

**GRAND JUNCTION CITY COUNCIL  
MONDAY, NOVEMBER 14, 2016**

**PRE-MEETING (DINNER) 5:00 P.M. ADMINISTRATION CONFERENCE ROOM  
WORKSHOP, 5:30 P.M.  
CITY HALL AUDITORIUM  
250 N. 5<sup>TH</sup> STREET**

*To become the most livable community west of the Rockies by 2025*

1. [Horizon Drive Association Operating Plan and Budget](#)
2. [Downtown Grand Junction Business Improvement District's 2016 Budget Report and 2017 Summary and Budget](#)
3. [Downtown Development Authority 2016 Budget Recap and 2017 Budget Projection](#)
4. Next Workshop Topics
5. Other Business



## Grand Junction City Council

### Workshop Session

Item #1

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**Meeting Date:** November 14, 2016

**Presented by:** Vara Kusal, Manager      **Submitted by:** Vara Kusal, Manager

**Department:** Horizon Drive  
Association Business  
Improvement District

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### **Information**

#### **SUBJECT:**

Horizon Drive Association Business Improvement District's 2017 Operating Plan and Budget

#### **RECOMMENDATION:**

Approval of City Council

#### **EXECUTIVE SUMMARY:**

Every business improvement district is required to file an operating plan and budget with the City Clerk by September 30<sup>th</sup> each year. The City Council then approves or disapproves the plan and budget by December 5<sup>th</sup>. The plan and budget were reviewed by the Horizon Drive Business Improvement District Board and approved on October 19, 2017.

#### **BACKGROUND OR DETAILED INFORMATION:**

In 2004, the City Council created the Horizon Drive Association Business Improvement District, approved the 2005 Operating Plan and Budget and appointed the board. State Statutes (31-25-1212 C.R.S.) require business improvement districts to annually submit an operating plan and budget. The municipality shall approve or disapprove the operating plan and budget by December 5<sup>th</sup> so the BID can file its mill levy certification with the County Assessor by December 10<sup>th</sup>.

**FISCAL IMPACT:**

The Horizon Drive District has received revenues in excess of their limits under TABOR due to funds distributed by Mesa County for the Specific Ownership Tax. The District has resolved to institute a temporary mill levy rate reduction for the 2016 tax year, collected in 2017, in order to refund the excess revenue.

**SUGGESTED MOTION FOR 11/16/2016:**

I MOVE to approve the 2017 Operating Plan and Budget of the Horizon Drive Association Business Improvement District.

**Attachments**

ATTACHMENT 1 – 2017 Operating Plan

ATTACHMENT 2 – 2017 Budget



## **HORIZON DRIVE** **District**

*Gateway to Grand Junction*

### **Service & Operating Plan 2017**

#### INTRODUCTION

The Horizon Drive District (the “District”) is comprised of commercial properties within the general geographic areas of Horizon Drive between G Road and H Road. The District was formed in 2004 under Colorado Revised Statute 31-25-1201, which allows Business Improvement Districts to be formed within municipalities of Colorado, and to levy and collect ad valorem taxes on commercial property within the boundaries of the District. The City of Grand Junction oversees the District and appoints the Board of Directors.

As a gateway to Grand Junction, the District is often the first and lasting impression people have of the City of Grand Junction. As such, City government also takes an active role and fiscal partnership in the maintenance and improvements to the District.

The Horizon Drive District is home to more than 200 businesses, including 70% of the City’s lodging, and has an overall economic impact of \$300 million annually. The District sees 7 million cars annually and connects the community and travelers to the Regional Airport, Downtown, Colorado Mesa University and points between.

The mission of the Horizon Drive District is to build community, enhance the beauty and advocate the economic vitality of the Horizon Drive District.

During the year 2016, the District’s efforts focused on advancing the Corridor Improvement Project: Street Improvement Plan (CIP). This effort is guided by the strategic plan adopted in fall of 2011 for 2012 and beyond. Phase 1 began construction in September of 2015 in partnership with the Colorado Department of Transportation, the City of Grand Junction, and Ute Water. This first phase of the CIP was completed on time, under budget, and with no job-related injuries.

