



**RE: File No. 03-778-**\_\_\_\_\_

September 27, 2024

City and County of Denver  
c/o City and County Clerk Paul Lopez  
201 W. Colfax Avenue Dept. 1010  
Denver, CO 80202

Dear Mr. Lopez:

The Downtown Denver Business Improvement District (DDBID) submits the attached preliminary budget and operating plan for 2025.

On the same page, DDBID is submitting separate budgets for the DDBID Intergovernmental Services Enterprise (Enterprise), the DDBID Capital Fund, the DDBID Periodic Maintenance Fund, and the DDBID Special Projects Contingency Fund. The Enterprise's purpose is to implement project funded by special sources, in compliance with the provisions of Amendment One. The Capital Fund pays for special projects from existing operating reserves that qualify as long-term capital expenses. The Periodic Maintenance Fund pays for special projects of a periodic, but non-annual occurrence that do not qualify as long-term capital expenses. The Special Projects Contingency Fund pays for special projects not covered by the above funds. In addition, the DDBID Board of Directors has requested setting aside reserve funds to be toward maintenance and repair of furnishings, fixtures and equipment amenities that will be included as part of the 16 Street Mall Reconstruction project.

The DDBID Board will proceed with the certification of property owner assessments by December 5, 2024, pursuant to State Statute (C.R.S. 31-25-1211).

In addition to the 2025 Operating Plan and Budget, also attached are:

1. A copy of the 2024 year-to-date "budget to actual" financial reports, including projected 2024 year-end budget included on spreadsheet with 2025 budget.
2. Re: material departures for 2024 Operating Plan: Aside from the continued provision of support to DOTI and DEDO regarding the 16<sup>th</sup> Street Mall Reconstruction by assisting with business outreach, decommissioning blocks going under construction, and supporting the 16<sup>th</sup> Street Fixtures, Furnishings and Equipment procurement efforts, there have been no other material departures from the 2024 Operating Plan.

Downtown Denver Business Improvement District  
1515 Arapahoe Street, Tower 3, Suite 100  
Denver, CO 80202  
303-534-6161

3. The Public Hearing notice-publication for the October 3, 2024, Public Hearing on the 2025 BID Budget.
4. The Downtown Denver BID has no planned or outstanding indebtedness.
5. A copy of the 2023 BID audit conducted in 2024.
6. A copy of the Amended BID By-Laws effective June 7, 2018.
7. A list of official BID Board actions in 2024 to date. Copies of meeting minutes are available upon request.
8. A copy of the current Board of Directors list; and
9. Board member attendance records, to date, for 2024.
10. Primary activities performed – but not limited to the following:
  - a. 2024, to date:
    - Daily/year-round maintenance and cleaning of the BID.
    - Further implementation of the Downtown Security Action Plan including implementation of a reporting app to aid in tracking and response.
    - Landscape/flowers in planters and pots on the lower portion of 16<sup>th</sup> Street and throughout the District's 120 blocks. Perennial plantings are being phased in as part of a sustainability initiative.
    - Maintenance of the sidewalks and medians of the portions of 16<sup>th</sup> Street not under construction, including maintenance and repair sandstone in Lower Downtown.
    - Provision of the Tree Maintenance Program serving all right-of-way BID property trees located within the 120-block area of the BID.
    - Enhancement and support of the 16<sup>th</sup> Street experience, where practical, including activation of a private vacant lot at Welton and 16<sup>th</sup> "Outer Space" that hosts special events, music/bands, vending, and other activations – open to the public with code of conduct rules in place.
    - Maintenance of year-round alley art installations on and near 16<sup>th</sup> Street to support the art in the alleys program.
    - Continued support of activation at Skyline Park in coordination with the Department of Parks and Recreation and the DDP; activation has been limited, but support provided, nonetheless.
  - b. Activities scheduled to be performed in 2025 include the above and the following, but are not limited to:
    - Daily/year-round maintenance and cleaning of the BID.
    - Landscape/flowers in planters and pots on 16<sup>th</sup> in the lower downtown (LoDo) portions, as well as on any completed blocks of 16<sup>th</sup> as they are brought on-line for full utilization, and throughout the District's 120 blocks. Perennial plantings will continue to be integrated into the program.
    - Continued support of the City's 16 Street Reconstruction Project.
    - Continuance of implementation of the Downtown Security Action Plan and BID Safety program.
    - On-going communication and outreach efforts to BID Property Owners and businesses.
    - Provision of the BID Tree Maintenance Program to all BID Property-owner properties with trees located in the public right-of-way.
    - Continued support of Skyline Park as circumstances arise.



- Snow removal from the Mall, FreeMallShuttle stops on and off the Mall, Curtis Street from 16<sup>th</sup> to 14<sup>th</sup>, and from California from 14<sup>th</sup> to 17<sup>th</sup> Street.
11. The Downtown Denver Business Improvement District has, for decades, funded an Outreach Person through an annual agreement with St. Francis Center. This position will continue to be funded in 2025. In addition, the BID Private Security Program includes provision of outreach services as a portion of their scope of work, this work will continue in 2025. Lastly, the DDBID partners with the Downtown Denver Partnership in their Outreach Coordinator Program, funded by Caring For Denver grant (2 years, beginning mid-2023), funding two positions dedicated to the downtown community connecting individuals struggling in the public realm with direct connections to services including housing, healthcare, the AID Center, STAR, etc. Reports from St. Francis Center, and the Denver Street Outreach Coalition are attached.
12. Attached are the following clean and safe metrics and survey results tracked by the BID in 2024, to date:
- Summary of surveys conducted to date:
    - High Frequency Data through August 2024, which includes:
      - Pedestrian counts
      - Weekday worker statistics
      - Hotel data
      - Population gain/loss and rank from return to office metrics
      - Residential information
    - 2023 Downtown Denver Travel Survey results.
  - Metrics of Maintenance of services conducted in the BID by contractor CSG.
  - Statistics related to the BID Private Security Program – year to date.
  - Denver Street Outreach Collaborative metrics regarding outreach encounters through June 2023.
  - St. Francis Center outreach and expanded housing updates.
  - 2023 DDBID Annual Report.

Please contact me at 303-571-8226 if you have questions or require additional information.

Sincerely,



Beth A. Moyski  
Executive Director, DDBID

CC: Dennis Wegienek, Budget Analyst  
Ronald Fano, Spencer Fane LLP, DDBID Attorney

Attachments

Downtown Denver Business Improvement District  
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**DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT - FY25 PROPOSED BUDGET**

**FY24 AUG YTD BUDGET TO ACTUAL**

**FY25 FINAL BUDGET**

**Account Account Name**

**REVENUES**

	YTD FY24 - AUG TOTAL	BUDGET FY24 TOTAL	REMAINING FY24 - AUG TOTAL	x	BUDGET FY24 Projected	Budget FY25 PROPOSED
Special Property Assessments	7,574,924	7,617,219	42,295		7,617,219	7,959,994
Non-Marketplace Revenues	393,351	917,685	524,334		917,685	939,288
Marketplace / Vending Revenues	5,956	37,420	31,464		37,420	94,435
<b>TOTAL REVENUES</b>	<b>7,974,231</b>	<b>8,572,324</b>	<b>598,093</b>		<b>8,572,324</b>	<b>8,993,717</b>

**EXPENSES**

400 400 Revenue Admin	-	-	-		-	-
410 410 Maintenance & Repair	2,448,475	3,600,970	1,152,495		3,600,970	3,814,647
415 415 Skyline Park	96,213	123,941	27,728		123,941	98,444
420 420 Management Services	1,013,995	1,503,577	489,582		1,503,577	1,591,843
430 430 Marketing & Communications	90,718	135,788	45,070		135,788	148,517
435 435 Winter in the City	252,797	419,837	167,040		419,837	416,795
440 440 Economic Development Services	74,130	146,011	71,881		146,011	164,039
445 445 Research	160,997	216,316	55,319		216,316	215,106
450 450 Safety	685,502	1,146,060	460,558		1,146,060	1,219,591
460 460 Mall Vending	39,053	67,346	28,293		67,346	75,425
470 470 Pedestrian Environment	714,408	1,045,003	330,595		1,045,003	1,006,379
<b>TOTAL EXPENSES</b>	<b>5,576,289</b>	<b>8,404,849</b>	<b>2,828,560</b>		<b>8,404,849</b>	<b>8,750,785</b>

**Net Operating**

<b>2,397,943</b>	<b>167,475</b>	<b>(2,230,468)</b>	<b>167,475</b>	<b>242,932</b>
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**Use of Reserve Funds**

480 480 Periodic Maintenance Expenditures	61,639	102,500	40,861		102,500	87,826
485 485 Capital Expenditures	-	8,438	8,438		8,438	19,500
490 490 Special Projects/Contingency	80,142	67,500	(12,642)		80,142	27,000
495 495 Mall Maintenance	-	25,000	25,000		25,000	-
<b>Total Reserve Funded Projects</b>	<b>141,781</b>	<b>203,438</b>	<b>61,657</b>		<b>216,080</b>	<b>134,326</b>

**Alternative Funded Projects**

549 BID Enterprise Revenues	1,255,116	1,614,706	359,590		1,614,706	1,701,267
549 BID Enterprise Expenditures	801,672	1,614,706	813,034		1,614,706	1,701,267
<b>549 Surplus / (Deficit)</b>	<b>453,444</b>	<b>-</b>	<b>(453,444)</b>		<b>-</b>	<b>(0)</b>

**Alternative Funded Projects**

550 16th Street FFE - Revenues	472,583	-	(472,583)		800,000	3,200,000
550 16th Street FFE - Expenses	-	-	-		800,000	3,200,000
<b>550 Surplus / (Deficit)</b>	<b>472,583</b>	<b>-</b>	<b>(472,583)</b>		<b>-</b>	<b>-</b>

**RESERVES**

Contributions to Periodic Maint Reserve	-	75,000	75,000		75,000	75,000
Contributions to TABOR Reserve	-	6,000	6,000		6,000	6,000
Contributions to Capital Reserve	-	60,000	60,000		60,000	95,000
Contribution to Mall Maintenance Reserve	-	25,000	25,000		25,000	25,000
<b>TOTAL RESERVES CONTRIBUTION</b>	<b>-</b>	<b>166,000</b>	<b>166,000</b>		<b>166,000</b>	<b>201,000</b>

<b>TOTAL Revenues</b>	<b>9,701,930</b>	<b>10,187,030</b>	<b>485,100</b>	<b>10,987,030</b>	<b>13,894,983</b>
<b>TOTAL Expense</b>	<b>6,519,742</b>	<b>10,388,993</b>	<b>3,869,251</b>	<b>11,201,635</b>	<b>13,987,377</b>
<b>TOTAL Income</b>	<b>3,182,188</b>	<b>(201,963)</b>	<b>(3,384,151)</b>	<b>(214,605)</b>	<b>(92,394)</b>



# **DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT 2025 OPERATING PLAN**

## **OVERVIEW**

The Downtown Denver Business Improvement District (BID) is a commercial property-owner funded management organization that strives to provide a clean, safe, and vibrant downtown environment for workers, residents and visitors in a 120-block area that includes all Downtown Denver. These services are supplemental to those provided by the City and County of Denver. Through annual assessments, BID property owners fund a series of district-wide programs that enhance Downtown Denver, including cleaning and maintenance efforts, safety, marketing, activation, economic development, transportation initiatives and, could include capital improvement projects.

Formed in 1992, and since 2001, when BID electors overwhelmingly supported a proposal to significantly increase special assessments, the BID initially increased its core maintenance services - litter and trash removal, sidewalk sweeping, and alley cleaning throughout Downtown and, subsequently, broadened its safety services. These safety services included Downtown Ambassadors, a homeless outreach program, and the hiring of off-duty police. In 2016, the BID funded the BID Private Security team to support the Downtown Security Action Plan. In 2024, the BID continued execution of the Downtown Security Action Plan continuing a full-time security manager, the private security component, and maintaining the alley permitting program to further enhance the safety and cleanliness of the BID area. The BID private security team continued to patrol the district, utilizing personal protective equipment and will continue to do so as conditions prescribe. The 2025 safety program will continue its investment in private security and management, keeping focus on the block security networks and building private-public relationships to broaden the range of the security program through enhanced communications including oversight of a radio repeater and electronic mass-communication software investment. The BID teams work in partnership with the Downtown Denver Partnership's Outreach Case Workers to connect those experiencing homelessness with outreach services as part of the safety program.

In 2025, the BID operations on 16 Street will continue to be impacted by the reconstruction project. 2025 will be the final year of construction and blocks have rolled back online beginning in June 2024. All parties continue to coordinate with work underway. The BID will provide tree care to newly installed and existing trees on 16<sup>th</sup> Street as well as provision of tree care to nearly 2000 additional trees currently located along the right-of-way/sidewalks fronting BID commercial properties throughout the district. Other visible BID initiatives include a variety of activations of public spaces to enhance the sense of vibrancy and safety. The BID will also continue other "Off-16th" activities, including a trash receptacle relay system to save time and funding through improved efficiencies, as well as to support sustainability goals. Finally, the BID will continue its core focus on clean and safe activities noted above as well as funding marketing, communications, holiday, economic development, and research programs.

## **AUTHORITY**

The Downtown Denver Business Improvement District (BID) was created pursuant to the provisions of the “Business Improvement District Act,” Part 12 of Article 25 of Title 31, Colorado Revised Statutes. The services, facilities, and improvements provided by the BID are not intended to duplicate or supplant the services, facilities, and improvements provided by the City and County of Denver within the BID boundaries. The BID was created to provide enhanced or otherwise unavailable services, facilities, and improvements within the BID.

## **BOUNDARIES**

The Boundaries of the District and its service area are generally described as starting at a point at the intersection of Grant Street and 20<sup>th</sup> Avenue, extending west along 20<sup>th</sup> Avenue to its intersection with 20<sup>th</sup> Street, extending northwest along 20<sup>th</sup> Street to its intersection with the original Wewatta Street alignment (or Wewatta Street extended), extending southwest along the original Wewatta Street alignment to its intersection with Speer Boulevard, extending generally southeast along Speer Boulevard to its intersection with 12<sup>th</sup> Street, extending southeast along 12<sup>th</sup> Street to its intersection with Colfax Avenue, extending generally east along Colfax Avenue to its intersection with the alley between Sherman and Grant Streets, extending north along the alley between Sherman and Grant Streets to its intersection with 16<sup>th</sup> Avenue, extending east along 16<sup>th</sup> Avenue to its intersection with Grant Street, and extending north along Grant Street to the point of beginning. Pursuant to statute, the District shall contain only that taxable real and personal property within said boundaries which is not classified for property tax purposes as either residential or agricultural.

## **RENEWAL**

The BID has all the powers, functions and duties specified in the “Business Improvement Act” except as expressly stated in this Operating Plan. Specifically, the BID shall have perpetual existence unless, in the tenth year thereafter, the District fails to file with the City Council of the City and County of Denver a petition requesting continuance signed by persons who own real and personal property in the service area of the BID having a valuation for assessment of not less than fifty percent of the valuation for assessment of all real and personal property in the service area of the District and who own at least fifty percent of the acreage in the BID. The City Council determines whether the petition threshold was met and may, upon the filing of any challenges to the signatures, hold a public hearing on said question. If the City Council determines that the petition threshold has not been met or if no petition is filed prior to expiration of a ten-year period, the City Council shall declare, by ordinance, that the BID is dissolved and shall direct the existing directors to take such actions as are necessary to conclude its affairs.

The most recent renewal was approved by the City Council via Ordinance No. 20210657, Series of 2021, and continues the BID through 2031.

## **COMPOSITION OF THE BOARD OF DIRECTORS**

The board of directors of the BID consists of seven electors of the district, appointed by the Mayor of the City and County of Denver. Members appointed to the board shall represent a cross-section of interest in the district, including large property owners, small property owners, Lower Downtown, the Central Business District, retail owners, office owners, and unimproved landowners. Each director shall serve a three-year term and may be appointed for one additional consecutive term.

## **FUNDING**

The operations of the BID are financed by a special assessment of real property within the district. A benefit study was undertaken in 2001 and approved by the BID Board to support changes in the special assessment methodology. In addition, the BID may accept and spend money from any grant, gifts, bequest, donation, or other similar source and may enter contracts for the funding and provision of any of its services, facilities, or improvements. Further, the BID may establish special assessment districts pursuant to the provision of 31-25-1219, C.R.S. unexpended moneys at the end of the fiscal year may be placed in one or more reserve funds to be expended as determined by the BID Board, including for capital expenses.

## **MAINTENANCE AND REPAIR - 2025**

In 2025, the BID will begin a new contract with Consolidated Services Group for cleaning and maintenance services. The new contract is a result of the 2024 request for proposal process and outcome awarding the contract based upon merit, cost, and performance criteria. The contract will be for one year, renewable annually, up to four additional years.

CreativExteriors (CE) will continue designing and maintaining the flower plantings on the Lower Downtown portion of the Mall, off the Mall, and on California Street. Sustainable Landscapes Colorado (SLC) will continue to provide landscaping services in the Federal District for the third year and will also provide the same services on the newly opened blocks of 16<sup>th</sup> Street, which will eventually be from Broadway to Market. SLC was found through an open bidding process for both locations. The landscaping services for the entire BID will be going to RFP in 2026.

The BID will continue to monitor progress of the conversion of perennial plantings in the BID. The last three summers new perennial planting material has been planted in a variety of the BID's microclimates both on and off 16<sup>th</sup> Street to consider maintenance, water usage, and impact on climate while continuing to provide greenery which promotes a safe and welcoming pedestrian environment. As the DE team plans for 2025 they will ask the City to include funding in the annual IGA to assist a more aggressive conversion to perennials so that we can convert 100 planters in 2025.

Mountain High SavATree will continue to maintain the trees and irrigation as the DDBID takes over management of newly opened blocks of 16<sup>th</sup> Street as well of the LoDo blocks of 16<sup>th</sup>. They will also continue to provide tree health service for the street trees fronting commercial properties throughout the BID – this care includes pruning, fertilization, and pest control.

The DDBID's Clean Team contractor will continue to provide snow removal and graffiti abatement services in the Active Construction Zone (ACZ) blocks of 16<sup>th</sup> Street through a DDBID enterprise agreement through the end of the reconstruction project in the Fall of 2025.

In 2025 the BID will contract with on-call contractors for plumbing, electrical and paver repair services. Thanks to the assistance the DE team has provided to 16<sup>th</sup> Street reconstruction, the pool of contractors they can use has significantly grown and we will be able to choose contractors based on best bid.

## **16<sup>th</sup> Street Services**

The following services are currently being provided on the 16<sup>th</sup> Street Mall between Broadway and Wewatta Street and will continue to be provided in 2025 as new blocks continue to open.

- Daily sidewalk and transit lane cleaning where applicable
- Porter, graffiti, and snow removal services on 16<sup>th</sup> Street through Enterprise Contract with PCL on blocks under construction.
- Daily maintenance and trash and recyclables removal
- Painting and repairs of infrastructure and furnishings
- Graffiti removal
- Snow removal, including transit lanes, where applicable
- Flower planting on LoDo blocks and newly opened blocks in current ACZ.
- Activation, holiday, and entertainment program support
- Tree maintenance in LoDo blocks and newly opened blocks.



- Pedestrian streetlight repairs in LoDo blocks and newly opened blocks of ACZ.
- Electrical, irrigation, and plumbing maintenance in LoDo blocks and management in newly opened blocks in current ACZ.
- Surface cleaning as needed in both ACZ and newly opened blocks
- Daily Mall inspection
- Special projects

### **Other Streets**

The following services are currently provided on all streets throughout the 120-block BID service area in 2024 and will continue to be provided in 2025:

- Litter pick-up, including tree wells, and on 16<sup>th</sup> Street.
- Removal of graffiti from public fixtures
- Seasonal weed control
- Emptying of BID trash receptacles
- BID Bicycle rack maintenance.
- Sidewalk cleaning services, primarily periodic power washing, spot power washing and as necessary for public health purposes.
- Power washing of district sidewalks twice per year; April - October and as weather allows.
- Daily inspection

The following additional services are currently provided on Curtis between 14<sup>th</sup> and 16<sup>th</sup>; and California Streets, between 14<sup>th</sup> Street and 17<sup>th</sup> Street and will continue as routine contract services for 2025:

- Snow removal
- Tree maintenance and irrigation
- Flower planting
- Trash removal

The following additional services are currently provided on East 16<sup>th</sup> Avenue, between Broadway and Grant Street and will continue to be provided in 2025:

- Overall streetscape maintenance, including:
  - Light fixture maintenance
  - Flower planting
  - Tree pits cleaning
  - Trash and Graffiti Removal

These additional services are currently provided on Larimer Street, between 15<sup>th</sup> Street and 17<sup>th</sup> Street and will continue to be provided in 2025:

- Tree maintenance and irrigation
- Electrical charges for pedestrian lights

### **Alleys**

In 2025, the strategy for the cleaning of alleys will continue to focus on alleys adjacent to the 16<sup>th</sup> Street. These have the most restaurants, create the most sanitation challenges, and affect the greatest number of people. Alleys away from the Mall will be cleaned twice per year or as requested, however, the frequency will depend on the need and the level of services allocated to the different BID assessment zones. Alley Inspections and cleanliness assessments will be performed regularly throughout the BID. A special focus will be on odor mitigation at the 16<sup>th</sup> Street Mall entrances.

- In addition, the BID's contractor responds to calls for assistance by property owners

whenever there are problems in alleys due to overflowing dumpsters, illegal dumping, or unpleasant odors. This policy will continue in 2025 but will be monitored to assure consistency in services.

- Staff will continue to meet with City inspectors and adjacent property owners to ensure compliance with City ordinances and minimize problems in alleys due to overflowing dumpsters, grease traps, or inadequate maintenance. The BID has 15 Downtown alleys permitted to help manage some of the issues that occur. A maintenance plan for Mall alleys has been developed to improve inspection, sanitation, and communication to property owners about scheduled contracted cleaning schedules in 2025.

### **LoDo Cleaning**

In 2025 the BID will continue the same level of services in LoDo including a concentrated sidewalk cleaning between 18<sup>th</sup> and 20<sup>th</sup> Streets / Wynkoop and Market Streets in advance of Rockies Opening Day. Thanks to an additional services agreement for custodial services with RTD in Wynkoop Plaza at Denver Union Station, the BID is able to ensure a clean and welcoming environment in this economically vibrant zone of the BID.

### **Recycling Receptacles**

The contractor will continue to collect and dispose of the recycled material from recycling containers located along the 16<sup>th</sup> Street Mall. Receptacles are located in the public realm out of the Active Construction Zone. The newly opened blocks of 16<sup>th</sup> Street will have new dual receptacles for trash and recycling. The receptacles will also be connected to the BID's current Victor Stanley Relay system account, allowing for a more efficient delivery of trash services.

## **SKYLINE PARK - 2025**

Skyline Park is a part of the BID budget in 2025 with primary focus on activation support. The park has seen many successes and a few setbacks. A cooperative partnership with the City of Denver Parks and Recreation Department (DPR) along with BID-supported activation and enhancements have seen an increase in awareness and use of Skyline Park. The Downtown Denver Partnership's Skyline Beer Garden (in conjunction with the BID's games program) and Downtown Denver Rink at Skyline Park have had a positive impact on the safety and perception of Block 2 of Skyline Park most of the year.

Block 2 is expected to undergo renovation as part of the 2017 Go-Bond project, leaving blocks 2 and 3 for potential programming support.

The presence of unhoused people, street youth and/or 'urban traveler/transient' populations, and at times, open-air drug activity when the Park is not activated, creates a primarily negative presence in Skyline Park. While in general this population does not directly disrupt, the presence, appearance, and language of groups throughout the day can be disturbing and affect the perception of safety, particularly for families. Increased safety measures and continued activation and programming do provide benefit to the area and help improve the environment and perception of safety.

The Skyline Park Local Maintenance District (LMD) in cooperation with the Denver Parks Department was formed effective January 2019. This District was formed to help fund the provision of enhanced security and maintenance services and was expected to commence in January 2020 following a city-led RFP process for management services. The city awarded the Downtown Denver Partnership management of the Skyline Park LMD in late Spring, 2023. Skyline Park is a key part of the downtown environment, with that, the BID will continue to collaborate with DPR, as well as the Skyline Park LMD, for the foreseeable future.

### **BID Maintenance contribution**

The BID funded maintenance support of the park may include daily concierge service of the tables and frequent cleaning of troublesome areas to support the park and Skyline Park LMD.

### **Safety and Security**

Denver Parks maintenance and Park Rangers work out of one half of the kiosk, providing episodic eyes on the park activities. With the commencement of operations the Skyline Park LMD, the LMD is expected to absorb the cost to provide security services after hours either in-house, or potentially via a formal agreement with the BID private security program, or other service provider.

### **Events and Programming**

- **Block 1** (15<sup>th</sup> to 16<sup>th</sup>) - The BID may support/partner with the Downtown Denver Partnership with respect to events and activation support.
- **Block 2** (16<sup>th</sup> to 17<sup>th</sup>) Due to anticipated construction, support of this block will not be necessary unless a delay occurs.
- **Block 3** (17<sup>th</sup> to 18<sup>th</sup>) - The BID may support/partner with the Downtown Denver Partnership with respect to events and activation support.

## **2025 MANAGEMENT SERVICES**

The Management Services provided by the Downtown Denver Partnership to the BID cover three areas:

- Management Direct Expenses
- Administrative Overhead
- Program Management

Management Direct Expenses, Administrative Overhead and Program Management are itemized in the Management Services department and represents staff utilization charges for administrative requirements. These charges are separate and distinct from the Program Management charged in the department operations to carry out the BID program elements.

There are five components that make up the contract value integrated in the proposed 2025 budget detailed below:

1. Administrative Overhead
2. Management Services Program Management
3. Departmental Program Management
4. Winter in the City Direct Expenses
5. Management Fees for non-operating funded activities

The Administrative Overhead charged to the BID under the contract is an allocation of DDP administrative expenses common to both BID and DDP. Unique expenses applicable to DDP are excluded from this shared overhead expense pool. The overhead resources are allocated proportional to BID staff utilization. Staff utilization is driven by the programmatic choices included in the 2025 work plan.

Direct Expense BID line items of C&CD billing fees, Insurance, Legal and Audit Services in this department showed a very slight increase of one-half of a percent. Insurances costs are anticipated to increase slightly.

Management fees for Capital Expenditures, Alternatively Funded Projects and BID Enterprise activities are part of this 2025 budget. These fees are in response to the variability, complexity, staff time and DDP resources required to undertake this work. Management fees vary by category. In the Capital Expenditures and Special Projects / Contingency Reserve category, fees are 12.5% of estimated project costs and are built into the individual line-item costs for each separate item. If all Capital Expenditures and Special Project / Contingency projects are completed at the proposed costs, the fees will be \$8,375 In the BID Enterprise Category, DDP fees are set at 45% of the proposed enterprise budget net, equaling: \$116,452.



## **2025 ECONOMIC DEVELOPMENT**

The 2025 DDBID strategy will continue to emphasize support and efforts related to retail retention and recruitment; business retention and recruitment; Economic Development brand and material development; and identifying, supporting, and attracting start-up businesses.

### **Business Retention Program**

- Retention efforts include contacting existing Downtown Denver companies, especially those whose lease is up for renewal in the next 18 to 24 months or who are otherwise at risk of leaving the market.
- Arrange and participate in meetings with the Mayor and CEOs of Downtown's top employers.
- Continue to enhance the strong relationships with the state Office of Economic Development & International Trade, the Denver Office of Economic Development and Opportunity (DEDO), Metro Denver Economic Development Corporation (MDEDC) and other regional economic development organizations.

