

---

**Clerk & Recorder Number:2014-0630-I**

September 24, 2020

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 2021 Preliminary Operating Plan and Budget for the Colfax Mayfair Business Improvement District, as well as the following items:

1. 2020 year-to-date Budget versus Actual report, including projected year end budget
2. Any material departures from the 2020 Operating Plan
3. Copy of Public Notice for the 2021 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 2020 and planned activity for 2021
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)

## **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**

#### **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 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.

- 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  
2021 Budget**

<b>REVENUE</b>	<b>TOTAL</b>
Special Assessments	118,519.00
Government Grant	10,000.00
<b>TOTAL REVENUE</b>	<b>128,519.00</b>
<b>EXPENSES</b>	
<b>BID Management &amp; Services</b>	
Contract Staff	56,000.00
Finance	8,385.00
Insurance	1,700.00
Legal Services	2,500.00
<b>Total BID Management &amp; Services</b>	<b>68,585.00</b>
<b>Business Support</b>	<b>15,000.00</b>
<b>Marketing</b>	<b>10,000.00</b>
Strategy, website, social media, e-mktg, collateral	
<b>Maintenance</b>	
Planters, trash cans, bike racks	23,800.00
Quarterly cleanup/spot cleanup	5,000.00
<b>Total Maintenance</b>	<b>28,800.00</b>
<b>Safety</b>	<b>500.00</b>
<b>Operations</b>	<b>4,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b><u>126,885.00</u></b>
<b>Maintenance Reserve</b>	<b><u>1,634.00</u></b>

## 2021 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



**2020 Budget Year  
Year-To-Date Actuals, Budget & Projected Year End**

	<i>Year To Date Actual</i>	<i>Adopted Budget</i>	<i>Projected Year End</i>
<b>Revenue</b>			
Special Assessments	\$ 119,611	\$ 117,975	\$ 119,611
<b>Total Revenues</b>	<b>\$ 119,611</b>	<b>\$ 117,975</b>	<b>\$ 119,611</b>
<b>Expenditures</b>			
BID Administrative Services Total	\$ 45,917	\$ 76,200	\$ 64,542
Communication/Marketing	\$ 2,686	\$ 7,000	\$ 10,000
Placemaking	\$ 8,595	\$ 23,900	\$ 12,250
Safety	\$ -	\$ 500	\$ 500
Operations	\$ -	\$ 4,500	\$ 3,000
Business Assistance Grants	\$ 120,627		\$ 119,607
<b>Total Expenditure</b>	<b>\$ 177,825</b>	<b>\$ 112,100</b>	<b>\$ 209,899</b>
<b>Maintenance Reserve</b>	<b>\$ (58,214)</b>	<b>\$ 5,875</b>	<b>\$ (90,288)</b>

**Colfax Mayfair Business Improvement District  
Material Departures From 2020 Operating Plan**

**OVERVIEW**

2020 was a crisis year for many district property and business owners due to the COVID-19 pandemic and business closure orders. In mid-March, the BID quickly pivoted and focused entirely on business support, marketing and clean and safe initiatives. The board cut the operating budget by 20 percent and authorized the issuance of Business Assistance Grants to all property owners in the amount of their 2020 assessment. (see attached resolution).



**COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT  
RESOLUTION NO 20-1  
RESOLUTION REGARDING 2020 BUSINESS ASSISTANCE GRANTS**

WHEREAS, the Colfax Mayfair Business Improvement District (the “District”) operates to create a better place for people and business through economic development, placemaking, safety and advocacy, and 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 in the City and County of Denver; and

WHEREAS, due to current events and local, state and federal directives related to the spread of novel coronavirus 2019 (COVID-19) throughout the City and County of Denver, the State of Colorado and the nation, including but not limited to the required closure of business operations, property owners and businesses within the District are facing extraordinary circumstances that will no doubt cause financial challenges; and

WHEREAS, the District’s annual budget is funded primarily by special assessments applied to commercial property within the boundaries of the District; and

WHEREAS, pursuant to Resolution 19-6, the Board imposed special assessments on all properties within the District boundaries payable in 2020 (for each such property, the “2020 District Assessment”); and

WHEREAS, in order to do what it can to directly financially support property owners and businesses within the District during this time of unprecedented circumstances and challenges, the District desires to reduce its annual operating budget and issue 2020 Business Assistance Grants as further set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT THAT:

1. Reduction of District’s 2020 Operating Budget. Effective as of the date of this Resolution, the District will take all reasonable steps, including coordinating with the District’s consultants, to reduce the District’s 2020 administrative and operations expenditures by approximately 20% of the amount approved in the District’s 2020 budget. The District and its consultants will continue to meet all statutory and other regulatory requirements applicable to the District, but will strive to reduce or eliminate all discretionary expenditures and activities, and implement extreme efficiency and cost-saving measures available to the District to meet the foregoing reduction.

2. 2020 Business Assistance Grants. The District will issue “2020 Business Assistance Grants” to all property owners within the District who have paid the District’s 2020 Special Assessment as follows:

a. The District’s Assessment Coordinator shall confirm from the Denver Assessor’s website (<https://www.denvergov.org/Property/>) the payment date of the 2020

District Assessment for each property in the District. Upon receipt of confirmation, the District will issue to each current property owner a one-time 2020 Business Assistance Grant in an amount equal to the amount paid for the relevant property's 2020 District Assessment, as noted on Exhibit A attached hereto (2020 Business Assistance Grant Payees, Amounts, and Addresses).

b. The Board authorizes and directs the District's Executive Director and Accountant to coordinate the issuance of the 2020 Business Assistance Grants by sending checks to property owners as soon as practicable upon receipt of the necessary confirmations set forth above. In issuing the 2020 Business Assistant Grants, the District's Executive Director and Accountant will use current ownership as shown on Denver Assessor's website as of the date the check is mailed, using the address as verified by current District records or the Denver Assessor's website, as noted on Exhibit A.

c. Each recipient of a 2020 Business Assistance Grant, and not the District, shall be solely responsible for determining such recipient's tax status and tax implications of recipient's receipt of a 2020 Business Assistance Grant as well as any and all required local, state and federal tax reporting and payment. Property owners may in their discretion elect to opt out of receiving a 2020 Business Assistance Grant by providing written notice of such election to the District; in such case, such 2020 Business Assistance Grant funds will be retained by the District for all lawful purposes of the District.

d. It is the District's purpose and intent in establishing and implementing the 2020 Business Assistance Grants to provide much needed financial support to businesses within the District and to assist such businesses in managing current events and challenges. It is the intent and expectation of the Board of Directors of the District in implementing the 2020 Business Assistance Grants that the financial support provided by the 2020 Business Assistance Grants will be passed on directly to business tenants or used to benefit business tenants.

3. 2020 and Beyond. For the remainder of 2020 and beyond, the District will continue to focus on its purpose of creating a better place for people and business through economic development, placemaking, safety and advocacy. The operating budget reduction and the 2020 Business Assistance Grants set forth in this Resolution are intended to be temporary and in effect for the remainder of 2020 only.

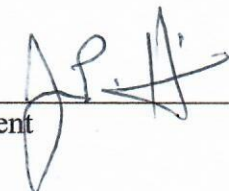
4. Severability. Should any part or provision of this resolution be adjudged unenforceable or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this resolution, it being the intention that the various provisions hereof are severable.

5. Effective Date. This resolution shall be effective immediately upon its adoption and may be modified at any time by the Board of Directors of the District.

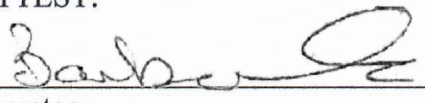
*[remainder of page intentionally left blank]*

Resolved and effective this 25th day of March 2020.

