



Clerk & Recorder Number: 2014-0630-J

September 28, 2021

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 2022 Preliminary Operating Plan and Budget for the Colfax Mayfair Business Improvement District, as well as the following items:

1. 2021 year-to-date Budget versus Actual report, including projected year end budget
2. Any material departures from the 2021 Operating Plan—none
3. Copy of Public Notice for the 2022 budget hearing
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 2021 and planned activity for 2022
11. Documented impacts and performance measures

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

Sincerely,

A handwritten signature in cursive script that reads "Hilarie Portell".

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

Colfax Mayfair Business Improvement District 2022 Operating Plan

OVERVIEW

The 2020 coronavirus pandemic and economic downturn affected property and business owners throughout the Colfax Mayfair Business Improvement District. Restaurants, bars, cafes, personal services and fitness facilities were the hardest hit by closure orders. Many other businesses were deemed essential, such as groceries, hardware, garden supplies and automotive services, and they fared better. The BID pivoted quickly and focused services on business support: grants to each property owner, access to government funding, information and advocacy about health orders and changing regulations, marketing support and area maintenance. The BID also secured grant funds for new placemaking elements to support local business nodes in the district.

In 2022, the BID will continue supporting ratepayers in alignment with local and state health and economic strategies. Focus areas will be business support, marketing, maintenance, and safety programs. The BID will also continue to advocate for policies and regulations related to implementation of the East Area Plan and Colfax transit and streetscape improvements.

GOALS

1. Advocate for district interests related to city planning and improvements
2. Support district businesses impacted by pandemic-related closures and economic downturn
3. Enhance market awareness, consumer spending and investment in the district
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

Economic Development: Grow the Economic Base

Create programs to support local business, especially those most affected by pandemic closures and the economic downturn.

- Program possibilities include small business boost grants to encourage small “happenings” in the BID to invite people back to Colfax and build partnerships among businesses.

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

Advocate for regulatory changes to implement the East Area Plan.

- Participate in city discussions on the building height incentive for affordable housing policy.
- Advocate for the adaptive reuse pilot program to enhance local business and local identity. Allow more flexibility for building renovations and smaller, shared spaces for tenants. This could help businesses survive the pandemic, while also providing smaller, more affordable commercial space for new start-ups
- Promote best practices in small scale development and engage with developers and city planning staff

Keep BID ratepayers informed and engaged in district programs.

- Annual update print letter, annual report
- Bi-monthly business e-newsletter, personal meetings, emails and texts as needed

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

- Expand the reach and impact of a monthly consumer e-newsletter, bi-monthly business/owner e-newsletter, local advertising, Facebook and Instagram tactics
- Provide marketing support to businesses as they re-open according to health orders and consumer confidence
- Make quarterly updates to the organizational website
- Work with BID property and business owners to track vacancies and property sales; connect interested parties
- Update district economic profile for interested investors
- Engage with small-scale development professionals to raise awareness of the area plan

Build community through timely gatherings, as health orders permit.

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

Placemaking: Create a More Inviting, Connected Destination

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

- Serve on Colfax Bus Rapid Transit Task Force and Denver Streets Partnership Steering Committee
- Advocate for streamlined schedule and early delivery of ped safety/streetscape improvements. Pursue additional grant funding if available
- Focus on business operations, customer comfort and safety
- Promote every sign of progress, including new RTD transit shelters, traffic signal priority for transit, leading pedestrian intervals at crosswalks, etc.

Implement small projects to enhance local identity and create a transit-oriented community corridor feel while long-term planning is underway.

- Maintain new planter pot program at nodes of community-serving businesses
- Maintain bicycle racks, including three new locations
- Coordinate with the City on scooter, parking and other mobility projects and policies

Participate in Transportation Demand Management Strategies

- Work with area Transportation Management Associations on initial scope of Colfax Transportation Demand Management program.
- Work with city Transportation Operations group on parking, loading zones, ROW issues, etc.

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

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

- Maintain current trash and quarterly cleanup schedule
- Provide spot cleanup as needed; report graffiti
- 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 or patterns of crime

Advocacy: Build Partnerships to Benefit All

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

- Participate in the Denver BIDs Council, Colfax Collaborative, Downtown Colorado, Inc, International Downtown Association, business industry groups as needed.

**Colfax Mayfair Business Improvement District
Preliminary 2022 Budget**

	Original 2020 Budget	Revised Budget April 2020	Final 2021 Budget	Proposed 2022 Budget	Notes
Revenues					
Special Assessments	117,976	119,607	119,225	119,225	Final assessment revenue
Government Grants			5,000	5,000	Northeast Transportation Connections (TDM outreach)
			29,900	0	CDOT (main street program)
			119,600	0	Colorado Department of Local Affairs (district reimbursement)
less Denver Treasury Fee	(1,191)	(1,179)	-1,197	-1,197	
Total Revenues	116,785	118,428	272,528	123,028	
Expenditures					
Accounting	5,700	5,700	5,700	5,700	
Audit	1,500	-	0	0	
Assessment Coordination	1,500	1,500	1,500	1,500	
Executive Director	50,400	41,609	45,000	35,000	Time allocation: Admin (15%) Economic Development/Biz Support (45%) Placemaking (15%), Safety (5%) Advocacy (20%). Includes grantwriting& administration.
Project Coordinator	12,900	11,953	11,000	12,500	Time allocation: Admin/research (70%) Marketing (30%)
Insurance	1,700	1,700	2,100	1,800	includes streetscape elements
Legal services	2,500	2,500	2,500	2,225	
Operations	4,500	3,000	4,000	4,000	office supplies, meeting costs, printing/mailing, memberships
Marketing	3,000	3,000	10,000	10,000	
Social Media					\$3,000 website, constant contact. boosts, advertising
Strategic counsel/copywriting					\$5,500 marketing strategy, 8 consumer e-newsletters, themes, messaging, social media content, articles as needed
Graphic design					\$1,500 annual report, economic profile, local advertising, web updates, misc projects
Events	500	-	0		
Photography	500	-	700		
Business Assistance Grants		119,607			
Business Support Projects	3,000	7,000	20,000	20,000	Business assistance (grants, programs or services)
Bicycle/Racks	5,000	-	0		one rack in storage, 4 corrals proposed for CDOT grant
Branded Elements-Shelters, Intersection Proj	7,500	-	0		
Bike Rack Maintenance	1,000	1,000	1,000	400	new branded trash can medallians
Planter Program Purchase, plant material			29,000		no new planters
Planter Program Planting			10,000	11,005	summer & fall planting, maintenance, 10% contingency
Planter Program Watering				6,800	\$200/watering, 2x/mo Jan-April, 4x/mo May-Sept, 2x/mo Oct-Dec (34 waterings)
Qtrly Clean Up & Maint.	4,600	3,450	5,000	5,500	4 district cleanups, misc maintenace (spot cleanup, graffiti)
Trash Can Maintenance	7,800	7,700	7,800	6,000	\$500/mo
Safety	500	500	500	500	as needed
Planning Outreach	-	-	0	0	
Total Expenditures	114,100	210,219	155,800	122,930	
Surplus/(Deficit)	2,685	(91,791)	116,728	98	

2022 Assessment Methodology

Both land square footage and net rentable building square footage are utilized as assessment variables to equitably distribute the annual budget. However, land square footage is capped at 40,000 square feet for a single lot and contiguous lots in a single ownership.

