

Filing No. 06-694-__



WEST COLFAX BUSINESS IMPROVEMENT DISTRICT 2019 OPERATING PLAN

WCBID background

The West Colfax Business Improvement District (WCBID) was formed in 2006 as an outgrowth of the West Colfax planning process in order to implement the goals of the West Colfax Plan. The broadly supported plan sets out a vision for a revitalized West Colfax Avenue between Federal and Sheridan characterized by a pedestrian-friendly mixture of uses that continues to guide WCBID's objectives and activities.

Mission and Goals of WCBID

The West Colfax Business Improvement District revitalizes West Colfax Avenue as Denver's sustainable Main Street by:

- promoting large-scale investment through land assembly and sustainable redevelopment
- supporting and recruiting retail
- sponsoring improvements to the R-O-W that encourage pedestrian usage and multi-modal transportation

To achieve its mission, WCBID brings resources to West Colfax through:

- tax credits, incentives and rebates to increase business sustainability
- attracting investment in mixed-use development and amenities
- small business financing, licensing and Main Street code assistance
- market analysis, and
- targeted investments such as to the streetscape.

Leadership

WCBID is very fortunate to be led by its engaged, knowledgeable and active board, comprised of property owners on West Colfax Avenue. Working closely with this engaged and diverse board, the Director Dan Shah, in collaboration with a range of partners, develops strategies and provides the day-to-day implementation required to achieve the organization's mission of revitalizing the West Colfax corridor. The district is now in the second year of a three year plan for WCBID with goals, justification, relation to community support, planning efforts and earlier efforts, and an assessment of required supports to achieve the goal.

REAL ESTATE DEVELOPMENT AND LAND USE

Land Assembly and Development Promotion. These activities are intended to meet the challenge of redeveloping underutilized land characterized by limited depth and options for assembly, while also augmenting residential density through mixed-use.

- Partner with West Denver Restoration Initiative, to explore ways to address infrastructure, economic development and educational challenges facing Westside as a whole, including creating new financing tools.
- Undertake events promoting district and new development and businesses.
- Support rezoning & redevelopment to maximize density, high quality design and "rooftops" for retail.
- Assist with city or state entitlement and other approvals, including navigating Main Street code to ensure all lots can be redeveloped, to expand rehab and redevelopment opportunities on Colfax.
- Serve as a resource for prospective investors.
- Maintain database of comparable sales, track assembly opportunities, site information, and occupancy to assist developers identify promising developments.
- Provide resources to provide prospective developers with environmental assessments on historic gas station and drycleaner sites.
- Advocate for changes to zoning codes to preserve character of West Colfax and increase development viability.

ECONOMIC DEVELOPMENT

- Promote district through printed and other materials demonstrating growth and momentum, including print and web-based district business listing, and interactive map of services and other amenities.
- In order to recruit missing services and amenities with unmet demand identified in market research, expand technical and legal assistance as recruitment tool:
 - promote strategies to provide long-desired community amenities with equitable access to entire neighborhood
 - provide assistance directly for business licensing and Main Street Zoning
- Provide primary and secondary market research in support of retail neighborhood serving retail.
- Business support and advocacy strategy focused on improving profitability, appearance and appeal to customers, increased customer traffic and job creation for existing businesses.

MARKETING AND EVENTS

Promote WCBID, development and business activity to property and business owners, retailers, developers, and general public via:

- Social media (Facebook, Twitter, website) to highlight new projects, BID businesses, services and amenities.
- Direct, face-to-face contact with potential investors, business and property owners, and neighborhood organizations.
- Electronic newsletters (completing email list of businesses and property owners) and other correspondence to constituents.
- Businesses assistance social media promotion (e.g. Google+, Yelp).
- Building event schedule for spring, summer and fall/winter, with an eye toward locating events on Sloans development on completion of infrastructure work.

STREET

These strategies are designed to improve the street and streetscape in order to create an attractive, pedestrian friendly environment that will be conducive to retail growth and job creation.

- Build on wayfinding and transit amenity project to modify West Colfax to promote safe and easy pedestrian and cycle access between neighborhood amenities, retail and public transit as foundation for consumer-driven revitalization of the corridor.
- Use Engineering, Walk Audit and Re-imagine W Colfax design demonstration results to advocate for modifications to public R-O-W to improve safety, so walking and biking becomes more safe and appealing, enabling residents to rely on low-cost transportation and promoting greater use of district businesses, attracting new services and generating jobs.
- Advance plan with DPW, CDOT, OED and others to leverage funds to invest in permanent modifications to W Colfax based on design demonstration and other design work.
- Promote public safety and combat vagrancy and vice by engaging with police, residents, and businesses.
- Promote and help ensure shared vehicle, bicycle, and scooter use in West Colfax.

PUBLIC ART

Build district identity through these strategies:

- Include art in mobility project design.
- Expand graphic design approach for buildings/vacancies/street to unify corridor and reinforce district identity.
- Search out other funding and opportunities to add public art to West Colfax corridor and attract artists as tenants.
- Promote historic signage renovation. Work with other Colfax Denver districts to press for zone code amendments enabling creative signage in keeping with unique character of Colfax.

	<u>2017 Actuals</u>	<u>2018 Projections</u>	<u>2018 Budget</u>	<u>2019 Budget</u>
Beginning Year Unrestricted Fund Balances	\$ 188,145	\$ 206,638	\$ 165,864	\$ 194,475
Revenue				
<i>Operating Revenue</i>				
Assessment (net of 1% CCD fee)	\$ 159,501	\$ 159,093	\$ 161,459	\$ 144,843
Bank Interest/Rewards	\$ 230	\$ 6	\$ 50	\$ 230
Fee for service/grants	\$ -	\$ 15,400	\$ 13,500	\$ 15,000
Insurance payouts	\$ -	\$ 25,000	\$ -	\$ -
Event Income	\$ -	\$ -	\$ -	\$ 2,500
Multifamily or general grant contributions	\$ -	\$ -	\$ -	\$ 4,450
Subtotal operating	\$ 159,731	\$ 199,499	\$ 175,009	\$ 167,023
<i>Project Based Revenue</i>				
Arts & Signage Grants	\$ 3,238	\$ -	\$ -	\$ -
Mobility Grants	\$ 87,500	\$ 156,500	\$ 116,500	\$ 100,000
Pass through grants (BID as sponsor)	\$ -	\$ -	\$ -	\$ -
Subtotal project based	\$ 90,738	\$ 156,500	\$ 116,500	\$ 100,000
Total Revenue	\$ 250,469	\$ 355,999	\$ 291,509	\$ 267,023
Expenses				
<i>Operating Expenses</i>				
Accounting	\$ 560	\$ 800	\$ 2,500	\$ 600
Bank Fees	\$ -	\$ -	\$ -	\$ -
Business Support	\$ 2,226	\$ 10,209	\$ 10,210	\$ -
Charitable Contributions	\$ -	\$ 500	\$ 300	\$ 500
Contract Administrative Support	\$ 683	\$ 2,000	\$ 3,500	\$ 2,500
Design Guidelines/Engineering	\$ -	\$ 2,000	\$ 2,500	\$ 3,000
Dues	\$ 502	\$ 702	\$ 575	\$ 575
Events and Marketing / Business Support	\$ 4,246	\$ 3,000	\$ 4,800	\$ 5,800
ED Salary & Benefits	\$ 71,800	\$ 78,446	\$ 81,446	\$ 83,687
economic development alloc	\$ 17,950	\$ 18,724	\$ 20,361	\$ 20,921
administration alloc	\$ 3,983	\$ 4,179	\$ 6,990	\$ 2,000
Infrastructure Improvements	\$ 3,131	\$ 3,131	\$ 2,500	\$ 3,131
Insurance Premiums	\$ -	\$ -	\$ -	\$ -

Legal Advertising	\$	745	\$	745	\$	745	\$	745
Maintenance	\$	21,722	\$	40,000	\$	15,000	\$	18,000
Office Expenses	\$	1,369	\$	1,700	\$	2,500	\$	2,500
Printing	\$	-	\$	-	\$	550	\$	-
Rent	\$	7,500	\$	7,500	\$	7,500	\$	7,500
Training-travel-reimbursables	\$	1,680	\$	2,400	\$	2,400	\$	2,400
Subtotal operating	\$	138,097	\$	176,036	\$	164,383	\$	153,859
<i>Project Based Expenses</i>								
Arts & Signage Projects	\$	-	\$	10,626 *	\$	10,626	\$	13,164
Mobility Projects (multi-year)	\$	77,879	\$	169,000 *	\$	116,500	\$	100,000
Pass through projects (multi-year)	\$	16,000	\$	12,500 *	\$	-	\$	-
Subtotal project based	\$	93,879	\$	192,126	\$	127,126	\$	113,164
Total Expenditures	\$	231,976	\$	368,162	\$	291,509	\$	267,023
Temporarily Restricted Fund Transfers	\$	-	\$	-	\$	-	\$	-
Fund Transfer (TABOR 3% reserve)	\$	-	\$	-	\$	-	\$	-
Total Expenditures requiring allocation	\$	231,976	\$	368,162	\$	281,290	\$	267,023
Net Change in Funds Available	\$	18,493	\$	(12,163)	\$	-	\$	0
Ending Funds Available	\$	206,638	\$	194,475	\$	165,864	\$	194,475

Notes:

- Special Assessment method: \$0.1074 = 2018 level psf \$0.1288 = increased rate psf for 2019
- Restricted fund balance (TABOR) for 2019 \$4,590
- Board assigned balances for 2019 maintenance=\$20,889
capital improvements=\$55,000

West Colfax BID Operating Plan & Budget Supporting Materials

1. 2018 Year to date “budget to actual” financial reports. Please see Proposed 2019 budget with these reports.
2. Any materials departures from the 2018 Operating Plan, and an explanation WCBIID had no material departures from the 2016 Operating Plan.
3. A copy of your Public Notice publication for the 2019 Budget, SEE ATTACHED.
4. The status of any planned or outstanding indebtedness. The District has no outstanding debt and no plans for future debt acquisition at this time.
5. The results of any audits conducted during the year, if not already submitted. Please see ATTACHED.
6. A copy of the By-laws, if any, in effect in 2017/2018. Please see ATTACHED.
7. A list of official board actions (motions) in the past year. Please see ATTACHED.
8. Current list of all Board members. Please see ATTACHED.
9. Board members attendance records for the past year. Please see ATTACHED (with board actions.)
10. List of activities and involvement 2018.