COLFAX MAYFAIR  
BUSINESS IMPROVEMENT DISTRICT

By:   
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_  
Secretary

**Exhibit A: 2020 Business Assistance Grant Payees, Amounts, and Addresses**

PARCEL	MAKE CHECK PAYABLE TOO	Property Address	2020 Assessment	Paid Status	2020 BAP Payment	Mailing Address	City
06061-06-001-000	5010 E COLFAX LLC	1480 N ELM ST	\$ 1,371.23	12/31/2019	\$ 1,371.23	191 UNIVERSITY BLVD, #552	DENVER CO 80206-4613
01314-34-051-000	5091 LLC	5091 E COLFAX AVE	\$ 737.85	2/5/2020	\$ 737.85	5091 E COLFAX AVE	DENVER CO 80220-1209
01314-33-014-000	5101 E COLFAX LLC	5105 E COLFAX AVE	\$ 562.50	2/20/2020	\$ 562.50	2 SUNSET DR	CHERRY HILLS VILLAGE CO 80113-4029
01314-31-024-000	5225 EAST COLFAX AVENUE LLC	5225 E COLFAX AVE	\$ 2,838.68	2/28/2020	\$ 2,838.68	30463 DEVOE LN	POLSON MT 59860-8048
06061-02-029-000	5454 EAST COLFAX AVENUE LLC	5454 E COLFAX AVE	\$ 1,452.38	3/2/2020	\$ 1,452.38	950 S CHERRY ST STE 418	DENVER CO 80246-2662
06052-02-020-000	6300 EAST COLFAX PLACE LLC	6300 E COLFAX AVE	\$ 2,145.45	1/30/2020	\$ 2,145.45	11840 GORHAM AVE APT 16	LOS ANGELES CA 90049-3467
06052-07-001-000	AFUNGUSAMUNGUS LLC	5800 E COLFAX AVE	\$ 979.39	2/27/2020	\$ 979.39	5800 E COLFAX AVE	DENVER CO 80220-1507
01314-33-015-000	BACHMAN-EUDORA LLC	5135 E COLFAX AVE	\$ 1,667.55	1/22/2020	\$ 1,667.55	PO BOX 202168	DENVER CO 80220-8168
06052-03-021-000	BUTTON STORES II LLC	1430 N KRAMERIA ST	\$ 456.60	2/24/2020	\$ 456.60	1701 S BROADWAY	DENVER CO 80210-3101
06061-07-029-000	COLFAX CENTRAL LLC	4900 E COLFAX AVE	\$ 1,718.33	2/18/2020	\$ 1,718.33	999 S LOGAN ST STE 300	DENVER CO 80209-5801
06052-08-002-000	COLFAX REALTY LLC	5708 E COLFAX AVE	\$ 721.58	2/18/2020	\$ 721.58	2448 N CLARKSON ST	DENVER CO 80205-5123
06061-07-023-000	COLFAX SHOPS LLC	4970 E COLFAX AVE	\$ 1,620.41	12/31/2019	\$ 1,620.41	191 UNIVERSITY BLVD, #552	DENVER CO 80206-4613
06052-03-018-000	COLORADO HEALTH NETWORK INC	6260 E COLFAX AVE	\$ 2,890.50	2/27/2020	\$ 2,890.50	6260 E COLFAX AVE	DENVER CO 80220-1515
01314-30-009-000	EAST COLFAX INVESTMENTS LLC	5335 E COLFAX AVE	\$ 1,061.03	2/24/2020	\$ 1,061.03	5335 E COLFAX AVE	DENVER CO 80220-1307
06052-06-013-000	EMICK,MARY A	1475 N JASMINE ST	\$ 945.53	3/2/2020	\$ 945.53	15885 DELTA CT	BRIGHTON CO 80603-3863
06052-06-014-000	EMICK,MARY A	1475 N JASMINE ST	\$ 1,094.18	2/28/2020	\$ 1,094.18	15885 DELTA CT	BRIGHTON CO 80603-3863
	<b>Total For Mary a Emick</b>		\$ 2,039.71		\$ 2,039.71		
01323-32-054-000	ERJB INVESTMENTS LLC	6401 E COLFAX AVE	\$ 2,566.20	2/21/2020	\$ 2,566.20	4855 S NIAGARA ST APT 519	DENVER CO 80237
01323-28-010-000	GERMAIN INVESTMENT COMPANY	6035 E COLFAX AVE	\$ 922.09	2/29/2020	\$ 922.09	1825 LAWRENCE ST STE 112	DENVER CO 80202-1817
06052-03-019-000	GRACE LAND & IMP CO	1400 N KRAMERIA ST	\$ 1,573.80	2/10/2020	\$ 1,573.80	200 WILMOT RD	DEERFIELD IL 60015-4620
01323-26-009-000	HOLT CHEW FAMILY PARTNERSHIP	5701 E COLFAX AVE	\$ 2,378.93	2/23/2020	\$ 2,378.93	200 LIPAN STREET	DENVER CO 80218-0264
06061-03-032-000	KBS COLFAX LLC	5360 E COLFAX AVE	\$ 2,001.68	2/5/2020	\$ 2,001.68	PO BOX 9167	SPRINGFIELD MO 65801
06052-04-006-000	KEYSTONE GROUP LLC	1445 N KRAMERIA ST	\$ 22.50	3/21/2020	\$ 22.50	1440 KEARNEY ST	DENVER CO 80220-2728
06061-01-001-000	KIM,SEBASTIAN &	5500 E COLFAX AVE	\$ 1,549.28	2/26/2020	\$ 1,549.28	5500 E COLFAX AVE	DENVER CO 80220-1412

