



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

Held Tuesday, November 25, 2025, at 3:00 p.m. via ZOOM. The facilitator, George Lim, called the meeting to order on behalf of the 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 per the applicable statutes of the State of Colorado, with the following directors present and acting:

<p><u>Board Members - Present</u> George Lim - BOD Rusty Brown - BOD Michael Vela - BOD0 Sasha Zanabria - BOD Tom McLagan - BOD Jackie - ED Kristina Sablatura - BOD Andrea Barela - BOD Jim Stevens - BOD <u>NOT PRESENT</u> David Brehm - BOD</p>	<p><u>Guests</u> Wesley Dismore, DOTI Lauren Myerscough – DEDO Ana Paula Pinto - ADSF Lindsey Bell - ADSF Lynda Seele Community Members: Jeremy Naiman Hal Neiman</p>
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Approval of minutes from the last meeting

Tom motioned to approve the minutes, and Michael seconded the motion. All were in favor, and the motion moved forward. **Vote:** Unanimous approval.

Approval of the Agenda

Rusty motioned to approve the agenda, Michael seconded, and all were in favor as the motion moved forward. **Vote:** Unanimous approval.

Guest Updates

Officer Technician Vanessa Sanchez (Crime Report) OUT Report emailed



Public Hearing – 2026 Budget

Jackie and Lynda led the public hearing portion.

Process & TABOR Increase

- Jackie explained that the **2026 BID budget** had already been submitted to the City with the **TABOR increase** incorporated.
- The hearing is being held to:
 - Present the budget publicly.
 - Explain the TABOR-driven increase in assessments.
 - Allow property owners and the public to ask questions or comment before formal adoption.

Lynda confirmed that this is consistent with the City's process and that the BID must formally adopt resolutions related to the assessment roll and budget.

Budget Overview

Jackie shared the proposed **2026 budget** on screen and walked through major line items:

Revenues

- **Special Assessments:**
 - Primary source of revenue; includes the **TABOR increase**, with total assessments set at approximately **\$154,764** for 2026.
 - Funds are received primarily from the City every quarter.
- **External Fundraising:**
 - Includes revenue from events such as the **August First Friday** and other fundraising activities.
- **Insurance Claims:**
 - Insurance reimbursements (e.g., for damaged light poles and right-of-way repairs) wash out on both revenue and expense sides.

Key Expense Categories (high-level overview as presented):

- **Administration / Overhead**



- Administrative costs, bookkeeping, and general management.
- Legal fees.
- **Assessment contractor** (Lynda), who assists annually with the assessment process.

- **District Maintenance**
 - **Light pole maintenance and repair** (including areas impacted by crashes or damage).
 - **Right-of-way repairs** (filling holes, placing cones, and addressing trip hazards or urgent issues).
 - **Holiday lighting:**
 - Additional investments were made in prior years to fully replace the corridor's lights; minimal replacement is anticipated in 2026 unless unforeseen failures occur.
 - **Backflow maintenance** for irrigation.
 - Utilities (electricity and water for corridor features).
 - **Cleaning/corridor maintenance contract** (keeping the corridor clean 6–7 days/week).

- **Programs, Marketing & Safety**
 - Support for First Fridays and related events.
 - Marketing and promotions for the corridor.
 - Safety/ambassador-type efforts as budget allows.
 - Dues and subscriptions (including participation in **BID Council** and other business networks).

- **Contingency**
 - A small contingency line to handle unexpected costs (noted as limited but necessary).

Lynda and Jackie noted that the budget reflects:

- The BID's **increased responsibilities** as projects like Streetscape move forward.
- The need to keep basic maintenance and safety at a strong level while still supporting activation and district marketing.

Questions from board members focused primarily on:



- Understanding the structure of the assessment revenue.
- How insurance reimbursements offset specific repair costs.
- Ensuring that maintenance and cleaning remain adequately funded.

Opening and Closing the Public Hearing

- **Motion to open the public hearing on the 2026 budget:**
 - **Made by:** Michael Vela
 - **Seconded by:** Rusty Brown

 - **Result:** Passed; the public hearing was opened.

Jackie confirmed that the agenda and notice directed property owners and the community to this session if they wished to speak.

Later in the meeting, George noted for the record:

- The BID **properly noticed** the budget hearing and made it clear how to participate.
- **No community members** formally spoke in opposition or raised objections to the proposed 2026 budget during the hearing.
- Property owners, managers/tenants had been contacted and informed about how to participate, but **no one came forward with budget concerns** during the actual hearing.

- **Motion to close the public hearing:**
 - **Moved by:** Rusty Brown
 - **Seconded by:** Tom McLagan
 - **Result:** Public hearing closed with board consensus.

Budget-Related Resolutions

Lynda introduced three resolutions needed to formalize the 2026 assessment and budget.

Resolution 1 – Freeze Assessor Data

- Purpose:



- Freezes the **Assessor's data** as of a specific cutoff date, since property data is constantly in flux.
- Protects the BID by clarifying which dataset is used for the 2026 assessments.
- **Motion:** Adopt the resolution freezing the assessor's data for purposes of 2026 BID assessments.
 - **Moved by:** Tom McLagan (after jumping in quickly to move)
 - **Seconded by:** Michael Vela
 - **Vote:** All board members present voted "aye."
 - **Result:** Motion passed **unanimously**.

Resolution 2 – Adoption of 2026 Budget

- Purpose:
 - Formally adopts the **2026 BID budget** as presented during the hearing.
- **Motion:** Adopt the 2026 budget as presented.
 - **Moved by:** Kristina Sablatura
 - **Seconded by:** Rusty Brown
 - **Vote:** All board members present voted "aye."
 - **Result:** Motion passed **unanimously**.

