

# FIVE POINTS

## BUSINESS IMPROVEMENT DISTRICT

### BOARD OF DIRECTORS MEETING

August 9, 2023

By Zoom Webinar

DRAFT AGENDA

Mission Statement: The Five Points Business Improvement District unites businesses and commercial property owners by maintaining the business corridor and catalyzing inclusive economic development and cultural preservation.

10:00 AM	I.	Call to Order	Board
10:05 AM	II.	Video Introductions	Board
10:10 AM	III.	Administrative Items	
		A. Disclosure of Potential Conflicts of Interest	Board
		B. Board Meeting Minutes – May 10, & July 12, 2023	Board
		C. Treasurer’s Report – April, May & June 2023	N. Beal
		D. Email Votes ratification	V. Martinez
		<ul style="list-style-type: none"> <li>• Move Annual Meeting to August</li> <li>• Approval of Executive Director Job Description</li> <li>• \$2K Funding for Neighborhood Activation Grant Application Services to ZoZo Group</li> </ul>	
10:20 AM	IV.	New Business	
		A. Councilman Watson Introduction	CM D. Watson
		B. Equipment Rental Request – Mo Betta Greens	V. Martinez
		C. Meeting Locations Timing Discussions	H. Cowans
10:25 AM	V.	Old Business	
		A. Jazz Fest Update	
		B. Juneteenth Update	N. Harris
		C. Five Point Intersection Plaza Update	V. Martinez
10:45 AM	VI.	MarCom Update	L. Sayer
11:05 AM	VI.	Capital Expenditures & Administrative Update	V. Martinez
		A. Entry Sign	
		B. Xcel Pole Banners	
11:15 AM	VII.	Public Comment	
11:20 AM	VIII	Adjourn	



FIVE POINTS BUSINESS IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
May 10, 2023  
MINUTES

Meeting Held: Wednesday, May 10th, 2023, at 10:00 AM,  
Virtual meeting held on ZOOM.US.

Attendance: The meeting of the Board of Directors of the Five Points Business Improvement District, City and County of Denver, Colorado was called and held as shown above in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:  
Haroun Cowans, President  
Paul Books, Co-Vice President  
Maedella Stiger, Co-Vice President  
John Pirkopf

BID Staff: Beth Moyski, Downtown Denver Partnership  
LaSheita Sayer, ZoZo Group

The meeting was called to order by Board Chair Haroun Cowans at 10:01 AM.

**Administrative Items**

A. Disclosure of Potential Conflicts of Interest  
There were no disclosed conflicts of interest.

B. Board Meeting Minutes – April 12th, 2023  
With no requests for discussion or corrections noted by any Board Members, Mr. Cowans called for a motion to approve the Minutes from the April Board Meeting. Mr. Books moved; Mr. Pirkopf seconded the motion. Vote: unanimous in favor, motion passed.

C. Treasurers Report.  
In Mr. Beal's absence, Ms. Moyski presented the total balance sheets and the budget. Total budget \$328,000 and total available resources is \$473,000. Total expenditures in March were \$22,301 and total YTD expenditures were \$63,641. Mr. Cowans called for a motion to accept the Treasurer's Report. Mr. Books moved to approve the March 2023 Treasurer's Report, Ms. Stiger seconded the motion. Vote: unanimous in favor, motion passed.

D. June Meeting Update

Ms. Moyski explained that because there will not be a quorum of Board Members available, the June Board meeting will be cancelled.

**New Business**

A. Viva Streets Business Support Vote Ratification

Ms. Moyski explained the vote for reallocation of funds for business support for the Viva Streets monthly event put on by the DDP. The vote was held via email. Mr. Cowans called for a motion to ratify the electronic vote. Mr. Books moved to ratify the vote; Mr. Pirkopf seconded the motion. Vote: Unanimous in favor.

B. Streetsense Introduction

This agenda item will be moved to the July Board meeting.

**Old Business**

A. Five Points Jazz Festival Update

Sonia Rae presented a slide show with information on the Jazz Festival and gave some details about crowd control on the street. She presented the musicians' schedules, including times and locations. She discussed the new production team, Leo Events, a national company. She also mentioned safety measures that have been put in place and presented an interactive map of the Fest. She then answered questions from the public about various set-up issues and fencing. Including the addition of exit-only gates. Ms. Sayer added some information on scheduling and location access. Mr. Cowans asked if the Juneteenth celebrations would be interfering with the Fest, and Mrs. Rae said that they had been working together and sharing resources.

B. Five Points Alliance Discussion

Norman Harris introduced himself and explained the nature of the Five Points Alliance. He presented a slideshow that explained the background and the purpose of the Alliance and what neighborhoods make up the area traditionally referred to as Five Points, and the Alliance is a 501c (6) non-profit member-based organization. He went over what neighborhoods make up the Alliance, and what their short-term objectives and shared goals are. He presented the names of the Board of Directors and how he would like to see the Alliance work with the Five Points BID. He mentioned the possibility of ARPA funding, and requested the board members also join the Alliance board. Mr. Cowans asked about the frequency of their meetings, and Mr. Harris explained that they do not have a fixed schedule, but they have been meeting with other boards. Mr. Books asked about the sustainability of the Alliance and its expected longevity, and Mr. Harris explained the importance of ARPA funds and the re-prioritization of the Five Points neighborhood. He also mentioned some short-term goals. Mr. Books offered some suggestions about next steps for the Alliance. Mr. Harris also explained the Alliance as a way to have better connectivity between the neighborhoods. Mr. Pirkopf expressed support for the program. Mr. Harris went on to give some additional details about the Juneteenth festival, including vendors, locations, times, and crowd size expectations. Mr. Books explained some details about funding for the event.