**Exhibit A: 2020 Business Assistance Grant Payees, Amounts, and Addresses**

PARCEL	MAKE CHECK PAYABLE TOO	Property Address	2020 Assessment	Paid Status	2020 BAP Payment	Mailing Address	City
01323-30-033-000	KRAMERIA CORNERS LLC	6201 E COLFAX AVE	\$ 2,930.78	2/26/2020	\$ 2,930.78	496 S BROADWAY	DENVER CO 80209
06052-04-015-000	KRAMERIA CORNERS LLC	6110 E COLFAX AVE	\$ 3,925.20	2/28/2020	\$ 3,925.20	496 S BROADWAY	DENVER CO 80209-1518
	<b>Total for Krameria Corners LLC</b>		\$ 6,855.98		\$ 6,855.98		
01323-27-027-000	KRF 5901 LLC	5999 E COLFAX AVE	\$ 1,478.40	2/1/2020	\$ 1,478.40	1509 YORK ST SUITE 201	DENVER CO 80206-1408
06052-02-019-000	LEYDEN LLC	1460 N LEYDEN ST	\$ 4,491.60	2/25/2020	\$ 4,491.60	2044 DAHLIA ST	DENVER CO 80207-3751
06052-03-017-000	LJL HOLDINGS DENVER LLC	6200 E COLFAX AVE	\$ 4,043.63	2/18/2020	\$ 4,043.63	104 WILMOT RD	DEERFIELD IL 60015-5121
01314-34-009-000	LPC COLFAX LLC	5001 E COLFAX AVE	\$ 1,525.69	2/24/2020	\$ 1,525.69	496 S BROADWAY	DENVER CO 80209-1518
01314-34-010-000	LPC COLFAX LLC	5083 E COLFAX AVE	\$ 505.50	2/24/2020	\$ 505.50	496 S BROADWAY	DENVER CO 80209-1518
	<b>Total for Little Pub Company</b>		\$ 2,031.19		\$ 2,031.19		
06061-05-032-000	MARCZYK FINE FOODS INC	5100 E COLFAX AVE	\$ 1,865.93	2/27/2020	\$ 1,865.93	1650 N WASHINGTON ST	DENVER CO 80203-1407
06052-01-019-000	MARTINEZ,ROBERT &	6440 E COLFAX AVE	\$ 841.24	2/18/2020	\$ 841.24	12456 E CEDAR CIR	AURORA CO 80012-1319
06061-05-035-000	MOUNTAIN FINANCE & REALTY CO	1475 N FOREST ST	\$ 2,131.50	1/30/2020	\$ 2,131.50	2333 E OHIO AVE	DENVER CO 80209-4720
01314-32-012-000	PARLAVANTZAS,VASSILIOS D	5201 E COLFAX AVE	\$ 1,081.35	1/28/2020	\$ 1,081.35	1040 S HUDSON ST	DENVER CO 80246-2315
01323-29-017-000	REDWINE,ROSALYN R	6115 E COLFAX AVE	\$ 719.18	2/24/2020	\$ 719.18	365 S MONACO PKWY	DENVER CO 80224-1254
01323-29-008-000	ROCK CREEK INVESTMENTS LLC	6101 E COLFAX AVE	\$ 1,417.39	2/28/2020	\$ 1,417.39	605 S GILPIN ST	DENVER CO 80209-4511
06052-07-014-000	SEAC INC	5818 E COLFAX AVE	\$ 834.38	2/13/2020	\$ 834.38	5818 E COLFAX AVE	DENVER CO 80220-1507
06061-04-029-000	SHAMAR PROPERTIES	5240 E COLFAX AVE	\$ 1,741.73	2/21/2020	\$ 1,741.73	1478 BIRCH ST	DENVER CO 80220-2430
06052-06-002-000	SMOOTS,JANET LEE PERSONAL	5912 E COLFAX AVE	\$ 392.78	3/2/2020	\$ 392.78	1901 XANTHIA ST	DENVER CO 80220-2223
06061-06-029-000	SONEFF,JOHN J FAMILY TRUST	5022 E COLFAX AVE	\$ 1,463.59	2/24/2020	\$ 1,463.59	2140 ARAPAHOE ST	DENVER CO 80205-2511
01314-28-012-000	SPARKLES CAR WASH LLC	5555 E COLFAX AVE	\$ 1,446.38	2/26/2020	\$ 1,446.38	2790 JOSEPHINE ST #100	DENVER CO 80205
06052-05-009-000	STARFIRE HOLDINGS LLC	6000 E COLFAX AVE	\$ 937.50	3/2/2020	\$ 937.50	1440 KEARNEY ST	DENVER, CO 80220-2728
06052-05-010-000	STARFIRE HOLDINGS LLC	6000 E COLFAX AVE	\$ 1,402.50	3/2/2020	\$ 1,402.50	1440 KEARNEY ST	DENVER, CO 80220-2728
	<b>Total for Starfire Holdings LLC</b>		\$ 2,340.00		\$ 2,340.00		
01323-26-020-000	SUBURBAN TOPPERS INC	5795 E COLFAX AVE	\$ 1,530.98	3/2/2020	\$ 1,530.98	5835 E 6TH AVENUE PKWY	DENVER CO 80220-5301
06052-02-018-000	T A INVESTMENT COMPANY	6390 E COLFAX AVE	\$ 1,051.13	2/20/2020	\$ 1,051.13	6800 S DAWSON CIR STE 201	ENGLEWOOD CO 80112-4210

**Exhibit A: 2020 Business Assistance Grant Payees, Amounts, and Addresses**

PARCEL	MAKE CHECK PAYABLE TOO	Property Address	2020 Assessment	Paid Status	2020 BAP Payment	Mailing Address	City
01314-28-011-000	WALSH,FRANCIS S	5501 E COLFAX AVE	\$ 1,386.00	3/2/2020	\$ 1,386.00	5386 FIR AVE	ERIE CO 80516-9733
06052-09-001-000	WELDEMICHAEL, MICHAEL TESFAZGI	5600 E COLFAX AVE -5612	\$ 1,131.45	2/4/2020	\$ 1,131.45	5600 E COLFAX AVE 5612	DENVER, CO 80220
01323-25-020-000	ZARDOSHTIAN,FARHAD	5601 E COLFAX AVE	\$ 3,976.73	2/25/2020	\$ 3,976.73	5601 E COLFAX AVE	DENVER CO 80220-1413
06052-04-013-000	AHR INVESTMENT COMPANY LLLP &	1417 N KRAMERIA ST	\$ 2,741.59	NOT PAID	\$ 2,741.59	495 S PEARL ST	DENVER CO 80209-2021
06052-03-016-000	CHAIR FIVE EQUITIES LLC	6201 E 14TH AVE	\$ 3,706.80	NOT PAID	\$ 3,706.80	700 E 9TH AVE	DENVER CO 80230
06052-03-020-000	CHAIR FIVE EQUITIES LLC	1401 N LEYDEN ST	\$ 163.50	NOT PAID	\$ 163.50	700 E 9TH AVE	DENVER CO 80203
	<b>Total for Chair Five Equities</b>		\$ 3,870.30		\$ 3,870.30		
01314-29-040-000	CHAO & WONG INVESTMENTS LLC	5405 E COLFAX AVE	\$ 1,908.38	NOT PAID	\$ 1,908.38	7482 DEPEW ST	ARVADA CO 80003-2908
06052-08-017-000	EAST COLFAX LLC	1475 N IVY ST	\$ 2,089.61	NOT PAID	\$ 2,089.61	6800 E EXPOSITION AVE	DENVER CO 80224-1510
06052-01-001-000	ERB,ROBERT JR &	6420 E COLFAX AVE	\$ 2,045.63	NOT PAID	\$ 2,045.63	6420 E COLFAX AVE	DENVER CO 80220-1604
06061-02-028-000	ESTERBROOK VENTURES LLC	5410 E COLFAX AVE	\$ 808.28	NOT PAID	\$ 808.28	5410 E COLFAX AVE	DENVER CO 80220-1410
06052-08-001-000	HADLEY MANAGEMANT CO LLC	5702 E COLFAX AVE	\$ 688.69	NOT PAID	\$ 688.69	11150 HURON ST STE 100	NORTHGLENN CO 80234-4378
01323-28-009-000	JASMINE'S INTERNATIONAL LLC	6005 E COLFAX AVE	\$ 2,485.95	NOT PAID	\$ 2,485.95	PO BOX 201234	DENVER CO 80220-7234
01323-29-010-000	JOEHL,WALTER J TRUST	6151 E COLFAX AVE	\$ 1,422.15	NOT PAID	\$ 1,422.15	1740 BROADWAY, MAC C7300-488	DENVER CO 80274-0001
06061-03-028-000	KBS COLFAX LLC	5304 E COLFAX AVE	\$ 1,928.70	NOT PAID	\$ 1,928.70	400 S BROADWAY	DENVER CO 80209-4289
06052-04-003-000	KEYSTONE GROUP LLC	1440 N KEARNEY ST	\$ 4,802.18	NOT PAID	\$ 4,802.18	1440 KEARNEY ST	DENVER CO 80220-2728
01323-31-008-000	MEIER REAL ESTATE HOLDING II	1501 N LOCUST ST	\$ 3,804.56	NOT PAID	\$ 3,804.56	5786 W 81ST PL	ARVADA CO 80003-1834
01314-30-008-000	MODLIVIN ENTERPRISES LLC	5325 E COLFAX AVE -5327	\$ 1,298.25	NOT PAID	\$ 1,298.25	5327 E COLFAX AVE	DENVER CO 80220-1307
06061-04-028-000	MUBARAK,ASAAD A & FAYZEH A	5200 E COLFAX AVE	\$ 1,768.28	NOT PAID	\$ 1,768.28	100 DETROIT ST UNIT 208	DENVER CO 80206-4852
01314-30-007-000	NASSAU EAST REAL ESTATE LP	5305 E COLFAX AVE	\$ 1,991.40	NOT PAID	\$ 1,991.40	1873 S BELLAIRE ST STE 900	DENVER CO 80222-4333
06052-06-001-000	SAMARAS,GEORGE L LIVING TRUST	5900 E COLFAX AVE	\$ 952.84	NOT PAID	\$ 952.84	326 S GLENCOE ST	DENVER CO 80246-1415
06061-01-026-000	SHOPS ON THE FAX LLC	5524 E COLFAX AVE	\$ 1,413.00	NOT PAID	\$ 1,413.00	5524 E COLFAX AVE	DENVER CO 80220-1412
06052-05-001-000	STARFIRE HOLDINGS LLC	6000 E COLFAX AVE	\$ 1,409.55	NOT PAID	\$ 1,409.55	1440 KEARNEY ST	DENVER, CO 80220-2728
06052-07-013-000	TEBO PARTNERSHIP LLLP	5890 E COLFAX AVE	\$ 1,044.30	NOT PAID	\$ 1,044.30	PO BOX T	BOULDER CO 80306-1966

