

DOWNTOWN GRAND JUNCTION BUSINESS IMPROVEMENT DISTRICT
BOARD MINUTES
THURSDAY, FEBRUARY 11, 2016
437 COLORADO AVENUE
7:30 A.M.

PRESENT: Jason Farrington (Chair), Kirk Granum (Vice-Chair), Shane Allerheiligen, Marty Chazen, Dan Meyer, Les Miller, Duncan Rowley, Stephan Schweissing

ABSENT: Jodi Coleman-Niernberg

STAFF: Vonda Bauer, Allison Blevins, Robin Brown, Kathy Portner

GUESTS: John Shaver (City Attorney), Tim Moore (Interim City Manager), Bennett Boeschstein (City Councilmember)

CALL TO ORDER: Jason called the meeting to order at 7:30 a.m.

APPROVAL OF MINUTES:

Meeting of December 10, 2015

Kirk made a motion to approve the minutes of the December 10, 2015 meeting; Marty seconded the motion. The minutes were approved unanimously.

2016 BOARD MEETING SCHEDULE (ATTACHMENT)

BID RESOLUTION 2016-01 TO ADOPT MEETING SCHEDULE

RESOLUTION 2016-01, A RESOLUTION DESIGNATING THE LOCATION FOR THE POSTING OF THE NOTICE OF MEETINGS, ESTABLISHING THE 2016 BUSINESS IMPROVEMENT DISTRICT MEETING SCHEDULE, AND ESTABLISHING THE PROCEDURE FOR CALLING OF SPECIAL MEETINGS

Shane made a motion to adopt BID RESOLUTION 2016-01; Duncan seconded the motion. The resolution was adopted.

YEAR-END BUDGET REVIEW:

Allison and Robin presented the 2015 year-end budget. There was a substantial deficit of \$49,557.00. Allison stated that there were significant reductions made in the 2016 budget for advertising and staffing.

Les was concerned that the seasonal staff budget was high in 2015. Allison stated that her salary was paid out of the seasonal budget the first few months when she worked part time as Interim Marketing Manager. The cleaning service will be canceled as of February 28, 2016, so it will give the BID a savings in hours for the seasonal staff-employee who opens up the office for cleaning. The seasonal staff includes block captains, staff for setup and breakdown of events, bartenders, and kiosk management.

The Music Festival, which is held in May, is the largest and most expensive event the BID produces. Last year beer sales were \$34,000.00. The 2016 projection for beer sales is \$40,000.00.

Allison will be sending out information for 2016 event sponsorship opportunities to help provide funding for the events. Duncan asked if there is a contingency plan if the BID doesn't receive sponsorships. Robin replied that there is not a plan, although they will know what sponsorships will be secured before the events begin.

Allison has applied for a \$6,500 VCB grant but has not received a reply back.

The Board requested quarterly budget updates and monthly updates for sponsorships.

UPDATES:

- The 2016 Downtown Guidebook will be sent to the printer after final review.
- The applications for the Music Festival and Farmers Market will be available on the downtown website March 1, 2016.
- Allison stated that the Work Force Center has internship opportunities available. The Work Force Center will pay an intern for approximately three months. This will give the intern experience and exposure. The intern will work approximately 20 hours per week to help with marketing. Allison is currently interviewing the candidates.

ADJOURN:

Stephan made a motion to adjourn; Les seconded the motion. The meeting adjourned at 7:48 a.m.

BID RESOLUTION 2016-01

A RESOLUTION DESIGNATING THE LOCATION FOR THE POSTING OF THE NOTICE OF MEETINGS, ESTABLISHING THE 2016 DOWNTOWN GRAND JUNCTION BUSINESS IMPROVEMENT DISTRICT MEETING SCHEDULE, AND ESTABLISHING THE PROCEDURE FOR CALLING OF SPECIAL MEETINGS

RECITALS:

The Grand Junction Downtown Business Improvement District (BID) is a "local public body" as defined in C.R.S. §24-6-402 (1)(a).

The BID holds meetings to discuss public business.

The C.R.S. §24-6-402 (2)(c) provides that "Any meetings at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public. In addition to any other means of full and timely notice, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than 24 hours prior to the holding of the meeting. The public place or places for posting of such notice shall be designated annually at the local public body's first regular meeting of each calendar year".

BE IT RESOLVED BY THE GRAND JUNCTION DOWNTOWN BUSINESS IMPROVEMENT DISTRICT THAT:

1. The Notice of Meetings for the local public body shall be posted at the entrance of the Downtown Development Authority and Business Improvement District offices located at 437 Colorado Avenue, Grand Junction, CO.
2. The meeting schedule for the **regular meetings** of the BID during 2016 is:

Month	Dates
January	14-Cancelled
February	11
March	10
April	14
May	12
June	9
July	14
August	11
September	8
October	13
November	10
December	8

3. Additional meetings may be scheduled or cancelled dependent on the number of items coming before the BID. The BID Board of Directors will determine that on a case by case basis. Proper notification for any change in the meeting schedule will be provided.

4. Additional **special meetings** may be called by the Chair of the BID Board of Directors for any purpose and notification of such meeting shall be posted twenty-four hours prior to the meeting. Each and every member of the BID Board of Directors shall be notified of any special meeting at least twenty-four hours in advance.


Month	Dates
January Retreat-Springhill Suites	19th 4:00 p.m. – 7:00 p.m.

Read and approved this 11th day of February, 2016.



Jason Farrington, Chair
Grand Junction Downtown Business Improvement District

ATTEST:



Vonda Bauer, Sr. Administrative Assistant
Grand Junction Downtown Development Authority & Business Improvement District