



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

Held Tuesday, September 20, 2022, at 3:00 pm via Zoom virtual conference

Call to order The meeting was called to order by the facilitator Andrea Barela - Board of Directors 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><u>Board Members - Present</u> Andrea Barela - BOD Rusty Brown - BOD Tom McLagan - BOD David Brehm - BOD Jim Stevens - BOD</p>	<p><u>Board Members - Absent</u> Jackie Bouvier - ED George Lim - BOD <u>Guests</u> Officer Rob Gibbs - DPD Anthony Gregaro - MDLDC Ana Paula - ADSF Lt James - DPD Maro Casparian - District Attorney's Office Nadia - Strawberry Mountain</p>
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Approval of minutes from the last meeting

Tom motioned to approve the minutes. David seconded to approve the minutes and all were in favor as the motion moved forward.

Approval of the Agenda

Tom motioned to approve the agenda and David seconded to approve the agenda and all were in favor as the motion moved forward.



Guests Updates

Guest - Lt James, Officer Gibbs| Neighborhood Updates

Safety Issues

The data analyst is out for the second time with COVID, no actual data. But does anyone have any questions or concerns? Tom had a question regarding office 1031 Santa Fe and the receptionist spoke about someone at the parking lot bothering people showing up at the parking lot, she called it in and no officer was available until the afternoon. The police showed up an hour later and asked the police officer what they should do in this situation. They were told to purchase bear spray. Officer Gibbs mentioned that they are having to advent and be there for calls assisting the patrol guys and calls are triaged based on the information provided by the responsible party and will be prioritized accordingly. Don't stay in the situation, leave get out of it, and don't remain in the situation.

Theft and motor vehicles will take several hours due to the lack of resources. If someone is being threatened then they will come immediately. Call back if it escalates. Next month they will definitely have the STATS for both months and discuss both at the next meeting.

Guest - Maro Casparian, Director of Community Engagement for DA

The purpose of attending is to share and provide an overview of the office and hear community concerns in an effort to reduce crime and protect public safety. Maro went over the way they operate and the reasons to dismiss or accept cases due to unwilling witnesses.

Point of interest:

- What is happening at the DA office - Data Dashboard launched Sept 8, 22 at denverda.org
- Transparency in the community and crimes and how cases are treated
- This is version one and many more trackings will be added in the future
- Gangs behind the motor vehicle thefts - Supporting drug habits
- Adult diversion unit was started

After much discussion Maro wanted to make sure the board is aware of how the DA office works and their responsibilities as a result, state-level crimes, and misdemeanor issues. As the community engagement director, she needs to make sure she is walking hand in hand with the board and the community by hearing from everyone and not being blind to what is going on in the community. The board was concerned about the graffiti and other BID situations already mentioned before. Please contact her if need be at amc@denverda.org and sign up for quarterly updates and newsletter information.

Guest - Nadia - Owner of Strawberry Mountain at 825 Santa Fe Drive



She wanted to make sure she involved the BID to keep the look and feel of signage and storefront advice from the board for her store. Nadia did share that business has been booming and there have been incredible outcomes financially for them in the Art District. Many other businesses are also working on the signage and this information has been beneficial. She is also inquiring about moving to a larger space on Santa Fe Drive.

She or any other business owner can connect with the following link if need be as to what CPD wants to see:

<https://denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Direct ory/Community-Planning-and-Development/Zoning-Permits/Signs/Apply-for-Sign-Permit>

CPD - Phone: (720) 865-2700

2023 Budget Discussion in preparation for October Budget Hearing

This hearing will be published by Lynda Seely and it was proposed that it would be held in October since there was no actual confirmation of it being held in September from the board. Therefore, the budget will be looked over and approved by the board in preparation for Oct. Public hearing.

The 2023 projected budget was brought up for discussion with the Maximum Allowable Budget for 2023 of \$134,860.00. A few of the contracts didn't seem to increase the question for these came up to see if it will go up. The trash cans need to be their own line item, the holiday lights may increase in the upcoming year. Maybe, double-check with the major contractors to make sure there is not a huge increase. Anthony from MDLDC went over the contract and what MDLDC offers for their contract. A few items to look over

- Contract amounts correct
- Utilities
- Holiday lights

Andrea made a motion to approve the budget hearing to take place on October 18th, Jim first and Tom seconded the motion and all were in favor. The resolution was adopted as well.

