



Clerk & Recorder Number: 2014-0630-

September 26, 2024

Dennis Wegienek
Budget Analyst, Department of Finance, Capital Planning and Programming
City and County of Denver
201 West Colfax Avenue
Denver CO 80202
dennis.wegienek@denvergov.org

Dear Dennis:

Enclosed in this packet is the 2025 Operating Plan and Budget for the Colfax Mayfair Business Improvement District for review and approval as required by C.R.S. § 31-25-1211, as well as requested supplementary materials.

Please don't hesitate to contact me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Hilarie Portell".

Hilarie Portell, Executive Director
Colfax Mayfair Business Improvement District
720.810.3906
hilarie@colfaxmayfairbid.com

2025 Preliminary Budget

	2024 Budget	2025 Preliminary Budget
Revenues		
Special Assessments	125,186	135,318
Government Grants	0	0
Investment Earnings		15,600
Reserve Fund	20,000	
less Denver Treasury Fee	-1,252	-1,312
Total Revenues	143,934	149,606
Expenditures		
Accounting	5,700	5,700
Audit	0	
Assessment Coordination	1,675	1,675
Executive Director	36,000	36,000
Administrative Coordinator	8,400	8,400
Insurance	1,800	1,800
Legal services	5,000	7,500
Operations	3,000	5,000
Marketing		
Digital marketing	8,750	8,050
Strategic counsel/copywriting	2,500	2,500
Graphic design	7,000	5,000
Website	8,000	1,320
	1,240	0
Events	20,000	12,500
Photography	1,600	0
Construction Outreach	900	5,000
Bicycle/Racks	0	0
Bike Rack Maintenance		0
Planter Program Purchase, plant material	7,750	8,000
Planter Program Maintenance	7,100	6,500
Qtrly Clean Up & Maintenance	6,000	6,900
Trash Can Maintenance	6,000	6,000
Safety	0	0
Planning Services	5,000	0
Contingency		10,000
Total Expenditures	143,415	137,845
Surplus/(Deficit)	519	11,761

Colfax Mayfair Business Improvement District 2025 Operating Plan

OVERVIEW

The Colfax Mayfair Business Improvement District is on the verge of achieving its top priority of publicly funded streetscape and pedestrian safety improvements, along with Bus Rapid Transit service. This, along with a new area plan, zoning, and new residential development underway, will transform the corridor into a more welcoming, multimodal, pedestrian friendly main street.

In 2025, the BID will continue supporting ratepayers with business support, marketing, maintenance, placemaking and safety programs. The BID will play a key role in facilitating accurate, timely information to district stakeholders regarding city-led streetscape and transit-related improvements. Once BRT and streetscape construction starts in the Mayfair district in late 2025, the BID will work with the city project team to minimize operational impacts to businesses during construction.

The Colfax Mayfair BID is a medium-sized special district in Denver with a modest budget funded through an annual assessment based on lot and building square footage. The BID has budgeted prudently, secured outside grant funding and leveraged significant public investment. The district was renewed by Denver City Council in 2024 after an initial 10-year term. With modest revenues, increasing costs and new demands, the board is planning carefully for the future.

GOALS

1. Support district businesses through timely information and access to business construction impact programs related to streetscape and transit improvements.
2. Enhance market awareness, consumer spending and investment in the district.
3. Advocate for district interests related to city planning and improvements.
4. Ensure professional administration of the BID and its programs.

ACTIONS

Administration: Build a Leading Organization

Comply with state, local and federal policies and regulations regarding BIDs and funding sources

- Compile and submit annual assessment roll, plan and budget to the City of Denver.
- Work to gradually increase revenue to pay for maintenance of streetscape improvements and operational costs, through 1) maintaining prudent investment fund, 2) adding new properties on the west end of the district 3) incremental annual rate increase as determined by the board in compliance with state statute.

- Seek supplementary grant funding as available; administer funds according to applicable regulations.
- Provide written reports as required by the city, state or funding entities.

Economic Development: Grow the Economic Base

Administer programs to support local business

- Share information about grant funding and business assistance programs offered through the City of Denver, Denver Small Business Development Center and other agencies through ratepayer e-newsletter and direct outreach.

Keep BID ratepayers informed and engaged in district programs

- Annual report mailed, emailed and hand-delivered to all businesses and property owners
- Respond to individual business owners; troubleshoot and facilitate city coordination.

Implement basic marketing program to attract consumer spending and new investment.

- Continue to expand the reach and impact of social media platforms and ratepayer e-newsletters.
- Provide promotional support to businesses as they open, expand or launch new offerings.
- Distribute window decals to all BID businesses.
- Update district database and website on a quarterly basis.
- Work with BID property and business owners to track vacancies and property sales; connect interested parties.

Build community through timely gatherings.

- Host and promote 3-4 city Colfax Chat group meetings about the BRT project; include city business assistance resources and District 2 police with crime and safety information. Share district news and provide refreshments.
- Manage annual holiday event to attract customers to the district and support multiple businesses.
- Promote business and community events on district social media pages.

Placemaking: Create a More Inviting, Connected Destination

- Serve on Colfax Bus Rapid Transit Task Force and promote project updates to ratepayers and local community.
- Provide timely and accurate information regarding schedule for BRT and streetscape improvements and construction impact support to ratepayers through e-newsletters, door-to-door fliers and personal meetings if needed.
- Host and promote city Colfax Chat group meetings about the BRT project; include District 2 police with crime and safety information.
- Work with BRT team to minimize business impacts during construction.
- Provide supplementary funding related to business impacts during construction, such as “Open for Business” banners or signage.

Public Safety: A Cleaner, Safer Place to Shop, Eat and Do Business

Maintain the general appearance of the district; avoid a sense of neglect.

- Maintain current trash and quarterly cleanup schedule.
- Maintain planter pot program. Reach out to business owners to “adopt” a nearby district planter pot to supplement BID watering schedule during summer months.
- Maintain current bike rack program.
- Provide spot cleanup as needed.
- Work with property owners on Neighborhood Inspection items: weeds, debris, graffiti, nuisance activity.

Serve as a liaison to Denver Police District 2 to implement Business Watch program.

