focus is hiring the new coordinator 22 applicants came through. We have had a total of 7 interviews of well rounded candidates and there are now 2. The position will begin in mid November.

Executive Director update by Jackie

- Radiant Lighting need to replace a missing pole and submit insurance claim
- Need to hold board elections in November
- Wipfli accounting has been great and very accessible
- CSG update on a letter sent that we will not pay September
- DOLA updates we are accepting the grant for \$27,500 and we will use it for COVID19 related expenses and re-granting of a specific amount to the COVID relief fund to help targeted small businesses.

New Business/Old Business

- Guest MDLDC - Anthony Gengaro Introduction as the new maintenance services to the corridor.
- Ben provided an update tentatively on the Nov.18th Sunken Gardens master plan event. A survey will come out to the community. Appreciate the assistance with flyers to put up and posters. They want everyone to chime in and be a part of what Sunken Gardens will look like.
- Gaby is the project manager of La Alma Lincoln Park, they want to identify the locations where people are having issues. A survey has been launched, jump in and complete the survey.

Meeting adjourned

Meeting Adjourned

The next meeting will be 11/17/2020