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Clerk & Recorder Number:2014-0630-G

September 28, 2018

Michael Kerrigan  
Senior Financial Management Analyst  
Department of Finance, Special Districts  
City and County of Denver  
201 West Colfax Avenue, Dept. 1004  
Denver CO 80202

Dear Michael:

Enclosed in this packet is the 2019 Preliminary Operating Plan and Budget for the Colfax Mayfair Business Improvement District, as well as the following items:

1. 2018 year-to-date Budget versus Actual report, including projected year end budget
2. Any material departures from the 2018 Operating Plan—none
3. Copy of Public Notice for the 2019 budget
4. Status of any planned or outstanding indebtedness—none
5. Results of any audits conducted during the year—none conducted as our BID qualified for an exemption from audit; application included for reference.
6. Copy of by-laws, if any—our board follows procedures set forth in the BID state statute
7. List of all official board actions (motions) in the past year
8. Current list of all Board members and contact/term information
9. Board member attendance records for the past year
10. List of activities performed in 2018 and planned activity for 2019
11. Documented impacts and performance measures

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

Sincerely,



Hilarie Portell, Executive Director  
Colfax Mayfair Business Improvement District  
720.810.3906  
[hilarie@colfaxmayfairbid.com](mailto:hilarie@colfaxmayfairbid.com)

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## **Colfax Mayfair Business Improvement District 2019 Preliminary Operating Plan**

### **OVERVIEW**

After many decades of neglect, the City of Denver has dedicated \$75 million in public funding to transform Colfax Avenue into a mixed-use, transit-enriched community corridor. The Colfax Mayfair BID is actively engaged in this generational effort, successfully advocating for funding and serving on steering committees for land use, transportation and pedestrian safety plans. The BID is also working with district business and property owners and new investors to envision, plan for and leverage these public investments.

The backdrop to all of this is projections of continued, rapid growth in the City of Denver: by 2040, 200,000 more people are expected to move to Denver, increasing the total population to 900,000. Most of the growth will be accommodated in high-density Regional Centers like Downtown, Cherry Creek and RiNo. Community Corridors like Colfax Avenue, and Community Centers like the Mayfair Town Center, will accommodate about 20% of new jobs and 25% of new households throughout the city. These are the city's main streets and town centers, providing new homes and offices, as well as restaurants, shops, services and entertainment for area neighborhoods.

### **GOALS**

1. Ensure that city planning and transit initiatives support the Community Corridor and Community Center visions for the BID district, business operations and compatibility with adjacent neighborhood contexts.
2. Help district businesses and property owners envision, plan for and benefit from coming changes.
3. Enhance market awareness and investment in the Community Corridor and Community Center visions.
4. Ensure professional administration of the BID and its programs.

### **ACTIONS**

#### **Administration: Build a Leading Organization**

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

- Compile and submit annual assessment roll, plan and budget to the City of Denver
- Administer any grant funds according to applicable regulations
- Provide written reports as required by the city, state or funding entities

*Continue to grow reserve fund for long-term maintenance of public improvements, special projects or unexpected costs.*

*Research the feasibility of expanding the BID service area west to Colorado Boulevard.*

### **Economic Development: Grow the Economic Base**

*Participate in, and advocate for Community Corridor and Community Center vision in East Neighborhood Plan Initiative, Colfax Bus Rapid Transit planning and Colfax Corridor Pedestrian Improvements project.*

- Advocate for business operational needs related to each planning effort.
- Support city planning milestones to provide broad information and awareness among business and property owners. Could include print and electronic communications, district walks, hosted events or other projects.
- Use market studies and reports generated by the East Area Plan Initiative in district outreach and marketing.
- Advocate for sign code modifications to encourage signage that supports the iconic character of Colfax.

*Keep BID ratepayers informed and engaged in district programs.*

- Annual update print letter, annual report
- Bi-monthly business e-newsletter, personal meetings
- Outreach events or promotions related to city planning initiatives.

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

- Monthly consumer e-newsletter, bi-monthly business/owner e-newsletter, Facebook page, quarterly updates to the organizational website, media relations. Expand social media reach by monthly boosted posts, reposting business news and cross-marketing with Instagram.
- Work closely with BID property and business owners to track vacancies and property sales; connect interested parties.
- Expand annual report to include market and land use & transit planning information for ratepayers and prospects.
- Engage with small-scale development professionals to raise awareness of area plans.

*Support district businesses through local small business assistance programs.*

- Share information offered through the City of Denver, Denver Small Business Development Center and other agencies through bi-monthly e-newsletter and personal meetings or communications.

*Build community through timely gatherings.*

- Promote business and community events on district Facebook page and e-newsletter.
- Support nonprofit events aligned with BID mission as appropriate.

### **Public Improvements: Create a More Inviting, Connected Destination**

*Serve on steering committees for Colfax Corridor Improvements and Bus Rapid Transit projects.*

- Advocate for business operations, customer comfort and safety.
- Support outreach efforts of planning teams to share information broadly with district businesses and property owners.
- Share resources on how businesses can plan to mitigate impacts during construction, currently scheduled to start in 2020.

*Implement small projects to enhance local identity and create a main street feel while long-term planning is underway.*

- Provide branded elements for new Bus Rapid Transit stations, if installed in 2019.
- Provide public information and feedback regarding Dockless Mobility Program; coordinate any parking areas within the district.

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

*Improve the general appearance of the district.*

- Maintain current trash and bi-annual cleanup schedule

*Work with property owners on Neighborhood Inspection items: weeds, debris, graffiti, nuisance activity.*

*Serve as a liaison to Denver Police District 2 to implement clean and safe initiatives.*