### **Business Recruitment Program**

- The DDBID will continue to represent Downtown Denver with metro, regional and national companies considering relocation to, or expansion in, Colorado. An emphasis on local, women owned and BIPOC businesses is a priority.
- The DDBID will continue to be represented, *as appropriate*, at NAOP, ULI, ICSC and other events and conferences in 2025.
- The BID will participate in the 2025 Site Selection Conference, if scheduled, ensuring the Downtown Denver story is communicated to key site selectors during their time in Denver.
- Conduct Downtown Development and Trends presentations for commercial brokers, residential brokers, developers, retailers, investors, property owners and other businesses upon request.

### **Startup Business Support**

- Promote entrepreneurial and small business through the Mall vending/kiosk program as space becomes available for activity on the newly constructed 16<sup>th</sup> Street.
- Participate in events like Denver Startup Week to help identify Denver's entrepreneurial business community, as well as to generate more visibility for Downtown as the center of innovation and entrepreneurship.

### **Retail Recruitment and Retention Program**

- Completion and implementation of a comprehensive Groundfloor/Retail Plan for Downtown Denver that covers the following aspects of retail development in Downtown Denver: identify retail category gaps and opportunities; identify key data points to be monitored; list resources/reports/brochures to create; develop brand messages for retail in Downtown Denver; direct outreach to top 25 retail targets; and others TBD.
- Provide coordination, research, and assistance as appropriate to owners of major retail complexes, new development projects as well as individual new retail businesses to help them expand, reposition, or open new locations in the BID area.

- Work with and support property owners/developers to share the downtown retail vision and identify opportunities for retail development, especially along the 16<sup>th</sup> Street Mall.
- Give presentations to retail brokerage offices on Downtown retail development and other research.
- Attend and participate at the ICSC 2025 RECON, and New York National Conferences, *if appropriate*, as part of the retailer outreach strategy.
- Conduct site visits to meet with key retailer prospects or their tenant representatives to determine the feasibility of a Downtown location as appropriate.
- Develop a retail-focused marketing piece as outlined in the Downtown Retail Plan.
- Conduct a retail survey of Downtown retailers.

## **2025 MARKETING AND COMMUNICATIONS**

### **Annual Report**

The BID Annual Report presents the BID work plan, recent accomplishments and brief budget information for property owners, Downtown businesses, government officials and others. We work to include more information in the report about what the BID does so the document can be used to educate property owners and other stakeholders. The document is accessible digitally with printed reports available upon request.

### **BID Happenings**

The BID remains committed to informing and updating all its constituents on a timely basis. The BID will continue to produce the "BID Happenings" electronic newsletters monthly and continue to monitor the effectiveness of the newsletter to assure all BID constituent communication needs are met throughout 2025. Newsletters focus on a variety of topics including infrastructure updates, upcoming events in the BID, status of BID programs and initiatives BID visibility in the press and other relevant subjects. Reach = 300+ BID property owners who opt to receive this communication. Standalone "breaking news" and other email communications are distributed to property owners as needed.

### **Web and Photo Resources**

The BID helps support a website that is the one-stop-shop for all information on Downtown, <https://www.downtowndenver.com/bid/> . \$5,200 has been budgeted to continue to update the website and photography resources.

### **Targeted Marketing**

Targeted marketing and promotions efforts will be implemented to ensure the success of several BID programs and initiatives, including activities and events such as the Skyline Beer Garden, public art walks and installations, Winter in the City, sidewalk sales and more.

### **Downtown Denver Wayfinding**

IKE (interactive kiosk experience) Way-finders – include a listing of businesses on the 12 IKE kiosks throughout Downtown. The IKEs were pulled due to 16<sup>th</sup> Street Reconstruction and an upgraded version is being installed as blocks come online beginning in 2024 and with project completion by/before yearend 2025.

### **Special Projects**

Support of the rebranding to attract downtown visitors.

## **2025 HOLIDAY**

Given the significance of fourth quarter sales to the Downtown economy, the BID collaborates with Downtown hotels, retailers, the City, and VISIT DENVER during the winter/holiday season to promote Downtown Denver as the center of seasonal activity for the region.

As part of the annual **Winter in the City** program, the BID will continue to use this platform for all winter/holiday activities including events, downtown decor, retailers and restaurants. Winter in the City will continue to create and market an inviting experience that makes Downtown Denver a seasonal destination.

The Winter in the City programming runs from Thanksgiving through the end of January and targets both local and regional audiences. The marketing of the program not only highlights BID-funded programming but leverages other holiday events to showcase all that Downtown Denver has to offer. The campaign features shopping as an important part of the downtown experience. The marketing campaign will include web, social media, brochures, posters, and targeted media buys.

As the most significant component of the holiday program, decor and lighting will be approximately two thirds of the total holiday budget. For Winter 2024 and 2025 – the focus will include parts of 16<sup>th</sup> Street that are not under construction, vacant storefront activation, construction fencing, and other opportunities in the downtown public realm, including “Outer Space” a DDBID activated vacant lot located at 16<sup>th</sup> and Welton. The BID continues to include 16<sup>th</sup> Street, Skyline Park, the D&F Tower and connections on California, Curtis and Larimer Streets to the Colorado Convention Center and the Denver Performing Arts Complex in its holiday lighting scope.

The BID holiday plan also includes events and entertainment to further the efforts to attract Downtown residents, employees and visitors. This includes events such as a collaborative Downtown Denver Grand Illumination lighting event and New Year's Eve fireworks, programs that will be leveraged with City and VISIT DENVER holiday activation investments plus extensive marketing. All the holiday events have been created to drive business to hotels, restaurants, bars and retail outlets in Downtown.

The goal of the entertainment/program funding is to ensure that throughout the holiday season, visitors will be able to experience entertainment or unique activity in addition to helping keep visitors in Downtown longer. This will be enhanced by promoting the variety of events already taking place in Downtown Denver.



## **2025 RESEARCH**

Downtown Denver plays a lead role in attracting and retaining quality business to the metro area, as well as increasing numbers of visitors both locally and nationally. In the interest of pursuing the most efficient use of resources, every effort is being made to regularly re-evaluate the relevance of data either gathered or created by the DDBID in view of the ever-changing needs and demands of the commercial, retail and hospitality development and investor markets.

Considering impacts to the commercial sector from the COVID-19 pandemic, and efforts to understand trends, research continues to especially play a key role as Denver looks toward and beyond economic recovery.

In 2025 research staff will:

- Produce the State of Downtown Denver report and other key research documents to tell the story of Downtown Denver. Data points include pedestrian counts, vacancy rates, hotel room rates and occupancy percentages, housing trends, office market development, Downtown demographics and more. Other research activities conducted by the Downtown Denver Partnership, but that contribute to the overall research program of the two organizations include the annual Travel, formerly “Commuter”, Survey, and the parking inventory.
- Continue to track and update all Downtown development, including a summary of mixed-use, hotel, office, public and residential developments. This commonly requested information is available on the [downtowndenver.com](http://downtowndenver.com) website, through quarterly electronic reports and an annual printed report.
- Observe and analyze key public spaces in Downtown Denver using the Public Space Public Life methodology. Use this methodology to measure impacts of potential interventions and/or changes in Downtown public spaces.
- Conduct surveys to gauge perceptions regarding the work of the Downtown Denver BID.

## **2025 BID SAFETY**

The BID's safety and security investment continues to be a priority for the Improvement District. BID 2025 safety funding will be increased in anticipation of adding a dispatch person to the program. This will allow the BID Private Security supervisors more time to attend to immediate needs and requests in a timelier manner. In addition, this allows for efficient deployment of private security officers, efforts to address environmental obstacles, and on-going communication with BID property owners, managers, and security partners.

Completed in January 2016, the first Downtown Denver Security Action Plan was a bold undertaking by the Downtown Denver Partnership (DDP), providing a comprehensive and holistic look at how the private sector supports safety and security efforts and recognizing that these efforts are bigger than any one organization. The plan detailed action items ranging from improved lighting and management of alleys to enhancing communication programs among property owners and businesses. The plan included five focus areas: Strategy and Management, Information and Coordination, Communication, Education, and Responsibility, Infrastructure and Environment, and Regulation and Enforcement.

Public safety in Downtown Denver remains a high priority as the city center is reimaged. Building upon the accomplishments led by the BID and the DDP over the past seven years, the updated Security Action Plan enhances and evolves current security measures, creates additional opportunities for collaboration, and addresses the needs of the Downtown Denver community to create a safer and more vibrant downtown. The updated Security Action Plan continues to utilize the same foundation as the initial Plan – taking bold action through collaboration to foster a culture of safety in Downtown Denver. The BID has a strong voice in the shaping of safety of Downtown Denver and continues to use this Security Action Plan as a tool to expand upon, establish, and advocate for safety related initiatives.

There are a few foundational principles at the center of the Updated Security Action Plan, including:

- **Citizen Centric:** Creating a safety and security framework with a citizen-centric view is a key foundational component of both the 2016 and 2021 Security Action Plans. Putting people first, be they residents, visitors, business owners, or city staff, helps to ensure that the real needs of the community are being addressed. Not only does it focus on the “why” of developing a Security Action Plan, but also the various stakeholders become an internal part of the solution, with a sense of ownership and stewardship for creating a culture of safety and a safe downtown.
- **Collaborative:** As so many successful initiatives demonstrate, Denver can better realize outcomes when diverse players participate and collaborate. Such collaboration is important from the development of the 2021 Security Action Plan to the execution of its initiatives. The 2021 Security Action Plan enables stakeholders across government, business, and the community at large to contribute and push forward a safe and secure environment for all.
- **Data Driven:** Safe cities rely on data, lots of it, and from multiple sources to be successful. The monitoring of downtown's infrastructure and environment through analysis and technologies can show what is happening in real time on the ground. Combining data from Eponics (a third-party vendor utilized by the BID), Regional Transport District (RTD), and Denver Police Department (DPD), among others, can create a rich set of data that can produce insights to better manage operational efficiencies, as well as provide quality-of-life enhancements.

- **Fit for Purpose:** Creating and maintaining a sustainable Security Action Plan requires careful consideration of current infrastructure, services, and security operating models. Initiatives laid out in the SAP.

## **SECURITY ACTION PLAN (SAP)**

The SAP provides a roadmap for the Downtown Denver Business Improvement District and Partnership to serve as Denver's leader, supported by the private and public sectors, in identifying and coordinating initiatives to improve the perception and reality of safety and security for people in the urban core. It does this by focusing on 5 goals: strategy and management; information and coordination; infrastructure and environment; communication, education, and responsibility; and regulation and enforcement. By empowering providers with the tools and resources needed to perform their duties and educating Downtown citizens, employees, and visitors with the material needed to be informed community stakeholders, we will help create a safe Downtown Denver.

### **Strategy and Management**

The Security Manager is responsible for the implementation of the SAP. The BID contracts with Allied Universal Security Services to provide private security team services. The private security operates to deter criminal and nuisance activity on the Mall, and supplements police presence Downtown. Communication is an integral focus of the program to ensure everyone is aware of the actions the BID is taking to address safety Downtown. The private security officers act in a combined role of security, ambassador-type services, and connect those in need with social service outreach services. The BID continues to partner with the St. Francis Center outreach team which continues to be an integral part of the holistic approach to creating a safe downtown environment for everyone.

### **Information and Coordination**

The BID utilizes an incident management system to track all security incidents, as well as ambassador and outreach activity as well. This system is building a comprehensive database that is used to measure and demonstrate the impact on the safety and security of downtown. This information is shared with the BID Board, BID stakeholders and is available to review upon request.

### **Infrastructure and Environment**

The Security Action Plan identifies opportunities specifically along the 16th Street Mall to improve the visibility and maintenance of buildings and alleys. In July 2017, the BID increased the number of permitted alleys from 7 to fourteen. This was a result of the 2016 pilot project that proved instrumental in improving the alley environment by reducing unauthorized access and behavior. The BID continued this program in 2018, with the alleys permitted through June 2020, adding a fifteenth alley. The BID intends to reapply for the permits for closure in 2025. The BID continues to work with property owners to advise them on increased safety measures for individual properties that can impact overall conditions, such as increased alley lighting and locking dumpsters.

**Communications, Education and Responsibility**

Stakeholder communication, education, and responsibility are key to the Security Action Plan, allowing for a common understanding of the tolerable activities and behaviors to be demonstrated in the downtown core. Stakeholder outreach is accomplished through existing Block and Safety Committee vehicles. The focus of the Block program continues to be clarifying the responsibilities of self-nominated block participants as well as providing support material to businesses and tenants, so they may take a more proactive and productive role in safety and security. Resources for education will be identified and an active marketing of these resources will be offered to all downtown businesses, tenants, and residents. The BID Security team utilizes a mass communication software enabling the BID to reach out to 895+ property owners, managers, and security personnel to provide general security information or updates should emergency notification be necessary. Mass-communication distribution can be geographically specific.

**Regulation and Enforcement**

The Security Action Plan comprises initiatives focused on clarifying the ability to enforce certain regulations and impact policy. The Security Manager continues to work with the City Attorney's Office to ensure BID resources operate within legal constraints and advocate for area restrictions when circumstances are warranted.



## **2025 MARKETPLACE ON 16th**

Marketplace on 16<sup>th</sup> represents the DDBID's focused strategy to enhance the 16<sup>th</sup> Street environment through positive activation of the public space between Court and Wynkoop Streets. The program is a proactive and ongoing management with emphasis on activity vs revenue, quality versus quantity and assurance of a positive customer experience.

**16<sup>th</sup> Street Reconstruction:** In 2025, all blocks are anticipated to be reopened by or before year end. The Downtown Environment Manager has been focused on outreach and communication with ground floor businesses, assisting with plans for storage of sidewalk café assets, helping vendors relocate, and working to activate public spaces along the corridor – this work will continue through 2025.

**Special Events** are an opportunity in terms of both activation and modest revenue. Interest and diversity in this category continue to grow. Creating strong alliances with national and local marketing firms remains key in encouraging their clients' product launches and promotions along 16th.

In 2025, special event activity on 16<sup>th</sup> is expected to increase as blocks reopen. In 2025, the DDBID will be partnering with Denver Arts and Venues to support performers on 16<sup>th</sup> as blocks opening in a combination of episodic as well as ongoing entertainment experiences.

**Visionary Strategies:** In accordance with recommendations of the 16<sup>th</sup> Street Playbook efforts will continue to capture and support unique characteristics on various blocks to further solidify a "sense of place".

**Programmatic Strategies:** The ordinance and subordinate documents governing 16<sup>th</sup> Street Mall Vending, Special Events and Entertainers are being revised in phases. A pilot for the busker program was launched in July 2024. Those remain in need of review and revision in conjunction with Citywide ordinances impacting City vending, mobile food vehicles, peddler permits, food trucks, conducting business at parking meters, and several associated items. This is a broad issue to be addressed across multiple departments and with City participation.

**Pricing adjustments** were made to reduce financial hardship and turnover rates of Mall vendors and sidewalk cafes, to ensure continued interest from local small businesses, and to avoid decline of overall activation on the Mall. A required short-term trial period has successfully been implemented before long-term agreements will be offered to reduce ongoing abandonment and legal issues.

As mentioned above, rates will continue to run at rate level with consideration of the Mall reconstruction impacts, reviewed frequently by the BID Board, and readjusted if appropriate.

## **PEDESTRIAN ENVIRONMENT - 2025**

An enhanced pedestrian environment plays an important role in not only attracting users to the downtown realm, but also to the experience of a safe and clean environment. People feel safer and more at ease in spaces that include greenery, shade, beauty, and vibrancy.

The Mall Flower Program, and its companion item, the Off-Mall Planting Program, are the two most significant costs in the Pedestrian Environment budget. In 2025, the remaining blocks undergoing reconstruction on 16<sup>th</sup> Street are expected to come online, and a new planting program is being implemented concentrating on the use of perennials with a splash of color from annuals.

The Off-Mall component was initiated with 150 planters in 2008 and has since grown to 460 planters. Most of this growth has been attributable to a program of commercial property owners paying the BID for the initial capital cost of the planters and the first year of planting and maintenance. The BID then takes ownership of the planters and provides the flowers and maintenance for the life of the planters, this has resulted in steadily increasing maintenance costs and responsibilities for the BID each year.

In 2025, focus of the Off-Mall Planting Program will continue to evaluate the evaluation the data collected over the past four years of the perennial conversion study. The Downtown Environment DE team has been testing perennial plantings in a variety of the BID's microclimates, including 16<sup>th</sup> Street. The intent of the study is to determine if the conversion to perennials is indeed resulting in a decrease of water usage, labor, and maintenance cost, and helping the BID to provide services in a more efficient manner, having an impact on climate and environment. Because of the success of the initial phase of the program the team aims to include funding through the annual IGA with the City to increase the number of planter conversions by 100 in 2025.

Added in 2023, the line item for programming, planning and community impact (PaCI) with the focus on funding projects that take the public environment realm into the future, serving all who visit, live, work or play downtown. Examples include investment in Outer Space, a vacant lot located on the Mall at 16<sup>th</sup> and Welton, and collaboration on Glenarm Plaza, among others.

The funding from Programming-Activation will be used to activate the Mall and other spaces in the public realm with various types of attractions or entertainment, focused on activities that will activate both on a one time and on an ongoing basis. This includes the continued support of activation activities including but not limited to funding dedicated to the Mall or alley activation, programming and alley art maintenance.

## **PERIODIC MAINTENANCE RESERVE**

In 2025, funds are being allocated for LoDo hardscape repairs, banner hardware, replacement banners, maintenance equipment purchase/lease funding, and Mall furniture repair or replacement in the Periodic Maintenance Reserve Projects fund. Generally, the BID contributes to the Periodic Maintenance Reserve annually to cover the costs for items and projects that do not happen annually but are recurring and then draws money from that Reserve as necessary to fund specific projects.

The 2025 items include:

- \$35,000 for Mall hardscape rehab in the Lower Downtown portion of the Mall – this portion is not part of the major 16<sup>th</sup> Street Mall Reconstruction Project.
- Funds to purchase 2 Victor Stanley trash receptacles and lids. \$5,500.
- \$3,500 for replacement banners (approx. 60 banners for 2024) and \$16,000 to add 26 banner poles to the newly opened blocks of 16<sup>th</sup> Street.

## **2025 CAPITAL FUND**

Capital funding for the BID was established based on a capital reserve goal and formula approved by the BID Board and initiated in 2004. Traditionally the BID has contributed up to 1% of Special Property Assessments annually to the Capital Project Fund to cover periodic capital projects and then draws money from that fund as necessary for specific projects. The economic impacts of the pandemic and the Mall permit program have brought this contribution down. There are 2025 capital funds available to support \$7500 to replace LoDo trees and repair grates – replacement if not repair.

## PUBLIC NOTICES

BEFORE THE ENERGY AND CARBON MANAGEMENT COMMISSION  
OF THE STATE OF COLORADO  
CAUSE NO. 1

DOCKET NO. 240500119  
TYPE: VARIANCE

IN THE MATTER OF THE APPLICATION BY EXTRACTION OIL AND GAS FOR A VARIANCE TO RULE 1004.a AND 1004.d FOR THE SHARPE 61S68W/10ESE OIL AND GAS LOCATION, WATTENBERG FIELD, ADAMS COUNTY, COLORADO

### NOTICE OF HEARING

Extraction Oil & Gas, Inc. (Operator No. 10459) ("Applicant") filed an Application with the Commission for a Variance under Commission Rule 502.a from the requirements of Rules 1004.a and 1004.d for the Sharpe 61S68W/10ESE OIL and Gas Location (Location ID 320222), located in the below-described lands (the "Application Lands"). This Notice was sent to you because the Applicant believes you may be an interested party in the Application Lands.

**APPLICATION LANDS**  
**Township 1 South, Range 68 West, 6th P.M.**  
Section 10: SE¼SE¼  
**DATE, TIME, AND LOCATION OF HEARING**  
(Subject to change)

The Commission will hold a hearing only on the above referenced docket number at the following date, time, and location:

Date: November 20, 2024  
Time: 9:00 a.m.  
Location: Virtual Hearing with Remote Access via Zoom  
To participate virtually navigate to <https://ecmc.state.co.us/#/home> and locate the Zoom meeting link on the left side of the webpage  
Colorado Energy and Carbon Management Commission  
The Chancery Building  
1120 Lincoln Street, Suite 801  
Denver, Colorado 80203

### DEADLINE FOR PETITIONS BY AFFECTED PERSONS: October 21, 2024

Any interested party who wishes to participate formally must file a written petition with the Commission no later than the deadline provided above. Please see Commission Rule 507 at <https://ecmc.state.co.us/#/home>, under "Regulation," then select "Rules." Please note that, under Commission Rule 510.1, the deadline for petitions may only be continued for good cause, even if the hearing is continued beyond the date that is stated above. Pursuant to Commission Rule 507, if you do not file a proper petition, the Commission will not know that you wish to formally participate in this matter and the date and time of the hearing may change without additional notice to you. Parties wishing to file a petition must register online at <https://oitco.hylandcloud.com/DNRCOGExternalAccess/Account/Login.aspx> and select "Request Access to Site." Please refer to the ECMC "Filing Users Guidebook" at [https://ecmc.state.co.us/documents/reg/Hearings/External\\_FilingSystemGuidebook\\_2023\\_FINAL.pdf](https://ecmc.state.co.us/documents/reg/Hearings/External_FilingSystemGuidebook_2023_FINAL.pdf) for more information. Under Commission Rule 508, if no petition is filed, the Application may be approved administratively without a formal hearing.

Any Affected Person who files a petition must be able to participate in a prehearing conference during the week of **October 21, 2024**, if a prehearing conference is requested by the Applicant or by any person who has filed a petition.

### ADDITIONAL INFORMATION

For more information, you may review the Application, which was sent to you with this Notice. You may also contact the Applicant at the phone number or email address listed below.

In accordance with the Americans with Disabilities Act, if any party requires special accommodations as a result of a disability for this hearing, please contact Margaret Humecki before the hearing at [DNR.ECMC.Hearings.Unit@state.co.us](mailto:DNR.ECMC.Hearings.Unit@state.co.us) and arrangements will be made.

ENERGY AND CARBON MANAGEMENT  
COMMISSION OF THE STATE OF COLORADO  
By \_\_\_\_\_

Elias J. Thomas, Commission Secretary

Dated: September 17, 2024  
Extraction Oil & Gas, Inc.  
c/o Attorneys for Applicant  
Joseph C. Pierzchala  
Anthony M. Roeber  
Welborn Sullivan Meck & Tooley, P.C.  
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303-830-2500  
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[aroerber@wsmtlaw.com](mailto:aroerber@wsmtlaw.com)

Published: September 19, 2024 in The Daily Journal



### DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT

**PLEASE TAKE NOTICE** that a public hearing will be held by the Board of Directors of the Downtown Denver Business Improvement District on **Thursday, October 3, 2024**, at **1:30 p.m.** at the offices of the Downtown Denver Partnership, 1515 Arapahoe Street, Tower 3, Suite 100, Denver, Colorado, regarding the preliminary budget for fiscal year 2025.

Approved this 10th day of September 2024.

Downtown Denver Business Improvement District

Beth Moyski  
Senior Vice President, Special Districts  
303-571-8226

Published: September 19, 2024 in The Daily Journal

JUVENILE COURT  
CITY AND COUNTY OF DENVER  
STATE OF COLORADO  
520 West Colfax  
Denver, CO 80204, Room 125  
Case Number: 24JV30315  
Xref Case: 21JV254, 18JV973, 16JV1257  
Courtroom: 2E Div: E  
EPP/DANSR

The People of the State of Colorado in the Interest of  
**Child:** ARMANI-AMOR RAQUEL SAIZ  
**Petitioner:** The Denver Department of Human Services  
**Respondents:** CHASTITY ANN SAIZ  
Attorney for Petitioner:  
DENVER CITY ATTORNEY  
Name: Danielle M. Rash,  
Assistant City Attorney  
Address:

c/o Denver Department of Human Services  
1200 Federal Boulevard  
Denver, CO 80204  
Phone Number: (720) 944-6472  
FAX Number: (720) 944-6459  
E-mail: [danielle.rash@denvergov.org](mailto:danielle.rash@denvergov.org)  
Atty. Reg.: #37714

### DEPENDENCY SUMMONS

This summons is initiated pursuant to Rule 4 of the Colorado Rules of Civil Procedure and §19-3-503 of the Colorado Revised Statutes (C.R.S.).

**TO THE RESPONDENTS:** You are hereby notified that a petition has been filed which alleges that the above-named child is dependent or neglected as per the facts set forth in paragraph six of the Dependency or Neglect Petition, a copy of which is attached hereto.

A hearing has been set for **September 30, 2024 at 8:30 a.m.** in Denver Juvenile Court, Courtroom **2E**, in the City and County of Denver, State of Colorado, on the second floor of the Lindsey-Flanigan Courthouse, 520 W. Colfax Ave., Denver Colorado, 80204. You must contact Denver Juvenile Court at [denverjuvenilesubmissions@judicial.state.co.us](mailto:denverjuvenilesubmissions@judicial.state.co.us) with your full name, the case number on this summons, the hearing date and time on this summons, and your preferred telephone number to obtain prior authorization to appear by telephone or the Cisco WebEx program.

Your presence before this Court is required to defend against the claims in this petition.

**IF YOU FAIL TO APPEAR, THE COURT WILL PROCEED IN YOUR ABSENCE, WITHOUT FURTHER NOTICE, TO CONDUCT AN ADJUDICATORY HEARING AND MAY ENTER A JUDGMENT BY DEFAULT THEREBY ADJUDICATING YOUR CHILD A DEPENDENT OR NEGLECTED CHILD.**

You have the right to request a trial by jury at the adjudicatory stage of this petition. You have the right to a hearing before a judge in all stages of this proceeding, with the exception of detention hearings held pursuant to §19-3-403, C.R.S. If you waive your right to a hearing before a judge, you will be bound by the findings and recommendations of the magistrate, subject to a request for review. If you fail to request a hearing before the judge at the time the hearing is set, or within five days of receiving notice that a hearing has been set before the magistrate, your right to a hearing before the judge will be deemed waived.

You also have the right to legal representation at every stage of the proceedings by counsel of your own choosing or, if you are without sufficient financial means, appointment of counsel by the Court. Termination of your parent-child legal relationship to free your child for adoption is a possible remedy in this proceeding. If that remedy is pursued, you are entitled to a hearing before a Judge. You also have the right, if you are indigent, to have the Court appoint, at no expense to you, one expert witness of your own choosing at any hearing on the termination of your parent-child legal relationship. If you are a minor, you have the right to the appointment of a guardian ad litem to represent your best interests.

**TO THE RESPONDENTS AND ALL INTERESTED PARTIES:**  
**THE JUVENILE COURT DURING THE PENDENCY OF A DEPENDENCY AND NEGLECT ACTION MAY ADJUDICATE PARENTAGE OF THE CHILD. YOUR RIGHT TO BE DETERMINED THE LEGAL PARENT OF THE ABOVE-NAMED CHILD MAY BE AFFECTED IN THESE PROCEEDINGS AS THE COURT WILL MAKE LEGAL FINDINGS REGARDING THE IDENTITY OF THE LEGAL PARENTS OF THE CHILD, PURSUANT TO 19-4-105.5. A REQUEST FOR GENETIC TESTS SHALL NOT PREJUDICE THE REQUESTING PARTY.**

This summons is being initiated by Denver Human Services through its counsel, the Denver City Attorney's Office.

Done this 6th day of May 2024.

