

**DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS  
Meeting Minutes – December 3, 2020  
(Virtual Meeting)**

**Board Members Present:** Bahman Shafa, Austin Kane, Jennifer Halliman DeLeon, David Kaufman, Jodi Janda, Jon Buerge, Sandy Robinson

**Legal Advisor:** Ron Fano

**Staff:** Beth Moyski, Charlene Laus, Vince Martinez, Steve Shireman, Lynda Seele, Pamela Sellden

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**I. Welcome**

- A. Bahman Shafa called the meeting to order, welcoming everyone attending the virtual meeting. Shafa asked for approval of the Minutes from the BID Board Meeting on November 5, 2020. Austin Kane made a motion to approve the Minutes and Jennifer Halliman DeLeon seconded. The Minutes were passed by unanimous vote (taken via poll).

**II. Safety and Security**

- A. Police and Outreach reports (written)  
Commander Sanchez reported that the protests continue but have not included the degree of violence or illegal activity of the protests in the summer. This improvement has freed up DPD staff to concentrate on activities in other parts of the district. There has been a 7% decrease in violent crime in District 6 as well as a 13% decrease citywide. District 6 plans to focus on addressing the open-air drug market in 2021. Cmdr. Sanchez reported some in-house changes: Lt. Kyle Smith is new to the force as well as the addition of 4 new sergeants beginning next week.  
Lt. Faris reported that the 2-day clean-up of the encampment at 29<sup>th</sup> and Platte River was the largest to date. There were up to 300 people living in the encampment, with 112 remaining on the day of the clean-up. They had 100% compliance by the campers, but outside protesters resulted in 4 arrests. Twenty-one tons of trash was removed the first day, not including items that were stored and an additional 39 tons were removed on the second day. DPD and Public Health offer to store personal items, not including couches or beds since these items tend to be infested. Likewise, anything considered hazardous (infested, contaminated, used needles) must be discarded. In general, they have found that once items are stored, little is ever picked up. Some of the campers relocated to 21<sup>st</sup> and Blake and will be cleared next week. The campers are offered services, and some can return to family with assistance. Other individuals are service resistant. Two authorized camping sites will open this week in Capital Hill. During a clean-up at 21<sup>st</sup> and Elati, agitator protesters also showed up to try to interfere with the cleanup efforts there. Likewise, during a cleanup effort by News7, police were surrounded by protesters. Both these locations will need to be re-addressed. There is a new site at 28<sup>th</sup> and Larimer, they hope to get voluntary compliance. Cmdr. Sanchez concluded by reporting that the Walk the Beat program is up and running. This program concentrates on trespassing issues. Traffic contacts which have increased, they believe the traffic issues including bicycles and skateboards on the Mall will decrease with outreach and education. Most mental health calls are now being answered by the STAR Program (Support Team Assistance Response Program). Sanchez reported that intervention often prevents crimes from occurring.
- B. BID Private Security Metrics  
Steve Shireman reviewed the BID private security, stating that the return of Walk the Beat has been big improvement, increasing the feeling of security on the Mall. Shireman reviewed the security statistics (slides attached). Shireman noted the fact that the average temperature has been warmer than last year and is a likely contributor to the increase on statistics year to year. He also noted that all the assaults in their reporting over the last month involved the same person, who happens to be experiencing homelessness. Disturbances in the BID are still high. Park curfew violations are less but are starting to increase. Shireman

also noted that the public intoxication numbers reflect the same party with multiple contacts. There has been an increase in reported drug usage at 16<sup>th</sup> & Tremont (near the fountains). Shireman reported that Urban Salons had installed outdoor speakers to encourage the group to leave the Mall. Shireman also noted that the numbers for Sit & Lie are high mainly due to the removal of the Mall furnishings during the on-going protests.

Although numbers indicate that trespassing has decreased, businesses are reporting an increase. The incidents of public camping have fluctuated due to the encampments.

Ambassador contacts have increased as they have been increasing their efforts to check in with businesses. Most contacts with the public continue to be to educate and to offer services.

A question was asked if Shireman felt like there were more homeless people or if there just seemed to be more because the increased visibility due to the lack of people. Shireman felt that there seemed to be more due to the increased visibility, but the milder weather has contributed to the increase.

### III. Administration

#### A. Public Hearing on 2021 Budget and Special Assessment

Lynda Seele reviewed the BID assessment comparisons. Seele agreed that considering the pandemic circumstances, it was a good idea not to increase assessments in 2021. The annual report compares the rates in 2020-2021. There are a few minor changes, due to a correction of a discrepancy for land size and others for buildings under construction. The rates did not prorate based on the proposed size of future buildings or buildings in progress. It may be necessary to refund some overpayments due to a decrease in the size of a property and they will need to adjust the budget accordingly. With the explanation and questions answered, Sandy Robinson moved to open the Public Hearing and Jon Buerge seconded. The Public Hearing was opened with a unanimous, polled vote. There was no public comment. Jennifer Halliman DeLeon moved to close the Public Hearing and Jodi Janda seconded it. With a unanimous, polled vote, the Public Hearing was closed. Jon Buerge moved to approve and sign Resolutions 20-07, 20-08, 20-09 and 20-10 as a group and Jodi Janda seconded. The motion was passed by a unanimous, polled vote.

