

RE: File No. 03-778-___

September 28, 2021

City and County of Denver c/o City and County Clerk Paul Lopez 201 W. Colfax Avenue Dept. 1010 Denver, CO 80202

Dear Mr. Lopez:

The Downtown Denver Business Improvement District (DDBID) submits the attached preliminary budget and operating plan for 2022.

On the same page, DDBID is submitting separate budgets for the DDBID Intergovernmental Services Enterprise (Enterprise), the DDBID Capital Fund, the DDBID Periodic Maintenance Fund, and the DDBID Special Projects Contingency Fund. The Enterprise's purpose is to implement project funded by special sources, in compliance with the provisions of Amendment One. The Capital Fund pays for special projects from existing operating reserves that qualify as long-term capital expenses. The Periodic Maintenance Fund pays for special projects of a periodic, but non-annual occurrence that do not qualify as long-term capital expenses. The Special Projects Contingency Fund pays for special projects not covered by the above funds.

The DDBID Board will proceed with the certification of property owner assessments prior to December 5, 2021, pursuant to State Statute (C.R.S. 31-25-1211).

In addition to the 2022 Operating Plan and Budget, also attached are:

- 1. A copy of the 2021 year-to-date "budget to actual" financial reports, including projected 2021 yearend budget included on spreadsheet with 2022 budget.
- 2. Aside from revenue adjustments regarding temporary suspension of permit fees to support restaurants, retailers, and vendors in response to COVID-19 impacts (see number 11 in this letter), there have been no other material departures from the 2021 Operating Plan.
- 3. The Public Hearing notice-publication for the October 7, 2021, Public Hearing on the 2022 BID Budget.
- 4. The Downtown Denver BID has no planned or outstanding indebtedness.
- 5. A copy of the 2020 BID audit conducted in 2021.

- 6. A copy of the Amended BID By-Laws effective June 7, 2018.
- 7. A list of official BID Board actions in 2021 to date. Copies of meeting minutes are available upon request.
- 8. A copy of the current Board of Directors list; and
- 9. Board member attendance records, to date, for 2021.
- 10. Primary activities performed but not limited to the following:
 - a. 2021, to date:
 - Daily/year-round maintenance and cleaning of the BID.
 - Further implementation of the Downtown Security Action Plan including implementation of a reporting app to aide in tracking and response.
 - Landscape/flowers in planters and pots on the Mall and throughout the District's 120 blocks.
 - Maintenance and repair of the sidewalks and medians of the 16th Street Mall including sandstone in Lower Downtown.
 - Provision of the Tree Maintenance Program serving all right-of-way BID property trees located within the 120-block area of the BID.
 - Enhancement and support of the 16th Street Mall Experience including activation of a private vacant lot at Welton and 16th "Outer Space" that hosts special events, music/bands, and other activations – open to the public with code of conduct rules in place.
 - Maintenance of year-round alley art installations on and near the Mall to support the art in the alleys program.
 - Continued support of activation at Skyline Park in coordination with the Department of Parks and Recreation and the DDP; this year, activation was limited, but support provided, nonetheless.
 - b. Activities scheduled to be performed in 2022 include, but are not limited to:
 - · Daily/year-round maintenance and cleaning of the BID.
 - Landscape/flowers in planters and pots on the Mall and throughout the District's 120 blocks.
 - Support of the City's Mall Reconstruction Project.
 - Continuance of implementation of the Downtown Security Action Plan and BID Safety program.
 - Enhanced communication and outreach efforts to BID Property Owners and businesses.
 - Provision of the BID Tree Maintenance Program to all BID Property-owner properties with trees located in the public right-of-way.
 - · Continued support of Skyline Park as circumstances call.
 - 11. COVID relief efforts by the Downtown Denver BID included:
 - BID Board temporarily suspended Mall sidewalk café license permit fees to give restaurants a boost in support.

- BID Board temporarily suspended Mall vending and sidewalk sale permit fees to give retailers a chance and patrons the ability to shop outdoors.
- BID Private Security team continue to patrol the downtown area including alleys and alcoves, addressing issues, and reporting law violations to the Police Department.
- 12. Attached are the following clean and safe metrics and survey results tracked by the BID in 2021, to date:
 - Summary of surveys conducted to date in 2021:
 - High Frequency Data through August 18, 2021, which includes:
 - § Pedestrian counts
 - **§** Weekday worker statistics
 - § Mobility patterns
 - **§** Traffic congestion
 - S Restaurant dining data
 - § Hotel data
 - **§** Unemployment data
 - o BID stakeholder survey of perception of safety downtown
 - Denver Street Outreach Collaborative metrics regarding outreach encounters.

Please contact me at 303-571-8226 if you have questions or require additional information.

Sincerely,

Beth A. Moyski Executive Director, DDBID

CC: Michael Kerrigan, CCD Financial Analyst Specialist Ronald Fano, Spencer Fane LLP, DDBID Attorney

Attachments



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Sincerely, you

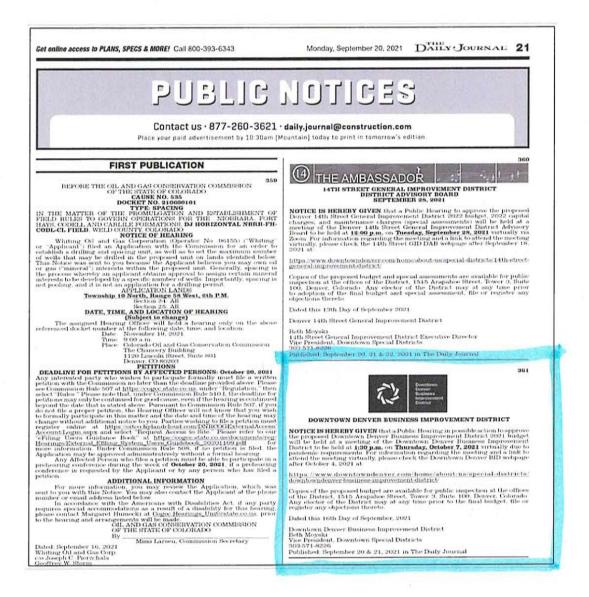
Beth A. Moyski Executive Director, DDBID

CC: Michael Kerrigan, CCD Financial Analyst Specialist Ronald Fano, Spencer Fane LLP, DDBID Attorney

Attachments

Downtown Denver Business Improvement District Summary Budget For Fiscal Year Ending December 31, 2022

	Current Fiscal Year 2021						FY2022			
	Annual Projected				Budget					
		Budget		FY2021	١	/ariance		Proposed	١	/ariance
REVENUES:										
Special Property Assessments		6,707,035		6,707,035		-		6,975,316		268,281
Non-Marketplace Revenues		818,188		741,362		(76,826)		960,550		219,188
Marketplace / Vending Revenues		63,750		80,025		16,275		103,150		23,125
400 Total Revenues	\$	7,588,973	\$	7,528,422	\$	(60,551)	\$	8,039,016	\$	510,594
EXPENDITURES:										
410 Maintenance & Repair	\$	3,298,922	\$	3,282,322	\$	(16,600)	\$	3,361,069	\$	78,747
415 Skyline Park		144,016		144,016		-		146,063		2,047
420 Management Services		1,293,101		1,305,958		12,857		1,321,402		15,445
430 Marketing & Communications		126,429		124,105		(2,324)		127,928		3,823
435 Winter in the City		350,874		350,874		-		398,826		47,952
440 Economic Development Services		168,973		168,973		-		172,985		4,012
445 Research		152,887		152,037		(850)		156,307		4,270
450 Safety		964,086		873,719		(90,367)		919,384		45,665
460 Mall Vending		89,595		112,425		22,830		89,274		(23,151)
470 Pedestrian Environment		1,034,823		1,031,260		(3,563)		1,034,066		2,806
Contributions to Periodic Maint Reserve		-		-		-		142,500		142,500
Contributions to TABOR Reserve		11,470		10,442		(1,028)		5,449		(4,993)
Contributions to Capital Reserve		-		-		-		69,753		69,753
TOTAL EXPENDITURES	\$	7,635,176	\$	7,556,130	\$	(79,046)	\$	7,945,006	\$	388,877
NET OPERATING	\$	(46,203)	\$	(27,708)	\$	18,495	\$	94,010	\$	121,718
USES OF RESERVE FUNDS:										
480 Periodic Maintenance Expenditures	\$	72,000	\$	72,504	\$	504	\$	121,750	\$	49,246
485 Capital Expenditures		20,200		20,200		-		6,750		(13,450)
490 Special Projects / Contingency		44,500		31,740		(12,760)		60,000		28,260
TOTAL RESERVE FUNDED PROJECTS	\$	136,700	\$	124,444	\$	(12,256)	\$	188,500	\$	64,056
ALTERNATIVELY FUNDED PROJECTS:										
549 BID Enterprise Revenue	\$	1,122,233		995,552	•	(126,681)	\$	1,275,014	\$	279,462
549 BID Enterprise Expenditures	\$	1,122,233	Ş	995,552	\$	(126,681)	\$	1,275,014	\$	279,462



Downtown Denver Business Improvement District

Financial Statements and Required Supplementary Information

December 31, 2020

(With Independent Auditor's Report Thereon)

Kundinger, Corder & Engle, P.C.

Certified Public Accountants

Downtown Denver Business Improvement District

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Kundinger, Corder er Engle, P.C.

Certified Public Accountants 475 Lincoln Street, Suite 200 Denver, Colorado 80203 Phone (303) 534-5953 Jax (303) 892-7776 www.kcedenver.com

Independent Auditor's Report

Board of Directors Downtown Denver Business Improvement District

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Downtown Denver Business Improvement District (the BID), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the BID's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Downtown Denver Business Improvement District as of December 31, 2020, and the respective changes in financial position and the budgetary comparison for the major funds for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Board of Directors Downtown Denver Business Improvement District

Other Matter

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Kundinger, Corder Congle, P.C.

March 4, 2021

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Management's Discussion and Analysis

Management's discussion and analysis of the Downtown Denver Business Improvement District's (BID's) financial performance provides an overview of the BID's financial activities for the year ended December 31, 2020. This annual report consists of a series of financial statements. The Statement of Net Position (on page 6) and the Statement of Activities (on page 7) provide information about the activities of the BID as a whole and present a longer-term view of the BID's finances. For governmental activities, these statements explain how these services were financed in the short term, as well as what remains for future spending.

The 2020 BID revenues of \$8,372,665 were \$149,606 or -1.8% lower than 2019. Assessment revenue was up \$276,915 or 4.3%. Contract revenues were down \$365,476 or -23.6% and other revenue was down \$82,501.

Total 2020 expenditures were \$25,305 higher than 2019 expenditures.

Net position of \$3,861,158 at December 31, 2020 decreased as compared to 2019 by \$61,099 largely due to decreased contract and other revenues.

Statements of Net Position

The following table shows the condensed statements of net position as of December 31 for the past two years:

	2020	2019
Current assets	\$ 2,327,436	2,250,214
Assessments receivable	6,707,035	6,707,035
Capital assets	1,992,542	2,280,790
Total assets	11,027,013	11,238,039
Current liabilities	458,820	608,747
Deferred assessments revenue	6,707,035	6,707,035
Total liabilities and deferred inflows	7,165,855	7,315,782
Investment in capital assets	1,992,542	2,280,790
Restricted-emergency reserve	215,929	215,826
Unrestricted	1,652,687	1,425,641
Net position	\$ <u>3,861,158</u>	3,922,257
Review of Revenues		
	<u>2020 %</u>	
Special property assessments	\$ 6,716,216 80%	
Intergovernmental	469,456 69	
Contract revenue	1,180,489 149	
Other income	6,504 09	
Total revenues	\$ <u>8,372,665</u> <u>1009</u>	<u>6 8,522,271 100%</u>

Special property assessments represent 80% of total revenues for 2020 and revenue from assessments increased by \$276,915 (4.3%) due to TABOR-driven assessment increases. Special property assessments increased as a percentage of total revenue due to the decrease in other revenue discussed below.

