

**JOINT MEETING OF THE
OLDE TOWN ARVADA BUSINESS IMPROVEMENT DISTRICT
AND HISTORIC OLDE TOWN ARVADA
BOARD OF DIRECTORS
*Approved 10/25/17 - Meeting Minutes***

Held: September 27, 2017 – 2:00 PM
 BID/HOTA Office - 7307 Grandview Ave, Arvada 80002

BID Board Members Present:

Scott Spears - VP
Debbie Hanson - Treas
Karen Miller
Lori Drienka
Mary Fedje

Absent:

Mike Huggins - President
Marty Hester

HOTA Board Members Present:

Karen Miller
Debbie Hanson
Lori Drienka
Scott Spears
Drew Gordon

Absent:

Drew Gordon

Also in Attendance:

Nathan Bishop – Executive Director	Cindy Jaye – Arvada Library
Jessica Prosser – City of Arvada	Nancy Ford – City of Arvada
Allison Trembly – City of Arvada	

Call to order: Scott Spears called the meeting to order at 2:02 PM. Quorum was deemed present and the meeting ensued.

Disclosure of potential conflicts of interest: None at this time.

Approval of the Agenda: Upon motion, second and unanimous agreement, the Board approved the Agenda for the meeting.

Introductions and Public Comment: No public comment.

Approval of Minutes: Meeting(s) held: August 23, 2017, Karen noted that the minutes of August 23rd, have some corrections that need to be made. It was noted that a training with regard to minute preparation would be beneficial, Karen to reach out to Rick Kron on training offerings. Lori noted that she has a template that was provided by Spencer Fane and she will send. The approval of August minutes were tabled, to be revisited in October.

Treasurers Report: Debbie Hanson posed a BID motion on banking matters, for the following Board members to be signers on the checking and savings account for, Olde Town Arvada Business Improvement District (BID)

1. Mike Huggins
2. Debbie Hanson
3. Nathan Bishop

And ONLINE ACCOUNT ACCESS to;

1. Nathan Bishop – Olde Town Arvada Business Improvement District
2. Mike Huggins– Olde Town Arvada Business Improvement District
3. *Debbie Hanson- Olde Town Arvada Business Improvement District
4. *Kim Blosser - Olde Town Arvada Business Improvement District

*READ ONLY

Any other signers not listed herein would be removed from all account access/signatories for Olde Town Arvada Business Improvement District.

Karen offered second, all in favor, the motion passed.

Debbie Hansen posed a HOTA motion on banking matters, for the following Board members to be signers on the checking account for Historic Olde Town Arvada and the First bank savings account.

1. Karen Miller
2. Debbie Hanson
3. Nathan Bishop

And ONLINE ACCOUNT ACCESS to;

1. Nathan Bishop – Olde Town Arvada Business Improvement District
2. Karen Miller– Olde Town Arvada Business Improvement District
3. *Debbie Hanson- Olde Town Arvada Business Improvement District
4. *Kim Blosser - Olde Town Arvada Business Improvement District

*READ ONLY

Any other signers not listed herein would be removed from all account access/signatories for Historic Olde Town Arvada.

Lori offered a second, all in favor, the motion passed.

Presidents Report:

BID - None at this time.

HOTA – Karen noted that she is president of HOTA. Karen offered comment on The Vibrancy Study, its comprehensiveness and that it is supported by council , additional discussion ensued.

Executive Director:

Nathan offered a 60-day update on his time within the organization as well as his take away from The Vibrancy Study and points of interest within. In a Meeting with Rick Kron to orient with Colorado BID statute, it was noted that Email from staff to the Board is good practice, when replying the Board should reply directly and not all.

New Business / Old Business:

- A question arose as to Nancy Ford's position with the BID Board, Jessica Prosser will look into and get back to Nathan with an answer.
- Shuttle – The Ford needs to be unloaded and moved to a mechanic that can find power problem, it was supported to move the shuttle to Ingram Car Care within the district for repair. A hitch at this time is not conducive as it would be a custom install.
- Small Business Saturday – Nov. 25, 2017 – Updates on the event were offered.
- New Map-Dining and Shopping guide has been updated and is out for print.
- A brief update was offered on current press for OT, Prall contract end, Sam – small events through 2017 to re-evaluate her interest for 2018, Sutter through 2017, to re-evaluate for 2018.
- Safety – Officer comment at Board Meeting's was discussed.
- Lori noted lack of meeting attendance by Board members and would like to see an attendance policy enforced.
- Snow removal by BID is cost prohibitive, Mary will research her files from last season and forward information to the office with regard to independent contractors for the District.
- Power Washing bid of 8500.00 by United Site Services was presented, Karen made a motion to approve, Mary offered second, all in favor.

Events & Happenings:

- Nathan read updates from Sam with regard to; Fest of Scarecrows (FOS) and Trick or Treat Street (TOTS). Safety concerns were noted for TOTS, Lori offered that ELI/Carly's will do a haunted house for TOTS. No tix will be sold for the overall event, Hist. Soc will hand out candy this year.
- Lagniappe is December 5th, and Saturday with Santa planning is underway.
- Debbie noted that La Dolce Vita's 25th Anniversary celebration is Nov 18th, music from 9:15AM – 11:00PM.

City Update:

The "Loo" will be installed on the transit plaza in late winter/early spring.

Homeless outreach will commence October first in Arvada, Trespass signs will be posted and enforced. Public place curfews of 11:00PM will also be enforced.

Mean St Ministries based out of Lakewood is a model for day shelter at the Rising Church.

Severe, weather shelters are in place in Arvada, BID can help by emailing a request for volunteers for the shelters.

2018 Operating Plan and Budget Proposal – Nathan offered a proposition and vision for the plan, as well as a draft budget, Nathan asked for feedback from the Board by Wednesday Oct 4th on the draft budget. A discussion was had with regard to budget numbers, categories, submittal dates of compliance, emergency funds carry over in an incremental format, HOTA dues with potential increase for events.

Meeting Adjourned: Scott Spears adjourned the meeting at 3:49 PM