The proposed assessments rates apply to property within the BID and have been calculated based on data supplied by the Denver Assessor and Geographic Information System (GIS) technology.

2021 Rates

Per sq. ft. of Commercial Lot*	Per sq. ft. building above grade area	Per sq. ft. building below grade area
\$0.075	\$0.075	\$0.0375

**2021 Budget Year
Year-To-Date Actuals, Budget & Projected Year End**

	<i>Year To Date Actual¹</i>	<i>Adopted Budget</i>	<i>Projected Year End</i>
Revenue			
Special Assessments	\$ 113,906	\$ 118,028	\$ 118,028
Grant Revenue	\$ 130,401	\$ 39,000	\$ 39,000
Total Revenues	\$ 244,307	\$ 157,028	\$ 157,028
Expenditures			
BID Administrative Services Total	\$ 32,621	\$ 67,800	\$ 67,800
Communication/Marketing	\$ 5,172	\$ 10,700	\$ 10,700
Placemaking	\$ 7,605	\$ 52,800	\$ 52,800
Safety	\$ -	\$ 500	\$ 500
Operations	\$ 2,798	\$ 4,000	\$ 4,000
Business Assistance Grants ²	\$ 1,700	\$ 20,000	\$ 20,000
Total Expenditure	\$ 49,896	\$ 155,800	\$ 155,800
Maintenance Reserve	\$ 194,411	\$ 1,228	\$ 1,228

¹ Through July 31, 2021

² Re-issued Business Assistance Grant payments that were not cashed in 2020

NOTICE OF PUBLIC HEARING ON PROPOSED 2022 BUDGET

NOTICE IS HEREBY GIVEN that the proposed budget for the ensuing year of 2022 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 Art Gym Denver, 1460 Leyden Street, Denver, Colorado on Wednesday, October 20th, 2021 at 9:00 a.m. The meeting is open to the public. A copy of the proposed 2022 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 2022 budget, register any objections thereto.

DATED as of September 28th, 2021.

COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT

/s/ Barbara Macfarlane,

Secretary

To Be Published On: October 12, 2021

Published In: The Daily Journal

RESOLUTION 2021 – 1
FOR APPROVING AN EXEMPTION FROM AUDIT
FOR FISCAL YEAR 2020 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 2020; 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, 2020, 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, 2020.



ADOPTED THIS 17th day of February, A.D. 2020.

James P Harris

ATTEST:

Barbara Macfarlane

BOARD OF DIRECTORS,
COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT:

	Term Expiration	Signature
Christian Anderson	March 31, 2022	<i>christian P anderson</i>
Maurice Bennett	December 31, 2021	
Amleset Desta	March 31, 2024	<i>Amleset Desta</i>
Jamie Harris	March 31, 2022	<i>James P Harris</i>
Barbara Macfarlane	March 31, 2023	<i>Barbara Macfarlane</i>
Dan Murray	March 31, 2023	<i>Dan Murray</i>
Candace Wickstrom	March 31, 2024	

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

PRIOR YEAR FORMS ARE OBSOLETE AND WILL NOT BE ACCEPTED.

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

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

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

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 [here](#) new 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?

Checkout our new web portal. Register your account and submit electronic Applications for Exemption From Audit, Extension of Time to File requests, Audited Financial Statements, and more! See the link below.

[OSA LG Web Portal](#)

FILING METHODS

NEW METHOD!

WEB PORTAL: Register and submit your Applications at our new portal:

<https://apps.leg.co.gov/osa/lq>

MAIL: Office of the State Auditor
Local Government Audit Division
1525 Sherman St., 7th Floor
Denver, CO 80203

FAX: 303-869-3061

EMAIL: osa.lg@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
12/31/2020
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL
FAX

Hilarie Portell
720-810-3906
Hilarie@colfaxmayfairbid.com
NA

H

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 expenditure are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity.

NAME:
TITLE
FIRM NAME (if applicable)
ADDRESS
PHONE
DATE PREPARED
RELATIONSHIP TO ENTITY

Garret Barry
Accountant
Ottawa Accounting and Consulting
4600 S Syracuse St 9th Floor, Denver CO 80237
303-649-0731 x 101
2/11/2021
Outside Accounting Company

PREPARER (SIGNATURE REQUIRED)

Garret Barry, Ottawa Accounting

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:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

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*	
Assets				Assets			
1-1	Cash & Cash Equivalents	\$ -	\$ -	Cash & Cash Equivalents	\$ 111,869	\$ -	
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$ -	
1-3	Receivables	\$ -	\$ -	Receivables	\$ 325	\$ -	
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -	
	All Other Assets [specify...]	\$ -	\$ -	Other Current Assets	\$ -	\$ -	
1-5		\$ -	\$ -				
1-6		\$ -	\$ -				
1-7		\$ -	\$ -				
1-8		\$ -	\$ -				
1-9		\$ -	\$ -				
1-10		\$ -	\$ -				
1-11	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ -	\$ -	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ 112,194	\$ -	
1-12	TOTAL DEFERRED OUTFLOWS OF RESOURCES	\$ -	\$ -	TOTAL DEFERRED OUTFLOWS OF RESOURCES	\$ -	\$ -	
1-13	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ -	\$ -	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ 112,194	\$ -	
Liabilities				Liabilities			
1-14	Accounts Payable	\$ -	\$ -	Accounts Payable	\$ 11,881	\$ -	
1-15	Accrued Payroll and Related Liabilities	\$ -	\$ -	Accrued Payroll and Related Liabilities	\$ -	\$ -	
1-16	Accrued Interest Payable	\$ -	\$ -	Accrued Interest Payable	\$ -	\$ -	
1-17	Due to Other Entities or Funds	\$ -	\$ -	Due to Other Entities or Funds	\$ -	\$ -	
1-18	All Other Current Liabilities	\$ -	\$ -	All Other Current Liabilities	\$ -	\$ -	
1-19	TOTAL CURRENT LIABILITIES	\$ -	\$ -	TOTAL CURRENT LIABILITIES	\$ 11,881	\$ -	
1-20	All Other Liabilities [specify...]	\$ -	\$ -	Proprietary Debt Outstanding (from Part 4-4)	\$ -	\$ -	
1-21		\$ -	\$ -	Other Liabilities [specify...]:	\$ -	\$ -	
1-22		\$ -	\$ -		\$ -	\$ -	
1-23		\$ -	\$ -		\$ -	\$ -	
1-24		\$ -	\$ -		\$ -	\$ -	
1-25		\$ -	\$ -		\$ -	\$ -	
1-26		\$ -	\$ -		\$ -	\$ -	
1-27		\$ -	\$ -		\$ -	\$ -	
1-28	(add lines 1-19 through 1-27) TOTAL LIABILITIES	\$ -	\$ -	(add lines 1-19 through 1-27) TOTAL LIABILITIES	\$ 11,881	\$ -	
1-29	TOTAL DEFERRED INFLOWS OF RESOURCES	\$ -	\$ -	TOTAL DEFERRED INFLOWS OF RESOURCES	\$ -	\$ -	
Fund Balance				Net Position			
1-30	Nonspendable Prepaid	\$ -	\$ -	Net Investment in Capital Assets	\$ -	\$ -	
1-31	Nonspendable Inventory	\$ -	\$ -				
1-32	Restricted [specify...]	\$ -	\$ -	Emergency Reserves	\$ -	\$ -	
1-33	Committed [specify...]	\$ -	\$ -	Other Designations/Reserves	\$ 143,731	\$ -	
1-34	Assigned [specify...]	\$ -	\$ -	Restricted	\$ -	\$ -	
1-35	Unassigned:	\$ -	\$ -	Undesignated/Unreserved/Unrestricted	\$ (43,418)	\$ -	
1-36	Add lines 1-30 through 1-35 This total should be the same as line 3-33 TOTAL FUND BALANCE	\$ -	\$ -	Add lines 1-30 through 1-35 This total should be the same as line 3-33 TOTAL NET POSITION	\$ 100,313	\$ -	
1-37	Add lines 1-28, 1-29 and 1-36 This total should be the same as line 1-13 TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE	\$ -	\$ -	Add lines 1-28, 1-29 and 1-36 This total should be the same as line 1-13 TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$ 112,194	\$ -	