Contract revenues were lower in 2020 by \$365,476 (-23.6%) due to tightened operating expenses, but primarily due to suspended revenue streams provided by the Mall vending and sidewalk café programs in light of the COVID-19 pandemic.

Review of Expenditures

Review of Expenditures	2020	<u>%</u>	<u>2019</u>	<u>%</u>
Maintenance and repair	\$ 3,207,207	38%	3,045,958	36%
Management and administration	1,673,467	20%	1,564,003	19%
District marketing and promotions	392,164	5%	461,288	5%
Economic development	272,089	3%	317,293	4%
Security and safety	784,431	9%	807,921	10%
Pedestrian environment	1,025,938	12%	1,097,803	13%
Contract expenses	822,077	10%	911,838	11%
Skyline Park	129,660	2%	108,226	1%
Special projects	126,731	1%	94,130	1%
Total expenditures	\$ <u>8,433,764</u>	<u>100%</u>	<u>8,408,459</u>	<u>100%</u>

Maintenance and Repair expenses increased by \$161,249 (5.3%) primarily due to an increase in tree service maintenance expenses as well as irrigation repairs.

Management and Administration expenses were \$109,464 (7.0%) greater than 2019 due to higher program management expenses and higher depreciation expense.

District Marketing and Promotions decreased by \$69,124 (-15.0%) from the prior year. The decrease reflects a scaled down holiday décor and event promotion in recognition of COVID-19 social distancing protocol.

Economic Development decreased \$45,204 (-14.2%) due to prioritizing provision of research and information materials digitally versus print. In addition, the pedestrian count program moved from gathering data via hardware to a software application which also realized savings.

Security and Safety expenses decreased by \$23,490 (-2.9%). The BID Board committed to share funding with the police department for a 'shot-spotter' technology which was not activated in 2020, so the BID was not invoiced. In addition, due to the shutdown of the City in response to the pandemic, some shifts of the BID private security were temporarily cutback.

Pedestrian Environment expenses decreased by \$71,865 (-6.5%) primarily due to cutting back provision of the flower program in the spring and fall in response to lowered pedestrian traffic (COVID-19).

Contract Expenses decreased \$89,761 (-9.8%). The decrease primarily relates to an enterprise client's decision to discontinue security services in the Riverfront neighborhood.

Skyline Park expenses increased by \$21,434 (19.8%) primarily due to program management for Skyline Park for 2020.

Special Projects expenses increased by \$32,601 (34.6%). The increase is largely due to the completion of phase 2 of the Alley Lighting project which was started in 2018.

Budgetary Highlights

The categories of Maintenance and Repair; Management and Administration; Contract; Security and Safety; and Pedestrian Environment were the BID's primary expenditures in 2020. Special program enhancements for 2020 included:

- Ensuring that the public realm is clean by providing supplemental cleaning services to high touch areas on the Mall and throughout the public realm in the BID.
- Additional hardscape repairs and replacement to address deteriorating conditions in the sidewalk areas of the Lower Downtown portion of 16th Street Mall.
- Enhanced private security communications and protocol to address COVID-19 conditions in the public realm.
- Maintenance of artwork that is part of the BID's Art in the Alleys program.

Financial Contact

The BID's financial statements are designed to present users with a general overview of the BID's finances and to demonstrate the BID's accountability. If there are any questions about the report or additional information is needed, please contact Downtown Denver Business Improvement District, 1515 Arapahoe Street, Tower 3, Suite 100, Denver, Colorado 80202.

Downtown Denver Business Improvement District Statement of Net Position and Governmental Funds Balance Sheet December 31, 2020

	General Fund	NTR Fund	Total	Adjust- ments	Statement of Net Position
Assets	1 000 655		1 000 655		1 000 655
Cash and cash equivalents S Accounts receivable	5 1,982,655	165 120	1,982,655	_	1,982,655 323,402
Accounts receivable Assessments receivable	158,263 6,707,035	165,139	323,402 6,707,035		6,707,035
Prepaid items	21,379	_	21,379	_	21,379
Property and equipment, net (note 3)		_		1,992,542	1,992,542
Total assets	8,869,332	165,139	9,034,471	1,992,542	11,027,013
Liabilities					
Accounts payable	318,080	120,030	438,110	_	438,110
Internal balances	(45,109)	45,109		_	
Total liabilities	272,971	165,139	438,110	_	438,110
Deferred Inflows of Resources					
Deferred revenue	20,710		20,710	_	20,710
Deferred assessments revenue	6,707,035	_	6,707,035	_	6,707,035
Total deferred inflows	6,727,745		6,727,745		6,727,745
Fund Balances/Net Position Fund balances:					
Reserved for emergencies	215,929	-	215,929	(215,929)	-
Assigned for cash flow and capita		_	229,517	(229,517)	-
Assigned for periodic maintenance		-	573,540	(573,540)	-
Assigned for operating reserves	849,630		849,630	(849,630)	
Total fund balances	1,868,616	_	1,868,616	(1,868,616)	ŕ –
Commitments (note 10)					
Total liabilities and fund balances	8,869,332	165,139	9,034,471		
Net Position Investment in capital assets				1,992,542	1,992,542
Restricted for emergencies Unrestricted				215,929 1,652,687	215,929 1,652,687
Total net position				3,861,158	3,861,158

Downtown Denver Business Improvement District Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balances Year Ended December 31, 2020

	General Fund	NTR Fund	Total	Adjust- ments	Statement of Activities
Revenues			6 51 6 91 6		6716016
Special property assessments \$	6,716,216		6,716,216	1000	6,716,216
Intergovernmental (note 5)	469,456	-	469,456	-	469,456
Contract revenue	407,058	838,405	1,245,463	(64,974)	1,180,489
Other income	6,504		6,504		6,504
Total revenues	7,599,234	838,405	8,437,639	(64,974)	8,372,665
Expenditures					
Maintenance and repair	3,207,207	_	3,207,207	_	3,207,207
Management and administration	1,305,450	_	1,305,450	368,017	1,673,467
District marketing and promotions	392,164	· -	392,164	_	392,164
Economic development	272,089	-	272,089	-	272,089
Security and safety	784,431	-	784,431	-	784,431
Pedestrian environment	1,025,938		1,025,938		1,025,938
Contract expenses	48,646	838,405	887,051	(64,974)	822,077
Skyline Park	129,660	<u> </u>	129,660	· _ /	129,660
Special projects	126,731	-	126,731	—	126,731
Capital projects	79,769	-	79,769	(79,769)	
Total expenditures	7,372,085	838,405	8,210,490	223,274	8,433,764
Excess of (deficiency in) revenues over expenditures	227,149	_	227,149	(288,248)	(61,099)
Fund balances/net position at beginning of year	1,641,467		1,641,467	2,280,790	3,922,257
Fund balances/net position at end of year \$_	1,868,616		1,868,616	1,992,542	3,861,158

Downtown Denver Business Improvement District General Fund Statement of Revenues, Expenditures, and Changes in Fund Balances — Budget and Actual — Year Ended December 31, 2020

	_	Original Budget	Final Budget	Actual	Variance— From Final
Revenues	_				
Special property assessments	\$	6,707,035	6,707,035	6,716,216	9,181
Intergovernmental (note 5)		469,456	469,456	469,456	_
Other income	_	714,753	714,753	413,562	(301,191)
Total revenues	_	7,891,244	7,891,244	7,599,234	(292,010)
Expenditures					
Maintenance and repair		3,294,697	3,294,697	3,207,207	87,490
Management and administration		1,313,694	1,313,694	1,305,450	8,244
District marketing and promotions		554,646	554,646	392,164	162,482
Economic development		290,203	290,203	272,089	18,114
Security and safety		903,291	903,291	784,431	118,860
Pedestrian environment		1,063,258	1,063,258	1,025,938	37,320
Contract expenses		89,595	89,595	48,646	40,949
Skyline Park	-	157,862	157,862	129,660	28,202
Total current expenditures	_	7,667,246	7,667,246	7,165,585	501,661
Capital projects Period maintenance and special		24,000	24,000	79,769	(55,769)
projects reserve	_	160,250	160,250	126,731	33,519
Total capital expenditures and					
operating reserves	_	184,250	184,250	206,500	(22,250)
Total expenditures	7	7,851,496	7,851,496	7,372,085	479,411
Excess of revenues over expenditures		39,748	39,748	227,149	187,401
Fund balances at beginning of year	_	1,641,467	1,641,467	1,641,467	
Fund balances at end of year	\$_	1,681,215	1,681,215	1,868,616	187,401

Downtown Denver Business Improvement District NTR Fund Statement of Revenues, Expenditures, and Changes in Fund Balances — Budget and Actual — Year Ended December 31, 2020

	_	Original Budget	Final Budget	Actual	Variance— From Final
Revenues					
Contract revenue	\$_	1,097,033	1,097,033	838,405	(258,628)
Total revenues	_	1,097,033	1,097,033	838,405	(258,628)
Expenditures					
Maintenance and repair		_	-	_	_
Management and administration		· -	_	-	-
District marketing and promotions		_	_	_	_
Economic development		-	-	-	- 7
Security and safety		-	-	-	-
Pedestrian environment		-		-	-
Contract expenses		1,097,033	1,097,033	838,405	258,628
Skyline Park		-	, -	-	-
Special projects	_		<u> </u>	_	
Total expenditures	_	1,097,033	1,097,033	838,405	258,628
Excess of revenues over expenditures		_	_	-	_
Fund balances at beginning of year	_		_ (_)
Fund balances at end of year	\$_				

Downtown Denver Business Improvement District Notes to Financial Statements December 31, 2020

(1) Summary of Significant Accounting Policies

(a) General

The Downtown Denver Business Improvement District (the BID) is a quasi-municipal corporation and political subdivision of the State of Colorado, created by Ordinance and governed pursuant to the provisions of the Business Improvement District Act, C.R.S. §31-25-1201, et seq. The BID service area encompasses the central business district of the City and County of Denver (the City), Colorado, including the Sixteenth Street Mall and the immediately surrounding area. The BID began operations October 26, 1992 upon the legal sunset of the Sixteenth Street Mall Management District, and in the fall of 2011, was renewed by constituents for a ten-year period ending in 2021.

The BID provides a variety of services to its constituents, including:

- Continuous maintenance and repairs
- Security and public safety
- Custodial services, snow removal and grounds beautification
- Planning and administration of economic and urban development activities
- Promotion and marketing of the BID area to existing and prospective businesses and their employees
- Organization, promotion, marketing and management of public events
- Project funding and management for design and for construction of capital improvements

(b) Basis of Accounting and Financial Statement Presentation

The BID is a legally separate governmental unit. However, the Mayor of the City appoints the BID's Board of Directors, and the Denver City Council approves the annual budget and operating plan. For financial statement purposes, the BID is considered to be a component unit of the City because control of the BID essentially rests with the City.

Government-Wide Statements

The BID reports as a special-purpose government engaged in governmental activities. The BID's basic financial statement include both government-wide (reporting the BID as a whole) and fund financial statement (reporting the BID's major funds). Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Contract and similar revenues are recognized as soon as all eligibility requirements have been met. These financial statements have been combined with an adjustments column to reconcile between the two statements.

In the government-wide statement of net position, the governmental activities columns (a) are presented on a consolidated basis by column and (b) are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The BID's net position is reported in three parts—investment in capital assets, restricted net assets; and unrestricted net assets. The BID first utilizes restricted resources to finance qualifying activities.

Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(b) Basis of Accounting and Financial Statement Presentation, Continued

The government-wide statement of activities reports both the gross and net cost of each of the BID's functions. The functions are also supported by general government revenues. The statement of activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function or a business-type activity. Operating grants include operating-specific and discretionary grants while the capital grants column reflects capital-specific grants.

The net costs are normally covered by general revenue.