Business Support and Recruitment

Technical assistance to property owners and businesses.

Updated info on Enterprise Zone credits and other incentive

BID member Happy Hour and meeting with preference voting on designs for intersection of Colfax & Federal as part of Over the Colfax Clover project (described under Capital Improvements).

BID member engagement to inform City plans for GO bond funded Colfax-crossing enhancements (described under Capital Improvements).

Offering new mural match grant program.

Maintenance

Program for landscape, shelter and sign maintenance.

Capital Improvements

As referenced, above we are working to ensure the GO bond funding for Colfax crossings that we helped to secure with the Colfax Collaborative (and also improved transit speed) are addressing district concerns.

We have also continued to advance our Kaiser Permanente-funded Over the Colfax Clover project to rebuild and redevelop Colfax & Federal to improve pedestrian and bicycle access and community connectivity in the area surrounding the intersection of Colfax and Federal. Working with an urban planner and engineers, we have developed several designs that community concerns, focus on making it an active living hub. **See attached.**

To better gauge community preferences for designs (including shorter term improved safety at 9 ramp crossings on the existing interchange), we held a design demonstration with hundreds of survey responses (**see attached images and results**). We also obtained direct input into preferred land uses that were incorporated into Blueprint Denver/Denverite's land use map. Affordable housing also emerged as a top priority that we plan to champion for any redevelopment, likely through a private public partnership.

Last we are coordinating our plans with the adjacent Master Planning for the Broncos' Stadium District.

More information at bit.ly/colfaxclover.

Obtained Xcel Energy Trust funding to add solar lighting to district-owned bus shelters (**see attached**).

Art

Offered match program to incentivize business investment in murals, while also installing well-received utility box murals installed and plans to paint district owned pedestrian poles.

Painted district-owned solar pedestrian light poles with mural designs.

Signage

Assisting in preservation of historic motel signage.

11. Any documented tangible impacts and performance measures that your BID provides and tracks.

District members participated in preference surveys and workshopping that shaped the Over the Colfax Clover project, including setting Community Priorities and participating in the June design demonstration referenced above. In addition, plans were developed with input from district members through an early happy hour for businesses and public meeting outreach, with dot voting on design preferences and concerns. The event, and subsequent outreach at a neighborhood festival and online yield hundreds of surveys gauging community preferences and priorities for a redesigned intersection, land use, and interim safety measure on the existing ramp infrastructure to increase pedestrian and bicycle safety (**see attached** images with results and images of event). This event, the media coverage surrounding it, and the ongoing engagement with elected officials and City administration have raised the profile for the project increased political support for undertaking the complex and expensive project. We are also looking to leverage that support for funding further long-term design and implementation of ramp interim measures.

District members participated in design sessions on GO bond funding for enhanced crossings of Colfax , resulting in consensus request to City from members to address their priorities by adding on-street parking and consider restricting left turns..

Sales Tax Collections. Sales tax collections have jumped with new business openings attracting patrons to the district 8%. This reflects a number of new businesses attracting patrons to the district offering more locally relevant retail and services.

Retail and other Business Openings. Momentum in investment and retail openings on West Colfax continued through the first 3 quarters of 2018. New businesses in the district include Brew Culture Coffee, Littleman Ice Creamery, and Goosetail Spaces. Another restaurant on the Sloans site, Cultura, is scheduled to open later this year.

Jobs. The District tracking of job created show 17 permanent net new jobs created within the district year to date, with gains from new businesses somewhat offset by car related business closures. Additionally, given the amount of new construction now underway, there were an estimated 160 temporary full time construction jobs created in the district, expected to last through 2018 and into 2019.

Average Rent Rates; Occupancy Rates and Vacant Square Footage. Commercial rent rates are now \$28-30 per square foot NNN. This price allows for a tenant improve allowance. With new business openings, occupancy rates currently now stand at less than 1% of commercial square footage, down from 9% in the prior year. The rate will likely decrease further with new activity and businesses slated to open and serve the neighborhood and surrounding areas.

Crime Statistics. As shown in the **ATTACHED** police statistics for the West Colfax corridor, overall crime reflects primarily slightly increased property related crimes over the period of

2016 to 2017. Consequently, we plan to continue to work with District 1, especially on crimes that affect people trying to access businesses and other area amenities.

The Denver Post, LLC

PUBLISHER'S AFFIDAVIT

**City and County of Denver)
State of Colorado)
)**

The undersigned **Nicole Maestas** being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of The Denver Post, LLC, publisher of *The Denver Post* and *Your Hub*.
2. *The Denver Post* and *Your Hub* are newspapers of general circulation that have been published continuously and without interruption for at least fifty-two weeks in Denver County and meet the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in *Your Hub* for Denver Downtown/East/West (including counties of Denver, Jefferson, Arapahoe, and Adams) on the following date(s):

September 27, 2018

Nicole Maestas
Signature

Subscribed and sworn to before me this 27 day of September, 2018.

Marlene Orozco
Notary Public

MARLENE OROZCO
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20024004414
MY COMMISSION EXPIRES 2/10/2019

(SEAL)

NOTICE AS TO PROPOSED BUDGET

NOTICE IS HEREBY GIVEN that the proposed budget for the ensuing year of 2019, has been submitted to the Bluebird Business Improvement District ("District"). Such proposed budget will be considered at the regular meeting of the Board of Directors of the District to be held at **10:30 a.m. on Tuesday, October 16th, 2018, at 3121 E. Colfax Ave, Denver, Colorado.**

Copies of such proposed budget for fiscal year 2019 are available for inspection by the public at the offices of the District, 3121 E. Colfax Ave, Denver, Colorado, and at www.bluebirddistrict.org. Any interested elector within the District may, at any time prior to the final adoption of the proposed budget for the ensuing year 2019, file or register any objections thereto.

Dated September 19, 2018

BLUEBIRD
BUSINESS IMPROVEMENT DISTRICT

By: /s/ Tom Secrist, Secretary/Treasurer

West Colfax Business Improvement District
Financial Statements

December 31, 2017

ACCOUNTANT'S COMPILATION REPORT

Board of Directors
West Colfax Business Improvement District

We have compiled the accompanying Balance Sheet/ Statement of Net Position as of December 31, 2017 and the related Statements of Revenues, Expenditures and Changes in Fund Balance/Statement of Activities for the year then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, we do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist the management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit the Management Discussion and Analysis and all of the disclosures required by accounting principles generally accepted in the United States of America. Accordingly, the accompanying financial statements are not intended to be used by readers who are not familiar with the District's financial affairs or informed about such matters that would be disclosed in complete financial statements.

Simmons & Wheeler P.C.

March 31, 2018

West Colfax Business Improvement District

BALANCE SHEET/STATEMENT OF NET POSITION
GOVERNMENTAL FUNDS

December 31, 2017

See Accountant's Compilation Report

	<u>General</u>	<u>Total</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
ASSETS				
Cash and investments	\$ 203,187	\$ 203,187	\$ -	\$ 203,187
Cash and investments - restricted	4,575	4,575	-	4,575
Receivable - County Treasurer	1,393	1,393	-	1,393
Assessment taxes receivable	161,459	161,459	-	161,459
Receivable - other	10,000	10,000	-	10,000
Capital assets, net of accumulated depreciation	<u>-</u>	<u>-</u>	<u>480,825</u>	<u>480,825</u>
Total Assets	<u>\$ 380,614</u>	<u>\$ 380,614</u>	<u>480,825</u>	<u>861,439</u>
 LIABILITIES				
Accounts payable	<u>\$ 12,517</u>	<u>\$ 12,517</u>	<u>-</u>	<u>12,517</u>
Total Liabilities	<u>12,517</u>	<u>12,517</u>	<u>-</u>	<u>12,517</u>
 DEFERRED INFLOWS OF RESOURCES				
Deferred assessment taxes	<u>161,459</u>	<u>161,459</u>	<u>-</u>	<u>161,459</u>
Total Deferred Inflows of Resources	<u>161,459</u>	<u>161,459</u>	<u>-</u>	<u>161,459</u>
 FUND BALANCES/NET POSITION				
Fund Balances:				
Restricted:				
Emergencies	4,575	4,575	(4,575)	-
Assigned:				
Maintenance reserve	20,888	20,888	(20,888)	-
Denver Foundation Co-op Grant	12,500	12,500	(12,500)	-
Business support	13,280	13,280	(13,280)	-
Capital projects	33,643	33,643	(33,643)	-
Unassigned	<u>121,752</u>	<u>121,752</u>	<u>(121,752)</u>	<u>-</u>
Total Fund Balances	<u>206,638</u>	<u>206,638</u>	<u>(206,638)</u>	<u>-</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 380,614</u>	<u>\$ 380,614</u>		
 Net Position:				
Net investment in capital assets			480,825	480,825
Restricted for:				
Emergencies			4,575	4,575
Unrestricted			<u>202,063</u>	<u>202,063</u>
Total Net Position			<u>\$ 687,463</u>	<u>\$ 687,463</u>