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*	
Tax Revenue				Tax Revenue			
2-1	Property [include mills levied in Question 10-6]	\$ -	\$ -	Property [include mills levied in Question 10-6]	\$ -	\$ -	
2-2	Specific Ownership	\$ -	\$ -	Specific Ownership	\$ -	\$ -	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	\$ -	
2-4	Other Tax Revenue [specify...]:	\$ -	\$ -	Special Assessments	\$ 120,467	\$ -	
2-5		\$ -	\$ -		\$ -	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	\$ -	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ 120,467	\$ -	
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	\$ -	\$ -	
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	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-22	All Other [specify...]:	\$ -	\$ -	All Other: Reimbursement for Damages	\$ 326	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ -	\$ -	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ 120,793	\$ -	
Other Financing Sources				Other Financing Sources			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	\$ -	
2-27	Other [specify...]:	\$ -	\$ -	Other [specify...]:	\$ -	\$ -	
2-28	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	GRAND TOTALS
2-29	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ -	\$ -	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 120,793	\$ -	\$ 120,793

IF GRAND 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.

PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES/EXPENSES

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*	
	Expenditures			Expenses			
3-1	General Government	\$ -	\$ -	General Operating & Administrative	\$ 3,997	\$ -	
3-2	Judicial	\$ -	\$ -	Salaries	\$ -	\$ -	
3-3	Law Enforcement	\$ -	\$ -	Payroll Taxes	\$ -	\$ -	
3-4	Fire	\$ -	\$ -	Contract Services	\$ 64,797	\$ -	
3-5	Highways & Streets	\$ -	\$ -	Employee Benefits	\$ -	\$ -	
3-6	Solid Waste	\$ -	\$ -	Insurance	\$ 3,164	\$ -	
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	Accounting and Legal Fees	\$ 6,985	\$ -	
3-8	Health	\$ -	\$ -	Repair and Maintenance	\$ 10,415	\$ -	
3-9	Culture and Recreation	\$ -	\$ -	Supplies	\$ -	\$ -	
3-10	Transfers to other districts	\$ -	\$ -	Utilities	\$ -	\$ -	
3-11	Other [specify...]:	\$ -	\$ -	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	
3-12		\$ -	\$ -	Other - Business Assistance Grants	\$ 119,607	\$ -	
3-13		\$ -	\$ -	Other - Planters & Irrigation & Bike Racks	\$ 23,763	\$ -	
3-14	Capital Outlay	\$ -	\$ -	Capital Outlay	\$ -	\$ -	
	Debt Service			Debt Service			
3-15	Principal	\$ -	\$ -	Principal	\$ -	\$ -	
3-16	Interest	\$ -	\$ -	Interest	\$ -	\$ -	
3-17	Bond Issuance Costs	\$ -	\$ -	Bond Issuance Costs	\$ -	\$ -	
3-18	Developer Principal Repayments	\$ -	\$ -	Developer Principal Repayments	\$ -	\$ -	
3-19	Developer Interest Repayments	\$ -	\$ -	Developer Interest Repayments	\$ -	\$ -	
3-20	All Other [specify...]:	\$ -	\$ -	All Other Communication and Outreach	\$ 9,421	\$ -	
3-21		\$ -	\$ -		\$ -	\$ -	
3-22	Add lines 3-1 through 3-21	\$ -	\$ -	Add lines 3-1 through 3-21	\$ 242,149	\$ -	
	TOTAL EXPENDITURES	\$ -	\$ -	TOTAL EXPENSES	\$ 242,149	\$ -	GRAND TOTAL
3-23	Interfund Transfers (In)	\$ -	\$ -	Net Interfund Transfers (In) Out	\$ -	\$ -	
3-24	Interfund Transfers Out	\$ -	\$ -	Other [specify...][enter negative for expense]	\$ -	\$ -	
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, 3-18)	\$ -	\$ -	
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 Line 2-29, less line 3-22, plus line 3-29	\$ -	\$ -	Net Increase (Decrease) in Net Position Line 2-29, less line 3-22, plus line 3-29, plus line 3-23, less line 3-24	\$ (121,356)	\$ -	
3-31	Fund Balance, January 1 from December 31 prior year report	\$ -	\$ -	Net Position, January 1 from December 31 prior year report	\$ 221,669	\$ -	
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	Prior Period Adjustment (MUST explain)	\$ -	\$ -	
3-33	Fund Balance, December 31 Sum of Line 3-30, 3-31, and 3-32 This total should be the same as line 1-36.	\$ -	\$ -	Net Position, December 31 Line 3-30 plus line 3-31 This total should be the same as line 1-36.	\$ 100,313	\$ -	

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 29-1-604, 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.

YES NO

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):	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

*must agree to prior year ending balance

Please answer the following questions by marking the appropriate boxes.

YES NO

- 4-5 Does the entity have any authorized, but unissued, debt? YES NO
- If yes: How much? \$ -
- Date the debt was authorized: _____
- 4-6 Does the entity intend to issue debt within the next calendar year? YES NO
- 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? \$ -
- 4-8 Does the entity have any lease agreements? YES NO
- If yes: What is being leased? _____
- 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? \$ -

PART 5 - CASH AND INVESTMENTS

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

AMOUNT TOTAL

Please use this space to provide any explanations or comments:

5-1 YEAR-END Total of ALL Checking and Savings accounts	\$ 111,869		
5-2 Certificates of deposit	\$ -		
TOTAL CASH DEPOSITS		\$ 111,869	
Investments (if investment is a mutual fund, please list underlying investments):			
	\$ -		
	\$ -		
	\$ -		
	\$ -		
TOTAL INVESTMENTS		\$ -	
TOTAL CASH AND INVESTMENTS		\$ 111,869	

Please answer the following question by marking in the appropriate box

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

YES

NO

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 (CIP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

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 (CIP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

*must agree to prior year ending balance

PART 7 - PENSION INFORMATION

Please answer the following question by marking in the appropriate box

YES

NO

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?

