

**DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS
Meeting Minutes – April 2, 2020**

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

Legal Advisor: Ron Fano

Staff: Beth Moyski, Charlene Laus, Tami Door, Vince Martinez, Steve Shireman, Adam Perkins, Emily Brett, Andrew Iltis, Ariany Young, Amanda Miller, Sabina Valencia, Pamela Sellden

I. Welcome

Bahman Shafa welcomed everyone and called meeting to order. The meeting was being held virtual due to the Mayor's Stay-At-Home order in response to the Covid19 pandemic.

- A. Introduction and Approval of a Resolution providing for virtual/electronic meetings during events of a declared emergency (Board Action)
Ron Fano introduced and explained resolution and its purpose, answering all questions. Due to the situation, all votes for this meeting would be made via a roll call. It was noted that David Kaufman's microphone was not working and permission was granted for him to vote either via chat or with a hand motion. Bahman Shafa made a motion to accept the resolution and Jon Buerge seconded. The resolution passed unanimously with a roll call vote.
- B. Approve Minutes Dated March 5, 2020
Bahman Shafa requested approval of the BID Board Meeting minutes dated March 5, 2020. Austin Kane moved to approve the minutes with no changes and Jon Buerge seconded. The minutes from the March 5, 2020 BID Board Meeting passed unanimously with a roll call vote.

II. Safety and Security

- A. Police and Outreach reports (written)
Commander Sanchez, DPD reviewed the most recent crime statistics, noting that the numbers were down in every crime category except for two: 1) the occurrence of graffiti was up all over the City; and 2) there had been an uptick in burglaries. There were 13 burglaries resulting in 6 arrests and 3 named suspects. DPD has increased their use of a high visibility patrol (HVP), staged in areas of potential or anticipated crimes such as burglary. The next step will be the use of enhanced lighting system in addition to the patrol cars. They have also added undercover or covert officers. The goal of these covert officers is to be eyes and ears, not to make arrests. They will call in crimes in progress. DPD has also initiated a cooperative surveillance camera/Halo center, which will be like Halo on steroids. They are anticipating its initiation in the next few weeks will result in a jump in numbers.
- B. DPD COVID-19 Response
It is expected that the current stay-at-home order may result in upticks in domestic violence and mental health calls. DPD has a flyer listing assistance resources available. Due to the social distancing requirements, officers are now working solo in patrol cars. A report that Denver Sheriff Department had recently been spotted dropping off prisoners in 16th and Broadway was actually a shelter transport dropping off a homeless individual. Lt. Chavez reported that they are encouraging closed businesses to check on their property at least 2-3 times a week. They are also suggesting

that businesses paper over windows to minimize visual opportunity. The HVP is present downtown. The homeless population seem to be wandering around more, although they may just be more visible. In response to a question regarding the thinning out jails and who is being released, Sanchez reported that he was not sure of protocol, but believed that the aim was to thin out to population and those released were those charged with non-violent crimes. As to whether the releases were permanent, Sanchez was not sure, but would check on the protocol.

C. Update on SAP – COVID-19

Steve Shireman reported the Security officers were still out from 5AM to 1AM, 7 days a week. They continue to monitor pedestrian traffic, answer questions, provide outreach, ensure the public safety, and act as ambassadors. Their primary focus has been on directing homeless to shelters, providing the increase in outreach in March. Shireman noted the uptick in graffiti and vandalism. Shireman reported that many of the homeless are accessing shelters for food only. The homeless have become more visible due to less people overall on the Mall, to include some new faces from other parts of the City. Shireman noted that there is a large police presence on the Mall. The security team is currently the only outreach on the streets as St. Francis Center has pulled their street team into the shelter to deal with a 35% increase in drop-ins. Beth Moyski noted that 1 year ago daily average range of 30-35,000; whereas this year 2,400 which is a significant drop as of the last week of March 2020.

III. **Updates re: COVID-19**

A. Budget Review

Beth Moyski reviewed the first quarter budget and shared a summary statement through March 2020 (attached). The majority of the assessment payments have been received. Due to the cancellation of a number of conventions and overall vacation of downtown offices, there will be a decrease in banner revenue, as well as marketplace revenue (vendors). Likewise, there will be some expenditures cut back.