West Colfax Business Improvement District

STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES
GOVERNMENTAL FUNDS

For the Year Ended December 31, 2017

See Accountant's Compilation Report

	<u>General</u>	<u>Total</u>	<u>Adjustments</u>	<u>Statement of Activities</u>
EXPENDITURES				
Accounting	\$ 560	\$ 560	\$ -	\$ 560
Business Support	2,226	2,226	-	2,226
Improvement	3,983	3,983	-	3,983
Contract Labor	683	683	-	683
Dues	502	502	-	502
Event	4,246	4,246	-	4,246
Food Access regrant	16,000	16,000	-	16,000
Legal Advertising	745	745	-	745
Liability & Property insurance	3,131	3,131	-	3,131
Irrigation	1,093	1,093	-	1,093
Maintenance	20,629	20,629	-	20,629
Office Supplies-Equip	1,369	1,369	-	1,369
Payroll	89,750	89,750	-	89,750
Pedestrian Mobility	77,879	77,879	-	77,879
Reimb-Purchases-Travel-Training	1,680	1,680	-	1,680
Rent	7,500	7,500	-	7,500
Depreciation	-	-	42,689	42,689
Total Expenditures	231,976	231,976	42,689	274,665
PROGRAM REVENUES				
Mobility grant	87,500	87,500	-	87,500
Mural grant	3,238	3,238	-	3,238
Total Program Revenues	90,738	90,738	-	90,738
Net Program Income (Expenses)	(141,238)	(141,238)	(42,689)	(183,927)
GENERAL REVENUES				
Assessment taxes	159,501	159,501	-	159,501
Interest income	230	230	-	230
Total General Revenues	159,731	159,731	-	159,731
NET CHANGES IN FUND BALANCES	18,493	18,493	(18,493)	
CHANGE IN NET POSITION			(24,196)	(24,196)
FUND BALANCES/NET POSITION:				
BEGINNING OF YEAR	188,145	188,145	523,514	711,659
END OF YEAR	\$ 206,638	\$ 206,638	\$ 480,825	\$ 687,463

West Colfax Business Improvement District

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended December 31, 2017

See Accountant's Compilation Report

	<u>Final</u> <u>Budget</u>	<u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
REVENUES			
Assessment taxes	\$ 159,093	\$ 159,501	\$ 408
Grant fund business support	1,500	-	(1,500)
Mobility grant	75,000	87,500	12,500
Mural grant	-	3,238	3,238
Interest income	-	230	230
	<u>235,593</u>	<u>250,469</u>	<u>14,876</u>
EXPENDITURES			
Accounting	2,500	560	1,940
Business Support	15,210	2,226	12,984
Donations	300	-	300
Improvement	4,000	3,983	17
Contract Labor	3,000	683	2,317
Dues	575	502	73
Design Guidelines/Engineering	5,000	-	5,000
Event	4,800	4,246	554
Food Access regrant	-	16,000	(16,000)
Legal Advertising	550	745	(195)
Liability & Property insurance	2,500	3,131	(631)
Irrigation	-	1,093	(1,093)
Maintenance	19,590	20,629	(1,039)
Art and Signage Project	10,000	-	10,000
Office Supplies-Equip	2,500	1,369	1,131
Payroll	91,561	89,750	1,811
Pedestrian Mobility	95,800	77,879	17,921
Printing	300	-	300
Reimb-Purchases-Travel-Training	2,400	1,680	720
Rent	7,500	7,500	-
	<u>268,086</u>	<u>231,976</u>	<u>36,110</u>
NET CHANGE IN FUND BALANCE	(32,493)	18,493	50,986
FUND BALANCE:			
BEGINNING OF YEAR	<u>149,195</u>	<u>188,145</u>	<u>38,950</u>
END OF YEAR	<u>\$ 116,702</u>	<u>\$ 206,638</u>	<u>\$ 89,936</u>

WEST COLFAX BUSINESS IMPROVEMENT DISTRICT BY-LAWS

These By-Laws of the West Colfax Business Improvement District are adopted by the Board of Directors of the District pursuant to Title 31, Article 25, Part 12, Colorado Revised Statutes and Ordinance No. 06-598, City and County of Denver. In the event of a conflict between these By-Laws and either the State Statute or City Ordinance, the Statute and/or Ordinance shall govern.

ARTICLE I THE DISTRICT

Section 1. Name of the District. The name of the District shall be the "West Colfax Business Improvement District" (District).

Section 2. Office of the District. The office of the District shall be located within the boundaries of the District at such place as the Board of Directors from time to time, shall by resolution, determine.

Section 3. Boundaries of the District. The Service Area boundaries of the District are West 17th Avenue on the north, West 14th Avenue on the south, Federal Blvd. on the east and Sheridan Avenue on the west. The boundaries of the District include any taxable real and personal property located within the Service Area, which is not classified for tax purposes as either residential or agricultural. Such residential and agricultural property located within the Service Area is not located within the District until such time as such property changes classification. A map of the Service Area boundaries and the approximate District boundaries is maintained in the office of the District.

ARTICLE II OFFICERS

Section 1. Election of Officers and Terms. The officers of the District shall be a President, Vice President, Secretary and Treasurer who shall be elected from among the members of the Board at the first regular meeting of the fiscal year, or as soon thereafter as the Board of Directors may determine. The office of Secretary and Treasurer may be filled by one person.. Officers shall serve for a term of one year or until their successors are duly elected. The Board shall serve at the pleasure of the governing municipality.

Section 2. President. The President of the District shall preside at all meetings of the District; shall have such other duties as the Board may direct; and, shall have general supervision over the business and affairs of the District, as well as be responsible for day to day operations. The President shall provide direction to personnel/contract staff for the District, and be available to such persons as needed for guidance and approval of operational activities. The President can assign various duties as she/he see fit to hired consultants/employee's of the District to help with the day-to-day functions of the District. The President. shall preside over all meetings of the

District.

Section 3. Vice President. The Vice President shall preside over all meetings of the District in the absence of the President or in any event of his/her inability or refusal to act and shall have the powers and perform the duties of the President in the event the office of President is vacant or in the temporary absence of the President.

Section 4. Secretary. The Secretary shall act as Secretary of the meetings of the District, shall record all votes, keep a record of the proceedings of the District, maintain a record of all resolutions adopted by the District, and perform all duties incident of this office. The Secretary shall keep in safe custody the seal of the District and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the District.

Section 5. Treasurer. The Treasurer shall take care and have custody of the funds and financial records of the District, and shall deposit District funds in such bank or banks as the District may select. The Board may also, as they see fit, engage the services of an accountant to assist with the financial duties of the District.

Section 6. Additional Duties. The officers shall, from time to time, perform additional duties as assigned by resolution or the President of the Board. The primary function of the Board, with the exception of the duties assigned in these By-Laws, is to determine policy for the District. The board can assign varies duties as they see fit to hired consultants/employee's of the District to help with the day-to-day functions of the District.

Section 7. Vacancies. Should any officer position become vacant, such vacancy shall be filled, for the remainder of the unexpired term, by a qualified candidate who has been appointed by the Mayor of the City and County of Denver and confirmed by ordinance.

Section 8. Expenses. Members shall receive no compensation for services but may be reimbursed for expensed incurred on behalf of the District pursuant to authorization by the President.

Section 9. Staffing. The District may employ personnel, or contract personnel, as necessary to perform the functions of the District. Such persons shall be appointed by the Board, and serve at the pleasure of the Board. Selection and compensation shall be determined by the Board. A committee may be formed to interview and make recommendations regarding the hiring of personnel if the Board desires

ARTICLE III MEETINGS AND CONDUCT

Section 1. Meetings. At the first meeting of the fiscal year, the Board shall determine the schedule for the regular meetings for the remainder of the year, including the time and location of the meetings and the posting place for such meetings. Special meetings can be called as deemed necessary and by the provisions in these By-Laws and in accordance with state statute.

Section 2. Special Meetings. The President, or any two members of the Board, may call a special meeting when determined necessary or expedient. At least 24 hours' notice must be given for a Special Meeting.

Section 3. Quorum. At all meetings of the Board, a quorum must be present for the Board to take District action and set policy. A quorum is comprised of three members, if all Board seats are filled. If vacancies exist, a majority constitutes a quorum, but must be no less than two members at any time. When a quorum is in attendance, action may be taken by the District upon affirmative vote of the majority of the Director's present. Directors may be in attendance in person or by telephone, but physical presence is necessary for the purposes of achieving a quorum.

Section 4. Manner of Voting. Voting shall be called for after a motion has been made and seconded, and any desired discussion taken place. All nay votes and abstentions shall be recorded by Director name in the minutes. All Directors are entitled to vote, including the Board President. Voting by proxy is not permitted.

Section 5. Conflict of Interest. Board members are required to disclose any potential conflicts of interest in any transaction before the Board. In the case where Board action will promote financial gain of individual Board Members, Members must disclose their financial involvement and abstain from voting on such motion or attempting to include any of the contracting parties in such transaction.

Section 6. Open Meetings. All meetings of the Board of Directors shall be open to the public, pursuant to C.R.S. Section 24-6-402. The Board may go into executive session, as permitted under 24-6-402 by a vote of two-thirds of the quorum of the Board members in attendance.