The BID does not allocate indirect costs. An administrative service fee is charged by the General Fund to the other operating fund that is eliminated like a reimbursement to recover the direct costs of General Fund services provided.

This government-wide focus is more on the sustainability of the BID as an entity and the change in the BID's net position resulting from the current year's activities.

The governmental activities in the government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

Fund Financial Statements

The financial transactions of the BID are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements. The following fund types are used by the BID:

Governmental Fund Type

The *General Fund* is the general operating fund of the BID, and is used to account for all financial resources and expenditures of the BID related to the provision of the goods and services pursuant to its organizational ordinance and annual operating plan. The focus of the governmental funds' measurement is upon determination of financial position rather than upon net income.

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

(1) Summary of Significant Accounting Policies, Continued

(b) Basis of Accounting and Financial Statement Presentation, Continued

The NTR Fund (a special revenue fund) is used to account for specific contract revenues and expenses associated with BID services delivered outside of the traditional BID boundaries or within its boundaries and beyond the BID's standard services.

(c) Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

(d) Cash and Investments

The BID pools cash resources for all funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the pooled cash accounts is available to meet current operating requirements. Cash and investments may include cash on hand, demand deposits, certificates of deposit, savings accounts, and pooled investments fund. Investments are carried at fair value. See note 2.

(e) Concentrations of Credit Risk

Financial instruments which potentially subject the BID to concentrations of credit risk consist principally of cash and cash equivalents and special assessments receivable. The BID's bank accounts at year-end were entirely covered by federal depository insurance or by collateral held by the BID's custodial banks under provisions of the Colorado Public Deposit Protection Act (PDPA).

Concentrations of credit risk with respect to special assessments are considered to be minimal because failure to pay may result in foreclosure and sale of the property being assessed (note 1(f)). Historically, uncollectible assessments have been minimal.

(f) Special Assessments

Special assessments are certified by the BID board of directors on or about December 15 each year. The assessment is transmitted to the City and becomes a perpetual lien on the property as of the date the assessment notices are mailed to the payers. The assessments are payable by the end of April. Delinquent payers are notified in August and tax sales of delinquent properties are held in November. Assessment collections are remitted by the City to the BID on a monthly basis.

At December 31, 2020, the BID board of directors had certified and levied assessments of \$6,707,035 for collection during 2021. This amount has been reflected in the accompanying balance sheet as assessments receivable and as deferred assessments revenue.

Downtown Denver Business Improvement District Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(g) Budgets

In accordance with the State Budget Law and the Business Improvement District Act, the BID prepares and submits an annual operating plan and budget to the City on or before September 30 each year for the ensuing year and following public notice, the BID conducts a public hearing prior to adopting the final budget and appropriating sums. The budgetary reporting basis is the same as the financial reporting basis, and the appropriation is set at the total fund-expenditures level.

(h) Property and Equipment

The BID capitalizes property and equipment with an initial cost, or fair value if donated, over \$5,000 and an estimated useful life of more than one year. Assets purchased for ownership by the City, the use of which benefits the BID, are not capitalized. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from three to ten years.

(i) Fund Equity

In the fund financial statements, governmental funds report restrictions of fund balance for amounts that are legally restricted by law or outside parties for use for specific purpose.

Restrictions for the District are recorded up to the maximum equity available in the fund balance and consist of:

Restricted for Emergencies

These restrictions are established to comply with TABOR. Recorded TABOR emergency reserves at December 31, 2020 are \$215,929.

Assigned fund balances, if any, are amounts the BID intends to use for specific purpose. Intent can be expressed by the Board of Directors or by an official to which the Board delegates authority. Restricted funds are considered to be spent first followed by assigned and unassigned, for an expenditure for which any could be used.

Fund Equity Assignments

Assignments of unrestricted fund balances indicate management's intention for future utilization of such funds and are subject to change with the board of director's approval.

The board has assigned an operating reserve for working capital and future capital expenditures, beginning with \$100,000, and adds annual contributions of 1% of the annual property assessment, which for 2020 was \$67,162. Expenditures applied to the cash flow and capital reserve in 2020 totaled \$0. At December 31, 2020, the assigned cash flow and capital reserve had a total balance of \$229,517.

(1) Summary of Significant Accounting Policies, Continued

(i) Fund Equity, Continued

The board has assigned an operating reserve for period maintenance. The BID makes a contribution to the periodic maintenance reserve annually to cover the costs for items and projects that do not happen annually but are recurring and then draws money from that reserve as necessary to fund specific projects. Contributions to the periodic maintenance reserve totaled \$142,500 in 2020 and were offset by expenditures of \$32,038. The assigned periodic maintenance reserve had a total balance of \$573,540 at December 31, 2020.

(j) Interfund Activity

Interfund activity is reported either as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payable as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

(k) Subsequent Events

The BID has evaluated subsequent events through March 4, 2021, the date the financial statements were available to be issued.

(2) Cash and Investments

Cash Deposits

The PDPA requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulators. Amounts on deposit in excess of federal insurance levels must be collateralized. The PDPA requires financial institutions to pledge collateral having a market value of at least 102% of the aggregate public deposits not insured by federal depository insurance. The eligible collateral is determined by the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool for all the uninsured public deposits as a group is to be maintained by another institution or held in trust. The market value of the collateral must be at least equal to the aggregate uninsured deposits. The State Commissioners for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools.

At December 31, 2020, the BID had bank deposits of \$1,802,985 covered by PDPA.

(2) Cash and Investments, Continued

Credit Risk

Colorado statutes specify investment instruments meeting defined rating and risk criteria in which local governments may invest, which include: obligations of the U.S. Treasury and U.S. agencies, obligations of the State of Colorado or of any county, school district, and certain towns and cities therein, notes or bonds secured by insured mortgages or trust deeds, obligations of national mortgage associations, and certain repurchase agreements and money market funds. The BID has not adopted a formal investment policy; however, it follows state statutes regarding investments.

Interest Rate Risk

In accordance with State statute, the BID manages its exposure to declines in fair values by investing operating funds in short-term securities, money market funds, or similar investment pools with a weighted average maturity of less than one year.

Fair Value

At December 31, 2020, the BID had \$179,670 invested in the Colorado Local Government Liquid Asset Trust (COLOTRUST) (the Trust), an investment vehicle established for local government entities in Colorado to pool surplus funds. The significant investment strategies of the Trust are to invest only in investments legally permitted under Colorado State Law, to minimize risk by managing portfolio investments to preserve principal and maintain a stable Net Asset Value (NAV), to manage portfolio investments in a way that ensures that cash will be available as required to finance Participants' operations, and to maximize current income to the degree consistent with legality, safety, and liquidity.

The State Securities Commissioner administers and enforces all State statutes governing the Trust. The Trust operates similarly to a money market fund and each share is equal in value to \$1.00. The Trust offers shares in two portfolios, COLOTRUST PRIME and COLOTRUST PLUS+. Both portfolios may invest in U.S. Treasury securities and repurchase agreements collateralized by U.S. Treasury securities. COLOTRUST PLUS+ may also invest in certain obligations of U.S. government agencies, highest rated commercial paper and any security allowed under CRS 24-75-601. The weighted average maturity is generally kept under 60 days.

A designated custodial bank serves as custodian for the Trust's portfolios pursuant to a custodian agreement. The custodian acts as safekeeping agent for the Trust's investment portfolios and provides services as the depository in connection with direct investments and withdrawals. The custodian's internal records segregate investments owned by the Trust. COLOTRUST is rated AAAm by Standard & Poor's and measured at Net Asset Value (NAV). There are no unfunded commitments, the redemption frequency is daily and there is no redemption notice period.

(3) Property and Equipment

Property and equipment, including changes thereto, were as follows during 2020:

	January 1, <u>2020</u>	Additions	Disposals	December 31, 2020
Street furniture and fixtures	\$ 442,537	11,500	—	454,037
Landscaping	3,810,263	68,269	-	3,878,532
Artwork	11,000	_		11,000
Total property and equipment	4,263,800	79,769	_	4,343,569
Less accumulated depreciation	(1,983,010)	(368,017)		(2,351,027)
Property and equipment, net	\$ <u>2,280,790</u>	(<u>288,248</u>)		<u>1,992,542</u>

(4) Related Party

The BID contracts with a related party, the Downtown Denver Partnership, Inc. (DDP) to manage and account for its operations under the terms of an annual agreement. During 2020, the BID paid DDP \$2,638,849 for these services.

(5) Intergovernmental Agreement

The BID and the City provide services and other benefits to one another pursuant to the terms of an annual intergovernmental agreement. During 2020, the BID paid \$67,162 to the City for certain billing, collection, security and other services, and the BID was paid \$469,456 by the City in lieu of special assessment of certain property belonging to the City within the special assessment district boundaries.

(6) Reconciliation of the Governmental Funds Balance Sheet and the Statement of Net Position

Amounts reported in the statement of net position at December 31, 2020 are different	fferent because:
Fund balance of Governmental Funds	\$ 1,868,616
Capital assets used in governmental activities are not financial resources	
and, therefore, are not reported in the Governmental Funds	1,992,542
Total net position	\$ <u>3,861,158</u>

Downtown Denver Business Improvement District Notes to Financial Statements, Continued

(7) Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of the Governmental Funds to the Statement of Activities

\$ 227,149

(288, 248)

\$ (61,099)

Year ended December 31, 2020:

Net change in fund balance - Governmental Funds

Amounts reported for *governmental activities* in the statement of activities are different because:

The Governmental Funds report capital outlays as expenditures. However in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital additions of assets were less than depreciation in the current year.

Change in net position of Governmental Activities

(8) "TABOR" Amendment

Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer's Bill of Rights (TABOR) contains tax, spending, revenue and debt limitations, which apply to the State of Colorado and all local governments.

The amendment also requires the maintenance of an emergency reserve equal to at least 3% of fiscal year spending. Fiscal Year Spending limitations are computed based on the prior year's spending adjusted for inflation and local growth. Revenue in excess of the limit must be refunded unless voters approve its retention.

In November 2011, voters approved a ballot issue to authorize the BID to collect, retain and expend for public purposes the full amount received by the BID from any revenue source except assessments, notwithstanding any spending, revenue raising or other limits, including this amendment. Assessments not to exceed \$3,400,000 were approved for 2003 with subsequent increases not to exceed inflation plus local growth. The BID's management believes it is in compliance with the provisions of TABOR. However, TABOR is complex and subject to interpretation. Many of the provisions, including the interpretation of how to calculate Fiscal Year Spending limits will require judicial interpretation.

(9) Risk Management

The BID is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The BID purchases commercial insurance for risks and loss in excess of deductible amounts. Settled claims have not exceeded this coverage in any of the past five fiscal years.

Downtown Denver Business Improvement District Notes to Financial Statements, Continued

(10) Lease

The BID entered into a lease arrangement for office space located in Denver, Colorado that expires January 2028. The BID's estimated future minimum lease payments under this operating lease as of the years ending December 31 are:

2021	\$ 118,490
2022	122,101
2023	125,713
2024	129,325
2025	132,937
Thereafter	360,319
Total minimum lease payments	\$ 988.885

Total rent expense for the BID is covered in its operating agreement with DDP and totaled \$114,878 for 2020. See note 4.

DOWNTOWN DENVER BUSINESS IMPROVEMENT DISTRICT

AMENDED BYLAWS

Preamble

These bylaws are adopted pursuant to the laws of the State of Colorado and the ordinances of the City and County of Denver. In the event of a direct conflict between these bylaws and state law or city ordinance, the state law or city ordinance shall govern.

Article I

General

Section 1. The name of the district shall be the "Downtown Denver Business Improvement District", also known as the "Downtown Denver BID" or the "Downtown BID".

Section 2. The office of the Downtown BID Shall be located within the boundaries of the Downtown BID at such place as the board of directions shall, by resolution, determine.

Article II

Directors and Officers

Section 1. There shall be the number of directors provided by the ordinance of the City and County of Denver on the board of directors of the Downtown BID (Board).

