



FIVE POINTS BUSINESS IMPROVEMENT DISTRICT
BOARD MEETING MINUTES
October 3, 2018

Meeting Held: Wednesday, October 3, 2018 at 2:30 pm at the office of the Five Points Business District, 2444 Washington Street, Denver, Colorado

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 and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Paul Books, President
Dr. Renee C. King, 1st Vice President
John Pirkopf, 2nd Vice President
Nathan Beal, Treasurer
Tracy Winchester, Secretary (non-voting)
Maedella Stiger

Staff: Tracy J. Winchester, Executive Director, Five Points Business District
Nell Washington, Project Manager, Five Points Business District

BID Members: Ryan Cobbins, Coffee at The Point, Chairman, Advisory Council

Guests: Daryl Oliver, Weichert Realtor Professionals
Elizabeth Schwisow, Finance Manager, Palisade Partners

CALL TO ORDER

Meeting was called to order by Paul Books at 2:30 pm.

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

There were no potential conflicts of interest concerning items on the agenda.

APPROVAL OF MEETING MINUTES

There was one correction to the minutes of September 5, 2018. On page 3, under agenda item – Irrigation and Tree Installation Update – correction should be assuming Four Winds Interactive repairs the irrigation system in front of their building not Deep Rock.

Motion made by Maedella Stiger to approve the meeting minutes of September 5, 2018 board meeting with above correction being made. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

TREASURER'S REPORT – NATHAN BEAL

Nathan Beal went over the FPBID September 2018 Financial Report figures from last month. Ending balance on September 30, 2018 - \$305,467.15. Mill levy income received was \$1,637.61 for September 2018. Expenses for the month totaled \$6,171.51 to include \$400 for the banners, CSG monthly maintenance fee \$5,706.15, and Utilities \$65.36. Outstanding loan balance to FPHD \$26,000. Total Assets \$331,467.15

Motion made by Maedella Stiger to approve the September Financial Report. Seconded by Dr. Renee Cousins. Vote: Unanimous in favor, motion carried.

OPERATIONS REPORT

Budget Approval for Council

Tracy Winchester went over the FPBID 2019 Annual Budget item by item. A discussion was held about the difference in mill levy income in proposed 2019 budget from current year income. Paul Books stated the Lydian alone is expected to increase tax income to the FPBID by approximately \$20,000 between 2019 and 2020. He also stated that some of the land parcels could become commercial assessments and bring higher income to the FPBID in 2019-2020, therefore income will be back up to \$164,000 or more after a deficit of 1-2 years.

Dr. Renee C. King expressed her concern with not having a line item for Security/Safety in the proposed 2019 Budget with the potential problems of the homeless at Cousins Plaza next to Blair Caldwell Library. She felt the Bid may need to hire Security for safety around the area. Tracy Winchester spoke to Dan (CSG) to see if the homeless issue had any impact on their cleaning in the area. Dan stated that the Denver Police Department was tending to the homeless to pickup after themselves but not enforcing the urban camping band. Tracy stated there are protesters blaming the DDP and all BID's for the homeless not having benches/water and they are trying to repeal urban camping band. Renee stated that this is a big problem and maybe get Councilman Brooks involved to help remedy the problem.

A discussion was held about putting some funds in the 2019 budget for Security/Safety. Tracy Winchester stated that we could add another \$20,000 to the budget before we would need approval from Denver City Council. After lengthy discussions, the board decided to add funds to one of the line items to cover Security/Safety if needed.

A motion was made by Dr. Renee C. King to approve amending the Marketing, History, Public Relations line item to add Safety and raise the amount \$10,000 to make the total line item budget \$35,000. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

FPBD Loan

Tracy Winchester explained the reason for the FPBID loan to FPHD which was to assist in paying salaries, taxes, and administrative/operational needs while the organization was waiting for the promised grant funds from OED. (see written report to FPBID Board and members) To sum up the details, OED cannot start to process our reimbursements until the contract is executed by the Mayor's office. For the October 1, 2018 payroll, FPBD had to borrow another \$5,000 to make ends meet for October payroll. The loan now totals \$31,000. Tracy explained in writing how the

FPHD should be able to pay the FPBID the \$31,000 before the end of October provided that our reimbursements come through. Tracy also passed around a written explanation of the Cash Flow Analysis for FPHD for month ending June 30, 2018.

Tracy Winchester telephone each board member personally explaining the above reason for the loan. As asked by Ryan Cobbins, borrowing money from the BID requires a board vote from the FPBD board to approve the action. A motion was made by David Hicks (FPBD Treasurer) by email requesting a loan from the Five Points BID in the amount of \$5,000 to assist funding the office expenses for the FPBD for the month. Seconded by Joel Noble (FPBD Secretary). All FPBD Board members were in favor.

Lights and banner Install Status

Tracy Winchester reported that five (5) pedestrian lights were not working on the left side of Welton Street. She will inform the Board when the repair has been completed. One of the banner poles was broken near Cervantes and will be repaired. The banners for the pedestrian lights have been delivered to our office and will be installed on October 25th the day after the October 24th event – Five Food Wine and Jazz at The Lydian.

Trash Liner Update

Tracy Winchester reported there are 20 trash cans up and down the Welton Street corridor. They are the green powder colored ones purchased by the Old Welton Maintenance District. Tracy will have Dan Davis (CSG) map out the location of the trash cans.

