



	<p>MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ALAMEDA CORRIDOR BUSINESS IMPROVEMENT DISTRICT Held: Thursday, August 24, 2023, at 12:00PM, via zoom https://us02web.zoom.us/j/88337838037?pwd=YzFaWmhOOmY4c0ZtUESrMXJlQjVGOT09 Meeting ID: 883 3783 8037 Passcode: 760765 One tap mobile +17193594580</p>
Attendance	<p>The regular meeting of the Board of Directors of The Alameda Corridor Business Improvement District (ACBID) was called and held in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance: Board President Boyle Director Denny Director Estes-Alderman Director Williams Director de La Bruyère Director Westlund Also, present: Tom Quinn, Executive Director ACBID; Katie Faltys, ACBID Board City of Lakewood Liaison; Jeanine Maxey, AC President; Clare Johnson, AC Office Manager; Rachel Griffin, AC Director of Outreach; Annie Thompson, Boys and Girls Clubs; Tobin Truslow, Young Americans Center for Financial Education; David Green, Green and Associates.</p> <p>Absent: Director Shapiro</p>
Call to Order	<p>Board President Boyle called the regular meeting of the Board of Directors of the ACBID to order at approximately 12:01 PM.</p>
Public Comment	<p>No public comment</p>
Approval of Minutes	<p>The Board reviewed the draft minutes from the Board Meeting on May 25, 2023. After reviewing the minutes, and upon motion made, seconded, and unanimously carried, the Board accepted the minutes as presented.</p>
Financial Matters	<ul style="list-style-type: none"> • Review of July 31, 2023, financial report. <ul style="list-style-type: none"> ○ ED Quinn said that LRA funds of \$300,000 were received for blight remediation (reinvestment grants will come out of this money). ○ ED Quinn explained that bank accounts were consolidated for higher interest rates (through 1st Bank) ○ ED Quinn indicated that the travel and meeting expense is higher than 2022 because of the AC/ACBID Joint Retreat. ○ Property tax revenue is up almost 14% ○ ED Quinn noted that \$40,000 from the LRA (shown as grant revenue for accounting purposes) will be coming in soon. • Review of 2022 ACBID Audit Report <ul style="list-style-type: none"> ○ ACBID auditor, David Green with Green & Associates, LLC. ○ Mr. Green discussed the audit at a high level of the process.



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	<ul style="list-style-type: none"> ○ The audit received a “clean opinion,” David explained what steps he takes to come to this opinion. ○ Accounting policies in line with GAAP. ○ Mr. Green received all the assistance he needed from Sarah Hadsall and Tom Quinn, and the outside accountant. Everything went smoothly. ○ At the end of the year there was \$132k in cash, \$86k in assets. There is a fund balance of \$301,961 (fund balance went down mainly due to significant costs of landscaping). ● Resolution 2023-9, Approval of the 2022 ACDBID Annual Audit <ul style="list-style-type: none"> ○ The board discussed Resolution 2023-9 approving the 2022 ACBID Annual Audit and upon motion made, seconded, and unanimously carried, the Board accepted Resolution 2023-9.
<p>New Business</p>	<ul style="list-style-type: none"> ● Presentations <ul style="list-style-type: none"> ○ Jeffco Boys & Girls Club sponsorship by Annie Thompson. No questions were asked at the end of the presentation. ○ Young Americans Center for Financial Education sponsorship, by Tobin Truslow. No questions were asked at the end of the presentation. ● Resolutions Approving 2024 ACDBID Sponsorships. <ul style="list-style-type: none"> ○ Before resolutions were voted on Director Estes-Alderman asked that the money for these resolutions be earmarked for Lakewood. ED Quinn explained that this could be included in an amendment to the motion for both sponsorships. ○ Resolution 2023-10 Approving a \$25,000 sponsorship for the Jeffco Boys & Girls Club for 2024. The board discussed Resolution 2023-10 approving a \$25,000 sponsorship for the Jeffco Boys & Girls Club for 2024 and upon motion, with the amendment that “Funds for this sponsorship must be spent within the City of Lakewood,” seconded, and unanimously carried, the Board accepted Resolution 2023-10. ○ Resolution 2023-11 Approving a \$10,000 sponsorship for the Young Americans Center for Financial Education for 2024. The board discussed Resolution 2023-11 approving a \$10,000 sponsorship for the Young Americans Center for Financial Education for 2024 and upon motion, with the amendment that “Funds for this sponsorship must be spent within the City of Lakewood,” seconded, and unanimously carried, the Board accepted Resolution 2023-11. ● Discussion of Proposed 2024 ACBID Operating Plan and Budget <ul style="list-style-type: none"> ○ Tom Quinn had a few notes: corridor safety continues to be high priority (increased security grants program) – ED report discusses this. Not doing a lot with art (we do have a water themed artwork project with the city for storm drains – aluminum wraps). ○ Resolution 2023-12 Approving 2024 ACBID Operating Plan. The board discussed Resolution 2023-12 approving 2024 ACBID Operating Plan and upon motion, seconded, and unanimously carried, the Board adopted Resolution 2023-12. ○ ED Quinn discussed that the budget is always submitted estimating what the property tax revenues will be (it is year to date). Worst case prior year revenues are used is used in estimating the budget. For 2024 we used \$575k revenue, \$160k used for landscape maintenance – (final revenue estimate should be higher). Most likely will have to do an amended budget in November (based upon receiving estimated property taxes in August, that estimate hasn’t been received yet). No questions or comments. ○ Resolution 2023-13 Approving 2024 ACBID Budget. The board discussed Resolution 2023-12 approving 2024 ACBID Budget and upon motion, seconded, and unanimously carried, the Board adopted Resolution 2023-13. ● Approval of 2024 ACBID Board Meeting Dates: March 28, May 23, August 22, and November 21.