- Communicate with ratepayers on crime and safety issues; convene meetings and implement strategies on specific situations as needed. Include police in BRT Colfax Chat business meetings.
- Participate in efforts to address nuisance properties or patterns of crime.

Advocacy: Build Partnerships to Benefit All

Advocate for issues of concern or resources needed in the district. Work with owners, businesses, neighborhood groups, other BIDs, advocacy groups, city departments and public officials as needed.

- Maintain positive working relationships with city administration city council offices.
- Participate in the Denver BIDs Council to share information and best practices, be informed about city-wide district issues and leverage advocacy efforts with the City of Denver.

Colfax Mayfair Business Improvement District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - July, 2024

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Income			
Revenues			
Interest	4,790.70		-4,790.70
Special Assessments	120,087.82	125,186.00	5,098.18
Total Revenues	124,878.52	125,186.00	307.48
Unrestricted Reserves		20,000.00	20,000.00
Total Income	\$124,878.52	\$145,186.00	\$20,307.48
GROSS PROFIT	\$124,878.52	\$145,186.00	\$20,307.48
Expenses			
Expenditures			
General government			
Administration			
Accounting and auditing			
Accounting	2,790.00	5,700.00	2,910.00
Total Accounting and auditing	2,790.00	5,700.00	2,910.00
Assessment Coordination		1,675.00	1,675.00
Contract labor			
Executive Director	17,887.50	36,000.00	18,112.50
Project Coordinator	6,913.00	8,400.00	1,487.00
Total Contract labor	24,800.50	44,400.00	19,599.50
Insurance	1,925.00	1,800.00	-125.00
Legal services	5,847.00	5,000.00	-847.00
Operations		3,000.00	3,000.00
Dues	682.05		-682.05
Miscellaneous	158.35		-158.35
Office Supplies	48.92		-48.92
Postage and delivery	116.80		-116.80
Printing	263.03		-263.03
Total Operations	1,269.15	3,000.00	1,730.85
Treasury fee	1,158.35	1,252.00	93.65
Total Administration	37,790.00	62,827.00	25,037.00
Communication			
Business Support	2,925.00		-2,925.00
Construction Outreach		900.00	900.00
Digital Marketing	3,966.00	8,750.00	4,784.00
Events		20,000.00	20,000.00
Graphic Design	500.00	7,000.00	6,500.00
Photography	1,600.00	1,600.00	0.00
Strategic Counsel / Copywriting	1,500.00	2,500.00	1,000.00
Web/e-marketing design		8,000.00	8,000.00
Web/e-mktg programming, hosting	417.20	1,240.00	822.80
Total Communication	10,908.20	49,990.00	39,081.80

Colfax Mayfair Business Improvement District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - July, 2024

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Total General government	48,698.20	112,817.00	64,118.80
Public improvements			
Maintenance			
Bike Racks	65.00	0.00	-65.00
Planter Program Maintenance	3,400.00	7,100.00	3,700.00
Qtrly Clean Up & Maint.	1,800.00	6,000.00	4,200.00
Trash Can Maintenance	3,970.00	6,000.00	2,030.00
Total Maintenance	9,235.00	19,100.00	9,865.00
Planning Outreach	5,409.05	5,000.00	-409.05
Planter Program Purchase, Plant Materials	8,274.51	7,750.00	-524.51
Total Public improvements	22,918.56	31,850.00	8,931.44
Total Expenditures	71,616.76	144,667.00	73,050.24
Total Expenses	\$71,616.76	\$144,667.00	\$73,050.24
NET OPERATING INCOME	\$53,261.76	\$519.00	\$ -52,742.76
NET INCOME	\$53,261.76	\$519.00	\$ -52,742.76

PUBLIC NOTICES

**CITY AND COUNTY OF DENVER
DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE
NOTICE OF INVITATION FOR BIDS - CONTRACT #202475601
EAST 16TH AVENUE STORM PHASE 2**

Bid Opening Date: October 15, 2024, 11:00 a.m. local time. Bids will be received and accepted via the online electronic bid service, Rocky Mountain E-Purchasing ("BidNet"). Project description and a link to the RFQ documents can be found at www.work4denver.com. RFQ documents will be available for download at www.bidnetdirect.com/cityandcountyofdenverdoti.

A Pre-Bid Meeting will be held on September 17, 2024 at 1:00 p.m. local time, via teleconference - Details to access the meeting are available on the project page at www.work4denver.com.

Questions Deadline: September 24, 2024 at 2:00 p.m. local time

Estimated Construction Cost: Between \$10,400,000.00 and \$11,200,000.00

Prequalification Requirements: 1E(4) Piped Sewer at or above the \$12,000,000.00 monetary level.

MWBE Participation: 15%

Prevailing Wage and Minimum Wage: Contracts for construction, reconstruction, and remodeling are subject to the City prevailing wage rate requirements established pursuant to Section 20-76, D.R.M.C. City contracts are subject to payment of City Minimum Wage established pursuant to Section 20-82 through 20-84 D.R.M.C.

As the City's best interests may appear, the Executive Director of the Department of Transportation and Infrastructure reserves the right to waive informalities in, and to reject any or all, submittals.

Published: September 3, 4 & 5, 2024 in The Daily Journal

NOTICE OF PUBLIC HEARING ON THE AMENDED 2024 BUDGETS

The Boards of Directors (the "**Boards**") of THE CANYONS METROPOLITAN DISTRICT NOS. 5 & 6 (the "**Districts**"), will hold a public hearing via teleconference on September 4, 2024, at 3:00 p.m., to consider adoption of an amendment to each District's 2024 budget (the "**Amended Budgets**"). The public hearing can be joined using the following teleconference information:

<https://us06web.zoom.us/j/84018525266?pwd=JwRCmN4L4Zr0k1kflfo9ezipDWWWiLg.1>

Call-in Number: 720-707-2699; Meeting ID: 840 1852 5266; Passcode: 473641

The Amended Budgets are available for inspection by the public at the offices of CliftonLarsonAllen, LLP, 8390 East Crescent Parkway, Suite 300, Greenwood Village, CO 80111.

Any interested elector of the Districts may file any objections to the Amended Budgets at any time prior to final adoption of the Amended Budgets by the Boards.

