RECORD OF PROCEEDINGS – **draft**

TO APPROVED ON 12/9/2020 BY BOARD ON CONF. CALL

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF

THE HAVANA BUSINESS IMPROVEMENT DISTRICT

Held: Thursday, November 17, 2021, 11 a.m. virtually online on Go To Meeting and in-person at The Stampede at 2430 S Havana Street. Virtual Meeting Details: Please feel free to join the public meeting from your computer, tablet, or smartphone. <https://www.gotomeet.me/onhavanastreet> You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.) United States: +1 (669) 224-3412– One touch: tel:+16692243412,,425389565# Access Code: 425-389-565 New to GoToMeeting? Get the app now and be ready when your first meeting starts: [https://global.gotomeeting.com/install/425389565](https://global.gotomeeting.com/install/425389565%22%20%5Ct%20%22_blank)

The recording and transcription of the meeting is available upon request.

**Board members absent:** Patrick Armatas – Sam’s No 3 and Sean Choi – First Bank **Board members present:** Garrett Walls – Synergy Business Solutions, Donovan Welsh – Havana Auto Parts, Yuly Williams – US BANK, Matt Rauzi – Colorado’s Pro Gym, John Sanchez – GEICO Insurance, Gardens on Havana (via Go To Meeting) **Incoming Board members:** Jennifer Dunn – First Bank (via Go To Meeting), Kerstin Hitchcock – Gary’s Full Service Auto Repair, and Alex Lee – New Gate Construction/Colorado KRA

**Other Attendees:** Alexis Watts – Town Center of Aurora, Joel Boyd – GM of Town Center of Aurora, Kim Fox – Fox Media & Marketing, Katie Ezzedine – Muse Media, Scott Goodwin – ARSA All Seasons Rent All, Chris Swank – The Stampede, Katie Reed – Schomp Automotive, Tony Vialpando, Victor Urresti – Piramides, Karen Walkden – Lightshade, Arelle Tones – Rora Music, Doug Scott – Lightshade, Margaret Norwood, Aurora Art in Public Places, Charles Thompson – AMCAP, Avodine Hill – Here Together in Aurora, Victor – Stampede, Commander Carlson – APD, Captain Hanifen – APD, Lt. Shaker – APD, Beau Martinez – Aurora Chamber of Commerce, Elena Vasconez – SBDC, Naomi Colwell – APD Foundation, Justin Clark –Visit Aurora, Bruce Dalton – Visit Aurora, Chad Argentar – BID Liaison, Chance Horiuchi, Sergeant Graham, Thomas – APD, Lori Kropp – Havana Property owner (Ethio Motors, Liquor store, & retail), Marsha Berzins – City of Aurora Council Member Ward 3, Mayor Coffman – City of Aurora, Steve Lundberg – owner of Legends, in-coming Ward 2 Council Member, Nikki Kolakowski – Eclectic Activation, Peter Lee – stakeholder/Aurora Asian Pacific Community Partnership, Scott Davenport – Heirloom Antique Mall, Liz Gardner – Xcel Energy/Partners in Energy programming for BID, Anel & Luis with La Cocina de Lucho, David Park – BB.Q Chicken, Colorado Times – Jo YeWon. We had 75 RSVPs via an event calendar invite, email and social media and about 46 attended.

Introductions: 11:07a.m. Call to Order by Garrett, established a quorum and introductions around the conference call.

**Disclosure of potential conflicts of interest**: None. The board members present noted for the record that they have financial interests in entities that own property within the boundaries of the Havana BID, are active in developing property within the boundaries of the District, or are employed by such entities, and that such interests may be affected from time to time by actions of the Havana BID's Boards of Directors. In accordance with state law, the Directors have filed written disclosures describing such potential conflicts of interest with the Secretary of State, and the Directors present verbally reaffirmed such disclosures on the record of this meeting. **The board established a quorum and made motions to approve the October 2021 Financials and Minutes.**

**Acceptance of the October 2021 Minutes:** No questions, ammendements, suggestions, or additions. Garrett moved to approve the October 2021 Minutes pending any substantive, formatting, and administrative changes without objections. Garrett moved to accept the minutes as approved as amended, Donovan seconded, all in favor non opposed. No nay votes. October 2021 Minutes were approved.

