



RECORD OF PROCEEDINGS

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF RiNo BUSINESS IMPROVEMENT DISTRICT

HELD:

Wednesday, April 24, 2024, 3:08 p.m., Enterprise Co-working Space

ATTENDANCE:

The meeting of the Board of Directors of the RiNo Business Improvement District, City and County of Denver, Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Adam Larkey
Diana Merkel
Carla Mestas, Zoom
Jevon Taylor
Obe Ariss
Alison Nestel-Patt, Zoom
Danny Newman
Spencer Fronk
Jason zumBrunnen – absent

Staff Present: Alye Sharp, Sarah Cawrse, Adrienne Villa, Rob Gray, and Brittany Ross with RiNo Art District.

Others Present: Karen Zuppa, Kate Kalstein

CALL TO ORDER:

Director Merkel called the meeting to order.

PUBLIC COMMENT PERIOD:

Director Merkel explained that this is a public meeting and there is a process that public attendees must follow during the public comment period. The Board Chair will open the public comment period and will call on attendees to speak in order they signed up via Zoom chat. Each speaker will get three minutes to speak with no interruptions and the comment period is capped at 10 minutes or the equivalent of 3 speakers.

There was no public comment.

VOTING MATTERS:

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Approval of BID Board Minutes – The March 27th Board Meeting Minutes were unanimously approved by the BID Board Members who were present at those meetings.

Approval of BID Financial Statements – Ms. Zuppa introduced herself to the board and stated that she will be working with Ms. Timsha Coleman and Ms. Villa on all accounting processes.

The March 2024 financial statement was reviewed.

- Property Tax receivable should equal deferred tax revenue – property taxes are paid in spring, so the property tax is from 2023
- What type of bank accounts does RiNo BID have? Could we get a better interest rate? All our bank accounts are held at Collegiate Peaks Bank.
- It was noted that the management & admin fee was overpaid by the previous CFO, Ed Rapp. This error was recently discovered and will be corrected in the next financial statement.
 - 28% is capped for admin fees, benchmarked

Due to timing, the financial statement will be approved later in the meeting.

DISTRICT 9 UPDATES:

[Councilman Darrell Watson](#) thanked the BID for the work that they do in the district. Here are the key highlights:

- [Funding for small business](#)
- Wednesday nights 6pm, community meetings
- Neighborhood planning initiative
- Housing assistance programs
- Utility conversions by 2026
- Connector programs
- [RiNo BID Renewal](#)
- Larimer Street Closure – the desire from the businesses who want the street closed for their business, the city process has been clear, 2300 surveys were sent out, communicate the outcomes and we act on the results and then execute plans.
 - Submitting mobility study to city is the next step
- Housing in RiNo
- [Legacy Program](#)

VOTING MATTERS:

Approval of BID Financial Statements – Director Greer motioned to approve the March 2024 financial statement. The board seconded the motion and approved.

INFORMATIONAL MATTERS:

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Board Retreat Recap – Ms. Kalstein with Kate Kalstein Consulting gave a brief recap of the All Boards Retreat that was held on April 18th at Two Moons Music Hall.

BID Renewal Process – Ms. Cawrse, Director Nestel-Patt & Director Newman gave a brief update on the RFP Process.

- RFP open from March 11 – March 21
- Public RFP distributed via the RiNo [website](#), IDA website, and announcements
- BID board members Alison Nestel-Patt and Danny Newman were nominated for the selection committee
- Selection committee evaluated proposals based on the selection criteria in the RFQ
- Committee met on April 4th to review proposals – received 9 proposals
- Selected three consultants to interview
- Interviews occurred on April 10th, 15th, and 16th
- Follow-up conversations occurred on April 19th
- Selected vendor notified week of April 22nd
- GBSM was selected
- Finalizing scope of work and contract
- The BID Board will be engaged throughout the process and plan to have the consultant attend future meetings

Clean Team Ambassadors – Ms. Cawrse gave a brief update on the RFP process. The selection committee of Director Bridges, Director Ortiz and BID Director Fronk met on April 5th to review the 4 proposals that were submitted. The committee filled out an evaluation form which was weighed based on selection criteria in the RFP. Two of the vendors were interviewed on April 11th and April 12th. The selected vendor, Consolidated Services Group (CSG) was notified last week. Ms. Cawrse stated that the contract is being finalized, which includes 8 months in 2024 and the option to renew for an additional three years at the rate below. Costs for 2024 will be prorated for a start date of May 1st.

COST PROPOSAL				
2024 – 8 months	2025	2026	2027	Total
\$262,760	\$362,498	\$375,185	\$388,317	\$1,388,760

Ms. Cawrse notified Bayaud Enterprises/Denver Day Works that their services would end on May 3rd. CSG will be wearing orange vests until the new uniforms are delivered. The team will be working with a software system, which board members will get access to until it is ready to spread more broadly for other community members to use. There will be a roll out of communications about the ambassadors in May & June via social media.

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OTHER BUSINESS:

There is no other business to discuss.

ADJOURN:

There being no further business to come before the Board and upon motion duly made, seconded, and unanimously carried, the meeting was adjourned.

The foregoing minutes constitutes a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of the RiNo Business Improvement District.

Secretary to the Board