The agenda for any meeting may be obtained at www.Canyons5metro.org and <https://canyons6metro.org/> or by calling (303) 858-1800.

BY ORDER OF THE BOARDS OF DIRECTORS:

THE CANYONS METROPOLITAN DISTRICT NOS. 5 & 6, a quasi-municipal corporation and political subdivision of the State of Colorado

By: /s/ **WHITE BEAR ANKELE TANAKA & WALDRON**
Attorneys at Law

Published: September 3, 2024 in The Daily Journal

NOTICE OF PUBLIC HEARING ON PROPOSED 2025 BUDGET

NOTICE IS HEREBY GIVEN that the proposed budget for fiscal year 2025 has been submitted to the Colfax Mayfair Business Improvement District ("District"). Such proposed budget will be considered at a Public Hearing of the Board of Directors of the District to be held on Tuesday, September 10, 2024, at 9:15 a.m., at Art Gym Denver, 1460 Leyden Street, Denver, CO 80220. The meeting is open to the public.

A copy of the proposed 2025 budget is available for public inspection at the offices of Suburban Toppers, 5795 East Colfax Avenue, Denver, CO 80220, and on the Colfax Mayfair Business Improvement District website. Any interested elector within the District may, at any time prior to final adoption of the 2025 budget, register any objections thereto.

COLFAX MAYFAIR BUSINESS IMPROVEMENT
DISTRICT

/s/ Barbara Macfarlane, Secretary

Published: September 3, 2024 in The Daily Journal

**FOR LEGAL NOTICES IN
THE DAILY JOURNAL**
Call us at **877-260-3621**
daily.journal@construction.com

NOTICE OF HEARING

BY PUBLICATION

Case Number: 2022PR030606
Denver Probate Court
City and County of Denver, Colorado
City and County Building
Room 230
1437 Bannock Street
Denver, CO 80202

MARY SALAZAR, also known as **MARY T. SALAZAR**, also known as **MARY THERESA SALAZAR**, **Deceased**

Melissa R. Schwartz, #24734
Marcie R. McMinimee, #34674
Schwartz, McMinimee & Andrew, LLC
4582 S. Ulster Street, #720
Denver, Colorado 80237
Phone: 303-534-5100
Fax: 303-534-5186
E-Mail: melissa@estatelawco.com
marcie@estatelawco.com

**NOTICE OF HEARING
BY PUBLICATION PURSUANT
TO § 15-10-401, C.R.S.**

To: Any and all unknown descendants and heirs of Mary Salazar, aka Mary T. Salazar aka Mary Theresa Salazar, any and all unknown descendants and heirs of Ronald Conrad King and any and all unknown descendants and heirs of David J. King.

Last Known Address, if any: N/A.
A hearing on *Petition for Final Settlement, Final Accounting and proposed Order* will be held at the following time and location or at a later date to which the hearing may be continued:

Date: October 8, 2024
Time: 8:00 a.m.
Courtroom or Division: Division 3
Address: 11437 Bannock Street, Room 230, Denver, CO 80202

The hearing will take approximately N/A ☐ days ☐ hours ☐ minutes
■ **This is a non-appearance hearing.**

Melissa R. Schwartz
Personal Representative
4582 S. Ulster Street, Suite 720
Denver CO 80237
Published: Sept. 3, 10 & 17, 2024 in The Daily Journal

**NOTICE OF CONTRACTOR'S
SETTLEMENT**

Notice is hereby given that on 3rd day of **September, 2024**, at **8:00 A.M.**, Final Settlement with **Leimer** will be made by School District No. 1 in the City and County of Denver and State of Colorado, (Denver Public Schools, or DPS) for and on account of the contract for the **SMEDLEY FLOOR REPLACEMENT, C10773**, in the City and County of Denver, and State of Colorado, and that any person, co-partnership, association or corporation who has an unpaid claim against such Contractor for or on account of the furnishing of labor, materials, team hire, sustenance, provisions, provender or other supplies used or consumed by such Contractor or any of his subcontractors in or about the performance of said work, may at any time up to and including said date and time of such Final Settlement, file a Verified Statement of Claim (Claim) indicating the amount due and unpaid on account of such Claim to the following addresses:

DPS Construction Services
Attention: Senior Project Manager
1617 South Acoma Street
Denver, Colorado 80223

DPS General Counsel's Office
Attention: Deputy General Counsel
1860 Lincoln Street
Denver, Colorado 80203

Failure on the part of a Claimant to file a Claim as required before Final Settlement will relieve the School District from all liability for any such Claim.

**SCHOOL DISTRICT NO 1 IN THE
CITY AND COUNTY OF DENVER
AND STATE OF COLORADO**
By Denver Public Schools

Published: September 3 & 19, 2024 in The Daily Journal

NOTICE TO CREDITORS

In the Matter of the Estate of:

PATRICK H. GARESCHER
also known as **PATRICK HENRY GARESCHER**, also known as **PATRICK GARESCHER**, **Deceased**

Case Number 2024PR30790

All persons having claims against the above-named estate are required to present them to the Co-Personal Representative or to **Denver Probate Court** of the City and County of Denver, Colorado on or before **January 4, 2025**, or the claims may be forever barred.

MARCIE MCMINIMEE
Co-Personal Representative
4582 S. Ulster Street, Suite 720
Denver, Colorado 80237
Published: September 3, 10 & 17, 2024 in The Daily Journal

NOTICE OF FINAL SETTLEMENT

Notice is hereby given that at 11 a.m., local time, **September 19, 2024**, the City and County of Denver, Colorado will make final settlement with **Burns & McDonnell Engineering Company, Inc.** for all materials furnished and for all labor performed under a contract with said City and County of Denver for **Contract No. 202054748, HVAC R-22 Refrigerant Replacement Phase 2, Task Order, HVAC R-22 Replacement Phase 2** at Denver International Airport, Denver, Colorado.