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

### **Advocacy: Build Partnerships to Benefit All**

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

**Colfax Mayfair Business Improvement District  
Preliminary 2019 Budget**

<b>REVENUE</b>	<b>TOTAL</b>
Special Assessments	117,975.64
Government Grant	0.00
Other	<u>0.00</u>
<b>TOTAL REVENUE</b>	<b>117,975.64</b>
<b>EXPENSES</b>	
<b>BID Management &amp; Services</b>	
Contract Staff	64,800.00
Finance	7,200.00
Insurance	1,700.00
Legal Services	2,500.00
<b>BID Management &amp; Services Total</b>	<b>76,200.00</b>
<b>Marketing</b>	
Web/e-mktg	3,000.00
Photography	500.00
Events	500.00
Small projects	<u>3,000.00</u>
<b>Marketing Total</b>	<b>7,000.00</b>
<b>Public Improvements</b>	
Bicycle Racks	1,200.00
Planning Outreach	3,000.00
Trash cans	0.00
Maintenance	
Trash can maintenance	7,800.00
Quarterly clean-up	4,600.00
<b>Total Public Improvements</b>	<b>16,600.00</b>
<b>Safety</b>	<b>500.00</b>
<b>Operations</b>	<b>4,500.00</b>
<b>TOTAL EXPENDITURES</b>	<b><u>104,800.00</u></b>
<b>Maintenance Reserve</b>	<b><u><u>13,175.64</u></u></b>



## 2018 Budget, Year To Date Actuals, & Projected Year End

	Year To Date Actual	Projected Year End 2018	Adopted Budget 2018
<b>Revenue</b>			
Special Assessments	111,997	118,156	118,156
<b>Total Revenues</b>	<b>111,997</b>	<b>118,156</b>	<b>118,156</b>
<b>Expenditures</b>			
BID Administrative & Services Total	43,440	74,180	74,180
Communication/Marketing	449	6,000	11,000
Public Improvements	15,183	22,250	20,250
Safety	-	750	750
Operations	-	3,000	3,000
<b>Total Expenditure</b>	<b>59,072</b>	<b>106,180</b>	<b>109,180</b>
<b>Maintenance Reserve</b>	<b>-</b>	<b>11,976</b>	<b>8,976</b>

RESOLUTION FOR APPROVING AN EXEMPTION FROM AUDIT  
FOR FISCAL YEAR 2017 FOR THE  
COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT, STATE OF COLORADO

WHEREAS, the Board of Directors of the Colfax Mayfair Business Improvement District wishes to claim exemption from the audit requirements of Section 29-1-1603, C.R.S.; and

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

WHEREAS, neither revenue nor expenditures for Colfax Mayfair Business Improvement District exceeded \$750,000 for fiscal year 2017; and

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

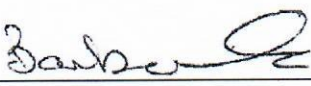
WHEREAS said application for exemption from audit has been completed in accordance with regulations, issued by the State Auditor.

NOW THEREFORE, be it resolved by the Board of Directors of the Colfax Mayfair Business Improvement District that the application for exemption from audit for Colfax Mayfair Business Improvement District for the fiscal year ended December 31, 2017, has been personally reviewed and is hereby approved by a majority of the Board of Directors of the Colfax Mayfair Business Improvement District; that those members of the Board of Directors have signified their approval by signing below; and that this resolution shall be attached to, and shall become a part of, the application for exemption from audit of the Colfax Mayfair Business Improvement District for the fiscal year ended December 31, 2017.

ADOPTED THIS 21st day of February, A.D. 2018.



  
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_  
Secretary



BOARD OF DIRECTORS,  
COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT:

	<b>Term Expiration</b>	<b>Signature</b>
Christian Anderson	12/31/2020	
Maurice Bennett	12/31/2018	
Mark Berzins	12/31/2018	
Jamie Harris	12/31/2020	
Barbara Macfarlane	12/31/2019	
Dan Murray	12/31/2019	
Candace Wickstrom	12/31/2019	



## APPLICATION FOR EXEMPTION FROM AUDIT

# LONG FORM

### FOR LOCAL GOVERNMENTS WITH EITHER REVENUES OR EXPENDITURES MORE THAN \$100,000 BUT NOT MORE THAN \$750,000

Under the Local Government Audit Law (Section 29-1-601, et seq., C.R.S.) any local government may apply for an exemption from audit if neither revenues nor expenditures exceed \$750,000 for the year.

If your local government has either revenues or expenditures of LESS than \$100,000, use the **SHORT FORM**.

### EXEMPTIONS FROM AUDIT ARE NOT AUTOMATIC

To qualify for exemption from audit, a local government must complete an Application for Exemption from Audit EACH YEAR and submit it to the Office of the State Auditor (OSA) for approval.

Any preparer of an Application for Exemption from Audit must be an independent accountant with knowledge of governmental accounting.

Approval for an exemption from audit is granted only upon the review by the OSA.

### READ ALL INSTRUCTIONS BEFORE COMPLETING AND SUBMITTING THIS FORM

ALL APPLICATIONS MUST BE FILED WITH THE OSA WITHIN 3 MONTHS AFTER THE ACCOUNTING YEAR-END. FOR EXAMPLE, APPLICATIONS MUST BE RECEIVED BY THE OSA ON OR BEFORE MARCH 31 FOR GOVERNMENTS WITH A DECEMBER 31 YEAR-END.

**GOVERNMENTAL ACTIVITY** SHOULD BE REPORTED ON THE **MODIFIED ACCRUAL BASIS**

**PROPRIETARY ACTIVITY** SHOULD BE REPORTED ON A **BUDGETARY BASIS**

**POSTMARK DATES WILL NOT BE ACCEPTED AS PROOF OF SUBMISSION ON OR BEFORE THE STATUTORY DEADLINE**

FOR YOUR REFERENCE, COLORADO REVISED STATUTES CAN BE FOUND AT THIS ADDRESS:

<http://www.lexisnexis.com/hottopics/Colorado/>

PRIOR YEAR FORMS ARE OBSOLETE AND WILL NOT BE ACCEPTED.

APPLICATIONS SUBMITTED ON FORMS OTHER THAN THOSE PRESCRIBED BY THE OSA WILL NOT BE ACCEPTED.

APPLICATIONS MUST BE FULLY AND ACCURATELY COMPLETED.

## CHECKLIST

- Has the preparer signed the application?
- Has the entity corrected all Prior Year Deficiencies as communicated by the OSA?
- Has the application been PERSONALLY reviewed and approved by the governing body?
- Are all sections of the form complete, including responses to all of the questions?
- Did you include any relevant explanations for unusual items in the appropriate spaces at the end of each section?
- Will this application be submitted via Fax or Email?
  - If yes, have you read and understand the new Electronic Signature Policy? See new here policy
- or-
- Have you included a resolution?
- Does the resolution state that the governing body PERSONALLY reviewed and approved the resolution in an open public meeting?
- Has the resolution been signed by a MAJORITY of the governing body? (See sample resolution.)
- Will this application be submitted via a mail service? (e.g. US Post Office, FedEx, UPS, courier)
- If yes, does the application include ORIGINAL INK SIGNATURES from the MAJORITY of the governing body?