In accordance with the Board’s stated objectives, the District adopts the following general Service & Operating Plan for 2017:

**VISIT THE DISTRICT**

[WWW.HORIZONDRIVEDISTRICT.COM](http://WWW.HORIZONDRIVEDISTRICT.COM)

**970.985.1833**

**P.O. Box 4191 Grand Junction, CO 81502**

## 2017 GOALS

1. Make significant progress towards Phase 2 of the Corridor Improvement Master Plan, which will achieve the following Mission-critical objectives:
  - a. Stimulate Economic Development – Encourage development of undeveloped parcels, as well as improvements on existing parcels within the District, to enlarge the tax base and economic impact for the benefit of Grand Junction, as a direct result of infrastructure improvements.
  - b. Improve Safety – Mitigate pedestrian safety hazards, improve pedestrian connectivity between District businesses, plan for critical growth and necessary safety improvements, as well as enhance overall safety, traffic flow, and efficiency of travel.
2. Continue development of strategy to Enlarge the District. The District plans to strategically enlarge the District by voluntary annexation of adjacent parcels and nearby parcels that logically benefit from and fit within the District sphere of influence. Progress towards accomplishing this objective have been enhanced by the substantive and tangible improvements to the District in Phase 1 that demonstrate benefits to potential stakeholders.
3. Continue strategy development to Improve the District Image and neighborhood identity. The District serves as a “front door” to Grand Junction, as well as a distinct neighborhood in search of identity. The District is currently developing and implementing a multi-tier strategy to identify and promote its distinct image, develop and implement design standards consistent with the City of Grand Junction Comprehensive Plan, and the unique District neighborhood aesthetic. These objectives are critical to the District as the “front door” to Grand Junction.

## SERVICES AND IMPROVEMENTS OFFERED BY THE DISTRICT

- Plan for future growth and enhance the District with long range planning of improvements.
- Represent the District in decisions that may impact the area.
- The District is allowed to make and contemplate a broad range of public improvements including, but not limited to: streets, sidewalks, curbs, gutters, pedestrian malls, streetlights, drainage facilities, landscaping, decorative structures, statuary, fountains, identification signs, traffic safety devices, bicycle paths, off street parking facilities, benches, restrooms, information booths, public meeting facilities, and all incidentals, including relocation of utility lines.

#### GOVERNANCE OF THE DISTRICT

- The Board of Directors is appointed by the Grand Junction City Council.
- The Board of Directors appoints management staff in accordance with District Bylaws.

#### POWERS OF THE DISTRICT

- The power to levy taxes against taxable commercial property.
- To consider and, if deemed necessary, provide services within the District including but not limited to:
  - Management and planning
  - Maintenance of improvements, by contract if necessary
  - Promotion or marketing
  - Organization, promotion and marketing of public events
  - Activities in support of business recruitment, management and development
  - Snow removal or refuse collection / recycling
  - Design assistance
- To acquire, construct, finance, install and operate public improvements and to acquire and dispose of real and personal property.
- To refund bonds of the district.
- To have management, control and supervision of business affairs of the district.
- To construct and install improvements across or along any public street, alley or highway and to construct work across any stream or watercourse.
- To fix, and from time to time increase or decrease, rates, tolls, or charges for any services or improvements. Until paid, such charges become a lien on commercial property in the District, and such liens can be foreclosed like any other lien on real or personal commercial property.
- The power to sue and to be sued, to enter into contracts and incur indebtedness, to issue bonds subject to statutory authority.

#### 2017 BUDGET

Please see attached 2017 Budget.