/s/Cinque B. McKinney, #46476 for \_\_\_\_\_

Danielle M. Rash, #37714  
Assistant City Attorney representing the  
Denver Department of Human Services  
1200 Federal Boulevard  
Denver, Colorado 80204  
(720) 944-6472  
ISSUED BY COURT 05/06/2024  
By: COLBY HALL  
Clerk of Court

Published: September 19, 2024 in The Daily Journal

FOR LEGAL NOTICES IN  
THE DAILY JOURNAL  
Call us at 877-260-3621  
[daily.journal@construction.com](mailto:daily.journal@construction.com)

**Downtown Denver Business  
Improvement District**

**Financial Statements and  
Required Supplemental Information**

**December 31, 2023**

**(With Independent Auditor's Report Thereon)**

**Downtown Denver Business Improvement District**  
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## **Independent Auditor's Report**

### **Board of Directors Downtown Denver Business Improvement District**

#### **Opinions**

We have audited the financial statements of the governmental activities and each major fund of the Downtown Denver Business Improvement District (the BID), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the BID's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and each major fund of the BID as of December 31, 2023, and the respective changes in financial position and the respective budgetary comparison for each major fund for the year then ended in accordance with accounting principles generally accepted in the United States of America (GAAP).

#### **Basis for Opinions**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the BID and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with GAAP, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, which raise substantial doubt about the BID's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

**Board of Directors**  
**Downtown Denver Business Improvement District**

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the BID's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, which raise substantial doubt about the BID's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

**Required Supplementary Information**

GAAP requires that the management's discussion and analysis on pages 3 and 4 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Kundinger, Corder & Montoya, P.C.*

April 4, 2024

## Management's Discussion and Analysis

Management's discussion and analysis of the Downtown Denver Business Improvement District's (the BID's) financial performance provides an overview of the BID's financial activities for the year ended December 31, 2023. This annual report consists of a series of financial statements. The Statement of Net Position (on page 6) and the Statement of Activities (on page 7) provide information about the activities of the BID as a whole and present a longer-term view of the BID's finances. For governmental activities, these statements explain how these services were financed in the short term, as well as what remains for future spending.

The 2023 BID revenues of \$9,715,964 were \$568,612 or 6.2% higher than 2022. Assessment revenue was up \$424,149 or 6.1%, contract revenues were up \$59,433 or 3.5%, and other income was up \$85,030 or over 100%.

Total 2023 expenditures were \$313,746 higher than 2022 expenditures.

Net position of \$3,147,865 at December 31, 2023 decreased as compared to 2022 by \$76,639 largely due to non-cash depreciation and lease liability expenses.

### Statements of Net Position

The following table shows the condensed statements of net position as of December 31 for the past two years:

	<u>2023</u>	<u>2022</u>
Current assets	\$ 2,498,318	2,226,192
Assessments receivable	7,617,219	7,289,205
Capital assets	<u>1,424,537</u>	<u>1,875,650</u>
Total assets	<u>11,540,074</u>	<u>11,391,047</u>
Current liabilities	360,184	369,055
Lease liability	414,806	508,283
Deferred assessments revenue	<u>7,617,219</u>	<u>7,289,205</u>
Total liabilities and deferred inflows	<u>8,392,209</u>	<u>8,166,543</u>
Net investment in capital assets	1,009,731	1,367,367
Restricted-emergency reserve	235,876	234,656
Unrestricted	<u>1,902,258</u>	<u>1,622,481</u>
Net position	<u>\$ 3,147,865</u>	<u>3,224,504</u>

### Review of Revenue

	<u>2023</u>	<u>%</u>	<u>2022</u>	<u>%</u>
Special property assessments	\$ 7,377,816	76%	6,953,667	76%
Intergovernmental	469,456	5%	469,456	5%
Contract revenue	1,760,081	18%	1,700,648	19%
Other income	<u>108,611</u>	<u>1%</u>	<u>23,581</u>	<u>—%</u>
Total revenue	<u>\$ 9,715,964</u>	<u>100%</u>	<u>9,147,352</u>	<u>100%</u>

Special property assessments represent 76% of total revenues for 2023 and revenue from assessments increased by \$424,149 (6.1%) due to TABOR-driven assessment increases. Special property assessments increased as a percentage of total revenue due to the decrease in other revenue discussed below.

Contract revenue was higher in 2023 by \$59,433 (3.5%) due to increases in rates. Other income increased by \$85,030 (>100%) due to a higher investment return driven by higher interest rates.



## Review of Expenditures

	<u>2023</u>	<u>%</u>	<u>2022</u>	<u>%</u>
Maintenance and repair	\$ 3,277,354	34%	3,476,251	37%
Management and administration	1,800,500	18%	1,718,376	18%
District marketing and promotions	492,821	5%	411,468	4%
Economic development	320,060	3%	318,736	3%
Security and safety	1,043,933	11%	920,012	10%
Pedestrian environment	1,049,623	11%	1,012,343	11%
Contract expenses	1,559,252	16%	1,289,948	14%
Skyline Park	116,409	1%	134,613	1%
Special projects	<u>132,651</u>	<u>1%</u>	<u>197,110</u>	<u>2%</u>
Total expenditures	\$ <u>9,792,603</u>	<u>100%</u>	<u>9,478,857</u>	<u>100%</u>

Maintenance and repair expenses were \$198,897 (-5.7%) less than 2022 due to decreased required maintenance.

Management and administration expenses were \$82,124 (4.8%) greater than 2022 due to increases in contracted amounts with the Downtown Denver Partnership.

District marketing and promotions increased by \$81,353 (19.8%) from the prior year as a result of additional costs for New Year's Eve fireworks.

Economic development increased \$1,324 (0.4%) from 2022.

Security and safety expenses increased by \$123,921 (13.5%) due to increased costs and demand.

Pedestrian environment expenses increased by \$37,280 (3.7%).

Contract expenses increased \$269,304 (20.9%). The increase primarily relates to increased security contracts within the Special Revenue Fund.

Skyline Park expenses decreased by (\$18,204) (-13.5%), as costs were consistent.

Special projects expenses decreased by (\$64,459) (-32.7%) due to fewer required projects as a result of mall construction.

## Budgetary Highlights

The categories of Maintenance and Repair; Management and Administration; Contract; Security and Safety; and Pedestrian Environment were the BID's primary expenditures in 2023. Special program enhancements for 2023 included:

- Supporting 16<sup>th</sup> Street reconstruction efforts in addition to ongoing assurance that the public realm is clean throughout the BID.
- Enhanced private security communications and protocol in support of the Downtown Action Team 2.0, the Together We Will Initiative as well as the Mayor's House1000 initiative and follow-through.

## Financial Contact

The BID's financial statements are designed to present users with a general overview of the BID's finances and to demonstrate the BID's accountability. If there are any questions about the report or additional information is needed, please contact Downtown Denver Business Improvement District, 1515 Arapahoe Street, Tower 3, Suite 100, Denver, Colorado 80202.

**Downtown Denver Business Improvement District**  
**Statement of Net Position and Governmental Funds Balance Sheet**  
**December 31, 2023**

	<b>General Fund</b>	<b>NTR Fund</b>	<b>Total</b>	<b>Adjust- ments</b>	<b>Statement of Net Position</b>
<b>Assets</b>					
Cash and cash equivalents	\$ 1,740,525	—	1,740,525	—	1,740,525
Accounts receivable	339,137	388,269	727,406	—	727,406
Assessments receivable	7,617,219	—	7,617,219	—	7,617,219
Prepaid items	30,387	—	30,387	—	30,387
Property and equipment, net (note 3)	—	—	—	1,424,537	1,424,537
<b>Total assets</b>	<b>\$ 9,727,268</b>	<b>388,269</b>	<b>10,115,537</b>	<b>1,424,537</b>	<b>11,540,074</b>
<b>Liabilities</b>					
Accounts payable	\$ 87,413	258,901	346,314	—	346,314
Lease liability (note 4)	—	—	—	414,806	414,806
Internal balances	(129,368)	129,368	—	—	—
<b>Total liabilities</b>	<b>(41,955)</b>	<b>388,269</b>	<b>346,314</b>	<b>414,806</b>	<b>761,120</b>
<b>Deferred Inflows of Resources</b>					
Deferred revenue	13,870	—	13,870	—	13,870
Deferred assessments revenue	7,617,219	—	7,617,219	—	7,617,219
<b>Total deferred inflows</b>	<b>7,631,089</b>	<b>—</b>	<b>7,631,089</b>	<b>—</b>	<b>7,631,089</b>
<b>Fund Balances/Net Position</b>					
Fund balances					
Reserved for emergencies	235,876	—	235,876	(235,876)	—
Assigned for cash flow and capital	371,054	—	371,054	(371,054)	—
Assigned for mall maintenance	25,000	—	25,000	(25,000)	—
Assigned for periodic maintenance	457,172	—	457,172	(457,172)	—
Assigned for operating reserves	1,049,032	—	1,049,032	(1,049,032)	—
<b>Total fund balances</b>	<b>2,138,134</b>	<b>—</b>	<b>2,138,134</b>	<b>(2,138,134)</b>	<b>—</b>
<b>Total liabilities and fund balances</b>	<b>\$ 9,727,268</b>	<b>388,269</b>	<b>10,115,537</b>		
<b>Net Position</b>					
Net investment in capital assets				1,009,731	1,009,731
Restricted for emergencies				235,876	235,876
Unrestricted				1,902,258	1,902,258
<b>Total net position</b>				<b>3,147,865</b>	<b>3,147,865</b>

See the accompanying notes to the financial statements.

**Downtown Denver Business Improvement District**  
**Statement of Activities and Governmental Fund Revenues, Expenditures,**  
**and Changes in Fund Balances**  
**Year Ended December 31, 2023**

	<u>General Fund</u>	<u>NTR Fund</u>	<u>Total</u>	<u>Adjust- ments</u>	<u>Statement of Activities</u>
<b>Revenues</b>					
Special property assessments	\$ 7,377,816	—	7,377,816	—	7,377,816
Intergovernmental (note 6)	469,456	—	469,456	—	469,456
Contract revenue	258,751	1,534,425	1,793,176	(33,095)	1,760,081
Other income	108,611	—	108,611	—	108,611
<b>Total revenues</b>	<u>8,214,634</u>	<u>1,534,425</u>	<u>9,749,059</u>	<u>(33,095)</u>	<u>9,715,964</u>
<b>Expenditures</b>					
Maintenance and repair	3,277,354	—	3,277,354	—	3,277,354
Management and administration	1,434,948	—	1,434,948	365,552	1,800,500
District marketing and promotions	492,821	—	492,821	—	492,821
Economic development	320,060	—	320,060	—	320,060
Security and safety	1,043,933	—	1,043,933	—	1,043,933
Pedestrian environment	1,049,623	—	1,049,623	—	1,049,623
Contract expenses	57,922	1,534,425	1,592,347	(33,095)	1,559,252
Skyline Park	116,409	—	116,409	—	116,409
Special projects	132,651	—	132,651	—	132,651
Capital projects	7,916	—	7,916	(7,916)	—
<b>Total expenditures</b>	<u>7,933,637</u>	<u>1,534,425</u>	<u>9,468,062</u>	<u>324,541</u>	<u>9,792,603</u>
<b>Excess of (deficiency in) revenues over expenditures</b>	280,997	—	280,997	(357,636)	(76,639)
<b>Fund balances/net position at beginning of year</b>	<u>1,857,137</u>	<u>—</u>	<u>1,857,137</u>	<u>1,367,367</u>	<u>3,224,504</u>
<b>Fund balances/net position at end of year</b>	<u>\$ 2,138,134</u>	<u>—</u>	<u>2,138,134</u>	<u>1,009,731</u>	<u>3,147,865</u>

See the accompanying notes to the financial statements.

**Downtown Denver Business Improvement District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**— Budget and Actual —**  
**Year Ended December 31, 2023**

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance— From Final</b>
<b>Revenues</b>				
Special property assessments	\$ 7,289,205	7,289,205	7,377,816	88,611
Intergovernmental (note 6)	469,456	469,456	469,456	—
Other income	335,501	335,501	367,362	31,861
<b>Total revenues</b>	<u>8,094,162</u>	<u>8,094,162</u>	<u>8,214,634</u>	<u>120,472</u>
<b>Expenditures</b>				
Maintenance and repair	3,446,888	3,446,888	3,277,354	169,534
Management and administration	1,382,885	1,382,885	1,434,948	(52,063)
District marketing and promotions	518,322	518,322	492,821	25,501
Economic development	329,292	329,292	320,060	9,232
Security and safety	1,004,140	1,004,140	1,043,933	(39,793)
Pedestrian environment	1,010,735	1,010,735	1,049,623	(38,888)
Contract expenses	72,262	72,262	57,922	14,340
Skyline Park	123,941	123,941	116,409	7,532
<b>Total current expenditures</b>	<u>7,888,465</u>	<u>7,888,465</u>	<u>7,793,070</u>	<u>95,395</u>
Capital projects	6,750	6,750	7,916	(1,166)
Period maintenance and special projects reserve	202,948	202,948	132,651	70,297
<b>Total capital expenditures and operating reserves</b>	<u>209,698</u>	<u>209,698</u>	<u>140,567</u>	<u>69,131</u>
<b>Total expenditures</b>	<u>8,098,163</u>	<u>8,098,163</u>	<u>7,933,637</u>	<u>164,526</u>
<b>Excess of (deficiency in) revenues over expenditures</b>	(4,001)	(4,001)	280,997	284,998
<b>Fund balances at beginning of year</b>	<u>1,857,137</u>	<u>1,857,137</u>	<u>1,857,137</u>	<u>—</u>
<b>Fund balances at end of year</b>	<u>\$ 1,853,136</u>	<u>1,853,136</u>	<u>2,138,134</u>	<u>284,998</u>

See the accompanying notes to the financial statements.



**Downtown Denver Business Improvement District**  
**NTR Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**— Budget and Actual —**  
**Year Ended December 31, 2023**

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance— From Final</b>
<b>Revenues</b>				
Contract revenue	\$ 1,344,377	1,534,425	1,534,425	—
<b>Total revenues</b>	<u>1,344,377</u>	<u>1,534,425</u>	<u>1,534,425</u>	<u>—</u>
<b>Expenditures</b>				
Maintenance and repair	—	—	—	—
Management and administration	—	—	—	—
District marketing and promotions	—	—	—	—
Economic development	—	—	—	—
Security and safety	—	—	—	—
Pedestrian environment	—	—	—	—
Contract expenses	1,344,377	1,534,425	1,534,425	—
Skyline Park	—	—	—	—
Special projects	—	—	—	—
<b>Total expenditures</b>	<u>1,344,377</u>	<u>1,534,425</u>	<u>1,534,425</u>	<u>—</u>
<b>Excess of revenues over expenditures</b>	—	—	—	—
<b>Fund balances at beginning of year</b>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
<b>Fund balances at end of year</b>	<u><u>\$ —</u></u>	<u><u>—</u></u>	<u><u>—</u></u>	<u><u>—</u></u>

See the accompanying notes to the financial statements.

**Downtown Denver Business Improvement District**  
**Notes to Financial Statements**  
**December 31, 2023**

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**(1) Summary of Significant Accounting Policies**

**(a) General**

The Downtown Denver Business Improvement District (the BID) is a quasi-municipal corporation and political subdivision of the State of Colorado, created by Ordinance and governed pursuant to the provisions of the Business Improvement District Act, C.R.S. §31-25-1201, et seq. The BID service area encompasses the central business district of the City and County of Denver (the City), Colorado, including the Sixteenth Street Mall and the immediately surrounding area. The BID began operations October 26, 1992 upon the legal sunset of the Sixteenth Street Mall Management District, and in the fall of 2021, was renewed by constituents for a ten-year period ending in 2031.

The BID provides a variety of services to its constituents, including:

- Continuous maintenance and repairs
- Security and public safety
- Custodial services, snow removal and grounds beautification
- Planning and administration of economic and urban development activities
- Promotion and marketing of the BID area to existing and prospective businesses and their employees
- Organization, promotion, marketing and management of public events
- Project funding and management for design and for construction of capital improvements

**(b) Basis of Accounting and Financial Statement Presentation**

The BID is a legally separate governmental unit. However, the Mayor of the City appoints the BID's Board of Directors, and the Denver City Council approves the annual budget and operating plan. For financial statement purposes, the BID is considered to be a component unit of the City because control of the BID essentially rests with the City.

*Government-Wide Statements*

The BID reports as a special-purpose government engaged in governmental activities. The BID's basic financial statement include both government-wide (reporting the BID as a whole) and fund financial statement (reporting the BID's major funds). Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Contract and similar revenues are recognized as soon as all eligibility requirements have been met. These financial statements have been combined with an adjustments column to reconcile between the two statements.

In the government-wide statement of net position, the governmental activities columns (a) are presented on a consolidated basis by column and (b) are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The BID's net position is reported in three parts—net investment in capital assets, restricted net assets; and unrestricted net assets. The BID first utilizes restricted resources to finance qualifying activities.

**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

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**(1) Summary of Significant Accounting Policies, Continued**

**(b) Basis of Accounting and Financial Statement Presentation, Continued**

The government-wide statement of activities reports both the gross and net cost of each of the BID's functions. The functions are also supported by general government revenues. The statement of activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function or a business-type activity. Operating grants include operating-specific and discretionary grants while the capital grants column reflects capital-specific grants.

The net costs are normally covered by general revenue.

The BID does not allocate indirect costs. An administrative service fee is charged by the General Fund to the other operating fund that is eliminated like a reimbursement to recover the direct costs of General Fund services provided.

This government-wide focus is more on the sustainability of the BID as an entity and the change in the BID's net position resulting from the current year's activities.

The governmental activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

*Fund Financial Statements*

The financial transactions of the BID are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements. The following fund types are used by the BID:

Governmental Fund Type

The *General Fund* is the general operating fund of the BID, and is used to account for all financial resources and expenditures of the BID related to the provision of the goods and services pursuant to its organizational ordinance and annual operating plan. The focus of the governmental funds' measurement is upon determination of financial position rather than upon net income.

The *NTR Fund* (a special revenue fund) is used to account for specific contract revenues and expenses associated with BID services delivered outside of the traditional BID boundaries or within its boundaries and beyond the BID's standard services.

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

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**(1) Summary of Significant Accounting Policies, Continued**

**(c) Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**(d) Cash and Investments**

The BID pools cash resources for all funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the pooled cash accounts is available to meet current operating requirements. Cash and investments may include cash on hand, demand deposits, certificates of deposit, savings accounts, and pooled investments fund. Investments are carried at fair value. See note 2.

**(e) Concentrations of Credit Risk**

Financial instruments which potentially subject the BID to concentrations of credit risk consist principally of cash and cash equivalents and special assessments receivable. The BID's bank accounts at year-end were entirely covered by federal depository insurance or by collateral held by the BID's custodial banks under provisions of the Colorado Public Deposit Protection Act (PDPA).

Concentrations of credit risk with respect to special assessments are considered to be minimal because failure to pay may result in foreclosure and sale of the property being assessed (note 1(f)). Historically, uncollectible assessments have been minimal.

**(f) Special Assessments**

Special assessments are certified by the BID board of directors on or about December 15 each year. The assessment is transmitted to the City and becomes a perpetual lien on the property as of the date the assessment notices are mailed to the payers. The assessments are payable by the end of April. Delinquent payers are notified in August and tax sales of delinquent properties are held in November. Assessment collections are remitted by the City to the BID on a monthly basis.

At December 31, 2023, the BID board of directors had certified and levied assessments of \$7,617,219 for collection during 2024. This amount has been reflected in the accompanying balance sheet as assessments receivable and as deferred assessments revenue.

**(g) Budgets**

In accordance with the State Budget Law and the Business Improvement District Act, the BID prepares and submits an annual operating plan and budget to the City on or before September 30 each year for the ensuing year and following public notice, the BID conducts a public hearing prior to adopting the final budget and appropriating sums. The budgetary reporting basis is the same as the financial reporting basis, and the appropriation is set at the total fund-expenditures level.



**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

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**(1) Summary of Significant Accounting Policies, Continued**

**(h) Property and Equipment**

The BID capitalizes property and equipment with an initial cost, or fair value if donated, over \$5,000 and an estimated useful life of more than one year. Assets purchased for ownership by the City, the use of which benefits the BID, are not capitalized. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from three to ten years.

**(i) Leases**

The BID determines if an arrangement is a lease at inception. Leases are included in capital assets and liabilities. Lease assets represent the BID's control of the right to use an underlying asset for the lease term, as specified in the contract, in an exchange transaction. Lease liabilities represent the BID's obligation to make lease payments arising from the lease. Lease assets and liabilities are recognized at commencement based on initial measurement of the lease liability. Lease assets are amortized over the lease term and liabilities are recognized based on the present value of expected lease payments over the lease term.

**(j) Fund Equity**

In the fund financial statements, governmental funds report restrictions of fund balance for amounts that are legally restricted by law or outside parties for use for specific purpose.

Restrictions for the District are recorded up to the maximum equity available in the fund balance and consist of:

*Restricted for Emergencies*

These restrictions are established to comply with TABOR. Recorded TABOR emergency reserves at December 31, 2023 are \$235,876.

Assigned fund balances, if any, are amounts the BID intends to use for specific purpose. Intent can be expressed by the Board of Directors or by an official to which the Board delegates authority. Restricted funds are considered to be spent first followed by assigned and unassigned, for an expenditure for which any could be used.

*Fund Equity Assignments*

Assignments of unrestricted fund balances indicate management's intention for future utilization of such funds and are subject to change with the board of director's approval.

The board has assigned an operating reserve for working capital and future capital expenditures, beginning with \$100,000, and generally adds annual contributions of 1% of the annual property assessment. In 2023, \$72,000 was contributed to the cash flow and capital reserve. Expenditures applied to the cash flow and capital reserve in 2023 totaled \$0. At December 31, 2023, the assigned cash flow and capital reserve had a total balance of \$371,054.

The board has assigned an operating reserve for period maintenance. The BID makes a contribution to the periodic maintenance reserve annually to cover the costs for items and projects that do not happen annually but are recurring and then draws money from that reserve as necessary to fund specific projects. Contributions to the periodic maintenance reserve totaled \$100,000 in 2023 and were offset by expenditures of \$66,043. The assigned periodic maintenance reserve had a total balance of \$457,172 at December 31, 2023.

**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

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**(1) Summary of Significant Accounting Policies, Continued**

**(j) Fund Equity, Continued**

The board has assigned an operating reserve for mall maintenance. The BID makes a contribution to the mall maintenance reserve annually to cover the costs related to maintaining the 16<sup>th</sup> Street Mall that do not happen annually but are recurring and then draws from that reserve as necessary to fund specific projects. Contributions to the mall maintenance totaled \$25,000 in 2023. The assigned mall maintenance reserve had a total balance of \$25,000 at December 31, 2023.

**(k) Interfund Activity**

Interfund activity is reported either as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payable as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

**(l) Subsequent Events**

The BID has evaluated subsequent events through April 4, 2024, the date the financial statements were available to be issued.

**(2) Cash and Investments**

**Cash Deposits**

The PDPA requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulators. Amounts on deposit in excess of federal insurance levels must be collateralized. The PDPA requires financial institutions to pledge collateral having a market value of at least 102% of the aggregate public deposits not insured by federal depository insurance. The eligible collateral is determined by the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool for all the uninsured public deposits as a group is to be maintained by another institution or held in trust. The market value of the collateral must be at least equal to the aggregate uninsured deposits. The State Commissioners for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools.

At December 31, 2023, the BID had bank deposits of \$1,547,850 covered by PDPA.

**Credit Risk**

Colorado statutes specify investment instruments meeting defined rating and risk criteria in which local governments may invest, which include: obligations of the U.S. Treasury and U.S. agencies, obligations of the State of Colorado or of any county, school district, and certain towns and cities therein, notes or bonds secured by insured mortgages or trust deeds, obligations of national mortgage associations, and certain repurchase agreements and money market funds. The BID has not adopted a formal investment policy; however, it follows state statutes regarding investments.

**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

**(2) Cash and Investments, Continued**

**Interest Rate Risk**

In accordance with State statute, the BID manages its exposure to declines in fair values by investing operating funds in short-term securities, money market funds, or similar investment pools with a weighted average maturity of less than one year.

**Fair Value**

At December 31, 2023, the BID had \$192,675 invested in the Colorado Local Government Liquid Asset Trust (COLOTRUST) (the Trust), an investment vehicle established for local government entities in Colorado to pool surplus funds. The significant investment strategies of the Trust are to invest only in investments legally permitted under Colorado State Law, to minimize risk by managing portfolio investments to preserve principal and maintain a stable Net Asset Value (NAV), to manage portfolio investments in a way that ensures that cash will be available as required to finance Participants' operations, and to maximize current income to the degree consistent with legality, safety, and liquidity.

The State Securities Commissioner administers and enforces all State statutes governing the Trust. The Trust operates similarly to a money market fund and each share is equal in value to \$1.00. The Trust offers shares in two portfolios, COLOTRUST PRIME and COLOTRUST PLUS+. Both portfolios may invest in U.S. Treasury securities and repurchase agreements collateralized by U.S. Treasury securities. COLOTRUST PLUS+ may also invest in certain obligations of U.S. government agencies, highest rated commercial paper and any security allowed under CRS 24-75-601. The weighted average maturity is generally kept under 60 days.

A designated custodial bank serves as custodian for the Trust's portfolios pursuant to a custodian agreement. The custodian acts as safekeeping agent for the Trust's investment portfolios and provides services as the depository in connection with direct investments and withdrawals. The custodian's internal records segregate investments owned by the Trust. COLOTRUST is rated AAAm by Standard & Poor's and measured at Net Asset Value (NAV). There are no unfunded commitments, the redemption frequency is daily and there is no redemption notice period.

**(3) Property and Equipment**

Property and equipment, including changes thereto, were as follows during 2023:

	January 1, 2023	Additions	Disposals	December 31, 2023
Street furniture and fixtures	\$ 474,860	—	—	474,860
Landscaping	4,011,466	7,916	—	4,019,382
Artwork	11,000	—	—	11,000
Lease right-of-use asset (note 4)	<u>686,377</u>	<u>—</u>	<u>—</u>	<u>686,377</u>
Total property and equipment	5,183,703	7,916	—	5,191,619
Less accumulated amortization	(193,800)	(96,900)	—	(290,700)
Less accumulated depreciation	<u>(3,114,253)</u>	<u>(362,129)</u>	<u>—</u>	<u>(3,476,382)</u>
Property and equipment, net	<u>\$ 1,875,650</u>	<u>(451,113)</u>	<u>—</u>	<u>1,424,537</u>



**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

**(4) Lease Liability**

The BID is obligated under a lease for office space in Denver, Colorado through a management agreement with the Downtown Denver Partnership, Inc. (DDP) (see note 5) that was entered into in August 2016, and which expires January 2028. The leased property under this capital lease as of December 31, 2023 had a total cost of \$686,377, accumulated amortization of \$290,700, and a net book value of \$395,677.

The BID's estimated future principal and interest payments under this lease as of the years ending December 31 are:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 96,561	12,051	108,612
2025	99,746	8,866	108,612
2026	103,037	5,575	108,612
2027	106,436	2,176	108,612
2028	<u>9,026</u>	<u>24</u>	<u>9,050</u>
Total principal and interest payments	\$ <u>414,806</u>	<u>28,692</u>	<u>443,498</u>

**(5) Related Party**

The BID contracts with a related party, DDP, to manage and account for its operations under the terms of an annual agreement. During 2023, the BID paid DDP \$2,763,104 for these services.