## FILING METHODS

### MAIL - Office of the State Auditor

Local Government Audit Division  
1525 Sherman St., 7th Floor  
Denver, CO 80203

FAX: 303-869-3061

EMAIL: [osa.ig@state.co.us](mailto:osa.ig@state.co.us)

QUESTIONS? 303-869-3000

## IMPORTANT!

All Applications for Exemption from Audit are subject to review and approval by the Office of the State Auditor.

Governmental Activity should be reported on the Modified Accrual Basis

Proprietary Activity should be reported on the Cash or Budgetary Basis - A Budget to GAAP reconciliation is provided in Part 3

Failure to file an application or denial of the request could cause the local government to lose its exemption from audit for that year and the ensuing year.

In that event, AN AUDIT SHALL BE REQUIRED.

# APPLICATION FOR EXEMPTION FROM AUDIT

## LONG FORM

**NAME OF GOVERNMENT ADDRESS**

Colfax Mayfair Business Improvement District  
 PO Box 202161  
 Denver CO 80220

For the Year Ended  
 12/31/2017  
 or fiscal year ended:

**CONTACT PERSON**

Hilarie Portell, Executive Director  
 303-810-3906  
 hilarie@faxmayfairbid.com

**PHONE  
 EMAIL  
 FAX**

## CERTIFICATION OF PREPARER

I certify that I am an independent accountant with knowledge of governmental accounting and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditures are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity.

**NAME:**

Garret Barry

**TITLE**

Accountant

**FIRM NAME (if applicable)**

Ottawa Accounting and Consulting

**ADDRESS**

4600 S Syracuse St, 9th Flr, Denver CO 80237

**PHONE**

303-64-0731 x 101

**DATE PREPARED**

3/20/2018

(Must be Completed prior to Board approval)

**RELATIONSHIP TO ENTITY**

Independent Contractor Providing Accounting Services

**PREPARER (SIGNATURE REQUIRED)**

*Garret Barry*

Has the entity filed for, or has the district filed, a Title 32, Article 1 Special District Notice of Inactive Status during the year? [Applicable to Title 32 special districts only, pursuant to Sections 32-1-103 (9.3) and 32-1-104 (3), C.R.S.]

YES

NO

If Yes, date filed:



# PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

\* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Line #	Description	Governmental Funds		Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		Fund*	Fund*	Fund*	Fund*	
<b>Assets</b>						
1-1	Cash & Cash Equivalents	\$ -	\$ -	\$ 174,266	\$ -	
1-2	Investments	\$ -	\$ -	\$ -	\$ -	
1-3	Receivables	\$ -	\$ -	\$ -	\$ -	
1-4	Due from Other Entities or Funds	\$ -	\$ -	\$ -	\$ -	
	All Other Assets (specify)	\$ -	\$ -	\$ -	\$ -	
1-5		\$ -	\$ -	\$ 174,266	\$ -	
1-6		\$ -	\$ -	\$ -	\$ -	
1-7		\$ -	\$ -	\$ -	\$ -	
1-8		\$ -	\$ -	\$ -	\$ -	
1-9		\$ -	\$ -	\$ -	\$ -	
1-10		\$ -	\$ -	\$ -	\$ -	
1-11		\$ -	\$ -	\$ -	\$ -	
1-12		\$ -	\$ -	\$ -	\$ -	
1-13		\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL ASSETS</b>	\$ -	\$ -	\$ 174,266	\$ -	
	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	\$ 174,266	\$ -	
<b>Liabilities</b>						
1-14	Accounts Payable	\$ -	\$ -	\$ 3,759	\$ -	
1-15	Accrued Payroll and Related Liabilities	\$ -	\$ -	\$ -	\$ -	
1-16	Accrued Interest Payable	\$ -	\$ -	\$ -	\$ -	
1-17	Due to Other Entities or Funds	\$ -	\$ -	\$ -	\$ -	
1-18	All Other Current Liabilities	\$ -	\$ -	\$ -	\$ -	
1-19		\$ -	\$ -	\$ 3,759	\$ -	
1-20		\$ -	\$ -	\$ -	\$ -	
1-21		\$ -	\$ -	\$ -	\$ -	
1-22		\$ -	\$ -	\$ -	\$ -	
1-23		\$ -	\$ -	\$ -	\$ -	
1-24		\$ -	\$ -	\$ -	\$ -	
1-25		\$ -	\$ -	\$ -	\$ -	
1-26		\$ -	\$ -	\$ -	\$ -	
1-27		\$ -	\$ -	\$ -	\$ -	
1-28		\$ -	\$ -	\$ 3,759	\$ -	
1-29		\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	\$ 174,266	\$ -	
	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	\$ 174,266	\$ -	
<b>Liabilities</b>						
1-14	Accounts Payable	\$ -	\$ -	\$ 3,759	\$ -	
1-15	Accrued Payroll and Related Liabilities	\$ -	\$ -	\$ -	\$ -	
1-16	Accrued Interest Payable	\$ -	\$ -	\$ -	\$ -	
1-17	Due to Other Entities or Funds	\$ -	\$ -	\$ -	\$ -	
1-18	All Other Current Liabilities	\$ -	\$ -	\$ -	\$ -	
1-19		\$ -	\$ -	\$ 3,759	\$ -	
1-20		\$ -	\$ -	\$ -	\$ -	
1-21		\$ -	\$ -	\$ -	\$ -	
1-22		\$ -	\$ -	\$ -	\$ -	
1-23		\$ -	\$ -	\$ -	\$ -	
1-24		\$ -	\$ -	\$ -	\$ -	
1-25		\$ -	\$ -	\$ -	\$ -	
1-26		\$ -	\$ -	\$ -	\$ -	
1-27		\$ -	\$ -	\$ -	\$ -	
1-28		\$ -	\$ -	\$ 3,759	\$ -	
1-29		\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	\$ 174,266	\$ -	
	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	\$ 174,266	\$ -	
<b>Net Position</b>						
1-30	Net Investment in Capital Assets	\$ -	\$ -	\$ -	\$ -	
1-31	Emergency Reserves	\$ -	\$ -	\$ -	\$ -	
1-32	Other Designations/Reserves	\$ -	\$ -	\$ -	\$ -	
1-33	Restricted	\$ -	\$ -	\$ -	\$ -	
1-34	Undesignated/Unrestricted	\$ -	\$ -	\$ 170,507	\$ -	
1-35		\$ -	\$ -	\$ -	\$ -	
1-36		\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL LIABILITIES</b>	\$ -	\$ -	\$ 170,507	\$ -	
	<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL LIABILITIES</b>	\$ -	\$ -	\$ 170,507	\$ -	
	<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL LIABILITIES</b>	\$ -	\$ -	\$ 170,507	\$ -	
1-37		\$ -	\$ -	\$ -	\$ -	

# PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		Fund*	Fund*		Fund*	Fund*	
<b>Tax Revenue</b>							
2-1	Property	\$ -	\$ -	Property	\$ -	\$ -	
2-2	Specific Ownership	\$ -	\$ -	Specific Ownership	\$ -	\$ -	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	\$ -	
2-4	Other Tax Revenue (specify):	\$ -	\$ -	Other Tax Revenue (specify):	\$ -	\$ -	
2-5		\$ -	\$ -	Special Assessments	\$ 118,256	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	<b>Add lines 2-1 through 2-7</b>	\$ -	\$ -	<b>Add lines 2-1 through 2-7</b>	\$ 118,256	\$ -	
	<b>TOTAL TAX REVENUE</b>			<b>TOTAL TAX REVENUE</b>			
2-9	Licenses and Permits	\$ -	\$ -	Licenses and Permits	\$ -	\$ -	
2-10	Highway Users Tax Funds (HUTF)	\$ -	\$ -	Highway Users Tax Funds (HUTF)	\$ -	\$ -	
2-11	Conservation Trust Funds (Lottery)	\$ -	\$ -	Conservation Trust Funds (Lottery)	\$ -	\$ -	
2-12	Community Development Block Grant	\$ -	\$ -	Community Development Block Grant	\$ -	\$ -	
2-13	Fire & Police Pension	\$ -	\$ -	Fire & Police Pension	\$ -	\$ -	
2-14	Grants	\$ -	\$ -	Grants	\$ 12,079	\$ -	
2-15	Donations	\$ -	\$ -	Donations	\$ -	\$ -	
2-16	Charges for Sales and Services	\$ -	\$ -	Charges for Sales and Services	\$ -	\$ -	
2-17	Rental Income	\$ -	\$ -	Rental Income	\$ -	\$ -	
2-18	Fines and Forfeits	\$ -	\$ -	Fines and Forfeits	\$ -	\$ -	
2-19	Interest/Investment Income	\$ -	\$ -	Interest/Investment Income	\$ -	\$ -	
2-20	Tap Fees	\$ -	\$ -	Tap Fees	\$ -	\$ -	
2-21	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	\$ -	
2-22	All Other (specify):	\$ -	\$ -	All Other (specify):	\$ -	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	<b>Add lines 2-8 through 2-23</b>	\$ -	\$ -	<b>Add lines 2-8 through 2-23</b>	\$ 130,335	\$ -	
	<b>TOTAL REVENUES</b>			<b>TOTAL REVENUES</b>			
<b>Other Financing Sources</b>							
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-27	Other (specify):	\$ -	\$ -	Other (specify):	\$ -	\$ -	
2-28	<b>Add lines 2-25 through 2-27</b>	\$ -	\$ -	<b>Add lines 2-25 through 2-27</b>	\$ -	\$ -	
	<b>TOTAL OTHER FINANCING SOURCES</b>			<b>TOTAL OTHER FINANCING SOURCES</b>			
2-29	<b>Add lines 2-24 and 2-28</b>	\$ -	\$ -	<b>Add lines 2-24 and 2-28</b>	\$ 130,335	\$ -	
	<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>			<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>			
	<b>TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.</b>			<b>TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.</b>			
				<b>GRAND TOTALS</b>			<b>GRAND TOTALS</b>
					\$ 130,335	\$ -	\$ 130,335



# PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		Fund*	Fund*		Fund*	Fund*	
<b>Expenditures</b>							
3-1	General Government	\$ -	\$ -	General Operating & Administrative	\$ 5,623	\$ -	
3-2	Judicial	\$ -	\$ -	Salaries	\$ -	\$ -	
3-3	Law Enforcement	\$ -	\$ -	Payroll Taxes	\$ -	\$ -	
3-4	Fire	\$ -	\$ -	Contract Services	\$ 55,457	\$ -	
3-5	Highways & Streets	\$ -	\$ -	Employee Benefits	\$ -	\$ -	
3-6	Solid Waste	\$ -	\$ -	Insurance	\$ 1,341	\$ -	
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	Accounting and Legal Fees	\$ 6,623	\$ -	
3-8	Health	\$ -	\$ -	Repair and Maintenance	\$ -	\$ -	
3-9	Culture and Recreation	\$ -	\$ -	Supplies	\$ 209	\$ -	
3-10	Other (specify):	\$ -	\$ -	Utilities	\$ -	\$ -	
3-11		\$ -	\$ -	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	
3-12		\$ -	\$ -	Other (specify)	\$ -	\$ -	
3-13		\$ -	\$ -		\$ -	\$ -	
3-14	Capital Outlay	\$ -	\$ -		\$ -	\$ -	
	Debt Service	\$ -	\$ -	Capital Outlay	\$ -	\$ -	
	Principal	\$ -	\$ -	Debt Service	\$ -	\$ -	
	Interest	\$ -	\$ -	Principal	\$ -	\$ -	
	Bond Issuance Costs	\$ -	\$ -	Interest	\$ -	\$ -	
3-18	Developer Principal Repayments	\$ -	\$ -	Bond Issuance Costs	\$ -	\$ -	
3-19	Developer Interest Repayments	\$ -	\$ -	Developer Principal Repayments	\$ -	\$ -	
3-20	All Other (specify):	\$ -	\$ -	Developer Interest Repayments	\$ -	\$ -	
3-21		\$ -	\$ -	All Other (specify):	\$ -	\$ -	
3-22	Add lines 3-1 through 3-21	\$ -	\$ -	Public Improvements	\$ 14,572	\$ -	GRAND TOTAL
	TOTAL EXPENDITURES	\$ -	\$ -		\$ 83,825	\$ -	\$ 83,825
3-23	Interfund Transfers (In)	\$ -	\$ -	Net Interfund Transfers (In)	\$ -	\$ -	
3-24	Interfund Transfers out	\$ -	\$ -	Net Interfund Transfers out	\$ -	\$ -	
3-25	Other Expenditures (Revenues):	\$ -	\$ -	Depreciation	\$ -	\$ -	
3-26		\$ -	\$ -	Other Financing Sources (Uses) (from line 2-28)	\$ -	\$ -	
3-27		\$ -	\$ -	Capital Outlay (from line 3-14)	\$ -	\$ -	
3-28		\$ -	\$ -	Debt Principal (from line 3-15)	\$ -	\$ -	
3-29	(Add lines 3-23 through 3-28)	\$ -	\$ -	(Line 3-26, plus line 3-27, less line 3-24, less line 3-25)	\$ -	\$ -	
	TOTAL TRANSFERS AND OTHER EXPENDITURES	\$ -	\$ -	TOTAL GAAP RECONCILING ITEMS	\$ -	\$ -	
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures	\$ -	\$ -	Net Increase (Decrease) in Net Position	\$ -	\$ -	
	Line 2-29, less line 3-22, plus line 3-29	\$ -	\$ -	Line 2-29, less line 3-22, plus line 3-29, plus line 3-23, less line 3-24	\$ 46,510	\$ -	
3-31	Fund Balance, January 1 from December 31 prior year report	\$ -	\$ -	Net Position, January 1 from December 31 prior year report	\$ -	\$ -	
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	Prior Period Adjustment (MUST explain)	\$ -	\$ -	
3-33	Sum of Line 3-30, 3-31, and 3-32	\$ -	\$ -	Net Position, December 31	\$ -	\$ -	
	This total should be the same as line 1-36.	\$ -	\$ -	Line 3-30 plus line 3-31	\$ -	\$ -	
		\$ -	\$ -	This total should be the same as line 1-36.	\$ 46,510	\$ -	

IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-504, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

## PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

Please use this space to provide any explanations or comments:

4-1 Does the entity have outstanding debt? YES  NO

4-2 Is the debt repayment schedule attached? If no, MUST explain: YES  NO

4-3 Is the entity current in its debt service payments? If no, MUST explain: YES  NO

4-4 Please complete the following debt schedule, if applicable: (please only include principal amounts)

	Outstanding at beginning of year*	Issued during year	Retired during year	Outstanding at year-end
General obligation bonds	\$ -	\$ -	\$ -	\$ -
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Leases	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*must agree to prior year ending balance

4-5 Please answer the following questions by marking the appropriate boxes.

4-5 Does the entity have any authorized, but unissued, debt? YES  NO

If yes: How much? \$ -

4-6 Date the debt was authorized: Date the debt was authorized:

If yes: How much? \$ -

4-7 Does the entity have debt that has been refinanced that it is still responsible for? YES  NO

If yes: What is the amount outstanding? \$ -

If yes: What is being leased? \$ -

4-8 Does the entity have any lease agreements? YES  NO

If yes: What is the original date of the lease? \$ -

Number of years of lease? \$ -

Is the lease subject to annual appropriation? YES  NO

What are the annual lease payments? \$ -

4-9 Does the entity have a certified mill levy? YES  NO

If yes: Please provide the following millis levied for the year reported (do not enter \$ amounts):

Bond Redemption	0.00
General/Other	0.00
<b>TOTAL</b>	<b>0.00</b>

## PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.

Please use this space to provide any explanations or comments:

5-1 YEAR-END Total of ALL Checking and Savings accounts AMOUNT \$ 174,266 TOTAL \$ 174,266

5-2 Certificates of deposit AMOUNT \$ - TOTAL \$ -

Investments (if investment is a mutual fund, please list underlying investments):

	AMOUNT	TOTAL
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>TOTAL CASH DEPOSITS</b>	<b>\$ -</b>	<b>\$ 174,266</b>
<b>TOTAL INVESTMENTS</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$ -</b>	<b>\$ 174,266</b>

5-3 YES  NO  N/A

5-4 Are the entity's investments legal in accordance with Section 24-75-601, et seq., C.R.S.? YES  NO  N/A

5-5 Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. C.R.S.)? If no, MUST explain: YES  NO  N/A



## PART 6 - CAPITAL ASSETS

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

- 6-1 Does the entity have capitalized assets? YES  NO   
 6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.? If no, MUST explain: YES  NO

6-3 Complete the following Capital/Assets table for GOVERNMENTAL FUNDS:	Balance - beginning of the year*	Additions	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction in Progress (CP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
6-4 Complete the following Capital/Assets table for PROPRIETARY FUNDS:	Balance - beginning of the year*	Additions	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction in Progress (CP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*must agree to prior year ending balance

## PART 7 - PENSION INFORMATION

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

- 7-1 Does the entity have an "old hire" firemen's pension plan? YES  NO   
 7-2 Does the entity have a volunteer firemen's pension plan? YES  NO   
 If yes: Who administers the plan? YES  NO

Indicate the contributions from:

- Tax (property, SO, sales, etc.):
- State contribution amount:
- Other (gifts, donations, etc.):

<b>TOTAL</b>

What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?



**PART 8 - BUDGET INFORMATION**

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

**8-1** Did the entity file a current year budget with the Department of Local Affairs, in accordance with Section 29-1-113 C.R.S.? If no, MUST explain:

YES  NO  N/A

**8-2** Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:

YES  NO  N/A

If yes: Please indicate the amount appropriated for each fund for the year reported

Fund Name	Budgeted Expenditures
General Fund - Operations	\$ 110,348
General Fund - Emergency Reserves	\$ 10,500
General Fund - Maintenance Reserves	\$ 8,976
	\$ -

**PART 9 - TAX PAYER'S BILL OF RIGHTS (TABOR)**

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

**9-1** Is the entity in compliance with all the provisions of TABOR (State Constitution, Article X, Section 20(5))?

YES  NO

Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 percent emergency reserve requirement. All governments should determine if they meet this requirement of TABOR.