**Acceptance of the October 2021 Financials: Garrett shared that Chance shared the general ledger financials and those will be attached to the October 2021 Financials for today’s approval.** No additional questions, suggestions, or additions. Garrett asked for a moved to approve the October 2021 Financials pending any substantive, formatting, and administrative changes without objections**.** Garrett moved to accept the financials as approved as amended, Yuly seconded, all in favor non opposed. No nay votes. October 2021 financials were approved.

**Board Discussions**: **Motion to approve moving the BID/Board Reserves to ColoTrust or Csafe Account**

Garrett shared that the BID has a little over $200,000 in the Bank of the West account. The BID would like to propose moving those funds from our savings account with Bank of the West to a ColoTrust account, which is a low yield interest account that most special districts in Colorado utilize for their reserves. Chance shared the information about the two types of accounts, a ColoTrust and CSafe, with the board via email. Both accounts are **money market accounts.**Garrett asked, “Are there any questions?” Garrett shared that his recommendation was based on the BID’s CPA's recommendation to go with the ColoTrust account. He then motioned, without objection that the BID closes our account with Bank of the West, transfer the funds to a new ColoTrust account. Yuly seconded. No objections or comments. **The BID will transition their Bank of the West funds to a new ColoTrust account.**

**Motions to approve new BID Board Appointments:**

Kersten Hitchcock with Gary's Full-Service Auto Repair introduced herself and shared how she will continue to support the Havana Motor Mile tool program. Garrett asked, “Do you all have any questions for Kirsten before I make a motion?” None. Garrett shared that seeing none, he moved without objection that the Havana BID appoint Kerstin Hitchcock to represent Gary’s Full-Service Auto. Seconded by Donovan. No objections. Garrett congratulated Kerstin on joining the BID board.
Garrett then introduced Alexander Lee, as the designated elector for New Gate Reconstruction, Inc. Alex has been very active in the BID over the last couple of years and was incredibly active during the proposed ordinance to increase the minimum wage and supporting small businesses through the pandemic. He has also helped connect the District more with the Korean-owned businesses and stakeholders. Garrett asked, “Any questions about Alex from the Board members?” Seeing none, Garrett moved that we approve the appointment of Alexander Lee as the designated elector of New Gate Construction, without objection, is there a second? Seconded by Yuly. Garrett congratulated Alex for joining the BID board and move forward to city council.

Garrett then introduced Jennifer Dunn, as the designated elector for First Bank. Garrett shared that she was planning to join the call. Garrett shared that the BID is very proud to have First Bank as part of the Havana BID for several years with several representatives from First Bank. He also shared that Jennifer has been incredibly active in the BID and the City of Aurora. She will be a great addition to the Havana BID. **Garrett asked, “**Any questions about Jennifer?” **Garrett moved to** approve the nomination and appointment of Jennifer Dunn, representing First Bank of Aurora, without objection. Seconded by Matt. No oppositions.

Garrett directs Chance to work with Chad Argentar to get on the city council schedule. Chance shared we will be presenting to council fort the board appointments on December 13, 2021.

**Garrett motioned to adjourn the public meeting needed for a quorum at 11:16am. Seconded by John.** Following the board voting agenda items Chance shared a presentation and update with the stakeholders. Garrett shared that Chance has over 100 slides but plans on doing highlights of each slide so that the BID has more time for stakeholder announcements and discussions. Garrett advised the attendees to view the slides in depth on our website and social media.