Section 2. A vacancy on the board occurs when a director ceases to be an elector of the Downtown BID, resigns, is removed from office as provided by law, or dies.

Section 3. A vacancy on the board shall be filled in the manner provided by law.

Section 4. There shall be a chair, a vice-chair, a secretary and a treasurer of the board who shall be officers of the Downtown BID. The office of secretary and treasurer may be filled by one person. The board may appoint an assistant secretary who need not be a member of the board.

Section 5. Officers shall be elected annually by the board at the first regular meeting of the fiscal year and shall serve a term of one year or until their successor is elected.

Section 6. The chair shall preside at all meetings of the board and the Downtown BID, shall sign all documents on behalf of the Downtown BID upon approval by the board, and shall have such other duties as the board may direct. The chairman shall appoint such committees and task forces as are authorized by the board.

Section 7. The vice-chair shall perform the duties of the chair in the absence of the chair or in the event of the chair's inability or refusal to act and shall have such other duties as the board may provide.

Section 8. The secretary shall keep a record of all proceedings, minutes of meetings, certificates, contracts, and corporate acts of the board and shall be custodian of the seal of the Downtown BID which shall be affixed to all contracts and instruments authorized by the board.

Section 9. The treasurer shall keep permanent records containing accurate accounts of all money received by and disbursed on behalf of the Downtown BID and shall make all required reports. The treasurer shall have the care and custody of all Downton BID moneys and shall deposit such moneys in the manner provided by law and as authorized by the board.

Section 10. The board may provide such additional duties for any officer as it deems necessary.

Section 11. A vacancy in any office shall be filled by the board at its next regular meeting for the remainder of the unexpired term.

Section 12. Directors and officers shall receive no compensation for their service but may be reimbursed for expenses incurred in the performance of their duties in the manner provide by the board by resolution.

Section 13. Directors shall disclose and act on potential conflicts of interest as required by Colorado law, including C.R.S. 18-8-308; 24-18-109; 24-18-110; and 24-18-201 to 206. Directors shall disclose potential conflicts of interest in writing at least 72 hours before a meeting of the Board in which the conflict will arise. Such disclosure is to be made to the Board Secretary (or Manager on behalf of the secretary), and to the BID's attorney's office. At the start of the Board's discussion, the Director will verbally disclose the potential conflict, not attempt to influence the decision of other Board members, and shall not vote on the matter.

Article III

Personnel and Management

Section 1. The Downtown BID may employ such personnel or contract for such services as it deems necessary to exercise its powers and perform its duties and function. The terms and conditions of such employment or contracts, together with the duties to be performed, shall be determined by the board in conformance with the law.

Article IV

Meetings

Section 1. The regular meeting of the board shall be held monthly on a recurring designated day of the month and regular time, with such day and time determined by the board at the end of each calendar year for the next calendar year. The selected day and time for the regular meeting for any given month may be changed by vote of the board, and the posting of corresponding notices as required by Colorado law. Meeting shall be held at the BID office unless otherwise noticed in advance in accordance with Colorado law. If the regular meeting date falls on a legal holiday, the regular meeting shall be held on the next succeeding business day at the same time and place.

Section 2. The chairman or any two members of the board may call a special meeting of the board upon at least twenty-four hours' written notice to each member. Such notice shall state the purpose for which such special meeting is called.

Section 3. Public notice of all meetings of the board shall be given as provided by law and shall contain the date, time, place and type of meeting, and specific agenda information where possible. Public notice of any meeting shall be posted at least twenty-four hours in advance at such public place or places as the board may designate annually at its first regular meeting in the fiscal year.

Section 4. A majority of the directors in attendance shall constitute a quorum of the board for the purpose of conduction its business, but a smaller number may adjourn from time to time until a quorum is obtained. Directors may attend any meeting in person or by a telephonic connection, but any such connection shall permit any director no attending in person to hear all discussion concerning any item upon which action is to be taken and shall permit all persons in attendance to hear the director attending by telephone.

Section 5. When a quorum is in attendance, action may be taken by the board upon an affirmative vote of a majority of the directors in attendance, but a majority of all directors shall be required to approve the annual budget and operating plan, to approve budget and appropriation resolutions and certification of mill levies and special assessments, to elect officers, to amend the bylaws, and to approve any contracts or agreements that are in excess of one percent (1%) of the approved DDBID Budget of the concurrent Fiscal Year of said contract or agreement.

Section 6. Voting on all questions except election of officers shall be by a roll call vote which shall be entered into or appended to the minutes of the meeting. Election of officers shall be by secret ballot. No director may abstain from voting except in the case of a conflict of interest which has been disclosed as provided by law. No proxy voting shall be permitted.

Section 7. All meetings of the board for any purpose whatsoever shall be open to the public except that the board may go into executive session in the manner and for purposes provided by law.

Section 8. Action on any item shall be taken only at a regular or special meeting by motion or by resolution. Resolutions shall be used for all actions of a general and permanent nature, shall be in writing, shall, upon adoption, be authenticated by the secretary, and shall be contained in a well-bound book, properly indexed. All motions shall be set forth in the minutes of the meeting. Resolutions and motions shall become effective on the day of adoption unless otherwise stated.

Section 9. All meetings of the Board for any purpose whatsoever shall be open to the public; provided, however, that this section shall not limit the authority of the Board to enter into executive session as allowed by law.

The procedures to enter into an executive session are presented below: (This is only a summary, consult the attorney for the BID as questions arise.)

During an open meeting:

1. Announce the detailed topic and legal authority for the Executive Session – the announcement must cite the specific law that allows the session (see the list a-h below). If the topic is not on the list, the Board is prohibited from entering the executive session.

2. Board vote – need 2/3 vote of quorum present in favor of the session.

3. Exclude public and all others.

4. Record the executive session discussions electronically – keep the recording secret unless ordered otherwise by a court or the Board consents. No recording is required if the topic is an individual student or is attorney-client privileged (attorney must be present and must state on the record or attest that the discussion is privileged).

5. THE BOARD MUST TAKE NO ACTION, NO VOTE, NO DECISION IN EXECUTIVE SESSION.

6. Come out of executive session back into public session.

7. Complete the meeting.

Later...

a. If required for an attorney-client matter, have the attorney sign an attestation concerning the content of the session.

b. DESTROY EXECUTIVE SESSION RECORDING AFTER 90 DAYS UNLESS NEEDED FOR COURT.

The allowed purposes for an Executive Session are listed in §24-6-402(4), C.R.S.

a. Purchase, acquire, lease, transfer or sale of real, personal or other property interest, but not to conceal a conflict of interest.

b. Consult or receive advice from attorney on specific legal questions.

c. Confidential items per federal or state law, rules, regulations. Cite the statute or rule before session begins.

d. Security details – investigations – defenses against terrorism or to prevent disclosing items that could be used to commit crime or avoid prosecution.

e. Develop negotiating positions, strategy, or instruct negotiators.

f. Personnel matters, except about directors, an elected official, board appointments, general personnel policies, one employee if the employee requests an open meeting or if more than one employee is involved, then all request open meeting, or a hearing covered by the Teacher Empl. Comp. and Dism. Act of 1990.

g. Documents to be kept secret according to the Colorado Open Records Act (such as medical information; confidential commercial data; names, addresses, and financial information about users of District facilities or services).

h. Discussions of individual students.

Article V

Fiscal Matters

Section 1. The fiscal year of the Downtown BID shall be the calendar year.

Section 2. The board shall establish limits on the check writing authority of officers, employees, and agents of the Downtown BID, but two signatures shall be required on all checks between Ten_Thousand and No/100 Dollars (\$10,000.00) and Twenty-Five Thousand and No/100 Dollars (\$25,000). One of the signatures shall be a board member for checks over <u>Fifty Thousand and No/100</u> Dollars (\$50,000.00) and over. The order of preference for board member signature is as follows: 1. Treasurer, 2. Chair, and 3. Secretary.

Section 3. The board may authorize an officer, employee, or agent of the Downtown BID to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Downtown BID. Any such authorization shall specify the particular contract or instrument, or the category of contracts or instruments, so authorized.

Section 4. No load or advance shall be made or contracted on behalf of the Downtown BID and no note, bond, or other evidence of indebtedness shall be executed or delivered in its name except in the manner provided by law and as authorized by the board.

Article VI

Amendments

Section 1. These bylaws may be amended or repealed, and new bylaws adopted, by the board at any regular or special meeting subject to the requirements of Section 5 Article IV of these bylaws.

Article VII

Indemnification

Section 1. The Downtown BID shall indemnify any director, officer, employee, or agent or any former director, officer, employee, or agent for any expense actually incurred in connection with any action, suite, or proceeding or for any loss or claim resulting from any such action, suit, or proceeding in which such person has been made a party by reason of being or having been such director, officer, employee, or agent, including any matter as to which such person is adjudged to be liable in such action, suite, or proceeding except for such person's willful and wanton acts or omissions in the performance of official duties.

Section 2. The Downtown BID is authorized to obtain such policy or policies of insurance for the purpose of providing such indemnification and for such other purposes as the board deems necessary.

Section 3. The indemnification provided in this article does not constitute a waiver, either partial or complete, of any immunities or limitations on judgments provided by law with respect to the Downtown BID or its directors, officers, employees, or agents.

Adopted by the Board of Directors of the Downtown Denver Business Improvement District this 3^{rd} day of September, 1992, and amended this 3^{rd} day of June, 2018.

Chair of the Board

Attest:

Secretary



2021 DDBID Actions – as of September 27, 2021– copies of the meeting minutes available upon request:

January 2021:

- Approval of December 3, 2020, Minutes.
 - Approve the officer slate for 2021: Sandrena Robinson, Chair Jennifer Hallinan DeLeon, Vice Chair Jodi Janda, Secretary Bahman Shafa, Treasurer
- Approved Resolution 21-01 Annual Administration Resolution.
- Approved an extension of an Agreement between the DDBID and Allied Universal Security to accommodate an RFP schedule. Extension through August 2021.
- 2021 Maintenance Agreement Addendum to update the exhibit regarding rates to perform additional services.
- Approved a contribution from the DDBID to contribute \$12,500 to the COVID-19 5-Star Program to support restaurants so they may operate in higher capacity.

February 2021:

- Approval of the January 7, 2021, Minutes
- Approval of DDBID Mall landscape with CreativExteriors for Mall planter summer color. Approval of DDBID Off-Mall landscape with CreativExteriors for summer color for planters.
- Approval of maintenance of all Off-Mall Planters.

March 2021:

- Approval of the February 4. 2021. Minutes.
- Review and Acceptance of the 2020 BID Audit.
- Approved extension of the waiver of fees for Mall sidewalk cafes and vendors to May 31, 2021.

April 2021:

- Approval of the March 4, 2021, Minutes.
- Approved a letter of support from the BID Board in support of a grant application to US Forest Service to support the Urban Forest Initiative.
- Approved a resolution setting a public hearing to amend the BID 2020 Budget at the May 6, 2021, meeting to reflect audit accepted by the Board in March.

May 2021:

• Approval of the April 1, 2021, Minutes.

- Approved an extension of the waiver of fees for Mall sidewalk cafes and vendors through June 30, 2021; and implementing a reduced discount to 75% from July 1-September 30, 2021; shifting to 50% discount October 1 through December 31st, 2021.
- Held a Public Hearing regarding a proposed final amendment of the 2020 BID Budget.
- Approved a Resolution 21-04 amending the 2020 BID Budget.
- Approved Resolution 21-03, Presenting Petitions to the City Council of the City and County of Denver and Requesting City Council to Approve the Continuation of the Downtown Denver Business Improvement District.

June 2021:

• Approval of the May 6, 2021, Minutes.

July 2021:

• Approval of the June 3, 2021, Minutes.