C. Board Applications Update

Mr. Books explained that there have been additional applications for the open board member seat. He is expecting new members in July.

### **Committee Updates**

#### **A. Marketing**

Mr. Pirkopf explained the market committee meeting and encouraged people to join the committee in order to help guide the FPBID Board along with the community. He explained their role in the upcoming events, including Jazz Fest, Juneteenth, and Viva! Streets.

#### **B. Business Engagement**

Mr. Cowans explained their upcoming meeting dates.

#### **C. Community Engagement**

Mr. Cowans explained the dates and times of the upcoming meetings.

### **Capital Expenditures and Administrative Update**

#### **A. Entry Sign**

Ms. Moyski explained that the entry sign is still pending with the city permitting office and there is no timeline yet.

#### **B. Xcel Pole Banners**

Ms. Moyski explained that there are questions from the city about signage dimensions, and the permit is still pending.

#### **C. Historical Markers**

Ms. Moyski explained that a task force of the marketing committee is getting inventory and current conditions to develop a plan for repairs and replacements.

### **MarCom Update**

Ms. Sayer added some information regarding Mr. Pirkopf previous remarks during his presentation about the marketing committee. She mentioned various methods of promoting Five Points as a district, and how to show trends as to what data-gathering trends are the most effective. She shared a few screenshots of the most recent monthly newsletters. She explained the types of messaging that is sent out via social media. She also presented stats on social media impressions, followers, and interactions. Mr. Pirkopf added that the photos shared on social media are supplied by the businesses that are highlighted, not ZoZo Group. Ms. Sayer also shared some webpage updates with upcoming events. She presented some of the new banners for the events and the print ads that were sent to the Five Points Atlas. She also presented signage that will be put up during Viva! Streets to cross promote businesses along the corridor.

### **Public Comments**

Brandy Majors asked about the comments regarding reparations made by the Councilwoman CdeBaca and where the board stood on that issue. She also noted that she would like to work with the BID regarding encampment. Jesse Parris also noted a Denverite article's misprint of how the BID was funded.

Mr. Cowans explained that he was not aware of the specifics of the effort Ms. Majors mentioned and could not accurately respond to the question. He also suggested that questions and concerns about the encampments should be directed to Mr. Norman Harris who through the

Heart of Five Points Association has been working on the issue. Lastly, he asked that the link to the article should be sent to the board to address.

Michelle Sawyer with Dukes and Scratch Bakery asked about passing out flyers for their business at the apartment complex, but they were not allowed entry. She requested assistance from the board.

Mr. Cowans said he could make some requests, but the board has no say in the apartments' rules. Mr. Books added that the BID is made up of business owners and operators, not residents.

Ms. Sayer presented renderings of the proposed entryway signs.

With no further business to discuss, Mr. Cowans called for a motion to adjourn. Mr. Books made a motion to adjourn. Ms. Stiger seconded the motion. Vote: Unanimous in favor, motion passed.

The meeting adjourned at 11:36AM.

The forgoing minutes constitute a true and correct copy of the Five Points Business Improvement District. Approved this 12<sup>th</sup> Day of July 2023.

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FPBID Board Chair

Attest:

  
  

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FIVE POINTS BUSINESS IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
July 12, 2023  
MINUTES

Meeting Held: Wednesday, July 12th, 2023, at 10:00 AM,  
Virtual meeting held on ZOOM.US.

Attendance: The meeting of the Board of Directors of the Five Points Business Improvement District, City and County of Denver, Colorado was called and held as shown above in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Paul Books, Co-Vice Chair  
John Pirkopf

Excused Absence  
Haroun Cowans, Chair  
Maedella Stige, Co-Vice Chair  
Nathan Beal, Treasurer

BID Staff: Vince Martinez, Downtown Denver Partnership  
LaSheita Sayer, ZoZo Group

The meeting was called to order by Co-Vice President Paul Books at 10:01 AM and noted that because of absences, quorum would not be met.

**Administrative Items**

A. Disclosure of Potential Conflicts of Interest

There were no disclosed conflicts of interest.

B. Board Meeting Minutes – May 10th, 2023

Due to quorum not being met, the board was unable to approve the May 10<sup>th</sup> minutes.

C. Treasurers Report.

In Mr. Beal's absence, Mr. Martinez reviewed the year to date expenses over the budget noting no significant areas of concern since spending has been minimized while the Board initiates committees and a search for a manager. He then listed the monthly expenditures. In April, there was \$23,612 in expenditures, with a final fund balance of \$441,127. In May there was \$26,486 in expenditures with a final fund

balance of \$447,001. Again, due to lack of quorum, the board was unable to approve the Financial Report.