2017 Budget  
Revised 10/12/16

General Fund	2014	2015	2016	2016	Projected	2017
	Actual	Actual	Budget	YTD 9/30/2016	Year End 2016	Budget
<b>FUND BALANCE - Beg. Year</b>	661,296	783,810	617,339	617,339	617,339	280,059
<b>ESTIMATED REVENUE</b>						
BID's Mill Levy	233,050	239,410	214,000	192,763	214,000	106,930
Interest	75	79	50	32	40	50
City of GJ Loan			479,000			
Refund, Phase 1					70,000	
<b>TOTAL REVENUES</b>	<b>233,125</b>	<b>239,489</b>	<b>693,050</b>	<b>192,795</b>	<b>284,040</b>	<b>106,980</b>
<b>BUDGETED EXPENDITURES</b>						
<b>GENERAL Operating Expenses:</b>						
Elections						
Administration						
Financial	2,835	1,910	2,700	2,560	3,300	3,300
Audit	2,600	2,600	2,700	2,600	2,600	2,700
Insurance	2,958	2,348	3,000	2,367	2,367	3,000
Legal	5,575	4,200	5,000	3,150	4,550	5,000
Payroll Expenses and Benefits	57,882	60,947	64,204	49,208	64,353	65,488
Operations						
Rent & other	6,997	7,696	7,500	5,250	6,315	7,500
Marketing & Comm.	1,447	3,161	5,000	5,682	12,397	5,000
Maintenance/repair	1,407	-	5,000	5,757	5,757	5,000
<b>TOTAL GENERAL Operating Expense:</b>	<b>81,701</b>	<b>82,862</b>	<b>95,104</b>	<b>76,574</b>	<b>101,639</b>	<b>96,988</b>
<b>DISTRICT Services:</b>						
Horizon Drive Corridor						
Planning & Design	15,472	34,368	21,400	15,121	15,121	
Art on Horizon	13,438	90,000	100,000	100,000	100,000	50,000
Remaining Phase 1 Landscaping			58,000	43,704	43,704	
Phase 3 Landscaping						32,000
<b>TOTAL DISTRICT Services</b>	<b>28,910</b>	<b>124,368</b>	<b>179,400</b>	<b>158,825</b>	<b>158,825</b>	<b>82,000</b>
<b>CAPITAL Outlay:</b>						
Debt Service			68,500			68,429
RAMP Matching Funds		198,730	686,564	235,914	235,913	
Light Fixtures			163,509		124,943	
<b>TOTAL CAPITAL Expense:</b>		<b>198,730</b>	<b>918,573</b>	<b>235,914</b>	<b>360,856</b>	<b>68,429</b>
<b>TOTAL EXPENSES</b>	<b>110,611</b>	<b>405,960</b>	<b>1,193,077</b>	<b>471,313</b>	<b>621,320</b>	<b>247,417</b>
<b>Net Income</b>	<b>122,514</b>	<b>(166,471)</b>	<b>(500,027)</b>	<b>(278,518)</b>	<b>(337,280)</b>	<b>(140,437)</b>
<b>FUND BALANCE - End Year</b>	<b>783,810</b>	<b>617,339</b>	<b>117,312</b>	<b>338,821</b>	<b>280,059</b>	<b>139,621</b>
Reserve Balance (Years of General Operating Expense in Fund Balance)	9.59	7.45	1.23	4.42	2.76	1.44



## Grand Junction City Council

### Workshop Session

Item #2

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**Meeting Date:** November 14, 2016

**Presented by:** Allison Blevins,  
Executive Director,  
Downtown Grand  
Junction Business  
Improvement District

**Submitted by:** Allison Blevins, Executive  
Director, Downtown Grand  
Junction Business  
Improvement District

**Department:** DGJBID

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### Information

#### **SUBJECT:**

Downtown Grand Junction Business Improvement District's 2016 Budget Report and 2017 Summary and Budget

#### **RECOMMENDATION:**

The DGJBID Board reviewed and approved the 2017 Operating Plan and Budget at a special meeting on September 22, 2016 and recommends City Council approval.