August 2021:

- Approval of the July 6, 2021, Minutes.
- Approved of an Agreement to Provide Maintenance Services for Wynkoop Plaza at Denver Union Station.
- Approval of an Agreement with Subcontractor between DEBID and CSGII, LLC to perform the maintenance work at Wynkoop Plaza at DUS.
- Approval of a Resolution setting a Public Hearing on the Proposed 2022 DDBID Budget for October 7, 2021, and for the provision of publication of Public Notice in September.

September 2021:

- Approval of the August 5, 2021, Minutes.
- Approval of the Preliminary 2022 Budget and Operating Plan so it may be submitted to the City pursuant to September 30th deadline.
- Approval of Resolution approving an Intergovernmental Agreement for the Colorado Special Districts Property and Liability Pool Approval.

#

Downtown Denver Business Improvement District Board of Directors

2021

Sandrena B. Robinson

LBA Realty, General Manager Denver Place 999 18th Street, Suite 210 Denver, CO 80202 303-243-3820 w 303-808-8257 m srobinson@lbarealty.com

Office Property

Chair 2nd term, expires 12/31/2022

Jennifer L. Hallinan DeLeon

Hines, Senior Property Manager 1125 17th Street, Suite 850 Denver, CO 80202 720-235-3050 w Jennifer.Hallinan@hines.com

B-5 Property Vice Chair

1st term, expires 12/31/2021

Bahman Shafa

Focus Property Group, CEO 3000 Lawrence St. Denver, CO 80205 303-296-7550 ext. 11 w 303-324-0199 m shafa@focuscorporation.com

Unimproved Property

Treasurer 2nd term, expires 12/31/2021

Jodi L. Janda

Jones Lang LaSalle, Vice President Senior General Manager Independence Plaza 1050 17th Street, Suite 1650 Denver, CO 80265 303-534-6611 w 303-886-7074 m Jodi.Janda@am.jll.com

Large Property Secretary

1st term, expires 12/31/2022

Austin Kane

Unico Properties LLC Vice President, Regional Director 1660 Lincoln Street, Suite 2250 Denver CO 80264 720-486-0630 w 303-807-8172 m austink@unicoprop.com

Retail

2nd term, expires 12/31/2021

David Kaufman

910 Associates, Inc., Manager/Co-owner 910 16th Street, Suite 500 Denver CO 80202 303-825-1887 w 720-341-4803 m dkaufman@universitybldg.com

Small Property 2nd term, expires 12/31/2021

Jon Buerge

Urban Villages Inc. Chief Development Officer 1530 16th Street, Suite 350 Denver, CO 80202 720-904-0928 w 303-619-9959 m jon.buerge@urban-villages.com

B-7 Property

2nd term, expires 12/31/2021

Ron Fano

Spencer Fane LLC 1700 Lincoln Suite 2000 Denver CO 80203 303-839-3820 w 303-839-3838 f

<u>rfano@spencerfane.com</u> Legal Advisor

No term

2021 Downtown Denver BID Board Attendance												
Board Members	Jan.	Feb.	Mar.	April	Мау	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Sandrena Robinson Chair	Present											
Jennifer Hallinan Deleon Vice Chair	Present	Excused	Present									
Bahman Shafa Treasurer	Present	Present	Present	Excused	Present	Present	Present	Present	Present			
Jodi Janda Secretary	Present											
David Kaufman	Present	Present	Present	Present	Present	Present	Excused	Present	Present			
Austin Kane	Present	Present	Present	Present	Present	Present	Excused	Present	Present			
Jon Buerge	Excused	Present										

** = seat vacant

**** = Excused absence / Maternity leave



High Frequency

August 18, 2021

Summary Page 1 of 2 – August 18

- Downtown Denver users are increasing significantly as economic activity returns. Looking at the month of July, average daily downtown users are getting closer to pre-pandemic levels with July 2021 seeing an average of 193,000 users each day, 77% of pre-pandemic June 2019 levels and much improved from July 2020 when downtown saw only 98,000 users a day. The first half of July was especially busy, with events including the Fourth of July celebrations and the MLB All Star game/festival, with three days of over 250,000 people enjoying downtown. However, the first half of August has been a bit slower, with an average of 178,000 people in downtown each day, likely due to the unusually hot and smokey weather and the Delta variant once again impacting consumer preferences.
- We can now compare six months of data from DDP's Downtown User Forecast to real numbers. Each month, the average daily activity in downtown is increasing, and outperforming our forecast. In January 2021, an average of 85k people were downtown each day rising to 94k in February, 102k in March, 123k in April, 145k in May, 183k in June, and 193k in July. While July's total still significantly outperformed our forecast, the rate of month over month increase slowed in July.
- **Google movement data** for Denver shows that people are still spending more time at home than they did pre-covid. Currently, Denverites are spending 6% more time at home than the pre-pandemic baseline. This is an improvement from November through February when time spent at home increased during the coronavirus surge, however time spent at home has been steady at 5%-6% above pre-pandemic baseline for all of June, July, and August. The return to office of the weekday worker has also stalled. After a few weeks of improvement in May, visits to workplaces on Wednesdays are stuck at -41% from pre-pandemic baseline.
- Mobility and commuting trends and preferences is something DDP is monitoring closely as we welcome more employees and visitors to downtown. Currently, visits to transit stations are still low, but trending up and are much closer to their pre-pandemic baseline on the weekends vs. weekdays. Weekday traffic congestion is still lower 2019 levels, but is getting closer to the pre-pandemic norm, especially in the middle of the week.
- Restaurant diner data shows a strong return to restaurant dining in Denver, with July visits to restaurants down only 8% from prepandemic levels. So far in August, restaurant dining is down to 13% below pre-pandemic levels, a trend seen across many cities as the Delta variant spreads. Data showed that seated diners were returning to restaurants in Denver at a faster rate than the United States and *all* peer US cities in the months of July 2020 – October 2020, and while Denver still outperforms many peer cities, August data shows Denver is currently behind Nashville, Austin, Dallas, and Phoenix in return to restaurant dining.

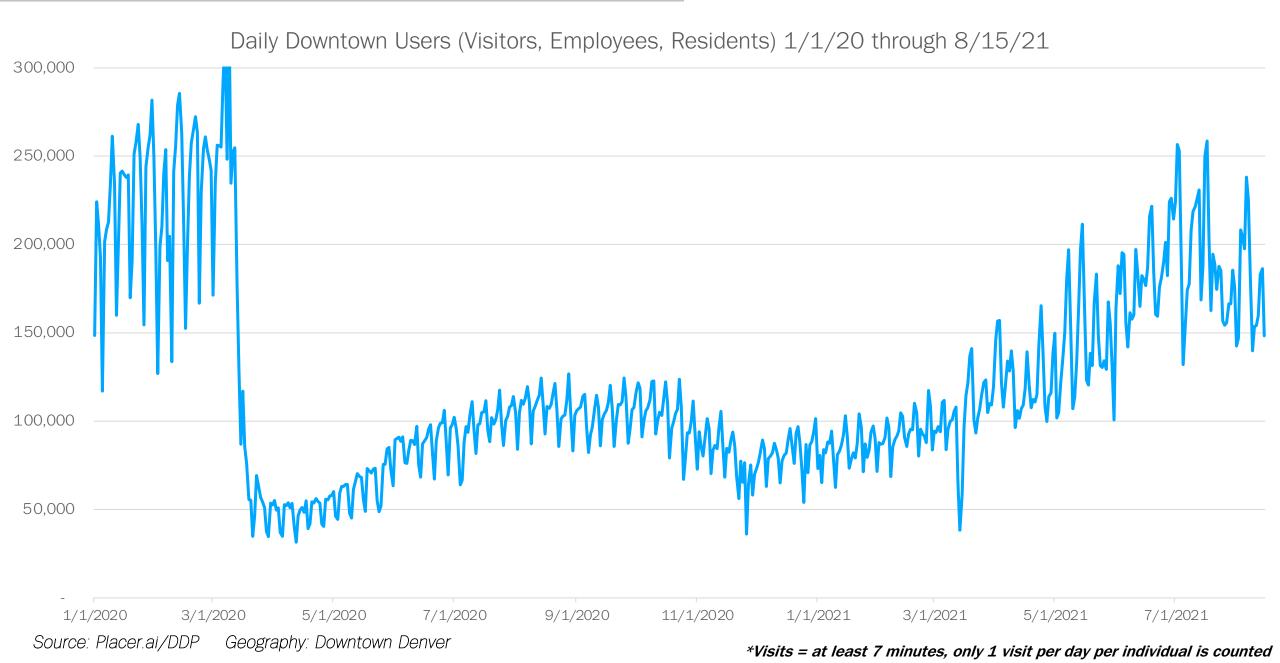
Summary Page 2 of 2 – August 18

- Downtown Denver hotels remain below normal levels of occupancy, but the latest data from recent months shows signs of accelerating recovery with occupancy at 65% in June. After steady improvements in occupancy from April through October 2020, November 2020 through January 2021 occupancy levels were stuck at around 27%. However, each month since February 2021, occupancy has improved, from 35% in February, 40% in March, 44% in April, 53% in May, and 65% in June. Anecdotally, downtown hotels report weekend occupancy is close to pre-pandemic normal, while weekday occupancy remains low. This reflects the fact that leisure travel returned before business travel and conventions, although that is projected to increase later in the year. We expect July hotel data to be strong due to events including the All Star Game.
- Unemployment in the State of Colorado was 6.2% in June, on par with the US rate of 5.9% both of which have been basically stuck at this level since September. State level unemployment data for July will be released later this week.
- Unemployment in the Denver Metro Area was 6.3% in June, also stuck like the Colorado and US rates. When looking at the top 30 largest metros by labor force, Denver has one of the higher unemployment rates. In January 2020, Denver's unemployment rate was one of the lowest among large metros at 2.7%.

When looking at the top 30 metros by labor force, Denver had fourth fastest growing labor force from January 2020 to June 2021 and is one of only ten metro areas with a growing labor force. From January 2020 to June 2021, the Denver Metro area has added 36,000 people to our labor force. Taken together – we would rather have a higher unemployment rate and a growing labor force than the other way around!

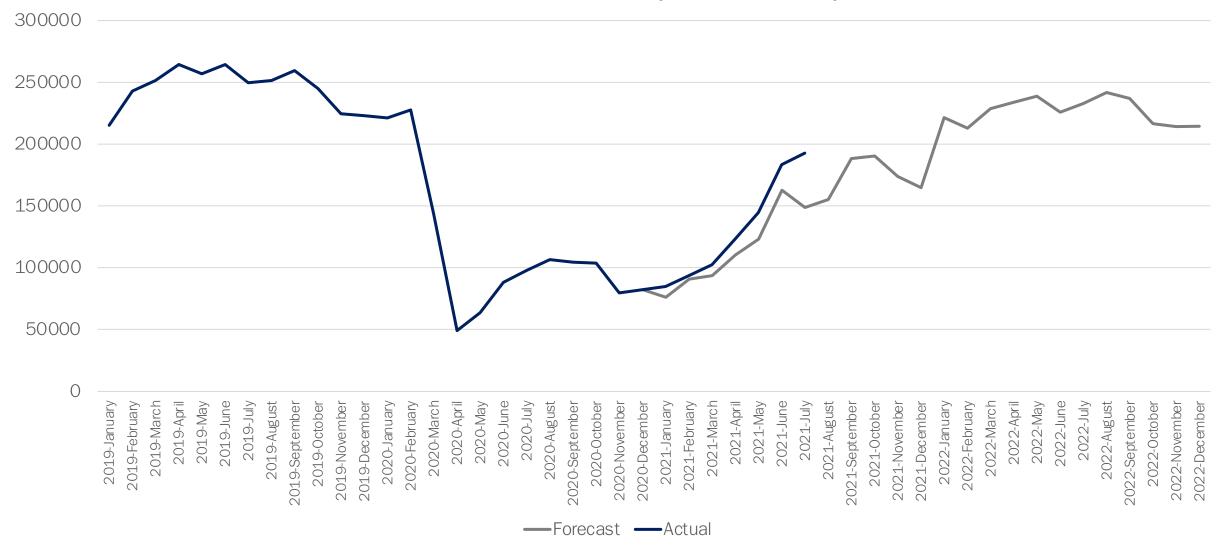
• Population growth and migration are hard to measure in real time, but we have identified a few leading indicators of population growth – and the data suggest Denver's population continues to grow. As mentioned in the prior bullet, Denver's labor force is growing, suggesting both population growth and continued attachment to the labor market by Denver residents. LinkedIn data shows Denver continues to be in the top cities for population gain – although recent months' data shows Denver's rank has fallen a bit. After being in the top five cities for population gain every month since January 2020, June, July and August reports find Denver at number 7.