**10:15 - 10:26: Annual Update Presentation**: Chance Horiuchi began the 2021 Annual Meeting PowerPoint Presentation and announced that the report and presentation slides were distributed to the attendees via email invite for the virtual public meeting and available on our website and calendar event for the meeting. The Annual Report PowerPoint presentation had 104 slides covering who we are, what a BID is, our boundaries, our branding, purpose, recruitment of board of directors, 2021 budget breakdown, 2022 budget breakdown, BID accomplishments, shared resources with Xcel Energy’s Partners in Energy programming, new developments in the BID, listed the open/closed businesses, shared over 65+ BID improvements and new businesses to the District, housing opportunities, hiring and job posting opportunities with the BID, Covid-19 Challenges, Covid-19 Recovery Support Efforts, statistics on our growth in sales tax and property values, business outreach programming, shared the before and after images of the District marker replacements and additions in the corridor (22 installs at 12 locations), examples of businesses giving back, homeless outreach, code enforcement and trespassing ordinance assistance, overview of the BID’s involvement in the equity vaccine clinics for our community and BID workforce (over 10,000 vaccines administered), a summary of the ART2C public art program, shared our opportunities with our community partners (Visit Aurora, Aurora TV, 5280 Magazine, City of Aurora, Diversity Procurement through the hospitals, Colorado Restaurant Foundation, Buckley Space Force, 460th Squadron, and many more), briefing on the Havana Motor Mile marketing, Havana Motor Mile Tool Incentive Workforce Program, explanation and timeline of the Havana Multi Modal Study, overview of the BID networking throughout 2021, Aurora Water Projects along the BID, our initiatives diversity procurement with the local hospitals, an overview of our updated 2021 virtual events & programming, and an overview of the proposed 2022 virtual events and programming to support the BID through the Covid-19 challenges. In 2022, the BID will continue to pivot its programming to support stakeholders with workforce, payroll, marketing, legal, accounting, and other challenges by connecting and partnering with organizations that offer funding, solutions, and resource opportunities. Chance shared that the **2021 Annual Meeting** **PowerPoint Presentation, Resources, & Report were on the On Havana Street website and would be resent out via our email list and newsletter.** She gave a 30-40 minute annual meeting presentation, and the remaining time was designated to a round table forum with the stakeholders. **43:46 - 43:48: Annual Presentation concluded.**

See the attached documents shared at the Annual Meeting:

* [**11 17 2021 Annual Meeting AGENDA**](https://onhavanastreet.com/wp-content/uploads/2020/12/11-17-2021-BID-BOD-AGENDA.pdf)
* [**2021 Update On Havana Street Presentation – ANNUAL MEETING**](https://onhavanastreet.com/wp-content/uploads/2020/12/2021-Update-On-Havana-Street-PP-ANNUAL-MEETING-11-17-2021-pdf.pdf)
* [**2022 Havana BID Operational Plan and Budget + 2021 Annual Report**](https://onhavanastreet.com/wp-content/uploads/2020/12/2022-Havana-BID-Operational-Plan-and-Budget-v-11.15.2021-pdf-1.pdf)
* [**2022 prelim BUDGET MESSAGE for the City of Aurora**](https://onhavanastreet.com/wp-content/uploads/2020/12/2022-prelim-BUDGET-MESSAGE-for-the-City-of-Aurora-submited-on-9.20.2021-pdf.pdf)
* [**Havana BID Roster 2021**](https://onhavanastreet.com/wp-content/uploads/2020/12/Havana-BID-Roster-2021.pdf)
* [**DRAFT 10 21 2021 Minutes BID BOD Meeting**](https://onhavanastreet.com/wp-content/uploads/2020/12/DRAFT-10-21-2021-Minutes-BID-BOD-Meeting-pdf.pdf)
* **Event Posting on website:** [**https://onhavanastreet.com/events/nov-17-2021-havana-bid-annual-meeting/**](https://onhavanastreet.com/events/nov-17-2021-havana-bid-annual-meeting/)
* **Blog Posting Post Meeting:** [**https://onhavanastreet.com/2021-annual-stakeholder-meeting-at-the-stampede/**](https://onhavanastreet.com/2021-annual-stakeholder-meeting-at-the-stampede/)
* **Watch the Virtual Presentation**[**here**](https://onhavanastreet-my.sharepoint.com/%3Av%3A/p/chance/EYUO3m-9S_tBrzox5uCGDssBUwT10aCu6gNHmYnBT7Nyfw?e=2giFxs)**. Annual Meeting Recording is also available by request due to size of file, Contact Chance at 720-788-8986 if you would like a copy of the recording.**