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	<ul style="list-style-type: none"> ○ The board discussed the 2024 ACBID Board meeting dates and upon motion, seconded, and unanimously approved the 2024 ACBID Board Meeting Dates.
President's Report	<ul style="list-style-type: none"> ● Continued concerns of crime along the Corridor. It's getting to be very costly for businesses. ● Crime is rampant along the whole Corridor – the amount of theft (armed robberies, shoplifting, etc.), more funding needed for police department
Executive Director's Report	<ul style="list-style-type: none"> ● ED Quinn started out explaining the BID investment and financial reserves policies are not in the ED report (not for approval today but taking comments until October 15, 2023, then will bring it back for the November meeting). ● Crime issue: have had two crime round tables, July was the most productive – ideas came out of this about how things could be done – especially in a need of a communication back to the concerned party/feedback loop). Another area is employee education (Target has a vigorous asset protection program) – discussing how to create a training program/written plan. ● ED Quinn had a productive discussion with Lakewood PD chief, and others – especially important for crimes to be reported. At the October AC meeting there will be presentations from Lakewood PD, and this will be video recorded. ● Landscape maintenance is an ongoing issue – things get stolen and broken (weeds big issue this year, due to all the rain). Working on education program for snow removal and landscape maintenance. ● Reinvestment grants application has been temporarily taken down for adjustments, will be put back up next week (already seeing an interest in these grants). ● ED Quinn opened for questions and Director Estes-Alderman voiced her concern for crime – really need to support business' security. Feel-good projects need to be put on hold until this is prioritized. ED Quinn agreed that more time at the November meeting could be devoted to these issues.
Annual Cyber Security Report and Discussion	<ul style="list-style-type: none"> ● We have this annual conversation to maintain our \$1 million in Cyber Security coverage. <ul style="list-style-type: none"> ○ Have very limited personal identifiable information stored in our computer system. ○ We use an outside accounting system and HubDoc for all bill payment and use the Liscio secure file sharing system to communicate with our accounting firm. ○ We have made progress in terms of the initial NetDiligence Quiet Audit Cyber Assessment by registering in CSD eRisk Hub in 2021 for updates, renewed NetDiligence Breach Plan Connect in August 2023, follow an “if in doubt delete” rule for all suspicious emails, regular monitoring, and updates by our computer maintenance contractor Denvermacs. ○ Next steps over the next 12 months: continue to improve Breach Response Plan in Breach Plan Connect, train new staff on cyber security plan and use of Breach Plan Connect, continue monthly review of cybersecurity updates through eRisk Hub (adjusting procedures as needed). ○ No comments were made
Outreach and Engagement Report	<ul style="list-style-type: none"> ● Rachel Griffin will give this report in November
City of Lakewood Economic Development Update	<ul style="list-style-type: none"> ● Katie Faltys, Lakewood ED, gave updates: <ul style="list-style-type: none"> ○ Discussed having purchased the Chalet Motel and the demolition of that property (this will be marketed to developers, and they can submit a request for proposal). Goal is it is Demo'd by the first snow. ○ May approved to do a revolving loan fund – should total about \$1 million (more info to come).



	<ul style="list-style-type: none"> ○ Grant program this year: eight signed up for the façade grant, one for the adaptive reuse and sadly no one for the safety and security grant.
Board Member Reports	None
General Business	None
Adjournment	Adjournment at approximately 1:36 PM

Clare Johnson, Secretary