



FIVE POINTS BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
April 10, 2024

MINUTES

Meeting Held: In Person and ZOOM.US.
Recording can be accessed here:

<https://us02web.zoom.us/rec/share/sk4zGmdwAHLK1bdpScMbcrP9LczhEUxmVHs1vLb-TpPVOPtEpoUwX9Lqy7Jr7qKu.siX7vPXngCbAOTQI>

Passcode: 2jghE\$6h

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, Board Chair
Paul Books, Co-Vice Chair
Nathan Beal, Treasurer
Fathima Dickerson
John Pirkopf
Nita Rupp

Absent: **Maedella Stiger, Co-Vice Chair (Excused)**

BID Staff: Norman Harris, Executive Director
Vincent Martinez, Downtown Denver Partnership,
Ryan Butcher, Downtown Denver Partnership

Special Guest

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 – 3/13/24

With no requests for discussion or corrections noted by any Board Members, Mr. Books moved to approve the minutes from the March 13, 2024 meeting, Mr. Pirkopf seconded the motion. Vote: unanimous in favor, motion passed.

C. Treasurer's Report for period ending February 29, 2024

Mr. Beal presented the total expenditures and remaining balance to the board for the month of January 2023 and broke them down. Total expenditures amounted to \$29,737, The total expenditures for the month of February 2023 amounted to \$30,208 the total ending balance is \$309,798. Total expenditures for the year 2024 of January and February combined is \$59,944.70. Further explanation was given regarding installing Xcel Banners, Printing and purchasing the hardware.

Mr. Cowans called for a motion to approve the treasurer's report. Mr. Pirkopf moved to accept the January and February 2024 treasurer's report. Mr. Books seconded the motion. Vote: unanimous in favor, motion passed.

D. Audit Exemption Application Review

Reporting for The Downtown Denver Partnership, Vince shared he received the copy of the audit for review. After adjusting the contributions from the Denver Urban Authority, the assets were higher. There was nothing to approve in this meeting simply wanted to ensure the board knew it was completed and signed off in the last board meeting. It has been submitted to the State so the BID is good for the year. He also shared he did not have a breakdown for the line items for the Holiday Stroll however will provide them by the end of the week.

E. 2821 Welton Email Vote Ratification

Executive Director, Norman Harris presented to the board for approval of the Set Back Request from the developers of 2821 Welton. There was a vote to approve this. There were 4 votes to approve it. Keith Pryor got on a call to discuss this prior.

Today they wanted to ratify the vote. By email 4 approved the request.

Therefore, the final results for the email vote were 4 to zero.

In addition, on a clerical note all members confirmed there was no further discussion regarding the Set Back Request of 2821 Welton other than what was mentioned in the last board meeting on March 13, 2024. A motion was made to approve the email vote. All members approved the email vote.

New Business

A. Meet CSG

Consolidated Service Group
1101 West 36th Avenue
Denver, CO 80211
www.csgco.net

Norman Harris' perspective on the CSG Partnership

Executive Director (ED) Norman Harris conducted an on the ground assessment of CSG by walking the Welton corridor with the Staff to see who is doing the work. They were able to describe the day to day tasks.

The ED believes the BID is getting more value from CSG than what is actually contracted and is encouraged by what was witnessed. CSG has proven to be responsive and correcting the gap in terms of communication. CSG's goal is to be proactive with maintenance. The exercise was good and allowed him to put a face to who has been doing the work.

CSG Representative

Robert Hardy
Director of Operations
M 720-237-4116
O 303-728-9539
E office@csgco.net
Robert Hardy shared more details of the work performed by CSG

CSG, Daily tasks

They are contracted to provide 4 hours of service per day.

Andria (Supervisor of Eric Peabody) provides service from 5am to 8am and covers for Eric when he has days off. Kiki provides service from 12pm with emergency issues. Eric Peabody is the Supervisor who oversees all of Five Points.

Carlos and Kelvin are Technicians. they exceed what is expected of the four hours a day. The BID receives two technicians for 4 hours. Both Technicians are working for 2 hours a day, however someone else is required to come back and perform another 2 hours of work.

Daily Tasks Include sweeping, trash removal, sticker removal, hand watering of the trees on Wednesday's, and maintaining the clean-up boundaries starting at 20th and ending at 30th along Welton Street. The crew surveys each building within the BID boundaries, however CSG cannot enter into fenced or private property areas.

CSG does not manage maintenance of the light rail. The clean-up staff of RTD manages light rail maintenance.

Katie the RTD manager for CSG encouraged everyone to utilize the CSG App by searching for downtown Denver clean and safe to report any safety or cleanliness issues. App users can submit a picture and receive a ticket for maintenance, cleanliness and safety concerns.