**D. Change Annual Meeting Date**

Mr. Martinez noted that while the FPBID's fiscal year is based on a calendar year, because of the timing of the formation of the BID, the Board's calendar is based on a July 1<sup>st</sup> – June 30<sup>th</sup> calendar. As a result, The July Board Meeting has traditionally been considered the Annual Meeting. Because the two existing open Board seats should be filled and reappointments of existing Board members finalized by the August meeting, and now because quorum was not met today, Mr. Martinez suggested to the Board that they consider the August Meeting this year's Annual Meeting.

Because of the lack of quorum Mr. Martinez will be sending the issue out for an email vote.

Mr. Books mentioned that there 4 applications were received for the two open Board positions.

**New Business**

**A. Executive Director Description Vote**

Mr. Martinez and Mr. Books reviewed the draft of the Executive Director Job Description and the expectation of the role. Mooks also referenced the results of the survey of business and commercial property owners conducted earlier this year, noting that while the vast majority agreed that a Director is needed to lead BID efforts, the desired pay rate varied.

Mr. Pirkopf added that the Executive Director would act as the face of the BID, one who would be well-connected to the community, and could coordinate the efforts of various volunteers and committees.

Mr. Martinez explained that the job description would be available online once approved by the Board. He committed to sending it out to the Board for an email vote and then share the link once posted.

**Old Business**

**A. Five Points Intersection Pedestrian Plaza Update**

Mr. Martinez introduced Mr. Brett Boncore and Ms. Karen Good, with the Department of Transportation and Infrastructure at the City. Ms. Good gave a quick introduction to the programs aimed at transportation and pedestrian enhancements in Denver and then gave the floor to Mr. Boncore. Mr. Boncore reviewed goals of, and progress made on the Neighborhood Transportation Management Plan: Five Points Action Plan. Specifically, noting that the paint and bulb-outs along Welton are completed and the completion of the street mural and installation of amenities at the Five Points Intersection Pedestrian Plaza is expected in the next couple of weeks.

He also noted the City's desire for a kickoff celebration of some sort. Mr. Martinez mentioned the final Viva Streets on August 6<sup>th</sup> may provide an opportunity. Mr. Books added that a tie-in with First Friday in September might be easier to execute. Ms. Sayer explained some other upcoming events and suggested some additional events in September.

Discussion of support for a kick-off event ensued. At the conclusion of the discussion Ms. Good committed to inquire with CCD about possible funding for an opening event and City Staff availability for September First Friday. Mr. Books committed to speak with incoming business, Fixins Soul Kitchen to determine feasibility of providing food samples, and Mr. Boncore was encouraged to reach out to Norman Harris, Jazz Hop coordinator, to inquire about music possibilities.

General discussion of potential projects that have been discussed in the past including conversion of Welton into a two-way street, potential traffic calming strategies and connectivity of the 10-blocks of the BID were discussed. Ms. Good noted that none of the improvements provided currently, hamper the possibility of conversion of Welton to two-way, but that it is not in any immediate plans of the City. She also noted that the traffic concerns noted should be reported to 311, which then initiates the process for traffic studies and potential solutions through City departments.

## **Committee Updates**

### **A. Marketing**

Mr. Pirkopf explained the origins of the committee. He mentioned the areas of focus, including recaps of Jazzfest and Juneteenth, and the progress of the restoration of the historic markers. He also explained how businesses can advertise via the BID.

### **B. Business Engagement**

Ms. Melanie Williams, Venture X Denver – North and Committee Chair, recounted the committee members and explained their focus of engaging business to share information and have involvement in the BID's decision-making process. The committee also discussed marketing strategies. She mentioned that they will meet every third Wednesday.

### **C. Community Engagement**

Mr. Martinez shared notes from Ms. Fathima Dickerson, recapping what they had discussed this past month. He noted that similar to the other committees, they discussed ways for businesses to cross-promote and strategies to make businesses better known to the surrounding community. The primary goal of the committee was identified as strengthening community.

Mr. Pirkopf mentioned the beneficial similarities between the Business Engagement Committee and the Community Engagement Committee was encouraged about the two committees working together to help build engagement among the various stakeholders.

## **MarCom Update**



Ms. Sayer presented a slideshow displaying social media tools, including Facebook and Instagram as public-facing entities. She also explained tools for community support, such as emails and websites. She also mentioned keeping stakeholders updated on businesses and their hours of operation.

Ms. Sayer then went on to present sections of the June newsletter and its purpose and content. She also presented social media traffic numbers. She presented upcoming banners for the Xcel light poles, an upcoming business directory, and Viva Streets signage, noting the success of the activation.

Lastly, Ms. Sayer discussed the City's Neighborhood Activation Grant opportunity and the ideas to enhance holiday lighting and additional enhancements to support business activity in the holiday season. ZoZo Group is offering to develop a grant application to provide enhanced lighting opportunities, which could be extended beyond the two-blocks where BID owned pedestrian lights exist, and interactive experiences in the public right of way during the holiday season to support business activity in the corridor. Ms. Sayer is offering to provide services above and beyond the current Scope of Work of the MarCom services agreement, to manage the application process for this grant opportunity. Because this is outside of the current scope agreement, there would be a \$2,000 fee for services.