The Board shall take no action during an executive session, and will only hold them pursuant to the criteria listed in C.R.S. Section 24-6-402.

Section 7. Resolutions. The Board shall act pursuant to either resolution or motion. Resolutions shall be used for all actions of a general or permanent nature. Motions may be used for acts of a temporary character or statements of general policy. All resolutions shall be in writing, recorded and authenticated by the signature of the Secretary, and shall be kept on file in the District offices. All motions shall be set forth in the minutes of the District. Resolutions and motions shall be effective immediately unless otherwise stated.

ARTICLE IV FISCAL MATTERS

Section 1. Fiscal Year. The fiscal year of the District shall be the same as a calendar year.

Section 2. Checks and Financial Controls. District shall impose such financial controls and restrictions on check signing authority as the Board of Directors from time to time, shall

by resolution, determine.

Section 3. Execution of Instruments. The Board of Directors may authorize an officer, employee, or any other agent of the District to enter into any contract or execute and deliver any instrument in the name of and on behalf of the District. Any such authorization shall specify the particular contract or instrument, or the category of contracts of instruments, authorized to be so executed.

The Treasurer or Designee shall have the care and custody of all funds of the District and shall deposit same in the name of the District in such bank or banks as the District may select.

Section 4. Loans. No loan or advance shall be contracted on behalf of the District, and no note, bond or other evidence of indebtedness shall be executed or delivered in its name, except as may be authorized by the Board of Directors.

ARTICLE V AMENDMENTS

These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by the District at any regular meeting or special meeting of the District by affirmative vote of the majority of Directors.

ARTICLE VI INDEMNIFICATION

Section 1. Indemnification. The District shall indemnify any Director, officer, employee or former Director, officer or employee of the District, against any expenses actually and reasonably incurred by him or her in connection with the defense of any action, suit or proceeding, or for any loss or claim resulting from any such action, suit or proceeding, in which he or she is made a party by reason of being or having been a Director, officer, or employee including any matter as to which he or she is adjudged in such action, suit or proceeding, to be liable for negligence in the performance of his or her duty to the District, so long as such Director, officer or employee (past or present) conducted himself or herself in good faith and either in the best interest of the District or at least not opposed to the District's best interest. Such indemnification shall not extend to criminal acts that the Director, officer or employee knows or should have known were illegal.

Section 2. Insurance. The District is authorized to obtain such policy or policies of insurance for the purpose of providing such indemnification of the Directors, officers, and employees of the District and for other purposes as needs may arise.

Section 3. No Waiver. The indemnification provided for under this article does not constitute a

waiver, either partial, or complete, or any immunities or limitations on judgments applicable to the District or any of its Directors, officers, or employees and provided for by law or otherwise.

ARTICLE VII
RULES OF ORDER/PROCEDURES

In the absences of rules governing points of procedure of the meetings and actions of the Board of Directors of the District, the latest revised edition of "Roberts Rules of Order" shall govern the actions of the Board.

Adopted on February 9, 2016

WCBID Board Actions & Attendance 2018

January

In attendance: Cameron Bertron, Dennis Gonzalez and Rene Doubleday

Approved December minutes and financials.

Designated Notice Posting Location at 3275 W 14th Ave, Denver, CO 80204

Approved slate of officers (current officers):

President-Cameron Bertron

Secretary-Rene Doubleday

Treasurer-Dennis Gonzalez

Authorized Front Range Services contract for Landscaping and District Maintenance (same pricing terms as 2017 as shown in attached Exhibits and last year's costs)

Approved a \$2500 salary bonus plus an additional \$5,000 performance bonus for Executive Director in recognition of Dan Shah's work procuring substantial additional funding for the District.

February 13

In attendance: Cameron Bertron, Dennis Gonzalez, Win King, and Rene Doubleday

Approved January minutes and financials.

Authorized:

- a. Simmons & Wheeler contract for compiled financials with CPA board interview: not to exceed \$800
- b. Denver Streets Partnership MOU, with opt-in provision for adding WCBID to DSP letters/positions/press releases

March 13

In attendance: Cameron Bertron, Dennis Gonzalez and Win King

Approved February minutes and financials.

Authorized:

- a. Full OTCC Kaiser Phase II Project Team Contracts for January 1, 2018- March 31, 2020: Amendments for WalkDenver for \$33,055.56, Critter Thompson Consulting for \$27,388.89, and Michael Baker International for \$30,000

- b. OTCC Stipend Agreements/Amendments: compensation not-to-exceed \$500 for 2018

April 10th

In attendance: Rene Doubleday, Win King, Cameron Bertron, Dennis Gonzales, Tom Defrancia.

Approved March minutes and financials

Authorized:

- a. Dan Shah to move forward with the solar lighting of the RTD bus shelters and to enter into contracts in an amount not to exceed \$48,000 under Xcel Renewable Energy Trust grant, with the understanding that additional funds may be needed.
- b. Del Norte Fiscal Sponsorship Addendum--\$200,000 for Kaiser Grant implementation Phase with \$2500 fiscal sponsor fee.
- c. Michelle Brown-not to exceed \$700—color by numbers mural, inclusive of materials under Kaiser Permanent Active Living Grant for the June 3rd Over-the-Colfax-Clover public event.
- d. Chance Multimedia-event videography and post-production-not-to-exceed \$3,000 under Kaiser Permanent Active Living Grant, as for event.
- e. OTAK-not to exceed \$16,500-for further urban planning design development under the Kaiser Permanent grant.
- f. Colorado Barricade-not-to-exceed \$800 for event traffic control under Kaiser Permanent grant.

May 8th

In attendance: Rene Doubleday, Dennis Gonzalez, Win King, Cameron Bertron, Tom DiFrancia.

Approved April minutes and financials.

Authorized contracts for design demonstration event:

- a. Colorado Barricade OTCC event traffic control (revision based on city request for additional equipment) not to exceed \$1050—under Kaiser Permanente Active Living grant
- b. Michelle Brown additional \$1150 inclusive of materials for painting of OTCC row of houses element-- under Kaiser grant
- c. Jyemo Club: \$1200 for event music--- under Kaiser grant
- d. Benson Tent Rent \$1264.07 for event-- under Kaiser grant

Authorized Dan Shah to contract for security services not to exceed \$900.

Approved sponsorships to increase exposure for the district projects:

1. Jamming on the Jetty: \$200 to table at July event being sponsored by SLCG
2. Servicios de la Raza: \$300-500

Motion: Cameron made a motion to approve both sponsorships: \$200 for Jamming on the Jetty and an amount not-to-exceed \$500 for Servicios de la Raza. Rene seconded. Motion passed unanimously.

June 12

In attendance: Cameron Bertron, Dennis Gonzalez, Rene Doubleday and Win King.

Approved May minutes.

Authorized:

- a. WSP consulting on BUILD grant application for design work for reconfiguration of Colfax & Federal interchange, not to exceed \$9,000 (upper estimate for work on application in conjunction with Denver, for \$300-500,000 planning grant due 7/21). Funds from Kaiser Active Living grant.
- b. Dan Shah to negotiate and enter into a contract with Michael Baker International design work for ramp crossing enhancements not to exceed \$20,000, contingent on award of additional funding.

Approved resolution for district to assume responsibility for maintenance of a mural on the Federal bridge over Colfax and restoration of the bridge to its previous condition if the mural is eventually removed in the amount of \$3,000.

July

No meeting.

August 14

In attendance: Rene Doubleday, Win King, Dennis Gonzalez, Cameron Bertron, Tom DiFrancia

Approved June minutes and May & July financials.

Authorized contracts with:

- a. Michael Baker International: on call consult for advice & review crossing designs based on hourly rates, not to exceed \$2500
- b. Lynda Seele Assessment Services: not to exceed \$500
- c. Haul away of median sculpture (that was damaged) by Demiurge Design-\$3680 (site labor, rigging/traffic control+transport+telehandler forklift rental)-presumably covered by insurance (claim submission pending full estimate for restoration and re-installation)
- d. Charles Krausz-\$6200 for 11 solar light pole murals

Approved district funding of murals on private property in the district at a 1-1 contribution to owner funds, capped at \$4000 per mural.

