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| | <p>MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ALAMEDA CORRIDOR BUSINESS IMPROVEMENT DISTRICT Held: Thursday, August 25, 2022, at 12:00PM, via zoom https://us02web.zoom.us/j/84270033649?pwd=dm5CSGtNYXgvWjBMTmN6QXBqa3Zydz09 Meeting ID: 842 7003 3649, Passcode: 746994 One tap mobile +1-669-900-6833</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 Estes-Alderman Director Denny Director Shapiro Director de La Bruyère Nominated ACBID Director Williams, MDC Realty Advisors - Lakewood City Commons Absent: Director Kim, Director Westlund Also, present: Tom Quinn, Executive Director ACBID. Robert Smith, City of Lakewood Economic Development Director, Nominated ACBID Board City Liaison Katie Faltys, City of Lakewood Economic Development. Rich Martinez, President, and CEO of Young Americans. Tobin Truslow, Vice President/Business Partnerships and Development of Young Americans. Carrie Zwanzig, Vice President of Grants and Contracts at the Boys & Girls Clubs of Metro Denver. Jeanine Maxey, Alameda Connects Director, and Lakewood Resident (arrived at 12:38PM). David Green, ACBID Auditor with Green & Associates, LLC. Sarah Hadsall, Assistant Executive Director ACBID.</p> |
| Call to Order | Board President Boyle called the regular meeting of the Board of Directors of the ACBID to order at approximately 12:06 PM. |
| Introductions | Board President Boyle allowed all present participants to introduce themselves. |
| Public Comment | Board President Boyle opened the meeting for public comment. There being no public comment, Board President Boyle closed the public comment period. |
| Approval of Minutes | The Board reviewed the draft minutes from the May 26, 2022, regular Board meeting. After review of the minutes, and upon motion made, seconded, and unanimously carried, the Board accepted the minutes as presented. |
| Financial Matters | <ul style="list-style-type: none"> • Review of July 31, 2022, financial report. <ul style="list-style-type: none"> ○ Executive Director (ED) Quinn noted that the Landscaping number of \$101,733 is for plant, tree and grass seed replacement. The amount will be reimbursed fully by the Lakewood Reinvestment Authority (LRA). • No further questions. |
| 2021 ACBID Audit Report with ACBID Auditor, David Green | <ul style="list-style-type: none"> • Presentation and Discussion <ul style="list-style-type: none"> ○ Director Estes-Alderman asked about Variance Favorable vs. Variance Unfavorable. Auditor Green clarified that the numbers indicate that ACBID spent more money than the 2021 Budget indicated but ACBID has the ability to |

