

# ***Louisville Revitalization Commission***

**Wednesday, June 10, 2020**

**8:00 AM**

## **Electronic Meeting**

This meeting will be held electronically. Residents interested in listening to the meeting should visit the City's website here to access to the meeting: <https://www.louisvilleco.gov/government/boards-commissions/revitalization-commission>. The Commission will accommodate public comments as much as possible during the meeting. Anyone may also email comments to the Commission prior to the meeting at [MPierce@LouisvilleCO.gov](mailto:MPierce@LouisvilleCO.gov).

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of May 6, 2020 Meeting Minutes
- V. Public Comments on Items Not on the Agenda (Limit to 3 Minutes)
- VI. Reports of Commission
- VII. Business Matters of Commission
  - a. Resolution No. 20-03, A Resolution Approving an Agreement for Property Tax TIF Revenue Sharing, Highway 42 Revitalization Area, with the Louisville Fire Protection District
  - b. Discussion/Direction- Cost Sharing for Required Third-Party Review (Direct Financial Assistance Requests Only)
  - c. Discussion/Direction- Highway 42 Plan and DELO Update
  - d. Discussion/Direction/Action- LRC 2020 Work Plan and Emergency Solutions Grant Program Update
  - e. Discussion/Direction- Commission/City Council Study Session (July 21, 2020 @ 5:30 PM)
- VIII. Items for Next Regular Meeting: July 8, 2020 @ 8:00 AM
  - a. Resolution No. 20-04, Policy Change on Cost Sharing for TIF Analysis
  - b. LRC 2020 Work Plan
- IX. Commissioners' Comments
- X. Adjourn

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### ***City of Louisville***

*City Manager's Office*    749 Main Street    Louisville, CO 80027  
303.335.4533 (phone)    303.335.4550 (fax)    [www.LouisvilleCO.gov](http://www.LouisvilleCO.gov)

# ***Louisville Revitalization Commission***

## ***Minutes***

**Wednesday, May 6, 2020**

**8:00 am**

**Electronic Meeting**

**Call to Order** – Chair Steve Fisher called the meeting to order at 8:00 am

Commissioners Present: Chair Steve Fisher  
Alexis Adler  
Rich Bradfield  
Mark Gambale  
Alex Gorsevski  
Council member Jeff Lipton  
Bob Tofte

Staff Present: Heather Balsler, City Manager  
Megan Pierce, Economic Vitality Director  
Kevin Watson, Finance Director  
Rob Zuccaro, Planning and Building Safety Director  
Kathleen Kelly, Attorney to the City of Louisville  
Dawn Burgess, Executive Administrator

Others Present: members of public

### **Approval of Agenda**

Approved as presented.

### **Approval of April 15, 2020 Minutes:**

Council member Lipton made a motion to approve the April 15<sup>th</sup> minutes, Chair Fisher seconded, all in favor.

### **Public Comments on Items Not on the Agenda**

None

### **Reports of Commission**

Commissioner Adler thanked Economic Vitality Director Pierce for all the work on the grant application. Commissioners chimed in thanking Director Pierce.

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Commissioner Gorsevski is happy with work on Pine Street. He mentioned that there are now electric battery fire trucks.

### **Business Matters of Commission**

- **Discussion/Direction – 2019 Year-End Update and 2020-2024 Projections**

Finance Director Kevin Watson said that although the audit is not complete, he is fairly certain the amounts presented in the packet are correct and that the materials are a starting point for a long-term financial plan. He reviewed financial projections in packet and ending fund balance. 2020 is an estimate balance. Watson suggested the LRC may want to amend its 2020 budget to include downtown lights project and the 2020 estimates. Director Watson reviewed assumptions in assessed valuations. The financial projections presented do not include any capital contributions to the City, developer TIF rebates or developer assistance agreements after fiscal year 2020. Watson only included expenditures that have been committed to by the district or likely to be expended.

The LRC previously discussed being a bit more conservative with estimates than in past. Director Watson used only projects where a permit has been issued, not those that only have a PUD approval.