**(6) Intergovernmental Agreement**

The BID and the City provide services and other benefits to one another pursuant to the terms of an annual intergovernmental agreement. During 2023, the BID paid \$73,778 to the City for certain billing, collection, security and other services, and the BID was paid \$469,456 by the City in lieu of special assessment of certain property belonging to the City within the special assessment district boundaries.

**(7) Reconciliation of the Governmental Funds Balance Sheet and the Statement of Net Position**

Amounts reported in the statement of net position at December 31, 2023 are different because:

Fund balance of Governmental Funds	\$ 2,138,134
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the Governmental Funds	1,424,537
Lease liability used in governmental activities is not a due and payable in the current year and, therefore, is not reported in the Governmental Funds	<u>(414,806)</u>
Total net position	\$ <u>3,147,865</u>

**Downtown Denver Business Improvement District**  
**Notes to Financial Statements, Continued**

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**(8) Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of the Governmental Funds to the Statement of Activities**

Year ended December 31, 2023:

Net change in fund balance - Governmental Funds	\$ 280,997
---	------------

Amounts reported for *governmental activities* in the statement of activities are different because:

Reduction in lease liability consumes financial resources but has no effect on net assets	93,477
---	--------

The Governmental Funds report capital outlays as expenditures. However in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation and amortization expense. This is the amount by which capital additions of assets were less than depreciation and amortization in the current year.	(451,113)
--	-----------

Change in net position of Governmental Activities	\$ <u>(76,639)</u>
---	--------------------

**(9) "TABOR" Amendment**

Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer's Bill of Rights (TABOR) contains tax, spending, revenue and debt limitations, which apply to the State of Colorado and all local governments.

The amendment also requires the maintenance of an emergency reserve equal to at least 3% of fiscal year spending. Fiscal Year Spending limitations are computed based on the prior year's spending adjusted for inflation and local growth. Revenue in excess of the limit must be refunded unless voters approve its retention.

In June 2021, voters approved a ballot issue to authorize the BID to collect, retain and expend for public purposes the full amount received by the BID from any revenue source except assessments, notwithstanding any spending, revenue raising or other limits, including this amendment. Assessments not to exceed \$3,400,000 were approved for 2003 with subsequent increases not to exceed inflation plus local growth. The BID's management believes it is in compliance with the provisions of TABOR. However, TABOR is complex and subject to interpretation. Many of the provisions, including the interpretation of how to calculate Fiscal Year Spending limits will require judicial interpretation.

**(10) Risk Management**

The BID is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The BID purchases commercial insurance for risks and loss in excess of deductible amounts. Settled claims have not exceeded this coverage in any of the past five fiscal years.

DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT  
AMENDED BYLAWS

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Preamble

These bylaws are adopted pursuant to the laws of the State of Colorado and the ordinances of the City and County of Denver. In the event of a direct conflict between these bylaws and state law or city ordinance, the state law or city ordinance shall govern.

Article I

General

Section 1. The name of the district shall be the "Downtown Denver Business Improvement District", also known as the "Downtown Denver BID" or the "Downtown BID".

Section 2. The office of the Downtown BID Shall be located within the boundaries of the Downtown BID at such place as the board of directions shall, by resolution, determine.

Article II

Directors and Officers

Section 1. There shall be the number of directors provided by the ordinance of the City and County of Denver on the board of directors of the Downtown BID (Board).

Section 2. A vacancy on the board occurs when a director ceases to be an elector of the Downtown BID, resigns, is removed from office as provided by law, or dies.

Section 3. A vacancy on the board shall be filled in the manner provided by law.

Section 4. There shall be a chair, a vice-chair, a secretary and a treasurer of the board who shall be officers of the Downtown BID. The office of secretary and treasurer may be filled by one person. The board may appoint an assistant secretary who need not be a member of the board.

Section 5. Officers shall be elected annually by the board at the first regular meeting of the fiscal year and shall serve a term of one year or until their successor is elected.

Section 6. The chair shall preside at all meetings of the board and the Downtown BID, shall sign all documents on behalf of the Downtown BID upon approval by the board, and shall have such other duties as the board may direct. The chairman shall appoint such committees and task forces as are authorized by the board.

Section 7. The vice-chair shall perform the duties of the chair in the absence of the chair or in the event of the chair's inability or refusal to act and shall have such other duties as the board may provide.

Section 8. The secretary shall keep a record of all proceedings, minutes of meetings, certificates, contracts, and corporate acts of the board and shall be custodian of the seal of the Downtown BID which shall be affixed to all contracts and instruments authorized by the board.

Section 9. The treasurer shall keep permanent records containing accurate accounts of all money received by and disbursed on behalf of the Downtown BID and shall make all required reports. The treasurer shall have the care and custody of all Downtown BID moneys and shall deposit such moneys in the manner provided by law and as authorized by the board.

Section 10. The board may provide such additional duties for any officer as it deems necessary.

Section 11. A vacancy in any office shall be filled by the board at its next regular meeting for the remainder of the unexpired term.

Section 12. Directors and officers shall receive no compensation for their service but may be reimbursed for expenses incurred in the performance of their duties in the manner provide by the board by resolution.

Section 13. Directors shall disclose and act on potential conflicts of interest as required by Colorado law, including C.R.S. 18-8-308; 24-18-109; 24-18-110; and 24-18-201 to 206. Directors shall disclose potential conflicts of interest in writing at least 72 hours before a meeting of the Board in which the conflict will arise. Such disclosure is to be made to the Board Secretary (or Manager on behalf of the secretary), and to the BID's attorney's office. At the start of the Board's discussion, the Director will verbally disclose the potential conflict, not attempt to influence the decision of other Board members, and shall not vote on the matter.

### Article III

#### **Personnel and Management**

Section 1. The Downtown BID may employ such personnel or contract for such services as it deems necessary to exercise its powers and perform its duties and function. The terms and conditions of such employment or contracts, together with the duties to be performed, shall be determined by the board in conformance with the law.

## Article IV

### **Meetings**

Section 1. The regular meeting of the board shall be held monthly on a recurring designated day of the month and regular time, with such day and time determined by the board at the end of each calendar year for the next calendar year. The selected day and time for the regular meeting for any given month may be changed by vote of the board, and the posting of corresponding notices as required by Colorado law. Meeting shall be held at the BID office unless otherwise noticed in advance in accordance with Colorado law. If the regular meeting date falls on a legal holiday, the regular meeting shall be held on the next succeeding business day at the same time and place.

Section 2. The chairman or any two members of the board may call a special meeting of the board upon at least twenty-four hours' written notice to each member. Such notice shall state the purpose for which such special meeting is called.

Section 3. Public notice of all meetings of the board shall be given as provided by law and shall contain the date, time, place and type of meeting, and specific agenda information where possible. Public notice of any meeting shall be posted at least twenty-four hours in advance at such public place or places as the board may designate annually at its first regular meeting in the fiscal year.

Section 4. A majority of the directors in attendance shall constitute a quorum of the board for the purpose of conducting its business, but a smaller number may adjourn from time to time until a quorum is obtained. Directors may attend any meeting in person or by a telephonic connection, but any such connection shall permit any director not attending in person to hear all discussion concerning any item upon which action is to be taken and shall permit all persons in attendance to hear the director attending by telephone.

Section 5. When a quorum is in attendance, action may be taken by the board upon an affirmative vote of a majority of the directors in attendance, but a majority of all directors shall be required to approve the annual budget and operating plan, to approve budget and appropriation resolutions and certification of mill levies and special assessments, to elect officers, to amend the bylaws, and to approve any contracts or agreements that are in excess of one percent (1%) of the approved DDBID Budget of the concurrent Fiscal Year of said contract or agreement.

Section 6. Voting on all questions except election of officers shall be by a roll call vote which shall be entered into or appended to the minutes of the meeting. Election of officers shall be by secret ballot. No director may abstain from voting except in the case of a conflict of interest which has been disclosed as provided by law. No proxy voting shall be permitted.



Section 7. All meetings of the board for any purpose whatsoever shall be open to the public except that the board may go into executive session in the manner and for purposes provided by law.

Section 8. Action on any item shall be taken only at a regular or special meeting by motion or by resolution. Resolutions shall be used for all actions of a general and permanent nature, shall be in writing, shall, upon adoption, be authenticated by the secretary, and shall be contained in a well-bound book, properly indexed. All motions shall be set forth in the minutes of the meeting. Resolutions and motions shall become effective on the day of adoption unless otherwise stated.

Section 9. All meetings of the Board for any purpose whatsoever shall be open to the public; provided, however, that this section shall not limit the authority of the Board to enter into executive session as allowed by law.

The procedures to enter into an executive session are presented below: (This is only a summary, consult the attorney for the BID as questions arise.)

During an open meeting:

1. Announce the detailed topic and legal authority for the Executive Session – the announcement must cite the specific law that allows the session (see the list a-h below). If the topic is not on the list, the Board is prohibited from entering the executive session.

2. Board vote – need 2/3 vote of quorum present in favor of the session.

3. Exclude public and all others.

4. Record the executive session discussions electronically – keep the recording secret unless ordered otherwise by a court or the Board consents. No recording is required if the topic is an individual student or is attorney-client privileged (attorney must be present and must state on the record or attest that the discussion is privileged).

5. THE BOARD MUST TAKE NO ACTION, NO VOTE, NO DECISION IN EXECUTIVE SESSION.

6. Come out of executive session back into public session.

7. Complete the meeting.

Later...

- a. If required for an attorney-client matter, have the attorney sign an attestation concerning the content of the session.

- b. DESTROY EXECUTIVE SESSION RECORDING AFTER 90 DAYS UNLESS NEEDED FOR COURT.

The allowed purposes for an Executive Session are listed in §24-6-402(4), C.R.S.

- a. Purchase, acquire, lease, transfer or sale of real, personal or other property interest, but not to conceal a conflict of interest.
- b. Consult or receive advice from attorney on specific legal questions.
- c. Confidential items per federal or state law, rules, regulations. Cite the statute or rule before session begins.
- d. Security details – investigations – defenses against terrorism or to prevent disclosing items that could be used to commit crime or avoid prosecution.
- e. Develop negotiating positions, strategy, or instruct negotiators.
- f. Personnel matters, except about directors, an elected official, board appointments, general personnel policies, one employee if the employee requests an open meeting or if more than one employee is involved, then all request open meeting, or a hearing covered by the Teacher Empl. Comp. and Dism. Act of 1990.
- g. Documents to be kept secret according to the Colorado Open Records Act (such as medical information; confidential commercial data; names, addresses, and financial information about users of District facilities or services).
- h. Discussions of individual students.

## **Article V**

### **Fiscal Matters**

Section 1. The fiscal year of the Downtown BID shall be the calendar year.

Section 2. The board shall establish limits on the check writing authority of officers, employees, and agents of the Downtown BID, but two signatures shall be required on all checks between Ten Thousand and No/100 Dollars (\$10,000.00) and Twenty-Five Thousand and No/100 Dollars (\$25,000). One of the signatures shall be a board member for checks over Fifty Thousand and No/100 Dollars (\$50,000.00) and over. The order of preference for board member signature is as follows: 1. Treasurer, 2. Chair, and 3. Secretary.

Section 3. The board may authorize an officer, employee, or agent of the Downtown BID to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Downtown BID. Any such authorization shall specify the particular contract or instrument, or the category of contracts or instruments, so authorized.

Section 4. No loan or advance shall be made or contracted on behalf of the Downtown BID and no note, bond, or other evidence of indebtedness shall be executed or delivered in its name except in the manner provided by law and as authorized by the board.



## Article VI

### **Amendments**

Section 1. These bylaws may be amended or repealed, and new bylaws adopted, by the board at any regular or special meeting subject to the requirements of Section 5 Article IV of these bylaws.

## Article VII


### Indemnification

Section 1. The Downtown BID shall indemnify any director, officer, employee, or agent or any former director, officer, employee, or agent for any expense actually incurred in connection with any action, suite, or proceeding or for any loss or claim resulting from any such action, suit, or proceeding in which such person has been made a party by reason of being or having been such director, officer, employee, or agent, including any matter as to which such person is adjudged to be liable in such action, suite, or proceeding except for such person's willful and wanton acts or omissions in the performance of official duties.

Section 2. The Downtown BID is authorized to obtain such policy or policies of insurance for the purpose of providing such indemnification and for such other purposes as the board deems necessary.

Section 3. The indemnification provided in this article does not constitute a waiver, either partial or complete, of any immunities or limitations on judgments provided by law with respect to the Downtown BID or its directors, officers, employees, or agents.

Adopted by the Board of Directors of the Downtown Denver Business Improvement District this 3<sup>rd</sup> day of September, 1992, and amended this 7 day of June, 2018.

  
\_\_\_\_\_  
Chair of the Board

Attest:

\_\_\_\_\_  
Secretary

**Downtown Denver Business Improvement District**  
**2024 Board of Directors' official board actions (motions) through September 30, 2024**  
**Meeting Minutes available upon request**

**January 4, 2024**

- Approved Meeting Minutes from December 7<sup>th</sup>, 2023
- Approved Executive Board slate for 2024: Chair Ed Blair, Vice Chair Nathan Roberts, Treasurer Jodi Janda, Secretary Evan Gart
- Approved RFResolution 24-1 Regarding Administrative Matters for 2024

**February 1, 2024**

- Approved Meeting Minutes from January 4, 2024
- Approved agreements for Off-Mall Planters and Planter Maintenance between the DDBID and CreativExteriors
- Approved an intergovernmental agreement between the City and County of Denver and the DDBID regarding 16<sup>th</sup> Street, Bridges and Trails maintenance and snow removal.

**March 7, 2024**

- Approved the Meeting Minutes from February 1, 2024
- Approved an Agreement between RTD and DDBID regarding Wynkoop Plaza Maintenance and Snow Removal Work as part of the DDBID Enterprise Program.
- Approved an Agreement between DDBID and Sustainable Landscapes for new 16<sup>th</sup> Street Horticultural Services.
- Approved Resolution 24-2 setting April 4 Public Hearing for Amending the 2023 DDBID Budget.

**April 4, 2024**

- Approved the Meeting Minutes from March 7, 2024
- Held a Public Hearing regarding a proposed amendment to the 2023 DDBID Budget.
- Approved the Amended 2023 DDBID Budget
- Accepted the DDBID 2023 Audit.

**May 2, 2024**

- Approved the Meeting Minutes from April 4, 2024
- Approved a contract between the DDBID and PCL regarding graffiti and snow removal in the 16<sup>th</sup> Street Active Construction Zone.

**June 6, 2024 – this meeting was cancelled**

**July 11, 2024**

- Approved the Meeting Minutes from May 2, 2024
- Extended the DDBID Private Security Contract with Allied Universal for 60 days to provide additional time to consider proposals for a new contract.

**August 1, 2024**

- Approved the Meeting Minutes from July 11, 2024

**September 10, 2024**

- Approved the Proposed 2025 Budget and Operating Plan and directed DDBID staff to submit to the Denver City Clerk by September 30, 2024
- Approved a Resolution 24-3 setting date, time and place for public hearing on the proposed 2025 Budget and Operating Plan for October 3, 2024.
- Approved award of contract to perform maintenance services in the DDBID to CSG II, LLC to commence January 1, 2025

Downtown Denver Business Improvement District  
Board of Directors  
2024

**Ed Blair**

Sage Hospitality Group  
Area General Manager  
The Oxford Hotel  
1600 17<sup>th</sup> Street  
Denver, CO 80202  
720-904-0928 w  
[Ed.Blair@sagehospitalitygroup.com](mailto:Ed.Blair@sagehospitalitygroup.com)

**B-7 Property**

**Chair**

*1<sup>st</sup> term, expires 12/31/2024*

**Nathan Roberts**

Kittredge Ventures, Managing Director  
511 16<sup>th</sup> Street, Suite 630  
Denver CO 80202  
720-787-7647 w  
303-548-1582 m  
[nathan@kittventures.com](mailto:nathan@kittventures.com)

**Small Property**

**Vice Chair**

*1<sup>st</sup> term, expires 12/31/2024*

**Jodi L. Janda**

Jones Lang LaSalle, Vice President  
Senior General Manager  
Independence Plaza  
1050 17<sup>th</sup> Street, Suite 1650  
Denver, CO 80265  
303-534-6611 w  
303-886-7074 m  
[Jodi.Janda@am.jll.com](mailto:Jodi.Janda@am.jll.com)

**Large Property**

**Treasurer**

*2<sup>nd</sup> term, expires 12/31/2025*

**Evan Gart**

Gart Properties  
Vice President of Operations  
299 Milwaukee Street, Suite 501  
303-801-3343 w  
303-803-6410 m  
[egart@gartproperties.com](mailto:egart@gartproperties.com)

**Retail**

**Secretary**

*1<sup>st</sup> term, expires 12/31/2024*

**David Foley**

Brookfield Properties  
Senior Vice President, Operations  
1801 California Street, Suite 200  
Denver, CO 80202  
303-382-8414  
[David.Foley@brookfieldproperties.com](mailto:David.Foley@brookfieldproperties.com)

**Unimproved Properties (Parking Structures/Lots)**

*1<sup>st</sup> term, expires 12/31/2024*

**Jennifer L. Hallinan DeLeon**

Hines, Senior Property Manager  
1125 17<sup>th</sup> Street, Suite 850  
Denver, CO 80202  
720-235-3050 w  
[Jennifer.Hallinan@hines.com](mailto:Jennifer.Hallinan@hines.com)

**B-5 Property**

**Treasurer**

*2<sup>nd</sup> term, expires 12/31/2024*

**Vacant**

**Office Property**

**Ron Fano**

Spencer Fane LLC  
1700 Lincoln Suite 2000  
Denver CO 80203  
303-839-3820 w  
303-839-3838 f  
[rfano@spencerfane.com](mailto:rfano@spencerfane.com)

**Legal Advisor**

*No term*

2024 Downtown Denver BID Board Attendance												
Board Members	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Ed Blair Chair	Present	Present	Present	Present	Present	Present	Present	Present	Present			
Nathan Roberts Vice Chair	Present	Present	Present	Excused	Present	Present	Present	Present	Present			
Jodi Janda Treasurer	Present	Present	Present	Present	Present	Present	Present	Excused	Present			
Evan Gart Secretary	Present	Present	Excused	Present	Present	Present	Present	Excused	Present			
Dave Foley	Present	Present	Present	Present	Excused	Present	Present	Present	Present			
Jennifer Hallinan Deleon	Present	Present	Excused	Present	Present	Present	Present	Present	Present			
Vacant	**	**	**	**	**	**	**	**	**			

\*\* = seat vacant

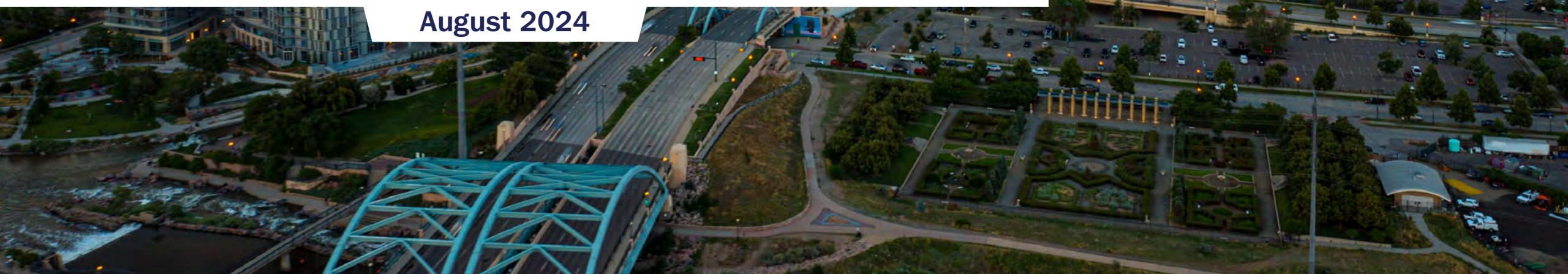




Downtown  
Denver  
Partnership

# High Frequency Economic Update

August 2024





# Key Indicators



## Downtown's overall recovery rate remains consistent from 2023 to 2024.

August's overall pedestrian traffic was 83.5% of the overall pedestrian traffic in July 2019. This recovery rate is **+7.5%** from August 2022 and **+2.5%** above last August's rate of 81.0%. The increase in people downtown is driven by visitors and residents, both of which are at or above pre-pandemic levels. In August, weekday employees were at 60.1% of 2019 levels, slightly below August 2023, and in line with our peer cities as measured by Kastle's key card swipe data.

Office market vacancy increased by **+0.3%** in Q3 2024 QTD compared to Q2 2024.



## Downtown ground floor leasing has seen 34 new businesses open since the start of the year.

Downtown Denver's food and beverage establishments continue to grow, with the opening of 22 new food & beverage locations and six new retail locations since the beginning of the year. Looking ahead to announced leases, important retail nodes, like Larimer Square, are working on filling out their remaining vacancies.

In August, [Ajax Downtown](#), [Ambler](#), and [Lincoln's Denver](#) opened near Union Station. [Adorn](#) was welcomed as the most recent addition to Market Station. Downtown also celebrated two new coffee shops, [Blue Sparrow](#) and [Queen City Collective Coffee](#) opening their doors.



## Downtown hotels kick into the summer season.

In July 2024, downtown hotel revPAR (revenue per available room) was \$177.72, and occupancy was at 78.1%. Occupancy was in line with June 2023, however July 2024 RevPAR dropped -8% YoY. Last month's RevPAR remains in line with July 2019. Hotel demand in Downtown Denver is driven by conventions and large events which historically fall off during winter and holiday months and pick back up in the spring and summer months.

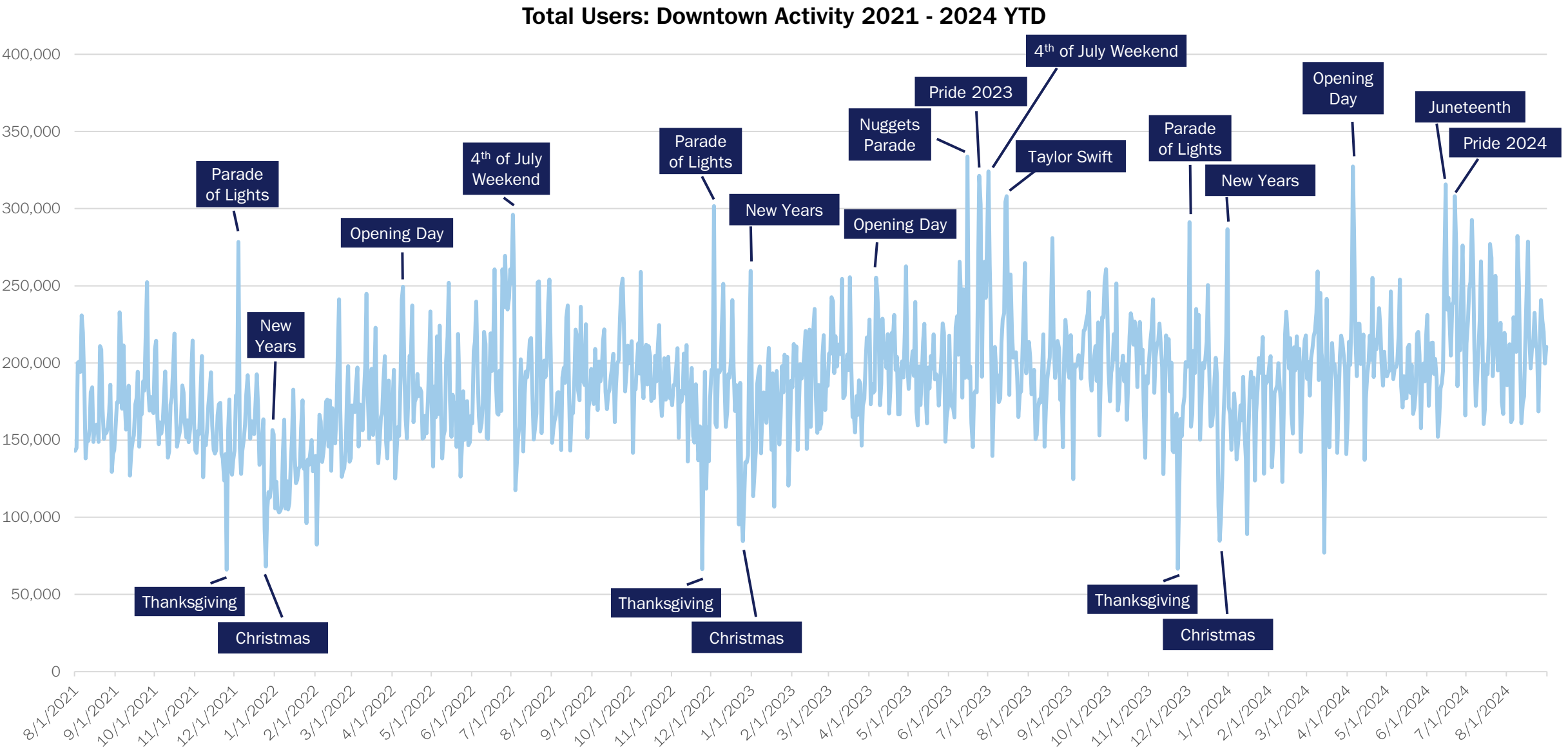
Hotel Market data will be updated on the 21<sup>st</sup> of each month



## Residents continue to choose downtown living.

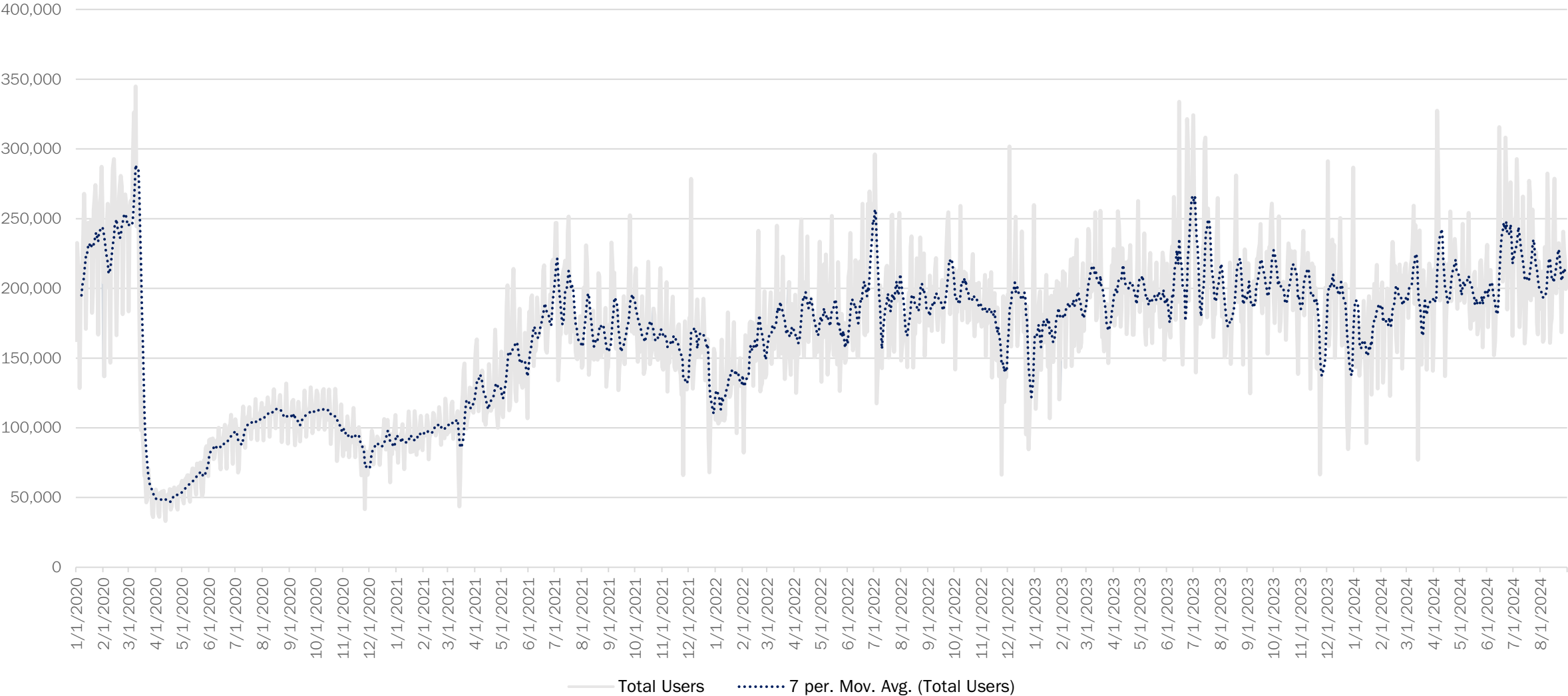
Downtown has **87.4%** of total multifamily units occupied and center city has **88.7%** of its total inventory occupied. Total occupied apartment units has increased by **+947** in downtown and **+1,918** in the center city since the beginning of 2024, proving that demand is strong in the urban core. We expect to see this increase with several new multifamily buildings completing construction this summer.