Are people returning to Downtown Denver?



Are people returning to Downtown Denver?

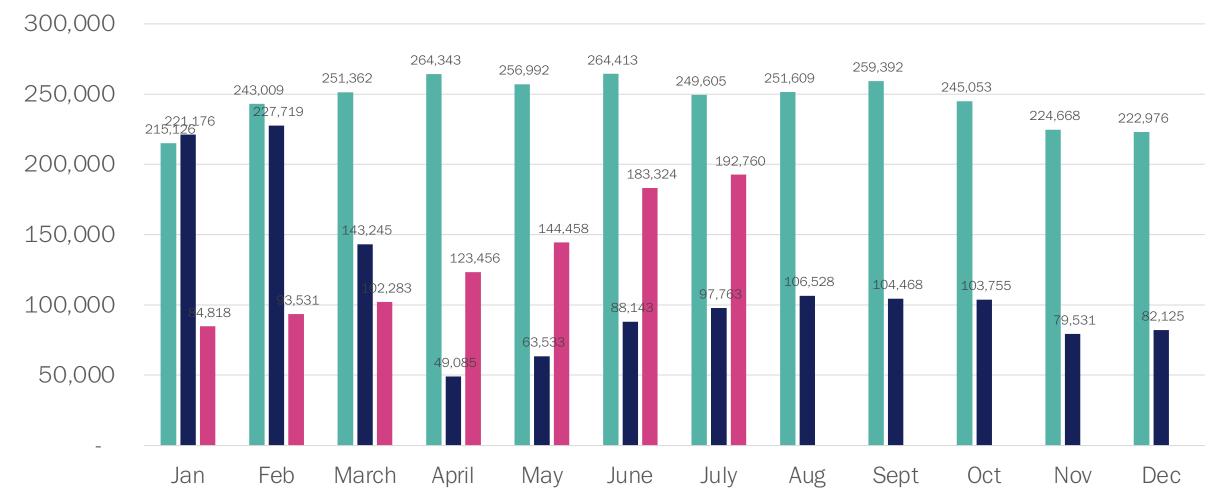
Forecasted vs. Actual Monthly Downtown Activity



NOTE: this forecast was created in mid-January 2021 by DDP with the latest information available at the time. In these High Frequency updates, we will report actual monthly user data as time goes on to see how the forecast matches reality. For full forecast see next slide and/or visit this link - <u>2021 & 2022 Downtown User Forecast</u>

How does downtown activity compare to pre-pandemic levels?

Average Daily Downtown Users (employees + visitors + residents)



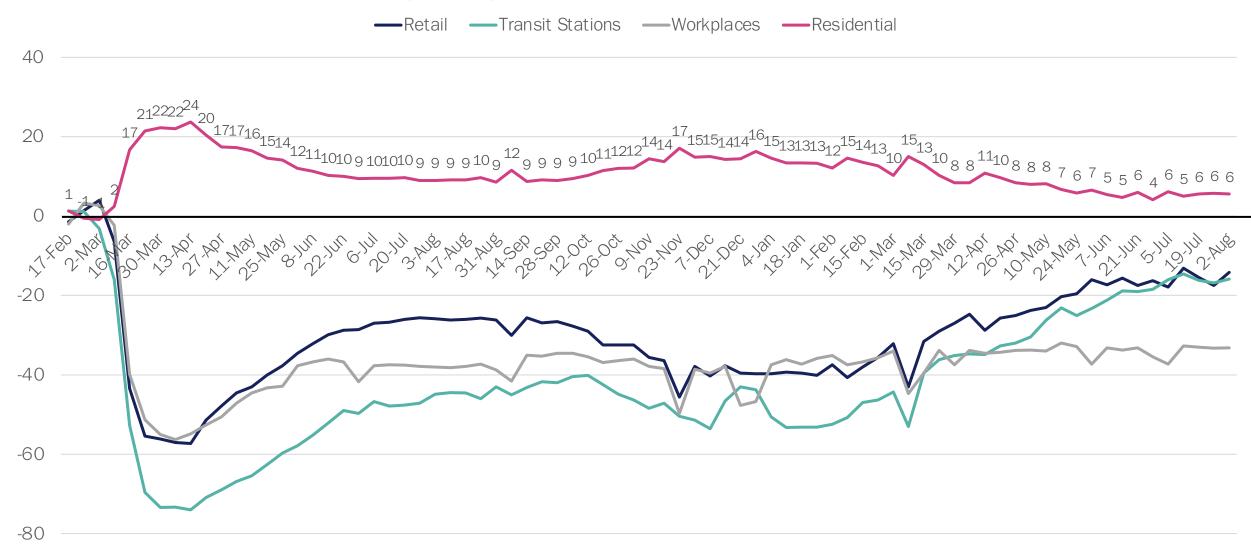
■2019 ■2020 ■2021

Source: Placer.ai/DDP Geography: Downtown Denver

*Visits = at least 7 minutes, only 1 visit per day per individual is counted.

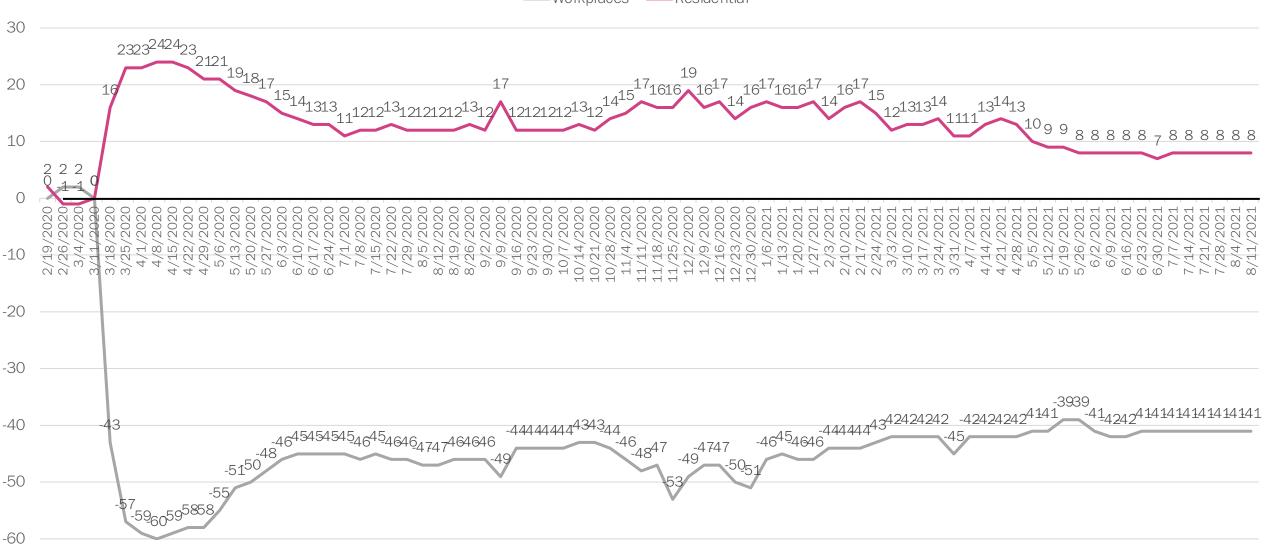
Google Visit Data: Where are people spending their time?

Weekly Average Change in Visits (from January/February 2020 baseline)



Google Visit Data: Are weekday workers returning to the office?

Wednesday Only – Average Change in Visits (from January/February 2020 baseline)

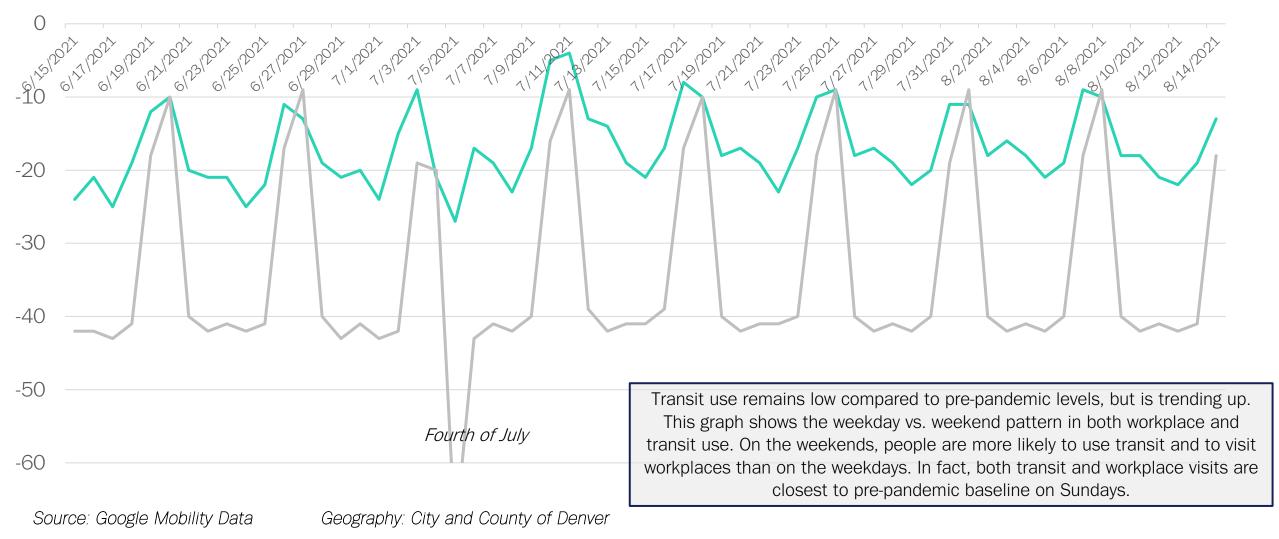


Source: Google Mobility Data Geography: City and County of Denver

Google Visit Data: How has COVID-19 changed mobility patterns?