Committees/Reports/Updates

Ana Paula - Art District on Santa Fe Updates

- Art District updates James apologies for not being able to attend
- 858 Santa Fe drive new studio place has opened
- One resident artist operating from that place
- Will debut the place once they get the liquor licenses etc.
- The Banner project - Art District is trying to revive the banner project and get ad space for it.



- How many banners? Jim said it was around \$500
- Costs? Breakdown and charges?
- John Roberts (Paul Water) - Park Hill Creators
- BID donated \$1,500 for banner installation
- ADSF paid for printing and the BID helped with installation \$\$\$
- Jamie Torres, did she make a contribution for the banner?
- How many? There will be an ask for the BID on how to help
- ADSF will send a proposal to the BID of what they will need from us.
- Awards will possibly be put in place for the best of Art District
- Is there a promotion publicity plan for the district? Promotion largely centered around events and first Fridays and dia de Los Muertos. They spoke about the parade sponsored by Jamie Torres as a rolling close down of the Santa Fe Drive and had over 8,000+ people and had different entities work together to make this happen.
- What type of [romotion for the district can be done?

Andrea and Ana Paula - Task force

- August First Friday, one bill not paid yet is the barricade bill as Andrea is disputing it and they did not show up on time and did not put up the “no parking signs” and caused havoc. The goal is to have it resolved this month
- Police has been paid, medical group, etc.
- Clean MDLDC did a great job
- Have Santa Fe Drive close all day (Task for a letter-writing campaign to get this to happen)
- Work to create a general business directory and try to have this for the corridor and surrounding areas. Perhaps, an online directory. (Task a board member where we have block captains)

Executive Director Updates- Jackie OUT Having a Baby

Board Updates:

- **Everyone on the BID Board** is in good standing and we have officially filled the board seats desired. Per the board, perhaps, an additional woman would be good to balance the board.
- **New Board Member-** Received the Mayor’s Memo approving the appointment of Jim Stevens to the BID. A congratulatory letter and certificate have been mailed to Mr. Stevens. The appropriate documents have been forwarded to the legislative team to begin the council confirmation process which takes about four weeks.
- **Trash Receptacle Follow-up** - We did submit (Anthony MDLDC) option **one** which seemed to have received the most votes for the grant process he has gone and it is a doable and affordable option.



*Option 1) Economy Collection Dual Bin Receptacle EB-236SD - Victor Stanley. This is the gold standard around the country and has a professional and strong look.

<https://victorstanley.com/product/eb-236sd/>

We also got Holland to agree to purchase one plus the two we will purchase with city council monies, I think we are on the right track. **We need to decide where the two city council trash bins will go.**

- **Corridor Banners** - Art District president James is to attend the next BID board meeting to introduce himself and pitch the banner project. We need to understand what this entails.
- **Met with Gaby Serrado** - There is a great opportunity to get murals funding to get the streetscape pedestrian buffer painted. Gaby is working on obtaining this grant funding for the space and she will look into possible geometric and more SFBID-style designs. She needs to work with us to get the next PS you are here Grant for this and also needs what the Art District submitted as an example to help her. She will also work on a calc micro-grant with Jill Lacantore for this project. She can come to update the board o this helpful project.
- **Community Complaints:**
There are No Parking Signs on the 9th Ave in front of my office that was up this morning when I got to the office.

The signs do not have a time frame on them to allow parking up until a certain time before the Food Trucks arrive for First Friday. In the past, the signs stated No Parking Between 3 pm and 10 pm. Giving the general pluck the ability to still park in the area until 3 pm. Being that this is a business district we have people coming into the district in this particular area to patron the two coffee shops, the galleries, and the brewery in the general area of Santa Fe and 9th. I get people knocking on my door asking why the no parking signs and if they can still park there to get some coffee. This is making the parking argument worse and actually hurting the business in the specific area. Can we get whoever is reserving these spaces (I believe it's Chuey Fu's) to put up signs with a time frame so people can still park there during the time before the food trucks arrive to set up for the first Friday? Across the street, there are No Parking Signs with a time frame of 1 pm to 11 pm. Giving the opportunity for the general public to use the spaces until 1 pm.

I think we need to make it more like 3 pm so the business can benefit up until 3pm. The Trucks do not show up until closer to 5 pm. **I emailed Chuey Fu and waiting to hear back, if someone in the Art District knows who the best contact is, that would be very helpful. He (Chuey Fu owner) called me on 9/14 and mentioned that this is the city of Denver's choice to have removed the**



time and that he is simply complying. However, if the city changes anything he is happy to comply as well.