Again, with the lack of Quorum and the looming application deadline next week, Mr. Martinez will be presenting the issue for an email vote.

### **Capital Expenditures and Administrative Update**

Mr. Martinez gave an update on the Xcel banner poles noting that the application for a permit has been submitted. He also updated that the initial permit request for the Five Points entry sign had been denied by the city with no reason given and follow up is occurring to understand what is needed.

### **Public Comments**

There were no public comments.

With no further business to discuss, Mr. Books called concluded the meeting at 11:47am

The forgoing minutes constitute a true and correct copy of the Five Points Business Improvement District. Approved this 9<sup>th</sup> Day of August 2023.

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FPBID Board Chair

Attest:

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FIVE POINTS BUSINESS IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING  
September 26, 2023  
MINUTES

Meeting Held: Wednesday September 26, 2023, at 2:00PM,  
Virtual meeting held on ZOOM.US.

Attendance: The meeting of the Board of Directors of the Five Points Business Improvement District, City and County of Denver, Colorado was called and held as shown above in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Haroun Cowans, Chair  
Paul Books, Co-Vice Chair

In attendance but reappointment not yet confirmed John Pirkopf  
by City Council at the time of this meeting:  
John Pirkopf

Reappointments also not yet confirmed and not in attendance:  
Maedella Stiger, Co-Vice Chair  
Nathan Beal, Treasurer

BID Staff: Vincent Martinez, Downtown Denver Partnership  
LaSheita Sayer, ZoZo Group

The meeting was called to order by Chair Haroun Cowans at 2:01 PM and noted that because of empty board seats not yet confirmed by City Council, quorum would not be met.

Mr. Martinez explained that Mayor Johnston's office had put a hold on the advancement of appointees that had not completed the confirmation process when he came into office. As a result, the vacant board seats and reappointed seats are still vacant. The manager of appointments to Boards and Commissions is now in place and the confirmation of the new Board Members and Re-appointed board members is expected to happen at either the October 2<sup>nd</sup> or 9<sup>th</sup> City Council Meeting. As a result, all voting items were tabled until the October Board Meeting

Mr. Martinez then explained that while no vote can happen without a quorum, he is still presenting the budget to the Board members present and has sent along to the other members as well for initial comments. The two active Board Members can recommend the Proposed Draft

Budget be submitted to the City to meet the September 29<sup>th</sup> reporting deadline. Once officially confirmed by City Council, the full Board of Directors can then ratify the 2024 Proposed Budget and hold a public hearing at the October Board Meeting or whichever date is chosen.

### **New Business**

#### **A. Councilman Watson Introduction**

Mr. Darius Shelby with Councilman Watson's office introduced himself and informed the group that the Councilman would not be able to attend today but that he looks forward to working with the BID in the future. Mr. Shelby noted he is there to share information from the meeting with the Councilman.

#### **B. Holliday Stroll Expansion**

Ms. Sayer discussed the upcoming Holiday Stroll event. She gave details about the current budget and the activities that are currently planned, as well as the marketing plan to help draw interest. She also noted that grant funding through the City was applied for to help enhance the experience but no funding was awarded.

Ms. Sayer shared with the Board the added activities that made up the Neighborhood Activation Grant application to the City. The activities included outdoor amplified holiday jazz music, a marshmallow roasting/s'mores building area, photos with Santa and music-themed holiday lights.

Because a number of the test activations that were originally planned for in the 2024 budget did not occur Ms. Sayer proposed that the Board commit those unused funds to enhance the Holiday Stroll experience and presented a proposed budget. Discussion ensued and, in the end, Ms. Sayer agreed to rework the event budget to increase the number of lights to incorporate Cousins Plaza, the BID owned lights at 25<sup>th</sup> and Welton and potentially partner with business owners to provide lighting throughout the district. Additionally, ZoZo group will provide further detail on the Marketing Plan.

Ms. Sayer also noted that the lighting and music enhancements are meant to stay up for the month of December and not just the day of the Holiday Stroll to help provide a season-long activation.

Board members noted the importance of the reusability of any decorations purchased as well as the effort to connect the entire corridor with décor throughout the year. Mr. Martinez noted that his team received word earlier that all 77 of the Xcel light poles in the district have been approved for banners and installation is being planned now. He noted that additional funding is set aside for printing of new banners and installations, so in the future a holiday banner could be used throughout the district on Xcel poles or for any other event.

### **2024 Proposed Budget**

Mr. Martinez presented the 2024 proposed budget, but reminded everyone that a vote would not be held. He then walked through the budget noting any significant changes and its relation to the work plan for 2024. The Draft of the Budget presented is attached as an addendum to these notes as well as the adjustments and changes suggested by the Board at this meeting and submitted to the City of Denver for City Council review. The Proposed budget will be posted for public review on the BID's website.

Mr. Cowans and Mr. Books suggested moving the October Board meeting back by a couple of days to October 13<sup>th</sup> allowing new Board Members to familiarize themselves with the proposed budget. The Board will have to ratify this meeting date as well as the Public Hearing date at the October Board Meeting. The Special Meeting and Public Hearing date will be posted on the BID's web site, notice run in the Denver Weekly News and information sent through emails and social media channels.