Charlene Laus reported that as of the end of March, 84% of the property assessments have been collected. Charlene reviewed the cash on hand sheet. With only \$304,000 of the anticipated \$690,000 revenue now expected, expenses will need to be decreased significantly. Beth reviewed some proposed cost savings measures, many of the cuts being “nice to have” items, such as bike racks. They are also looking at decreasing the flower budget as well as maintenance and repair, Skyline Park and vending. There are a number of items that cannot be cut due to a contracted commitments. The important focus will continue to be on clean and safe. The cash on hand is enough to cover 8.7 months and could cover 9.7 months. It may last even longer as many major expenses were paid early in the year.

B. Maintenance Activity

Vince Martinez reported that maintenance has continued as typical. Martinez announced staff changes with David Ballinger retiring after 18 years of service. The operations staff is working remotely, with each member making a few trips weekly into downtown, each spending approximately 25 hours a week in the BID. They utilize field applications, such as Eponics and the Victor Stanley relay system. All enterprise contracts remain active. Martinez is meeting weekly with CSG at shift changes and their safety meeting. CSG's office staff is rotating working from home, with one person in the office at a time. They have discontinued their weekly job fairs and are working with their crew to identify symptoms and follow protocol. As of yesterday, there have been no incidents within the CSG staff. CSG has installed workplace COVID-19 signage and information as well as ordered masks. They are also looking at obtaining reusable masks as well as additional hand sanitizer and sanitizing equipment. The Operations team is continuing to meet with CSG virtually. CSG has scaled back their hours of coverage from 4AM-1AM as currently there is no need for the overnight coverage and there were safety concerns. They will continue to review this situation. This change has not resulted in any decrease in services. Pressure washers wearing protective gear at all times (as opposed to only in alleys) and they have reduced the maximum number of people in any vehicle to only 2 at one time. They have become more diligent with protocols. CSG has created a backup schedule in case a reduction of staff becomes necessary. Currently, they are pan & brooming less and disinfecting more. They are taking advantage of the reduced traffic downtown and have begun spring cleaning and refresh painting now. Overall, the team's morale seems to be good. Martinez feels that CSG has done a good job

in keeping their crew safe and informed. Lastly, Martinez reported that the spring pansies were planted last week, and they are hoping to do the summer planting on time in May as planned.

IV. **Public Space and Mobility**

A. **16th Street Mall Reconstruction Update**

Emily Brett gave a preview of the revised Mall report. This report will give accurate facts on the Mall and be useful for policy makers and the general public, as well as property owners, property managers and the media. The goal is to dispel myths and set the stage for the future. It will help drive investment and remind people about the vibrancy of the 16th Street Mall. During the reconstruction phase, its release should help connect to the public's yearning for the Mall again. Brett ask for input as to what is missing in the report or should also be included, and how the release of the report should be handled. The report will be digital report available online. They are currently working with the MarCom team on the graphic design and a website design. The report will include many facts and will illustrate the importance of the Mall as a corridor Downtown. It will include a map view that conveys the pattern of the Mall and will include head counts. The goal is to remind people of what the Mall was as well as what it will be. Brett asked for input on how best method to convey pedestrian counts and connections to the Mall. There will also be a timeline, both historically and into the future. An example would be the tree canopy, which is 73,000 sq. ft now, will be 100,000 sq. ft upon completion of the reconstruction, and will be 200,000 sq. ft. 10 years after completion. One suggestion was that the report should be short, clean and concise.

Adam Perkins gave an update on the Mall Reconstruction project, reporting that the project is on schedule. They have released the RFP to the short list – Ames, Kiewit, and PCL. Perkins reported that the City is committed to the project and is moving forward. The RFP process is 6 months and approval of the construction contract should take place in fourth quarter of this year. Public Life Public Space is still working with the City closely and are dedicated to ensuring a clear walk zone. They are still working on details, such as the amenity zone. This will be a game changer for the City and despite some hiccups, the project remains on schedule. Perkins described this as an exciting opportunity to transform the Mall into a gem. A question was raised regarding the possibility of extending the reconstruction into LoDo. Perkins response was about how the idea of character zones actually sets up LoDo as well as Central Platte Valley to also be "rooms" along the Mall. The reconstruction allows for bigger moves and will enhance the LoDo character. Currently sandstone repairs in LoDo can be addressed more aggressively since the focus will be off the main part of the Mall.