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| | <p>reallocate funds as needed and the total expenditures were \$96,000 favorable, which indicates that ACBID underspent in 2021.</p> <ul style="list-style-type: none"> ○ Director Estes-Alderman asked for clarification on fluctuating assessed property tax rates year to year. Auditor Green explained that property tax collection can fluctuate from year to year based on the assessed values of property taxes and the mill levy calculation. |
| Resolution 2022-5 Approval of the 2021 ACBID Annual Audit | <p>The Board reviewed the 2021 ACBID Annual Audit. After review of the 2021 ACBID Annual Audit, and upon motion made, seconded, and unanimously carried, the Board accepted the audit as presented.</p> <p>Upon approval ACBID Auditor Green indicated that he would submit the 2021 ACBID Audit to the State of Colorado.</p> |
| Presidents Report | No Presidents Report |
| Executive Director Report | <ul style="list-style-type: none"> ● LMI Landscape management going well. Weekly monitoring by both ED Quinn and Assistant ED Hadsall. Weekly monitoring with ED Quinn, Lakewood Variable Employee, John Cobb and LMI Landscape Manager, Gregg Webster. |
| ACBID Cyber Security Update and Discussion | <p>ED Quinn detailed the lengths ACBID is protecting confidential information, documents, emails, computer systems/equipment and financial information. This discussion is important to retain ACBID's cyber security insurance coverage of \$1 Million.</p> <ul style="list-style-type: none"> ● Emails, communications, and documents are sent and shared using a protected email service called LISCIO. ● Sensitive documents and financial documents are shared and stored through a secure document system called Hubdoc ● Cyber Assessment in 2021 was conducted by a company called Net Diligence ● Steps taken from the Quiet Audit Cyber Assessment: <ul style="list-style-type: none"> ● Enroll in the CO. Special Districts E-Risk hub. This hub provides ACBID with updates on cyber security and ransom updates. ● Enrolled in the Net Diligence Breach Plan Connect in June 2022. This is a breach plan platform. This platform provides ACBID with a response plan that allows ACBID to follow if there should be a breach. ● Denver Mac company updates all office computers and provides computer protection. ● Over the next 12 months ACBID will: <ul style="list-style-type: none"> ● Continue to monitor the breach response plan and improve on it. ● Monthly review and adjustments from the E-Risk Hub. ● Adjust procedures as needed. |
| Outreach and Engagement | <ul style="list-style-type: none"> ● Weir Gulch Wadsworth Pedestrian Tunnel still in progress. The tunnel will have new security lighting, interactive colored lighting and a mural. This project is projected to be finished by October 2022. ● ACBID was awarded a \$12,000 grant from AARP to do a new concrete pad, bench, trash bin and ground mural at 5800 as well as ground murals at the seating areas at EasterSeals of CO and Alameda/Pierce. ● ACBID and EasterSeals reengaged partnership with Eaton Senior Communities to utilize Eaton Senior residents to volunteer at the new EasterSeals Community Center. |



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| Presentation by Jeffco Boys & Girls Club | Presentation and Discussion. |
| Presentation by Young Americans Financial Center | <p>Presentation and Discussion</p> <ul style="list-style-type: none"> • Director Estes-Alderman asked how many schools participate in the YA program and what are the reasons why schools do not participate in the YA program? Rich Martinez indicated that reasons vary but some of the reasons are because of school staff turnover and smaller schools rotate attending YA every other year. Tobin Truslow indicated that there are currently 17 schools enrolled in the program, 15 of them are from Lakewood. • Director Estes-Alderman asked if the ACBID money will be allocated only for the Lakewood YA Center. Rich Martinez indicated that the ACBID sponsorship will fund the Belmar location TV Center. |
| Resolution 2022-6 Approving a \$25,000 sponsorship for the Jeffco Boys & Girls Club for 2023 | The Board discussed Resolution 2022-6 Approving a \$25,000 sponsorship for the Jeffco Boys & Girls Club for 2023. After discussion and review of the 2023 \$25,000 Jeffco Boys & Girls Club sponsorship and upon motion made, seconded, and unanimously carried, the Board accepted the sponsorship as presented. |
| Resolution 2022-7 Approving a \$10,000 sponsorship for the Young Americans Center for Financial Education for 2023 | The Board discussed Resolution 2022-7 Approving a \$10,000 sponsorship for the Young Americans Financial Center for 2023. After discussion and review of the 2023 \$10,000 Young Americans Financial Center sponsorship and upon motion made, seconded, and unanimously carried, the Board accepted the sponsorship as presented. |
| Discussion of Proposed 2023 ACBID Operating Plan and Budget | <p>ED Quinn explained the process for approval:</p> <ul style="list-style-type: none"> • ACBID must submit the annual Operating Plan and Budget to the City of Lakewood by September 30th of each year • The approved plan and budget are reviewed by Lakewood City Council. • After Council approval ACBID submits the budget to the Colorado Department of Local Affairs by January 15th. • Revenue figures for property taxes are a projection. The official numbers from the county are not posted until after the Operating Plan and Budget has been approved. • Director Shapiro asked for clarification about the ending funds balance. ED Quinn indicated that ending fund balance is working capital and the ACBID annual budget always underspent. |
| Resolution 2022-8 Approving 2023 ACBID Operating Plan | The Board discussed Resolution 2022-8 Approving the 2023 ACBID Operating Plan. After discussion and review of the 2023 Operating Plan and upon motion made, seconded, and unanimously carried, the Board accepted the Operating Plan as presented. |
| Resolution 2022-9 Approving the 2023 ACBID Budget | The Board discussed Resolution 2022-9 Approving the 2023 ACBID Budget. After discussion and review of the 2023 Budget and upon motion made, seconded, and unanimously carried, the Board accepted the Budget as presented. |