#### **EXECUTIVE SUMMARY:**

Annually the DGJBID files an Operating Plan and Budget with the City Clerk by September 30<sup>th</sup>. The City Council then approves or disapproves the plan and budget. The plan was reviewed by the DGJBID Board and submitted within the required timeline. After further review by City staff, the plan was found to be reasonable.

#### **BACKGROUND OR DETAILED INFORMATION:**

In 2005, the City Council created the Downtown Grand Junction Business Improvement District (BID), approved their 2006 Operating Plan and Budget, conducted a mail ballot election to create a Special Assessment, and then turned over the board to the DDA. State Statutes (31-25-1212 C.R.S.) require business improvement districts to submit an



operating plan and budget. The municipality shall approve or disapprove the operating plan and budget. The Special Assessment was filed with the Mesa County Treasurer on November 4<sup>th</sup>.

**FISCAL IMPACT:**

The City of Grand Junction makes an annual Payment In Lieu of Tax (PILT) to the BID. In 2016 the City transferred \$13,466 to the BID; that amount remains unchanged in the 2017 proposed budget.

**SUGGESTED MOTION FOR 11/16/2016:**

I MOVE to approve the Downtown Grand Junction Business Improvement District's 2017 Operating Plan and Budget.

**Attachment**

ATTACHMENT 1 - Downtown Business Improvement District 2016 Budget Report and 2017 Summary and Budget



## Downtown Grand Junction Business Improvement District 2016 Annual Report and 2017 Operating Plan & Budget

### **Annual Reporting Requirements**

Pursuant to C.R.S. 31-25-1211, Business Improvement Districts shall file an operating plan and proposed budget for the coming year with the City Clerk by September 30 of each year. This report also includes a final budget from 2015 as well as the adopted budget for 2016.

### **History of the Business Improvement District**

The Downtown Grand Junction Business Improvement District (BID) was approved in November 2005 and implemented in FY2006. The BID covers an area of approximately 40 blocks of the commercial core of the downtown area, and comprises over 600 property owners and businesses representing a mix of retail, restaurants, professional services and commercial activities. The BID is funded by district property owners who pay an annual special assessment based on square footage of ground floor space within the BID boundary. In some cases the responsibility for paying the assessment is passed through to the property tenant. Historically the assessment has generated about \$140,000 per year. The 2017 budget reflects a 5% increase in the BID assessment resulting in about \$7,000 in increased revenue with a total assessment of \$147,270. The BID board is authorized to raise the assessment up to 5% per year. However, in the 11 years the BID fee has been assessed, this will only be the fourth time the assessment has been raised. The BID assessment is also higher this year because two properties recently petitioned into the district.

Additional BID funding comes from Payments in Lieu of Taxes from the City of Grand Junction and the Downtown Development Authority (DDA), program revenues from special events, and sponsorships.

C.R.S. 31-25-1201 et. Seq. authorizes the following services that may be provided within a BID:

- Consulting with respect to planning or managing development activities
- Maintenance of improvements, by contract, if it is determined to be the most cost-efficient
- Promotion or marketing of district activity
- Organization, promotion, marketing, and management of public events
- Activities in support of business recruitment, management, and development
- Security for businesses and public areas located within the district
- Snow removal or refuse collection, by contract, if it is determined to be the most cost-efficient
- Providing design assistance

Establishment of the BID was accomplished by adoption of Ordinance 3815 organizing the BID and approving its initial operating plan and budget, and a concurrent TABOR ballot measure submitted to the eligible district voters approving the special assessment. Marketing and promotion/special events were identified as the initial services to be offered by the BID, but provision was made for the implementation of any of the statutorily permitted services. Where a BID is located largely within an existing DDA district, state law gives the City Council the option to designate the DDA Board of Directors as the BID Board of Directors; Grand Junction City Council selected this option in creating the BID.

On December 17, 2014, the City Council authorized continuation of the BID. The BID will be up for renewal again in 20 years.