September 18

In attendance: Rene Doubleday, Win King, Dennis Gonzalez, Cameron Bertron, Tom DiFrancia

Approved draft 2019 budget & increased rate of assessment at .1288 per square foot

Passed Preliminary 2019 Assessment Resolution setting Oct. 16th for board & public hearing

Authorized contracts:

- a. Additional not-to-exceed authorization not-to-exceed \$7,662 for Solmotiv Contract based on battery box costs
- b. Restoration of median sculpture by Demiurge Design- \$38,600 - covered by insurance less depreciation
- c. Urban Planning & Traffic Engineering (transitioning from Otak because of need for expanded services included traffic engineering) through March 31, 2019, for OTCC project not-to-exceed \$15,000 (under Kaiser grant) with firm selected by Dan Shah after vetting proposals
- d. Critter Thompson Consulting contract amendment for additional planning scope through March 31, 2018 (from gap between budget and Otak contract amount, from Kaiser budget): not-to-exceed \$3,500
- e. Michael Baker Int'l for additional services through March 31, 2019, arising from extra work on design demonstration not-to-exceed \$5,000

Dan Shah, Executive Director (District Management) Director of Economic Development West Colfax BID 4500 West Colfax 80204	M C F E	303.623.3232 303.931.8680 303.951-3484 dshah@westcolfaxbid.org
Tom Defrancia Property: Alamo Drafthouse Cinema Thomas DeFrancia 2605 4th street Boulder, CO 80304 Term Expires: 10/3/20	W C E	303-589-4409 tommydef@drafthouse.com
Dennis Gonzalez, Treasurer Property Owner 4253 Stuart Street Denver, CO 80212 Term Expires: 10/3/17 [renewal in progress as of 12.31.17]	W H E	303-968-4678 720-294-9525 iamgonzoman@gmail.com
Win King Property Owner, 3610west.com & King Commercial Properties 14390 Foothills Raod Golden, CO 80401 Term Expires: 10/3/18	W C E	303- 877-5889 same kingcommercialre@gmail.com
Cameron Bertron, President EnviroFinance Group, LLC (master developer for Anthony's) & Affiliated Companies 475 17th Street, Suite 1330 Denver, CO 80202 Term Expires: 10/3/19	W C E	303 996-0840 720- 201-7248 cbertron@efg-bp.com
Rene Doubleday Secretary Thinkgenerator & Littleman Ice Cream 3725 Meade St Denver, CO 80211 Term Expires: 10/3/18	C W E	303-884-8158 same rene@thinkgenerator.com
Angela Varela, Administrative Assistant 1340 Utica Street Denver, CO 80204	W C E	303-623-9244 303-885-4663 angelavarela@q.com
Diane Wheeler, Auditor Simmons & Wheeler, PC 304 Inverness Way South, Suite 490 Englewood, CO 80112	W C E	303-689-0833 Cell 303-981-0386 diane@simmonswheeler.com

WEST COLFAX BUSINESS IMPROVEMENT DISTRICT
City and County of Denver,

Minutes – No

Revised Sept, 2017

Colorado

Date Formed:

September 15, 2006
Ordinance 598, Series of 2006

Employer Identification No.:

35-2284356

Sales Tax Identification No.:

98-18430-0000

PDPA Number

100086005101

Term Limits Eliminated:

De-Tabored:

REGULAR MEETINGS: Second Tuesday of every month, 4:30 P.M. at 3275 West 14th Ave, #202 ,
Denver, CO

DESIGNATED POSTING PLACE: District Offices, 3275 West 14th Ave, #202 Denver, CO

At-Grade: Bicycle Circulation



Proposed Enhanced Bikeways - West Colfax BID

- Separated Bikeways (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Shared Roadway (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Protected Bikeway (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Existing Bikeways (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Future Development Area

Proposed Enhanced Bikeways - Denver Moves

- Separated Bikeways (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Protected Bikeways (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Shared Roadway (Blue Lane, Shared Bikeway, Buffered Bike Lane)
- Existing Bikeways (Blue Lane, Shared Bikeway, Buffered Bike Lane)

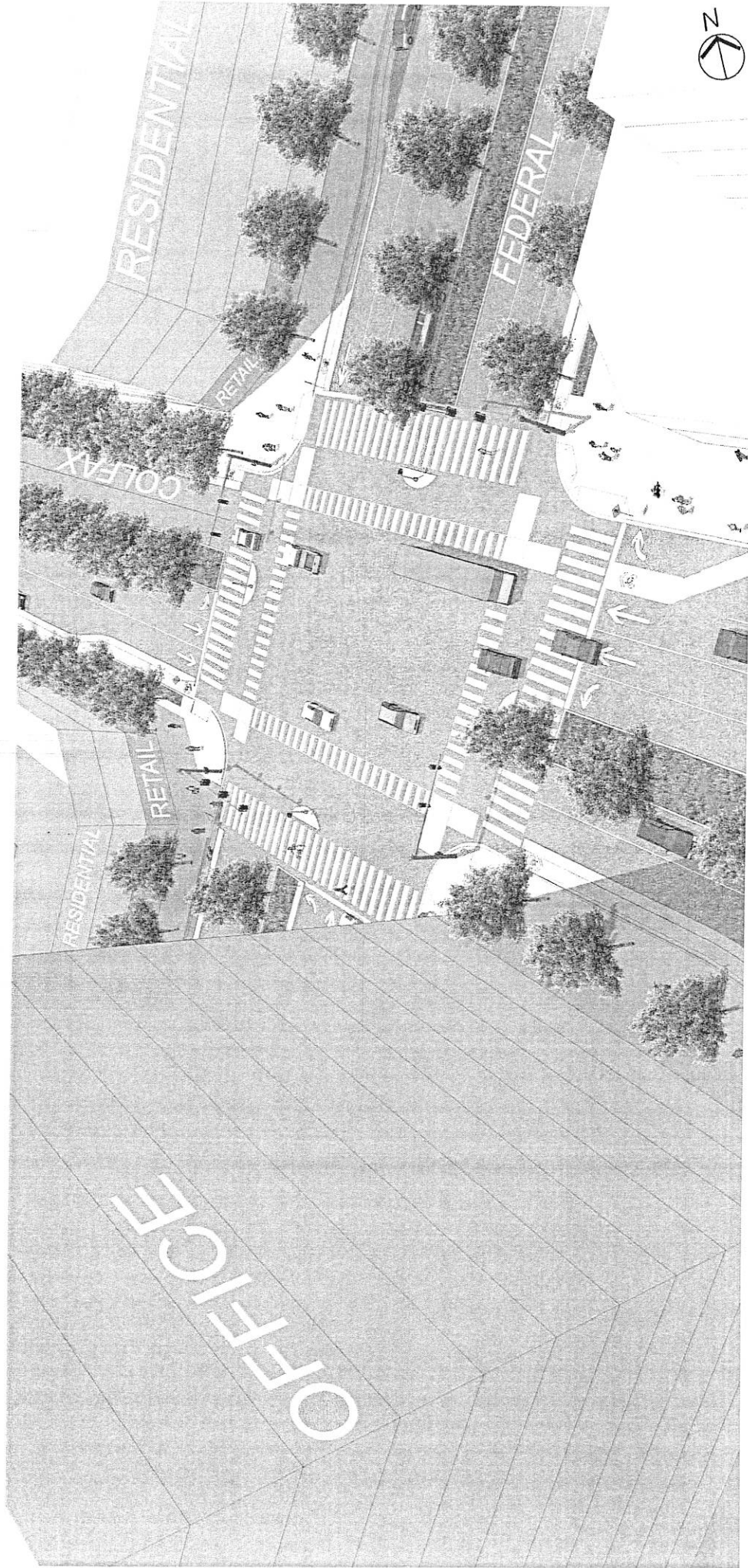
RTD LIGHT RAIL STATION

B B-CYCLE STATION

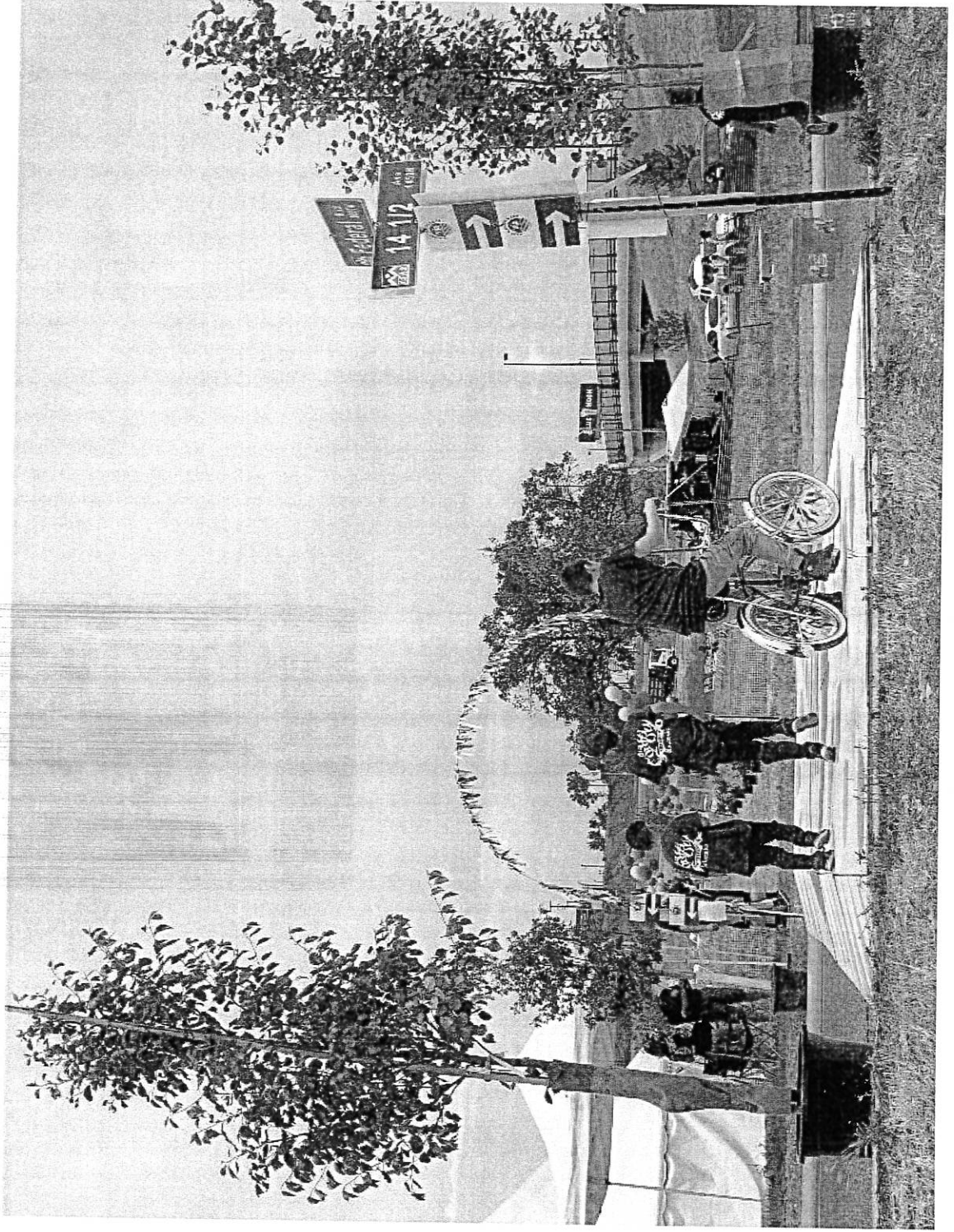
Legend:

