



**Greater Downtown Colorado Springs Business Improvement District
Board of Directors Meeting
8 am July 18, 2017
111 S. Tejon Street, Suite 400**

Board Attendees: Dave Bunkers, Wylene Carol, Randy Case, Colin Christie, Lauren Ciborowski, , Jessica Modeer, Bill Nelson, Simon Penner, Craig Ralston, Luke Travins and Russ Ware

Staff: Tim Archer, Susan Edmondson, Laurel Prud'homme and Heather Whitworth

Guests:

None _____

Welcome / Call to Order

Bill Nelson opened the meeting at 8:03 a.m. and welcomed Simon Penner to the board.

Minutes

Randy Case moved to accept the May 16, 2017, minutes, seconded by Wylene Carol, and approved unanimously.

Financials

Dave Bunkers said the financials for the period ending June 30, 2017, are where they are expected to be and the cash position is good. Cash will decline over the remaining months in the year, as only \$92k remains to be collected in property taxes. June was the first month that payments for security were recorded and utilities increased due to watering of the flower beds.

Susan Edmondson presented the draft 2018 budget that was reviewed the week prior by both the chairs and treasurers of each of the four Downtown companies. Revenue projections will not be received from the County Assessor until end of August. The draft budget shows a deficit; Susan explained it is not best use of time to cut necessary expenses to balance the budget in the event revenue is able to meet expenses. Susan reminded the board that the BID revenue has decreased by \$80k over the last seven years, but she was cautiously optimistic that this year property values will increase and there were no major abatements anticipated. Key changes in the draft budget that differ from prior years:

- BID contract to DP increases by \$15k in an effort to more fully cover the actual costs of running the BID incurred by DP.
- Miscellaneous income of \$15k may come from a contract for service with Parking Enterprise but is not yet secured.
- Equipment and Supplies, was reduced, as no ice melt purchase is anticipated for 2018, due to limited usage in 2017.
- Two extraordinary items were anticipated in 2018: tree lights need restringing to prevent girdling of the trees, and new holiday banners are needed to provide a refreshed theme.

- The Timberline contract was discussed, and the 2018 contract amount of \$227,793 was agreed upon, but the offer to lock in the contract at this level for another two years was tabled for the August PSM committee meeting, when Susan should have additional information available on the Timberline offer.
- Discussions also focused on ideas such as increasing the mill levy, payments in lieu of taxes (PILT) and reviewing reserve levels. The budget committee will be notified if revenue projections at the end-of August require board assistance to adjust expenditures ahead of the final budget presentation to the full board.

An out-of-cycle Board meeting to approve the 2018 budget was set for Wednesday, August 30, at 8:30 a.m.

Public space management

General updates: Tim Archer reported that the second power washing of the year was completed last week. There are 30 dead trees in the BID, and City Forestry has indicated that 50 percent will be replaced in the spring, if there are water lines available for them.

Marketing and communications

General updates: Laurel Prud'homme provided a general update on marketing initiatives, include advertising and a summer magazine to reach tourists. Laurel reminded the board that the upcoming weekend is the annual sidewalk sale event. August will begin the focus on the holiday season activities. Laurel also stated that there may be some interest in doing a fall fashion event and some Halloween activities Downtown; she is seeking feedback from retailers on these ideas. It was also announced that a part-time marketing coordinator will be starting work mid- to late August; that position's primary focus will be our social media presence.

Safety

General updates: Susan reported that Mercurial Security Solutions has been providing services and comments have been positive so far.

New business

Parking Advisory Council: The City has determined that the Parking Enterprise would benefit from an advisory council guiding strategy. Susan stated that the council will be filled by mayoral candidates and seats will include BID, DDA, DP staff and general at-large Downtown representatives, amongst others. The first meeting is scheduled for August, but the ongoing schedule has not been determined. Lauren Ciborowski and Jessica Modeer both indicated interest in representing the BID. Simon Penner moved to recommend Lauren as the BID representative, seconded by Bill and unanimously approved.

URA Seat: As a result of SB1348 legislation, there is a designated special district seat open on the URA board. Two candidates have come forth from the special district boards: Russ Ware and John Olson. Bill moved to recommend Russ Ware as the BID's choice for the special-district seat, seconded by Wylene and unanimously approved.

Experience Downtown: Alley and gateway projects continue. The lighting design for the first alleyway located by Cowboy's and The Famous has stalled, while the DDA waits for the property owners to

provide their consolidated trash management plans. Work on the second alleyway, by the Ritz, has commenced with the contractors, HB&A, reaching out to the property owners to begin discussions on lighting schemes and trash management plans.

Entertainment District: Talks continue on the concept of entertainment districts for downtown. Staff is open to the idea, as long as externalities such as safety and cleanliness are managed and compensated for appropriately.

Adjourn

Meeting adjourned at 9:30 a.m.