



FIVE POINTS BUSINESS IMPROVEMENT DISTRICT
BOARD MEETING MINUTES
December 6, 2017

Meeting Held: Wednesday, December 6, 2017 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

Vacancy: The Five Points Business Improvement District has no vacancies on the Board of Directors.

Staff: Tracy J. Winchester, Five Points Business District
Nell Washington, Five Points Business District

BID Members: Darrell Nulan, Staff, Thomas Bean Foundation
Ryan Cobbins, FPBID Chairman, Advisory Board, FPBD Board Member,
Coffee at The Point
Max Speth, Four Winds Interactive
Daryl Oliver, RE/MAX Urban Properties

Guests: Raymond Rountree, FPBID Advisory Board Member
Bill Schneider, CitiScapes
Scott Kelley, Colorado Lighting
Terry Nelson, FPBD Board Member, Blair Caldwell Library

CALL TO ORDER

Meeting was called to order by Dr. Renee C. King at 2:35 pm and introductions were done around the boardroom.

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

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

APPROVAL OF MEETING MINUTES

A motion was made by Maedella Stiger to approve the meeting minutes of November 1, 2017. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

PUBLIC COMMENTS

Raymond Rountree introduced his newly formed foundation, The Raymond Rountree Jr. Foundation, Inc., in honor of his late son. The RRJR Foundation is a non-profit organization focused on providing complete services to all those impacted by the pain and consequences of addictive drug use. He announced the first fundraiser, **Spin for Opioid Sensibility**, being held Saturday, January 20, 2018, 1:00 pm, at CYCLEBAR, 7824 Park Meadows Drive, Lone Tree, CO 80124. Raymond asked that we spread the word and post the flyer. Daryl Oliver volunteered to put information on Facebook page for Five Points and Ryan Cobbins will post in his Coffee at The Point newsletter.

Tracy Winchester informed all about the new **My Denver Prime** program for Denver residents 60+ years of age starting January 2nd, 2018 through the City and County of Denver. **My Denver Prime** provides Denver residents with **FREE** access to all the city's recreation centers and pools, including drop-in fitness classes and clubs.

OLD BUSINESS – PEDESTRIAN LIGHTS

This discussion will be held during the Operations Report.

ADVISORY COUNCIL REPORT – RYAN COBBINS

Ryan Cobbins stated that the next Advisory Council meeting will be Monday, December 11th. He also informed us that the Advisory Council meetings will be held every other month effective immediately. Ryan is waiting on lights study from Detective Torres and hoping to have report by end of week. At last month's BID meeting, the businesses along 27th/ 28th Street & Welton had reported loitering around their businesses mainly caused by the Uptown Market traffic. It seems now that the loitering has decreased probably from the change in weather.

FPBID OPERATIONS REPORT – TRACY WINCHESTER

Paul Books gave the board some background information on the trees along Welton Street from past walk throughs. Bill Schneider wrote proposal for what he assessed while doing his walk through along Welton Street.

Bill Schneider, **CitiScapes**, gave his report from estimate done for FPBID – 26th – 28th & Welton. He presented information on work to be performed: Tree trimming and pruning on all trees, Ash Bore spray on all ash trees, winter watering all trees, irrigation to trees, updates and possible repairs, and installing fall planting/attaching pot to tree grates. Bill stated that 25 of

our 40 trees are Ash trees which would need the ash bore spray as a preventive measure if and when EAB shows up. The spray is only preventive not a guarantee. The irrigation system repair was not included in the estimate due to unknown problems that may exist in the infrastructure until he gets under the cement and dig up the tree grates to see what is causing the leaks. Bill recommended a 'not to exceed clause' to be put in proposal to repair irrigation system. CitiScapes estimate totaled \$16,225 for tree maintenance services.

The board members agreed that the irrigation system should be fixed before moving forward with tree maintenance service which would include planting new trees, trimming, winter watering, and install of fall plantings and pots on tree grids. The board decided not to vote until further discussion on priority of services to be performed.