Indicate the contributions from:

Tax (property, SO, sales, etc.):	\$ -
State contribution amount:	\$ -
Other (gifts, donations, etc.):	\$ -
TOTAL	\$ -
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		YES	NO	N/A	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:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8-2	Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

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

Fund Name	Budgeted Expenditures/Expenses
	\$ -
	\$ -
	\$ -
	\$ -

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

Please answer the following question by marking in the appropriate box		YES	NO	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)]? Note: An election to exempt the government from the spending limitations of TABOR does not exempt the	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PART 10 - GENERAL INFORMATION

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
10-1	Is this application for a newly formed governmental entity? If yes: Date of formation: <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-2	Has the entity changed its name in the past or current year? If Yes: NEW name <input type="text"/> PRIOR name <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-3	Is the entity a metropolitan district?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-4	Please indicate what services the entity provides: <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-5	Does the entity have an agreement with another government to provide services? If yes: List the name of the other governmental entity and the services provided: <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-6	Does the entity have a certified mill levy? If yes: Please provide the number of <u>mills</u> levied for the year reported (do not enter \$ amounts):	<input type="checkbox"/>	<input type="checkbox"/>	

Bond Redemption mills	0.000
General/Other mills	0.000
Total mills	0.000

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	\$ 111,869	Unrestricted Fund Balan	\$ -	Total Tax Revenue	\$ -	
Current Liabilities	\$ 11,881	Total Fund Balance	\$ -	Revenue Paying Debt Service	\$ -	
Deferred Inflow	\$ -	PY Fund Balance	\$ -	Total Revenue	\$ -	
		Total Revenue	\$ -	Total Debt Service Principal	\$ -	
		Total Expenditures	\$ -	Total Debt Service Interest	\$ -	
		Interfund In	\$ -			
Governmental		Interfund Out	\$ -	Enterprise Funds		
Total Cash & Investments	\$ -	Proprietary		Net Position	\$ 100,313	
Transfers In	\$ -	Current Assets	\$ 112,194	PY Net Position	\$ 221,669	
Transfers Out	\$ -	Deferred Outflow	\$ -	Government-Wide		
Property Tax	\$ -	Current Liabilities	\$ 11,881	Total Outstanding Debt	\$ -	
Debt Service Principal	\$ -	Deferred Inflow	\$ -	Authorized but Unissued	\$ -	
Total Expenditures	\$ -	Cash & Investments	\$ 111,869	Year Authorized		1/0/1900
Total Developer Advances	\$ -	Principal Expense	\$ -			
Total Developer Repayments	\$ -					

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 body. By signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, the individual member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, 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 members of the governing body below.

A MAJORITY of the members of the governing body must complete and sign in the column below.

1	Full Name	Signature	Date
1	Jamie Harris	<i>Jamie P. Harris</i>	03 / 15 / 2021
2	Candace Wickstrom	<i>CW</i>	03 / 12 / 2021
3	Barbara Macfarlane	<i>Barbara Macfarlane</i>	03 / 13 / 2021
4	Dan Murray	<i>Dan Murray</i>	03 / 18 / 2021
5	Christian Anderson	<i>Christian P. Anderson</i>	03 / 12 / 2021
6	Maurice Bennett	<i>MB</i>	03 / 12 / 2021
7	Amleset Desta	<i>Amleset Desta</i>	03 / 13 / 2021

EXAMPLE - DO NOT FILL OUT THIS PAGE

This sample resolution/ordinance for exemption from audit is provided as an example of the documentation that is required, the wording may be used as a basis for your own local government document, if needed, however you MUST draft your own ordinance or resolution making any changes where applicable. Legal counsel should be consulted regarding any questions.

RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT

(Pursuant to Section 29-1-604, C.R.S.)

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 20XX FOR THE (name of government), STATE OF COLORADO.

WHEREAS, the (governing body) of (name of government) wishes to claim exemption from the audit requirements of Section 29-1-603, C.R.S.; and

WHEREAS, Section 29-1-604, C.R.S., states that any local government whose 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

[Choose 1 or 2 below, whichever is applicable]

(1) WHEREAS, neither revenue nor expenditures for (name of government) exceeded \$100,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for (name of government) has been prepared by (name of individual), a person skilled in governmental accounting; and

OR

(2) WHEREAS, neither revenues nor expenditures for (name of government) exceeded \$750,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for (name of government) has been prepared by (name of individual or firm), an independent accountant with knowledge of governmental 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/ordained by the (governing body) of the (name of government) that the application for exemption from audit for (name of government) for the year ended _____, 20XX, has been personally reviewed and is hereby approved by a majority of the (governing body) of the (name of government); that those members of the (governing body) 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 (name of government) for the year ended _____, 20XX.

ADOPTED THIS ___ day of _____, A.D. 20XX.

Mayor/President/Chairman, etc.

ATTEST:

Town Clerk, Secretary, etc.

Type or Print Names of Members of Governing Body	Date Term Expires	Signature

TITLE	Application for Exemption From State Audit
FILE NAME	2021-01 202... Audit.docx and 1 other
DOCUMENT ID	8b687c7bacc23aa3efd1d4e71be8f1f9f461fa29
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

03 / 12 / 2021

15:48:14 UTC

Sent for signature to Christian Anderson (christian@coloradochopshop.com), Maurice Bennett (mauricebennett@me.com), Amleset Desta (mail@amleset.net), Barbara Macfarlane (barbara@marczyk.com), Dan Murray (dpm1216@aol.com), Jamie Harris (chairfive@gmail.com) and Candace Wickstrom (candace@cityfloralgreenhouse.com) from lynda@colfaxmayfairbid.com
IP: 199.87.138.174



VIEWED

03 / 12 / 2021

15:59:27 UTC

Viewed by Dan Murray (dpm1216@aol.com)
IP: 73.14.37.97



VIEWED

03 / 12 / 2021

16:46:29 UTC

Viewed by Candace Wickstrom (candace@cityfloralgreenhouse.com)
IP: 75.70.131.112



SIGNED

03 / 12 / 2021

16:47:07 UTC

Signed by Candace Wickstrom (candace@cityfloralgreenhouse.com)
IP: 75.70.131.112








TITLE	Application for Exemption From State Audit
FILE NAME	2021-01 202... Audit.docx and 1 other
DOCUMENT ID	8b687c7bacc23aa3efd1d4e71be8f1f9f461fa29
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History

**03 / 12 / 2021**
17:28:15 UTCViewed by Christian Anderson
(christian@coloradochopshop.com)
IP: 50.208.31.54**03 / 12 / 2021**
17:28:41 UTCSigned by Christian Anderson
(christian@coloradochopshop.com)
IP: 50.208.31.54**03 / 12 / 2021**
18:28:45 UTCViewed by Maurice Bennett (mauricebennett@me.com)
IP: 73.14.25.70**03 / 12 / 2021**
18:29:55 UTCSigned by Maurice Bennett (mauricebennett@me.com)
IP: 73.14.25.70**03 / 13 / 2021**
15:33:24 UTCViewed by Barbara Macfarlane (barbara@marczyk.com)
IP: 174.51.245.132

TITLE	Application for Exemption From State Audit
FILE NAME	2021-01 202... Audit.docx and 1 other
DOCUMENT ID	8b687c7bacc23aa3efd1d4e71be8f1f9f461fa29
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History

 SIGNED	03 / 13 / 2021 15:33:46 UTC	Signed by Barbara Macfarlane (barbara@marczyk.com) IP: 174.51.245.132
 VIEWED	03 / 14 / 2021 00:14:46 UTC	Viewed by Amleset Desta (mail@amleset.net) IP: 71.237.2.67
 SIGNED	03 / 14 / 2021 00:15:54 UTC	Signed by Amleset Desta (mail@amleset.net) IP: 71.237.2.67
 VIEWED	03 / 15 / 2021 11:43:11 UTC	Viewed by Jamie Harris (chairfive@gmail.com) IP: 73.95.174.127
 SIGNED	03 / 15 / 2021 11:43:39 UTC	Signed by Jamie Harris (chairfive@gmail.com) IP: 73.95.174.127
 SIGNED	03 / 18 / 2021 17:21:25 UTC	Signed by Dan Murray (dpm1216@aol.com) IP: 73.34.28.23
 COMPLETED	03 / 18 / 2021 17:21:25 UTC	The document has been completed.