# Pedestrian Traffic: Overall Activity



# Pedestrian Traffic: Average Activity

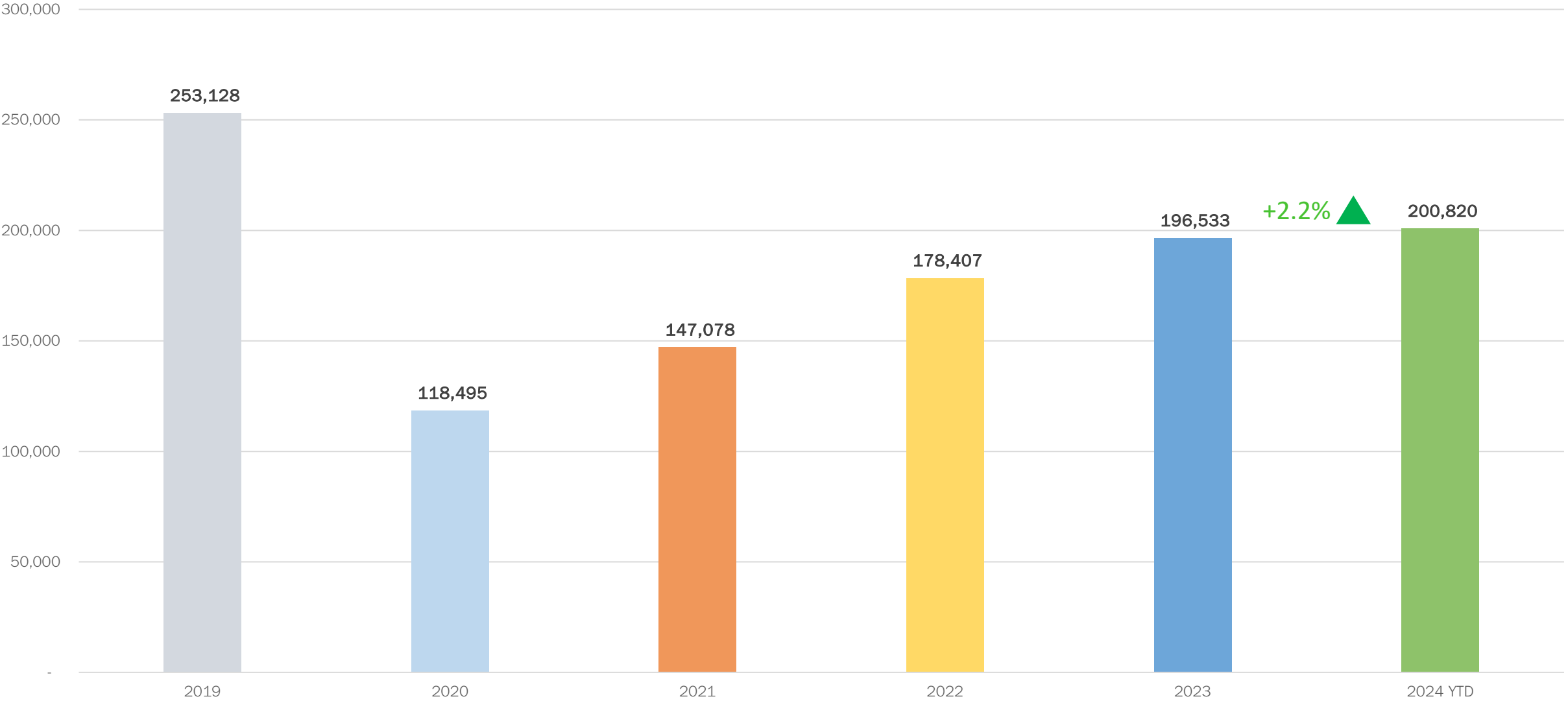
Total Users: Downtown Activity 2020 - 2024 YTD



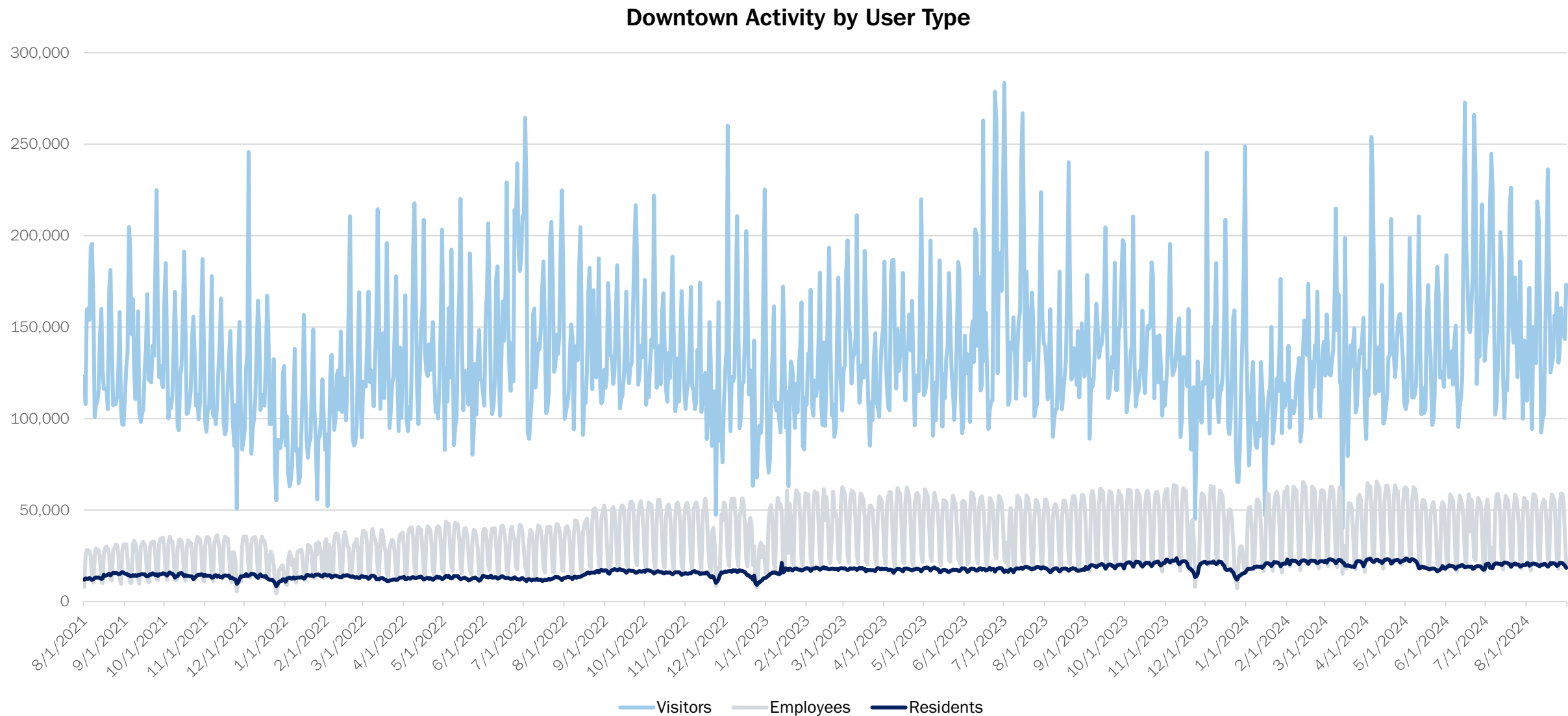


# Pedestrian Traffic: Average Activity

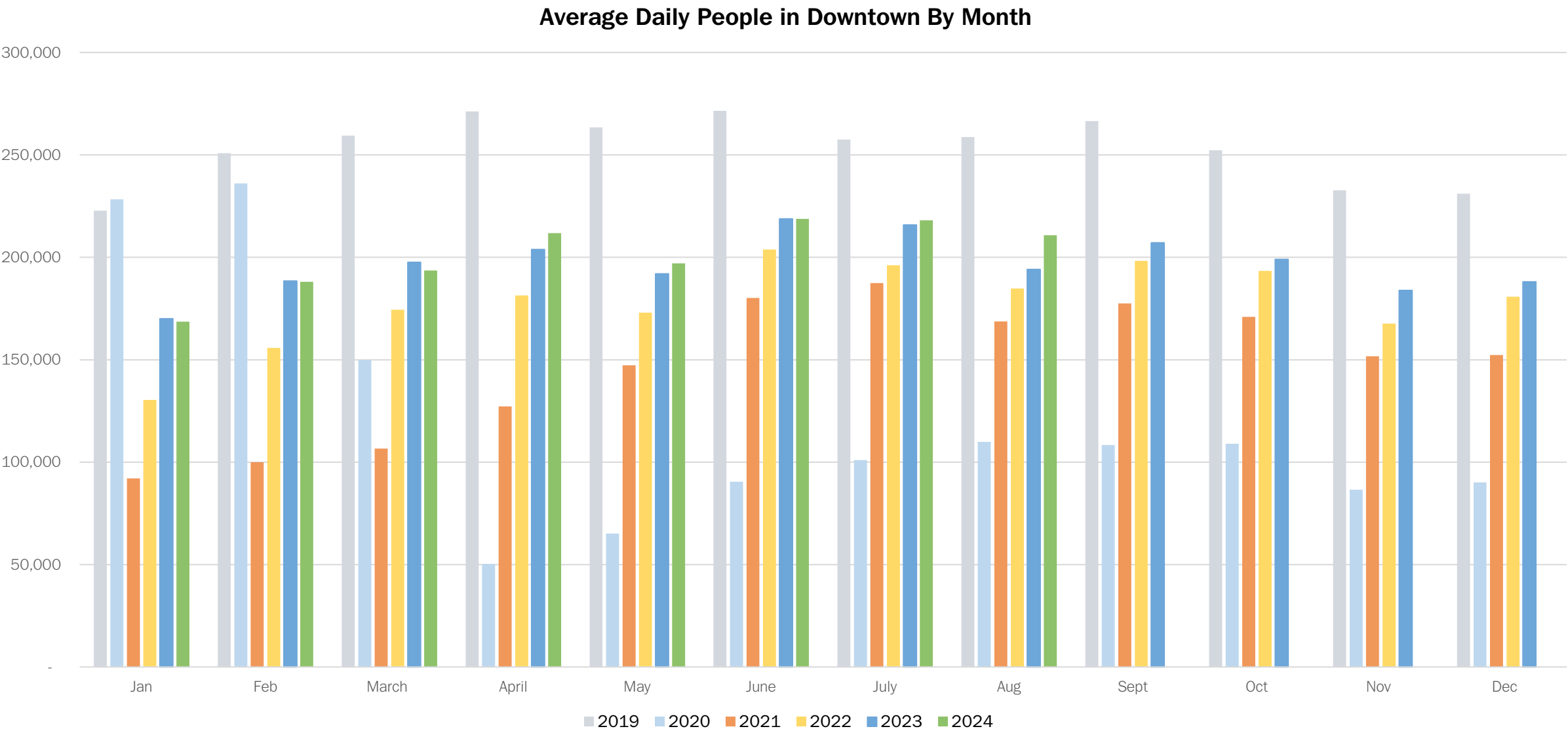
Yearly Average of Total Daily Users in Downtown



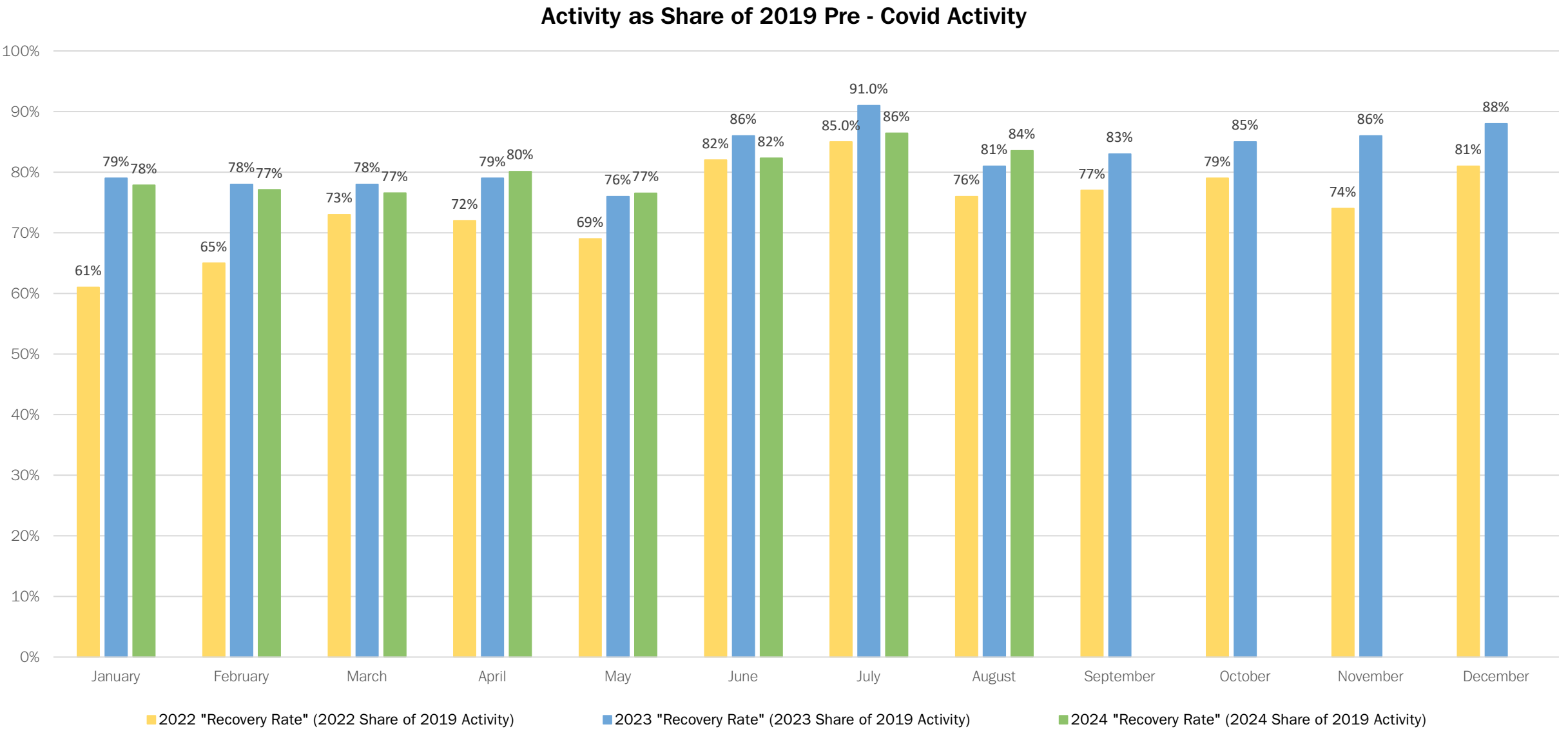
# Pedestrian Traffic: Trends by Type of User



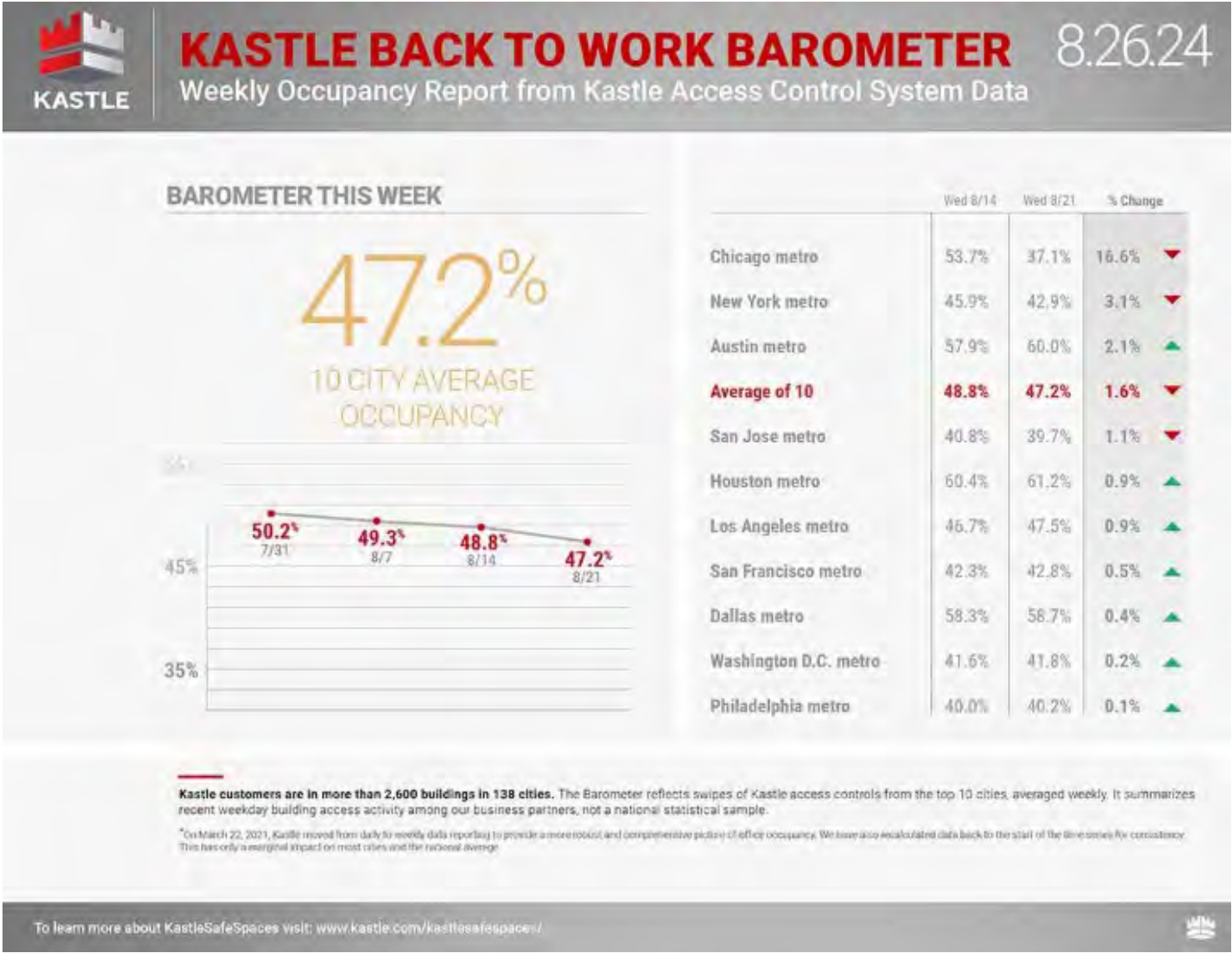
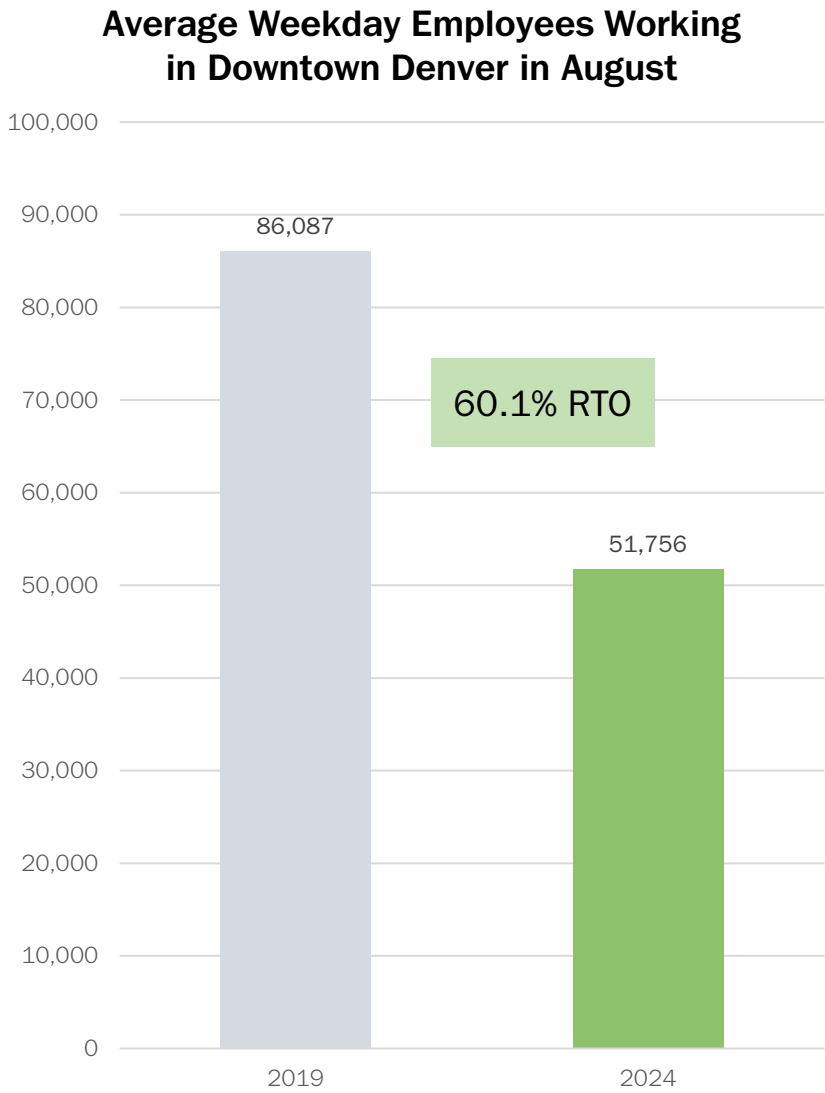
# Pedestrian Traffic: Monthly Comparison



# Pedestrian Traffic: “Recovery Rate” Trends Similar to 2023

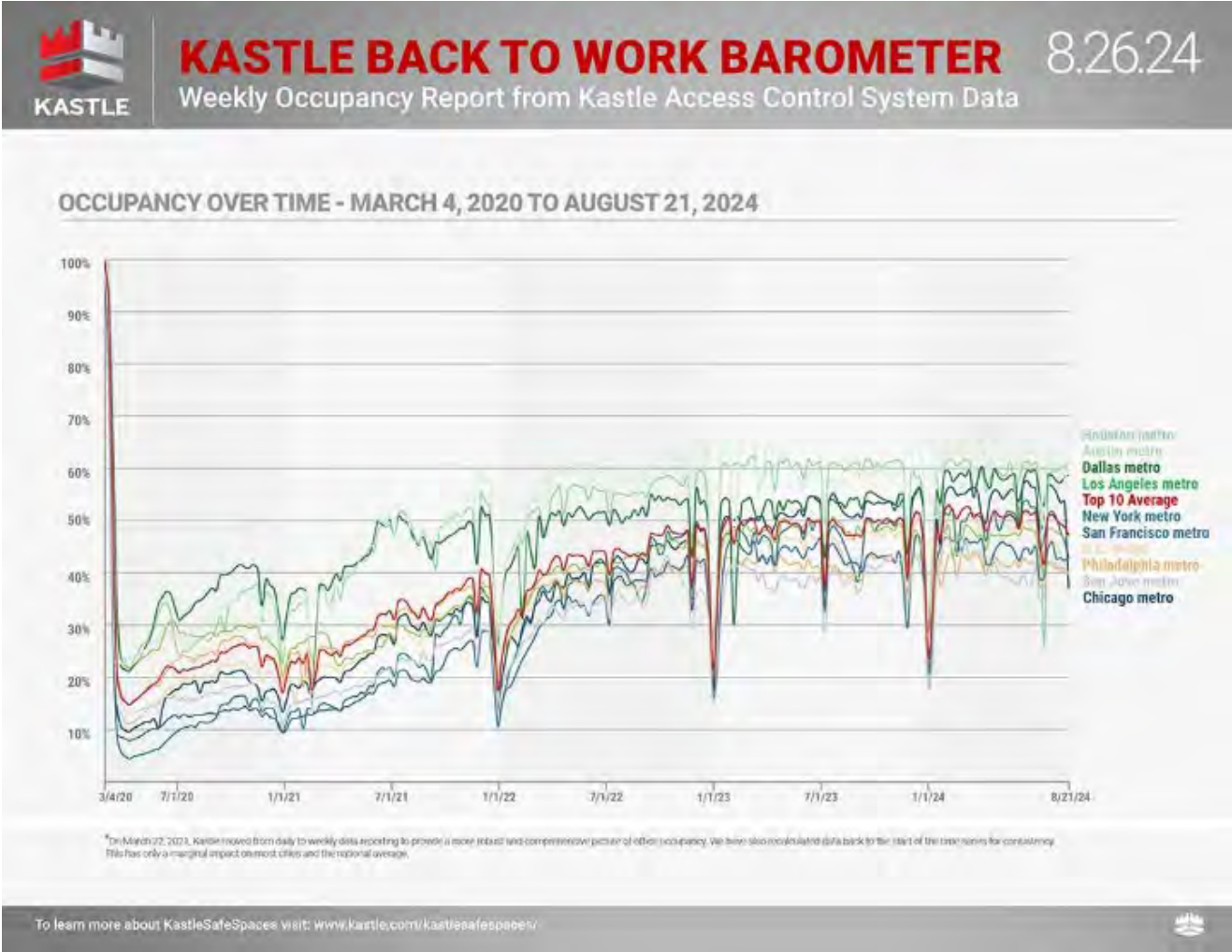
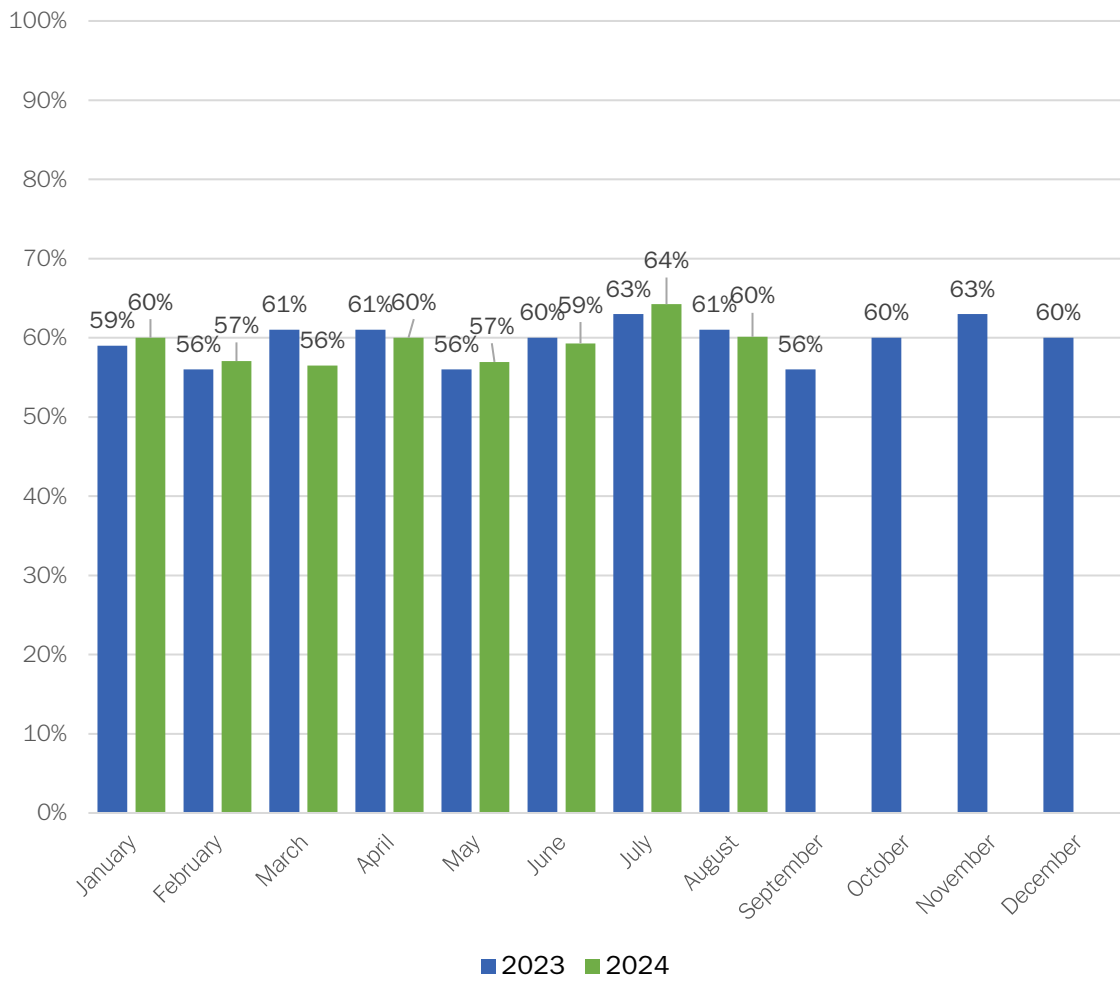


