



**DOWNTOWN DENVER
BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS**

Meeting Minutes - September 12, 2017

BOARD MEMBERS

Present: Jon Buerge, David Kaufman, Austin Kane, Gina Guarascio, Bahman Shafa, Dorit Fischer
Not in Attendance: Sandy Robinson
Legal Advisor: Rick Kron
Staff: John Desmond, Beth Moyski, Tami Door, Charlene Laus, Sharon Alton, Vince Martinez, Pamela Sellden, Kate Barton

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I. Welcome and Call to Order

Jon Buerge called the meeting to order.

II. Approval of BID Board Meeting Minutes dated August 3, 2017.

Dorit Fischer made a motion to approve the minutes dated August 3, 2017. Gina Guarascio seconded and the minutes were approved by unanimous vote.

III. Hardscape Contract Ratification

Beth Moyski presented the \$112,000 hardscape contract for approval. Approval is needed due to the fact that the contract amount is over \$100,000. Vince Martinez reviewed the scope of the contract, which involves the sandstone pavers from Blake Street to driveway of alley (1500 Block of the 16th Street Mall), approximately a quarter of a block and is for the replacement of broken pavers and re-grouting. 6 contractors were contacted and 3 expressed interest. Of the 3 contractors, 2 replied. One of the remaining contractors had issue with insurance requirement and pulled their bid out, leaving one contractor bid. The remaining contractor was not aware that they were the last remaining bidder. Vince listed the other 5 contractors.

The contract was awarded to Colorado Custom Rock. The bid was higher than expected, but close to the estimates of \$150,000 for a quarter of a block, but falls within the approved budget of \$120,000. The total for the quarter block repair could have been less if the full block were to be repaired. The contractor will start once the contract is signed. The contract includes a 5-year warranty. Questions were raised regarding whether the repairs would be improvements over past repairs and would the repairs last longer. Vince reported that the present pavers have 24 years of wear and tear and the repairs could buy an additional 5-10 years. Last year's repairs have held up well and CSG has been power-washing at a lower pressure. Dorit Fischer made a motion to ratify the contract, which Gina Guarascio seconded, and the contract was ratified by unanimous vote.

IV. Approval of 2018 Budget

Beth Moyski reviewed the proposed 2018 Budget which reflected increases of \$355,000 over 2017 budget. The increases also included \$20K for branding, which should be sufficient to cover new uniforms, labelling, etc. A public hearing to approved the proposed 2018 Budget and Operating plan will be held at the next meeting in November. Once the proposed budget is approved, it would be submitted to City Council for approval. Assessment notices including the notice of increase will go out to property owners in November and it was suggested that a letter of explanation be included.

Dorit Fischer moved to approve the proposed 2018 Budget and Operating Plan. Bahman Shafa seconded and the motion passed by unanimous vote.

V. Adjourn

Meeting was adjourned by Jon Buerge.

Approved this 2nd day of November, 2017.



Chair of the Board

Attest:



Secretary

Vice Chair