

# 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 6<sup>th</sup> to 13<sup>th</sup> 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

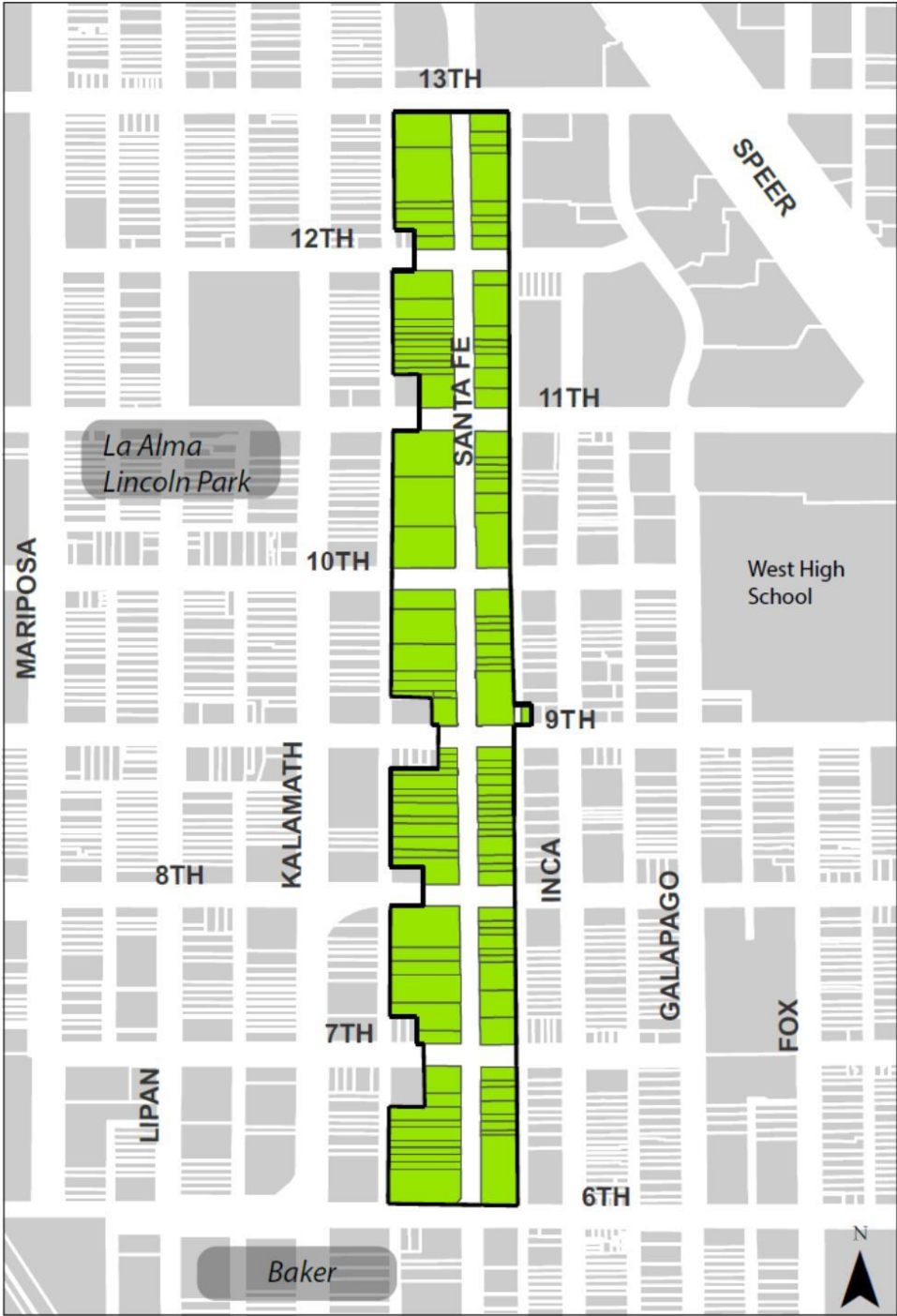
**Recommended Program Management Structure:** The BID will deliver programs and services for the areas of the district that pay into the BID through a special assessment. The BID has its own board, work program, may have a staffing component and/or contract for services and programming.