\$206,000 was paid in principal in 2019. Director Watson is working with auditors about how best to show that. Nothing is overstated on the prepared financials Director Watson has presented. He has presented financials how they will most likely be presented in comprehensive financial report. If paying off bonds early, the LRC would have to use funds outside the core area. LRC would need bond holder agreement to do that. Bond holder is most likely happy to have a 7% tax exempt investment and are unlikely to agree to pay down bonds early.

Commissioners asked to clarify the assumptions included for revenue sharing with the Louisville Fire Protection District. Director Watson indicated the projections include 100% of the new mill levy and 25% of the prior mill levy.

Director Watson stated he is required to go parcel by parcel to calculate core area valuation and that this has been done.

- **Discussion/Direction/Action LRC 2020 Work Plan and Consideration of Business Impacts from COVID-19**

Economic Vitality Director Pierce said edits to the work plan document based on Commissioner feedback have been made. A redline version is included in the packet. Director Pirece noted that Project Area 1f should actually be labeled SW4 to correspond to the Transportation Master Plan, and can also include SW3; both are sidewalk projects related to quiet zone on Hwy 42 and Griffith and Pine.

Related to fund balance and what the LRC has the capacity to do, Director Pierce reviewed the work plan document and noted there are 28 actions in the work plan; 13 labeled high priority, 7 medium priority, and 8 labeled low priority.

Chair Fisher is very pleased with document.

Commissioner Bradfield said in light of the \$100,000 the LRC has provided to the City grant program, the LRC should be considering what may happen in the next 6 – 18 months and be prepared to step up with additional money. He likes the idea of curbside pick-up and said it may be a capital project for the LRC. Director Pierce said the LRC can consider several different programs to determine what businesses will need and how they will proceed and stabilize. Commissioner Adler agrees with Commissioner Bradfield and likes the strategies Director Pierce has laid out. She sees business assistance as a high priority in 2020. Commissioner Gambale agrees that the LRC will need to keep our mindset open to what needs will be and be flexible and invest where necessary.

Director Pierce said as the reopening period happens, businesses are waiting for the dust to settle. Some businesses may not reopen. There may be a wider variety of needs than what we understand now. We will have to discover what those needs will be. Council member Lipton understands the LRC will want to do more but is concerned about first in / first out affects. Requests will need to be viewed in larger context and should be part of a developed program, not just businesses asking for money. He said the LRC required role is to make sure what money is spent on reduces or eliminates blight and there will need to be a program to ensure that occurs.

Commissioner Adler asked if the LRC should go through the work plan to eliminate high priority items based on budget. Director Pierce said it may be good for Commissioners to review this and think about items. Some are high priority but low cost.

- **Resolution No. 20-02 – A Resolution Approving a Cooperation Agreement Between the City of Louisville and the Louisville Revitalization Commission Regarding Funding for an Emergency Solutions Grant Program within the Highway 42 Revitalization Area**

Director Pierce provided a report that is going to the Economic Vitality Committee, which includes an overview of the grant program outcomes. There were a total of 180 applications. Of applications received, 62 eligible applications in the URA. Most ineligible were due to very clear and objective criteria. The LRC funded 20 grants.

Today, the Resolution approving an agreement with City needs formal approval. Checks based on this agreement have already been rolled out in order to aid struggling businesses as soon as possible. Commissioner Adler asked if the LRC can see which businesses got grants. Director Pierce replied the City decided to not publish which businesses got grants. Commissioner Bradfield asked if additional business grants could be considered with an additional \$50,000 from LRC. Monthly filers were priority, but some quarterly filers were funded. Once process for funding was explained, most who did not get funding were disappointed but understanding. Director Pierce explained the delineation between filing categories: \$300 or more, quarterly \$101 - \$299, annual less than \$100. Commissioner Gambale agrees with Commissioner Bradfield; the LRC should relook at applications for businesses that did not get funds or reopen the program.

Director Pierce said that given the size of the business community, \$350k was significant. We made the process accessible. She knows there are still needs but is conflicted over whether or not the program should be reopened and how to communicate specifically how some additional funding was being added, but not necessarily to cover all eligible applicants.