**Colfax Mayfair Business Improvement District
Official Board Actions, 2021**

Meeting Date	Action
February 17, 2021	<ul style="list-style-type: none"> • Approve Minutes of 12/9/2020 meeting • Approve Resolution 2021-1: Application For Exemption From Audit For Budget Year 2020
March 17, 2021	<ul style="list-style-type: none"> • No action taken
April 21, 2021	<ul style="list-style-type: none"> • Approved minutes from March 17, 2021
May 19, 2021	<ul style="list-style-type: none"> • Approved minutes from April 21, 2021
Jun 16, 2021	<ul style="list-style-type: none"> • Approved minutes from May 19, 2021
July 21, 2021	<ul style="list-style-type: none"> • Approved minutes from June 16, 2021
September 15, 2021	<ul style="list-style-type: none"> • Approved Minutes From July 21, 2021 • Approved 2022 Work Plan & Budget (electronically) • Approved Resolution 2021-2: Resolution Setting Date, Time & Location for Public Hearing on 2020 Work Plan & Budget (electronically)

**Colfax Mayfair Business Improvement District
Board/Staff Contact List
Updated 9/19/2021**

Executive Director P.O. Box 202161 Denver CO 80220	P E E	720.810.3906 hilarie@colfaxmayfairbid.com info@colfaxmayfairbid.com
Project Coordinator Lynda Seele	P E	303.243.1813 Lynda@colfaxmayfairbid.com info@colfaxmayfairbid.com
Christian Anderson Chop Shop Casual Urban Eatery 4990 East Colfax Avenue Denver, CO 80220 Term Expires: March 31, 2022	P F E	720-550-7665 christian@coloradochopshop.com
Mo Bennett Chair Five Equities 1728 Corona St. Denver CO 80210 Term Expires: December 31, 2021	P F E	303.908.6178 mauricebennett@me.com
Amleset Desta Axum Ethiopian Restaurant 5501 E. Colfax Avenue Denver, CO 80220 Term Expires: March 31, 2024	P F E	(720) 226-2683 mail@amleset.net
Jamie Harris, President Chair Five Equities 700 E 9th Ave Denver CO 80230 Term Expires: March 31, 2022	P F E	303.619.0176 None chairfive@gmail.com
Barbara Macfarlane, Secretary Marczyk Fine Foods 770 E. 17 th Ave, D Denver CO 80203 Term Expires: March 31, 2023	P F E	303.894.9499 303.894.9491 barbara@marczyk.com
Dan Murray, Treasurer Suburban Toppers 5795 E. Colfax Avenue Denver CO 80220 Term Expires: March 31, 2023	P F E	303.717.8128 303.388.0747 Dpm1216@aol.com
Candace Wickstrom, Vice President City Floral Garden Center 1440 Kearney Street Denver CO 80220 Term Expires: March 31, 2024	P F E	720.560.3508 303.355.4533 candace@cityfloralgreenhouse.com

Home Addresses – Not for public distribution

Barbara Macfarlane
4775 6th Avenue Parkway
Denver, CO 80220

Mo Bennett
1728 S Corona St
Denver, CO 80210

Mark Berzins
690 Lafayette Street
Denver, CO 80218

Dan Murray
5835 E 6th Ave Parkway
Denver, CO 80220

Candace Wickstrom
969 Detroit Street
Denver, CO 80206

Jamie Harris
900 Pennsylvania #700
Denver, CO 80203

Christian Anderson

**Colfax Mayfair Business Improvement District
Board Member Attendance, 2021**

	Feb 17, 2021	Mar 17, 2021	April 21, 2021	May 19, 2021	Jun 16, 2021	Jul 21, 2021
Christian Anderson	Present	Excused	Excused	Excused	No attendance recorded	Excused
Maurice Bennett	Present	Present	Present	Present	No attendance recorded	Present
Amleset Desta	Present	Excused	Present	Present	No attendance recorded	Excused
Jamie Harris	Excused	Excused	Present	Present	No attendance recorded	Present
Barbara Macfarlane	Present	Excused	Present	Present	No attendance recorded	Present
Dan Murray	Present	Present	Present	Present	No attendance recorded	Present
Candace Wickstrom	Present	Present	Excused	Excused	No attendance recorded	Excused

**Colfax Mayfair Business Improvement District
2021 Operating Plan**

OVERVIEW

The 2020 coronavirus pandemic and economic downturn affected property and business owners throughout the Colfax Mayfair Business Improvement District. Restaurants, bars, cafes, personal services and fitness facilities were the hardest hit by closure orders. Many other businesses were deemed essential, such as groceries, hardware, garden supplies and automotive services, and they fared better. The BID pivoted quickly and focused services on business support: grants to each property owner, access to government funding, information and advocacy about health orders and changing regulations, marketing support and area maintenance. The BID also secured grant funds for new placemaking elements to support local business nodes in the district.

In 2021, the BID will continue supporting ratepayers in alignment with local and state health and economic strategies. Focus areas will be business support, marketing, maintenance, and safety programs. The BID will also continue to advocate for policies and regulations related to implementation of the East Area Plan and Colfax transit and streetscape improvements.

GOALS

1. Advocate for district interests related to city planning and improvements
2. Support district businesses impacted by pandemic-related closures and economic downturn
3. Enhance market awareness, consumer spending and investment in the district
4. Ensure professional administration of the BID and its programs

ACTIONS

<u>Administration: Build a Leading Organization</u>	
<i>Comply with state, local and federal policies and regulations regarding BIDs and funding sources</i>	
Task	Outcome
<ul style="list-style-type: none"> • Compile and submit annual assessment roll, plan and budget to the City of Denver 	Annual assessment roll submitted December 1, 2021 to Denver Treasury
<ul style="list-style-type: none"> • Administer any grant funds according to applicable regulations • 	Grant funds were administered according to applicable regulations for grants received from: <ul style="list-style-type: none"> • Colorado Department of Transportation • Northeast Transportation Connections Grant • Colorado Department of Local Affairs
<ul style="list-style-type: none"> • Provide written reports as required by the city, state or funding entities 	2022 budget and work plan information was submitted on October 4, 2021.

Economic Development: Grow the Economic Base

Create programs to support local business, especially those most affected by pandemic closures and the economic downturn.

Task	Outcomes
<ul style="list-style-type: none"> Program possibilities are a free delivery service for restaurants/bars, food assistance contracts, storefront art or a new adaptive reuse pilot program that allows for smaller, flexible and shared commercial spaces. 	The BID developed a small business marketing boost grant to fund small “happenings” or events that will attract customers to the area. See the included list of grant recipients. Also see the included list of participants in the Colfax Fall Fest which was a direct result of the BID’s grant program.
<ul style="list-style-type: none"> Share information and programs offered through the City of Denver, Denver Small Business Development Center and other agencies through bi-monthly e-newsletter and personal meetings or communications 	To date, the BID has sent 20 e-newsletters to businesses and property owners covering a variety of grant opportunities, COVID resources, safety information and other area news of interest.