### **Organizational Structure**

Historically the management of the BID has been delegated to the DDA Director. With the departure of Harry Weiss in 2015 the DDA/BID board decided to separate the position of executive director into two positions, one for the DDA and one for the BID. The duties of the BID often overshadowed DDA projects and the two organizations require different skill sets. While the board conducted a search for a new DDA director, they hired two co-directors to manage the BID consisting of a Communications and Marketing Director and an Events Management Director who both answered directly to the board of directors.

In September of 2016 the Events Management Director resigned and the board decided to move forward with one Executive Director for the BID allowing the Communications and Marketing Director to step into the role while continuing to manage marketing and communications for Downtown. In late 2016 or early 2017 the BID/DDA will also be hiring a shared Event Coordinator to manage all BID related events and participate in oversight of all events happening in the downtown area as well as oversee the DDA's Art on the Corner program.

### **Operational Changes**

2017 staff labor and benefits are apportioned between the BID and the DDA as follows:

Event Coordinator: 100% BID

BID Executive Director: 100% BID

DDA Executive Director: 100% DDA

Senior Administrative Assistant: 100% DDA

### **BID Services**

#### General District Marketing & Communication

The marketing and advertising of Downtown remains a central function of the BID. The BID budgets \$75,000 annually for marketing expenses, including expenses related to marketing special events.

In FY2016 we continued to streamline our marketing efforts for the BID, focusing less on traditional marketing efforts and more on social media. We implemented video advertising in the Regal Movie Theater as well as via Facebook and Instagram.

We launched the campaign #WestSlopeBestSlope to promote the Western Slope and seek to transform the negative view some Grand Valley residents have of our area, such as “Junktown”. To date, the hashtag has been used over 96,000 times on Facebook and Instagram.

Communication with the district constituents has continued to work well and we employ multiple ways of keeping BID members informed and connected. With the formation of the Leadership Committee early this year, we’ve seen increased involvement within the constituency. Many business owners are re-engaging into the Downtown community.

We launched a monthly meeting called “Business Information Sessions” designed to engage and inform business owners. Topics such as Holiday Parking, Social Media Training, Prepping for Events have been of great interest to our Downtown businesses.

We created a “Welcome Packet” for new businesses Downtown or those interested in the area. This packet provides a comprehensive explanation of all of the services offered to Downtown by both the BID and the DDA as well as important dates and contact information.

### Special Events

Downtown special events support general marketing by increasing exposure of Downtown businesses to large numbers of people. Events also play an essential role in reinforcing Downtown as the cultural and social center of the community.

In 2016, the BID continued to follow through on the changes made in 2014 to the format and content of BID-produced events. The Grand Junction Off-Road was again produced as a combined event with the Downtown Music Festival, the first year the music festival stood without an art component. The event was again well received by the public and with the combination of the event removed some of the burden that retailers often feel from multiple street closures.

Farmers Market continued with the layout change implemented in 2014 as well as the renewed focus on local farmers and food. The renewed focus on agriculture resulted in a large increase in the number of farmers who attended last year. Attendance at Farmers Market remained steady and feedback from the public has been positive.

The First Annual Downtown Art Festival happened on October 7 & 8 and coincided with the DDA’s installation of the 2016 Art on the Corner temporary exhibit. The vision of the Art Festival is to expand into a community-wide schedule of arts related events but began this year with an expanded First Friday event in the Downtown core that reached into Saturday with Downtown businesses organizing events, performances or art displays in their businesses. The BID will take the lead in organizing the schedule of events and assisting the downtown businesses with locating artists when needed.

Special event production costs went down in 2016 because of a renewed effort by BID staff to break even on events. This is forecasted to remain steady for 2017 as well.