Commissioner Gorsevski asked if Director Pierce got any sense from businesses about their future viability. Director Pierce said businesses seem to be focused on June and July. Commissioner Tofte said there are three quarterly filers who did not get funding. He would be in favor of using \$15,000 to fund those three applications.

City Manager Balser said this grant program was done in conjunction with the City Council program. She asked City Attorney Kathleen Kelly about awarding more funds; what is the best way to move forward? Attorney Kelly said City Council has to approve the agreement. She said today the LRC should approve the original agreement then draft amendment for approval by Council and LRC if the LRC wishes to provide additional funding. Council member Lipton said the Economic Vitality Committee is meeting and will most likely have a similar conversation. He advocated not rushing into different funding if Council is satisfied with results of the program. He said the Council's direction was to focus on monthly filers and that was accomplished. Commissioner Adler agrees with Council member Lipton and would like to wait to see what EVC and Council do. Director Pierce would move forward in a transparent manner which could lead to a lot of questions.

Chair Fisher made a motion made to approve Resolution No. 20-02

Commissioner Bradfield – seconded

Commissioner Tote – yes

Commissioner Adler – yes

Commissioner Gorsevski - yes

Commissioner Gambale - yes

Council member Lipton - yes

Chair Fisher - yes

Commissioner Bradfield - yes

- **Discussion/Direction – Agreement Regarding Property Tax TIF Revenue Sharing, Highway 42 Revitalization Area with the Louisville Fire Protection District**

Based on prior City Council and LRC feedback, the LFPD has revised their request for revenue sharing to only be on 100% of their recently approved 3.900 mill levy.

Chair Fisher appreciates capital improvement program information in the packet. Commissioner Bradfield thanked Chief Willson for putting projections together.

The action today is if the LRC would like staff to amend the original agreement to advance to City Council. Then it would be approved by Council and returned to LRC for approval.

Commissioner Bradfield moved that the LRC forward the amended agreement to Council. Seconded by Chair Fisher

Roll call vote:

Commissioner Tofte – yes

Commissioner Adler - yes

Council member Lipton - yes

Commissioner Gorsevski - yes

Commissioner Bradfield - yes

Chair Fisher – yes

Commissioner Gambale - yes

Chief Willson thanked the LRC for the patience and the work on the revenue sharing agreement.

- **Discussion/Direction – Commission/City Council Study Session (June 9, 2020 at 5:30 PM)**

Direction from the State is that there currently cannot be gatherings of 10 or more, however, that could evolve over the next few weeks. LRC meeting is a high priority for Council. City Manager Balser said there is a good chance we

may move forward virtually. We can review LRC financial projections with Council and include a synopsis of what board has done, infrastructure agreements, estimated 2020 budget, and work plan. Director Pierce feels comfortable drafting the Council Communication template and sharing with the LRC for additional input before it is submitted.

Council member Lipton finds virtual platforms difficult. He would advocate pushing this until we can do a face to face meeting.

- **Items for Next Regular Meeting June 10, 2020 at 8:00 am**

Policy Change on Cost Sharing for TIF Analysis  
Highway 42 Plan and DELO update  
Work Plan  
LFPD Agreement

**Commissioners Comments:**

None.

**Adjourn:** The meeting adjourned at 9:25 am.

**SUBJECT: RESOLUTION NO. 20-03, A RESOLUTION APPROVING AN AGREEMENT FOR PROPERTY TAX TIF REVENUE SHARING, HIGHWAY 42 REVITALIZATION AREA, WITH THE LOUISVILLE FIRE PROTECTION DISTRICT**

**DATE: JUNE 10, 2020**

**PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

**SUMMARY:**

The LRC considered a proposed property tax TIF revenue sharing agreement with the Louisville Fire Protection District (LFPD) starting in 2019. In September 2019, the LRC chose to advance a TIF revenue sharing agreement to City Council for approval. Due to the Fire District having a mill levy item on the November ballot, City Council consideration of the approved agreement was not pursued last year. At its January 13, 2020 meeting, the LRC considered an agreement that had been updated to reflect the new mill levy approved by voters for the Fire District and agreed to again advance the proposed agreement to City Council.