Advocate for regulatory changes to implement the East Area Plan.

<ul style="list-style-type: none"> Participate in city discussions on the building height incentive for affordable housing policy 	The East Area Plan was adopted in November, 2020. The BID Executive Director, BID Board Members, and area businesses and property owners served on the steering committee and were actively engaged in negotiating building height incentives and affordable housing policies for the area.
<ul style="list-style-type: none"> Advocate for the adaptive reuse pilot program to enhance local business and local identity. Allow more flexibility for building renovations and smaller, shared spaces for tenants. This could help businesses survive the pandemic, while also providing smaller, more affordable commercial space for new start-ups 	A pilot adaptive reuse program was drafted by the Denver Community Planning & Development Department in 2021 to allow more flexibility for building renovations and change of use applications. The BID has worked with the department and two business owners in 2021.
<ul style="list-style-type: none"> Promote best practices in small scale development and engage with developers and city planning staff. 	The BID continues to work with the City to advocate for adaptive re-use and small scale development guidelines.

Keep BID ratepayers informed and engaged in district programs.

<ul style="list-style-type: none"> Annual update print letter, annual report 	See attached annual report for 2020. The 2021 annual report will be distributed in January, 2022.
<ul style="list-style-type: none"> Bi-monthly business e-newsletter, personal meetings, emails and texts as needed 	To date, the BID has sent 20 e-newsletters to businesses and property owners covering a variety of grant opportunities, COVID resources, safety information and other area news of interest.

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

<ul style="list-style-type: none"> Expand the reach and impact of a monthly consumer e-newsletter, bi-monthly business/owner e-newsletter, local advertising, Facebook and Instagram tactics 	<p>The BID increased the reach of the consumer e-newsletter from 3,500 area residents to over 7,000. Open rates exceed industry averages.</p> <p>20 business/owner e-newsletters have been sent.</p>
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	<p>Advertisements have been placed in Mayfair Mirror and Greater Park Hill News.</p> <p>The BID's Facebook page grew to over 1,500 followers. The Instagram page followers has increased over 20% since January, 2021.</p>
<ul style="list-style-type: none"> • Provide marketing support to businesses as they re-open according to health orders and consumer confidence 	<p>In April and May, BID hosted a virtual Spring Market to draw consumers back to Colfax. It was supported by print advertising, social media posts, social media advertising, and consumer e-newsletters to area residents.</p> <p>In August, the BID implemented a very successful small business marketing support grant program to fund small "happenings" throughout the district this fall. This resulted in a grass roots campaign for #ColfaxFallFest which is October 9th.</p>
<ul style="list-style-type: none"> • Make quarterly updates to the organizational website 	<p>The organizational website is updated periodically, especially with information about new businesses.</p>
<ul style="list-style-type: none"> • Work with BID property and business owners to track vacancies and property sales; connect interested parties 	<p>The BID continues to work with property and business owners to connect interested parties. Several new businesses have opened in the BID despite the pandemic.</p>
<ul style="list-style-type: none"> • Update district economic profile for interested investors 	<p>A comprehensive consumer market profile was created to drive the BID's marketing efforts.</p>
<ul style="list-style-type: none"> • Engage with small-scale development professionals to raise awareness of the area plan 	<p>The BID participates with this as the need arises.</p>
<p><i>Build community through timely gatherings, as health orders permit.</i></p>	
<ul style="list-style-type: none"> • Promote business and community events on district Facebook page and e-newsletter 	<p>The BID has supported Junk In The Trunk, organized by The Owl Saloon, BRNCH Market, organized by Tessa Deli, and Colfax Fall Fest, organized by Marczyk Fine Foods.</p>
<ul style="list-style-type: none"> • Support nonprofit events aligned with BID mission as appropriate 	<p>The BID continues to maintain strong working relationships with local residential neighborhood organizations (RNO).</p>
<p><u>Placemaking: Create a More Inviting, Connected Destination</u></p>	
<p><i>Advocate for Colfax Bus Rapid Transit and Colfax Corridor Improvements bond projects</i></p>	
<ul style="list-style-type: none"> • Serve on Colfax Bus Rapid Transit (BRT) Task Force and Denver Streets Partnership Steering Committee 	<p>The BID continues to serve on the BRT Task Force, advocating for area business and property owner interests. Information about this project is regularly communicated through business e-newsletters and to the general public through social media.</p>
<ul style="list-style-type: none"> • Advocate for streamlined schedule and early delivery of ped safety/streetscape improvements. Pursue additional grant funding if available 	<p>The BID successfully advocated Revitalizing Main Streets grant from CDOT to enhance visibility and multimodal access to community-serving businesses. The grant paid for 3 bike corrals and several bike racks and 10 large planter pots. All will be installed by the end of 2021.</p>

<ul style="list-style-type: none"> Focus on business operations, customer comfort and safety 	<p>The BID maintains it's focus on business operations, customer comfort and safety. It successfully advocated to maintain private parking spaces that encroached on the public right-of-way, and advocated for sign changes that increased on-street parking options.</p>
<ul style="list-style-type: none"> Promote every sign of progress, including new RTD transit shelters, traffic signal priority for transit, leading pedestrian intervals at crosswalks, etc. 	<p>The BID promoted new transit shelters installed in the area in July. It has also promoted to area businesses the traffic signal prioritization that occurred over the summer.</p>
<p><i>Implement small projects to enhance local identity and create a transit-oriented community corridor feel while long-term planning is underway.</i></p>	
<ul style="list-style-type: none"> Maintain new planter pot program at nodes of community-serving businesses 	<p>10 planter pots were supposed to be installed in the spring; however, complications with the City permitting process and COVID-related manufacturing delays have pushed installation to 4th quarter 2021.</p>
<ul style="list-style-type: none"> Maintain bicycle racks, including three new locations 	<p>Additional bike racks were installed at three locations in the spring. These are well received by the public and area businesses.</p>
<ul style="list-style-type: none"> Coordinate with the City on scooter, parking and other mobility projects and policies 	<p>The BID has worked with the City and area businesses to maintain existing parking and create additional on-street parking.</p>
<p><i>Participate in Transportation Demand Management Strategies</i></p>	
<ul style="list-style-type: none"> Work with area Transportation Management Associations on initial scope of Colfax Transportation Demand Management program. 	<p>The BID is working with Northeast Transportation Connections on business outreach related to a TDM grant. The BID helped develop the outreach survey, promoted it on social media, e-newsletters and by distributing postcards to area businesses in a face-to-face district walk.</p>
<ul style="list-style-type: none"> Work with city Transportation Operations group on parking, loading zones, ROW issues, etc. 	<p>The BID has worked with the City and area businesses to maintain existing parking and create additional on-street parking.</p>
<p><u>Public Safety: A Cleaner, Safer Place to Shop, Eat and Do Business</u></p>	
<p><i>Maintain the general appearance of the district; avoid a sense of neglect.</i></p>	
<ul style="list-style-type: none"> Maintain current trash and quarterly cleanup schedule 	<p>There are quarterly clean ups to sweep sidewalks, curbs and medians, pull weeds, remove unwanted signs and graffiti.</p> <p>The BID maintains 8 trash cans on the corridor, which are emptied regularly.</p>
<ul style="list-style-type: none"> Provide spot cleanup as needed; report graffiti 	<p>The BID maintenance vendor provides graffiti clean-up in the area. The BID continues to work closely with property owners to encourage that properties are well maintained.</p>

