



FIVE POINTS BUSINESS IMPROVEMENT DISTRICT
BOARD MEETING MINUTES
December 5, 2018

Meeting Held: Wednesday, December 5, 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 of Advisory Council
Michael Reilly, 715 Club
Darrell Nulan, Staff, Thomas Bean Foundation

Guests: Morgan Whitcomb, Project Manager II, City of Denver, Public Works
Scott Burton, Senior City Planner, City of Denver, Public Works
Elizabeth Schwisow, Finance Manager, Palisade Partners, Inc.

CALL TO ORDER

Meeting was called to order by Paul Books at 2:35 pm.

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

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

APPROVAL OF MEETING MINUTES

Motion made by Dr. Renee C. King to approve the meeting minutes of November 7, 2018 board meeting with above correction being made. Seconded by Maedella Stiger. Vote: Unanimous in favor, motion carried.

TREASURER'S REPORT – NATHAN BEAL

Nathan Beal went over the FPBID 2018 November Financial Report. Mill levy income received was \$7,632.26. Expenses for the month totaled \$7,566.53. Outstanding loan balance to FPHD \$31,000. Total Assets \$326,517.77.

Motion made by Dr. Renee C. King to approve the November 2018 Financial Report. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

Tracy Winchester stated that all the pedestrian lights were working and received invoice for \$53,000 but would like for Scott, Colorado Lighting, to itemize the invoice. Also commented, that all the Xcel pole lights were working except 7. The lights are out at RTD station at 29th & Downing as well.

OLD BUSINESS

Paul Books went over the list of transition items to discuss before the Five Points Business District terminates at the end of December. Paul met with the FPBD Board and it was consensus to reduce the number of board members and to keep the non-profit (FPBD) ongoing while in hibernation and independent from the Five Points BID. The two boards, FPBD and FPBID to remain two separate entities and move forward with the transition and the next chapter of the FPBD. The website and logo belong to the FPBD and a discussion was held about whether to keep the logo and or create another for the BID. Ryan Cobbins stated that he believed 5-6 board members of the FPBD would stay and take the next year to dive into the direction of the nonprofit. He felt that the FPBD should have a link on the FPBID website showing support of the FPBID's efforts and down the road working together on each other's behalf. For instance, having board members represented on each other's board to assist with events and fundraising opportunities. He stated we could look at both mission statements and branding for the BID.

Paul Books asked if we need a legal location for the BID and thought that we may ask Rick Kron to be sure. Tracy Winchester will be removed from the U.S. Bank account and add two (2) other board members for signage along with Nathan Beal. Renee C. King suggested using Blair Caldwell Library as a BID meeting location being a community-oriented establishment and Paul Books offered the Lydian as a meeting location as well. Renee will contact Terry Nelson and see if we can reserve one of the rooms for the meeting and will get back to the board with an answer.

John Pirkopf offered to work on creating the BID website and thought it could be done at minimal cost. Paul Books and Elizabeth Schwisow to work on creating a Facebook page and other administrative duties that Tracy and Nell are responsible for in preparation of board meetings.

A motion was made by Dr. Renee C. King to have John Pirkopf handle getting a domain for FPBID and then setup website and Facebook page. Seconded by Nathan Beal. Vote: Unanimous in favor, motion carried.

A motion was made by Dr. Renee C. King to change location of document files to Paul Books, Palisade Partners, 1127 Sherman Street, Denver, CO 80203. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

A motion was made by John Pirkopf to add Paul Books and Renee C. King to the bank account as signers and remove Tracy Winchester from the bank account. Seconded by Nathan Beal. Vote: Unanimous in favor, motion carried.

Paul Books, Dr. Renee C. King, Elizabeth Schwisow, Palisade Partners, Tracy Winchester, and Nell Washington will meet next Tuesday, December 11th at 9:30 am at the Lydian to further discuss transition items.