File claims with the Manager, Department of Aviation, Denver International Airport, Airport Office Building, 8500 Peña Boulevard, Denver, Colorado 80249-6340, on or before 11 a.m., local time, **September 19, 2024**, according to Title 38, Article 26, Section 107, C.R.S. (1973).
Published: September 3 & 4, 2024 in The Daily Journal

NOTICE OF HEARING

BY PUBLICATION

Case Number: 2022PR30701

City and County of Denver, Colorado
1437 Bannock Street
Denver, CO 80202

In the Matter of the Estate of:

KENNETH D. LANSLOWNE, also known as **KENNETH DEE LANSLOWNE**, also known as **KENNETH LANSLOWNE**, **Deceased**

Melissa R. Schwartz, #24734
Marcie R. McMinimee, #34674
Schwartz, McMinimee & Andrew, LLC
4582 S. Ulster Street, #720
Denver, Colorado 80237
Phone: 303-534-5100
Fax: 303-534-5186
E-Mail: melissa@estatelawco.com
marcie@estatelawco.com

Personal Representative and
Alternate Personal Representative

**NOTICE OF HEARING
BY PUBLICATION PURSUANT
TO § 15-10-401, C.R.S.**

To the following:
Any and all unknown heirs of **Kenneth D. Lansdowne, aka Kenneth Dee Lansdowne, aka Kenneth Lansdowne, Deceased**.

Last Known Address, if any: N/A.
A hearing on *Petition for Final Settlement, Final Accounting and Proposed Order* for the Estate of **Kenneth D. Lansdowne, aka Kenneth Dee Lansdowne, aka Kenneth Lansdowne, Deceased**, will be held at the following time and location or at a later date to which the hearing may be continued:

Date: October 9, 2024
Time: 8:00 a.m.
Courtroom or Division: Division 230
Address: City and County Building, Room 230, 1437 Bannock Street, Denver, CO 80209

Melissa R. Schwartz
Personal Representative
4582 S. Ulster Street, Suite 720
Denver CO 80237

Published: Sept. 3, 10 & 17, 2024 in The Daily Journal

COLFAX-MAYFAIR BUSINESS IMPROVEMENT DISTRICT

RESOLUTION NO. 2024-1

A RESOLUTION APPROVING AN APPLICATION FOR EXEMPTION FROM AUDIT
FOR FISCAL YEAR 2023 FOR THE COLFAX MAYFAIR BUSINESS IMPROVEMENT
DISTRICT, CITY OF DENVER, STATE OF COLORADO

WHEREAS, the Board of Directors of the Colfax Mayfair Business Improvement District wishes to claim exemption from the audit requirements of C.R.S. § 29-1-603;

WHEREAS, C.R.S. § 29-1-604, states that any local government where neither revenues nor expenditures exceed seven hundred and fifty thousand dollars may, with the approval of the State Auditor, be exempt from the provision of C.R.S. § 29-1-603;

WHEREAS, neither revenue nor expenditures for Colfax Mayfair Business Improvement District exceeded seven hundred and fifty thousand dollars (\$750,000) for fiscal year 2023;

WHEREAS an application for exemption from audit has been prepared by Garret Barry, an independent accountant with knowledge of government accounting; and

WHEREAS said application for exemption from audit has been completed in accordance with regulations issued by the State Auditor.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Colfax Mayfair Business Improvement District, City and County of Denver, Colorado, as follows:

Section 1. The application for exemption from audit for Colfax Mayfair Business Improvement District for the fiscal year ended December 31, 2023, has been personally reviewed and is hereby approved by a majority of the Board of Directors of the Colfax Mayfair Business Improvement District; that those members of the Board of Directors have signified their approval by signing below; and that this resolution shall be attached to, and shall become a part of, the application for exemption from audit of the Colfax Mayfair Business Improvement District for the fiscal year ended December 31, 2023.

ADOPTED AND APPROVED this 12th day of March 2024.

COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT



By: Daniel Murray
Dan Murray, President

ATTEST:

Barbara Macfarlane
Barbara Macfarlane, Secretary

COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT

BOARD OF DIRECTORS

	Term Expiration	Signature
Maurice Bennett	March 31, 2024	
Barbara Macfarlane	March 31, 2026	
Dan Murray	March 31, 2026	<i>Daniel Murray</i>
Candace Wickstrom	March 31, 2024	<i>Candace Wickstrom</i>
Taylor Woodard	March 31, 2025	<i>Taylor Woodard</i>
Vacant		
Vacant		

From: osa.lg=state.co.us@mg.apps.leg.co.gov on behalf of osa.lg@state.co.us
To: [Meryl Icove](#)
Subject: Confirmation of your Exemption submission
Date: Wednesday, March 20, 2024 1:08:20 PM



Office of the State Auditor

Local Government Audits Division

Hello Meryl Icove,

We have received your Exemption submission. The confirmation number for the submission is: 2024032042720.

The submission was submitted on behalf of Local Government Entity City and County of Denver.

[Click here to manage emails](#)