Holiday Lights

CSG has started maintenance of existing lights from last year's stock. Dan Davis (CSG) picked up approximately 10 boxes from our office last week and will categorize by color, shapes, and sizes to see what we actually can use from last year's inventory. The FPBD paid over \$9,000 for lights last year and was approved for \$6500 and paid the additional \$3,000. Discussion was held on putting up seasonal banners once the profile banners are taken down. Tracy has some samples and price points for board to review. Further discussion in the October 12th meeting with Centro.

CSG Weekly Maintenance and Lighting Report

Tracy Winchester passed around the weekly maintenance reports and lighting audit for month end September 2018 from CSG for the board's review. Per the lighting audit, all lights that were out from 20th St through 24th St are back on and functional. Globe lights on West side of Welton from 26th to 28th were out. These are the new globe lights. They have been functional in the past. Highlights (maintenance) – Dan Davis has traded emails with Nathan Beal regarding follow through order for trash receptacle liners. The team continues pressure washing around the Rossonian as well as leaf removal along pedestrian walks.

OLD BUSINESS

Jamie Giellis (CENTRO) is meeting with board members and active community members. In order to have meeting on October 12th without posting to community, there must be more than three (3) FPBID board members present and four (4) or more board members present for the FPBD board. BID board members attending will be Paul Books, Nathan Beal, Maedella Stiger, and Ryan Cobbins. Dr. Renee C. King is meeting with Jamie on Monday and won't be attending Friday, October 12th.

27th St Interceptor Update

Paul Books gave an update on the 27th Street Storm Drain project timeline. Phase 1 should begin October/November 2018 and will start in Rino and work from North to South. Phase 1 will end in Summer of 2019 around July. Phase II will begin in the Fall of 2019 – south edge of Rino through Curtis Park and down 27th Street across Welton Street by Rossonian Hotel. During construction, they will work one intersection at a time, approximately 500 ft of construction activity, local access maintained, and temporary water and sewer disruptions (advance notice will be provided).

The next meeting for the 27th St Interceptor will be Wednesday, October 10th - an Open House meeting at 2555 Walnut Street from 5:30 pm – 7:30 pm.

Bike Rack Proposal Status

Nathan Beal received another bid for standard bike racks. \$125 each – Federal Green – will see if we can change color to one of colors in the logo. \$425 each for decorative bike racks. Installation not included in bid. CSG can install in 1 hour – 1-1/2 hour for \$150 and purchase supplies for installation. BID approved \$2,000 for bike racks in the budget. Maybe we can have some standard and decorated in various blocks. Bike Denver will do a full bike analysis for \$1000 which will tell us where they should be placed.

Trash Can Proposal Status

Nathan Beal still working on trash cans. Received a bid from Victor Stanley for \$1,218 per trash receptacle. Passed around literature on various styles of trash cans from Victor Stanley. Our logo can be added by vendor as well as graffiti coating.

BID Authority

Maedella Stiger met with Councilman Brooks to discuss BID authority when it comes to special events and festivals on the Welton Corridor. She also spoke to Colfax BID and found out they had similar concerns. Maedella was advised to draft a letter to the Denver City Council with at least three (3) board members signatures. She has received two (2) dismissal letters from business owners of The Rolling Pin Bakeshop and Pair O' Dimes Fashion Boutique. Dr. Renee C. King suggested getting a variance from the City of Denver. First, we must find out how to start the process of approving or disapproving the issuance of permits for special public events along the Welton Corridor. She stated that we are not trying to stop events on Welton Street but stopping outsiders from using Five Points as a means of profit. We are asking for a case by case acceptance of events. Maedella Stiger stated that the BID does not have the ability to charge a fee but could ask for donations. The BID will set up criteria for why we want this authority over special events. Dr. Renee C. King volunteered to draft a letter to the Denver City Council. A discussion was held about whether the BID Board would like to move forward with this initiative.

A motion was made by Maedella Stiger to pursue the FPBID to have a decisive role in the issuance of permits for special events. Seconded by Dr. Renee C. King. Vote: Unanimous in favor, motion carried.

Nathan Beal stated that Gen 3 Construction who is doing the maintenance on the medallions on Welton Street is asking for an additional \$1,000 to complete the repairs and pressure washing of the medallions. It was more work than they estimated with all the repairs needed.

A motion was made by Dr. Renee C. King to pay Gen 3 Construction an additional \$1,000 to finish the work on the medallions. Seconded by Maedella Stiger. Vote: Unanimous in favor, motion carried.

ADVISORY COUNCIL

Ryan Cobbins spoke to Bike Denver about a proposal to put bike racks on the 26th Avenue side of Welton St. and at the time there was no budget set aside and they decided to work together on the project. Ryan said he would speak to Bike Denver.

Deva Montalbano, owner of studiotrope, is gathering information to work on a marketing/branding project for the BID. Emphasis is on telling our story about the neighborhood to include the history of Five Points via billboards, postcards, bike racks and trash cans, website, social media, and press releases.

NEW BUSINESS

Maedella Stiger reiterated that we are moving forward with letter to Denver City Council with criteria and support for BID authority over special events on the Welton Corridor. By next board meeting, Tuesday, November 6, 2018, we will have a letter to approve and send to Denver City Council.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made by Dr. Renee C. King. Seconded by Maedella Stiger and unanimously carried, the meeting was adjourned.

The foregoing minutes constitutes a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of the Five Points Business Improvement District.

Tracy Winchester, Secretary