A presentation was given to the Five Points BID Board on the Neighborhood Transportation Management Program for the Five Points – Welton Corridor. The presentation was given by Morgan Whitcomb, Neighborhood Transportation Manager, Public Works, and Scott Burton, Senior City Planner, Public Works.

The project ideas on Welton Street were 1) Plaza at Welton/26th Ave/27th St/Washington 2) painted bumpouts/stripping refresh, and 3) road diet and angled parking. After the discussion on these ideas, potential next steps to pursue were discussed. Handouts of the presentation were passed around to everyone.

OPERATIONS REPORT

Tracy Winchester and Nathan Beal

Nathan gave a quote from Victor Stanley for trash cans with logo of \$1175/can. The price does not include freight or install. Nathan had samples of Streetscapes trash cans and bike racks and price lists. Paul Books decided that we should figure out the logo issue first, then get quotes for 2-3 options of trash cans and bike racks along the corridor. Nathan, Ryan, and John will work on getting with marketing group to discuss updating logo options and quotes for trash cans, bike racks, and Xcel banners to include branding options for trash cans and bike racks.

Tracy Winchester received quote from Victor Stanley to replace liners in the trash receptacles at \$48/each for 18 trash cans - \$1,134.00. A motion was made by John Pirkopf to replace the liners in the trash receptacles. Seconded by Renee C. King. Vote: Unanimous in favor, motion carried.

Tracy spoke to CSG about the re-grouting and re-caulking of the medallions and they referred her to their vendor. The vendor has not completed the job nor been paid. Tracy will set up another meeting with the vendor. She received a verbal estimate of \$500 per medallion.

CSG quote for Xcel banner installation was \$4,546.50. Two poles per hour \$180/hour with use of bucket operator. A second technician in bucket \$36.50/hour. The banners will be staggered up and down the corridor.

A motion was made by Dr. Renee C. King to approve installation of banners for the Xcel light poles along the Welton Street Corridor. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

Tracy Winchester received quote for sponsorship ad for the 30th Anniversary of the 2019 Colorado Business Hall of Fame event program recognizing Five Points Businessmen, Charles L. Cousins and Charles R. Cousins, family of Dr. Renee C King, Vice President, FPBID Board of Directors. The event is a fundraiser for the Junior Achievement Student organization.

The quote was as follows: 1/3 page \$500 - 1/2 page \$1000 and full page \$2000.

A motion was made by John Pirkopf to approve a 1/2 page ad on behalf of the FPBID Board of Directors for sponsorship for the 2019 Colorado Business Hall of Fame. Seconded by Nathan Beal. Vote: The motion passed with 4 votes in favor and 1 abstained, motion carried.

Tracy Winchester presented a marketing brochure by Denver Black Pages, “Denver Little Black Book” for 2019, an entertainment guide containing a list of select businesses with places to go and things to see for newcomers and residents of Denver. Tracy asked the board if they would like to become a Five Points Highlights Partner for \$5,000 – 4 page spread, full page color ad for \$1,000, and half page color ad for \$500. The deadline date to publish is December 21, 2018 and book will be distributed in February 2019.

John Pirkopf stated that the deadline date was a little too soon for the board to make a decision for \$5000 presently. Also, he thought it would be a good idea to have the Advisory Council take a look at the idea. A discussion was held about the creditability of the organization and its benefits to the FPBID.

A motion was made by Dr. Renee C. King to strongly pursue the idea in the coming year and for now, pursue a 1/2 page ad by the deadline date, December 21, 2018.

The FPBID Board thanked the staff of the Five Points Business District for their outstanding service and efforts during the last couple of years working with the Five Points Business Improvement District. All our hard work was really appreciated. Tracy Winchester, Executive Director, Five Points Business District thanked the BID Board of Directors for their service and thought they had been a great board to work with and how proud we were of their accomplishments!

PUBLIC COMMENT

No public comments.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made by Dr. Renee C. King. Seconded by John Pirkopf 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

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