Linda Lengyel is their Director of Finance, she shared their "Fair Chance" hiring practices to give applicants regardless of their background, prior experiences and challenges in life an opportunity to work with CSG. They assist employees by providing internal education and resources through community partners. They aim to bring value to the community through creating a higher retention rate. CSG has assisted employers obtain higher education. Most staff showed up on their day off to attend the meeting.

Linda Lengyel	Nelda Green	Katie Troeger
Director of Finance	Director of Personnel	Quality Control & Rtd Manager
303-507-8742	303-525-1950	720-799-4824
303-728-8539	303-728-9339	303-728-9539
office@csgco.net	office@csgco.net	office@csgco.net

Actions Items for the 5 Points were to:

- Grab the business cards shared with the board
- Invite everyone on the Corridor to download the app
- Encourage Business owners and staff to use the app for all maintenance and clean up requests
- The team has proven to be very responsive

Old Business

A. March 15, 2024 St. Patty's Day Pet Parade

Five businesses within the BID were provided activations with DJs; 85 pets were registered, and 100 participated, with over 200 walking in the parade. Businesses that generally would not be open participated and saw a different crowd. One company saw a 30% uptick in revenue. The BID created a questionnaire for businesses to share feedback; of the five invited companies, two responded. One response was to pick a different time so it doesn't compete with the downtown St. Patty's Day parade. The overall costs resulted in unanticipated expenses for the park right of way, paying for a marching band, and the permit. The total planned budgets was \$5500; however, the actual budget was \$7500. Sylvia Lamb created a press release. Additional coverage of the event came from the Denver Post and Channel 7.

Taco Uprising did not have a DJ, but it benefited. The BID provided a bridge for the community to support its businesses in the neighborhood. Neighbor communities such as Curtis Park Neighbors participated. 24" X 36" posters were printed and mounted on A-frames to drive foot traffic into businesses. The foot traffic was significantly up on this day. Pets and a parade became an excellent draw to the corridor and was one of the first events where the businesses

collectively were leading on their own. Creating new activities besides building off Five Points's historic and cultural legacy is essential. The last observation is that with an Executive Director supporting the BID, his streamlined efforts helped orchestrate a plan that all could follow.

B. Update on the Five Points Jazz Festival

Norman Harris shared the city has made difficult decisions which do not coordinate the performances and will need to use the \$8,000 which has been budgeted by the BID to provide funds to pay for the activations. The \$8,000 budget allocated to pay band members is not going to be enough. Contractors are giving them higher bids than anticipated. Businesses with activations may have to come out of pocket to contribute.

So far 715, Brother Jeff, Marigold, The Roxy and Spangalang have committed to 5 Points Jazz Activations. Unfortunately, Cervantes will not be able to, Goedzur is closed, TeeLeas and Little Bodega will participate. A sound meeting is scheduled in May to discuss the setup and budget allocated for each activation. He will share more details in the next meeting. The BID is committed to the sponsorship and making it successful.

Director's Update

A. Security & Safety Meeting w/ D2 and D6 Report

The Director shared the Chief of Police and community members were in attendance to hear a high level report on crime in the District. The Mayor's initiative was to help move 1000 people off the Streets. Of the 1200 People placed in housing by the city, 614 individuals were moved from the Five Points neighborhood. The crime data reports from November to February reported:

- Violent crime down 24%
- Property Crimes down 41%
- Motor Vehicle Crimes Down 60%

B. Crime Prevention

In the recent stakeholder meeting, safety and security was at the top of their concerns. Many felt businesses should not be fitting the bill to prevent crime when it's the job of the DPD and the city. They expressed a need for open clear lines of communication, and to set a new level of expectations for the DPD. The community asked to get more patrols and who to call to help close the gap. Proactive discussions are happening now. The DPD is committed to increase patrols along Welton Street as it gets warmer. They are offering contact information to obtain direct communication with the 2 lieutenants from both District 2 and District 6. It was shared that often you call and you won't get the desired response. The solution is to call the lieutenants and share their contact information with the Corridor.

C. Unsafe RTD Train stops

On another topic, RTD train stops have become drinking and loitering hangouts. When transit police arrive they walk across the street. The Transit Watch APP provides real time information. Commander of RTD will ensure proper response to the RTD Patrol App. The complaints provide data points to understand where to direct the resources moving forward. The DPD is working on hiring but the resources have been shifted.

There was some talk of converting Welton to a two way street by eliminating people from cruising.