**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 Drive Business Improvement District (BID)



0 0.125 0.25 Miles

 BID Boundary

**Santa Fe Business Improvement District  
YTD Profit Loss Budget Performance / 2019 Proposed Budget**

	<u>Jan - Aug 18</u>	<u>Annual Budget</u>		<u>2019 Proposed</u>
<b>Ordinary Income/Expense</b>			<b>Ordinary Income/Expense</b>	
<b>Income</b>			<b>Income</b>	
42000 · Carryover	10,000.00	10,000.00	42000 · Carryover	
43000 · Special Assessments	100,209.99	104,190.95	43000 · Special Assessments	\$ 107,398.20
45000 · Insurance Claims	5,341.80		45000 · Insurance Claims	
46000 · Events			<b>Total Income</b>	<b>\$ 107,398.20</b>
46100 · Vendor Fees	0.00	0.00	<b>Gross Profit</b>	<b>\$ 107,398.20</b>
46200 · Sponsorships	0.00	0.00	<b>Expense</b>	
<b>Total 46000 · Events</b>	<b>0.00</b>	<b>0.00</b>	62100 · Contract Services	
<b>Total Income</b>	<b>115,551.79</b>	<b>114,190.95</b>	62110 · Staff/Administration	\$ 30,000.00
<b>Gross Profit</b>	<b>115,551.79</b>	<b>114,190.95</b>	62140 · Legal Fees	\$ 2,000.00
<b>Expense</b>			62150 · Assessment Contractor	\$ 3,560.00
62100 · Contract Services			62160 · Accounting	\$ 5,000.00
62110 · Administration	13,818.24	27,500.00	<b>Total 62100 · Contract Services</b>	<b>\$ 40,560.00</b>
62140 · Legal Fees	165.00	2,000.00	64000 · District Maintenance	
62150 · Assessment Contractor	0.00	3,560.00	64030 · Light Pole Maintenance & Repair	\$ 5,000.00
<b>Total 62100 · Contract Services</b>	<b>13,983.24</b>	<b>33,060.00</b>	64080 · Holiday Lighting Place & Remove	\$ 14,500.00
64000 · District Maintenance			64090 · Utilities	\$ 4,000.00
64010 · Trash & Graffiti Removal	12,658.93	15,600.00	64095 · Misc Contingency	\$ 1,500.00
64011 · Extra Labor	0.00	1,500.00	64100 · Combined Maintenance	\$ 30,000.00
64020 · Tree Watering & Maintenance	1,142.00	9,379.00	<b>Total 64000 · District Maintenance</b>	<b>\$ 55,000.00</b>
64030 · Light Pole Maintenance & Repair	8,212.23	4,000.00	65000 · Operations	
64040 · Landscape - URM	4,076.00	8,780.00	65030 · Printing and Copying	\$ 300.00
64050 · Repairs - Right of Way	0.00	500.00	65040 · Meeting Costs & Supplies	\$ 300.00
64070 · Power Washing	0.00	3,000.00	65050 · Website & Hosting Fees	\$ 300.00
64080 · Holiday Lighting Place & Remove	5,980.00	10,000.00	65070 · Bank Fees	\$ 100.00
64090 · Utilities	2,150.42	4,000.00	<b>Total 65000 · Operations</b>	<b>\$ 1,000.00</b>
64095 · Misc Contingency	693.38	500.00	65100 · Other Types of Expenses	
<b>Total 64000 · District Maintenance</b>	<b>34,912.96</b>	<b>57,259.00</b>	65120 · Insurance - Liability, D and O	\$ 5,000.00
65000 · Operations			<b>Total 65100 · Other Types of Expenses</b>	<b>\$ 5,000.00</b>
65030 · Printing and Copying	0.00	300.00	69800 · Economic Development	
65040 · Meeting Costs & Supplies	0.00	300.00	69820 · Banners	
65050 · Website & Hosting Fees	299.40	100.00	69830 · ED - Other	\$ 1,000.00
65060 · Graphic Designer	0.00	500.00	<b>Total 69800 · Economic Development</b>	<b>\$ 1,000.00</b>
65070 · Bank Fees	25.00		<b>Total Expense</b>	<b>\$ 102,560.00</b>

**Santa Fe Business Improvement District**  
**YTD Profit Loss Budget Performance / 2019 Proposed Budget**

	<u>Jan - Aug 18</u>	<u>Annual Budget</u>		<u>2019 Proposed</u>
Total 65000 - Operations	324.40	1,200.00	Net Ordinary Income	\$ 4,838.20
65100 - Other Types of Expenses			Net Income	
65120 - Insurance - Liability, D and O	4,971.10	4,449.49		
Total 65100 - Other Types of Expenses	4,971.10	4,449.49		
69800 - Economic Development				
69810 - PSYAH	6,626.24	14,000.00		
69820 - Banners	0.00	1,500.00		
69830 - ED - Other	0.00	1,500.00		
Total 69800 - Economic Development	6,626.24	17,000.00		
69900 - Special Events	0.00	0.00		
Total Expense	60,817.94	112,968.49		
Net Ordinary Income	54,733.85	1,222.46		
Net Income	54,733.85	1,222.46		