A motion was made by Paul Books to move forward on tree watering by Front Range Services and to check with Jack Curtin on price and number of trips per month. Seconded by Renee C. King. Vote: Unanimous in favor, motion carried.

Scot Kelley, **Colorado Lighting**, gave his presentation on lighting and brought a sample of the acrylic globe to be used for the new pedestrian lights. The cost would be much cheaper than glass globe due to size and weight of glass and cost for larger poles. A discussion was held about the cost of the electrical system being repaired before light installation can happen. Scot suggested putting a \$5,000 cap on proposal to have an analysis done on the electrical system. The total cost for installation would be \$50,000 for 20 light poles plus a \$5,000 cap on inspection of electrical system repair. The poles are made of aluminum with 3 bolts.

The board was ready to approve Colorado Lighting due to reasonable cost of pedestrian lights and approved cap to inspect the electrical system. Tracy Winchester had another quote from Rocky Mountain Lighting Company done by Roland Martinez to present to the board. The quote was \$63,740 for installation and repair of electrical system with the same light fixture as Colorado Lighting. The price included digging out old concrete and putting in all new infrastructure for each light post. Also, the poles would be made of steel with 4 bolts instead of aluminum with 3 bolts as with Colorado Lighting.

A motion was made by Renee C. King to add an addendum to the warranty with Colorado Lighting for five (5) years for added security in case of damages to light fixtures and poles. Seconded by John Pirkopf. Vote: Unanimous in favor, motion carried.

2018 Budget

Tracy Winchester went over the changes to the proposed 2018 FPBID that were made at the previous board meeting. She distributed copies of the budget that was submitted to Denver City Council on September 30, 2017 and presented at the October Board meeting. At the November Board meeting, we amended the budget with additional funds being added to Marketing/Branding and Contingency Funds, and Legal Funds becoming a separate line item.

Marketing - Billboards

Tracy Winchester spoke with Casey from Outfront Media about leasing the billboards on Welton Street for local business advertising. After speaking with his General Manager, Casey

came back with a price of \$40,200/year to lease three billboards including installation and creativity fees. Tracy suggested doing a six-month proposal for less money and advertise from May through September to capture Five Points events happening during those months.

Ryan Cobbins, Coffee at The Point, stated that he paid \$800/month for 2 months to lease the billboard above the 715 Club for his business. He also suggested that the Welton Street businesses could partner with the BID to lease the billboards and collaborate graphics, wayfinding signs, etc., listing businesses in Five Points. Tracy Winchester stated that the FPBD paid \$800-\$1000 for installation and graphics for the billboard at Park Avenue West and Welton Street.

Banners

Tracy Winchester received quote from ZoZo Group about the banners to be hung on the pedestrian light poles. The flags cost \$45 each to print. ZoZo Group would charge the FPBD a \$100 flat fee to install the vinyl flags on the 20 light poles. Total of \$1000. The vinyl flags would be 18 inches wide, and approx. 3 feet tall. They are weather and water proof and should be able to hang for 4-6 months. We are still exploring quotes for Xcel pole banners.

TREASURER'S REPORT – NATHAN BEAL

Nathan Beal gave the financials for the month of November 2017. The ending balance for November 2017 was \$195,406. Payments made to Front Range Services for October and November services and Xcel Energy \$2,345. Received \$1,138 in tax assessments.

Motion made by Maedella Stiger to accept the Treasurer's report. Seconded by Renee C. King. Vote: Unanimous in favor, motion carried.

CHAIRMAN'S REPORT – PAUL BOOKS

Paul's report was combined within the Operations Report as it related to pedestrian lights, landscaping, and marketing.

NEW BUSINESS

No new business for discussion today.

ADJOURNMENT

Motion to adjourn the meeting was made by Renee C. King. Seconded by Nathan Beal. Vote: Unanimous in favor, motion carried.

Meeting adjourned at 4:00 pm.

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 J. Winchester
Secretary, Five Points BID