The agreement for property tax TIF revenue sharing between the City, the LRC, and the Fire District was presented to the City Council on February 18, 2020 (included here as Attachment #1). City Council reviewed the agreement and the request for funds in light of the November ballot initiative. Councilmembers discussed several ways to potentially amend the agreement for revenue sharing, but ultimately felt the LRC should reconsider the item in light of its discussions on long-term funding projections. The City Council continued consideration of the agreement to the May 19 regular meeting.

**DISCUSSION:**

Based on the Fire District's revised request of an agreement for TIF revenue sharing on only 100% of the new 3.900 mill levy, staff presented updated approval documents to City Council on May 19. The City Council unanimously approved the agreement. To finalize the arrangement, the LRC must now also adopt the agreement.

**RECOMMENDATION:**

Consider adopting Resolution No. 20-03, approving an agreement for property tax TIF revenue sharing for the Highway 42 Revitalization Area, with the Louisville Fire Protection District.

**ATTACHMENTS:**

- Attachment #1: Resolution and Agreement

**LOUISVILLE REVITALIZATION COMMISSION  
RESOLUTION NO. 20 - 03**

**A RESOLUTION APPROVING AN AGREEMENT AMONG THE CITY OF LOUISVILLE, THE LOUISVILLE REVITALIZATION COMMISSION, AND THE LOUISVILLE FIRE PROTECTION DISTRICT FOR PROPERTY TAX TIF REVENUE SHARING**

**WHEREAS**, the City of Louisville (the “City”) is a home-rule city and municipal corporation duly organized and existing under and pursuant to Article XX of the Colorado Constitution and Charter of the City; and

**WHEREAS**, the Louisville Revitalization Commission (the “LRC”) is a public body corporate and politic authorized to transact business and exercise its powers as an urban renewal authority under and pursuant to the Colorado Urban Renewal Law, Part 1 of Article 25 of Title 31, C.R.S. (the “Act”); and

**WHEREAS**, the Louisville Fire Protection District (the “District”) is a fire protection district organized pursuant to Title 32 of the Colorado Revised Statutes; and

**WHEREAS**, pursuant to the Act, the City Council adopted Resolution No. 37, Series 2006 approving the Highway 42 Revitalization Area Urban Renewal Plan (the “Plan”) to carry out the urban renewal project (the “Urban Renewal Project”) described in the Plan for the area described therein (the “Urban Renewal Area”); and

**WHEREAS**, the Act includes and the Plan contains a provision authorizing the financing of the Urban Renewal Project utilizing tax increment financing as further provided in the Plan and as authorized by Section 31-25-107(9) of the Act; and

**WHEREAS**, Section 31-25-107(11) of the Act permits and authorizes the City, the LRC, and the District to enter into agreements for allocation of responsibility among the parties to the agreement for payment of the costs of any additional infrastructure or services necessary to offset the impacts of an urban renewal project and for the sharing of revenues; and

**WHEREAS**, the LRC desires to enter into such an agreement as authorized under Section 31-25-107(11);

**WHEREAS**, by Resolution No. 15 Series 2020, adopted on May 19, 2020, the City Council approved the agreement between the City, the LRC, and the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE LOUISVILLE REVITALIZATION COMMISSION:**

**Section 1.** The proposed Agreement Regarding Property Tax TIF Revenue Sharing, Highway 42 Revitalization Area, among the City of Louisville, the Louisville Revitalization Commission, and the Louisville Fire Protection District (the “Agreement”), a copy of which is

attached hereto and incorporated herein by this reference, is hereby approved.

**Section 2.** The Chairman of the Board of Commissioners of the Louisville Revitalization Commission is authorized to execute the Agreement, and to negotiate and approve such revisions to the Agreement as the Chairman determines necessary or desirable for the protection of the Commission, so long as the essential terms and conditions of the Agreement are not altered.