**MarCom Report**

Ms. Sayer presented the MarCom report, focusing on the improved newsletter, social media posts, website updates, pedestrian light pole banners, Xcel light pole banners, and the upcoming events calendar.

With no further business to discuss, Mr. Books concluded the meeting at 3:48pm

The forgoing minutes constitute a true and correct copy of the Five Points Business Improvement District. Approved this 13<sup>th</sup> Day of October 2023.

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FPBID Board Chair

Attest:

  
  

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# Management Report

Five Points Business Improvement District  
For the period ended April 30, 2023

Prepared by Vansiny Saukam - 05.17.23

For management use only

**Five Points Business Improvement District**  
**Balance Sheet**  
 April 2023

	Beginning Balance January 1, 2023	YTD Changes	Ending Balance April 30, 2023
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
USbank Checking	\$ 334,822	\$ 106,306	\$ 441,128
Total Bank Accounts	334,822	106,306	441,128
Other Current Assets			
Accounts Receivable	947	-	947
Prepaid /Deposits	3,561	(568)	2,993
Total Other Current Assets	4,508	(568)	3,940
Total Current Assets	339,330	105,738	445,067
<b>TOTAL ASSETS</b>	<b>\$ 339,330</b>	<b>\$ 105,738</b>	<b>\$ 445,067</b>
<b>LIABILITIES AND EQUITY</b>			
Total Liabilities	\$ 11,233	\$ (9,400)	\$ 1,833
<i>Equity / Fund Balance</i>			
Beginning Fund Balance	328,097	879	328,976
Net Operating Income (Loss)	-	114,259	114,259
Total Equity / Fund Balance	328,097	115,137	443,234
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 339,330</b>	<b>\$ 105,738</b>	<b>\$ 445,067</b>

**Five Points Business Improvement District**  
**Budget vs Actual - By Program/Activity**  
**April 2023**

	Actual YTD	Amended Budget YTD	Variance YTD Favorable (Unfavorable)	Amended Budget Annual	Variance Annual Favorable (Unfavorable)
<b>Beginning Fund Balance</b>	<b>\$ 328,097</b>	<b>\$ 210,618</b>	<b>\$ 117,479</b>	<b>\$ 210,618</b>	<b>\$ 117,479</b>
<b>Income and Other Sources</b>					
Mill Levy Income-FPBID	160,858	264,943	(104,085)	264,943	(104,085)
DURA Payments	-	30,000	(30,000)	30,000	(30,000)
Donations	-	-	-	-	-
Other Revenue	30,654	-	30,654	-	30,654
Jazz Activation Grant	10,000	-	10,000	-	10,000
Transfer of funds from 14th Street LMD	-	-	-	-	-
<b>Total Income and Other Sources of Funds</b>	<b>201,512</b>	<b>294,943</b>	<b>(93,431)</b>	<b>294,943</b>	<b>(93,431)</b>
<b>Total Available Resources</b>	<b>\$ 529,609</b>	<b>\$ 505,561</b>	<b>\$ 24,048</b>	<b>\$ 505,561</b>	<b>\$ 24,048</b>
<b>Expenditures</b>					
Maintenance	25,287	32,080	6,793	128,320	103,033
Marketing/Branding	23,184	28,884	5,700	115,536	92,352
Administrative	7,417	15,208	7,791	60,830	53,413
Contingency Funds	-	1,250	1,250	5,000	5,000
<b>Total Ongoing Expenditures</b>	<b>55,888</b>	<b>77,422</b>	<b>21,534</b>	<b>309,686</b>	<b>253,798</b>
Capital Purchases	31,366	12,900	(18,466)	51,600	20,235
Small Business Relief Grants	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 87,253</b>	<b>\$ 90,322</b>	<b>\$ 3,068</b>	<b>\$ 361,286</b>	<b>\$ 274,033</b>
<b>Ending Fund Balance</b>	<b>\$ 442,356</b>	<b>\$ 415,240</b>	<b>\$ (27,116)</b>	<b>\$ 144,275</b>	<b>\$ (298,081)</b>

**Five Points Business Improvement District**  
**Expenditures by Vendor Summary**  
**April 2023**

	January 2023	February 2023	March 2023	April 2023	YTD 2023
Consolidated Services Group 2, LLC	\$ 10,758	\$ 6,094	\$ 9,083	\$ -	\$ 25,936
Consort Display Group	\$ -	\$ -	\$ 11,678	\$ -	\$ 11,678
Constant Contact	\$ 45	\$ -	\$ 90	\$ -	\$ 135
Denver Water	\$ 73	\$ 77	\$ 77	\$ 77	\$ 304
DLX for Business	\$ 231.23	\$ -	\$ -	\$ -	\$ 231.23
Downtown Denver Partnership Inc	\$ -	\$ -	\$ -	\$ 18,774	\$ 18,774
Five Points Atlas	\$ 3,336	\$ -	\$ -	\$ -	\$ 3,336
Maxwell Printing	\$ -	\$ 968	\$ -	\$ -	\$ 968
My City Bikes	\$ -	\$ -	\$ 390	\$ -	\$ 390
Sin Jac Electric	\$ (560)	\$ -	\$ -	\$ -	\$ (560)
Special District Association	\$ 568	\$ -	\$ -	\$ -	\$ 568
Spencer Fane LLP	\$ -	\$ -	\$ 792	\$ -	\$ 792
US Bank	\$ -	\$ -	\$ 25	\$ 25	\$ 50
Vivjo	\$ 1,279	\$ -	\$ -	\$ -	\$ 1,279
XCEL ENERGY	\$ 232	\$ 238	\$ 166	\$ 141	\$ 777
Zozo Group LLC	\$ 9,000	\$ 9,000	\$ -	\$ 4,595	\$ 22,595
<b>Total Expenditures by Vendor</b>	<b>\$ 24,963</b>	<b>\$ 16,377</b>	<b>\$ 22,301</b>	<b>\$ 23,612</b>	<b>\$ 87,253</b>