- Red Line: Separated Bikeway
- Blue Line: Shared Roadway
- Green Line: Protected Bikeway
- Grey Line: Existing Bikeway

At-Grade Concept

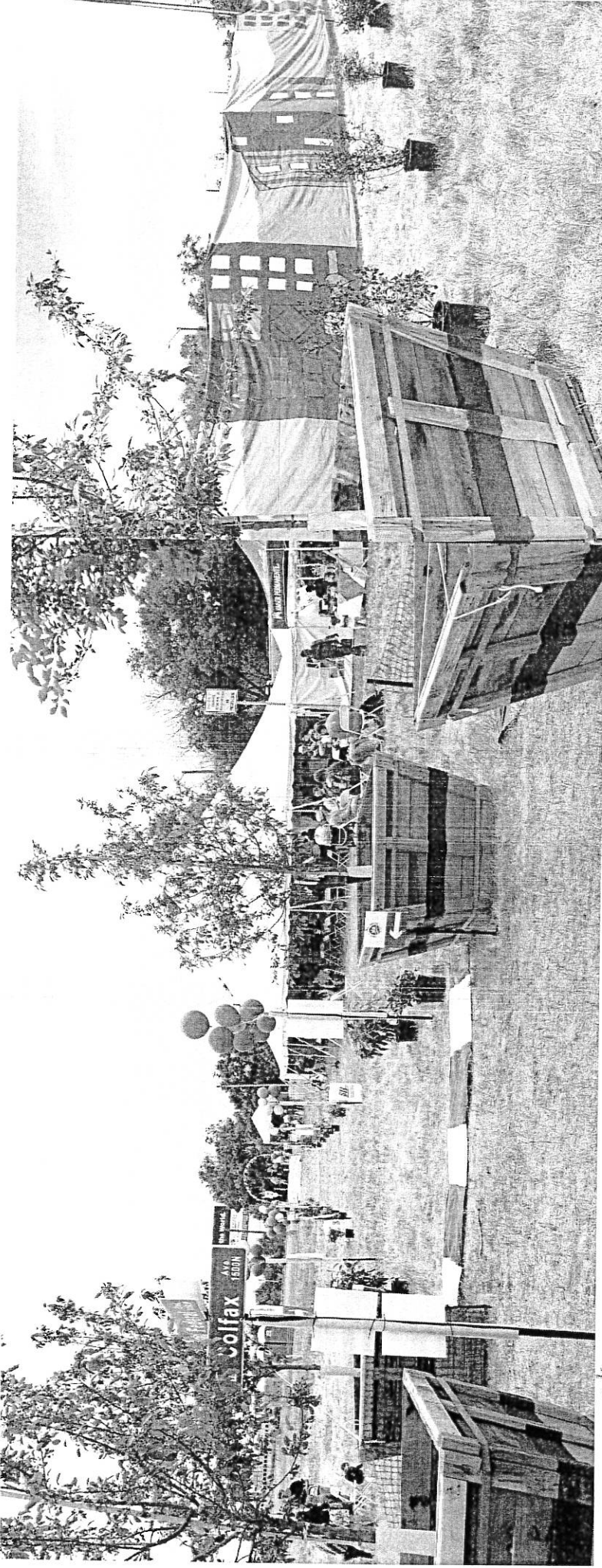
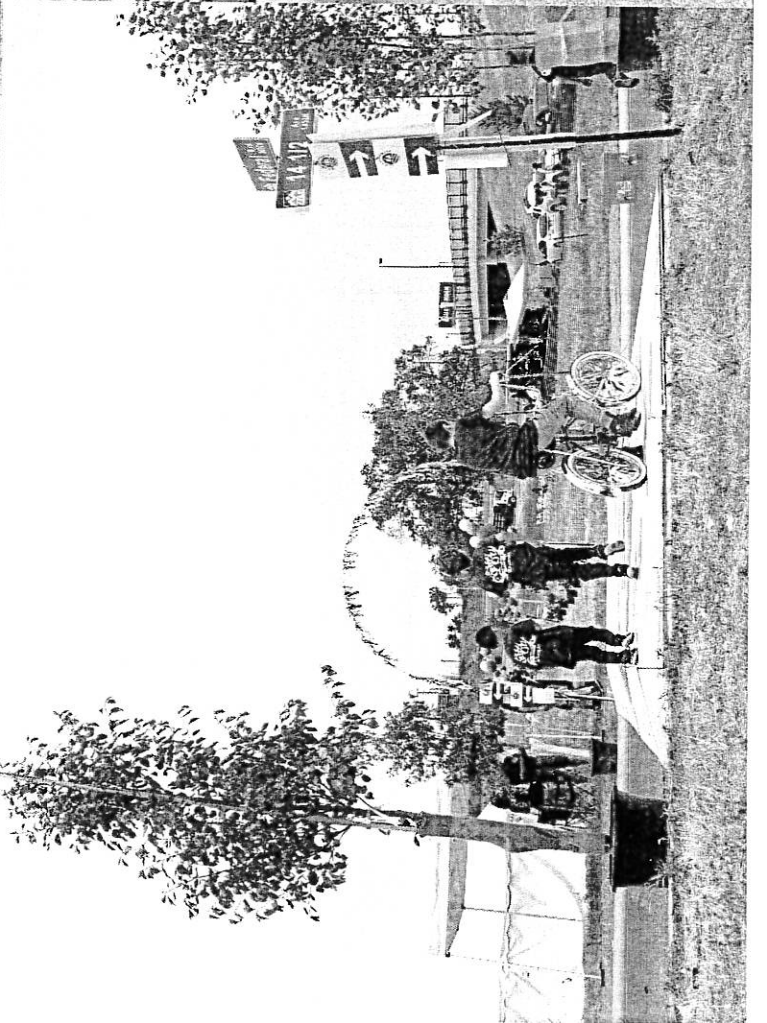


Design Demonstration



City As Play Exercise





OVER THE CLOVER DESIGN DEMONSTRATION

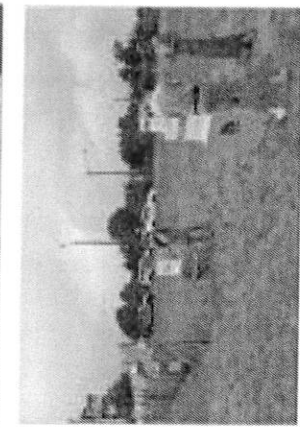
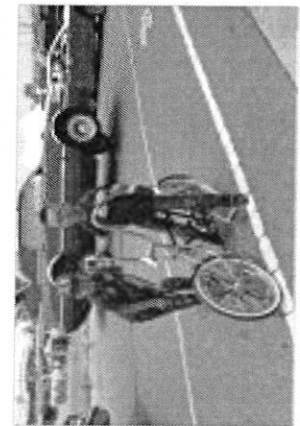
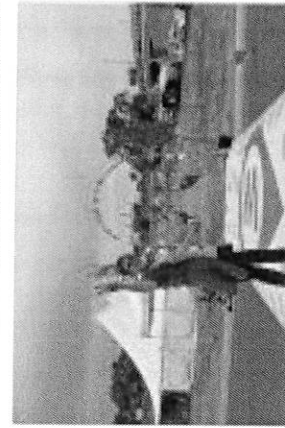
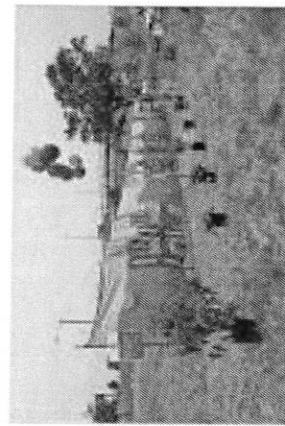
On Sunday June 3, in the first of its kind nationally, community members took over the southwest corner of Colfax and Federal (the "cloverleaf" interchange) to create a pop-up neighborhood. Temporary installations showcased the community's vision for how this space, currently a highway-style interchange, could better connect the surrounding areas and offer community services and amenities to support healthy, active living.