**Exhibit A: 2020 Business Assistance Grant Payees, Amounts, and Addresses**

PARCEL	MAKE CHECK PAYABLE TOO	Property Address	2020 Assessment	Paid Status	2020 BAP Payment	Mailing Address	City
01314-29-041-000	VALERO DIAMOND METRO INC	5405 E COLFAX AVE	\$ 1,440.60	NOT PAID	\$ 1,440.60	PO BOX 691490	SAN ANTONIO TX 78269-1490
01323-27-026-000	VOUNA PROPERTIES LLC	5901 E COLFAX AVE	\$ 2,162.40	NOT PAID	\$ 2,162.40	5310 NASSAU CIRCLE EAST	ENGLEWOOD CO 80113
01323-32-041-000	CERTIFIED INDEMNITY COMPANY	6401 E COLFAX AVE	\$ 159.00	EXCLUDED FOR MULTIPLE YEAR DELINQUENCY	\$ -	6401 E COLFAX AVE	DENVER, CO 80220-1603
<b>Grand Total</b>			\$ 119,765.85		\$ 119,606.85		



## **NOTICE OF PUBLIC HEARING ON PROPOSED 2021 BUDGET**

NOTICE IS HEREBY GIVEN that the proposed budget for the ensuing year of 2021 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 via Zoom meeting, 1440 Kearney Street, Denver, Colorado on Wednesday, September 16th, 2020 at 9:00 a.m. The meeting is open to the public. Members of the public may attend and participate in the meeting via Zoom, and may obtain information regarding attendance and participation at least 24 hours prior to the meeting by contacting Lynda Seele at [Lynda@ColfaxMayfairBID.com](mailto:Lynda@ColfaxMayfairBID.com). A copy of the proposed 2021 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 2021 budget, register any objections thereto.

DATED as of August 25th, 2020.

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

Published On: September 9, 2020

Published In: The Daily Journal

RESOLUTION 2020 – 2  
FOR APPROVING AN EXEMPTION FROM AUDIT  
FOR FISCAL YEAR 2019 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 2019; 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, 2019, 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, 2019.

ADOPTED THIS 20th day of March, A.D. 2019.

James Harris

ATTEST:

Barbara Macfarlane

BOARD OF DIRECTORS,  
COLFAX MAYFAIR BUSINESS IMPROVEMENT DISTRICT:

	<b>Term Expiration</b>	<b>Signature</b>
Christian Anderson	12/31/2022	<i>christian P anderson</i>
Maurice Bennett	12/31/2021	<i>[Handwritten Signature]</i>
Mark Berzins	12/31/2021	<i>[Handwritten Signature]</i>
Jamie Harris	12/31/2022	<i>James Harris</i>
Barbara Macfarlane	12/31/2020	<i>Barbara Macfarlane</i>
Dan Murray	12/31/2020	<i>Dan Murray</i>
Candace Wickstrom	12/31/2020	

# 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/lg>

**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](mailto: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 2020161  
Denver, CO 80220

For the Year Ended  
12/31/2019  
or fiscal year ended:

CONTACT PERSON  
PHONE  
EMAIL  
FAX

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

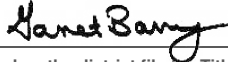
## CERTIFICATION OF PREPARER

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  
  
Ottawa Accounting and Consulting  
4600 Syracuse Street 9th Floor, Denver, CO 80237  
303-649-0731  
3/24/2020  
Outside Accounting Firm

### PREPARER (SIGNATURE REQUIRED)



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 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*	
<b>Assets</b>				<b>Assets</b>			
1-1	Cash & Cash Equivalents	\$ -	\$ -	Cash & Cash Equivalents	\$ 230,329	\$ -	
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$ -	
1-3	Receivables	\$ -	\$ -	Receivables	\$ -	\$ -	
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) <b>TOTAL ASSETS</b>	\$ -	\$ -	(add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>	\$ 230,329	\$ -	
1-12	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	\$ -	\$ -	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	\$ -	\$ -	
1-13	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ 230,329	\$ -	
<b>Liabilities</b>				<b>Liabilities</b>			
1-14	Accounts Payable	\$ -	\$ -	Accounts Payable	\$ 8,660	\$ -	
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	<b>TOTAL CURRENT LIABILITIES</b>	\$ -	\$ -	<b>TOTAL CURRENT LIABILITIES</b>	\$ 8,660	\$ -	
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) <b>TOTAL LIABILITIES</b>	\$ -	\$ -	(add lines 1-19 through 1-27) <b>TOTAL LIABILITIES</b>	\$ 8,660	\$ -	
1-29	<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	\$ -	\$ -	<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	\$ -	\$ -	
<b>Fund Balance</b>				<b>Net Position</b>			
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	\$ -	\$ -	
1-34	Assigned [specify...]	\$ -	\$ -	Restricted	\$ -	\$ -	
1-35	Unassigned:	\$ -	\$ -	Undesignated/Unreserved/Unrestricted	\$ 221,669	\$ -	
1-36	Add lines 1-30 through 1-35 This total should be the same as line 3-33 <b>TOTAL FUND BALANCE</b>	\$ -	\$ -	Add lines 1-30 through 1-35 This total should be the same as line 3-33 <b>TOTAL NET POSITION</b>	\$ 221,669	\$ -	
1-37	Add lines 1-28, 1-29 and 1-36 This total should be the same as line 1-13 <b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE</b>	\$ -	\$ -	Add lines 1-28, 1-29 and 1-36 This total should be the same as line 1-13 <b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b>	\$ 230,329	\$ -	

**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>				<b>Tax Revenue</b>			
2-1	Property [include mills levied in Question 10-6]	\$ -	\$ -	Property [include mills levied in Question 10-6]	\$ 118,519	\$ -	
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		\$ -	\$ -		\$ -	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	<b>Add lines 2-1 through 2-7 TOTAL TAX REVENUE</b>	\$ -	\$ -	<b>Add lines 2-1 through 2-7 TOTAL TAX REVENUE</b>	\$ 118,519	\$ -	
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 [specify...]:	\$ -	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	<b>Add lines 2-8 through 2-23 TOTAL REVENUES</b>	\$ -	\$ -	<b>Add lines 2-8 through 2-23 TOTAL REVENUES</b>	\$ 118,519	\$ -	
<b>Other Financing Sources</b>				<b>Other Financing Sources</b>			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	\$ -	
2-27	Other [specify...]:	\$ -	\$ -	Other [specify...]:	\$ -	\$ -	
2-28	<b>Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES</b>	\$ -	\$ -	<b>Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES</b>	\$ -	\$ -	
2-29	<b>Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	\$ -	\$ -	<b>Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	\$ 118,519	\$ -	<b>GRAND TOTALS</b>
							\$ 118,519