<ul style="list-style-type: none"> • Work with property owners on Neighborhood Inspection items: weeds, debris, graffiti, nuisance activity. 	<p>The BID has reported several instances of violations to city code to Neighborhood Inspection services.</p>
<p><i>Serve as a liaison to Denver Police District 2 to implement clean and safe initiatives.</i></p>	
<ul style="list-style-type: none"> • Communicate regularly with ratepayers on crime and safety issues; convene meetings and implement strategies on specific situations as needed 	<p>The BID worked with District 2 police to organize a Business Watch program. Four safety trainings will be offered before year-end. Decal have been distributed, and three signs will be installed. Safety tips are communicated regularly in the business e-newsletter.</p>
<ul style="list-style-type: none"> • Participate in efforts to address nuisance properties or patterns of crime. 	<p>The BID has worked with property owners and District 2 police to address nuisance properties and patterns of crime as needed.</p>
<p style="text-align: center;"><u>Advocacy: Build Partnerships to Benefit All</u></p>	
<p><i>Advocate for issues of concern or resources needed in the district. Work with owners, businesses, neighborhood groups, other BIDs, advocacy groups, city departments and public officials as needed.</i></p>	
<ul style="list-style-type: none"> • Participate in the Denver BIDs Council, Colfax Collaborative, Downtown Colorado, Inc, International Downtown Association, business industry groups as needed. 	<p>The BID actively works with Denver BIDs Council, Colfax Collaborative, Downtown Colorado, Inc., International Downtown Association, and business industry groups to advocate for the interests of BID property and business owners.</p>

Fall Festival Activities

Business Name	Business Address	Event Description	Notes
Mozart's Denver	1417 Krameria St mozarts@mozartsdenver.com	Building Mural Reveal Party	<ul style="list-style-type: none"> • TBD
CRUSH Wing + Tap	5001 E Colfax jason@crushpizzatap.com	Grand Opening	<ul style="list-style-type: none"> • Live Band • Free Food • Drink Specials • Give Aways
Owl Saloon	5026 E Colfax jeremy@theowlsaloon.com	Junk In the Trunk	<ul style="list-style-type: none"> • Collection of artisans & vendors in rear parking lot • Food available through The Owl Saloon
Capital Dent Masters	1515 Grape St capitaldentmasters@gmail.com	Open House	DJ, Tappas, Wine, and demos of painless dent repair technique, coupons for 10% of detailing, and one free dime size dent repair for free.
Victory Clothing Boutique	4916 E. Colfax jarrett@victoryclothingboutique.com	Customer Appreciation Day with	live radio broadcast free food gift cards
Moss Pink Floral	5140 E. Colfax jil@mospinkflora.com	Open House	<ul style="list-style-type: none"> • Dia de los Muertos Alter Flower Decor/Ideas • Marigold Garland Stringing demos • Houseplant sale and "Ask an Expert" • Plant Specialist in House for questions and suggestions. • Bouquet Bar • Make a hand tied bouquet like an expert
Ceramics In The City	5214 E. Colfax Stephanie@ceramicsinthecity.com	Creative Fun For Everyone!	<ul style="list-style-type: none"> • Enter to win \$100 Gift Certificate! • Spin our Prize Wheel to win fun stuff! • Pottery Wheel and Hand Building Demos at 12pm and 3pm

Marczyk Fine Foods	5100 E. Colfax barbara@marczykfinefoods.com	Open House	<ul style="list-style-type: none"> • Some of our favorite vendors tasting their wares with our customers. • A wine tasting • A job fair
Tessa Deli	5724 E. Colfax vincehwr@gmail.com	Weekend Specials	<ul style="list-style-type: none"> • \$12 thigh or wing boxes with fries or mashed potatoes (6 pc). Buttermilk, hot hot or honey bbq • \$2 Coors & Montucky
Anytime Fitness	6005 E. Colfax Kate.jenelius@anytimefitness.com	Open House	<ul style="list-style-type: none"> • Outdoor Work Out Class; Answer Fitness Questions
Ed Moore Florist	6101 E. Colfax edmooreflowers@gmail.com	Open House	<ul style="list-style-type: none"> • Make Planter Out of Broken Pots • 10% Off Margot Elena Bath & Body Products • Candles, Lotions & Travel Kits • 15% of monthly flower subscriptions
City Floral	1440 Kearney jessica@cityfloralgreenhouse.com	Open House	<ul style="list-style-type: none"> • Bulbs Class • House Plant Class
The Abbey Tavern	5151 E. Colfax glen@theabbeytavern.com	Drink Specials	<ul style="list-style-type: none"> • \$5 Jameson Cocktails
Pangea Salon	4924 E. Colfax pangeasalon@gmail.com	Open House	<ul style="list-style-type: none"> • 40% Off Product
Winning Coiffures	6115 E. Colfax coiffures@live.com	Open House	<ul style="list-style-type: none"> • Hair Care Info • Skin Care Info • Nail Technician • Fun Bucks Raffle
The Art Gym	1460 Leyden Street brady@artgymdenver.com	Open House	<ul style="list-style-type: none"> • Artist Demos and 15% off in the Art Gym Café
The Local General	6101 E. Colfax Judy@TheLocalGeneral.com	A Grand (re)Opening Event!	<ul style="list-style-type: none"> • games, giveaways, and more! • We'll also be offering 20% off in store all day.
Clean Eat	5979 E. Colfax macksood@cleaneatz.com	Open House	<ul style="list-style-type: none"> • Samples of Protein Rich Deserts!

Small Business Boost Grants

Business Name	Event Description	Event Date	Grant Amount		Status/Notes
			Awarded	Paid Out	
Mozart's Denver	Building mural & reveal festivities	Mural Painted 9/3 – 9/6/2021 Reveal 10/9/2021	\$1,000	\$0	<ul style="list-style-type: none"> Signed Award Letter Received 9/1/21 Awaiting Social Media Materials for Reveal
Clean Eatz	First Responder Fridays (free meals for first responders. Includes medical community, firefighters, police & ambulance)	Fridays 10/1/2021 10/8/2021 10/15/2021 10/22/2021 10/29/2021	\$2,500	\$0	<ul style="list-style-type: none"> Originally approved for September, but decided it was better to do October so that it was more organized Awaiting Signed Award Letter Have Promotional Flyer
CRUSH Wing + Tap	Grand Opening	10/9/2021	\$1,500	\$0	<ul style="list-style-type: none"> Opted for lower award amount since this is a new business opening 9/2021 Awaiting Signed Award Letter Awaiting Social Media Materials
Owl Saloon	Junk In the Trunk – expanded marketing	9/4/2021 10/2/2021 10/9/2021? 11/6/2021	\$2,500	\$0	<ul style="list-style-type: none"> Awaiting Signed Award Letter Have Social Media Materials
Victory Clothing Boutique	Customer Appreciation Day with live radio broadcast; free food & gift cards	10/2/2021 or 10/9/2021	\$1,800	\$0	<ul style="list-style-type: none">
Capital Dent Masters	Customer Open House with DJ, Tappas, Wine & Food Trucks	10/9/2021	\$2,000	\$0	<ul style="list-style-type: none">
Bellwether LLC dba Slashers	Halloween Party	10/31/2021	\$2,500		<ul style="list-style-type: none">
Marczyk Fine Foods	Fall Fest	10/9/2021	\$650		<ul style="list-style-type: none">
	Total Awarded		\$13,800	\$0	<ul style="list-style-type: none">
					<ul style="list-style-type: none">

COVID -19 Business Assistance

City Partnership

BID Executive Director serves on the Denver Economic Recovery and Relief Council; Strategic Partnerships and BID Committees; and Shop Local Task force.