Garrett thanked you Chance for work goes into creating the slide show presentation. He also recognized her and her hard work and joking shared that he does not know how she manages her calendar. She is at all the events around to support the BID. He recognized her “absolutely invaluable piece of work.” He also shared that the BID board recognize at the September board budget meeting and voted to offer Chance a bonus and salary increase.

**Following the annual update presentation, we designated 30-45 minutes of the annual meeting to a DISCUSSION AND FEEDBACK FROM HAVANA BID STAKEHOLDERS. We asked stakeholders questions like: “What’s keeping you up at night? What would you like to see the BID do in 2022? How can the BID help your business? Any suggestions on how we can aid in the Covid-19 Recovery? What are your current challenges?”**

Garrett shared as the Chairman of the Business Advisory Board and the Havana BID, one of his “huge initiatives was to try and close the gap between the small business owner and the policy.” He shared that special districts being recognized in the Sentinel showed how important our District is to the community and local government. He shared that “we have made strides to less than that and now regularly involved in the process and decision making that impacts our business community. It is very important that the BAB, BID, and business community stay involved and have government leadership provide updates on policies and initiatives that are going on. In addition, he shared that “we also have an open call to City Council members, ask city council to attend our meetings, and encourage businesses to have more interaction with our policy makers. A huge part of the BID’s 14-year success has been our increased interaction with government. We had more interaction the past few years than all the 14 years. We see other communities in the county struggling.

46:47 - 46:52: The BID and our community is not run by corporations, but by “our neighbors, it's run by people that actually live-in community. People that are not wealthy… People that want to put food on the table.” The Havana BID helped to showcase our business and community stories. He also shared how the BID utilized the sharing of resources and through the federal government funds the BID helped to funnel monies to our community. He shared how the BID connected businesses with City Council members, and our mayor. Chance would spend hours and weeks to prepare the businesses for the interviews with city, state, and federal leaderships. She scheduled media calls with our businesses to tell their stories. During Covid closures Chance helped to organize the back-to-back calls with city government and local leaders to get testimonies and interviews with the policy and decision makers.  It was incredible to have a policy maker speak directly with the community and businesses. The policy makers and local leaders “could hear their concerns, what they didn't understand, what they need, listen to a unique perspective when trying to craft policy, and when to advocate for community.”

**Mayor Coffman Update/State of the City:** The Mayor thanked Chance and the board for their hard work and extraordinary efforts.
He shared how he grew up in Aurora and how the different retail areas helped support the economic growth of Aurora. (Mic cuts in and out) He shared that the BID is one of the economic centers or the commercial side of the city. He also shared how the many redevelopments rebirthed this area. He mentioned a recent shooting in Aurora near the corridor and his concerns. He also shared that he looks forward to more meetings to learn how to navigate out of these challenges. He shared more about how safety is a concern, and the media focuses on the crime and not the efforts that have been made to make this a safer city. He also shared that the new city council will be more business friendly. He is excited about the future of the city and would like to recreate the success of Havana in other areas of the city. He loves that he got to see this “area bounce back, come back, and thrive over the past 17 years.” He shared how difficult it can be to work with government and he will continue to help the BID engage with the new city council.

**APD Update**: Garrett shared that Chance mentioned in the presentation that the BID has begun tours with APD along the corridor and hosting round tables with stakeholders. He encouraged stakeholders and businesses in the corridor to engage with the APD academy when Chance sends out an email about the next tour in The District.  He shared “Try and attend those meetings. It completely changed my perspective to be able to sit down with the future of our police department and have them understand our challenges and learn more about our community. It was an opportunity for us to talk to them about community and do a Q&A. And we're really proud of our partnership with the police. APD have been incredible in the District. We face challenges, especially with Covid regarding policing at a policy/council level.