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| <p>City of Lakewood Update report given by Lakewood ED Director Robert Smith</p> | <ul style="list-style-type: none"> • Lakewood Reinvestment Authority (LRA) update • The LRA Board has expanded and now has 15 members • LRA is dedicated to mitigating blight along the corridor. • Projects areas are formed in a 25-year increment captures. Alameda Corridor 1 is Sheridan to Allision. Alameda Corridor 2 is Belmar. Increment capture for Alameda Corridor 1 will expire in 2023. Alameda Corridor 2 will expire in 2025. • The LRA and ACBID will work together to figure out what the next couple of years will look like. |
| <p>Alameda Corridor Update by Lakewood ED Specialist Katie Faltys</p> | <ul style="list-style-type: none"> • Lakewood ED will start up Lunch and Chats again. Monthly industry leader lunches starting in September. • Lakewood ED will participate again in Denver Start up Week. Area industries are encouraged to register with Lakewood ED and attend as a group. |
| <p>Board Member Reports</p> | <p>None</p> |
| <p>General Business</p> | <p>None</p> |
| <p>Resolution 2022-10 Nomination appointing Ryan Williams for a term expiring June 30, 2025.</p> | <p>The Board discussed Resolution 2022-10 - Approving the Nomination Resolution appointing Ryan Williams to the ACBID Board of Directors. After discussion of the nominating resolution and upon motion made, seconded, and unanimously carried, the Board accepted the nomination as presented.</p> |
| <p>Resolution 2022-11 Nomination appointing Phil Shapiro for re-appointment to the ACBID Board of Directors for a term expiring June 30, 2025.</p> | <p>The Board discussed Resolution 2022-11 - Approving the Reappointment Resolution of Phil Shapiro to the ACBID Board of Directors. After discussion of the reappointment resolution and upon motion made, seconded, and unanimously carried, the Board accepted the reappointment as presented.</p> |
| <p>Resolution 2022-12 Nomination appointing Katie Faltys as the City of Lakewood and Lakewood Reinvestment Authority Liaison.</p> | <p>The Board discussed Resolution 2022-12 - Nominating Katie Faltys as the City of Lakewood and Lakewood Reinvestment Authority Liaison to the ACBID Board. After discussion of the nominating resolution and upon motion made, seconded, and unanimously carried, the Board accepted the nomination as presented.</p> |
| <p>Motion Approving 2023 ACBID Meeting Dates</p> | <p>The Board discussed the 2023 ACBID Board Meeting Schedule. After discussion of the 2023 ACBID Board Meeting Schedule and upon motion made, seconded, and unanimously carried, the Board accepted the schedule as presented.</p> |
| <p>ACBID Appointed Vice President Discussion</p> | <ul style="list-style-type: none"> • ED Quinn clarified that a Vice President role for ACBID would fill in as meeting leader in the absence of the ACBID Board President. • After discussion of nominating Ryan Williams as Vice President of the ACBID Board of Directors and upon motion made, seconded, and unanimously carried, the Board accepted the Vice President Nomination of Ryan Williams to the ACBID Board. This Vice |



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| | Presidency will be contingent upon the City of Lakewood City Council approving Ryan Williams to the ACBID Board. |
| Presentation from the Passions Project | Presentation and Discussion The Board discussed the presentation and proposal of additional funding of \$1750 to support the Passions Project. After discussion of the Passions Project Proposal and upon motion made, seconded, and unanimously carried, the Board accepted the additional funding as presented. |
| Adjournment | Adjournment at approximately 1:56PM |

Sarah Hadsall, Secretary