Ratepayer Communications

Frequent, informative email updates on government assistance, marketing support, district crime/safety initiatives.

- Small Business Marketing Boost grants
- Health concerns/regulations
- Local, state, federal grants and loans
- 5-star certification program
- Tax Credits
- SBA emergency and Payroll Protection loans
- Current regulatory information
- Outdoor seating programs
- Delivery fee caps
- Marketing opportunities through BID
- Vaccines

Marketing Support

- Provided social media and e-marketing support for businesses to local market
- Hello Spring Market
- Colfax Fall Fest
- Main Street It ads in community newspapers

Placemaking

- Added 3 new bike corrals and 10 large planters to raise awareness of and multimodal access to, community serving businesses

Clean and Safe

- Established a Business Watch program & offered 4 safety trainings on-line and in person, as well as business decals and signage
- Trash pickup, quarterly district-wide cleanups
- Police data monitoring, graffiti response
- Worked with Neighborhood Inspection to report graffiti, weeds and other violations

2020 Annual Report

Dear Colfax Mayfair BID Members:

When the first pandemic health orders came down in mid-March, 2020, we set aside our plan for the year and pivoted hard to support our ratepayers and businesses as they navigated sudden and sustained economic impacts. Approximately 60 percent of our businesses were directly affected by closure orders; 40 percent were deemed "essential services," with different and equally urgent demands to adapt to suddenly changing circumstances. Immediate concerns were rent relief, keeping staff paid and safe, and upgrading facilities and operations to meet new health and safety regulations.

Our board and staff moved quickly to provide immediate financial assistance to businesses, along with clear information on changing regulations and government programs, marketing support and district maintenance. By the end of the year, we provided \$120,000 in cash assistance to property owners and businesses, secured another \$150,000 for 2021 services and improvements, and helped businesses win an estimated \$180,000 in local and state grants and supplies.

Along the way, the East Area Plan was approved by City Council. This important document will guide land use and development along the East Colfax corridor for the next 20 years. Subsequent zoning and regulations will support community-serving business and create new options for property owners.

We didn't give up and neither did you. We adapted, and we're more resilient. And 2021 will be better. Here's a rundown of where we've been and where we're going.

To learn more, check our website at www.colfaxmayfairbid.com or contact Hilarie Portell, executive director, at 720.810.3906 or hilarie@colfaxmayfairbid.com.

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

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

Amleset Desta

Axum Restaurant



#ColfaxStrong

"Thanks for the conversation today. It really helps knowing we have bigger organizations supporting us in getting back to business. Your job and the role of the BID is critical."

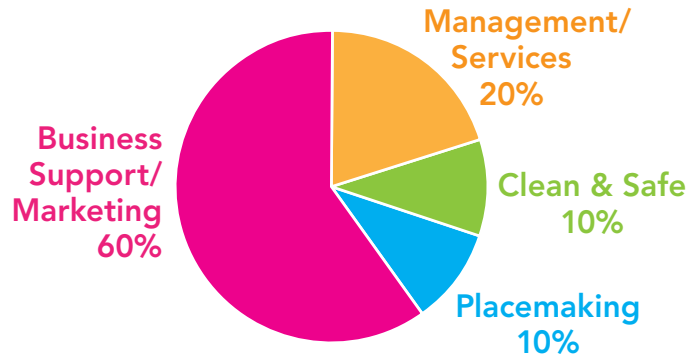
"I just got the BID check in the mail... am so grateful. We just had to send everyone home and close overnight, with no warning. Now I can pay my utility bills."

Emergency Business Assistance

In 2020, the BID helped secure approximately **\$450,000** in grant funding and services to help members manage safety and economic impacts related to Covid-19. This included local and state grants to businesses, property owners and the BID; and delivery of free boxes of PPE and face masks to local businesses.

2020 Budget

Our 2020 budget of \$117,975 was allocated in staff time and services like this:



Economic Development & Business Support:

Grow the economic base through marketing and business support

- Constant communication with business and property owners regarding changing public health regulations and local, state and federal business assistance.
- Worked with businesses on outdoor patio expansions, curbside pick up and delivery signage, technical support for grant applications. Successfully advocated for reduced third-party delivery service fees.
- East Area Plan approved by Denver City Council. The BID was instrumental in advocating for new adaptive reuse and main street zoning amendments to make building renovations, small-scale and mixed-use development more feasible.
- BID marketing expanded to reach more deeply into local market area, including e-newsletters to 7,500 local consumers/month; advertising and social media to reach 23,000 area households and real estate professionals. Implemented an on-line holiday market and social media campaign.
- Send us your news and we'll spread the word! lynda@colfaxmayfairbid.com.

Placemaking

Create a safer, more attractive place for customers and investors.

- Secured funding for new planter pot program and bike corrals.
- Worked with the City on transit service improvements, installation of new transit shelters and temporary pedestrian safety projects.

- Maintained 8 trash cans at RTD bus stops.
- Performed 4 district-wide clean ups.
- Building a reserve fund for maintenance or enhancement of future streetscape improvements.

Clean & Safe:

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

- Worked with City and property owners on graffiti, debris, weeds, shoplifting.
- Completed three district-wide cleanups of sidewalks, medians, street furnishings.
- Distributed crime information to district businesses.
- Liaison to District 2 police for crime patterns and nuisance activity.

Advocacy:

Build partnerships to benefit all

- Served on Denver's Economic Recovery and Relief Council to ensure member access to all local and state business assistance grants and programs.
- Worked with Denver BIDs Council, the Colorado Restaurant Association, the Tavern League of Colorado, Denver Streets Partnership and Downtown Colorado Inc to advance policies and regulations supportive of commercial property and business owners.
- Worked with city planning, zoning, public works, safety and economic development staffs on behalf of district businesses.
- Maintained relationships with area elected officials and neighborhood associations.

"We try to keep positive, a supportive face for our customers, but nobody checks on us. Your texts, emails, when you come by...it makes us feel cared for too."

2021 Documented Impacts

Property Values

Property Assessed Valuation 1/1/2016	\$14,459,371	
Property Assessed Valuation 8/25/2021	\$24,203,080	(67.4% increase)

New Business Activity

9 New Businesses

- Clean Eatz
- Slasher's Denver
- Colfax & Ivy
- Dog House Denver
- CRUSH Wing + Tap
- Joaquin Family Restaurant
- The Local General
- The Shop
- Antique Restoration

Community Engagement

- 5 Consumer E-Newsletters sent to 7,000+ area residents
- Facebook Page with 1,550 core supporters, posted 106 posts
- Instagram Page with 218 followers, posted 72 posts
- Spring on-line market, fall in-person fall festival featuring local businesses
- Served with neighborhood leaders on Colfax Bus Rapid Transit Task Force
- Participated in Denver BIDs council, Denver Economic Recovery & Relief Council
- COVID-19 support (see previous page)