**Colfax Mayfair Business Improvement District
Official Board Actions
October 2023 - September 2024**

Date	Action
October 10, 2023	<ul style="list-style-type: none"> • Special Meeting
October 11, 2023	<ul style="list-style-type: none"> • Resolution 2023-4 Setting Date, Time, and Location for Public Hearing on 2024 Special Assessments
October 30, 2023	<ul style="list-style-type: none"> • Special Meeting
November 9, 2023	<ul style="list-style-type: none"> • Approved Meeting Minutes • Hearing on 2024 Special Assessments • Resolution 2023-5 Fixing the Property Information Used for Calculating the 2024 Special Assessments • Resolution 2023-6 Adopting 2024 Assessment Roll • Resolution 2023-7 Annual Administrative Matters • Resolution 203-8 Establishing a Designated Posting Location for 2024
November 16, 2023	<ul style="list-style-type: none"> • Special Meeting
November 20, 2023	<ul style="list-style-type: none"> • Special Meeting
December 14, 2023	<ul style="list-style-type: none"> • Special Meeting
January 4, 2024	<ul style="list-style-type: none"> • Special Meeting
January 25, 2024	<ul style="list-style-type: none"> • Special Meeting
February 13, 2024	<ul style="list-style-type: none"> • Approved Meeting Minutes
February 15, 2024	<ul style="list-style-type: none"> • Special Meeting
March 12, 2024	<ul style="list-style-type: none"> • Approved Meeting Minutes • Resolution 2024-1 Approving Application for Exemption From Audit for Budget Year 2023
April 11, 2024	<ul style="list-style-type: none"> • Approved Meeting Minutes • Resolution 2024-2 Authorizing Participation in Colorado Local Government Liquid Asset Trust to Pool Funds for Investment • Resolution 2024-3 Regarding Extension of the Initial Term of the Colfax Mayfair Business Improvement District
May 2, 2024	<ul style="list-style-type: none"> • Approved Meeting Minutes
July 9, 2024	<ul style="list-style-type: none"> • Approved Meeting Minutes
September 10, 2024	<ul style="list-style-type: none"> • Approved Meeting Minutes • Public Hearing on 2025 Budget • Resolution 2024-4 Approving a Preliminary 2025 Budget
<i>Planned – October 8, 2024</i>	<ul style="list-style-type: none"> • <i>Resolution 2024-5 Setting Date, Time, and Location for Public Hearing on Special Assessments</i>
<i>Planned – November 12, 2023</i>	<ul style="list-style-type: none"> • <i>Hearing on 2025 Special Assessments</i> • <i>Resolution 2024-6 Fixing the Property Information Used for Calculating the 2025 Special Assessments</i> • <i>Resolution 2024-7 Adopting 2024 Assessment Roll</i> • <i>Resolution 2024-8 Annual Administrative Matters</i>



**Board Members
September 2024**

Barbara MacFarlane Secretary & Treasurer	Marczyk Fine Foods 770 E. 17th Ave Denver, CO 80203 303.894.9499 barbara@marczyk.com	Appointed: May 8, 2023 Term Expires: March 31, 2026
Dan Murray President	Suburban Toppers 5795 E. Colfax Avenue Denver, CO 80220 303.717.8128 Dpm1216@aol.com	Appointed: May 8, 2023 Term Expires: March 31, 2026
Candace Wickstrom Vice President	City Floral Garden Center 1440 Kearney Street Denver CO 80220 720.560.3508 candace@cityfloralgreenhouse.com	Appointed: March 13, 2020 Reappointment pending
Taylor Woodard	The Shop 5728 E Colfax Denver, CO 80220 303.229.7171 taylor@shoptheshop.com	Appointed: May 8, 2023 Term Expires: March 31, 2025
Vacancy Applicant – Nathan Beal	Saint Bernard Properties 3021 E. 7 th Avenue Parkway Denver, CO 80206 303.667.2801 nathan@saintbernardproperties.com	Appointment pending
Vacancy Applicant – Michael Bruntz	Mozart's Denver 1417 Krameria Street Denver, CO 80220 720.334.3147 citronbruntz@gmail.com	Appointment pending
Vacancy		

Hilarie Portell Executive Director	Colfax Mayfair Business Improvement District P.O. Box 202161 Denver, CO 80220 720.810.3906 hilarie@colfaxmayfairbid.com
Meryl Ilove Administrative Coordinator	303.526.6979 meryl@colfaxmayfairbid.com

**Colfax Mayfair Business Improvement District
Board Member Attendance
October 2023 - September 2024**

Date	Dan Murray	Barbara Macfarlane	Candace Wickstrom	Taylor Woodard	Maurice Bennett ²	Jamie Harris ¹
October 10, 2023*	x			x	x	
October 11, 2023	x	x		x	x	x
October 30, 2023*	x	x	x	x	x	
November 9, 2023	x		x	x	x	
November 16, 2023*	x	x	x	x	x	x
November 20, 2023*	x		x		x	x
December 14, 2023*		x	x			
January 4, 2024*	x	x	x			
January 25, 2024*	x		x	x		
February 13, 2024	x	x	x	x	x	
February 15, 2024*	x		x			
March 12, 2024	x		x	x	x	
April 11, 2024	x	x	x		x	
May 2, 2024	x	x		x	x	
July 9, 2024	x	x	x	x		
September 10, 2024		x	x	x		

*special meeting

¹ resigned

² resigned

Colfax Mayfair Business Improvement District 2024 Operating Plan

OVERVIEW

The Colfax Mayfair Business Improvement District is on the verge of achieving its top priority of publicly funded streetscape and pedestrian safety improvements, along with Bus Rapid Transit service. This, along with a new area plan, zoning, and new residential development underway, will transform the corridor into a more welcoming, multimodal, pedestrian friendly main street.

In 2024, the BID will continue supporting ratepayers with business support, marketing, maintenance, placemaking and safety programs. The BID will play a key role in facilitating accurate, timely information to district stakeholders regarding water, streetscape and transit-related improvements. Once BRT and streetscape construction starts in the Mayfair district, the BID will work with the city project team to minimize operational impacts to businesses during construction. Phasing for this project is not final at this time.

The Colfax Mayfair BID is a medium-sized special district in Denver with a modest budget funded through an annual assessment based on lot and building square footage. The BID has budgeted prudently, secured outside grant funding and leveraged significant public investment. The district's initial 10-year term expires at the end of 2024. With modest revenues, increasing costs and new demands, the board is planning carefully for the future.

GOALS

1. Support district businesses through timely information and access to business development programs.
2. Enhance market awareness, consumer spending and investment in the district.
3. Advocate for district interests related to city planning and improvements.
4. Ensure professional administration of the BID and its programs.

ACTIONS

Administration: Build a Leading Organization

Comply with state, local and federal policies and regulations regarding BIDs and funding sources

- Administer BID renewal process in Winter/Spring.
- Compile and submit annual assessment roll, plan and budget to the City of Denver. Consider modest increase to assessment rate to support district programs.
- Administer any grant funds according to applicable regulations.
- Provide written reports as required by the city, state or funding entities.

Economic Development: Grow the Economic Base

Administer programs to support local business

- Share information about grant funding and business assistance programs offered through the City of Denver, Denver Small Business Development Center and other agencies through bi-monthly e-newsletter and direct outreach.
- Promote new Denver Outdoor Spaces Program—allowing above and below the curb patios for more businesses.
- Advocate for implementation of the city adaptive reuse program to streamline approval processes for any eligible district property owner.

Keep BID ratepayers informed and engaged in district programs and city construction projects.