# Pedestrian Traffic: Return to Office about +12.9% above Peer Cities



# Pedestrian Traffic: Return to Office Leveling off in Downtown and Nationally

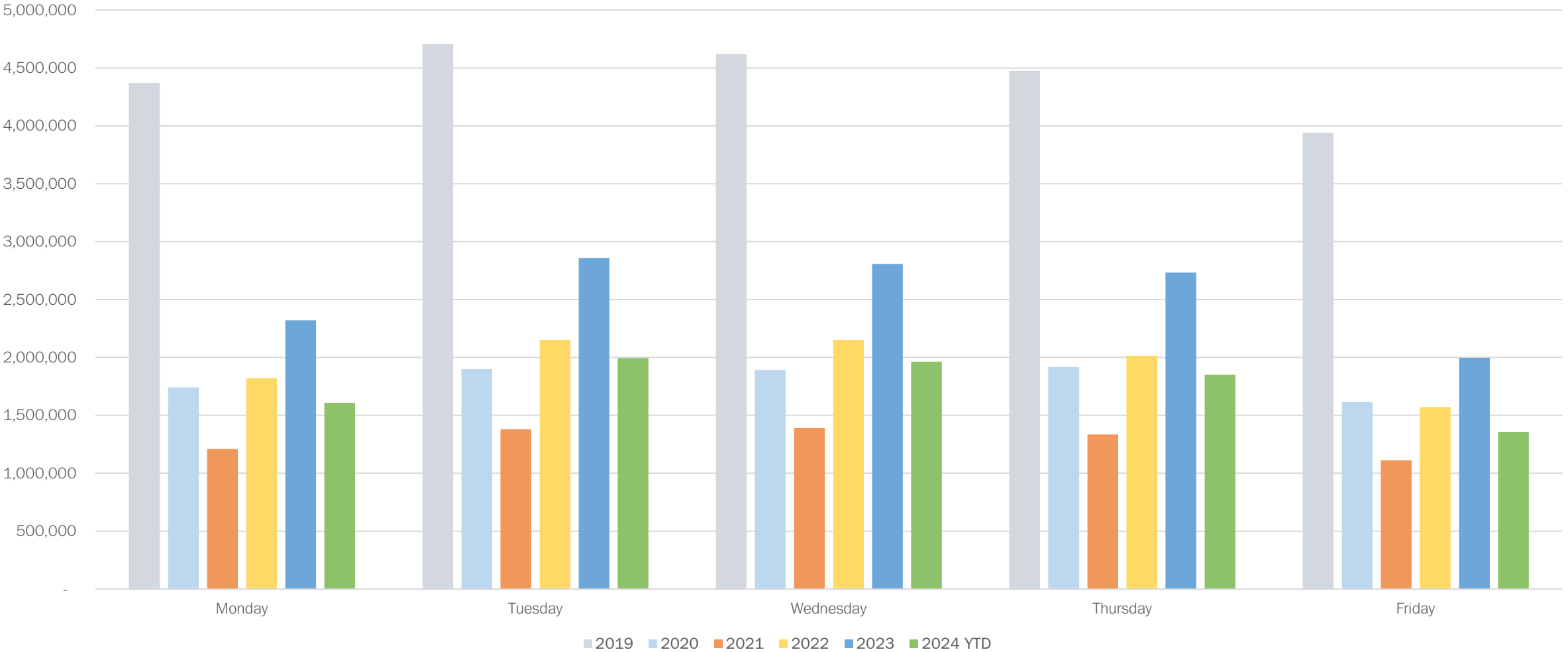
FY 2023 – August 2024  
Weekday Return to Office Rate  
(excluding weekends)





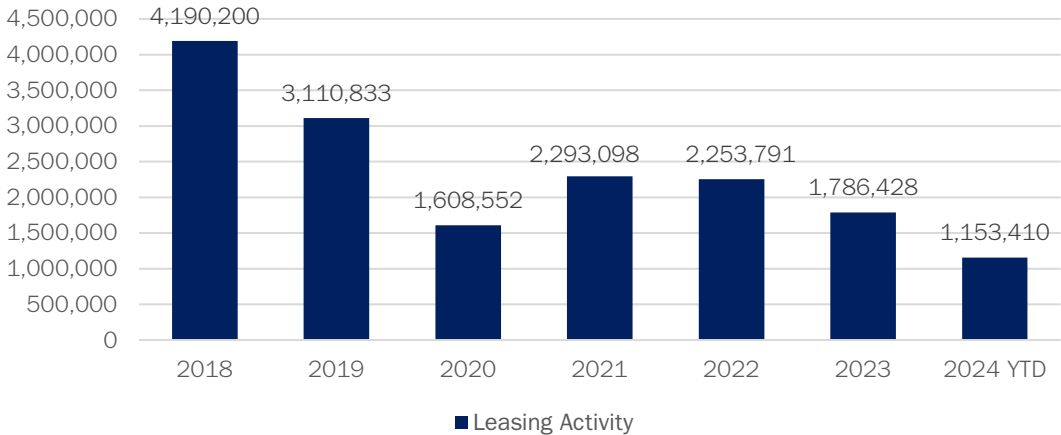
# Pedestrian Traffic: Weekday Return to Office Trend

Employee Visits Monday through Friday  
(9am-5pm)

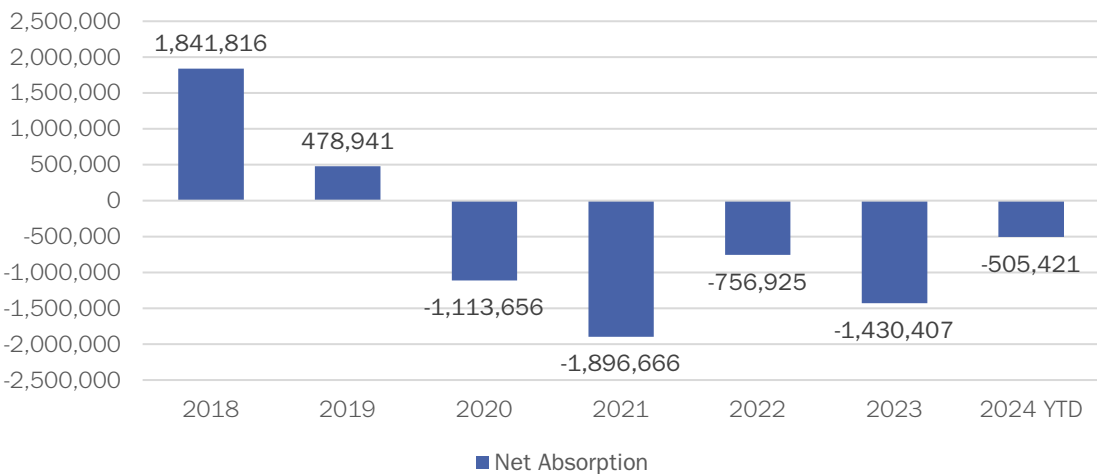


# Downtown Denver Office Market Conditions

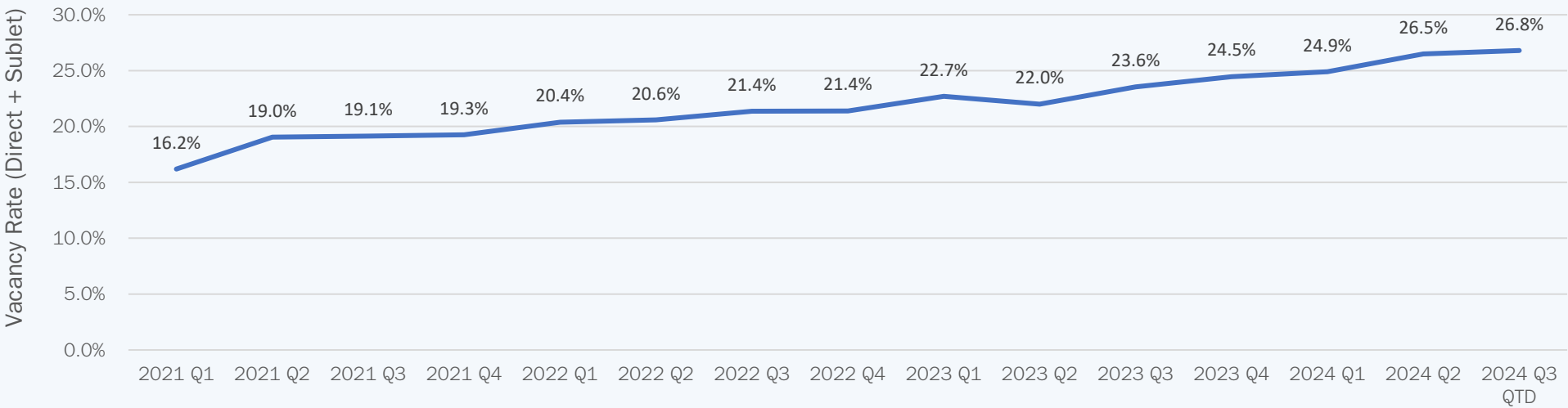
Annual Leasing Activity  
(Total SQFT)



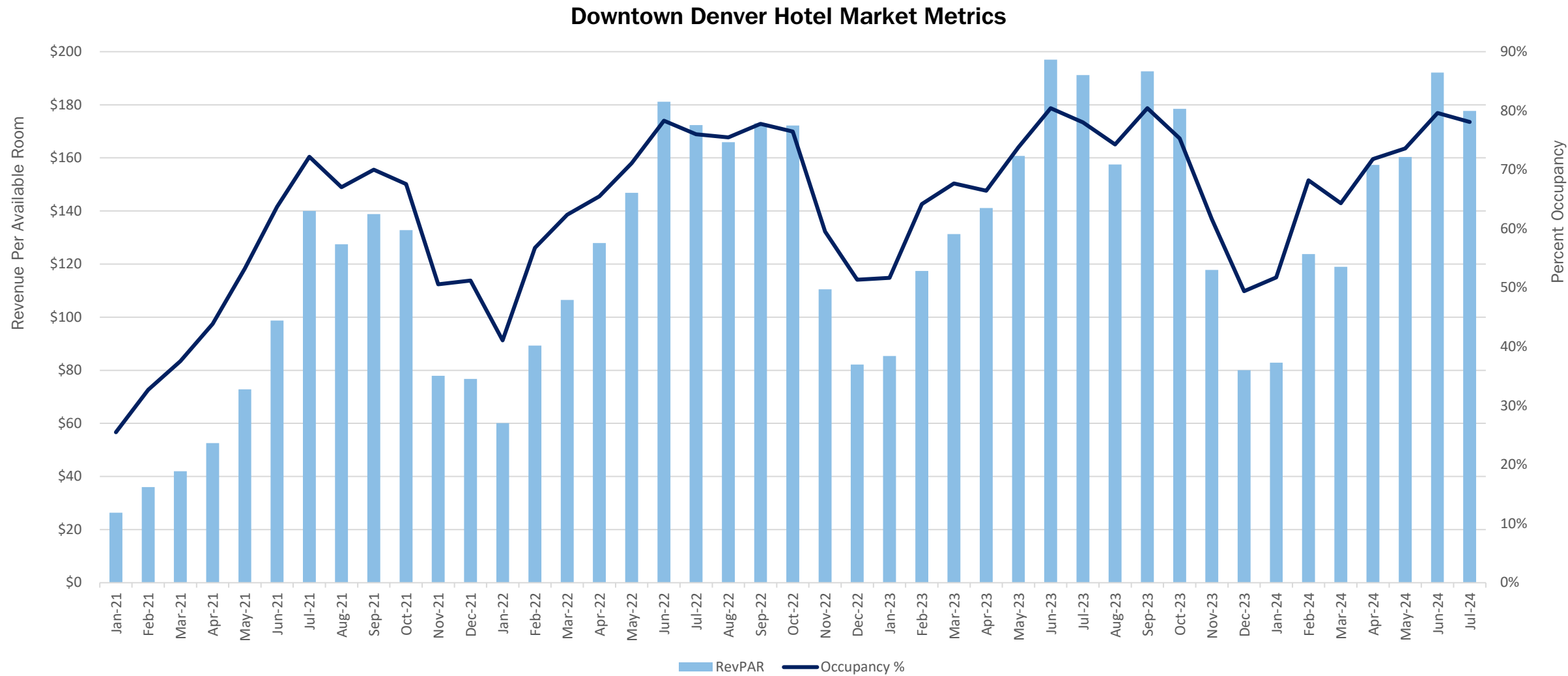
Annual Net Absorption



% Vacancy  
(Direct + Sublet)



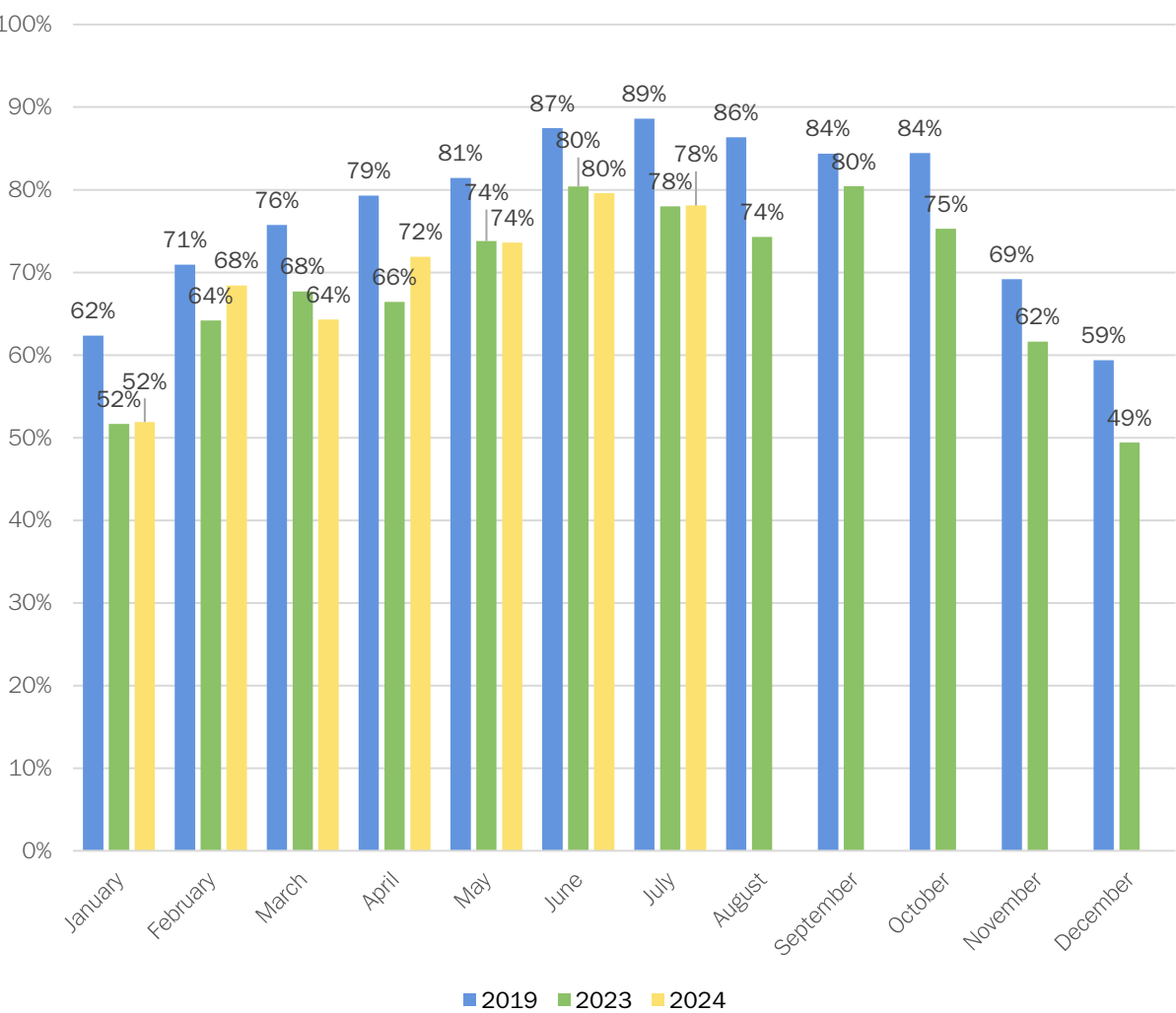
# Hotel Market: Downtown Hotels Kick into Summer Season



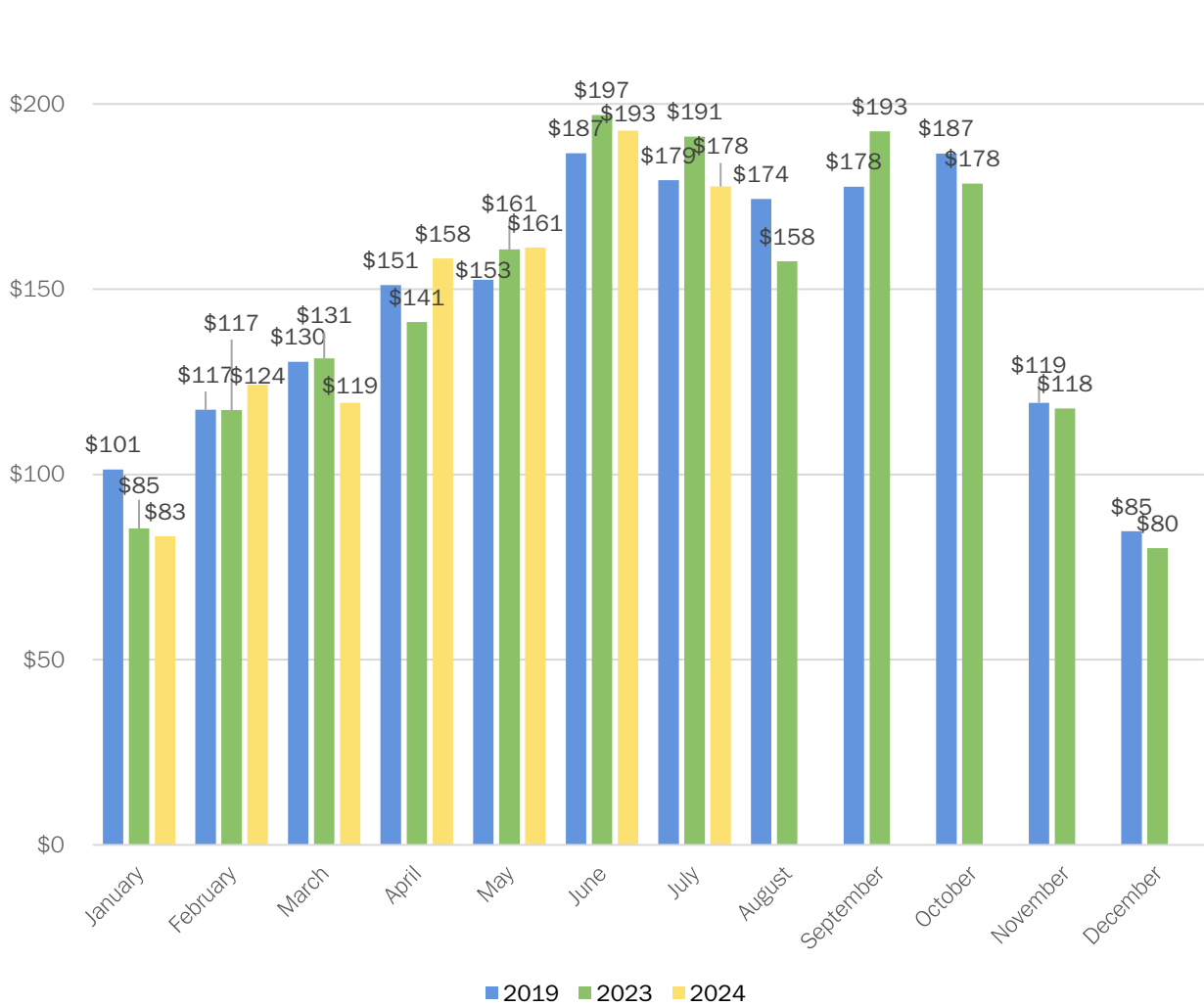
Hotel Market data will be updated on the 21<sup>st</sup> of each month

# Hotel Market: July 2024 Occupancy in line with 2023, YoY drop in RevPAR

Occupancy

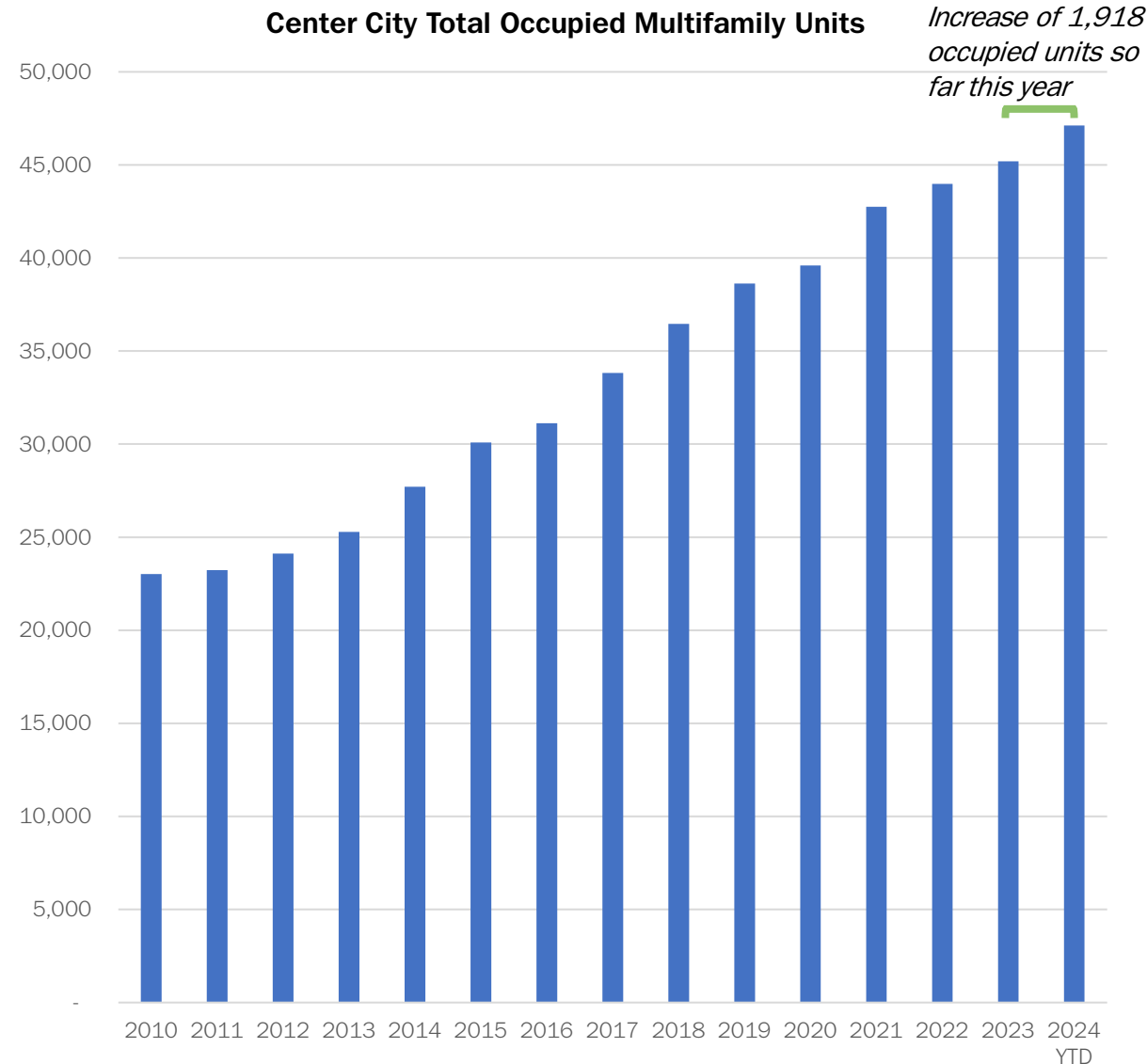
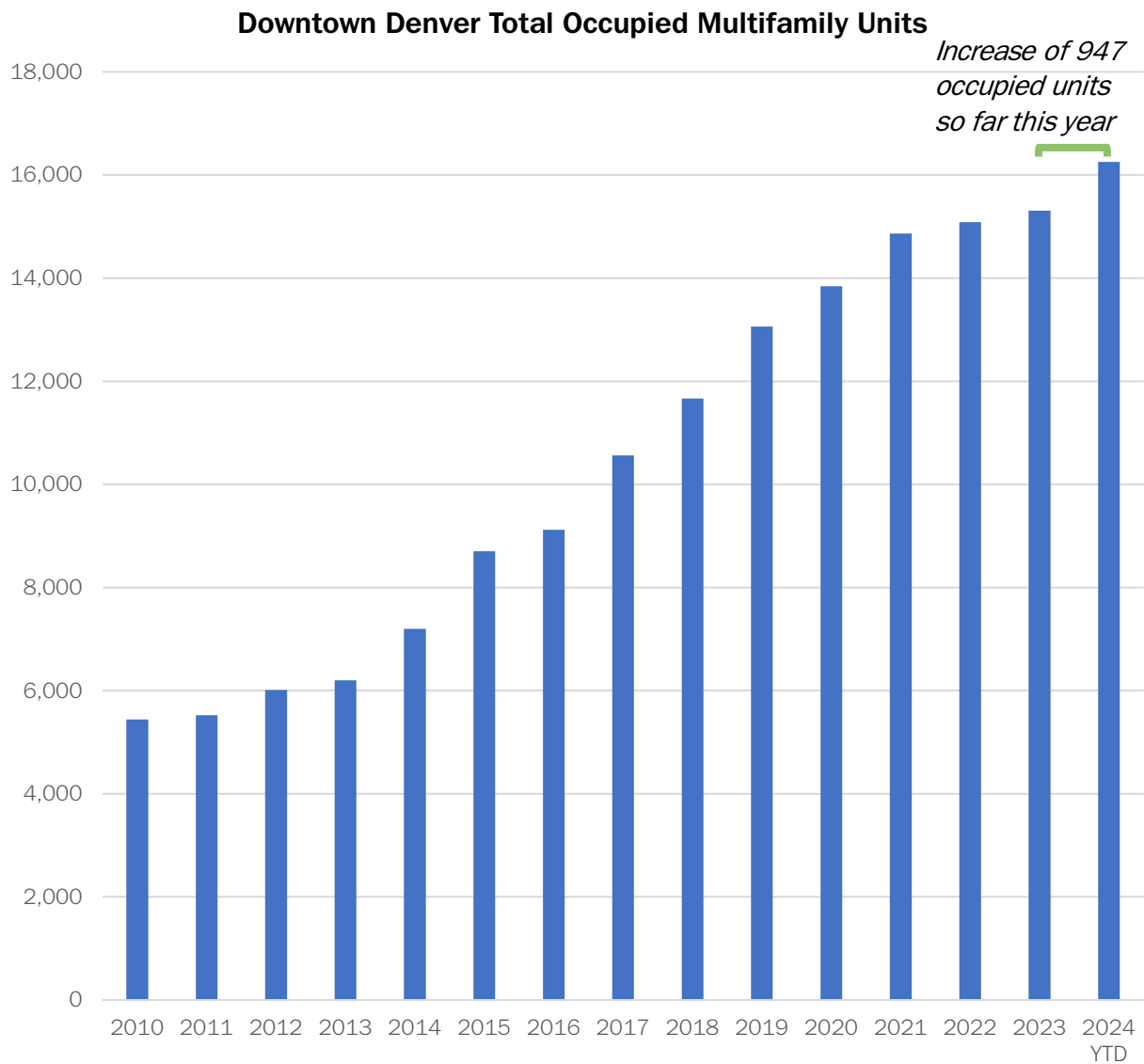