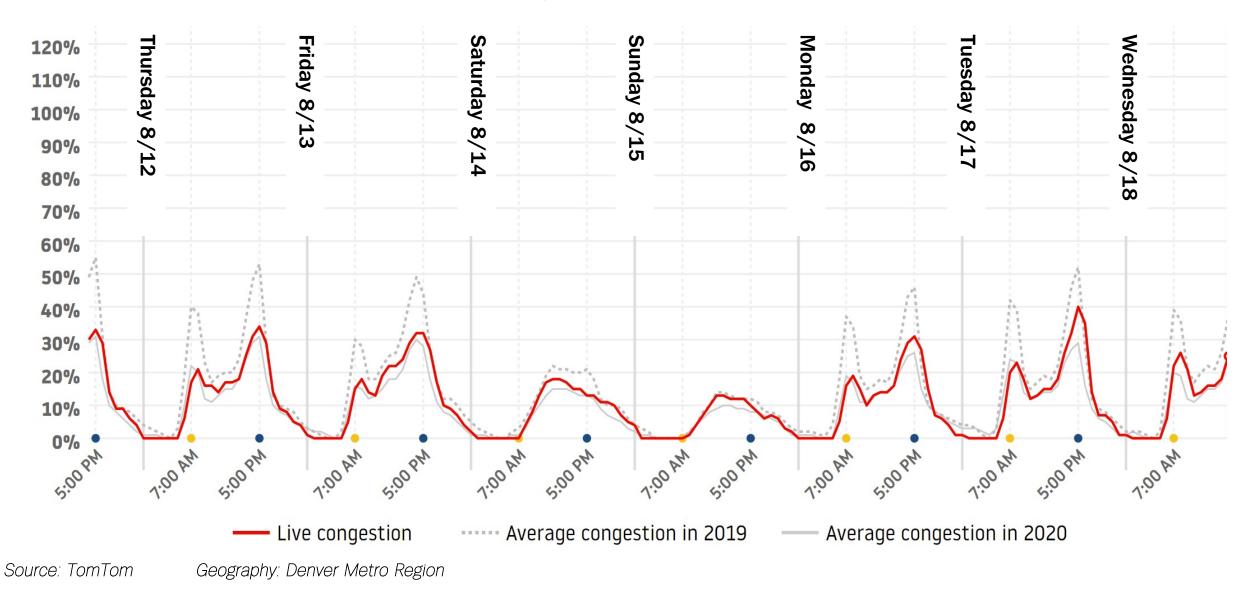
Google Transit Station Visits - Change from Jan/Feb 2020 baseline – trends over the past two months

-Transit Stations ----Workplaces



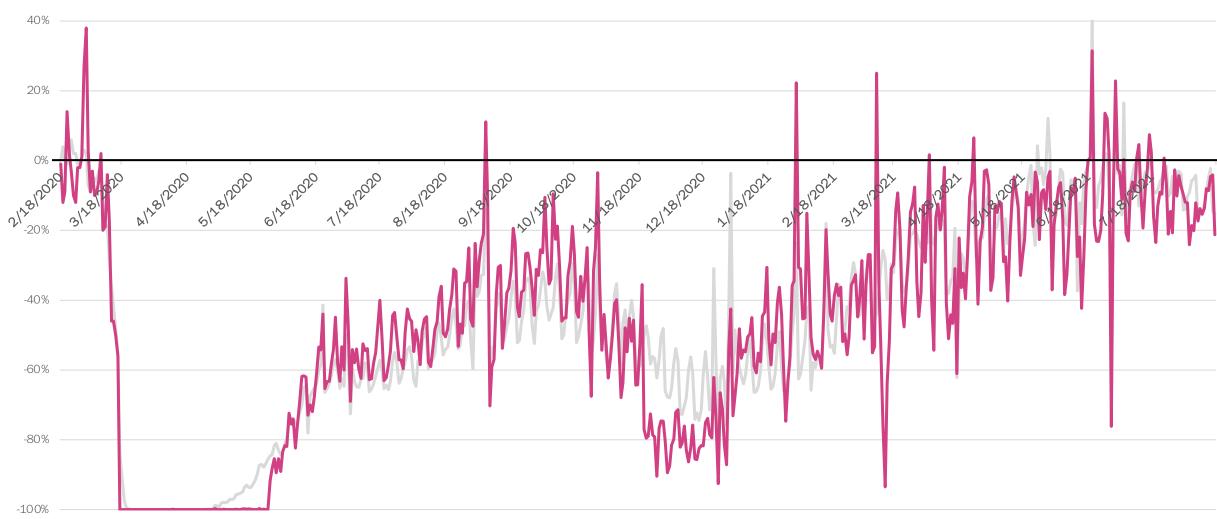
Is traffic getting worse yet?

Hourly Traffic Congestion Level, past 7 days



How quickly are people returning to restaurant dining?

Daily Change in Seated Diners from Pre Pandemic Level (2019 v 2020/2021)

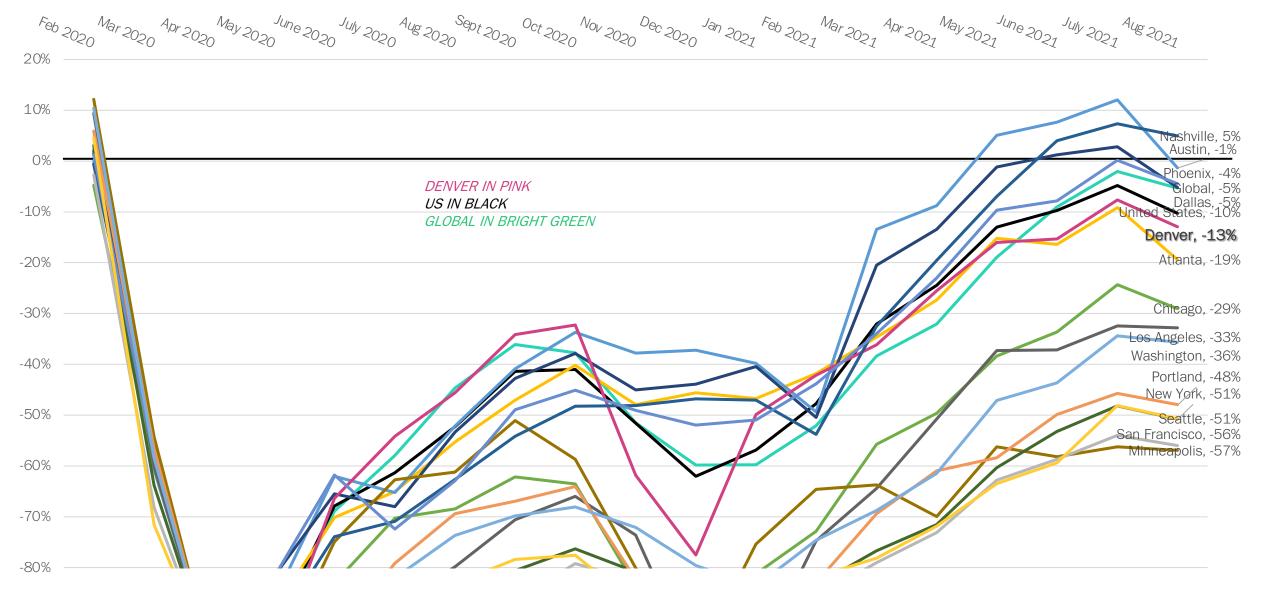


Source: Open Table State of the Industry

Geography: City of Denver and US

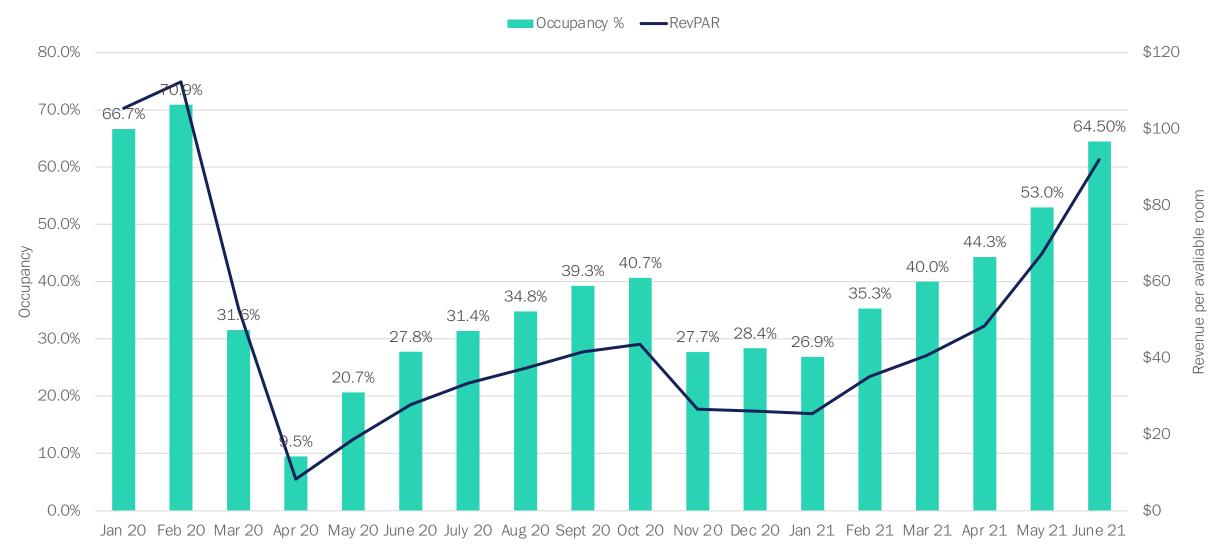
Restaurant dining - how does Denver compare to other cities?

Monthly Average of Daily Change in Seated Diners from Pre Pandemic Level (2019 v 2020/2021)



Is the Downtown Denver hotel market recovering?

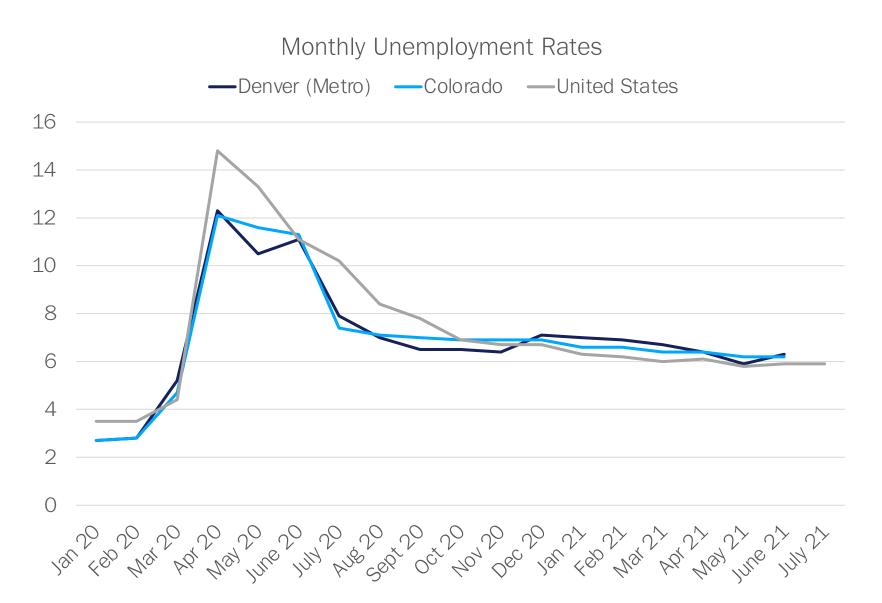
Downtown Denver Hotel Market Trends



Source: Rocky Mountain Lodging Reports

Geography: Downtown Denver

Unemployment Rates by Geographic Area



Unemployment Rates by Month								
	Denver (Metro)	Colorado	United States					
Jan 20	2.7	2.7	3.5					
Feb 20	2.8	2.8	3.5					
Mar 20	5.2	4.7	4.4					
Apr 20	12.3	12.1	14.8					
May 20	10.5	11.6	13.3					
Jun 20	11.1	11.3	11.1					
Jul 20	7.9	7.4	10.2					
Aug 20	7.0	7.1	8.4					
Sept 20	6.5	7.0	7.8					
Oct 20	6.5	6.9	6.9					
Nov 20	6.4	6.9	6.7					
Dec 20	7.1	6.9	6.7					
Jan 21	7.0	6.6	6.3					
Feb 21	6.9	6.6	6.2					
Mar 21	6.7	6.4	6.0					
Apr 21	6.4	6.4	6.1					
May 21	5.9	6.2	5.8					
June 21	6.3	6.2	5.9					
July 21			5.9					