Resolution 3 – Certification to Treasury

- Purpose:
 - Authorizes Lynda to submit the **assessment and budget information** to the **City Treasury** so that BID assessments are included on **January property tax bills**.
- **Motion:** Adopt the resolution directing submission of the 2026 assessment and budget to the Treasury for inclusion on property tax bills.
 - **Moved by:** Michael Vela
 - **Seconded by:** George Lim
 - **Vote:** All board members present voted "aye."
 - **Result:** Motion passed **unanimously**.



Lynda thanked the board and departed after the completion of the budget items.

Executive Director / Board Business

Police Report

- Jackie noted that **Vanessa** (police/CRO) was unable to attend and present the usual safety report live.
- George requested that the written report be **emailed to all board members** and that the minutes reflect that:
 - The board did **receive ongoing police information**, even though there was no live presentation this month.

December Meeting Date

- Jackie raised a concern that the regularly scheduled December meeting would fall on **December 23** (the day before Christmas Eve).
- She **proposed moving the December meeting to Tuesday, December 16, 2025**, to avoid holiday conflicts.
- Andrea supported the change and noted this shift is consistent with past practice.
- Rusty indicated he has a **Landmark Commission conflict**, but believes he can join after the first hour to maintain quorum.
- After a brief discussion, George summarized that the board's priority is to:
 - Meet quorum,
 - Wrap up the year, and
 - Avoid scheduling right before the holiday.

Consensus:

- Without objection, the board **agreed to move the December board meeting to Tuesday, December 16, 2025.**
- Jackie will update calendars accordingly.

Maintenance / Front Range

- Jackie noted that **Len** (Front Range – maintenance vendor) was not present.
- Tom reiterated that the board has requested, for several months, an **update on maintenance costs**, especially in light of the forthcoming **streetscape plan**.
- Tom would like to see:
 - Preliminary numbers on how maintenance might change under the new streetscape.



- Data that can be **plugged into future budgets**.
- George and Jackie acknowledged the need and will follow up with Len/Front Range to obtain those figures.

Partner & Corridor Updates

Guest & Community Comments

- **Sasha** (property owner/manager) reported ongoing **nuisance and break-in issues** related to a nearby property owner who is informally allowing people to congregate in an open garage area.
 - This has led to both congregating and **break-ins at other vacant properties**.
 - The police response has been supportive but somewhat limited: “Keep calling and we’ll keep coming.”
- George acknowledged the seriousness of the issue and stated that:
 - The BID will **reinforce communication with the new CRO**,
 - Work to ensure frequent patrols and better coordination, and
 - Support Sasha and other property owners in efforts to reduce criminal activity.

Streetscapes – DOTI (Wesley Dismore)

Wesley provided a detailed update on the **Santa Fe Streetscape project**:

- **Current Phase – Subsurface Utility Engineering (SUE):**
 - City is coordinating with contractors to perform **test holes/borings** along Santa Fe.
 - This work is required by law for projects of this size to confirm **utility depths, locations, and crossings** before final design.
 - Contractors will be **on site the first two weeks of December** (pending permit approvals).
 - Each hole will be **restored** after investigation; the street and sidewalks should look the same when work is complete.
 - Wesley emphasized that:
 - This is **not the start of full construction**.
 - It is an **information-gathering step** to de-risk the later stages of the project.
- **Communication:**
 - Once permits are finalized, Wesley will provide **written notice** and schedules, which Jackie and partners can distribute to corridor stakeholders.
- **Paid Parking Discussion:**



- Wesley noted there is **very little new information** to report on paid parking at this time.
- DOTI has considered introducing paid parking along **Santa Fe Drive between 6th and 13th**, but community feedback to date has been cautious.
- No implementation timeline or final decision has been made; DOTI is still evaluating.
- **Questions from Board/Partners:**
 - **Kristina (Colorado Ballet)** asked whether there had been discussion of **special accommodations** for arts organizations (e.g., shared parking arrangements or validation options) if paid parking is implemented.
 - Wesley acknowledged the concern and indicated these issues are on DOTI's radar and would be worked through with cultural institutions as proposals move forward.

DEDO – Business Support (Lauren Myerscough)

- Lauren introduced herself as the **DEDO liaison** now focusing on Santa Fe (she also previously worked on the Colfax Bus Rapid Transit project).
- She provided a high-level overview of:
 - DEDO's interest in **supporting small businesses** on the corridor.
 - Potential opportunities for **business stabilization programs, technical assistance, and funding**.
 - The intention is to coordinate closely with Jackie and the BID as the streetscape and other projects progress.

ADSF & SCFD Certification

- **Lindsey Bell (ADSF)** and **Ana Paula Pinto** reported on **recent elections and cultural milestones** affecting the district.
- Ana noted that their organization successfully achieved **eligibility/certification with the Scientific and Cultural Facilities District (SCFD)**.
- George and Andrea highlighted that:
 - This is a **major achievement** for the organization and for the corridor.
 - To their knowledge, the group had **not previously been SCFD-certified**, making this an even more significant milestone.
- The board congratulated Ana and her team for the extensive work involved in the SCFD application (described as detailed and arduous).

New Business/Old Business

- Jackie thanked the board and partners for their hard work on:



- The **ballot initiatives** and outreach, and
- Ongoing collaboration with City agencies and the community.
- There was general agreement that the BID is on a **positive trajectory**:
 - Improved coordination with the City.
 - Stronger communication around projects and elections.
 - Continued opportunity to elevate Santa Fe businesses and arts organizations.

No additional new business items were raised.

Adjournment

George thanked everyone for their time and contributions, acknowledged the upcoming **Thanksgiving holiday**, and encouraged everyone to take a well-deserved break.

The next meeting will be on 12/16/2025