## **2017 Objectives**

- Explore additional avenues for funding BID programs such as expanded sponsorships and grants.
- Secure funding for and establish an Ambassador Program for the busy tourist season to create a warm, welcoming environment in the downtown area.
- Work with a committee of members and the City to create a Special Events Policy for Downtown.
- Continue to engage members through committees and meetings in order to foster greater member involvement.
- Continue to partner with Colorado Mesa University to draw students and their parents to the downtown core.
- Solidify the Downtown Art Festival and continue to build upon the plan to expand it into a week-long schedule of arts-related events.
- Continue to rollout and expand the Downtown brand, including better signage and banners. Work with the DDA on expanding Wayfinding for the Downtown area.
- Coordinate with the city to rework the Public Right-of-Way policy to work in the best interest of BID members.
- Continue to explore the BID's involvement in the downtown parking system.
- Roll out a shop local campaign with a special emphasis on story-telling that encourages community members to shop Downtown.

## **Fund Balance Summary**

The BID ended FY2015 with a fund balance of \$10,350. The FY2016 BID budget projected a \$4,484 draw against the fund balance, but the year-end projection is revised to break even, keeping the fund balance at \$10,350.

## **2017 Budget**

The 2017 Budget reflects stability in the way we manage the budget. In previous years, events costs have been high but in 2016 we were able to bring those budgets to a manageable place and are projected to end FY2016 by breaking even.

The BID board opted to raise the BID assessment by the allowed 5% for 2017 which accounted for approx. \$7,000. The last time the BID assessment was raised was in 2013.

As the BID moves forward, we will continue to seek sponsorship for our events and work to leverage our marketing dollars in ways that benefit the individual members of the BID as well as the BID as a whole. Our hope is that in the next several years BID sponsored events will become more and more profitable through vendor fees and sponsorships.

<b>DOWNTOWN GRAND JUNCTION BID</b>				
<b>FY 2017</b>				
<b>711 FUND</b>	<b>CGJ Acct #</b>	<b>Final 2015</b>	<b>Adopted 2016</b>	<b>2017 Proposed Budget</b>
<b>REVENUE</b>				
DDA Grant	4200-04	\$ 27,500	\$ 27,500	\$ 27,500
Special Assessments	4500	\$ 140,868	\$ 141,750	\$ 147,270
CITY PILT	4750	\$ 13,466	\$ 13,466	\$ 13,466
Interest	4610	\$ 444	\$ 350	\$ 300
Gift Card Revenue	4700_03	\$ 441	\$ -	\$ -
Special Events Income	4710/4363_03/4700	\$ 83,051	\$ 85,000	\$ 89,600
Sponsorships	4360/4750	\$ 23,000	\$ 30,000	\$ 30,000
tee shirt sales	4300	\$ -	\$ -	\$ 1,000
bad checks	4720	\$ (35)	\$ -	\$ -
<b>TOTAL REVENUE</b>		<b>\$ 288,735</b>	<b>\$ 298,066</b>	<b>\$ 309,136</b>
<b>EXPENSES</b>				
Labor & Benefits	5000-5900	\$ 106,611	\$ 113,950	\$ 110,392
Seasonal	5290	\$ 24,964	\$ 13,832	\$ 13,464
Operating	6105	\$ 7,211	\$ 5,200	\$ 5,200
<b>Marketing</b>	6400	\$ 66,099	\$ 75,000	\$ 75,000
Credit Card Fees	7310-02	\$ 1,988	\$ 2,000	\$ 2,000
Treasurer's Fee	7310-07	\$ 2,817	\$ 2,835	\$ 2,850
Gift Card Program	7410	\$ 3,763	\$ 2,400	\$ 2,400
COGS (tee shirts)	6010	\$ -	\$ -	\$ 1,000
Maintenance Truck & Kiosk/fuel	7680	\$ 71	\$ 1,000	\$ 500
Postage/Freight	6120	\$ 367		\$ 225
<b>Events</b>	7700	\$ 125,026	\$ 86,333	\$ 88,437
<b>TOTAL EXPENSES</b>		<b>\$ 338,917</b>	<b>\$ 302,550</b>	<b>\$ 301,468</b>
<b>NET REVENUE (LOSS) ACTUAL</b>		<b>\$ (50,182)</b>	<b>\$ (4,484)</b>	<b>\$ 7,668</b>
<b>FUND BALANCE SUMMARY</b>				
Beginning Fund Balance		\$ 60,532	\$ 10,350	\$ 5,866
Ending Fund Balance ('16,'17 projected)		\$ 10,350	\$ 5,866	\$ 13,534