**Sergeant Tom Graham introduced Commander Carlson.** (Mic cuts in and out) Tom shared that camping has been down. He also shared that they have handled some calls on homelessness, but minor. There is now a District email and contact that goes to one PAR officer on duty. He also shared the business cards with the District. Commander Carlson shared that the city and APD approved overtime for the shopping districts. She shared that there will be more officers out at places like Gardens on Havana.

**Council Member Marsha Berzins:** She thanked the BID and been a part of Havana since 1979. She is also so proud of the changes in The District. She shared a special thank you to the founders of the BID like Gayle Jetchick and Paul Suss. She shared she is proud of the BID and that we have done a fantastic job. She also shared stories about the redevelopment of Buckingham and Argenta. She thanked the community and shared that she will still be around.

Chance gave out On Havana Street gift cards to the attendees. She selected random winners from the attendees in the RSVP list for the event. She shared that she would be going around the room to share the gift cards with the winners during the discussions.

**Stakeholders Announcements: Garrett asked the stakeholders to share any announcements or discussions.**

**Bruce Dalton – Visit Aurora:** He congratulated the BID on their success. He shared that Visit Aurora loves being a part of the BID and On Havana Street is a destination. He shared that they have a new program with credit card data and plan to share the information and resources with the BID for future marketing efforts.

**(mic cuts in and out) Scott Davenport – Heirlooms Antique Mall:**  He did not use a mic. He did share challenges with shoplifting with APD and Tom shared that he would connect with Scott afterwards to help address the shoplifting challenges.

**Mayor Coffman:** He shared there has been a rise in shoplifting. Some share that the shoplifting is organized and utilize other platforms like AMAZON and others to sell the goods right away. He is also working with different retail organizations to help prevent these types of crimes due to shoplifting.

**SBDC – Elena Vasconez:** Garrett shared how Elena and her team helped the BID tremendously through Covid. He shared that Elena Vasconez is with the Aurora South Metro Small Business Development Center and the Staff liaison for the City of Aurora’s Business Advisory Board. He shared how she was “absolutely instrumental in not only a lot of the Spanish language programs, but also helped our business community in attending the MANY SBA meetings/programming. She is the reason the BID could help and disseminate all the Covid relief funding information in a way that makes sense. In addition to helping share funding resources, training, workforce development opportunities she also helped our BID with lots of advice and counsel for small businesses. The BID thanked Elena for her efforts.

Chance asked other stakeholders if they wanted to promote or share anything. **Joel Boyd – Town Center of Aurora:** He shared how the TCA looks at the BID as a partner and look forward to collaborating. He thanked the BID for all they do. Chance also invited the BID to the Visit Aurora Annual Meeting on 11.18.2021. Bruce Dalton extended the invitation to the BID businesses. Chance ended with a thank you to all the attendees. Garrett introduced Jennifer Dunn virtually on the Go To Meeting platform. However, her mic was not working. She is the newly appointed BID board member. Garrett thanked all the attendees for coming. Annual Meeting Adjourned 16 minutes early at 12:14pm.

Other: No other BID business was conducted at this meeting. Last call for any other announcements: None.

Adjournment: There being no further business to come before the Board the meeting was adjourned at approximately 11:16 am and carried on with the Annual Update and Stakeholder Discussion from 11:17am-12:14pm. The foregoing minutes constitutes a true and correct copy of the minutes of the above-referenced meeting, as approved by the Board of Directors of the Havana Business Improvement District.

The next regular BID Board meeting is the Annual BID Budget Conference Call with Spencer Fane on December 9th, 2021, at 10am. The conference call will be hosted virtually on Go To Meeting using <https://global.gotomeeting.com/install/425389565> link. NEXT BID BOD meeting is in 2022. January 20, 2022 virtually on Go To Meeting at <https://global.gotomeeting.com/install/425389565> \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Board President