

**Greater Downtown Colorado Springs Business Improvement District
Board of Directors Meeting
8 a.m., July 19, 2016
111 S. Tejon Street, Suite 400, Colorado Springs, Colorado**

Board Attendees: Ryan Blanchard, Dave Bunkers, Wylene Carol, Randy Case, Lauren Ciborowski, Gary Feffer, Jessica Modeer, Craig Ralston, and Russ Ware

Staff: Susan Edmondson, Sandy Friedman, Heather Whitworth, Laurel Prud'homme and Margo Baker

Welcome / Call to Order

Jessica Modeer called the meeting to order at 8:04 am. Susan welcomed Ryan Blanchard as a new board member and introductions were made.

Minutes

Wylene Carol made a motion to approve the May 17, 2016 minutes, seconded by Russ Ware, and unanimously approved.

Financials

Board reviewed monthly financial statements dated June 30, 2016. Dave Bunkers reported that about \$50,000 of \$166,000 tax receivables have come in. The BID cash position is solid and is where it is expected to be. The Timberline contract for public space management continues to be the largest expense due to snow removal and irrigation repair costs. Wylene made a motion to accept the June 30, 2016, financials, seconded by Randy Case, and unanimously approved.

Governance

Jessica, Bill Nelson, and Dave have completed their first, three-year terms and eligible to serve a second three-year term. All have stated a willingness to serve another term. On a motion by Russ, seconded by Randy, board voted unanimously to recommend City Council appoint Jessica, Bill and Dave for an additional term.

Board members reviewed a proposed change to the bylaws to designate one seat as a representative of residents within the BID, limited to those who are year-round residents. Wylene voiced strong support for the proposal, stating that residents are good advocates for Downtown, provide valuable "eyes and ears" at all hours of the day and night, and bring a unique voice to board matters. Two other proposed bylaw changes: changing the required meeting structure from monthly to bimonthly, and clarifying that representatives of real estate of 50,000 square feet or greater need not be specific only to office real estate. Board member expressed general agreement with the changes. A final vote on the bylaws changes will be offered at the next board meeting.

2017 Budget and Scope of Work

Board members reviewed a draft 2017 budget and scope of work. Revenue projections for 2017 are expected by late August, so the current draft budget is built using revenue figures from the

current year. Susan highlighted several items in the 2017 draft budget including income from banner sales, an impact fee for large scale events, Timberline contract, security services, reserve fund, holiday décor, utilities, and power washing. A review and vote on the 2017 budget will occur August 31, following receipt of final revenue projections from the county.

Board reviewed and discussed Sandy's list of capital needs for public space. Ongoing downtown maintenance costs, the need for more perennials, and utilities surcharges are anticipated. Water usage levels are about the same, although with more beds water cost increases are expected.

Public Space Management

A draft Baseline Service Level Agreement which delineates and clarifies obligations between the City, BID, and CSU, has been drafted by Susan Edmondson and Greg Warnke of Parking Enterprise. General discussion ensued, with some suggestions for changes/edits. Susan stated the agreement will go through review by impacted city departments and legal. A final vote on the agreement is anticipated by fall.

Consumer Marketing

Laurel briefed the Board on special events. The new downtown maps have been distributed. The Sidewalk Sale is Saturday, July 23, and the Rio Olympic Celebration and First Friday are both August 5. Planning for the fall and holiday season has begun. On August 28 there will be a Gazette insert with a focus on business and economic vitality and innovation. The Pokémon Go craze has brought large numbers of people downtown. Downtown Partnership quickly encouraged street level businesses to leverage the trend by setting Pokémon lures to bring folks into their stores. Art on the Streets works are all installed and the InterSection cabinets are complete.

Safety

Susan reported that there have been no major security issues. Downtown Partnership initiated a new quarterly meeting/convening of all private security firms and properties using private security within Downtown; one meeting has been held thus far, and CSPD will be the convener of the meetings. They are intended as a way for all security firms to stay informed and up-to-date on laws, trends, etc.

Closing Remarks

Randy asked whether the BID Board should make a statement or recommendation about the transit hub location. Sarah and Susan are part of the core advisory committee. Susan stated that endorsement and adoption of the Master Plan serves as de facto support for transit enhancements. Staff and other Downtown representatives will continue to be involved in the transit center relocation and keep board members updated.

Adjournment

The meeting adjourned at 9:22 a.m.