



CALL TO ORDER | OPEN FORUM | PRESENTATIONS

Call to Order / Open Forum

Eric Buchanan, Board Chair, called the meeting to order at 8:00 a.m. A quorum was confirmed.

Members present: Eric Buchanan, Roy Kline, Brett Pearson, Marshall Miranda, Calley McCue, Lynda Campbell, Katie Friedland, Chris Manley & Jan Lucas

Members absent: John Conway, Karrie Fletcher

Staff present: Julie Underdahl, Jenny Starkey, Susan Fry and Brian Phetteplace

Guests present:

Chris Dunn, Principal – Dunn & Kiley
Jason Carroll & Anna Jones; CliftonLarsonAllen LLP
Lisa Tyler; Business Owner
Raylene Decatur – Decatur & Co.

Presentation: Streetscape Design Standards – Dunn & Kiley, Chris Dunn, Principal

Mr. Dunn presented the new CCN BID's streetscape design standards prepared by his firm with BID staff. He also discussed the process for City approval of the document through Denver Public Works and Community Planning & Development. Motion by Roy Kline to approve Streetscape Design Standards. Seconded by Marshall Miranda. Vote: Unanimous in favor. (9– 0, not present: John Conway & Karrie Fletcher), motion carries.

MONTHLY BUSINESS

Approval of Meeting Minutes: Motion by Calley McCue to approve the meeting minutes of March 14, 2018, May 9, 2018 and July 11, 2018. Second by Marshall Miranda. Vote: Unanimous in favor (9– 0, not present: John Conway & Karrie Fletcher), motion carries.

Chair Report:

- **Board Term Roster and Board Development Committee:** Eric Buchanan discussed upcoming board vacancies and encouraged the Board to nominate possible candidates.

President & CEO Report: Julie Underdahl

- **Draft 2019 Annual Operating Plan**

The 2019 Annual Operating Plan was presented to the Board. Motion by Lynda Campbell to approve. Second by Marshall Miranda. Vote (9-0, not present John Conway & Karrie Fletcher), motion carries.



- **Construction Mitigation**
Julie Underdahl discussed the efforts underway and indicated Councilman New & Denver Public Works have been helpful in establishing some solutions.
- **Public Art Donation Policy**
Motion by Brett Pearson to approve the Public Art Donation Policy. Second by Marshall Miranda. Vote: (9-0, not present: John Conway & Karrie Fletcher), motion carries.
- **501(c)3 Update**
Brian Phetteplace discussed the process to establish the entity. He indicated it is expected to be up and running the first quarter of 2019. The members of the non-profit Board will be the same as the CCNBID Board.

COMMITTEES / TASK FORCE REPORTS

- **Strategic Marketing Committee – Calley McCue:** Calley McCue reported on the feedback from the recent brand accelerator workshop and timing for the upcoming digital audit that is being completed by Karsh Hagan. She also provided an update on the 10th anniversary of the CCN Food & Wine event that was attended by a record 900 participants.
- **Audit Committee – Lynda Campbell, Chair**
Monthly Financial Statements – Mr. Carroll reviewed with the Board. Motion by Eric Buchanan to accept the Monthly Financial Statements. Second by Roy Kline. Vote: (9-0, not present: John Conway & Karrie Fletcher), motion carries.

Draft 2019 Budget – The Audit Committee recommended board approval of the 2019 budget. Brian Phetteplace outlined the 2018 - 2019 infrastructure and streetscape improvement projects and phasing. He presented on a lighting study proposed to begin in early 2019. Members of the Board requested the lighting study be fast tracked for completion in 2018. Motion by Roy Kline to approve 2019 Budget. Second by Lynda Campbell. Vote (9-0, not present: John Conway & Karrie Fletcher), motion carries.
- **Parking & Mobility Task Force – Roy Kline, Chair**
Roy Kline reported on the current status of the BID's public parking management study and other mobility issues impacting the District, including:
 - Dockless Mobility Vehicle Permits
 - Chariot Service
 - Curb Lane Management
 - Parking Management

Adjourn: The meeting was adjourned at 9:43 a.m.