**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*	
	<b>Expenditures</b>			<b>Expenses</b>			
3-1	General Government	\$ -	\$ -	General Operating & Administrative	\$ 7,620	\$ -	
3-2	Judicial	\$ -	\$ -	Salaries	\$ -	\$ -	
3-3	Law Enforcement	\$ -	\$ -	Payroll Taxes	\$ -	\$ -	
3-4	Fire	\$ -	\$ -	Contract Services	\$ 62,916	\$ -	
3-5	Highways & Streets	\$ -	\$ -	Employee Benefits	\$ -	\$ -	
3-6	Solid Waste	\$ -	\$ -	Insurance	\$ 358	\$ -	
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	Accounting and Legal Fees	\$ 12,363	\$ -	
3-8	Health	\$ -	\$ -	Repair and Maintenance	\$ 11,201	\$ -	
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 [Planning Outreach...]	\$ 1,621	\$ -	
3-13		\$ -	\$ -		\$ -	\$ -	
3-14	Capital Outlay	\$ -	\$ -	Capital Outlay	\$ -	\$ -	
	<b>Debt Service</b>			<b>Debt Service</b>			
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 [specify...]:	\$ -	\$ -	
3-21		\$ -	\$ -		\$ -	\$ -	
3-22	<b>Add lines 3-1 through 3-21</b>	\$ -	\$ -	<b>Add lines 3-1 through 3-21</b>	\$ 96,080	\$ -	
	<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	<b>TOTAL EXPENSES</b>	\$ 96,080	\$ -	<b>GRAND TOTAL</b>
							<b>\$ 96,080</b>
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	<b>(Add lines 3-23 through 3-28)</b>	\$ -	\$ -	<b>(Line 3-26, plus line 3-27, less line 3-24, less line 3-25)</b>	\$ -	\$ -	
	<b>TOTAL TRANSFERS AND OTHER EXPENDITURES</b>	\$ -	\$ -	<b>TOTAL GAAP RECONCILING ITEMS</b>	\$ -	\$ -	
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	\$ 22,439	\$ -	
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	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.	\$ 22,439	\$ -	

**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	\$ 230,329		
5-2 Certificates of deposit	\$ -		
TOTAL CASH DEPOSITS		\$ 230,329	
Investments (if investment is a mutual fund, please list underlying investments):			
	\$ -		
	\$ -		
	\$ -		
	\$ -		
TOTAL INVESTMENTS		\$ -	
TOTAL CASH AND INVESTMENTS		\$ 230,329	

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)	\$ -	\$ -	\$ -	\$ -
<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 (CIP)	\$ -	\$ -	\$ -	\$ -
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 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.):	\$ -
<b>TOTAL</b>	<b>\$ -</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		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 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 type="checkbox"/>											
If yes: Please indicate the amount budgeted for each fund for the year reported															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%; padding: 5px;">Fund Name</th> <th style="width: 30%; padding: 5px;">Budgeted Expenditures/Expenses</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;"></td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> <tr> <td style="padding: 5px;"></td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> <tr> <td style="padding: 5px;"></td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> <tr> <td style="padding: 5px;"></td> <td style="text-align: right; padding: 5px;">\$ -</td> </tr> </tbody> </table>		Fund Name	Budgeted Expenditures/Expenses		\$ -		\$ -		\$ -		\$ -				
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 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 style="width: 150px; height: 30px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>							
10-2	Has the entity changed its name in the past or current year? If Yes: NEW name <input style="width: 380px; height: 20px;" type="text"/> PRIOR name <input style="width: 380px; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>							
10-3	Is the entity a metropolitan district?	<input type="checkbox"/>	<input type="checkbox"/>							
10-4	Please indicate what services the entity provides: <input style="width: 440px; height: 20px;" type="text"/>	<input type="checkbox"/>	<input 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 style="width: 440px; height: 20px;" type="text"/>	<input type="checkbox"/>	<input 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"/>							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 60%; padding: 5px;">Bond Redemption mills</td> <td style="text-align: right; padding: 5px;">0.000</td> </tr> <tr> <td style="padding: 5px;">General/Other mills</td> <td style="text-align: right; padding: 5px;">0.000</td> </tr> <tr> <td style="padding: 5px;"><b>Total mills</b></td> <td style="text-align: right; padding: 5px;"><b>0.000</b></td> </tr> </tbody> </table>		Bond Redemption mills	0.000	General/Other mills	0.000	<b>Total mills</b>	<b>0.000</b>			
Bond Redemption mills	0.000									
General/Other mills	0.000									
<b>Total mills</b>	<b>0.000</b>									

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

**OSA USE ONLY**

<b>Entity Wide:</b>		<b>General Fund</b>		<b>Governmental Funds</b>		<b>Notes</b>			
Unrestricted Cash & Investments	\$	230,329	Unrestricted Fund Balan	\$	-	Total Tax Revenue	\$	-	
Current Liabilities	\$	8,660	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	\$	-				
			Interfund Out	\$	-				
<b>Governmental</b>			<b>Proprietary</b>			<b>Enterprise Funds</b>			
Total Cash & Investments	\$		Current Assets	\$	230,329	Net Position	\$	22,439	
Transfers In	\$		Deferred Outflow	\$	-	PY Net Position	\$	-	
Transfers Out	\$		Current Liabilities	\$	8,660	<b>Government-Wide</b>			
Property Tax	\$		Deferred Inflow	\$	-	Total Outstanding Debt	\$	-	
Debt Service Principal	\$		Cash & Investments	\$	230,329	Authorized but Unissued	\$	-	
Total Expenditures	\$		Principal Expense	\$	-	Year Authorized		1/0/1900	
Total Developer Advances	\$								
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.

	Full Name	
1	Jamie Harris	I, <u>Jamie Harris</u> , 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 <u>Jamie Harris</u> Date: <u>05 / 28 / 2020</u> My term Expires: <u>March 31, 2022</u>
2	Candace Wickstrom	I, <u>Candace Wickstrom</u> , 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 _____ Date: _____ My term Expires: <u>March 31, 2024</u>
3	Barbara Macfarlane	I, <u>Barbara Macfarlane</u> , 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 <u>Barbara Macfarlane</u> Date: <u>05 / 28 / 2020</u> My term Expires: <u>March 31, 2023</u>
4	Daniel Murray	I, <u>Daniel Murray</u> , 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 <u>Dan Murray</u> Date: <u>05 / 31 / 2020</u> My term Expires: <u>March 31, 2023</u>
5	Christian Anderson	I, <u>Christian Anderson</u> , 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 <u>Christian P Anderson</u> Date: <u>05 / 29 / 2020</u> My term Expires: <u>March 31, 2022</u>
6	Maurice Bennett	I, <u>Maurice Bennett</u> , 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 _____ Date: <u>05 / 28 / 2020</u> My term Expires: <u>December 31, 2021</u>
7	Mark Berzins	I, <u>Mark Berzins</u> , 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 <u>Mark</u> Date: <u>05 / 27 / 2020</u> My term Expires: <u>December 31, 2021</u>

<b>TITLE</b>	Application for Exemption From Audit
<b>FILE NAME</b>	2020-02 2019 Exem...th Resolution.pdf
<b>DOCUMENT ID</b>	9355f14e02caa70c19630b0ce08fa5a7994d191e
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Out For Signature

---

### Document History



SENT

**05 / 27 / 2020**

21:57:31 UTC

Sent for signature to Jamie Harris (chairfive@gmail.com), Candace Wickstrom (candace@cityfloralgreenhouse.com), Dan Murray (Dpm1216@aol.com), Barbara Macfarlane (barbara@marczyk.com), Christian Anderson (christian@coloradochopshop.com), Maurice Bennett (mauricebennett@me.com) and Mark Berzins (mark@littlepubco.com) from lynda@colfaxmayfairbid.com  
IP: 199.87.137.102



VIEWED

**05 / 28 / 2020**

00:12:36 UTC

Viewed by Mark Berzins (mark@littlepubco.com)  
IP: 174.29.57.50



VIEWED

**05 / 28 / 2020**

20:26:36 UTC

Viewed by Maurice Bennett (mauricebennett@me.com)  
IP: 73.14.25.70



VIEWED

**05 / 29 / 2020**






00:14:07 UTC

Viewed by Jamie Harris (chairfive@gmail.com)  
IP: 71.205.186.133

<b>TITLE</b>	Application for Exemption From Audit
<b>FILE NAME</b>	2020-02 2019 Exem...th Resolution.pdf
<b>DOCUMENT ID</b>	9355f14e02caa70c19630b0ce08fa5a7994d191e
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Out For Signature