**Five Points Business Improvement District**  
**Statement of Cash Flows**  
April 2023

April 2023

**OPERATING ACTIVITIES**

Net Income	\$	114,259
Adjustments to reconcile Net Income to Net Cash provided by operations		
Accounts Receivable		-
Prepaid / Deposits		568
Accounts Payable		(9,400)
<hr/>		
Total Adjustments to reconcile Net Income to Net Cash provided by operations:		(8,831)
<hr/>		
<b>Net cash provided by operating activities</b>	<b>\$</b>	<b>105,428</b>
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<b>NET CASH INCREASE (DECREASE) FOR PERIOD</b>	<b>\$</b>	<b>105,428</b>
Cash at beginning of period		335,700
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<b>CASH AT END OF PERIOD</b>	<b>\$</b>	<b>441,127</b>
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# Management Report

Five Points Business Improvement District  
For the period ended May 31, 2023

Prepared by Vansiny Saukam - 06.28.23

For management use only

**Five Points Business Improvement District**  
**Balance Sheet**  
 May 2023

	Beginning Balance January 1, 2023	YTD Changes	Ending Balance May 31, 2023
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
USbank Checking	\$ 334,822	\$ 112,180	\$ 447,002
Total Bank Accounts	334,822	112,180	447,002
Other Current Assets			
Accounts Receivable	947	-	947
Prepaid /Deposits	3,561	(568)	2,993
Total Other Current Assets	4,508	(568)	3,940
Total Current Assets	339,330	111,612	450,942
<b>TOTAL ASSETS</b>	<b>\$ 339,330</b>	<b>\$ 111,612</b>	<b>\$ 450,942</b>
<b>LIABILITIES AND EQUITY</b>			
Total Liabilities	\$ 11,233	\$ 636	\$ 11,869
<i>Equity / Fund Balance</i>			
Beginning Fund Balance	328,097	879	328,975
Net Operating Income (Loss)	-	110,098	110,098
Total Equity / Fund Balance	328,097	110,976	439,073
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 339,330</b>	<b>\$ 111,612</b>	<b>\$ 450,942</b>

**Five Points Business Improvement District**  
**Budget vs Actual - By Program/Activity**  
**May 2023**

	Actual YTD	Amended Budget YTD	Variance YTD Favorable (Unfavorable)	Amended Budget Annual	Variance Annual Favorable (Unfavorable)
<b>Beginning Fund Balance</b>	<b>\$ 328,097</b>	<b>\$ 210,618</b>	<b>\$ 117,479</b>	<b>\$ 210,618</b>	<b>\$ 117,479</b>
<b>Income and Other Sources</b>					
Mill Levy Income-FPBID	189,052	264,943	(75,891)	264,943	(75,891)
DURA Payments	-	30,000	(30,000)	30,000	(30,000)
Donations	-	-	-	-	-
Other Revenue	30,654	-	30,654	-	30,654
Jazz Activation Grant	10,000	-	10,000	-	10,000
Transfer of funds from 14th Street LMD	-	-	-	-	-
<b>Total Income and Other Sources of Funds</b>	<b>229,706</b>	<b>294,943</b>	<b>(65,237)</b>	<b>294,943</b>	<b>(65,237)</b>
<b>Total Available Resources</b>	<b>\$ 557,803</b>	<b>\$ 505,561</b>	<b>\$ 52,242</b>	<b>\$ 505,561</b>	<b>\$ 52,242</b>
<b>Expenditures</b>					
Maintenance	37,382	32,080	(5,302)	128,320	90,938
Marketing/Branding	35,236	28,884	(6,352)	115,536	80,300
Administrative	15,625	15,208	(417)	60,830	45,205
Contingency Funds	-	1,250	1,250	5,000	5,000
<b>Total Ongoing Expenditures</b>	<b>88,243</b>	<b>77,422</b>	<b>(10,821)</b>	<b>309,686</b>	<b>221,443</b>
Capital Purchases	31,366	12,900	(18,466)	51,600	20,235
Small Business Relief Grants	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 119,608</b>	<b>\$ 90,322</b>	<b>\$ (29,287)</b>	<b>\$ 361,286</b>	<b>\$ 241,678</b>
<b>Ending Fund Balance</b>	<b>\$ 438,195</b>	<b>\$ 415,240</b>	<b>\$ (22,955)</b>	<b>\$ 144,275</b>	<b>\$ (293,920)</b>