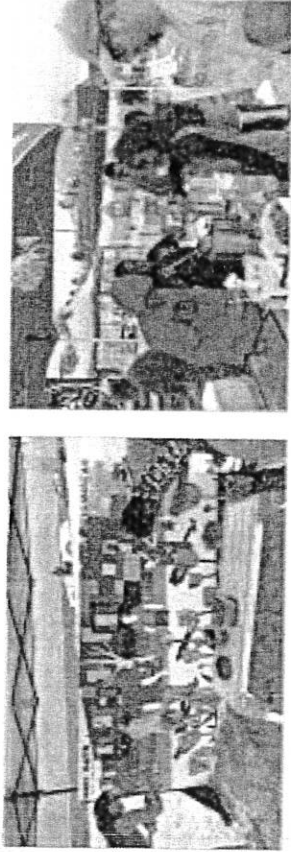
ABOUT THE EVENT

TO TEST COMMUNITY PREFERENCES FOR LAND USE IN A REBUILT AND REDEVELOPED INTERSECTION, THE EVENT INCLUDED:

- 1 Renderings of possible future redesigns of the Colfax and Federal intersection with a photo gallery of historic images of West Colfax and contemporary pictures taken by people who live and work along Federal Boulevard today.
- 2 Rendering of potential and use typologies based on Blueprint Denver.
- 3 A 150-foot-long mural showing the types of housing that could be built in the area
- 4 Examples of bicycle- and pedestrian-friendly street designs, including colorful, raised crosswalks and a "low-rider" parking-protected bike lane, with classic "cruiser" cars filling the parking spots
- 5 Natural open space, with interactive displays where people can share their vision for the future of Colfax and Federal



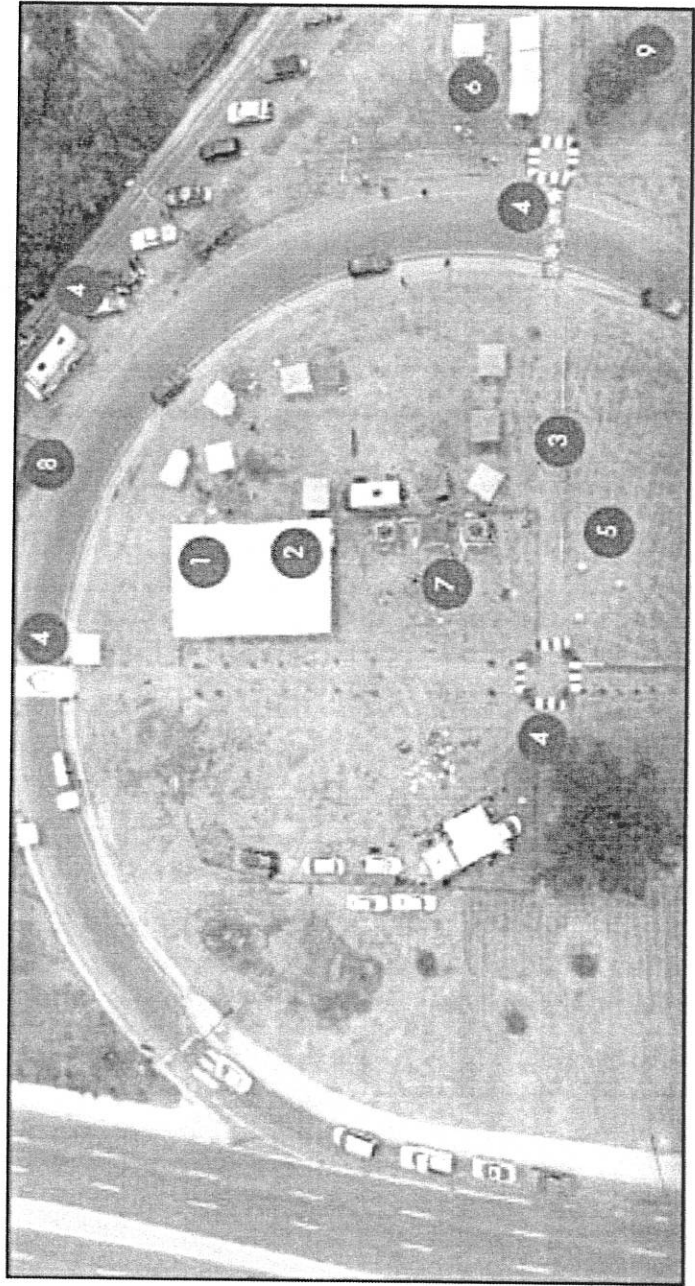
- ③ A play area with family-friendly activities, including storytime theater, arts and crafts, musical chairs, and a paint-by-number mural of a vision for the intersection
- ⑦ A marketplace featuring Mexican, Vietnamese, and Somalian food prepared by local entrepreneurs in partnership with the Sun Valley Kitchen and beer garden
- ⑧ Free bike parking
- ⑨ A dog park



[View the video from the day-of!](#)

EVENT MAP

DESIGN FEATURES WERE PLACES AROUND THE CLOVERLEAF TO ACTIVATE THE WHOLE SPACE.

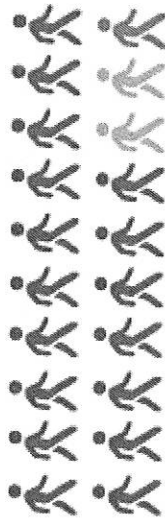


- ① Renderings of future designs and pictures of present day
- ② Blueprint Denver typologies
- ③ Housing mural
- ④ Examples of bicycle- and pedestrian- friendly street design
- ⑤ Interactive displays and open space
- ⑥ Family-friendly activities
- ⑦ Marketplace
- ⑧ Bike parking
- ⑨ Dog park

COVER THE CLOVER SURVEY RESULTS

DURING THE EVENT, SEVERAL SURVEYS WERE GIVEN OUT TO OBTAIN COMMUNITY FEEDBACK REGARDING LONG TERM AND INTERIM DESIGN SOLUTIONS

Q: Do you think a raised crosswalk would make you safer when crossing the cloverleaf?



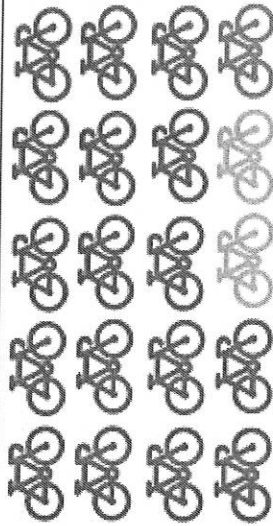
92.75% SAID YES

7.25% said they were neutral and 0% said no.

"THESE RESULTS ARE GUIDING US AS WE MOVE FORWARD TO PROPOSED REDESIGNS OF THE INTERCHANGE."

TOP THREE FAVORITE ELEMENTS OF THE DEMONSTRATION
 1) PLACE FOR KIDS TO PLAY
 2) PLACES TO EAT AND DRINK
 3) SAFE WALKING ROUTES

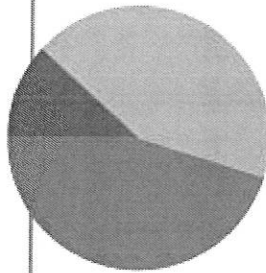
Q: Would a protected bike lane make you feel safer when biking in the area of the cloverleaf?



92.75% SAID YES

5% said they were neutral and 3% said no. The same percentages also said they would be more likely to bike in the area if protected bike lanes were put in.

BLUEPRINT DENVER LAND USES



46% said they would like to see Community Center land use, while 41% said they would like to see Community Corridor. 13% said they would like High Density Residential

LONG TERM DESIGN QUESTIONS

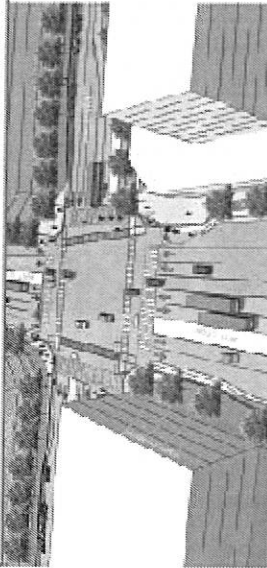


Photo: Urbanism | Denver and Golden

Q: Which design concept do you think would do a better job of creating a neighborhood that is easy to walk and bike around?