- Provide timely and accurate information regarding schedule for BRT and streetscape improvements through direct mail, e-newsletters and door-to-door fliers and personal meetings if needed.
- Annual report mailed, emailed and hand-delivered to all businesses and property owners
- Bi-monthly business e-newsletter, quarterly consumer e-newsletters, personal meetings, emails and texts as needed.

Implement basic marketing program to attract consumer spending and new investment.

- Continue to expand the reach and impact of a monthly consumer e-newsletter, bi-monthly business/owner e-newsletter, Facebook and Instagram tactics.
- Provide promotional support to businesses as they open, expand or launch new offerings.
- Create basic new, responsive and accessible website to promote the district and provide information about its programs. Make quarterly updates if needed.
- Work with BID property and business owners to track vacancies and property sales; connect interested parties.

Build community through timely gatherings.

- Manage two events that attract customers to the district and support multiple businesses.
- Promote business and community events on district social media pages and e-newsletter.

Placemaking: Create a More Inviting, Connected Destination

Advocate for Colfax Bus Rapid Transit and Colfax Corridor Improvements bond projects

- Serve on Colfax Bus Rapid Transit Task Force and promote project updates to ratepayers and local community.
- Provide timely and accurate information regarding schedule for BRT and streetscape improvements through direct mail, e-newsletters and door-to-door fliers and in-person meetings.
- Work with BRT team and ratepayers to minimize business impacts during construction.

- Relocate existing streetscape elements if necessary to supplement bond-funded streetscape improvements.
- Evaluate and administer any need for self-funded streetscape elements to supplement bond funds.

Public Safety: A Cleaner, Safer Place to Shop, Eat and Do Business

Maintain the general appearance of the district; avoid a sense of neglect.

- Maintain current trash and quarterly cleanup schedule.
- Maintain planter pot program. Reach out to business owners to “adopt” a nearby district planter pot to supplement BID watering schedule during summer months.
- Maintain current bike rack program.
- Provide spot cleanup as needed.
- Work with property owners on Neighborhood Inspection items: weeds, debris, graffiti, nuisance activity.

Serve as a liaison to Denver Police District 2 to implement Business Watch program.

- Communicate with ratepayers on crime and safety issues; convene meetings and implement strategies on specific situations as needed.
- Participate in efforts to address nuisance properties or patterns of crime.

Advocacy: Build Partnerships to Benefit All

Advocate for issues of concern or resources needed in the district. Work with owners, businesses, neighborhood groups, other BIDs, advocacy groups, city departments and public officials as needed.

- Establish positive working relationships with new city administration and District 9 council office.
- Participate in the Denver BIDs Council, Colfax Collaborative, Downtown Colorado, Inc, International Downtown Association, and other groups with shared interests as needed.



2024 Activities - Additional Details

Colfax Bus Rapid Transit and Streetscape Improvements/Mayfair Town Center Improvements

In 2024, BID staff, Board, and consultants devoted considerable time on activities related to streetscape design and maintenance projections for Colfax Avenue and Mayfair Town Center improvements. These included:

- Worked with Colfax BRT project team to refine streetscape designs for Colfax Avenue
- Worked with Colfax BRT project team, city council representatives and Denver Department of Transportation and Infrastructure to reinstate the Mayfair Town Center to the Colfax BRT streetscape and pedestrian safety project. Secured funding from DOTI for this as a separate project.
- Conducted long-range maintenance cost projections
- Negotiated intergovernmental agreement with the City of Denver for long term maintenance of some improvements
- Worked with DOTI on construction communications planning
- Worked with City Department of Economic Development and Opportunity on construction impacts planning
- Provided BID ratepayers with timely and accurate information and engagement opportunities related to the Colfax BRT project.

Colfax Mayfair BID Renewal

In advance of the expiration of its original ten-year term the Board held the requisite public hearing, after which it determined that the BID has been “successful and effective” during its initial term and requested that City Council renew the BID. On August 5, City Council approved the renewal and continuation of the BID in perpetuity. (Ordinance No. 20240897 - attached)

Efforts the District has partaken in during 2024 or plans to partake in during 2025 to aide in homelessness resolution

In 2024, the Colfax Mayfair BID Board worked with property owners, District 2 Police, and homeless outreach workers to address nuisance activity, public safety concerns, and encampments on an as-needed basis. The BID also worked with the District 5 City Council Office and Colorado Harm Reduction Center to better connect people with services through their street outreach program. We have recently gotten engaged with the Mayor's Office of Encampment Response. The BID will continue this work in 2025.

Readily available documentation of tangible impacts and performance measures

New businesses opened in the District in 2024:

- Supreme Chicken Mexican Grill, 5410 E. Colfax Avenue
 - 2470 sq ft
 - Approximately 20 jobs
 - Family and minority owned business
 - Near planned bus rapid transit station at Colfax & Hudson
- The W Restaurant
 - 11,500 sq ft
 - Woman-owned business
 - At planned bus rapid transit station at Colfax & Elm Street

District's long-time nuisance properties are being redeveloped and will add economic vitality to the District with more than 300 new consumers living, working, visiting, dining, and shopping on Colfax Avenue:

- La Vista Motel Redevelopment, 5500 E. Colfax Avenue
 - Boutique hotel with 23 new guest rooms, café and lounge
 - Local development firm, Saint Bernard Properties
 - Renovation will enhance the building's mid-century architecture, dates back to 1956
 - Near planned bus rapid transit station at Colfax & Hudson Street
- The Marlowe Apartments
 - 205-unit market rate apartment building under construction
 - Project includes a shared workspace amenity, roof top deck and dog run
 - Local development firm, Sable Partners
 - Located at planned bus rapid transit station at Colfax & Elm Street
- 1401 Krameria Street
 - Renovations underway in 7,000 sq ft space vacant for eight years
 - New use is a locally owned sushi restaurant with outdoor patio
 - Corner anchor of multi-tenant building, adding a new restaurant to the Mayfair Town Center

Holiday shopping event

- Involved 10 local businesses
- Attended by approximately 250 local consumers
- Online promotions reached approximately 10,000 local consumers
- Increased holiday sales revenues for participating businesses by up to 20%

Social Media Promotions

- Featured 50 businesses
- Reached up to 22,000 local consumers
- Facebook, Instagram, e-newsletters

Four e-newsletters featuring business support programs and district news

- Reached approximately 200 district business and property owners

New website, e-newsletter tool in compliance with new state digital accessibility regulations

How it works.