- This year's budget steps for 2023 Budget adoption (I asked Lynda Seeley to put this together so that all new members can better understand the process) **The board needs to decide on the dates below, please see below.**

At the September meeting you need to:

1. Have a proposed budget to approve so you can submit it to the City by September 30. No resolution is needed. **See Attachment**
2. Adopt a resolution setting the date, time, and location of a public hearing on your proposed budget. You can hold this hearing in September or October. Historically you hold it in October, but the City prefers September. You can choose. If you hold it in September, then you need to ratify the resolution rather than adopt it.
3. Hold a public hearing on your proposed budget, if that is what you chose to do.

At the October meeting, you need to:

1. Adopt a resolution setting the date, time, and location of a public hearing on the ASSESSMENTS at the November meeting. **We normally do this at the board BID meeting**
2. Hold the public hearing on the budget if it was not held in September.

At the November meeting, you need to

1. Hold a public hearing on the proposed work plan, budget, and assessments. **Look over the draft one attached, and make any changes as needed.** [w Santa Fe BID Operating Plan 2023.docx](#)
2. Adopt a Resolution freezing the Assessor's data **See Attached PDF**
3. Adopt a Resolution Adopting the FINAL Work Plan & Budget
4. Adopt a Resolution Adopting the Assessments
5. Adopt an Annual Administrative Matters resolution (ask Spencer Fane about this) **Looking into this, as this is new**

I would hold the public hearing for the proposed budget in September if you are ready for it. The hearing has to be published in The Daily Journal and posted where we post our minutes on our website. It is not historically well attended in October so I don't think it matters. **If you decide to do it in September let me know, we need to post it and have Lynda do the same**

Radiant Lighting:



Scope of Work: Replace the street light pole that was hit by a car and destroyed at 8th and Santa Fe. The customer requested to replace it with a single-head fixture rather than a five-head fixture as was the one that was destroyed.

The bid does not include any work to caisson as the concrete base and anchors were intact and reusable. Post and fixture to match the others replaced in the past 5 years.

Freight is included in the price - Total Estimated Cost(\$):\$7,633.38

This will be sent with the police report and the claim number over to insurance to have it replaced.

Streetscape Project | Parklet - Wesley Dismore:

“Hi, Jackie,

Unfortunately, the only update I have for you on the parklet situation is bad news: The original plan was to have a city operations team relocate the parklet, but the most recent updates I have from the operations team is that they don't have the capacity to do this work at this time. They may or may not have the capacity to complete the work at a later date. As a result, I'm looking into other possibilities for how we can get the work completed, including possibly using an outside contractor. I'll keep you posted on any progress that is made on this issue but I don't anticipate that it will be possible to move the parklet soon: using an outside contractor will require additional time to go through contracting measures and get the work scheduled, etc. I understand that the delays are frustrating and I appreciate your patience, and that of the entire board, on this issue. The streetscape project is moving forward as planned. We anticipate having a consultant on board to start work by early Q1 of 2023. Please let me know if there are any other issues for which you're waiting for updates from me. Thank you!”

After much discussion, Andrea drafted an email to send to Wesley to ask to speak to him and see where our priority stands as a BID with the city.

Anthony MDLDC Updates

- Graffiti Removals: 100 mark was hit up from before
- One ornamental light pole came off and was reported and taken care of
- Quite a bit (10) syringes/needles were found out in the street/curves areas and private door access.
- Hopefully, in the fall less stress on the street
- One topic to cover was the grant proposal, which was accepted, and are still waiting to receive an answer.
- Produces occupancy projects and can help with the business directory by taking existing data.
- Get ready for winterization for backflows. No freeze warnings just yet.



TACTICS in the positive direction

- Speed limit reduction - **COMPLETE**
- Re-stripping - Sounds like this may not happen
- New Trash Receptacles - \$5,000 from city council was **received pending purchase**
- Additional Maintenance day - **COMPLETE**
- Removal of el Noa Noa parklet - **Wesley doesn't feel that this will happen**
- Implementation of Business Watch - Signs placed along the corridor (great report from the city has crime **decreased** as a result of this implementation)
- Economic Development - I'd like to add something here as this is something that our BID should get involved in more heavily.
- Directory - working on updating and will work with MDLDC data to get something started and hopefully rolled out in 2023

New Business/Old Business

- Andrea made an announcement that they have a new restaurant Tacos and tortas which just opened last week, so far so good. No liquor license.
- Next meeting will be the hearing

The meeting adjourned

The next meeting will be on 11/15/2022