D. Action Items

- Set a quarterly meetings
- Encourage community participation along the corridor.
- Attend regularly hosted community meetings hosted by both District .2 and District 6 and obtain first hand knowledge on trends in crime throughout the neighborhood.
- Continue to encourage safety reporting by using the RTD APP, call the Police Non-Emergency Line or 911.
- Contact the Lieutenants directly especially when calls fall between District 2 and District 6 which falls along 24th Street. The commanders are saying they are supportive of each other and have received feedback on the dividing line.
- Share updates regarding the security on the website and provide a platform for the community to share its voice.
- Continued support to ensure the BID does not turn into a security force organization.

E. Website Redesign

Inaccessible websites laws apply to any Governmental Agency and will soon become a requirement the BID must adhere to effective July 1, 2024. Websites must have appropriate font sizes and redesign with better organization. Next steps are to get in front of each board member to present a quote. Mr. Harris will connect with each board member by July 1st. There will be significant design changes to the website. A web url is available for the BID to drop its website in to access the accessibility errors and highlighting any necessary corrections. In addition, when community members complain about not being able to hear in a meeting, the BID must not put themselves at risk and address it sooner than later.

F. Business Support Committee

The Business Support Committee aims to incorporate City and State departments to support small businesses Division of Small Business Office and Colorado Office of Economic Development and International Trade. He also aims to bring in financial institutions to support businesses in need. The United Way is also eager to support small businesses with a 10 week accelerator training. Mr. Harris will be reaching out to them as well.

G. Events / Volunteers Committees

Mr Harris announced that John Hayden of the Curtis Park Neighborhood Association will Chair this committee.

H. The Five Points Corridor Development Committee

The committee was set to meet Monday, May 6th at Noon at the Lydian, Norman met with many who can bring value to the community by activating empty lots. Sara Sparks of Impact Commercial Real Estate Broker. Norman showed up to a property show to lend support. is eager to show properties along Welton and excited to bring in bankers and developers who can

support community development. If anyone is interested in being on this committee email Mr. Harris to send them an invite to the meeting.

Contractor Updates

Administration

V. Martinez shared he did not have much to update. However that Norman is doing great work in networking and it's rewarding to see the board taking off with the leadership there.

Public Comments

Question regarding the naming of the Development Property on 29th and Welton

Fatima asked for clarity on the naming of the new development on 29th and Welton. Mr. Harris shared they had a naming party for these condos and called it "The Hattie" after Hattie McDaniel who went to East High School and was the first African American to win an Academy Award for Best Supporting Actress. He shared the RTD Lot has 20 parking spaces remaining. Breaking ground on July 1st. and will include retail space on the ground floor.

With no further business to discuss, Mr. Books moved to adjourn. Mr. Beal seconded the motion. Vote: Unanimous in favor, motion passed.

The meeting adjourned at 11:09 AM.

The forgoing minutes constitute a true and correct copy of the Five Points Business Improvement District. Approved this 26th Day of July 2024.

DocuSigned by:


FPBD Board Chair

Attest:

DocuSigned by:
Norman Harris

E2347D368224438...

Management Report

Five Points Business Improvement District
For the period ended March 31, 2024

Prepared by Matthew Karnes - 04/18/2024

For management use only

Five Points Business Improvement District
Balance Sheet
03/31/2024

	Beginning Balance January 1, 2024	YTD Changes	Ending Balance March 31, 2023
ASSETS			
Current Assets			
Bank Accounts			
USbank Checking	\$ 367,810	\$ (10,952)	\$ 356,858
Total Bank Accounts	367,810	(10,952)	356,858
Other Current Assets			
Accounts Receivable	947	-	947
Prepaid /Deposits	2,993	-	2,993
Total Other Current Assets	3,940	-	3,940
Total Current Assets	371,749	(10,952)	360,798
TOTAL ASSETS	\$ 371,749	\$ (10,952)	\$ 360,798
LIABILITIES AND EQUITY			
Total Liabilities	\$ 42,394	\$ (12,161)	\$ 30,233
<i>Equity / Fund Balance</i>			
Beginning Fund Balance	328,097	1	328,098
Net Operating Income (Loss)	1,257	1,209	2,466
Total Equity / Fund Balance	329,355	1,210	330,564
TOTAL LIABILITIES AND EQUITY	\$ 371,749	\$ (10,951)	\$ 360,798

Five Points Business Improvement District
Budget vs Actual - By Program/Activity
03/31/2024