**PART 10 - GENERAL INFORMATION**

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

**10-1** Is this application for a newly formed governmental entity?

YES  NO

If yes: Date of formation:

**10-2** Has the entity changed its name in the past or current year?

YES  NO

If yes: NEW name

PRIOR name

**10-3** Is the entity a metropolitan district?

YES  NO

**10-4** Please indicate what services the entity provides:

**10-5** Does the entity have an agreement with another government to provide services?

YES  NO

If yes: List the name of the other governmental entity and the services provided:

Please use this space to provide any additional explanations or comments not previously included:

**OSA USE ONLY**

Entity Wide:	General Fund	Governmental Funds	Notes
Unrestricted Cash & Investments	\$ 174,266	Unrestricted Fund Balance	\$ -
Current Liabilities	\$ 3,759	Total Fund Balance	\$ -
Deferred Inflow	\$ -	PY Fund Balance	\$ -
		Total Revenue	\$ -
		Total Expenditures	\$ -
		Interfund In	\$ -
		Interfund Out	\$ -
		Proprietary	\$ -
		Current Assets	\$ 174,266
		Deferred Outflow	\$ -
		Current Liabilities	\$ 3,759
		Deferred Inflow	\$ -
		Cash & Investments	\$ 174,266
		Principal Expense	\$ -
		Enterprise Funds	\$ -
		Net Position	\$ 46,510
		PY Net Position	\$ -
		Government-Wide	\$ -
		Total Outstanding Debt	\$ -
		Authorized but Unissued	\$ -
		Year Authorized	\$ -



## PART 12 - GOVERNING BODY APPROVAL

Please answer the following question by marking in the appropriate box

YES  NO

12-1 If you plan to submit this form electronically, have you read the new Electronic Signature Policy?

### Office of the State Auditor — Local Government Division — Exemption Form Electronic Signatures Policy and Procedures

#### Policy - Requirements

The Office of the State Auditor Local Government Audit Division may accept an electronic submission of an application for exemption from audit that includes governing board signatures obtained through a program such as DocuSign or EchoSign. Required elements and safeguards are as follows:

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.
- Office of the State Auditor staff will not coordinate obtaining signatures.

The application for exemption from audit form created by our office includes a section for governing body approval. Local governing boards note their approval and submit the application through one of the following three methods:

- 1) Submit the application in hard copy via the US Mail including original signatures.
- 2) Submit the application electronically via email and either,
  - a. Include a copy of an adopted resolution that documents formal approval by the Board, or
  - b. Include electronic signatures obtained through a software program such as DocuSign or EchoSign in accordance with the requirements noted above.

Below is the certification and approval of the governing board. By signing the board member is certifying they are a duly elected or appointed officer of the local government. Governing board members may be verified. Also by signing, the board member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-504, C.R.S., which states that a governmental agency with revenue and expenditures of \$750,000 or less must have an application prepared by an independent accountant with knowledge of governmental accounting, completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

Print the names of all current governing board members below.

1 Board Member Print Board Member's Name

JAMIE HARRIS

I, JAMIE HARRIS, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed Jeth

Date: 3/22/2018

My term expires: Dec. 31, 2020

2 Board Member Print Board Member's Name

CANDACE WICKSTROM

I, CANDACE WICKSTROM, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed CW

Date: 3/26/2018

My term expires: Dec. 31, 2019

3 Board Member Print Board Member's Name

BARBARA MACFARLANE

I, BARBARA MACFARLANE, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed Barb MacFarlane

Date: 3/21/2018

My term expires: Dec. 31, 2019

4 Board Member Print Board Member's Name

DAN MURRAY

I, DAN MURRAY, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed Dan Murray

Date: 3/22/2018

My term expires: Dec. 31 2019

5 Board Member Print Board Member's Name

CHRISTIAN ANDERSON

I, CHRISTIAN ANDERSON, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed CA

Date: 3/22/2018

My term expires: Dec. 31, 2020

6 Board Member Print Board Member's Name

MAURICE BENNETT

I, MAURICE BENNETT, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed M Bennett

Date: 3/27/2018

My term Expires: Dec. 31, 2018

7 Board Member Print Board Member's Name

MARK BERZINS

I, MARK BERZINS, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.

Signed M. Berzins

Date: 3/27/2018

My term Expires: Dec. 31, 2018

**NOTICE OF PUBLIC HEARING ON PROPOSED 2019 BUDGET**

NOTICE IS HEREBY GIVEN that the proposed budget for the ensuing year of 2019 has been submitted to the Colfax Mayfair Business Improvement District ("District"). Such proposed budget will be considered at a Public Hearing and regular board meeting of the Board of Directors of the District to be held at The Art Gym, 1460 Leyden Street, Denver, Colorado on Wednesday, October 17<sup>th</sup>, 2018 at 9:00 a.m. A copy of the proposed 2019 budget is available for public inspection at the offices of Suburban Toppers, 5795 East Colfax Avenue, Denver, Colorado. Any interested elector within the District may, at any time prior to final adoption of the 2019 budget, register any objections thereto.

DATED as of September 19, 2018.

COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT  
/s/ Barbara Macfarlane, Secretary

## Colfax Mayfair Business Improvement District Official Board Actions, 2018

Meeting Date	Action
February 21, 2018	<ul style="list-style-type: none"> <li>• Approved minutes from November 15, 2017, meeting</li> </ul>
March 21, 2018	<ul style="list-style-type: none"> <li>• Approved purchase of trash cans</li> </ul>
April 18, 2018	<ul style="list-style-type: none"> <li>• Approved minutes from February 14, 2018, meeting</li> <li>• Approved minutes from February 21, 2018, meeting</li> </ul>
June 20, 2018	<ul style="list-style-type: none"> <li>• Approved minutes from April 18, 2018, meeting</li> </ul>
August 22, 2018	<ul style="list-style-type: none"> <li>• Approved minutes from March 21, 2018, meeting</li> <li>• Approved minutes from June 20, 2018, meeting</li> <li>• Approved minutes from August 2, 2018, meeting</li> </ul>
September 19, 201	<ul style="list-style-type: none"> <li>• Approved Minutes from August 22, 2018</li> <li>• Approved Preliminary 2019 Operating Plan &amp; Budget</li> <li>• Approved Resolution 2018-2 Setting Date, Time &amp; Location of Public hearing on 2019 Operating Plan &amp; Budget</li> </ul>