---

## Document History

 VIEWED	<b>05 / 29 / 2020</b> 01:19:38 UTC	Viewed by Barbara Macfarlane (barbara@marczyk.com) IP: 67.164.178.226
 VIEWED	<b>05 / 29 / 2020</b> 15:46:13 UTC	Viewed by Christian Anderson (christian@coloradochopshop.com) IP: 50.208.31.54
 VIEWED	<b>05 / 31 / 2020</b> 13:58:29 UTC	Viewed by Dan Murray (dpm1216@aol.com) IP: 24.8.153.219
 SIGNED	<b>05 / 28 / 2020</b> 00:13:31 UTC	Signed by Mark Berzins (mark@littlepubco.com) IP: 174.29.57.50
 SIGNED	<b>05 / 28 / 2020</b> 20:27:50 UTC	Signed by Maurice Bennett (mauricebennett@me.com) IP: 73.14.25.70

<b>TITLE</b>	Application for Exemption From Audit
<b>FILE NAME</b>	2020-02 2019 Exem...th Resolution.pdf
<b>DOCUMENT ID</b>	9355f14e02caa70c19630b0ce08fa5a7994d191e
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Out For Signature

## Document History

  
 SIGNED

**05 / 29 / 2020**  
 00:14:59 UTC

 Signed by Jamie Harris (chairfive@gmail.com)  
 IP: 71.205.186.133

  
 SIGNED

**05 / 29 / 2020**  
 01:21:26 UTC

 Signed by Barbara Macfarlane (barbara@marczyk.com)  
 IP: 67.164.178.226

  
 SIGNED

**05 / 29 / 2020**  
 15:46:50 UTC

 Signed by Christian Anderson  
 (christian@coloradochopshop.com)  
 IP: 50.208.31.54

  
 SIGNED

**05 / 31 / 2020**  
 13:59:16 UTC

 Signed by Dan Murray (dpm1216@aol.com)  
 IP: 24.8.153.219


INCOMPLETE

**05 / 31 / 2020**  
 13:59:16 UTC

This document has not been fully executed by all signers.



**Colfax Mayfair Business Improvement District  
Official Board Actions, 2020**

Meeting Date	Action
January 15,2020	<ul style="list-style-type: none"> <li>• No Official Action</li> </ul>
March 18, 2020	<ul style="list-style-type: none"> <li>• Adopted Resolution 2020-1, Resolution Regarding 2020 Business Assistance Grants</li> </ul>
May 20, 2020	<ul style="list-style-type: none"> <li>• Approved minutes from November 20, 2019, meeting</li> <li>• Approved minutes from December 11, 2019, meeting</li> <li>• Approved minutes from January 15, 2019, meeting</li> <li>• Approved Resolution 2020-2, Resolution Approving Application For Exemption From State Audit for Fiscal Year 2019</li> </ul>
June 17, 2020	<ul style="list-style-type: none"> <li>• Approved minutes from May 20, 2020, meeting</li> </ul>
July 15, 2020	<ul style="list-style-type: none"> <li>• Approved minutes from March 18, 2020, meeting</li> <li>• Approved minutes from June 17, 2020, meeting</li> <li>• Approved use of electronic signatures using HelloSign on Board Documents and Resolutions</li> </ul>
August 19, 2020	<ul style="list-style-type: none"> <li>• Approved minutes from July 15, 2020, meeting</li> </ul>
September 16, 2020	<ul style="list-style-type: none"> <li>• Approved Minutes from August 19, 2020, meeting</li> <li>• Approved Preliminary 2021 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: March 31, 2022</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, 2021</p>	<p>P F E</p>	<p>303.908.6178 None <a href="mailto:mauricebennett@me.com">mauricebennett@me.com</a></p>
<p>Vacant Mr. Berzins Resigned March, 2020 Term Expires: December 31, 2021</p>	<p>P F E</p>	
<p>Jamie Harris, President Chair Five Equities 700 East 9<sup>th</sup> Avenue Denver CO 80230 Term Expires: March 31, 2022</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: March 31, 2023</p>	<p>P F E</p>	<p>303.894.9499 303.894.9491 <a href="mailto:barbara@marczyk.com">barbara@marczyk.com</a></p>
<p>Dan Murray, Treasurer Suburban Toppers 5795 E. Colfax Avenue Denver CO 80220 Term Expires: March 31, 2023</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: March 31, 2024</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, 2020**

	Jan 15, 2020	Mar 20, 2020	May 20, 2020	Jun 17, 2020	Jul 15, 2020	Aug 19, 2020	Sep 16, 2020
Christian Anderson	Present	Voted Via Email	Voted Via Email	Present	Excused	Excused	Present
Maurice Bennett	Present	Present	Present	Present	Present	Present	Present
Mark Berzins	Excused	Voted Via Email	Resigned	Resigned	Resigned	Resigned	Resigned
Jamie Harris	Present	Present	Present	Excused	Present	Present	Excused
Barbara Macfarlane	Excused	Voted Via Email	Voted Via Email	Excused	Present	Present	Excused
Dan Murray	Present	Voted Via Email	Excused	Present	Excused	Present	Present
Candace Wickstrom	Excused	Present	Excused	Present	Present	Present	Present

September 30, 2020

**Colfax Mayfair Business Improvement District  
2020 Operating Plan & Accomplishments**

**OVERVIEW**

The Colfax Mayfair BID was actively engaged in long-range land use and transportation planning to support the transformation of the Colfax Corridor into a transit-served, mixed use community corridor and center. The BID advocated for funding, served on steering committees for land use, transportation and pedestrian safety projects and worked 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 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. Much of the growth will be accommodated in Community Corridors like Colfax Avenue, and Community Centers like the Mayfair Town Center. 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.

**2020 GOALS**

<b>Task</b>	<b>Accomplishments</b>
<i>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.</i>	
<p><b>East Area Plan Initiative</b></p> <ul style="list-style-type: none"> <li>• Transit-oriented development</li> <li>• Small Scale Development</li> <li>• Adaptive Reuse of Older Buildings</li> </ul>	<p>The BID had an active role in the East Area Plan Initiative, convening property and business owners and advocating for the following elements included in the draft plan:</p> <ul style="list-style-type: none"> <li>• Higher density residential and mixed-use development near future BRT stations, including affordable housing.</li> <li>• Advocating for small scale development on smaller lots, hosted three forums with Downtown Colorado, Inc.</li> <li>• Worked with the planners to develop an adaptive reuse pilot project for East Colfax.</li> <li>• Advocated for smaller, shared and flexible commercial spaces.</li> </ul>

<b>Task</b>	<b>Accomplishments</b>
<ul style="list-style-type: none"> <li>• Transportation Demand Management</li> </ul>	<ul style="list-style-type: none"> <li>• Worked with City staff and Northeast Corridor Connections to obtain DRCOG grant funding for Transportation Demand Management planning on the Colfax corridor.</li> </ul>
<p><b>Colfax Corridor Improvements</b></p> <ul style="list-style-type: none"> <li>• Bus Rapid Transit</li> <li>• Pedestrian Safety Improvements</li> <li>• Streetscape Elements</li> </ul>	<p>The BID worked with City staff and the Colfax BRT Task Force:</p> <ul style="list-style-type: none"> <li>• Successfully advocated to expedite Contractor selection process for NEPA study/30% design consultant.</li> <li>• Successfully advocated for temporary pedestrian safety improvements on Colfax Avenue at Monaco, Krameria &amp; Hudson.</li> <li>• More extensive pedestrian safety improvements are planned for Fairfax Street.</li> <li>• Advocated for updating signal light timing on Colfax to allow for longer pedestrian and bicyclist crossing times.</li> <li>• Worked with DOTI to identify short-term streetscape elements; awarded grant funding from CDOT.</li> </ul>
<i>Help district businesses and property owners envision, plan for and benefit from coming changes.</i>	
<ul style="list-style-type: none"> <li>• East Area Plan Initiative Communications</li> </ul>	<ul style="list-style-type: none"> <li>• Distributed information through: <ul style="list-style-type: none"> <li>○ 6 Facebook posts,</li> <li>○ 1 Instagram post,</li> <li>○ 3 business e-news articles.</li> </ul> </li> <li>• Advocating in support of the plan before the Denver Planning Board and City Council.</li> </ul>
<i>Enhance market awareness and investment in the district.</i>	
Investor Relations	Met with prospective investors and new business relocations to introduce the district and business programs.
<i>Ensure professional administration of the BID and its programs.</i>	
Community Collaboration	The BID collaborates with many entities and has developed a reputation for being respectful, fair, and focused while motivating positive change in the community.