**ADOPTED** this 10<sup>th</sup> day of June, 2020.

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Chairman

ATTEST:

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Secretary

**AGREEMENT REGARDING PROPERTY TAX TIF REVENUE SHARING  
Highway 42 Revitalization Area**

This Agreement regarding Property Tax TIF Revenue Sharing (the “Agreement”) is made as of May 19, 2020 by and among the LOUISVILLE REVITALIZATION COMMISSION, a body corporate and politic of the State of Colorado (the “Commission”), the CITY OF LOUISVILLE, a Colorado municipal corporation (the “City”), and the LOUISVILLE FIRE PROTECTION DISTRICT, a fire protection district organized pursuant to Title 32 of the Colorado Revised Statutes (the “District”), collectively, the “Parties” and individually a “Party.”

RECITALS

A. Pursuant to the Colorado Urban Renewal Law, Section 31-25-101, *et seq.*, C.R.S. (the “Act”), the City Council of the City passed and adopted Resolution No. 37 approving the Highway 42 Revitalization Area Urban Renewal Plan (the “Plan”) to carry out the urban renewal project (the “Urban Renewal Project”) described in the Plan for the area described therein (the “Urban Renewal Area”).

B. The Act provides, and the Plan contains, a provision authorizing the financing of the Urban Renewal Project through, among other methods, the use of property tax increments as authorized by the Act (“Property Tax TIF”).

C. The City and the Commission previously entered into a Tri-Party Agreement with the County of Boulder, dated December 5, 2006 (the “Tri-Party Agreement”) which provides that commencing on January 1, 2015, there shall be paid to the County certain County TIF revenues, as further defined and set forth in the Tri-Party Agreement.

D. The City and the Commission previously entered into an Amended and Restated Cooperation Agreement dated April 5, 2011 (the “2011 Cooperation Agreement”) which provides that the Commission shall repay to the City certain City Costs and Expenses incurred by the City for the provision of Operating Funds and Support Services for the Commission, as further defined and set forth in the 2011 Cooperation Agreement.

E. The City and the Commission previously entered into a Cooperation Agreement (Highway 42 Revitalization Area South Street Gateway Project Funding), dated November 5, 2012 (the “2012 Cooperation Agreement”) relating to financial assistance for the construction of the South Street Gateway to be located at the crossing of South Street under the Burlington Northern Railroad right-of-way, as further set forth in the 2012 Cooperation Agreement.

F. The Commission issued its Property Tax Increment Revenue Bonds (DELO Project), Series 2014 on October 23, 2014, in the principal amount of \$4,500,000 (the “2014 Bonds”) and pledged the Property Tax TIF revenue from the Core Project Area (as defined in the

2014 Bond Resolution authorizing the 2014 Bonds) to the payment of the 2014 Bonds on a basis that was subordinate to the payments required under the Tri-Party Agreement, the 2011 Cooperation Agreement and the 2012 Cooperation Agreement. Pursuant to the terms and provisions of the 2014 Bond Resolution, all Property Tax TIF revenue from the Core Project Area remaining after any required payments under the Tri-Party Agreement, the 2011 Cooperation Agreement and the 2012 Cooperation Agreement have been made are required to be applied to the payment of the 2014 Bonds until the 2014 Bonds are paid in full or until the Bonds are discharged on December 1, 2033.

G. The City and the Commission previously entered into an Amended and Restated Cooperation Agreement dated November 17, 2015 (the “2015 Cooperation Agreement”) which provides that the Commission shall repay to the City certain City Costs and Expenses incurred by the City for the provision of Operating Funds and Support Services for the Commission, as further defined and set forth in the 2011 Cooperation Agreement.

H. The Commission and 712 Main Street LLC and 722 Main Street LLC previously entered into a Property Tax Increment Rebate Agreement dated June 11, 2019 (the “2019 TIF Rebate Agreement”), which pledges Property Tax TIF revenues received by the Commission as a result of the property tax mill levies imposed upon the valuation of the property identified in such agreement for a period of time commencing with the first full fiscal year following issuance of a certificate of occupancy for the project to be constructed and ending upon payment of \$1,100,000 or the expiration of the Property Tax TIF provision of the urban renewal plan, whichever first occurs.

I. Section 31-25-107(11) of the Act permits and authorizes the Parties to enter into this Agreement for payment from that portion of the Property Tax TIF revenue produced by the District property tax levy, or any portion of such levy, the costs of additional District infrastructure or services necessary to offset the impacts of the Urban Renewal Project and for the sharing of revenues.