RevPAR



Hotel Market data will be updated on the 21<sup>st</sup> of each month

# Housing: Continuing Increases in Occupied Apartment Units in Denver



# New Leases Update: Retail & Restaurant Openings 2024 Year to Date

## Q1 & Q2 2024

Type	Name	Address
F&B	Passport	1437 Market
F&B	Done Deal	303 16 <sup>th</sup>
Retail	Black Lapel	1430 Larimer
F&B	Ukiyo	1317 14 <sup>th</sup>
F&B	Trompeau Bakery	16 <sup>th</sup> & Curtis
Retail	Luna Flowers	1675 Larimer
F&B	Blue Fish	1607 Wewatta
F&B	5 on Lawrence	2020 Lawrence
Retail	Show Pony Vintage	1338 15th
F&B	Wonderyard	2200 Larimer
F&B	Purple Door Coffee	1640 Sherman
F&B	EQ Crepe & Burger	1517 Wynkoop
F&B	Georgie's	1416 Market
F&B	Gaia Masala Burger	1530 Blake
F&B/ Entertainment	Lob Denver	1755 Blake
Retail	Foreign Rider	1641 Market
F&B	Gayle's Texas BBQ	1601 19th
Service/F&B	The Olive Tiger	1701 Platte
F&B	Eat'Ya Pizza	1530 16 <sup>th</sup>
F&B	Bedlam	1516 Wazee
Retail/ Educational	Moyo Nguvu Cultural Arts	617 22nd
F&B	Huckleberry Roasters	1406 Larimer
F&B	Dozens	323 14 <sup>th</sup>
F&B	J&T's Family Kitchen	1560 Broadway

## Q3 QTD 2024

Month	Type	Name	Address
July	Service/Gallery	Upton Sales Gallery	1800 Welton
August	Retail	Wazawazi	Larimer Square
August	Retail	Oka General Store	1255 19th St
August	Retail/Service	Flatfield Denim Club	1255 19th St
August	Retail/Service	Adorn	1661 Market St
August	F&B	Ajax Downtown	1899 16 <sup>th</sup> St
August	F&B	Ambler	1801 Wewatta St
August	F&B	Blue Sparrow	1576 Sherman St
August	F&B	Lincoln's Denver	Wynkoop St
August	F&B	Queen City Collective Coffee	1675 Larimer St

## Retail/Restaurant Leases Coming Soon

Type	Name	Address
F&B	Church and Union	1433 17th
F&B	HashTAG	1125 17th
F&B	Noble	1525 Blake
F&B	Takiza Taco & Tequila Bar	1519 Wynkoop
F&B	B&B Butchers	1855 Blake
F&B	Leven Deli Co.	675 15th
F&B	Angry Boba	911 15th
Retail	State & Liberty	1425 16th
Service	Pvolve	1610 Little Raven Street
F&B	Pasque	240 14 <sup>th</sup>
F&B	Stellar Jay	240 14th
F&B	Eggs Inc.	1750 Wewatta St
Service	Sway Wellness Club	1426 Larimar St
F&B	Not a Damn Chance Burger	1441 Larimer St
F&B	Sushi By Scratch	1441 Larimer St
F&B	Olive & Finch	Union Station
F&B	Olive & Finch	Denver Performing Arts Center



# New Leases Update: 2024 Year to Date

## Offices Leases Over 10,000 SQFT

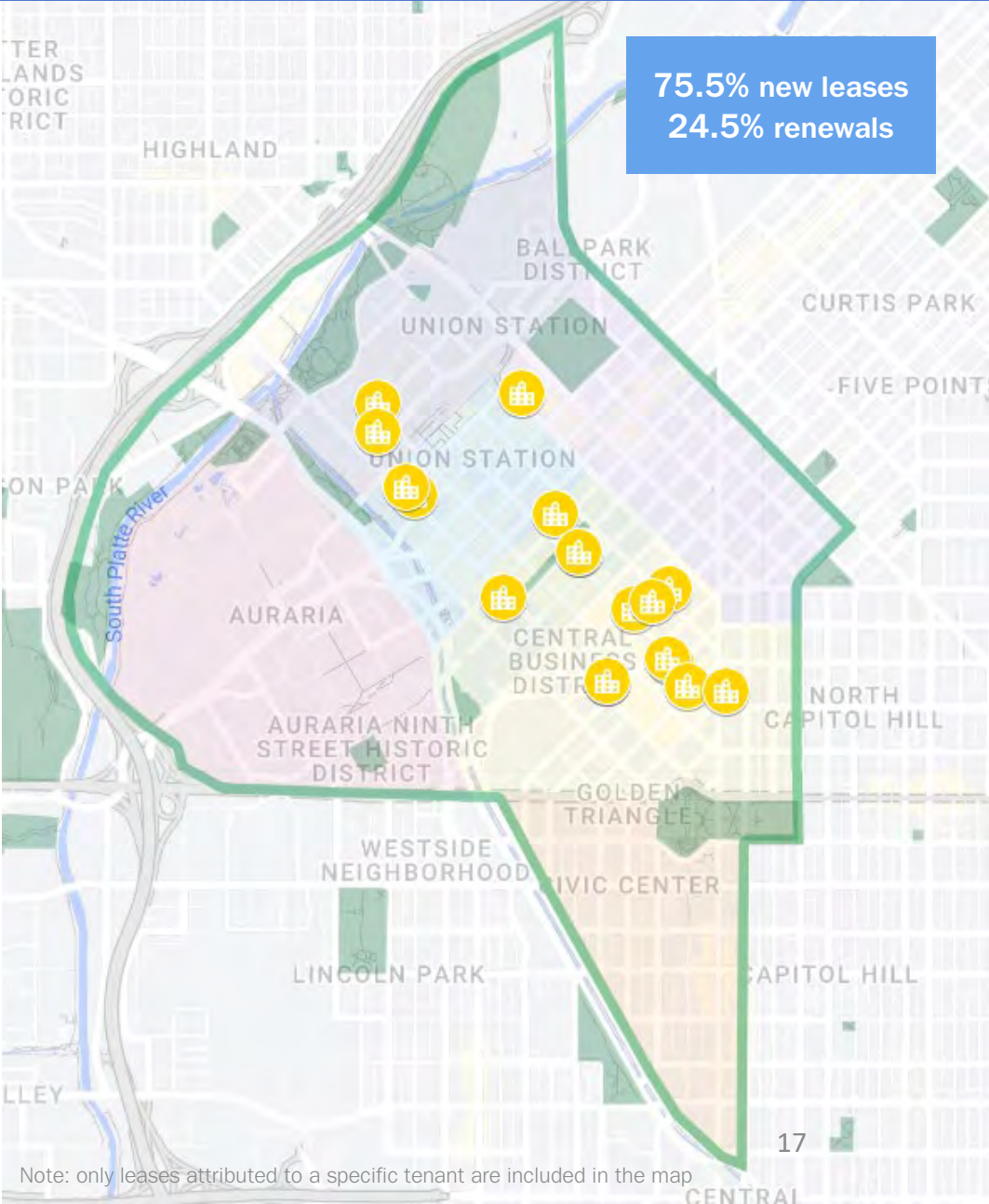
Name	Address	Type of Lease	SQFT
Redaptive	1601 19 <sup>th</sup> St	New lease	25,000
Colorado State Public Defender	410 17 <sup>th</sup> St	New Lease	19,054
Stack Infrastructure	1700 Broadway	New Lease	39,608
Lathrop GPM	675 15 <sup>th</sup> St	Renewal	10,280
CoStar Group	1225 17 <sup>th</sup>	Renewal	10,700
Johns Manville	717 17 <sup>th</sup>	Renewal	121,000
U.S. Citizenship and Immigration Services	518 17 <sup>th</sup>	New Lease	36,000
Frost Brown Todd	1801 California	New Lease	11,000
Kutak Rock	2001 16 <sup>th</sup>	New Lease	40,000
Whole Foods Market	1500 Wynkoop St	New Lease	15,574
General Services Administration	518 17 <sup>th</sup>	New Lease	24,000
Carmel Partners	707 17 <sup>th</sup>	New Lease	10,800
Enterprise Products Partners L.P.	1144 15 <sup>th</sup> St	Renewal	12,315
First Western Trust Bank	1900 16 <sup>th</sup>	Renewal	50,000
Caribou	1001 17 <sup>th</sup> St	New Lease	22,000
Invenergy LLC	1001 17 <sup>th</sup>	New Lease	35,000
Michael Best & Friedrich LLP	675 15 <sup>th</sup>	Renewal	14,000

892,317 SQFT of office space signed since January 2024  
(excluding leases under 10,000 SQFT)

543,910 attributed to tenant  
348,407 unattributed to tenant

### Leasing Activity by Neighborhood

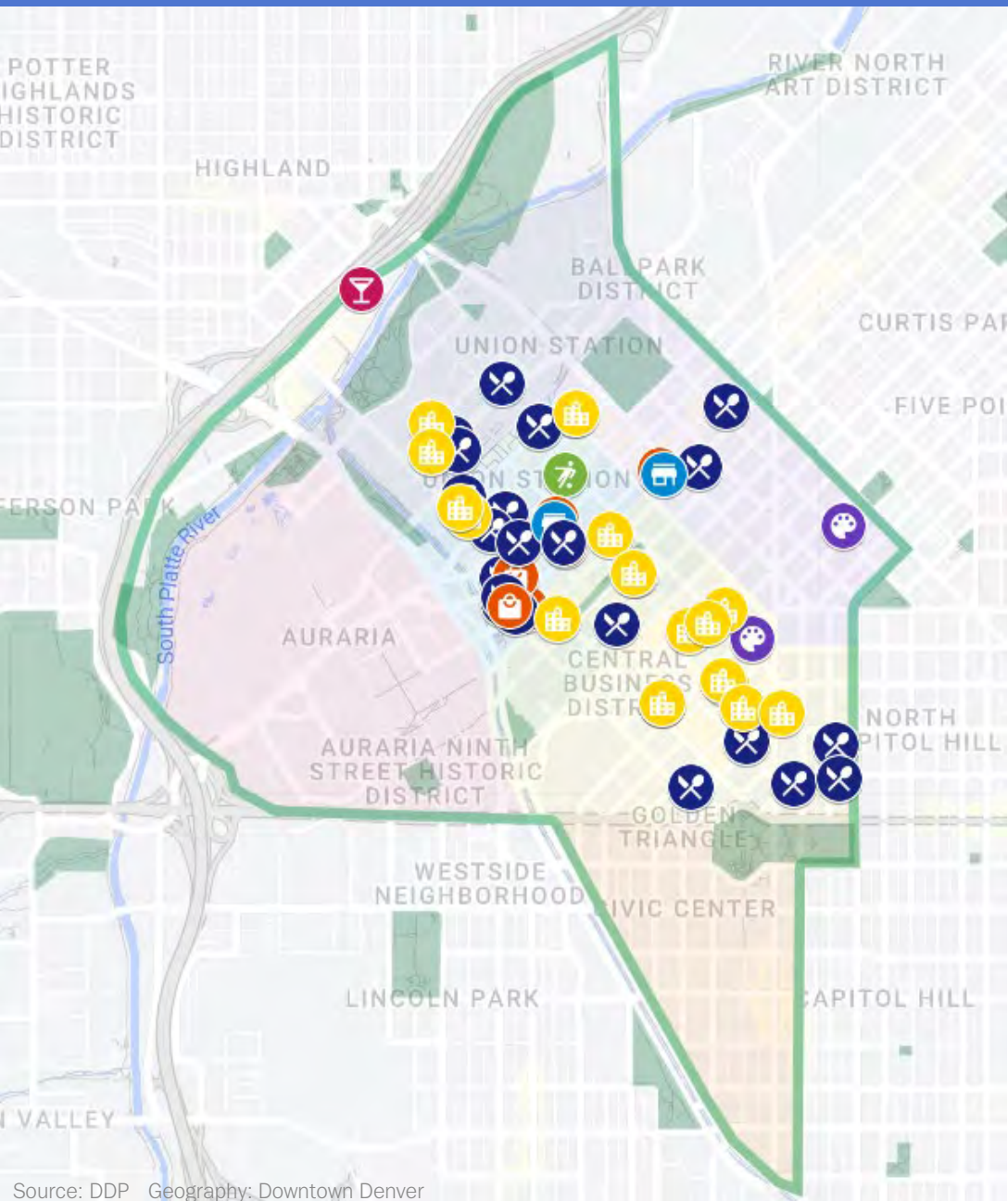
Upper Downtown	47.7%
Skyline Park	23.9%
LoDo	12.8%
Riverfront/Union Station	10.1%
Ballpark	5.6%



Source: CoStar (Office: leasing comps) & BusinessDen Geography: Downtown Denver

Note: only leases attributed to a specific tenant are included in the map

# New Leases Update: 2024 Year to Date



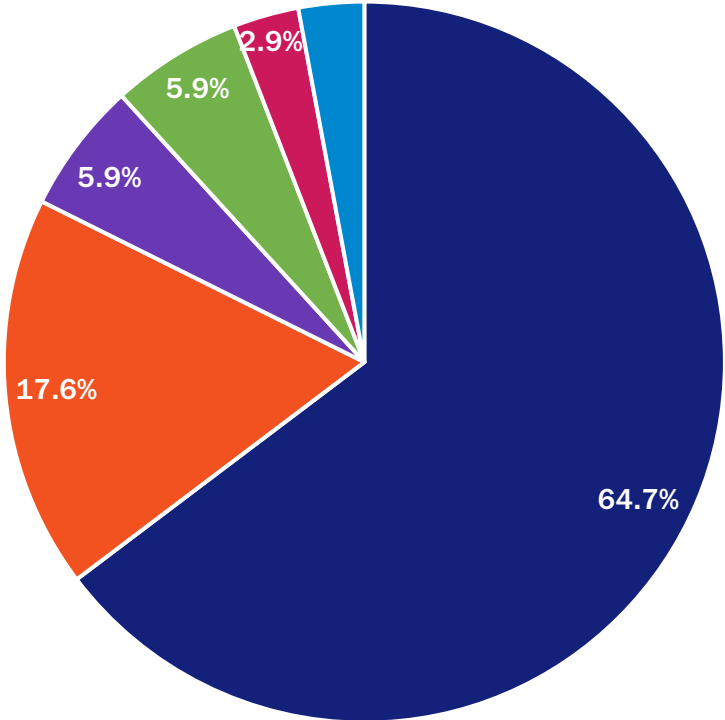
## KEY

- Downtown Area Plan Boundary
- Downtown Business District Boundary
- Food & Beverage (F&B)
- Retail
- Retail/Education
- F&B/Entertainment
- F&B/Service
- Retail/Service
- Office Leases

View Interactive Map: [HERE](#)

## By Program

**Retail/Restaurant Openings**  
(excluding office leases)



- F&B
- Retail
- Retail/Service
- Retail/Educational
- Service/F&B
- F&B/Entertainment





## About this Report

High Frequency Data Updates are published every month with the goal of providing the most up-to-date economic information available about Downtown Denver's economy.

Please contact Analise Lajeunesse, Research Specialist for information including:

- Details about the sources and methodology contained in this report
- To schedule a presentation about this information
- Media requests/interviews

*Analise Lajeunesse*  
*Research Specialist, Planning and Community Impact*  
[alajeunesse@downtowndenver.com](mailto:alajeunesse@downtowndenver.com)



# 2023 Downtown Denver Travel Survey

What's driving employees back to the office?



Downtown  
Denver  
Partnership

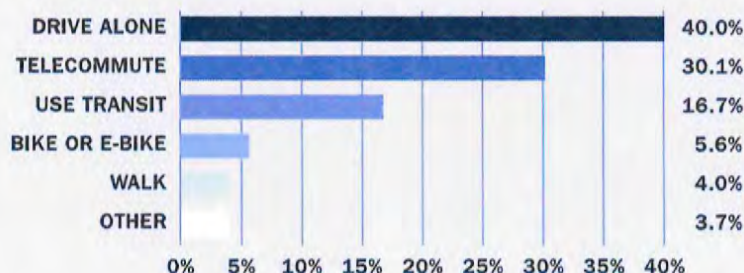
In fall of 2023, the Partnership distributed its annual Travel Survey to gain insights into current commuting trends and experiences of Downtown Denver employees and collected over 2,600 responses. The information shown in this report is an annual assessment of how the downtown transportation system is utilized. Furthermore, this report explores opportunities for employers to improve their mobility options and transportation benefits for their employees.

The Downtown Denver Partnership's 2023 Travel Survey demonstrates the strong relationship between employer-provided transportation benefits and travel behavior. Today, the decision to work in-person versus working at home is often driven by the quality of the commute. Accessible, convenient, safe and affordable transportation modes continue to resonate most with commuters and are a primary influence on mode choice. For further insights as to survey methodology and results, please contact [mobility@downtowndenver.com](mailto:mobility@downtowndenver.com).

## Telework Policies Continue to Impact Commuter Behavior and Mode Preference

### MODE CHOICE OF COMMUTERS IN 2023

Monday - Friday



### 2023 vs 2022

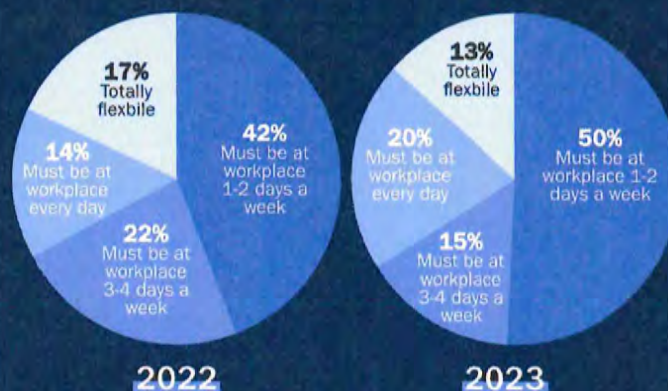
- Driving alone continues to increase, with **40%** of commute trips consisting of employees driving alone
- Telecommuting continues to decrease with only **30%** of total commute trips consisting of employees working from home
- Transit use among downtown employees remained largely stagnant year-over-year

### Weekly Telecommuting Patterns



About 21.4% of downtown employees telecommute Tuesdays and Thursdays, compared to 43.6% on Mondays and Fridays.

### Employees Are Coming Back to the Office



More downtown employees are required to be at their workplace everyday.

\*Values due not include "other" work from home policies



Since 2020, employees have increasingly favored a parking space as a mobility benefit over a transit pass.

## Why is the gap widening?

Based on survey results, people choose to drive alone for the following reasons:

- ↑ Increased flexibility when traveling alone
- ⌚ Other options like cycling or using transit takes too much time
- ⚠️ Concerns with transit and cycling safety

## How do we close the gap?

Survey respondents answered that they are likely to use transit more if there were:

- ⚙️ Enhanced comfort and cleanliness on board buses and trains
- ⌚ Faster, more frequent trips on transit
- 🛡️ Safety improvements on-board buses and rails
- 🏠 Transit services that are closer to home

## A Tale of Two Wheels: All Things Cycling



One third of downtown bicycle commuters responded that they use an e-bike to commute to their office



More cyclists may be opting for e-bikes due to the Colorado Energy Office Electric Bicycles Rebate Program and City and County of Denver E-bike Rebate Program.

## How does this affect our transportation infrastructure?



■ <5 miles ■ 5-9.9 miles ■ 10 miles

Acoustic bikes, or traditional bicycles continue to be a great commuting option for employees traveling less than 5 miles. E-bikes, however can elongate traditional bicycle trips by overcoming long commute trips or changes in topography with the help of thumb throttles and/or pedal assists.

## Navigating Forward: Pathways to Sustainable Mobility

In 2023, the number of downtown employees commuting to work by driving alone increased by 15.6% compared to 2022, while transit use and cycling remained relatively unchanged during the same period. Despite the fact that 40% of drive-alone commute trips were less than 10 miles in distance, offering a potential shift to alternative modes of commuting, survey respondents highlighted flexibility, travel time, and safety as the primary influencers of their commute choices, likely contributing to the decision to drive alone.

While there was a surge in drive-alone trips, 2023 also saw significant efforts to bolster multi-mobility in the Denver Metro area:

## Regional Wins for Alternative Transportation

The City and County of Denver celebrated the completion of 137 miles of new bike infrastructure over the past five years, exceeding the target of 125 miles set by former Mayor Hancock in 2018.

RTD sustained its Zero Fare for Better Air campaign throughout July and August, while introducing a Zero Fare for Youth initiative, granting free public transit services to customers aged 19 and younger for a year.

The Colorado Energy Office, in collaboration with Denver's Office of Climate Action, Sustainability, and Resiliency, introduced e-bike rebate vouchers to promote increased cycling trips.



EXCEPTIONAL MAINTENANCE  
EXTRAORDINARY SERVICE

## CSG REPORT FOR JULY 2024

CSG July highlights focused once again on the new 16<sup>th</sup> Street blocks 1200 and 1300. CSG has developed protocols, staffing, green product testing, and new equipment for the care and cleaning of the new 16<sup>th</sup> Street. At the end of July, CSG received a large shipment of FF & E for the new opening blocks. On July 30<sup>th</sup>, CSG worked with Amanda Miller on the installation of arrow benches.

### **CLEAN TEAM, BANNERS & SPECIAL PROJECTS, JULY UPDATES**

July was a busy banner month. On July 7<sup>th</sup>, CSG removed Kiwanis banners from 14<sup>th</sup> and California Streets. On July 4<sup>th</sup>, the team installed Informa Markets banners, which hung opposite Kiwanis banners for several days. Informa Market banners were removed on July 8<sup>th</sup>. On July 14<sup>th</sup>, CSG installed Clarion Events banners along 14<sup>th</sup> and California. On July 16<sup>th</sup>, banners for the American College of Surgeons were hung, again for several days opposite Clarion Events. CSG removed Clarion Events banners on July 19<sup>th</sup>. On July 23<sup>rd</sup>, the banner team removed ACS banners and installed banners for the Association for Computing Machinery. ACM banners are scheduled to come down on August 3<sup>rd</sup>. CSG needed to change protocol along California, due to temporary construction fencing between 14<sup>th</sup> and 15<sup>th</sup> Streets. The Bike to Work banners were donated as part of the recycle order for Mile High Workshop, prepared and picked up on July 31<sup>st</sup>.

CSG's pressure washing reached its in-season peak of 422.2 hours. The pressure washing team has successfully completed Round 1 of seasonal pressure washing. Round 2 pressure washing will commence at the beginning of August. The Special Projects team completed the irrigation repair at the Courtyard Marriott and continued irrigation exploratory work at 16<sup>th</sup> & California. The team scoped the back flow/system line and sent video to Ryan Butcher, documenting a potential obstruction to the valve. CSG will assist in watering the trees and planter beds between 16<sup>th</sup> /17<sup>th</sup> & California. The team also inspected and provided solutions for the irrigation break at 15<sup>th</sup>/16<sup>th</sup> and Curtis. This repair is scheduled for July 31<sup>st</sup>. In the latter portion of the month, CSG adjusted timers to increase watering for an additional day per week.

District weeding was a top priority throughout the month, with heavy emphasis on 14<sup>th</sup>, 15<sup>th</sup>, Zone 9, LoDo, 16<sup>th</sup> Avenue, and Zone 5.

Globe light inspections and lighting audits were completed and submitted weekly during July. Special Projects completed the repair work at the PDU at 14<sup>th</sup> and Glenarm. The CSG projects team tested the outlets on the new lights and reported findings to DDBID on power sourcing. CSG completed a comprehensive 15<sup>th</sup> and 17<sup>th</sup> Street banner stanchion inventory.



In July, CSG worked with Amanda Miller on the repair work and sensor replacements on the Victor Stanley trash receptacles.

CSG completed graffiti removal from PCL construction fencing and barriers in July. CSG dedicated 23.87 hours of graffiti removal in the month, with new paint supplies required.

CSG provided daily maintenance, graffiti removal, and trash removal at the Larimer Street Bridge, from 14<sup>th</sup> Street to Speer Blvd. CSG Special Projects completed the replacement of the turn buckle on one of the shade sails at the bridge. DDBID has secured an outside source for the Tivoli light replacement on the bridge. Once these lights are installed, CSG will develop a weekly lighting audit for these strands.

In Skyline Park 1, CSG continues to manage the tables and chairs for daily set up and locking. In Skyline Park 2, CSG provides interim cleaning, pressure washing and trash removal, as requested by DDE.

At the Outer Space Lot, CSG continued routine pan and broom and pressure washing services for the summer months. CSG Special Projects adjusted the stage one more time in July after being bumped and repaired and reinstalled a stanchion and sign at Outer Space.

On July 22<sup>nd</sup>, CSG provided cleaning and installation work in preparation for the Glenarm event. This included the relocation and return of planters with the use of the Toolcat.

Along Welton, CSG completed daily maintenance per contract specifications. CSG performed hand weeding along the corridor. CSG worked with Norman Harris to increase tree watering of the Soul Street Planters. We are also organizing a schedule for the removal and reinstallation of trash receptacles as they are being refurbished along Welton.

CSG's services along 20<sup>th</sup> Street Maintenance District remained at 7-days a week in July, including graffiti removal and pressure washing along the 20<sup>th</sup> Street Bridge. The Highlands Bridge was pressure washed on July 3rd, in support of the July event on location.