Colfax Mayfair Business Improvement District was formed by local property owners in 2015 to make this segment of Colfax Avenue a better place for people and business through economic development, placemaking, advocacy and programs promoting clean and safe surroundings. Property owners agreed to assess themselves on an annual basis in order to pay for projects and programs and to leverage funds with the City of Denver and other organizations.

The BID is a quasi-governmental entity governed by state statute. There are 14 BIDs in the City of Denver, including our original main streets of Colfax, Santa Fe, Federal Boulevard and Welton Street, and shopping districts in Downtown, Cherry Creek and RiNo.

By laying the groundwork, Colfax is transforming from a gritty, high-speed arterial into a safer, more inviting community-serving main street and town center with many ways for everyone to get around.



A Decade of Progress 2015-2024

Achieving big, important initiatives takes time and effort.

A decade ago, Colfax Mayfair BID resolved to be a major catalyst in transforming a gritty, high-speed thoroughfare into a friendly, prosperous main street and town center. We've worked tirelessly laying the groundwork for this change - by creating alliances with other Colfax BIDs, successfully advocating for bond funding for public improvements, participating in long-term planning and zoning initiatives, promoting our businesses, keeping the area clean and more.

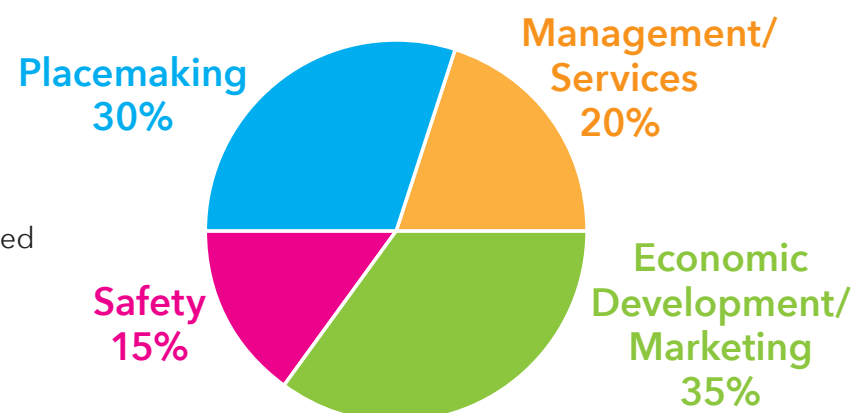
Today, the green shoots of progress are evident. Colfax is now a priority for City of Denver investment. New market-rate housing and a motel revitalization will bring more residents and visitors to the street. New businesses are opening storefronts to increased consumer foot traffic.

Your BID investment since 2015 has sparked many millions in business grants, placemaking projects and planned public improvements that wouldn't have happened otherwise.

Although we're on the cusp of major change, it is critical to keep the momentum going. Here's what we've accomplished in the first 10 years and where we're heading in the next decade.

Annual Budget

Approximately \$125k is allocated in staff time and services.



BID assessments are based on square footage, not value, so they remain steady when property taxes rise. The assessment is \$0.79 x (lot + building square footage). Lot size is capped at 40,000 square feet. While property values have increased significantly in the past decade, the assessment stayed the same until 2024, when it was increased 5% to cover increased costs and services. The budget allocation for maintenance will increase over time as the BID takes over maintenance of streetscape improvements.

Nothing happens unless we help make it happen.

The future is bright for our main street and the people who live, work and socialize here. That's why our board is staying the course, and committing to the ongoing revitalization of Colfax Avenue and the Mayfair Town Center for another ten years. This is generational work - and we're up for the challenges ahead!

Nothing happens unless we help make it happen.



Find out more.

Contact Hilarie Portell, Executive Director:
720.810.3906
hilarie@colfaxmayfairbid.com



@colfax_mayfair_bid



Facebook.com/ColfaxMayfairBID



colfaxmayfairbid.com

7/2024

Accomplishments

For a modest annual investment, our BID has provided strong leadership and advocacy, plus attracted significant public investment. New businesses, building improvements and development are all responding to public investments in area planning, rapid transit and streetscape/pedestrian safety enhancements.

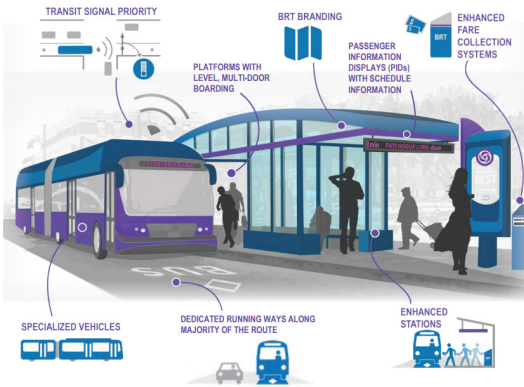
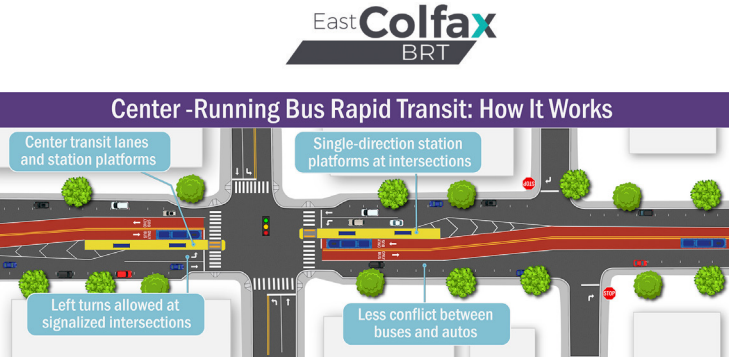


Business Support

We’ve worked with countless business owners over the years to support them with tax credits, licensing, marketing, safety services, access to grant and loan funds and more. Branding, marketing materials and special events increase awareness of the district as a main street destination for new businesses, customers and development. Our social media posts reach between 9,000 and 22,000 local customers. Watch for our new website!