66% said At-Grade
 33% said Split One Way
 1% said neither

*Results include online responses



Photo: Urbanism | Denver and Golden

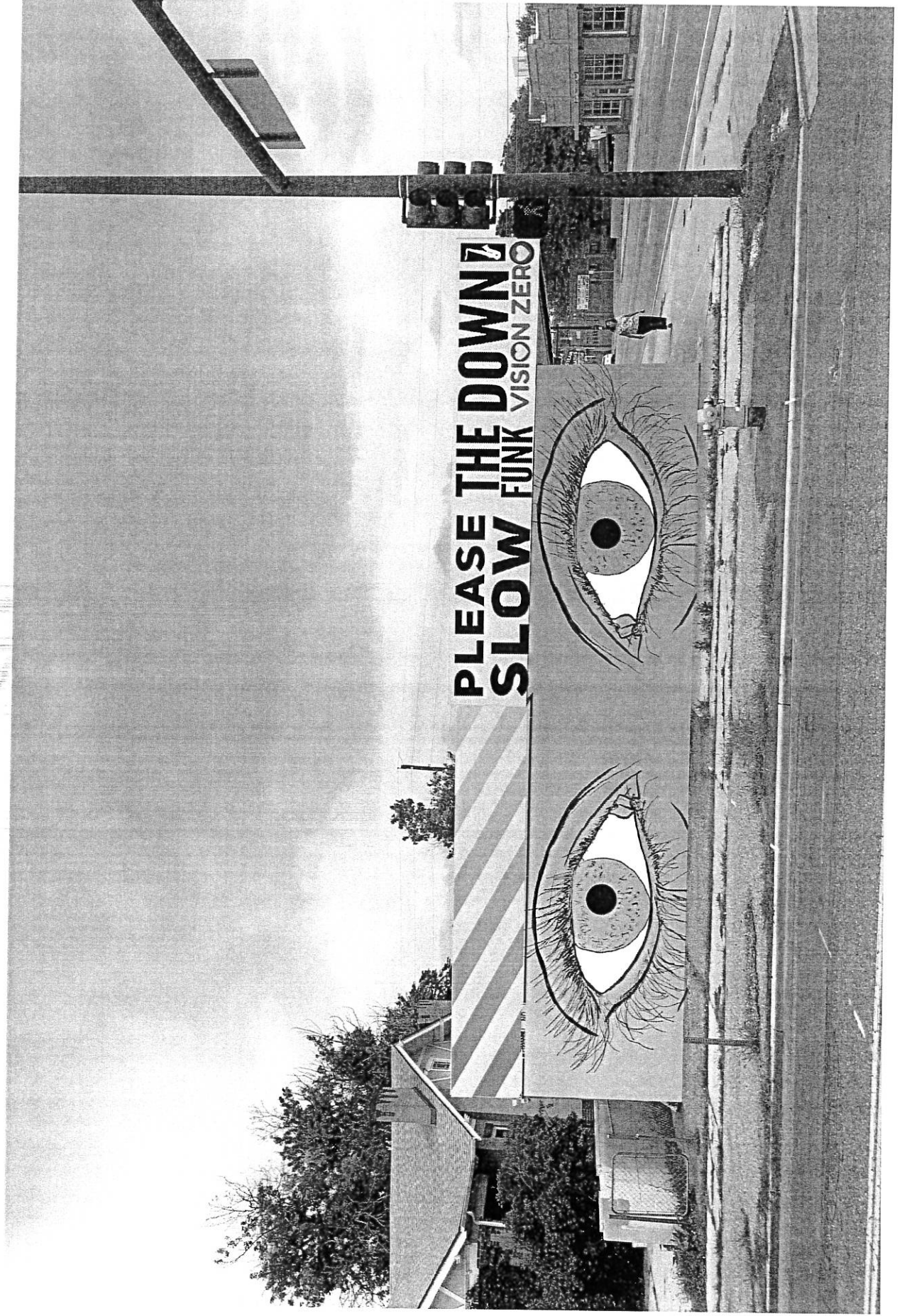
Q: Which design concept do you think would do a better job of creating a neighborhood that has lots of great services and amenities?



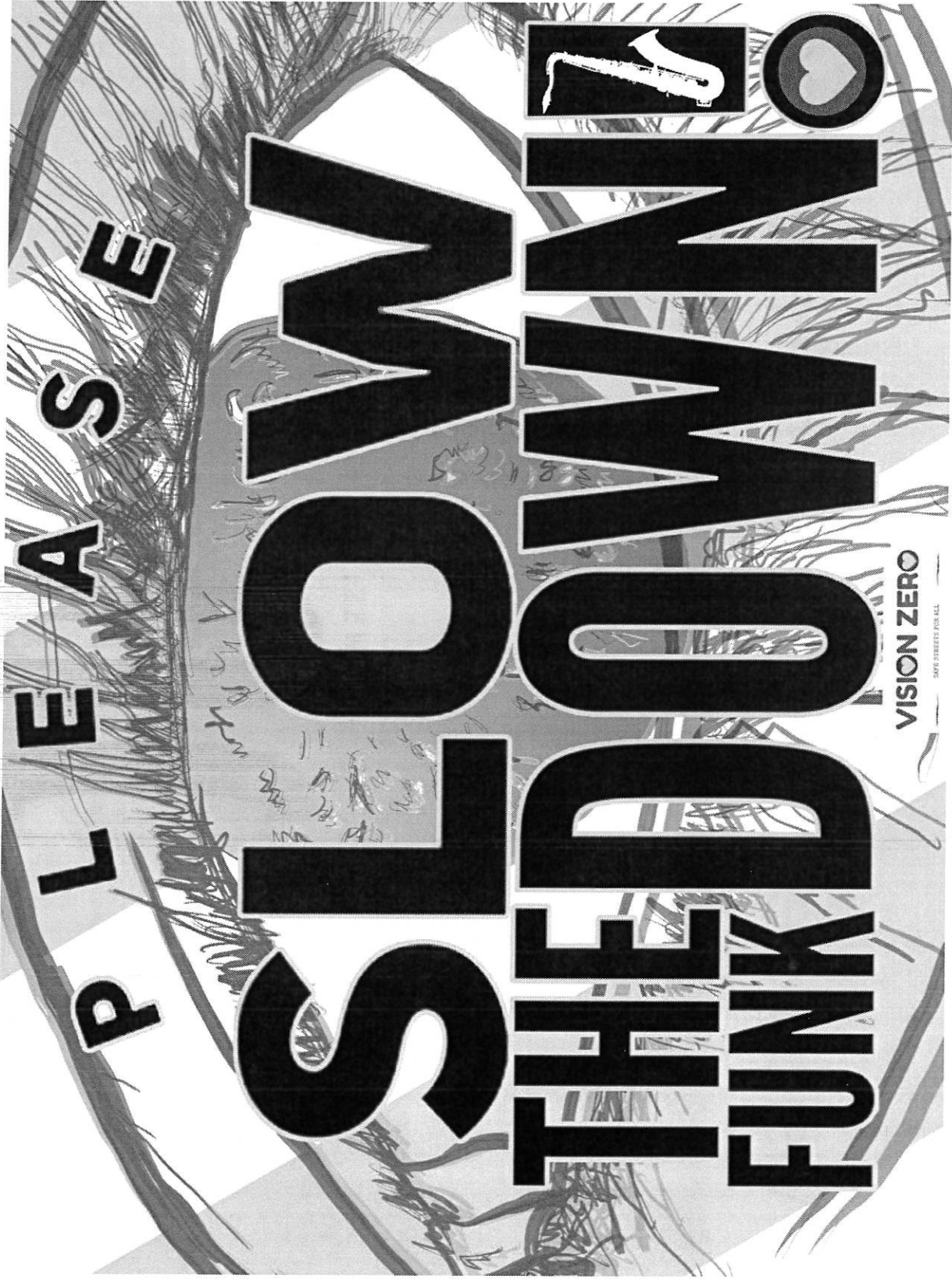
59% said At-Grade
 34% said Split One Way
 2% said neither
 5% said they don't know

*Results include online responses

Vision-Zero Themed Art (rendering)



Yard sign giveaway & bulb planting with
beers: 10/20 at 2pm





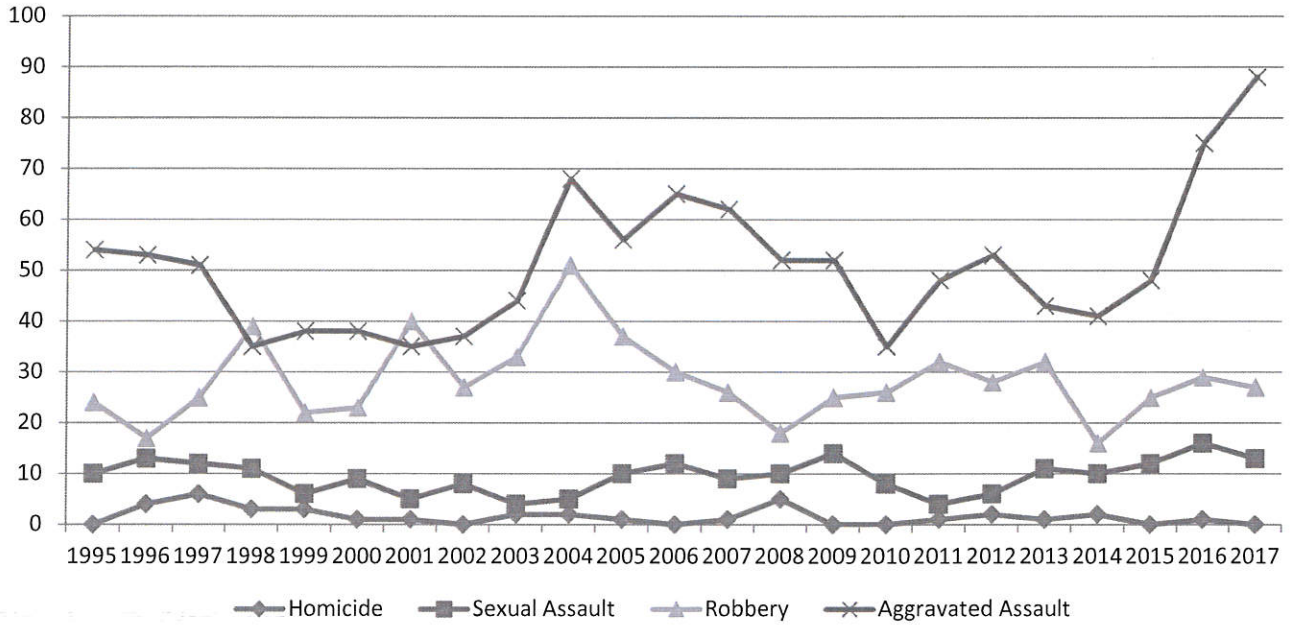
and Cash
80%

2017		2017		2017	
<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>TOTAL</u>		
30,031	32,821	24,993	367,045		
9,683	9,146	10,322	114,673		
22,637	20,106	22,268	241,458		
95,419	89,030	106,493	966,236		
157,770	151,103	164,076	1,689,412		

2018		2018		2018	
<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>TOTAL</u>		

pro rata 2018 \$ 1,832,045
increase 8%

Reported Person Crimes on the West Colfax Corridor By Year: 1995 - 2017



Reported Property Crimes on the West Colfax Corridor By Year: 1995 - 2017