CSG completed repairs, adjustments, and jet maintenance cleaning at the Wynkoop Fountain. In mid-July, CSG made repairs and replacements to several pumps in the fountain, due to a technical error. All repairs were expedited and completed. CSG continued support work for the weekend Urban Market. Poly sand work progresses steadily, with a deadline of August 31st.

CSG performed bulk item pick-up for DDP, utilizing the 30-yard roll off dumpster for the removal of large bulk items found/reported within district boundaries. This service recorded 15 pick-ups in the month of July. Also, CSG is working through the Clean and Safe App for managing full alley cleanings.

***Summary Labor Hours through July 31, 2024***

<b><i>Department</i></b>		<b><i>Total Hours</i></b>
<i>Clean Team</i>		<i>4126.7</i>
<i>Graffiti Removal</i>		<i>190..6</i>
<i>Special Projects</i>		<i>384.5</i>
<i>Pressure Washing</i>		<i>422.2</i>

## **SOCIAL MISSION**

In July, CSG aided 62% of our CSG team, in the form of employment verification, assistance for housing and program requirements, insurance needs, employee assistance regarding free legal resources, support for heat stress, support with mental health, and uniform needs.

CSG is working with Next Chapter on upcoming job fairs for those in transition.

CSG has also submitted to present this October, partnering with the Fair Chance Hiring Initiative, at the National Reentry Workforce Collaborative's Annual Conference.

CSG is on schedule for their next round of internal education to start early September. This will include Mental Health First Aid, Supervisor Leadership Skills, English/Spanish Language Learning, Defensive Driving Skills, Financial management, Customer Service, Green Cleaning and 16<sup>th</sup> Street Protocols.

## **CSG ADMINISTRATIVE UPDATES for JULY**

During the month of July, CSG has continued demos of scrubbing equipment along Block 1200 and now 1300. CSG has tested the Tennant IMop, for specific scrubbing work around planters and amenities to help alleviate stains caused by planter watering. CSG has also tested the Tennant T20 scrubber, a slightly larger version of the T17, with longer run time. We are under leasing conditions for the MultiHog sweeper and amid purchase conditions for the T20. The PowerBoss scrubber is now implemented into routine use on Blocks 1200 and 1300. CSG has met with Spartan to test their relevant line of green solutions, including a non-toxic graffiti remover. The team has been testing the green products to fine tune optimal application.

We are honored and look forward to submitting our proposal for DDBID 2025 Cleaning, Maintenance and Snow Removal on August 2, 2024.

## DDBID Private Security 2024 Statistics

January 2024 – August 2024

# BID Security Monthly Report

## Monthly Trend Tracker

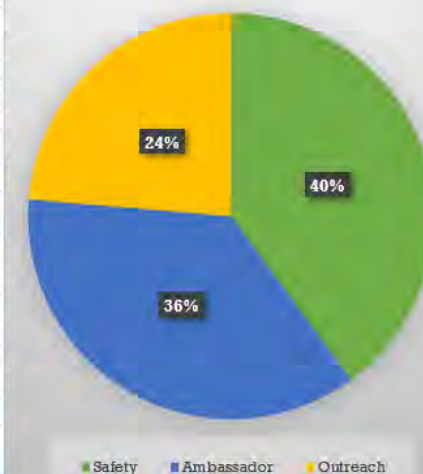
Incident Response	Jan 1st-31st	Feb 1st-28th	Mar 1st-31st	Apr 1st-30th	May 1st-31st	June 1st-30th	July 1st-31st	August 1st-31st	Sept 1st-30th	Oct 1st-31st	Nov 1st-30th	Dec 1st-31st	Monthly Total	Monthly Average
Aggressive Panhandling	0	3	1	0	1	0	0	3					8	1
Assault	1	3	0	0	2	1	4	0					11	1
Bicyclists/Skaters/Scooters contacted	141	109	271	437	484	394	434	267					2537	317
Breathe Easy	127	150	190	185	263	204	162	128					1409	176
Disturbance	99	99	99	89	298	293	120	151					1248	156
Injury/Illness	8	4	6	9	12	5	6	4					54	7
Park Curfew Violation	43	41	39	74	72	76	86	141					572	72
Public Intoxication	13	4	10	15	21	16	7	17					103	13
Public Urination	8	9	5	11	5	8	11	12					69	9
Public Use of Drugs	41	42	29	53	44	33	35	31					308	39
Sit and Lie	257	274	261	347	469	423	422	374					2827	353
Trespass	242	300	359	418	535	380	404	408					3046	381
Unauthorized Camping	194	232	166	174	255	217	224	209					1671	209
Vandalism	90	86	158	122	149	171	175	106					1057	132
Welfare Checks	645	804	736	916	1178	1056	982	1116					7433	929
<b>Totals</b>	<b>1909</b>	<b>2160</b>	<b>2330</b>	<b>2850</b>	<b>3788</b>	<b>3277</b>	<b>3072</b>	<b>2967</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

# BID Security Monthly Report

Safety	2019	2020	2021	2022	2023	2024	Totals	Avg
Aggressive Panhandling	4	5	11	17	11	8	56	10
Assault	15	67	82	50	41	11	266	51
Bicyclists/Skaters/Scooters	3299	501	2975	1394	4014	2537	14720	2437
Breathe Easy	6465	8869	5459	3318	3331	1409	28851	5488
Disturbance	939	1432	1978	1320	984	1248	7901	1331
Injury/Illness	148	187	183	164	85	54	821	153
Park Curfew Violation	339	106	327	54	118	572	1516	189
Public Intoxication	114	265	320	423	178	103	1403	260
Public Urination	28	83	94	90	108	69	472	81
Public Use of Drugs	87	227	532	1117	909	308	3180	574
Sit and Lie	4778	5761	6577	5996	5459	2827	31398	5714
Trespass	4085	5208	5184	5482	5273	3046	28278	5046
Unauthorized Camping	1958	2217	3306	3599	2732	1671	15483	2762
Vandalism	183	740	1103	648	868	1057	4599	708
<b>Totals</b>	<b>22442</b>	<b>25668</b>	<b>28131</b>	<b>23672</b>	<b>24111</b>	<b>14920</b>	<b>126644</b>	

Safety	126644
Ambassador	115575
Outreach	75095
<b>Total</b>	<b>317314</b>

## Overall Officer Focus



Ambassador								
Assistance (Directions/Info)	11811	12044	14438	10647	8890	4702	62532	11566
Business Checks	2013	8146	12973	12189	11898	20656	67875	9444
Busker Management	719	399	668	236	178	283	2483	440
Call For Service				325	391	106	822	358
Lost property	24	35	68	24	34	33	218	37
Positive Comment	506	869	346	268	143	256	2388	426
<b>Totals</b>	<b>15073</b>	<b>21493</b>	<b>28493</b>	<b>23689</b>	<b>21534</b>	<b>26036</b>	<b>115575</b>	

Outreach								
Welfare Check	6238	17616	18259	14741	10808	7433	75095	12516

DSOC 2024 Monthly Report				Q1	
		January	February	March	April
<b>DSOC ENCOUNTERS</b>					
Total # Duplicated Housholds Contacted (11,500)		*	*	*	*
	Duplicated DSOC HMIS Encounters	954	1110	1127	760
	Duplicated DSOC Housed HMIS Encounters	64	57	103	43
	Duplicated Non-HMIS Encounters	862	489	436	357
	Duplicated Cold Weather Outreach Activation Encounters	918	297	191	0
	Duplicated Encampment Response HMIS Encounters	*	*	61	112
<b>SHELTERED</b>					
	People Placed Into Shelter, NCS, or Micro-Community Units in Collaboration with City-Directed Encampment Response	*	*	*	*
<b>HOUSED</b>					
DSOC Permanently Housed (265)		14	23	15	16
	Chronically Homeless (100)	10	19	7	11

	Receiving Case Management Services Exited to Permanent or Stable Housing (65)	0	2	3	7



	Q2			Q3		
May	June	July	August	September	October	November
*	*					
941	921					
44	48					
354	305					
0	0					
103	110					
*	*					
20	8					
15	8					

1	20					

Notes
Will recalculate after issues with reporting Encampment Response HMIS data are resolved.
In January, HOST and DSOC ER staff had to work with MDHI to create services in the new HOST Encampment Response Collaborative HMIS profile and also address the issue of HMIS auto-exiting clients enrolled during encampment response moves in 2023. Standardized documentation started in February. As discussed in the Q1 Site Visit, current reporting out of the ERC_Street Outreach_SO and CCH _ERC Street to Lease_RRH programs in HMIS appears to be missing encounters or bleeding between outreach programs. We will continue to work with HOST and MDHI to confirm correct data is available and reportable. As discussed on 7/12/2024 with Evie Bengier, we will verify and confirm combined STL Outreach and Case Management and Encampment Response encounters and outcomes during the Q2 site visit.
As discussed in the Q1 Site Visit, correct data on shelter obtained outcomes through encampment response efforts into NCS or microcommunity options will need to be confirmed by HOST. Successful intakes into NCS and microcommunity facilities are the result of collaborative processes between DSOC and HOST outreach staff and are unreportable by DSOC out of HMIS because that information is restricted to SA, Bayaud, SFC, and CVC--the operators of these sites. As discussed on 7/12/2024 with Evie Bengier, we will verify and confirm combined STL Outreach and Case Management and Encampment Response encounters and outcomes during the Q2 site visit.

## **Expanded Housing Report**

**Organization:** St. Francis Center

**Month & Year:** June 2024

**Client Initials:** TM

**Date Entered DSOC Services:** SOLE (04/12/2022); DSOC (1/26/2023)

**Total Number of Outreach Encounters:** 34

**DSOC HMIS Services Provided:** Basic Needs, Vital Records Applied, Vital Records Obtained, Housing Discussed, Housing Applied, Other Financial Assistance Discussed, Social Security Benefits Discussed, Vocational Discussed, Supportive Case Management, Shelter Discussed, Shelter Obtained, Rapport Building, SOS Discussed, Medical Referral Obtained

**Outreach Worker(s):** Jacob Gibbs, former: Ronald Allen, Ian Stitt

**Collaborations Involved:** Starbucks Outreach, SOLE, Saint Francis Center SOS, Colorado Village Collaborative, Network Coffeehouse

**Overview of Case:** Client's first interaction with DSOC was through the SOLE team in April of 2022 while the client was living in a large encampment. The SOLE team provided supportive case management, which resulted in client moving into an Safe Outdoor Space site on Federal Boulevard. The client moved into the SOS in December of 2022 and began working towards stable housing. The client was exited from the SOS site in February of 2024 as a result of aggressive behavior towards another community member. Following the client's exit from SOS, OW engaged with client to assist with housing services. OW supported client with housing applications to many apartments before being accepted into The Colburn Apartments. OW assisted client with transportation to and from housing appointments and helped the client understand how his project-based voucher worked. Client obtained housing on June 14, 2024.

**Will client sign ROI to discuss their case with HOST or other entity?** Possibly

# 2023 DDBID Annual Report



Downtown  
Denver  
Business  
Improvement  
District





# Meet the DDBID Team

The Downtown Denver Business Improvement District (DDBID) is a public organization funded by private commercial property owners.

The DDBID goes above and beyond the basic level of care and maintenance provided by the city to deliver a clean, safe, and vibrant environment. Ensuring safety and cleanliness for tenants and visitors, the DDBID cultivates memorable experiences that strengthen and support the economic vitality of the center city. Creating a unique and captivating urban destination not only connects communities, but also forms a central core, where people want to be, and for businesses to thrive.

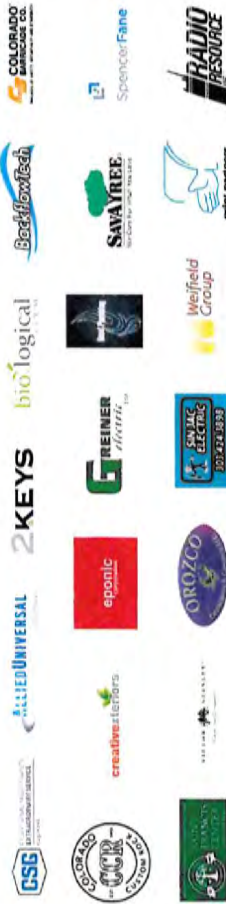


**In memory of  
James Kinney**  
Proudly serviced the  
Downtown Denver  
BID Clean Team,  
2010 - 2023



**From Left to Right:** Beth Moyski, Pamela Seiden, Ananda Miller, Ryan Butcher, Sabina Valencia-Chavez, Vince Martinez, Ryan Erman and Jessie Milleson

## DDBID Contractors



# A Letter from the Board Chair

## To the Downtown Denver Property Owners,

2023 was a year of growth for the Downtown Denver Business Improvement District (DDBID) as the team worked to make Downtown a safe, clean and vibrant place for those who live, work and visit our center city.

This year, sustainability was a focus throughout our work downtown, from recycling over 1,600 banners that were repurposed and diverting planters from the landfill to utilizing fill-level sensors in our trash receptacles that increased efficiency. The Downtown Denver Partnership introduced a new outreach program, funded by a Caring 4 Denver grant, with two full-time specialists who proactively support our vulnerable residents and connect them to any services they may need. This program works closely with the DDBID Private Security team.

The Strategic Activations and Programs team produced successful activations that brought families, friends, and visitors downtown throughout the year. In response to the ongoing construction of 16th Street, 85 businesses were supported through the Small Business Grant program and 11 new businesses have opened within the construction zone.



This is just a snapshot of our 2023 work. Building the best Downtown takes the work and dedication of an entire community, and we thank our partners, our community members, and our leaders for championing our work to transform every single street in our center city. Learn more about our 2023 successes in this report and to learn more about the DDBID services, please visit [DowntownDenver.com/DDBID](http://DowntownDenver.com/DDBID).



**Ed Blair | Chair**  
Downtown Denver Business  
Improvement District  
General Manager, Sage Hospitality Group

## Board Members

**Nathan Roberts | Vice Chair**  
Kittredge Ventures

**Evan Gart | Secretary**  
Gart Properties

**Jennifer Hallinan DeLeon | Member**  
Hines

**Ron Fano | Legal Advisor**  
Spencer Fane LLC

**Jodi Janda | Treasurer**  
JLL

**David Foley | Member**  
Brookfield Properties

**Vacant | Board of Directors**  
to learn more contact [bmoysa@ddbid.com](mailto:bmoysa@ddbid.com)



# Keeping Our Downtown Clean & Safe

From trash and snow removal to maintaining and repairing lights, the DBBID team works with property owners and partners to ensure our Downtown is well-lit and clean every single day.

## Keeping the Lights On

The DBBID team surveyed streetlights downtown to ensure each and every bulb was functional and reported over 50 light outages to Xcel Energy. Lights were repaired and converted to long-lasting LED fixtures for optimal performance.

## Efficiency in Waste Operations

The DBBID trash receptacles are equipped with a sensor that monitors the trash fill levels and weights of all containers so that they can be collected at the optimal time. In 2023, the DBBID worked with the manufacturer to upgrade the sensors. The team is focused now on utilizing the system to its fullest capabilities to increase efficiency while reducing fuel costs, resource usage, and carbon emissions.

## Self-Watering Planters

The DBBID tested 12 EarthPlanner® self-watering planters on Curtis Street between 14th Street and 16th Street. These planters hold water in a reservoir at the base of the planter. This allows the plants to take up water more slowly, which minimizes water loss while encouraging the development of deep roots. The plants in these new planters were just as vibrant as those planted in our traditional concrete planters while using less resources.

1,741,224 ft³ of Snow removed equals 2.5 DF Towers!

18,049 Graffiti items were cleared up in the DBBID

3,940 hours were spent pressure washing

31,988 trash bags were removed via Clean Team

## Sustainability

Over 1,600 banners or 23,887 ft² of plastic were recycled. All banners were donated to Mile High Workshop, who upcycle (such as tote bags and wallets) banners and create employment opportunities and provide job training for members of our community seeking to rebuild from addictions, homelessness

## Incorporating Vital Infrastructure

Over 26,000 feet of irrigation lines were managed including along 16th Street Mall, Union Station, 14th Street, California Street and Curtis Street. The irrigation system facilitates the growth of downtown's trees and flowers.

## Repurposing 16th Street Mall Planters

In preparation for the 16th St reconstruction project, the DBBID was tasked with removing all existing furnishings, including the original Mall planters. Through innovative planning and outreach, the DBBID was able to distribute 268 planters to community partners, saving these planters from the landfill. Some of which you can spot throughout the Metro area! In addition, 4,020 ft³ of soil was recycled.

# A Safer Downtown

As champions of Downtown Denver, the Downtown Denver Business Improvement District works with partners to ensure that the city center is a clean, safe, welcoming place for all.

Within the 120-block Downtown Denver Business Improvement District, DBBID Private Security contacts dropped from 2022 to 2023:

- A 53% decrease in public intoxication
- An 18% decrease in public use of drugs
- A 20% decrease in unauthorized camping
- An overall 13% decrease of security tickets in general

Collaborative efforts like Together We Will and House 1000 have positively impacted downtown.

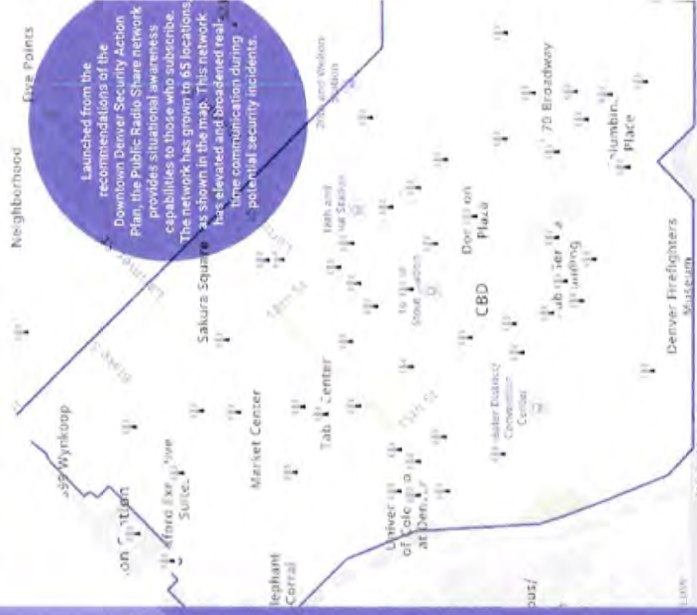
Denver Police Department reports the following year-over-year (2022 to 2023) progress in the Central Business District and Union Station neighborhood.

- An 11.7% decrease in violent crime
- A 38% decrease in property crime
- A 29.5% decrease in auto thefts throughout Police District 6



## Crime Prevention Through Environmental Design (CPTED)

With 27 projects, the DBBID team created a safer environment around downtown through increased lighting, art activations, alley egress enclosures and fencing.





# Urban Greening

The DDBID is committed to increasing resiliency and reducing the environmental footprint of downtown while supporting a healthy, clean, and economically strong district. The team recognizes that it has a role to play in combatting climate change and driving forward city-wide sustainability goals within its boundary.

Here are some projects that support our green infrastructure while making our operations more efficient:

## Perennial Plantings Pilot

The DDBID manages over 600 planters throughout downtown. Our commitment to testing the viability of perennial plantings is not only a commitment to building a sustainable downtown, but also a commitment to using ratepayer funds wisely. We built upon its previous efforts and focused this year's study on comparing different soil types and planting schemes in both shade and sun conditions. Of the new plants installed in 2023, 87% survived, justifying the continued evaluation of the installations. Perennial plantings could reduce overall water usage by one third and save thousands of dollars annually.



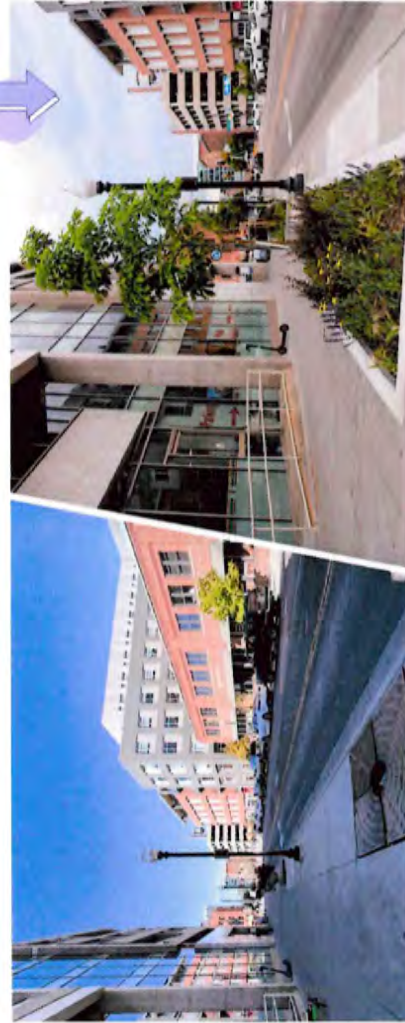
## Tree Health Program

The Tree Health Program supports approximately 2,200 trees annually by providing crucial tree health treatments to all trees in front of commercial properties in the BID. The services provided include soil remediation and enhancer treatments, cyclical pruning and more.



## Urban Forest Initiative

The Urban Forest Initiative, a partnership between DDP, DDBID, the City and County of Denver and downtown property owners, is a collaborative effort to grow Denver's urban forest through education, built infrastructure and maintenance. This year, the UFI improved and expanded 33 tree beds including one at 1755 Blake Street as shown below.



# Activating a Vibrant Downtown

The DDBID plays a crucial role in ensuring downtown activations run smoothly from installations to post-event maintenance. Supporting numerous events including:



**Summer in Skyline**  
Pickleball, roller skating - June through September



**Skyline Ice Rink**  
23.8k skaters with over 70k visitors to the rink



**2023 Nuggets Championship Parade**  
Brought 47k people along the Parade route



**New Year's Eve Fireworks**  
Brought 76.1k people to downtown



**Viva Streets and Taste of Colorado**  
500 volunteers and 40k participants across 4 weekends during the summer



**Parade of Lights**  
Over 210k pedestrians along the route on Parade night

And, many special activations and series like Earle Lund Denver Startup Week, Let's Around the World around Denver, and Tasting Made goods for Latin Fashion Week with Auraria Campus

**16th Street Construction Project**  
As a project partner of the 16th Street Construction project with the City and County of Denver, we've provided crucial economic support to the businesses within the construction zone.

Through the Small Business Support Program:



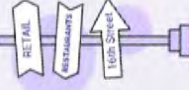
**85 businesses**  
have received support to date



**\$808,500+**  
in grants disbursed to date



**11 businesses**  
have opened within the construction zone



**Additional business marketing support included**  
designing wayfinding signage, sidewalk decals and blade signs to help bring visibility to all 75 eligible businesses during Phase 1 of 16th Street construction





# The Future of Downtown

The American Rescue Plan Act (APRA) funded, groundfloor business leasing was supported downtown in the following ways:

## Out-of-Market Prospect Scouting:

Visiting Chicago, Portland, Washington, D.C. and NYC to build a pipeline of national retail/restaurant contacts that align with the future vision for downtown.

## Retail Leasing Incentive:

A modified leasing incentive program produced two new retail leases by the end of 2023: Peek-A-Boo Toys and Show Pony Vintage.

## Groundfloor Inventory:

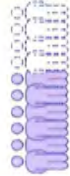
A GIS-based inventory provides data on all available groundfloor storefronts within the Downtown Area boundary.

Over 34 ground floor leases were signed in 2023.



Overall, return to office remains at 61% for downtown.

Auraria is at an all high at 90% and lowest is in Upper Downtown at 54%



**Groundfloor Retail Vacancy Rates**

120 blocks of downtown: 21%  
Submarket Breakdown:  
• 16th Street (16 blocks): 29%  
• LoDo: 26%



**Office Vacancy Rates**

120 blocks of downtown: 26.6%, compared to 18.9% nationally  
Vacancy per Office Class  
• Class A Office: 22.8%  
• Class B Office: 35.9%  
• Class C Office: 37.6%  
Submarket Breakdown:  
• LoDo: 17.3%  
• Upper Downtown: 30.3%  
• 16th Street: 28%

## Expenditures

Categories	2023	% of Total	2022	% of Total
Maintenance & Repair	\$3,277,354	40%	\$3,453,470	43%
Management Services	\$1,740,008	21%	\$1,718,376	21%
Safety	\$1,043,933	13%	\$920,012	11%
Pedestrian Environment	\$1,049,624	13%	\$1,012,343	13%
Holiday	\$384,072	5%	\$309,562	4%
Mall Vending	\$57,922	1%	\$49,001	1%
Skyline Park	\$116,409	1%	\$134,613	2%
Marketing & Communications	\$108,749	1%	\$101,906	1%
Research	\$154,293	2%	\$151,751	2%
Economic Development	\$165,766	2%	\$166,985	2%
Reserve Funded Projects	\$132,651	2%	\$197,110	2%
<b>Total</b>	<b>\$8,098,130</b>	<b>100.00%</b>	<b>\$8,018,019</b>	<b>100.00%</b>



- Maintenance & Repair
- Management Services
- Safety
- Pedestrian Environment
- Holiday
- Mall Vending
- Skyline Park
- Marketing & Comm.
- Research
- Economic Development
- Reserve Funded Projects

## Clean & Safe App

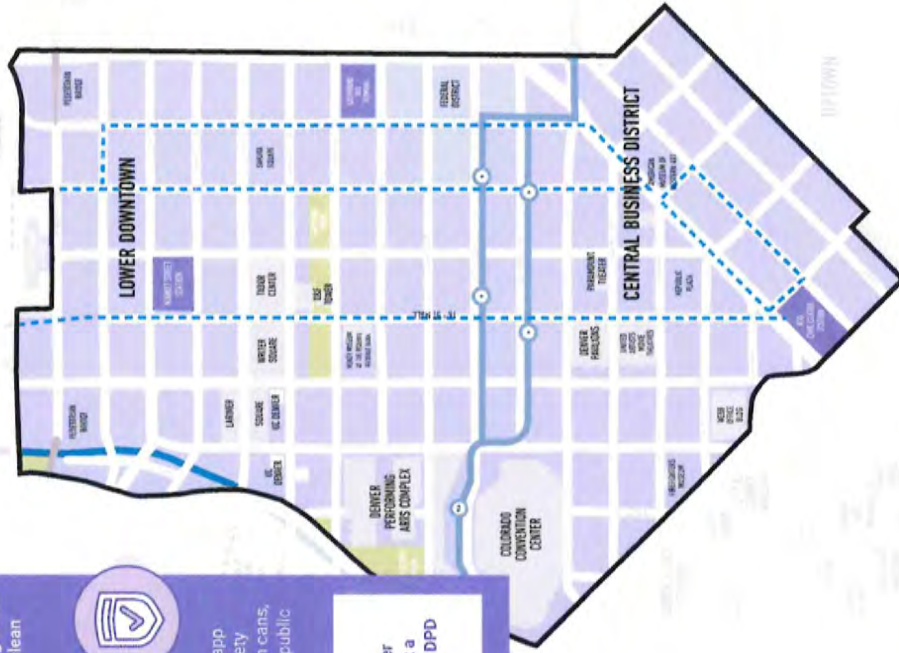
3,721 tickets were created via the Clean & Safe App - Thank you to our caring community for reporting items and helping keep our streets clean and safe!



Download the Clean and Safe app to report maintenance and safety concerns like overflowing trash cans, graffiti on public property, and public safety concerns.

Note: this app does not connect you with the Denver Police Department, it is not a replacement for 911 or the DPD non-emergency number.

## BID Boundary







Downtown  
Denver  
Business  
Improvement  
District