1. Resolution 20-07 A Resolution Confirming Special Assessments for Fiscal Year 2021
2. Resolution 20-08 A Resolution Adopting a Budget for Operations in Fiscal Year 2021
3. Resolution 20-09 A Resolution Appropriating Sums of Money for Fiscal year 2021 in Accordance with the Adopted Budget for Said Year
4. Resolution 20-10 A Resolution Fixing the Property Information Used for Calculating the 2021 Special Assessments of the Downtown Denver Business Improvement District

#### B. 2020 Year End BID Budget Projections

Beth Moyski reviewed the 2020 Year End BID Budget projections and proposed adjustments. These adjustments are projections only and more final numbers will be available in the Spring. There was a significant drop in revenues due to BID Board approved waiver of fees for sidewalk cafes and vending in response to the COVID-19 restrictions. There were also decreases in the budget for safety, mainly because the BID had not been invoiced yet for Shot Spotter and decreased security coverage from 24/7 during the shutdown. The vending expenses also decreased, as well as maintenance and repair, as mall granite repair were less. These decreases are just minor adjustments that added up. Off-mall trash expenses for the tracking upgrade (Victor Stanley) decreased due the fact that the number of trash cans being less than anticipated with city trash cans. There was also a decrease in the budget of \$70K due to the cancellation of New Year's Eve fireworks and performers. With all these anticipated budget changes, Moyski felt that the BID would still be able to fully fund the Reserve account and is on target to meet budget requirements, Charlene Laus concurred. The estimated \$81K decrease in expenses is greater than the anticipated loss in revenue.

#### C. Contracts for 2021

Beth Moyski reviewed the 2021 contracts that required BID Board approval. A summary sheet is attached:

1. Ratification of 2021 Intergovernmental Agreement Between the City and County of Denver and the Downtown Denver Business Improvement District Regarding Management of the Mall Cluster Permit, Various Maintenance Services and Assessment Collection  
This contract between the City and County of Denver and the Downtown Denver BID is for the BID to provide services, e.g., security and cleaning mainly along the Mall, but also some outside Mall. The contract is at the same rate as the 2020 IGA.
2. DDP-BID Management Agreement

The costs will be the same as 2020.

3. BID Maintenance (CSG)  
CSG has offered to keep the same rate as 2020.
4. BID-DUS Metropolitan District #1 re: Tail Tracks Plaza  
This provides for snow removal and pan & brooming for the Tail Tracks Plaza, which is outside of the BID, and will incorporate an hourly rate.
  - i. BID-CSG Maintenance re: Tail Tracks Plaza
5. BID-Central Platte Valley Metropolitan District re: Tree Care  
There is a minimal increase for this contract, due to an increase in the number of people who have signed up for the program.
6. BID-Central Platte Valley Metropolitan District (CPVMD)
  - i. BID-CSG Agreement for CPVMD Clean and Safe Services
7. St. Francis Center  
This contract is the same as this year's and accounts for 1 person, 5 days a week on the Mall. The Security Action Plan may require an increase, in which case it will come back to the Board for approval.

Austin Kane made a motion to approve the 2021 Contracts en masse and Sandy Robinson seconded. All the presented 2021 contracts were approved by a unanimous, polled vote.

The one contract not included in the group was the one for Creative Exteriors, which will likely be less than this year due to a cutback on product. The contractor will work to stay within 2021 budgeted parameters. The landscape contract will be going to RFP in 2021 for services to be rendered in 2022.

#### V. **Other Business**

It was reported that there are interested buyers for the Greyhound station property, who are currently doing due diligence. It is currently under contract, but until the sale is finalized Greyhound is still responsible for the maintenance and safety of the property.

Beth Moyski reviewed the 2021 meeting schedule, noting that the first meeting will be January 7, 2021.

Construction on the public restroom at 16<sup>th</sup> and Champa has begun. Once completed it will be required to be manned during the times it is open. The public restroom in Skyline 1 is currently closed due to COVID-19 Level Red restrictions and the new restroom will be as well if it is completed before restrictions are lifted. Once the restrictions are lifted, there are also restrooms available near Union Station and Civic Center.

The approved homeless camps will be open in a couple weeks, one at 16<sup>th</sup> and Pearl and one at 14<sup>th</sup> and Grant. Both are in church parking lots and have specific demographics. There will be space approximately 80 individuals between the two sites.

Ron Fano, the BID attorney, thanked the Board for putting trust in him and in recognition of the tight budget, announced he would not be raising his hourly rate in 2021.

- A. Maintenance and Operations (Written Report)
- B. Monthly Update and Core Priorities (Written Report)

#### VI. **Public Comment and Announcements**

A member of the public asked if there were any other members of the public here for the Public Hearing and was told that she was the only member of the public present. Notification of the Public Hearing was sent out both by mail and publication.

The same member of the public made a request that attendance at BID Board meetings continue to be available via Zoom once in-person meetings as again possible.

VII. **Adjourn**

With no further business, Bahman Shafa adjourned the meeting.

Approved this 7th day of January, 2021.

DocuSigned by:

*Bahman Shafa*

Chair of the Board

Attest:

DocuSigned by:

*Jennifer Hallinan DeLeon*

Secretary