**Five Points Business Improvement District**  
**Expenditures by Vendor Summary**  
**May 2023**

	January 2023	February 2023	March 2023	April 2023	May 2023	YTD 2023
Consolidated Services Group 2, LLC	\$ 10,758	\$ 6,094	\$ 9,083	\$ 5,869	\$ 6,014	\$ 37,819
Consort Display Group	\$ -	\$ -	\$ 11,678	\$ -	\$ -	\$ 11,678
Constant Contact	\$ 45	\$ -	\$ 90	\$ -	\$ 90	\$ 225
Denver Water	\$ 73	\$ 77	\$ 77	\$ 77	\$ 77	\$ 381
DLX for Business	\$ 231.23	\$ -	\$ -	\$ -	\$ -	\$ 231.23
Downtown Denver Partnership Inc	\$ -	\$ -	\$ -	\$ 18,774	\$ 12,516	\$ 31,290
Five Points Marketing Group	\$ -	\$ -	\$ -	\$ -	\$ 903	\$ 903
Five Points Atlas	\$ 3,336	\$ -	\$ -	\$ -	\$ -	\$ 3,336
Maxwell Printing	\$ -	\$ 968	\$ -	\$ -	\$ 1,670	\$ 2,638
My City Bikes	\$ -	\$ -	\$ 390	\$ -	\$ -	\$ 390
Sin Jac Electric	\$ (560)	\$ -	\$ -	\$ -	\$ -	\$ (560)
Special District Association	\$ 568	\$ -	\$ -	\$ -	\$ -	\$ 568
Spencer Fane LLP	\$ -	\$ -	\$ 792	\$ -	\$ -	\$ 792
US Bank	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ 75
Vivjo	\$ 1,279	\$ -	\$ -	\$ -	\$ -	\$ 1,279
XCEL ENERGY	\$ 232	\$ 238	\$ 166	\$ 141	\$ 134	\$ 912
Zozo Group LLC	\$ 9,000	\$ 9,000	\$ -	\$ 4,595	\$ 5,056	\$ 27,652
<b>Total Expenditures by Vendor</b>	<b>\$ 24,963</b>	<b>\$ 16,377</b>	<b>\$ 22,301</b>	<b>\$ 29,482</b>	<b>\$ 26,486</b>	<b>\$ 119,608</b>

**Five Points Business Improvement District**  
**Statement of Cash Flows**  
May 2023

**May 2023**

**OPERATING ACTIVITIES**

Net Income	\$ 110,098
Adjustments to reconcile Net Income to Net Cash provided by operations	
Accounts Receivable	-
Prepaid / Deposits	568
Accounts Payable	636
<hr/>	
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	1,204
<hr/>	
<b>Net cash provided by operating activities</b>	<b>\$ 111,301</b>
<hr/>	
<b>NET CASH INCREASE (DECREASE) FOR PERIOD</b>	<b>\$ 111,301</b>
Cash at beginning of period	335,700
<hr/>	
<b>CASH AT END OF PERIOD</b>	<b>\$ 447,001</b>

# Management Report

Five Points Business Improvement District  
For the period ended June 30, 2023

Prepared by Matthew Karnes - 7.31.2023

For management use only

**Five Points Business Improvement District**  
**Balance Sheet**  
June 2023

	Beginning Balance January 1, 2023	YTD Changes	Ending Balance June 30, 2023
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
USbank Checking	\$ 334,822	\$ 129,930	\$ 464,752
Total Bank Accounts	334,822	129,930	464,752
Other Current Assets			
Accounts Receivable	947	-	947
Prepaid /Deposits	3,561	(568)	2,993
Total Other Current Assets	4,508	(568)	3,940
Total Current Assets	339,330	129,362	468,692
<b>TOTAL ASSETS</b>	<b>\$ 339,330</b>	<b>\$ 129,362</b>	<b>\$ 468,692</b>
<b>LIABILITIES AND EQUITY</b>			
Total Liabilities	\$ 11,233	\$ (11,233)	\$ -
<i>Equity / Fund Balance</i>			
Beginning Fund Balance	328,097	2,712	330,809
Net Operating Income (Loss)	-	137,884	137,884
Total Equity / Fund Balance	328,097	140,595	468,692
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 339,330</b>	<b>\$ 129,362</b>	<b>\$ 468,692</b>