\$300M in BRT Service and Public Improvements

We worked with the City of Denver on plans for bus rapid transit to serve area residents, workers, students and visitors. Colfax is Denver’s first BRT corridor with more on the way. Construction in our district is currently scheduled to start in late 2025, along with our long-planned streetscape improvements. See bit.ly/3W1kCvf for more information.



New Businesses and Development Near Future BRT Stations



La Vista Motel at 5500 E Colfax is renovating into a 23-room boutique hotel and lounge.



The Marlowe, a 205-unit market-rate apartment community, will open at 4923 E Colfax.



East Area Plan

We worked with the City and the community to create a 20-year vision and plan, plus helped create an adaptive reuse program and new zoning to encourage new transit-oriented development and investment in older properties with character.

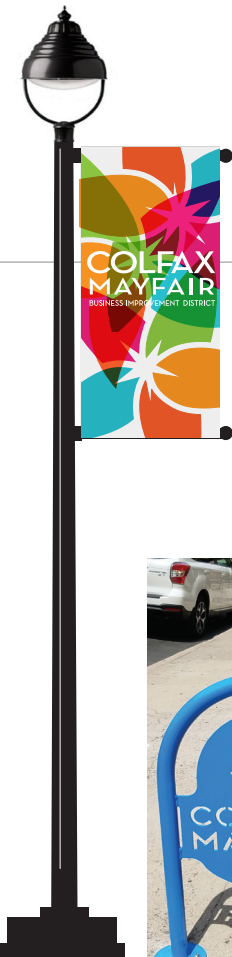
\$200k Placemaking Grants

We secured over \$200k in grant funding for start-up costs, streetscape planning, new bike racks and planter pots. This initial investment spurred the successful approval of \$8M in subsequent bond funding



\$8M Streetscape Improvement Funds

In 2015, the BID implemented a Streetscape Improvement Plan, then advocated for general bond funding and secured voter approval in 2017. This \$8M will fund nearly 100 new street trees and pedestrian lights, improved crosswalks, new trash cans, bike racks and other branded elements that the BID will maintain.



Keeping It Clean

We’ve worked with Denver police to turn around several chronic nuisance properties and provide safety services to businesses. Our crews manage weekly trash pickup, quarterly maintenance of sidewalks and graffiti cleanup.



Advocacy

The Colfax Mayfair BID allows 200 businesses and property owners to speak with one voice. We’ve been at the table for every major city policy initiative in the last 10 years and are trusted as a reliable partner.

BY AUTHORITY

ORDINANCE NO. 20240897

COUNCIL BILL NO. CB24-0897

SERIES OF 2024

COMMITTEE OF REFERENCE:

AMENDED 7-29-24

Business, Arts, Workforce, Climate & Aviation Services Committee

A BILL

For an ordinance approving a resolution requesting the renewal and continuance of the Colfax Mayfair Business Improvement District.

WHEREAS, the Colfax Mayfair Business Improvement District (the “District”) was initiated by petition filed with the City Clerk, ex-officio Clerk of the City and County of Denver, under City Clerk File No. 2014-0630, and was created and established pursuant to Ordinance No. 0462, Series of 2014 (the “Creation Ordinance”); and

WHEREAS, the District’s initial Operating Plan directs that, unless otherwise approved by the City Council, the District will have an initial ten-year term (“Initial Term”); and

WHEREAS, the District’s initial Operating Plan further directs that the Initial Term will allow for property owners within the District to evaluate the District’s effectiveness at the end of the Initial Term and, if the District is deemed successful, then the Board of Directors of the District (the “Board”) will request that the City Council renew the District by ordinance after the Initial Term; and

WHEREAS, the District’s initial Operating Plan further directs that if the District is not considered to be successful, then it will sunset at the end of the Initial Term; and

WHEREAS, the Board held a public hearing on extending the District’s term on April 11, 2024, and thereafter adopted a resolution determining, among other things, that the District has been successful and should be extended for another ten (10) year term (the “Renewal Resolution”); and

WHEREAS, the Renewal Resolution has been filed with the City Clerk, ex-officio Clerk of the City and County of Denver, under City Clerk Filing No. 20240046 on April 19, 2024; and

WHEREAS, the Renewal Resolution satisfies the threshold required by the District’s initial Operating Plan that the District has been successful over the prior ten-year period and demonstrates support for the renewal and continuation of the District.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY AND COUNTY OF DENVER:

Section 1. The Renewal Resolution satisfies the threshold established by the District’s initial Operating Plan that the District has been successful over the prior ten-year period and demonstrates support for the renewal and continuation of the District in excess of the requested term described in the Renewal Resolution.



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Page: 1 of 2

Section 2. The City Council hereby approves the renewal and continuation of the District in perpetuity. The District shall continue to act in conformance with the Creation Ordinance and Section 12 of Article 25 of Title 31, Colorado Revised Statutes, as each may be amended from time to time.

COMMITTEE APPROVAL DATE: July 10, 2024 By Consent

MAYOR COUNCIL DATE: July 16, 2024 By Consent

PASSED BY THE COUNCIL: August 5, 2024

Amursh P. Sandora - PRESIDENT

APPROVED: Michael C. Johnston - MAYOR Aug 6, 2024
Michael C. Johnston (Aug 6, 2024 14:10 MDT)

ATTEST: Dad Jones - CLERK AND RECORDER,
EX-OFFICIO CLERK OF THE
CITY AND COUNTY OF DENVER

NOTICE PUBLISHED IN THE DAILY JOURNAL: July 25th, 2024, August 08, 2024

REVIEWED BY: Bradley T. Neiman, Assistant City Attorney DATE: July 18, 2024

Pursuant to section 13-9, D.R.M.C., this proposed ordinance has been reviewed by the office of the City Attorney. We find no irregularity as to form, and have no legal objection to the proposed ordinance. The proposed ordinance is not submitted to the City Council for Approval pursuant to § 3.2.6 of the Charter.

Kerry Tipper, Denver City Attorney

BY: Jonathan Griffin, Assistant City Attorney DATE: 7/31/24