J. The District may, from time-to-time, refer to the registered electors of the District one or more ballot issues requesting an increase in the District’s mill levy to help pay increased expenses associated with the District’s costs of infrastructure, services, and equipment within the District’s boundaries, which includes the City and its residents.

K. The Parties by this Agreement desire to provide for a sharing of those revenues resulting from the District’s 3.9 mill levy increase approved at the November 2019 election, plus any general mill levy increase or bond issuance mill levy ballot issue at one or more elections in the future, subject to the Commissions existing obligations under the 2014 Bonds, the 2015 Cooperation Agreement, and the 2019 TIF Rebate Agreement (collectively, the “Prior Obligations”).

## AGREEMENT

NOW THEREFORE, in consideration of the foregoing the Parties agree as follows:

1. District TIF Revenue Sharing.

a. Commencing on January 1, 2020 (the “Effective Date”) and subject to the obligations of the Commission set forth in the Prior Obligations, the City and the Commission agree to share the following TIF revenues with the District:

i. One hundred percent (100%) of all revenue allocated to and collected by the Commission based on 3.9 mills of the District’s current property tax mill levy of 10.586 mills; and

ii. One hundred percent (100%) of all revenue allocated to and collected by the Commission based on any voter-approved ballot issues that increases the District general mill levy or imposes a debt service mill levy above the District’s current total property tax of 10.586 mills.

b. The District acknowledges that so long as the 2014 Bonds remain outstanding, any Property Tax TIF revenues generated from the District’s mill levy in the Core Project Area (as defined in the 2014 Bond Resolution) is required to be applied to the payment of the 2014 Bonds.

2. Payments to District. Provided this Agreement has not been terminated in accordance with Section 3, commencing on the Effective Date and continuing until the twenty-fifth (25<sup>th</sup>) anniversary of the date of approval of the Plan (the “Term”), the City shall pay to the District all revenues received from the Commission pursuant to Section 1 on or before the 31<sup>st</sup> day of January following the calendar year of collection, with the first payment to be made on or before January 31, 2021 for revenues received in calendar year 2020.

3. Termination Event. The Commission or the City may terminate this Agreement by delivering to the District written notice of the termination of the Plan, including its TIF component.

4. Agreement Confined to District TIF Revenue. This Agreement applies only to the District Property Tax TIF revenue collected in the Urban Renewal Area during the Term, and does not include any other revenues of the City or the Commission. This Agreement also does not apply to any substantial modification of the Plan, as that term is defined in the Act, as amended from time to time, including but not limited to any extension of the Plan period or expansion of the Urban Renewal Area covered by the Plan.

5. Obligation Subordinate. The obligation of the Commission to pay that portion of the District TIF revenue to the City based on the District’s mill levy, as set forth in Section 1, is

and shall be subordinate to: (a) any payments required to be made by the Commission to the City pursuant to the 2015 Cooperation Agreement; (b) any payment of the principal of, the interest on, and any premiums due in connection with bonds of, loans or advances to, or indebtedness incurred by, whether funded, refunded, assumed, or otherwise, the Commission for financing or refinancing, in whole or in part, the Urban Renewal Project, including but not limited to the 2014 Bonds; and (c) any payments required to be made by the Commission pursuant to the 2019 TIF Rebate Agreement. Notwithstanding the foregoing, the Commission will use reasonable good faith efforts, consistent with its obligations to carry out the Urban Renewal Project, to structure any such financing or refinancing in a manner to accommodate and provide for the payment of that portion of the District TIF revenue based on the District's mill levy, as set forth in Section 1.

6. Books and Accounts; Financial Statement. During the Term, the City and the Commission will keep, or cause to be kept, proper and current books and accounts in which complete and accurate entries shall be made of the District Property Tax TIF revenue received by the Commission and the City and the amounts subject to sharing with the District pursuant to Section 1 of this Agreement. Upon reasonable notice, and at the sole expense of the District, all such books and accounts related to the District Property Tax TIF revenue shall be open to inspection during normal business hours by such accountants or other agents as the District may from time to time designate.