**Grand Junction City Council**

**Workshop Session**

**Item #3**

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**Meeting Date:** November 14, 2016

**Presented by:** Brandon Stam  
Executive Director,  
Downtown  
Development  
Authority

**Submitted by:** Brandon Stam  
Executive Director,  
Downtown Development  
Authority

**Department:** Downtown  
Development  
Authority

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**Information**

**SUBJECT:**

Downtown Development Authority 2016 Budget Recap and 2017 Budget Projection.

**EXECUTIVE SUMMARY:**

The DDA Executive Director is submitting the proposed 2017 budget for the Downtown Development Authority and can answer any questions the City Council has on the appropriation for 2017. If found acceptable, the proposed budget will be incorporated into the City's annual appropriation.

**BACKGROUND OR DETAILED INFORMATION:**

The DDA was established in 1981 by the City of Grand Junction after receiving approval through a special election of the Downtown property owners and businesses. The Authority was the first such organization in the State of Colorado and this private-sector initiative exemplifies the strong dedication and support which has helped to shape Downtown Grand Junction. The primary responsibility of the DDA is to support and facilitate economic development efforts to enhance the vitality of the Downtown community through capital investment and construction.



Current projects include:

- White Hall and R-5 Re-development
- DDA strategic planning
- Endcap development
- Façade Grants
- Nuisance Animal Control
- Outdoor Dining Leases
- Breezeway lighting
- Art on the Corner
- Las Colonias Amphitheater
- Depot grant administration

**FISCAL IMPACT:**

The City of Grand Junction contributes 100% sales tax TIF and property tax TIF to the Downtown Development Authority that was determined by a 2012 Resolution determining allocation amounts. It is mandated by State Law that 50% of the property tax TIF be allocated to the Downtown Development Authority. These amounts remain unchanged for 2017 budget. DDA operating budget for 2017 is \$333,963, up roughly \$4,000 from 2016.

**SUGGESTED ACTION:**

Review the proposed budget and forward to the City Manager for inclusion in the City's 2017 appropriation ordinance.

**Attachment**

ATTACHMENT 1 – Proposed Budget

**GRAND JUNCTION DOWNTOWN DEVELOPMENT AUTHORITY**

<b>OPERATING FUND 103</b>	<b>Amended Budget Calendar 2016</b>	<b>Actual Calendar 2016</b>	<b>Budget 2017</b>
<b>REVENUE</b>			
Property Tax	\$ 250,863	\$ 246,037	\$ 250,863
Property Tax_Specific Ownership	42,000	29,352	42,000
Licenses and Permits	5,000	6,566	5,000
Interest	2,560	2,795	6,800
Lease Revenue	29,300	25,290	29,300
Donations_Art on the Corner	-	2,550	-
<b>TOTAL</b>	<b>\$ 329,723</b>	<b>\$ 312,590</b>	<b>\$ 333,963</b>
<b>EXPENSES</b>			
Labor and Benefits	\$ 155,775	\$ 63,320	\$ 166,885
Operating Supply	7,500	2,039	5,000
Postage/Freight	300	-	300
Repairs/Maint	7,500	1,500	6,000
Utilities	8,600	3,030	9,700
Rent	10,150	8,458	10,150
Professional Develop_Training	2,000	1,596	2,000
Professional Develop_Travel	2,000	-	2,000
Dues	1,000	665	1,000
Charges and Fees	6,200	6,500	6,200
Charges/Fees_Treasurer	5,000	4,921	5,000
Contract Svcs	40,000	8,939	15,250
Contract Svcs_Financial Audit	180	152	180
Contract Svcs_Animal Control	-	20,625	-
Contract Maintenance	-	-	2,500
Comm Participat	8,000	5,100	8,000
Comm Participat_Downtown BID	27,500	27,500	27,500
Information Technology	-	3,062	-
Liability Insurance	4,663	3,886	4,663
Administrative Overhead	16,486	15,148	24,537
Special Events	28,000	30,210	28,000
Operating Equip	4,000	1,574	3,000
Capital Equipment	-	5,000	-
Art/Sculptures	63,500	65,450	-
<b>SUBTOTAL</b>	<b>\$ 398,579</b>	<b>\$ 278,674</b>	<b>\$ 327,865</b>
Contingency and Reserves	\$ 225	\$ -	\$ -
<b>TOTAL EXPENSE + CONTINGENCY</b>	<b>\$ 398,804</b>	<b>\$ 278,674</b>	<b>\$ 327,865</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (69,081)</b>	<b>\$ 33,915</b>	<b>\$ 6,098</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 665,629</b>	<b>\$ 665,629</b>	<b>\$ 596,548</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 596,548</b>	<b>\$ 699,544</b>	<b>\$ 602,646</b>

