



**Greater Downtown Colorado Springs Business Improvement District  
Board of Directors Meeting  
8 am September 19, 2017  
111 S. Tejon Street, Suite 400**

**Board Attendees:** Dave Bunkers, Wylene Carol, Randy Case (on phone), Colin Christie, Lauren Ciborowski, Jessica Modeer, Simon Penner, Craig Ralston, Luke Travins and Russ Ware

**Staff:** Tim Archer, Alex Armani-Munn, Susan Edmondson, Katy Hartshorn, Laurel Prud'homme, Heather Whitworth and Margo Baker

**Guests:** None

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**Welcome / Call to Order**

Jessica Modeer opened the meeting at 8 a.m. and welcomed Alex Armani-Munn and Katy Hartshorn, new DP staff. Susan Edmondson announced that DP offices will move to the seventh floor in the same building sometime in late fall.

**Minutes**

Luke Travins moved to accept the July 18, 2017, and August 30, 2017, minutes, seconded by Dave Bunkers, and approved unanimously.

**Financials**

Dave said the financials were routine for the month of August 2017. While there is just about \$38,000 due in tax receivables, this is the time of year when cash begins to be spent more heavily for Downtown services and holiday preparations.

Wylene Carol moved to accept the August 31, 2017 financials, seconded by Russ Ware and approved unanimously.

**Public space management**

General updates: Tim Archer reported that the third and final power washing is being completed tonight. There will not be a fourth power wash due to temperatures starting to dip, which causes the water to freeze. There has been increased vandalism to public art during the past month. A video was obtained of the last incident and police are working to identify the suspect.

Newsbox condos: Susan presented a brief history of newsbox condos. Many of them are empty but leased, which allows them to be used for trash and a variety of criminal activity including drug deals. The company that manufactures the boxes is no longer in business. She is working with the City to consolidate newsbox placement into five or six areas max and use the city's existing newsbox fund for replacement with new boxes. A change to the boundaries/footprint for box placement also is being considered. Any changes require City Council approval.

Tree lighting: Winter tree lights on Tejon Street will be lighted to coincide with the time change, and as has been noted, for 2018 the board approved funds in the budget to restring the lights, which is necessary every three to four years to prevent girdling on the trees, which is harmful to the trees. Susan stated she is concerned that Bijou and Kiowa do not currently have tree lights, and with so many new businesses on those blocks, there is a strong need to draw attention in those areas for shoppers. Susan stated that the capital reserves in the BID budget are an appropriate source of funds for such work. Craig Ralston moved to approve spending \$13,000 from reserves to add Kiowa and Bijou streets to the tree lighting schedule, seconded by Colin Christie and approved unanimously.

Event impact fee: Susan reported that collecting event impact fees from some large event managers continues to be a problem. She said the city is supportive of the fee but also appears unwilling to enforce nonpayment of fees, such as by denying future permits if fees are not paid from prior years. Board discussed the fee, fines, and the impact of events on the Downtown area. If entertainment districts are created in the Downtown area, there will be an impact fee included to help cover costs for safety and clean up.

### **Marketing and communications**

Holiday, skating, social media: Laurel Prud'homme said the ice rink will be open from November 14, 2017, through January 15, 2018, with a VIP reception on November 17. Small Business Saturday is November 25, and on December 6 will be the Downtown Holiday Stroll. A request has been submitted to allow free parking again on Saturdays from December 6 through December 23, 2017.

Board discussed Downtown gift cards and using social media to do more marketing of the program. Typically the holiday season has seen a large volume of gift card sales, but not as large as in many other Downtowns with similar gift card programs.

Laurel also reported that the September First Friday Popsicle Promenade was very successful with 165 tickets sold at \$10 per ticket.

### **Safety**

Seasonal report wrap-up: Susan reported that Mercurial Security Solutions has been providing security services, and comments have been positive so far. Security ended about a week ago but will pick up again during the shopping season starting on Small Business Saturday and running through the end of December. Mercurial has provided good data regarding miles walked and biked, merchant contacts, questions / calls answered, vagrant interactions, CSPD calls, etc. This is good information for end of year reporting.

### **New business**

Susan reminded Board of the upcoming Downtown Partnership Annual Breakfast at 8 am September 28 at the Antlers and the All Board retreat from 2:30 – 5:30 pm October 3 at Catalyst Campus.

### **Adjourn**

Meeting adjourned at 8:58 a.m.