

Santa Fe

BUSINESS IMPROVEMENT DISTRICT OPERATING PLAN

Name: The Santa Fe Business Improvement District

Legal Authority: A BID in Colorado is organized pursuant to the Business Improvement District Act, Section 31-25-1201 *et seq.*, Colorado Revised Statutes.

BID Boundaries: The BID area encompasses generally the Santa Fe Drive corridor from 6th to 13th Avenues. A map of the district is below. Personal property is not included in the BID boundary.

Work Program: The recommended work program includes activities and priorities developed by business and property owners along the Corridor.

- *Physical Public Improvements – To create a more attractive and appealing environment*
 - Place making improvements
 - Other initiatives as appropriate

- *Enhanced Maintenance – To maintain Santa Fe Drive's unique character and ambience*
 - Trash and graffiti removal
 - Sweeping, power washing
 - Landscaping
 - Tree watering and irrigation upkeep
 - Other efforts as appropriate

- *Safety – Keeping Santa Fe Drive safe and inviting*
 - Working to ensure the Santa Fe Drive corridor remains safe by working collaborate with RNOs, residents and businesses.

- *Economic Development – To attract more visitors, customers, and businesses to Santa Fe Drive*
 - Communications and public relations efforts
 - Business attraction and support
 - Special events and promotions
 - Other efforts as appropriate

Assessment Methodology/Budget: The special assessment is on real properties only. No personal property is included in the BID.

The special assessment will be \$7.81 per linear foot of frontage along Santa Fe Drive plus 9.9 cents per square foot of building, raising approximately \$100,000.

The BID board will determine the annual operating budget. The BID shall be authorized to increase its special assessment revenues each year, not to exceed the percentage of inflation plus local growth (as allowable by TABOR).

BID Governance: The BID statute allows for a board of 5 to 11 members who are BID electors. The Santa Fe BID consists of 7 appointed members to allow for a diversity of property types, uses and geography, and property owners from the existing LMDs. Initial BID board representation will include:

1. Former Maintenance District A
2. Former Maintenance District B
3. Arts District
4. Non-profit
5. Small property with an annual assessment under \$5,000
6. Large property with an annual assessment over \$5,000
7. At-large

Recommended Program Management Structure: The BID will deliver programs and services for the areas of the district that pay into the BID through a special assessment. The BID has its own board, work program, may have a staffing component and/or contract for services and programming.

Bonding (Debt): As allowed by law, the BID may issue bonds or other multiple year financial obligations only if the BID is authorized to do so by its voters in a future election and by its operating plan and budget. The election must comply with all applicable state requirements, including the TABOR Amendment, and the election would limit the amount of debt that may be issued to the amount that is approved by the BID voters. The BID has not yet held an election to authorize bonds and has no current plans to do so in 2019.

Term: BIDs in Colorado may be perpetual. However, the Santa Fe BID will have an initial ten-year term. This will allow for property owners to evaluate the BID's effectiveness at the end of the term. If the BID is deemed successful, the BID will request that the City Council renew the BID by ordinance after the initial period. If the BID is not considered to be successful, it will sunset at the end of the initial term.

City Services: BID services will be designed to supplement existing City services and will be in addition to City services that are currently provided along Santa Fe Drive. BID services will not replace any existing City services.

Santa Fe Business Improvement District
Budget vs. Actuals: 2020 Budget - FY20 P&L
 January - December 2020

	Jan - Aug 2020 Actual	Total Projected YTD Dec 2020	Budget	2021 Projected Budget
Income				
43000 Special Assessments	\$ 100,503.61	\$ 110,370.00	\$ 110,370.00	\$ 117,740.47
45000 Insurance Claims	0.00	6,000.00	18,000.00	18,000.00
46000 Events				
46050 Sponsorships Fees	0.00	0.00	4,000.00	4,000.00
46100 Vendor Fees	0.00	0.00	4,000.00	4,000.00
Total 46000 Events	-	-	8,000.00	8,000.00
Total Income	100,503.61	116,370.00	136,370.00	143,740.47
Gross Profit	100,503.61	116,370.00	136,370.00	143,740.47
Expenses				
62110 Administration	20,000.00	30,000.00	30,000.00	30,000.00
62140 Legal Fees	2,044.00	2,543.71	2,000.00	2,600.00
62150 Assessment Contractor	3,500.00	3,500.00	3,560.00	3,560.00
62160 Accounting Fees	1,225.00	3,225.00	6,000.00	6,000.00
Total 62100 Contract Services	26,769.00	39,268.71	41,560.00	42,160.00
64000 District Maintenance				
64030 Light Pole Maintenance & Repair	9,698.21	13,031.57	10,000.00	10,000.00
64031 Light Pole Repair (Ins Claims)	0.00	6,000.00	18,000.00	18,000.00
64050 Repairs - Right of Way	280.00	613.36	1,000.00	1,000.00
64080 Holiday Lighting Place & Remove	4,000.00	14,500.00	14,500.00	14,500.00
64090 Utilities	2,682.61	4,015.89	4,000.00	4,000.00
64095 Misc Contingency	0.00	500.00	1,500.00	1,500.00
64100 Combined Maintenance	20,048.78	32,048.78	36,000.00	38,000.00
Total 64000 District Maintenance	36,709.60	70,709.60	85,000.00	87,000.00
65000 Operations				
65030 Printing and Copying	175.00	275.00	300.00	300.00
65040 Meeting Costs & Supplies	93.72	193.72	300.00	300.00
65050 Website & Hosting Fees	96.00	196.00	300.00	300.00
65070 Bank Fees	0.00	33.36	100.00	100.00
Total 65000 Operations	364.72	698.08	1,000.00	1,000.00
65100 Other Types of Expenses				
65120 Insurance - Liability, D and O	0.00	5,000.00	5,000.00	5,000.00
Total 65100 Other Types of Expenses	-	5,000.00	5,000.00	5,000.00
69800 Economic Development	0.00	0.00	0.00	0.00
69805 ADSF Integration	2,500.00	2,500.00	2,500.00	5,000.00
69900 Special Events				
69910 Barricading	0.00	0.00	5,000.00	5,000.00
69920 Security	0.00	0.00	1,300.00	1,300.00
69940 Event Insurance	0.00	0.00	825.00	825.00

69950 Clean Up Deposit Refund	0.00	0.00	250.00	250.00
69960 Permit Fees	0.00	0.00	290.00	290.00
69963 Stripe Expense	0.00	0.00	100.00	100.00
69965 Marketing: Maps, Photos, Social	0.00	0.00	500.00	500.00
Total 69900 Special Events	-	-	8,265.00	8,265.00
Total Expenses	66,343.32	118,176.39	143,325.00	148,425.00
Charitable Contributions - ADSF	2,500.00	-	-	-
Net Operating Income	31,660.29	(1,806.39)	(6,955.00)	(4,684.53)