## ACTIONS

### Administration: Build a Leading Organization

Task	Outcome
<p><i>Comply with state, local and federal policies and regulations regarding BIDs and funding sources</i></p> <ul style="list-style-type: none"> <li>• Compile and submit annual assessment roll, plan and budget to the City of Denver</li>   <li>• Administer any grant funds according to applicable regulations</li>   <li>• Provide written reports as required by the city, state or funding entities</li> </ul>	<ul style="list-style-type: none"> <li>• Filed budget documents before September 30, 2020;</li> <li>• Will submit assessment roll to Denver Treasury before December 8, 2020</li>   <li>• Obtained \$30k grant funding from CDOT in 4<sup>th</sup> quarter of 2020 for installation of streetscape elements. Funds not yet disbursed.</li> <li>• Obtained \$10k grant funding for TDM program support. Funds not yet disbursed.</li>   <li>• Filed budget documents with Division of Local Affairs in January 2020</li> <li>• Filed Application for Exemption From Audit in May, 2020 due to COVID-19 issues.</li> </ul>
<p><i>Continue to grow reserve fund for long-term maintenance of public improvements, special projects or unexpected costs.</i></p>	<ul style="list-style-type: none"> <li>• Maintained reserves in compliance with TABOR</li> <li>• In light of COVID-19, the BID Board authorized the use of long-term maintenance reserves to fund emergency Business Assistance Grants.</li> </ul>
<p><i>Track state legislation regarding BID district expansion</i></p>	<ul style="list-style-type: none"> <li>• This was not a priority for industry groups.</li> </ul>

### Economic Development: Grow the Economic Base

Task	Outcome
<p><i>Participate in, and advocate for Community Corridor and Community Center vision in East Area Plan Initiative</i></p> <ul style="list-style-type: none"> <li>• Advocate for community-serving business and transit-oriented development consistent with Blueprint Denver</li> <li>• Support city planning milestones to provide broad information and awareness among business and property owners</li> <li>• Participate in East Area Plan implementation next steps</li> </ul>	<p>See Goals Section Above</p>

Task	Outcome
<ul style="list-style-type: none"> <li>Promote best practices in small scale development and engage with developers and city planning staff</li> <li>Advocate for sign code modifications to encourage signage that supports the iconic character of Colfax.</li> </ul>	
<p><i>Keep BID ratepayers informed and engaged in district programs.</i></p> <ul style="list-style-type: none"> <li>Annual update print letter, annual report</li> <li>Bi-monthly business e-newsletter, personal meetings</li> <li>Outreach events or promotions related to city planning initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>Annual report mailed to property owners and distributed door-to-door to businesses in January, 2020.</li> <li>22 business e-newsletters sent to date.</li> <li>E-news articles on East Area Plan, BRT, new businesses, snow removal, safety, COVID resources and regulations.</li> <li>Numerous personal meetings and many more phone conversations with business and property owners on safety concerns, marketing needs, area planning, ROW issues, city advocacy</li> <li>Organized 1 BIZ Boost Event in February, 2020. Due to COVID-19 restrictions, no additional events were held.</li> <li>Worked with many restaurants and bars on outdoor seating areas on the right-of-way.</li> </ul>
<p><i>Implement basic marketing program to attract consumer spending and new investment.</i></p> <ul style="list-style-type: none"> <li>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.</li> <li>Work closely with BID property and business owners to track vacancies and property sales; connect interested parties.</li> </ul>	<ul style="list-style-type: none"> <li>Sent 7 consumer e-newsletters to date</li> <li>Posted 172 posts on Facebook</li> <li>Expanded Facebook Base by over 208 consumers</li> <li>Posted 61 posts on Instagram, growing our base to 147 followers</li> <li>Tracked vacancies and property sales. Connected interested parties.</li> </ul>

Task	Outcome
<ul style="list-style-type: none"> <li>Expand annual report to include market and land use &amp; transit planning information for ratepayers and prospects.</li> <li>Engage with small-scale development professionals to raise awareness of area plans.</li> </ul>	<ul style="list-style-type: none"> <li>Not yet completed, year-end project</li> <li>Worked closely with East Area Plan Initiative staff to incorporate strategies that will encourage development of small lots. In conjunction with Downtown Colorado, Inc., hosted three small scale development events.</li> </ul>
<p><i>Support district businesses through local small business assistance programs.</i></p> <ul style="list-style-type: none"> <li>Organize 3 “Business Boost” events to feature new businesses and services to support district businesses.</li> <li>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</li> </ul>	<ul style="list-style-type: none"> <li>Organized 1 Business Boost Event in February 2020. COVID-19 restrictions prevented further events.</li> <li>Included information about small business development opportunities in e-news.</li> </ul>
<p><i>Build community through timely gatherings.</i></p> <ul style="list-style-type: none"> <li>Promote business and community events on district Facebook page and e-newsletter.</li> <li>Support nonprofit events aligned with BID mission as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Promoted community and small business events on Facebook and in the e-newsletters.</li> <li>Promoted nonprofit events as appropriate.</li> </ul>

**Placemaking: Create a More Inviting, Connected Destination**

Task	Outcome
<p><i>Advocate for Colfax Bus Rapid Transit and Colfax Corridor Improvements bond projects</i></p> <ul style="list-style-type: none"> <li>Install moveable elements in streetscape plan: bike racks, trash cans, benches, planters.</li> <li>Serve on Colfax Bus Rapid Transit Task Force and Denver Streets Partnership Steering Committee</li> <li>Participate in BRT NEPA study</li> <li>Advocate for streamlined schedule and early delivery of ped safety/streetscape improvements</li> </ul>	<p>See goals section above.</p>



Task	Outcome
<ul style="list-style-type: none"> <li>Focus on business operations, customer comfort and safety</li> <li>Keep district businesses and property owners updated on both projects</li> <li>Promote every sign of progress, including temporary intersection safety projects, RTD transit shelters, traffic signal priority for transit, etc.</li> </ul>	
<p><i>Implement small projects to enhance local identity and create a main street feel while long-term planning is underway.</i></p> <ul style="list-style-type: none"> <li>Enhance temporary intersection safety projects with placemaking elements</li> <li>Provide branded elements for new RTD transit stations</li> <li>Coordinate with the City on scooter and other mobility projects and policies</li> </ul>	<ul style="list-style-type: none"> <li>Bus Rapid Transit stations are not yet installed.</li> <li>RTD transit stations are not yet installed.</li> <li>Dockless Mobility Program has not had widespread usage in our area.</li> </ul>
<p><i>Plan for Transportation Demand Management Strategies</i></p> <ul style="list-style-type: none"> <li>Work with area Transportation Management Associations on initial scope and grant funded project.</li> <li>Work with city Transportation Operations group on parking, loading zones, ROW issues, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Obtained grant funding to implement Transportation Demand Management program.</li> <li>Worked with Transportation Operations to increase ROW parking and other issues, especially to accommodate COVID-19 business needs.</li> </ul>

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

Task	Outcome
<p><i>Improve the general appearance of the district.</i></p> <ul style="list-style-type: none"> <li>Maintain current trash and quarterly cleanup schedule</li> </ul>	<ul style="list-style-type: none"> <li>There were three cleanups in the district. One cleanup was eliminated due to decreased operating budget.</li> <li>Trash removal maintained.</li> </ul>
<p><i>Work with property owners on Neighborhood Inspection items: weeds, debris, graffiti, nuisance activity.</i></p>	<ul style="list-style-type: none"> <li>Reported several items with Pocketgov.org for weeds, debris, graffiti, snow removal and nuisance activity. Also worked with several small businesses and Right of Way Inspectors to resolve issues.</li> </ul>
<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"> <li>Communicate regularly with ratepayers on crime and safety issues; convene meetings and implement strategies on specific situations as needed.</li> </ul>	<ul style="list-style-type: none"> <li>There have not been significant crime and safety issues, due to COVID-19. Working with District 2 on graffiti increase this fall.</li> </ul>

Task	Outcome
<ul style="list-style-type: none"> <li>Participate in efforts to address nuisance properties.</li> </ul>	<ul style="list-style-type: none"> <li>Worked with Denver Police District 2 as needed on specific nuisance issues.</li> </ul>

**Advocacy: Build Partnerships to Benefit All**

Task	Outcome
<p><i>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.</i></p>	<ul style="list-style-type: none"> <li>Worked with City Council members to advocate for items of common interest.</li> <li>Advocated for reasonable application of ROW improvements to investors renovating small buildings.</li> <li>Worked with Denver BID Council to express concerns over impact of proposed sales tax increases on small businesses already struggling due to COVID-19.</li> </ul>

## **COVID -19 Business Assistance**

### **City Partnership**

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

### **Ratepayer Communications**

Frequent, informative email and text updates on changing health regulations, government assistance, marketing support, district crime/safety initiatives.