<b>CAPITAL FUND 203</b>	<b>Amended Budget Calendar 2016</b>	<b>Actual Calendar 2016</b>	<b>Budget 2017</b>
<b>REVENUE</b>			
Interest	-	1,863	-
Capital Proceeds	1,000,000	500,000	500,000
<b>TOTAL</b>	<b>\$ 1,000,000</b>	<b>\$ 501,863</b>	<b>\$ 500,000</b>
<b>EXPENSES</b>			
Labor and Benefits	\$ 10,804	\$ 126	\$ 4,988
Operating	5,000	5,335	68,750
Special Projects	70,000	14,125	70,000
Land Acquisition	500,000	500,000	500,000
<b>SUBTOTAL</b>	<b>\$ 585,804</b>	<b>\$ 519,586</b>	<b>\$ 643,738</b>
Contingency and Reserves	500,000	-	-
<b>TOTAL EXPENSE + CONTINGENCY</b>	<b>\$ 1,085,804</b>	<b>\$ 519,586</b>	<b>\$ 643,738</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (85,804)</b>	<b>\$ (17,723)</b>	<b>\$ (143,738)</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 465,698</b>	<b>\$ 465,698</b>	<b>\$ 379,894</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 379,894</b>	<b>\$ 447,975</b>	<b>\$ 236,156</b>

<b>TIF FUND 611</b>	<b>Amended Budget Calendar 2016</b>	<b>Actual Calendar 2016</b>	<b>Budget 2017</b>
<b>REVENUE</b>			
Property Tax	\$ 1,146,290	\$ 1,125,456	\$ 1,141,977
Property Tax_Specific Ownership	\$ 160,000	\$ 111,518	\$ 160,000
Interest	\$ 7,000	\$ 8,412	\$ 18,000
Transfers In	\$ 417,575	\$ -	\$ 339,718
<b>TOTAL</b>	<b>\$ 1,730,865</b>	<b>\$ 1,245,386</b>	<b>\$ 1,659,695</b>
<b>EXPENSES</b>			
Operating	25,515	22,509	25,500
Interest Expense	250,070	125,035	223,010
Principal	1,660,250	500,189	1,185,200
<b>TOTAL EXPENSE</b>	<b>\$ 1,935,835</b>	<b>\$ 647,733</b>	<b>\$ 1,433,710</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (204,970)</b>	<b>\$ 597,653</b>	<b>\$ 225,985</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 1,670,605</b>	<b>\$ 1,670,605</b>	<b>\$ 2,268,258</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 1,465,635</b>	<b>\$ 2,268,258</b>	<b>\$ 2,494,243</b>

Reserved for Debt Service	\$ (908,555)
<b>Total Funds Available</b>	<b>\$ 2,424,490</b>