**Five Points Business Improvement District**  
**Budget vs Actual - By Program/Activity**  
**June 2023**

	Actual YTD	Amended Budget YTD	Variance YTD Favorable (Unfavorable)	Amended Budget Annual	Variance Annual Favorable (Unfavorable)
<b>Beginning Fund Balance</b>	\$ 328,097	\$ 210,618	\$ 117,479	\$ 210,618	\$ 117,479
<b>Income and Other Sources</b>					
Mill Levy Income-FPBID	233,023	264,943	(31,920)	264,943	(31,920)
DURA Payments	-	30,000	(30,000)	30,000	(30,000)
Donations	-	-	-	-	-
Other Revenue	30,654	-	30,654	-	30,654
Jazz Activation Grant	10,000	-	10,000	-	10,000
Transfer of funds from 14th Street LMD	-	-	-	-	-
<b>Total Income and Other Sources of Funds</b>	273,676	294,943	(21,267)	294,943	(21,267)
<b>Total Available Resources</b>	\$ 601,773	\$ 505,561	\$ 96,212	\$ 505,561	\$ 96,212
<b>Expenditures</b>					
Maintenance	39,310	32,080	(7,230)	128,320	89,010
Marketing/Branding	37,234	28,884	(8,350)	115,536	78,302
Administrative	27,883	15,208	(12,675)	60,830	32,947
Contingency Funds	-	1,250	1,250	5,000	5,000
<b>Total Ongoing Expenditures</b>	104,427	77,422	(27,005)	309,686	205,259
Capital Purchases	31,366	12,900	(18,466)	51,600	20,235
Small Business Relief Grants	-	-	-	-	-
<b>Total Expenditures</b>	\$ 135,792	\$ 90,322	\$ (45,471)	\$ 361,286	\$ 225,494
<b>Ending Fund Balance</b>	\$ 465,981	\$ 415,240	\$ 50,741	\$ 144,275	\$ 321,706

**Five Points Business Improvement District**  
**Expenditures by Vendor Summary**  
June 2023

	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	YTD 2023
Consolidated Services Group 2, LLC	\$ 10,758	\$ 6,094	\$ 9,083	\$ 5,869	\$ 6,014	\$ 225	\$ 38,044
Consort Display Group	\$ -	\$ -	\$ 11,678	\$ -	\$ -	\$ -	\$ 11,678
Constant Contact	\$ 45	\$ -	\$ 90	\$ -	\$ 90	\$ 45	\$ 270
Denver Water	\$ 73	\$ 77	\$ 77	\$ 77	\$ 77	\$ 80	\$ 461
DLX for Business	\$ 231.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231.23
Domain Networks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 289.00	\$ 289.00
Downtown Denver Partnership Inc	\$ -	\$ -	\$ -	\$ 18,774	\$ 12,516	\$ 12,258	\$ 43,548
Five Points Marketing Group	\$ -	\$ -	\$ -	\$ -	\$ 903	\$ -	\$ 903
Five Points Atlas	\$ 3,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,336
Maxwell Printing	\$ -	\$ 968	\$ -	\$ -	\$ 1,670	\$ -	\$ 2,638
My City Bikes	\$ -	\$ -	\$ 390	\$ -	\$ -	\$ -	\$ 390
Savatree	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,492	\$ 1,492
Sin Jac Electric	\$ (560)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (560)
Special District Association	\$ 568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 568
Spencer Fane LLP	\$ -	\$ -	\$ 792	\$ -	\$ -	\$ -	\$ 792
US Bank	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ -	\$ 75
Vivjo	\$ 1,279	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,279
XCEL ENERGY	\$ 232	\$ 238	\$ 166	\$ 141	\$ 134	\$ 132	\$ 1,043
Zozo Group LLC	\$ 9,000	\$ 9,000	\$ -	\$ 4,595	\$ 5,056	\$ 1,664	\$ 29,315
<b>Total Expenditures by Vendor</b>	<b>\$ 24,963</b>	<b>\$ 16,377</b>	<b>\$ 22,301</b>	<b>\$ 29,482</b>	<b>\$ 26,486</b>	<b>\$ 16,184</b>	<b>\$ 135,792</b>

**Five Points Business Improvement District**  
**Statement of Cash Flows**  
June 2023

**June 2023**

**OPERATING ACTIVITIES**

Net Income	\$	137,884
Adjustments to reconcile Net Income to Net Cash provided by operations		
Accounts Receivable		-
Prepaid / Deposits		568
Accounts Payable		(9,400)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:		(8,832)
<b>Net cash provided by operating activities</b>	<b>\$</b>	<b>129,052</b>
<b>NET CASH INCREASE (DECREASE) FOR PERIOD</b>	<b>\$</b>	<b>129,052</b>
Cash at beginning of period		335,700
<b>CASH AT END OF PERIOD</b>	<b>\$</b>	<b>464,751</b>

# Ratification Naming August Meeting 2023 Annual Meeting

- July typically Annual Meeting
- New Board Members in place for August
- Vote 4 – 0 in Favor
- Board action to ratify online vote approving meeting change

# Ratification Executive Director Job Description

- Draft presented at July Board Meeting
- Placed on website: <https://www.fivepointsbid.com/about-fpbid>
- Vote 4 – 0 in Favor
- Board action to ratify online vote approving draft and release

# Ratification Neighborhood Activation Grant Application Funding

- Draft presented at July Board Meeting
- Work outside
- Service Fee: \$2,000
- Vote 4 – 0 in Favor
- Board action to ratify online vote approving funding for application

# Five Points Intersection Pedestrian Plaza

- All FF&E and mural installed
- Opening celebration with CCD planning for September First Friday
- Potentially music and area business participation
- BID interest in providing supporting funds?
- BID assistance for plantings?

# Entry Signage

- Awaiting explanation of initial denail

# Xcel Banners

- Awaiting approval light pole inspections
- Banner printing on hold until after inspections

# Historical Markers

- Items at printer

# Executive Director Job Posting

- Available now: <https://www.fivepointsbid.com/about-fpbid>