Top 30 metro areas sorted by unemployment rate

			June 2021	Jan 2020 to June 2021
Metro	Jan 2020 Labor Force	June 2021 Labor Force	Unemployment Rate	Labor Force Change
Atlanta-Sandy Springs-Roswell	3,138,667	3,131,612	4.5	-0.2%
Minneapolis-St. Paul-Bloomington	2,035,520	1,990,536	4.5	-2.2%
Charlotte-Concord-Gastonia	1,374,554	1,376,254	4.7	0.1%
Austin-Round Rock	1,262,235	1,276,975	4.8	1.2%
Detroit-Warren-Dearborn	2,151,704	2,037,999	4.8	-5.3%
Boston-Cambridge-Nashua	2,802,740	2,768,512	5	-1.2%
Portland-Vancouver-Hillsboro	1,331,265	1,347,508	5.1	1.2%
Tampa-St. Petersburg-Clearwater	1,576,571	1,644,177	5.2	4.3%
St. Louis	1,477,439	1,468,082	5.3	-0.6%
Kansas City	1,143,202	1,188,350	5.4	3.9%
Seattle-Tacoma-Bellevue	2,202,203	2,185,328	5.5	-0.8%
Cincinnati	1,134,193	1,110,341	5.5	-2.1%
Washington-Arlington-Alexandria	3,507,291	3,374,003	5.6	-3.8%
San Antonio-New Braunfels	1,208,585	1,224,174	6	1.3%
Dallas-Fort Worth-Arlington	4,022,149	4,055,121	6	0.8%
Orlando-Kissimmee-Sanford	1,372,128	1,332,054	6	-2.9%
San Francisco-Oakland-Hayward	2,571,019	2,455,519	6	-4.5%
Miami-Fort Lauderdale-West Palm Beach	3,185,425	3,130,342	6.2	-1.7%
Denver-Aurora-Lakewood	1,679,189	1,714,845	6.3	2.1%
Pittsburgh	1,209,116	1,178,209	6.3	-2.6%
Baltimore-Columbia-Towson	1,532,953	1,483,313	6.3	-3.2%
Phoenix-Mesa-Scottsdale	2,531,058	2,603,363	6.6	2.9%
Philadelphia-Camden-Wilmington	3,162,432	3,085,515	6.9	-2.4%
San Diego-Carlsbad	1,577,148	1,527,270	7	-3.2%
Houston-The Woodlands-Sugar Land	3,455,439	3,414,417	7.4	-1.2%
Riverside-San Bernardino-Ontario	2,097,727	2,089,866	7.9	-0.4%
New York-Newark-Jersey City	10,022,874	9,813,425	8	-2.1%
Chicago-Naperville-Elgin	4,783,174	4,805,558	8.5	0.5%
Los Angeles-Long Beach-Anaheim	6,819,700	6,644,391	9.5	-2.6%
Las Vegas-Henderson-Paradise	1,173,861	1,135,718	9.6	-3.2%

Source: BLS Geography: Metro Areas

Top 30 metros sorted by pre-pandemic to current labor force growth

			June 2021	Jan 2020 to June 2021
Metro	Jan 2020 Labor Force	June 2021 Labor Force	Unemployment Rate	Labor Force Change
Tampa-St. Petersburg-Clearwater	1,576,571	1,644,177	5.2	4.3%
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Detroit-Warren-Dearborn	2,151,704	2,037,999	4.8	-5.3%

Source: BLS Geography: Metro Areas

Is talent still moving to Denver?

	LinkedIn Monthly Workforce Reports																			
	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021	April 2021	May 2021	June 2021	July 2021	Aug 2021
Denver's Population Gain per 10,000 Members	83	79	79	83	82	82	81	80	78	78	78	77	78	77	73	67	64	65	60	66
Denver's Population Gain Rank	4	4	4	3	4	5	5	5	5	5	4	4	4	4	4	5	6	7	7	7
Top 5 Cities for Population Gain		Austin, Nashville, Charlotte, Denver, Seattle		Austin, Charlotte, Denver, Seattle, Tampa	Austin, Charlotte, Seattle, <mark>Denver</mark> , Tampa	Austin, Charlotte, Tampa, Seattle, Denver	Austin, Charlotte, Tampa, Seattle, Denver	Austin, Charlotte, Tampa, Seattle, Denver	Austin, Charlotte, Tampa, Seattle, Denver	Austin, Charlotte, Tampa, Seattle, Denver	Austin, Charlotte, Tampa, Denver, Seattle	Austin, Charlotte, Tampa, Denver, Seattle	Austin, Charlotte, Tampa, Denver, Phoenix	Austin, Charlotte, Tampa, Denver, Phoenix	Austin, Charlotte, Tampa, <mark>Denver</mark> , Phoenix	Tampa, Charlotte,	Austin, Sarasota, Nashville, Tampa, Charlotte, Denver	Austin Sarasota Nashville Tampa Charlotte Jacksonville Denver		Austin Sarasota Nashville Tampa Jacksonville Charlotte Denver
	Top 5 Cities Sending Population to Denver over past 12 months: 1: New York City 2. San Francisco Bay Area 3. Chicago 4. Washington, D.C. 5. Los Angeles																			

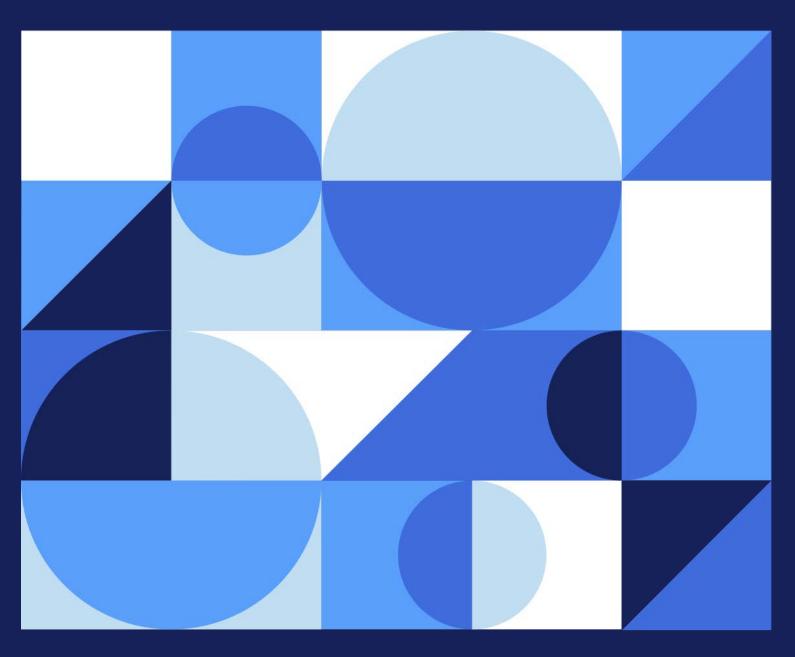
Source: LinkedIn Economic Graph Geography: Metro Areas

** monthly reports cover data from the previous month, so the January 2021 report covers Dec 2020

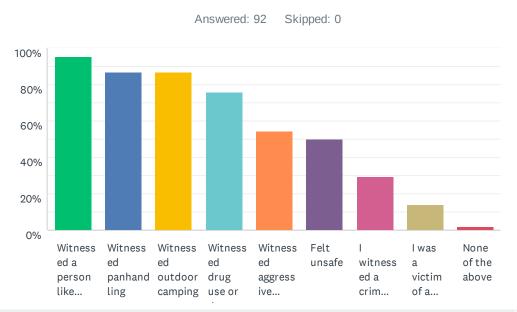


Data in this report was pulled Aug 18

Contact Bob Pertierra at bpertierra@downtowndenver.com with any questions or feedback about this report.

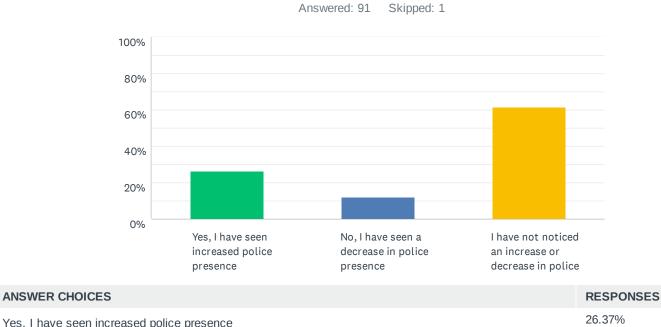


Q1 Over the last 2 months, have you experienced any of the following (Check all that apply)



ANSWER CHOICES	RESPONSES	5
Witnessed a person likely experiencing mental health challenges (loud outburst, for example)	95.65%	88
Witnessed panhandling	86.96%	80
Witnessed outdoor camping	86.96%	80
Witnessed drug use or drug dealing	76.09%	70
Witnessed aggressive panhandling	54.35%	50
Felt unsafe	50.00%	46
I witnessed a crime in progress	29.35%	27
I was a victim of a crime	14.13%	13
None of the above	2.17%	2
Total Respondents: 92		

Q2 Over the past 2 months, have you seen more police officers downtown?

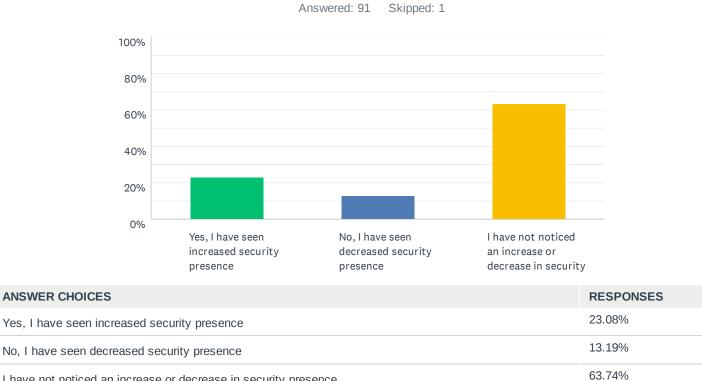


res, i nave seen increased police presence		
No, I have seen a decrease in police presence	12.09%	11
I have not noticed an increase or decrease in police presence	61.54%	56

24

Total Respondents: 91

Q3 Over the past 2 months, have you seen more security officers downtown?



21

12

58

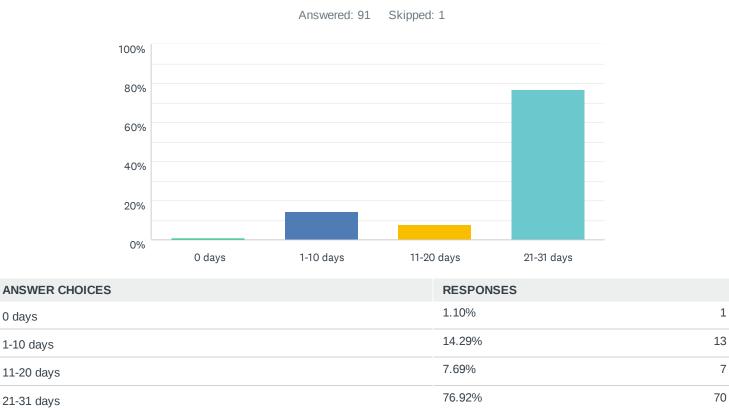
I have not noticed an increase or decrease in security presence

Total Respondents: 91

Q4 What is your biggest safety/security concern downtown?

Answered: 88 Skipped: 4

Q5 Approximately how many days over the past month have you spent at least 2 hours in Downtown Denver?

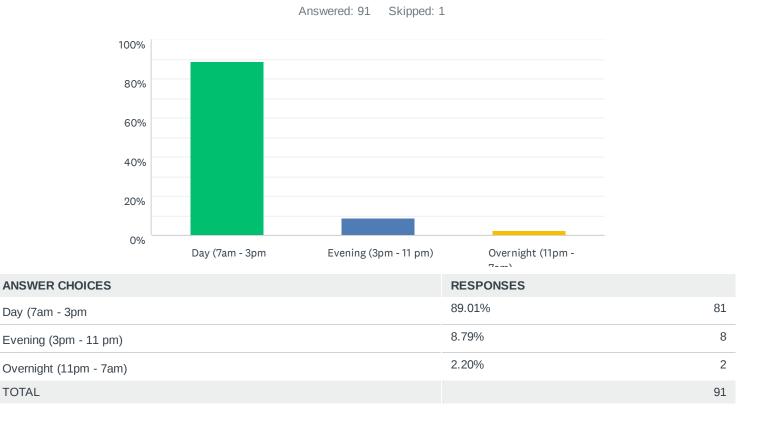


1

7

Total Respondents: 91

Q6 What time of day do you typically spend in downtown?



Q7 Do you have any other comments, questions, or concerns?

Answered: 46 Skipped: 46