7. Notices. Any notice required or permitted by this Agreement shall be in writing and shall be given by personal service, by certified mail or registered mail, or by reputable overnight courier service, all postage and fees prepaid, addressed to the Party to whom such notice is to be given at the address set forth on the signature page below, or at such other address as has been previously furnished in writing, to the other Party or Parties. Notices shall be deemed given upon such personal, courier or express mail delivery or on the third business day following deposit in the U.S. mail as provided above.

8. Delays. Any delays in or failure of performance by any Party of its obligations under this Agreement shall be excused if such delays or failure are a result of acts of God, acts of public enemy, acts of the Federal, state or local government, acts of any other Party, acts of third parties, litigation concerning the validity of this Agreement or relating to transactions contemplated hereby, fire, floods, strikes, labor disputes, accidents, regulations or order of civil or military authorities, shortages of labor or materials, or other causes, similar or dissimilar, which are beyond the control of such Party. Notwithstanding the foregoing, where any of the above events shall occur that temporarily interrupt the ability of the Commission and/or the City to transfer or pay the District Property Tax TIF revenues, as soon as the event causing such interruption shall no longer prevail, the Commission and the City shall transfer and pay the total amount of District Property Tax TIF revenues then owing to date as determined according to the provisions of Sections 1 and 2, above.

9. Default. Time is of the essence, subject to Section 8, above. If any payment or any other material condition, obligation, or duty is not timely made, tendered, or performed by any Party, then any other Party may exercise any and all rights available at law or in equity,

including damages, but such damages shall be limited to the actual amount that such Party is entitled to receive or retain under this Agreement. No special or punitive damages shall be payable hereunder.

10. Section Captions. The captions of the Sections are set forth only for the convenience and reference of the Parties and are not intended in any way to define, limit, or describe the scope or intent of this Agreement.

11. Integration and Amendment. This Agreement represents the entire agreement among the Parties with respect to the subject matter and there are no oral or collateral agreements or understandings with respect to the subject matter. This Agreement may be amended only by an instrument in writing signed by the Parties. Course of performance, no matter how long, shall not constitute or be construed as an amendment to this Agreement.

12. Waiver. The District waives any right to contest in any manner the validity of the Plan, or any of the provisions of the Plan, including, without limitation, the right of the Commission to use the Property Tax TIF provisions described herein. A waiver by any Party to this Agreement of the breach of any term or provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either Party.

13. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado and venue shall lie in the District Court for the County of Boulder.

14. No Third-party Beneficiaries. This Agreement is intended to describe the rights and responsibilities only as to the Parties hereto. This Agreement is not intended and shall not be deemed to confer any rights on any person or entity not named as a Party hereto.

15. No Presumption. The Parties to this Agreement and their attorneys have had a full opportunity to review and participate in the drafting of the final form of this Agreement. Accordingly, this Agreement shall be construed without regard to any presumption or other rule of construction against the Party causing the Agreement to be drafted.

16. Severability. If any provision of this Agreement is found to be invalid, illegal or unenforceable, the validity and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

17. Execution Required. This Agreement shall not be binding upon any Party hereto unless and until the Parties have each executed and delivered this Agreement to each of the other Parties.

18. Parties Not Partners. Notwithstanding any language in this Agreement or any other agreement, representation, or warranty to the contrary, the Parties shall not be deemed to be partners or joint venturers, and no Party shall be responsible for any debt or liability of any other Party.

IN WITNESS WHEREOF, this Agreement is executed by the Parties hereto in their respective names as of the date set forth above.