**Colfax Mayfair Business Improvement District  
Board Members, Contact Information, and Terms**

<p>Christian Anderson Chop Shop Casual Urban Eatery 4990 East Colfax Avenue Denver, CO 80220 Term Expires: December 31, 2020</p>	<p>P F E</p>	<p>720-550-7665 None <a href="mailto:christian@coloradochopshop.com">christian@coloradochopshop.com</a></p>
<p>Mo Bennett Chair Five Equities 1728 Corona St. Denver CO 80210 Term Expires: December 31, 2018</p>	<p>P F E</p>	<p>303.908.6178 None <a href="mailto:mauricebennett@me.com">mauricebennett@me.com</a></p>
<p>Mark Berzins Little Pub Company 1440 Wewatta St. Suite 910 Denver CO 80202 Term Expires: December 31, 2018</p>	<p>P F E</p>	<p>303. 595.7770 None <a href="mailto:mark@littlepubco.com">mark@littlepubco.com</a></p>
<p>Jamie Harris, President Chair Five Equities 7581 E. Academy Blvd., Suite 207 Denver CO 80230 Term Expires: December 31, 2020</p>	<p>P F E</p>	<p>303.619.0176 None <a href="mailto:chairfive@gmail.com">chairfive@gmail.com</a></p>
<p>Barbara Macfarlane, Secretary Marczyk Fine Foods 770 E. 17<sup>th</sup> Ave, D Denver CO 80203 Term Expires: December 31, 2019</p>	<p>P F E</p>	<p>303.894.9499 303.894.9491 <a href="mailto:barbara@marczykfinefoods.com">mailto:barbara@marczykfinefoods.com</a></p>
<p>Dan Murray, Treasurer Suburban Toppers 5795 E. Colfax Avenue Denver CO 80220 Term Expires: December 31, 2019</p>	<p>P F E</p>	<p>303.717.8128 303.388.0747 <a href="mailto:Dpm1216@aol.com">Dpm1216@aol.com</a></p>
<p>Candace Wickstrom, Vice President City Floral Garden Center 1440 Kearney Street Denver CO 80220 Term Expires: December 31, 2019</p>	<p>P F E</p>	<p>720.560.3508 303.355.4533 <a href="mailto:candace@cityfloralgreenhouse.com">candace@cityfloralgreenhouse.com</a></p>

## Colfax Mayfair Business Improvement District Board Member Attendance, 2017

	Feb 14 2018	Feb 21 20178	Mar 21 2018	Apr 18 2018	Jun 20 2018	Aug 2 2018	Aug 22 2018	Sep 19 2018
Christian Anderson	Present		Present		Present	Present		Present
Maurice Bennett	Present	Present	Present	Present	Present	Present	Present	Present
Mark Berzins	Present		Present	Present	Present		Present	Present
Jamie Harris	Present		Present		Present		Present	
Barbara Macfarlane	Present	Present	Present	Present			Present	Present
Dan Murray	Present		Present	Present	Present	Present	Present	Present
Candace Wickstrom	Present	Present		Present	Present	Present	Present	Present

September 28, 2018

## **Colfax Mayfair Business Improvement District**

The Colfax Mayfair Business Improvement District (BID) was formed in late 2014 to create a better place for people and business through economic development, public improvements, safety and advocacy. The district connects neighborhoods to the north and south along Colfax Avenue from Eudora Street to Monaco Parkway as well as the Mayfair Town Center at 14th Avenue and Krameria Street. More information is posted at [www.colfaxmayfairbid.com](http://www.colfaxmayfairbid.com).

### **2018 Activities**

There were no material departures from the 2018 work plan. Specific tasks accomplished include:

#### **Administration**

- Complied with state, local and federal policies and regulations regarding BIDs.
- Renewed contractual relationships with existing staff.
- Maintained systems, policies and professional services to support the organization.
- Maintained a database of property and business owners.
- Compiled and submitted annual assessment roll, plan and budget to City of Denver.

#### **Economic Development**

- Participated on steering committees for the East Neighborhood Plan Initiative, Colfax Corridor Improvements, Colfax Bus Rapid Transit , Upper Montclair Storm Water Plan to ensure district alignment with city plans.
- Kept ratepayers informed of BID activities and city planning initiatives, and ways to benefit from them.
- Walked entire district spring and fall to share BID information with businesses.
- Supported 7 new businesses (Enterprise Zone tax credits, personal property tax credits, letters of support, marketing support).
- Actively marketed real estate and development opportunities. Connected interested parties.
- Supported BID businesses with marketing, crime/safety information, district news.
- Sent a monthly e-newsletter to 4,000 area consumers to promote local businesses, news and events. Sent bi-monthly e-newsletter to 62 property owners and more than 200 businesses updating them on BID programs and opportunities.
- Maintain a popular Facebook page which reaches 1,001 core supporters with news of the district, events and business promotions.



- Placed several articles about the BID in local news media, including CoStar News, the Greater Park Hill News and Mayfair Neighbors newspaper.

### **Clean/Safe**

Served as a liaison to District 2 police to share information, monitor crime patterns and organize safety programs with district businesses and owners.

- Shared crime/safety information with businesses and owners, as well as adjacent neighborhoods.
- Convened a community crime/safety meeting; developed local strategies.
- Installed and maintain 8 trash cans at RTD bus stops.
- Performed 2 district-wide clean ups (fall and spring).

### **Public Improvements**

- Installed 2 additional bicycle racks on East Colfax Avenue.
- Worked with the Department of Public Works and Colfax Collaborative on 10% design documents for the streetscape improvements plan developed in 2015.



## Dear Colfax Mayfair BID Members:

Community leaders have been trying to improve Colfax Avenue, Denver's iconic main street, since the 1980s. In 2017 we reached a major milestone – voters approved \$75 million in general bond funding to transform Colfax into a transit-rich, community corridor. Of this, \$20 million is allocated to streetscape and pedestrian improvements and \$55 million is allocated to transit improvements.

The number one priority for our property owners was streetscape improvements and pedestrian safety, and our BID advocated aggressively, working with other BIDs, neighbors, elected officials and the news media.