- BID Business Assistance grants
- Local, state, federal grants and loans
- Denver Emergency Assistance grants
- Energize Colorado fund for small, women and minority-owned firms
- SBA emergency and Payroll Protection loans
- Free PPE application; delivered free masks
- Free legal and financial planning assistance
- Links to area ranchers for direct meat sales
- City regulations regarding business closures, partial openings, specific industry group advocacy
- Patio expansion ideas, products, application

### **Marketing Support**

- Provided social media and e-marketing support for businesses to local market: essential services, opening plans, safety procedures, on-line programs/services, pickup/delivery options.
- Main Street is Your Street ads in local community newspapers

### **Advocacy**

- Secured temporary curbside pickup signs for restaurants
- Helped advocate for patio expansion program, engaged with restaurants, advocated for expedited approvals.
- Advocated for last call, reduced third party delivery fees, shared spaces for local businesses.
- Promoted meal sales for medical workers
- Technical assistance for city small business emergency grant applications

### **Placemaking**

Secured \$30K from CDOT for planter pots and bike racks at local business nodes to enhance visibility and customer access.

### **Clean and Safe**

- Trash, district-wide cleanups
- Police data monitoring, graffiti response



## Dear Colfax Mayfair BID Members:

We all try to plan strategically for the future while taking advantage of opportunities along the way. That's what the Colfax Mayfair Business Improvement District is doing for our area. We're planning for future growth while getting the regulatory framework more aligned with the vision of a transit-served, mixed-use community main street and town center. And we're going after short term wins to benefit everyone.

For the last two years, we've been deeply engaged in the East Area Plan, which will guide land use and development along the East Colfax corridor for the next 20 years. Many of you have shared your feedback in meetings, focus groups, forums and on-line surveys. Your input matters. The evolving plans reflect our commitment to community-serving business and new options for property owners.

We'll stay engaged in 2020 to get the plan approved by Denver City Council. And we're already working with city staff on interim public improvements, an adaptive reuse program and zoning amendments to make small and mixed-use projects more feasible.

Many of our short-term wins are listed below, from installing more streetscape elements, increasing on-street parking to successfully advocating against a proposed tax increase.

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!

## 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



## Did You Know?

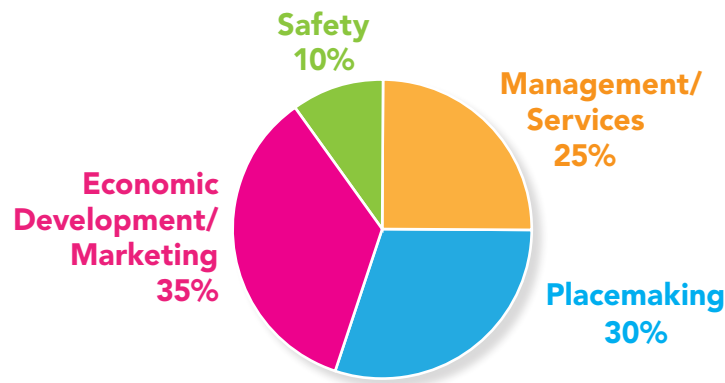
- The BID has 2 part-time contractors working up to 30 hours/week on programs and services. No office space, equipment, insurance or benefits are provided.
- City property taxes may go up, but BID assessments are based on square footage, not value. The assessment is \$.075 x (lot + building square footage). Lot size is capped at 40,000 square feet.

*"Successful urban revitalization is seldom about the one big project. More likely, it is about a lot of little projects that work together synergistically to create a place where people want to be."*

Edward T. McMahon, Urban Land Institute Senior Resident Fellow

## 2019 Budget

Our 2019 budget of \$117,975 was allocated in staff time and services like this:



## 2019 Accomplishments

### Placemaking

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

- Served on steering committees for the East Neighborhood Plan Initiative and Colfax Corridor Improvements to ensure plan alignment with district priorities.
- Worked with the Department of Public Works on 3 interim pedestrian safety improvement projects (Krameria, Hudson, Monaco) for installation in 2020.
- Successfully advocated for installation of streetscape elements and public art in 2020.
- Advocated for expedited construction of permanent safety improvements and pedestrian lighting on intersections.
- 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.

### Economic Development:

Grow the economic base through marketing and business support.

- Led advocacy for new adaptive reuse and main street zoning amendments to make building renovations, small-scale and mixed-use development more feasible.
- Successfully advocated to preserve side parking at older buildings; helped free up new on-street parking spaces for businesses.
- Led creation of a Transportation Demand Management program along Colfax Avenue and supported grant funding to implement initial steps in 2020.
- Helped recruit and supported 9 new businesses with 55 jobs.
- BID marketing reached 5,000 local consumers/month; 17,500 area households and real estate professionals via local media. Added Instagram and small business features to social media mix.

- Promoted the Mayfair District in a 4-month public art exhibit on the Colfax Corridor at Denver International Airport.
- Walked entire district spring and fall to share BID information with businesses.
- Actively marketed real estate and development opportunities. Connected interested parties.
- *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.
- Worked with property owners to improve snow shoveling on sidewalks and bus stops.
- Liaison to District 2 police for crime patterns and nuisance activity.

### Advocacy:

Build partnerships to benefit all.

- Met with all City Council candidates for Districts 5 and 8 to discuss issues important to the BID.
- Successfully advocated against a proposed utility tax on business; helped establish a more gradual increase in the minimum wage bill; advocated for more reasonable building code standard regarding storage of CO2 in bars and restaurants.
- Worked with Denver BIDs Council, Denver Streets Partnership, the Tavern League of Colorado, Downtown Colorado Inc. and the Urban Land Institute 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.

## 2020 Documented Impacts

### Property Values

Property Assessed Valuation 1/1/2016	\$14,459,371	
Property Assessed Valuation 8/25/2019	\$23,431,880	(62% increase)

### New Business Activity

11 New Businesses, 31 new jobs

- AT&T Store (3 jobs)
- Kolache House Bakery (1 job)
- Whisper Hookah (2 jobs)
- Nick Hemstreet Tattoo Artist (1 job)
- Moss Pink Flora (1 job)
- Academy Bank (5 jobs)
- Sinclair Gas Station (5 jobs)
- Wingstop (5 jobs)
- Friends Auto Sales (2 jobs)
- GVM Studios (1 job)
- Los Parceros Columbian Restaurant (5 jobs)

### Community Engagement

- 7 Consumer E-Newsletters sent to 3,000 area residents
- Facebook Page with 1,580 core supporters, posted 172 posts
- Instagram Page with 147 followers, posted 61 posts
- Served with neighborhood leaders on steering committees for East Area Plan Initiative and Colfax Bus Rapid Transit Task Force
- Worked with Downtown Colorado, Inc. to organize three small scale development forums.
- Worked with other constituents to secure grant funding from Denver Regional Council of Governments to develop and implement a Transportation Demand Management Program.
- Organized a networking event for area businesses on social media strategy and small business planning
- COVID-19 support (see previous page)