Category	Actual YTD	2024 Budget YTD	Variance	Variance
			YTD Favorable (Unfavorable)	Annual Favorable (Unfavorable)
Beginning Fund Balance	\$ 329,355	\$ 140,946	\$ 188,409	\$ 188,409
Income and Other Sources				
Mill Levy Income-FPBID	98,469	311,444	(212,975)	(212,975)
DURA Payments	-	35,244	(35,244)	(35,244)
Donations	-	-	-	-
Other Revenue	-	-	-	-
Jazz Activation Grant	-	-	-	-
Transfer of funds from 14th Street LMD	-	-	-	-
Total Income and Other Sources of Funds	98,469	346,688	(248,219)	(248,219)
Total Available Resources	\$ 427,823	\$ 487,634	\$ (59,811)	\$ (59,811)
Expenditures				
Maintenance	35,488	97,184	61,696	104,621
Utilities	1,032	3,500	2,468	2,468
Other Repairs and Maintenance	1,142	2,000	858	858
Plazas Maintenance	-	-	-	16,425
Pedestrian Streetlight Maintenance & Repairs	-	-	-	2,000
Historical Monuments Maintenance & Repairs	-	-	-	2,000
Irrigation Repairs	-	-	-	1,500
Tree & Landscape Maintenance	-	-	-	21,000
General Building Maintenance and Repairs	12,347	71,684	59,337	59,337
Snow Contracts, Supplies, and Services	20,967	20,000	(967)	(967)
Marketing/Branding	32,875	102,600	69,725	139,725
General Marketing	7,425	-	(7,425)	(7,425)
Banners	225	8,500	8,275	8,275
Marketing Administration	12,821	35,000	22,179	22,179
Holiday Stroll	420	-	(420)	34,580
Jazz Roots	1,118	-	(1,118)	33,882
FPBID Managed Activations	-	25,000	25,000	25,000
District Marketing/Placemaking	-	16,600	16,600	16,600
Events and Activations	10,866	17,500	6,634	6,634
Administrative	19,086	92,330	73,244	73,244
Legal	3,126	2,000	(1,126)	(1,126)
General Admin	11,613	86,500	74,887	74,887
Bank Charges & Fees	-	130	130	130
Dues & Memberships	492	700	208	208
Rent Expense	648	-	(648)	(648)
Insurance	3,207	3,000	(207)	(207)
Contingency Funds	-	5,000	5,000	5,000
Total Operating Expenditures	87,449	297,114	209,665	322,590
Capital Purchases	9,810	35,000	25,190	25,190
Total Expenditures	\$ 97,259	\$ 332,114	\$ 234,855	\$ 347,780
Ending Fund Balance	\$ 330,564	\$ 155,520	\$ 175,044	\$ 287,969
Total Surplus / (Deficit)	1,209	14,574	(483,074)	99,560

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

03/31/2024

	January 2024	February 2024	March 2024	YTD 2024
Colorado Community Media	\$ -	\$ -	\$ 420	420.0
Colorado Lighting Inc	\$ 712	\$ 6,310	\$ -	7,021.7
(CSD) Colorado Special Districts Property and Liability**	\$ -	\$ 3,699	\$ -	3,699.2
Consolidated Services Group 2, LLC	\$ 12,622	\$ 9,149	\$ 14,092	35,863.3
Constant Contact	\$ 104	\$ -	\$ 52	156.0
Curtis Park Neighbors	\$ -	\$ -	\$ 3,500	3,500.0
Denver Water	\$ 77	\$ 81	\$ 81	239.2
Downtown Denver Partnership Inc	\$ 4,333	\$ 4,333	\$ -	8,666.0
Facebook (credit card)	\$ 46	\$ -	\$ -	46.4
Maxwell Printing	\$ -	\$ 896	\$ -	896.0
Norman Harris	\$ -	\$ 5,595	\$ 6,667	12,261.2
Spencer Fane LLP	\$ 160	\$ -	\$ 2,966	3,126.0
Target	\$ -	\$ -	\$ 29	29.0
Two Sisters Janitorial	\$ -	\$ -	\$ 90	90.0
XCEL ENERGY	\$ 280	\$ 328	\$ 184	792.4
YSI Venture	\$ -	\$ -	\$ 410	410.0
Zozo Group LLC	\$ 11,402	\$ 309	\$ 8,332	20,043.1
Total Expenditures by Vendor	\$ 29,737	\$ 30,700	\$ 36,822	97,259.4

Five Points Business Improvement District
Statement of Cash Flows
03/31/2024

03/31/2024

OPERATING ACTIVITIES

Net Income	\$	1,209
Adjustments to reconcile Net Income to Net Cash provided by operations		
Accounts Receivable		-
Prepaid / Deposits		-
Accounts Payable		(12,161)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:		(12,161)
Net cash provided by operating activities	\$	(10,952)
NET CASH INCREASE (DECREASE) FOR PERIOD	\$	(10,952)
Cash at beginning of period		367,810
CASH AT END OF PERIOD	\$	356,858