It will be another two years or so before these improvements are installed, so let's take this time to understand the new vision for Colfax and how to benefit from it. As Colfax transitions into a transit-enriched community corridor, for example, there will be greater demand for neighborhood-serving businesses and residential apartments on larger lots. Bus Rapid Transit will bring more foot traffic to the area, and streetscape improvements will make the area more comfortable for our customers to shop, eat, socialize or do errands.

The BID will continue implementing our programs while participating in all the planning efforts now underway for Colfax.

To learn more, check our website at [www.colfaxmayfairbid.com](http://www.colfaxmayfairbid.com) or contact Hilarie Portell, executive director, at 720.810.3906 or [hilarie@colfaxmayfairbid.com](mailto:hilarie@colfaxmayfairbid.com).

Thank you for your continued support and investment in the BID.



## Did You Know?

- The BID has 2 part-time contractors working a total of 25 hours/week on programs and services. No office space, equipment, insurance or benefits are provided.
- City property taxes may go up, but BID assessments are based on square footage, not value. The assessment is \$.075 x (lot + building square footage). Lot size is capped at 40,000 square feet.

## BID Board of Directors

### Jamie Harris

President, Chair Five Equities

### Candace Wickstrom

Vice President,  
City Floral Greenhouse & Garden Center

### Dan Murray

Treasurer, Suburban Toppers

### Barbara Macfarlane

Secretary, Marczyk Fine Foods

### Christian Anderson

Chop Shop Casual Urban Eatery

### Mo Bennett

Mayfair Center

### Mark Berzins

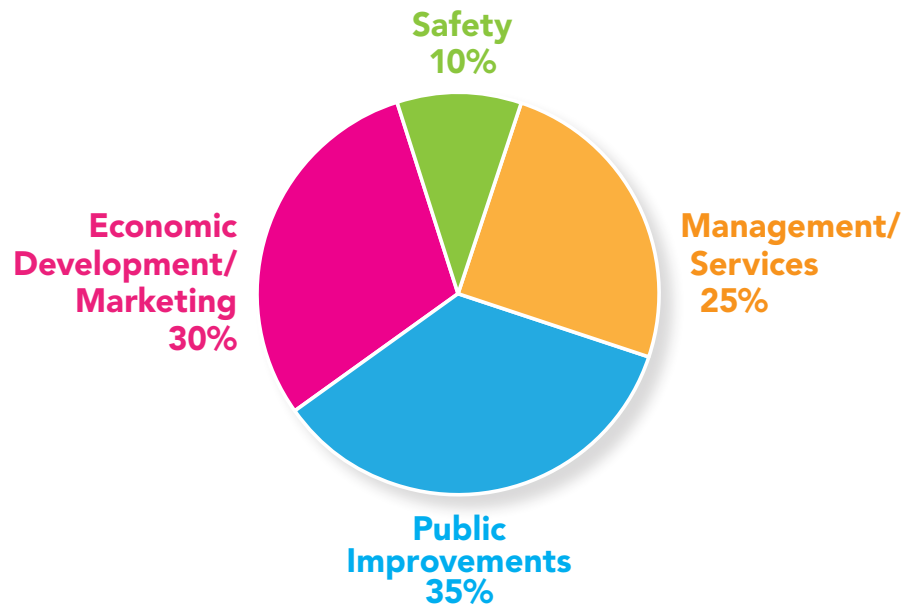
Little Pub Company

## Stay in the loop!

Find us on Facebook and sign up for monthly email updates at [www.colfaxmayfairbid.com](http://www.colfaxmayfairbid.com)

## 2018 Budget

Our 2018 budget of \$109,180 includes funds for:



## 2017 Accomplishments

### Public Improvements:

Make the district more attractive for new investment and customers; make it easier and safer for everyone to get around.

- Successfully advocated for \$20 million in general obligation bond funding for streetscape and pedestrian safety improvements on Colfax, between Monaco Parkway and Sheridan Boulevard.
- Installed branded bike racks and corrals in 15 locations to serve local customers.
- Served on Upper Montclair Storm Water Study task force and shared information with owners.
- Served on Colfax Bus Rapid Transit Task Force; invited input from property owners, businesses and developers on proposed plans.

### Economic Development:

Grow the economic base through marketing and business support.

- Served on East Area Plan Steering Committee to help develop a long-term vision and plan for growth and development in our area.
- Supported 200 BID businesses with marketing, crime/safety information, district news.

- Helped recruit 8 new businesses.
- BID marketing reached 5,000 local consumers/month; 17,500 area households vis local media, citywide exposure with bond advocacy media coverage.
- *Send us your news* and we'll spread the word! [lynda@colfaxmayfairbid.com](mailto:lynda@colfaxmayfairbid.com)

### Safety:

Enhance safety for people working, shopping and socializing in the district.

- Distributed crime information to district businesses.
- Organized free safety audits for business and property owners.
- Coordinated Adopt-A-Stop partners for RTD bus stops.
- Worked with District 2 police to address nuisance activity throughout the district.

### Advocacy:

Build partnerships to benefit all.

- With Colfax Collaborative (4 BIDs), successfully led advocacy for \$20 million in bond funding for pedestrian safety and streetscape improvements.
- Working with city staff on zoning and sign code modifications to support Colfax real estate.



## 2018 Documented Impacts

### Property Values

Property Assessed Valuation 1/1/2016	\$14,459,371	
Property Assessed Valuation 8/25/2018	\$18,918,170	(30.84% increase)

### New Construction/Renovation

5999 E. Colfax	Construction of retail buildings at Colfax & Ivy, started 9/2017
1501 Leyden	Remodel of bank building for daycare

### New Business Activity

8 New Businesses, 42 new jobs

- Ceramics In the City
- Hank's Texas Barbecue
- Game Lounge
- Park Hill Sushi
- The Goddard School
- Denver 3D Print Company
- Synapse
- Revolution Salon

### Community Engagement

10 Consumer E-Newsletters sent to over 4,000 area residents

Facebook Page with 1,001 core supporters

Quarterly articles in Mayfair Neighbors newspaper, Bi-annual articles in Greater Park Hill Newspaper

Served with neighborhood leaders on steering committees for East Area Plan

Initiative, Colfax Bus Rapid Transit Task Force, Upper Montclair Stormwater Plan