B. **Mobility Report**

Andrew Iltis presented an updated mobility report, beginning with an observation that on the national front, Covid-19 has changed how people are behaving. Overall, vehicle traffic numbers are down, vehicle speeds are up, and there was an increased risk to pedestrians and bikes. New York City is reporting a 43% increase of accidents involving vulnerable groups. Drop-off business has decreased as well as freight trash removal in the downtown area. Trash removal demand has increased in the suburbs. More people are recreating, increasing the demand or need for recreational space. Nationally, streets are becoming repurposed. In the Denver area, in-park roads have been closed to cars, increasing the amount of space for active mobility on the streets. Like many cities, Denver does not have a set plan in place and will need help moving plans forward. The use of dock-less transportation has decreased nationally, and the business is struggling. This could lead to consolidation of dock-less companies and some will disappear. The situation had accelerated issues already existing. The City will be sending out an RFP on Tuesday for a dock-less transportation contract. RTD continues to struggle and the Covid-19 event has made the situation worse. They are reporting an 80% decrease in ridership. On April 15th, some routes will be discontinued, and service will be cut. More service cuts are planned for May, continuing the re-imagine process. Additionally, Denver has temporary removed parking enforcement, and this could affect plans to increase parking fees. Mobility has research scheduled (planned prior Covid-19) regarding off-street parking, which would detail parking inventory and capacity will provide information regarding parking supply and demand.

Mobility is working with University of Colorado-Denver on the Broadway project (North) and how to use it to create recreational opportunities along the 5280 Trail. The City is close to the first round of design, which will add bike lanes and a designated transit lane to 18th and 19th. Denver Moves

Downtown has designated \$150K toward related action items, including commuter transportation and a bike network that adds 125 miles of additional bike lanes, including 30 miles Downtown, with a projected completion in 2023.

In response to a question, Ittis reported that the RTD changes did not include a proposed revised Mall headway times, which will allow for 9 operators to be reallocated to other routes.

Regarding the dock-less RFP, a question was raised as to why there would be only one company. Ittis explained that the RFP stipulates for one or several companies joined together under one contract. The City wants to consolidate the contracts and would like the ability to brand under one umbrella. The City would like to control fees, as well as the docking stations. The downside to this is the program would be more susceptible to failure. DOTI made this decision around the time that B Cycle closed their doors. The City is hoping to have one good company. BID Chair pointed out that competition would be better and that by eliminating competition, the quality will likely go down. Ittis reported that Uber, Lime and Bird will likely pull out of all states. Spin (which is backed by Ford) will likely survive. Ittis feels that the competition probably influenced these decisions.

Another question was raised regarding the end goal of the off-street parking research. Ittis reported that the goal was to provide information in place of assumption and to help consolidate information. They are looking at whether there is not enough shared parking or too much as well as availability and frequency in terms of time of day.

V. **Other Business**

A. **Maintenance and Operations (Written Report)**

Written reports in packet. Martinez reported that there is less trash collection necessary due to the Stay-At-Home order. Additionally, paver repairs along the Mall will potentially be easier to complete, noting that the RTD contractor is already capitalizing on the temporary shutdown of the Mall shuttles. They will be targeting trip hazards, as well as calling potholes into 311. City crews are already being deployed.

B. **Monthly Update and Core Priorities (Written Report)**

VI. **Public Comment and Announcements**

A member of the public inquired as to whether the meeting had been recorded and if so, would it be available online. It was stated that this will be considered.

VII. **Adjourn**

With no further business, Bahman Shafa adjourned the meeting.

Approved this 10 day of June, 2020.



Chair of the Board

Attest:



Secretary