LOUISVILLE REVITALIZATION  
COMMISSION

ATTEST:

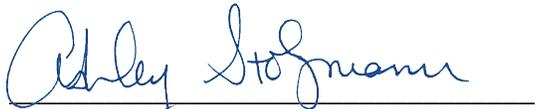
\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chair  
749 Main Street  
Louisville, CO 80227

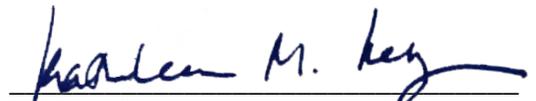
CITY OF LOUISVILLE

ATTEST:

  
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
Mayor  
749 Main Street  
Louisville, CO 80227

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

LOUISVILLE FIRE PROTECTION DISTRICT

ATTEST:

  
Board Secretary

  
President, Board of Directors  
895 Via Appia Way  
Louisville, CO 80027

**SUBJECT: DISCUSSION/DIRECTION- COST SHARING FOR REQUIRED THIRD-PARTY REVIEW (DIRECT FINANCIAL ASSISTANCE REQUESTS ONLY)**

**DATE: JUNE 10, 2020**

**PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

**SUMMARY:**

In 2019, the LRC approved its first agreement to provide a direct TIF financial assistance rebate to the Terraces on Main project. As part of considering that assistance proposal, a third-party was hired to review the financial information provided in the application for a property tax TIF rebate. Since there are no current applicants for direct financial assistance, the LRC has considered whether applicants should participate in the cost of the required third-party review.

**DISCUSSION/DIRECTION:**

In March, the LRC directed staff to prepare a policy change for applications for TIF direct financial assistance. A copy of the current application for assistance from the LRC is included as *Attachment #1*. The application is based on the "Property Tax Increment Financing Rebate Assistance Policy," which was most recently adopted by the City Council on June 11, 2019 and the LRC on July 15, 2019.

Staff has incorporated the direction from the LRC to amend the policy to include a 50-50 cost share of the required third-party review in requests for direct financial assistance as a redline document (please see *Attachment #2*). If the LRC is satisfied with the change as proposed, the revised policy will be advanced for City Council consideration; the LRC would also need to formally adopt the policy after the City Council.

**RECOMMENDATION:**

Provide staff direction on the proposed policy change.

**ATTACHMENTS:**

- Attachment #1: Urban Renewal Area Application for Assistance
- Attachment #2: LRC Property Tax Increment Financing Rebate Assistance Policy (Redline)

## **Louisville Revitalization Commission Urban Renewal Area- Application for Assistance**

The Louisville Revitalization Commission (LRC) is the Urban Renewal Authority within the City of Louisville, Colorado. The LRC's mission includes carrying out the Highway 42 Revitalization Area Urban Renewal Plan (Plan) which was adopted in December 2006.

The purpose of the Plan is to stimulate growth and reinvestment in the Urban Renewal Area (URA), on surrounding blocks and throughout downtown and reduce, eliminate and prevent the spread of blight in the URA. A map of the URA is included as Attachment A. The LRC has the authority to collect the incremental property taxes from improvements in the URA to provide assistance to projects that eliminate the blighting factors identified when the URA was formed.

It is the intent of the LRC to provide assistance to stimulate private investment in cooperation with property owners and other affected parties in order to accomplish the objectives of the Plan. Public-private partnerships and other forms of cooperative development will be critical to the LRC's strategy for stimulating growth and reinvestment, preventing the spread of blight, and eliminating the blighting conditions.

The LRC will consider assistance on projects that address the blighting conditions present in the URA, as well as provide economic growth for the community. To be considered for assistance, projects must address several of the objectives outlined in the Plan, as follows:

- A. Eliminate and prevent blight
- B. Improve relationship between the URA and surrounding areas
- C. Increase property values
- D. Provide uses supportive of and complementary to planned improvements
- E. Encourage a mix of uses and/or mixed-use projects
- F. Promote a variety of products to address multiple income segments
- G. Provide ease of vehicular and pedestrian circulation and improve connections
- H. Encourage continued presence of businesses consistent with the plan vision
- I. Provide a range of financing mechanisms for private property re-investment and investment
- J. Mitigate impacts from future transportation improvements
- K. Encourage public-private partnerships to implement the plan
- L. Adjust parking ratios to reflect future densities
- M. Encourage shared parking among projects in area
- N. Develop higher design standards including flexible lighting and signage standards
- O. Landscape streetscapes to unify uses and plan components

Projects will be evaluated on several factors including, but not limited to:

1. The ability to stimulate growth and reinvestment in the URA
2. The elimination or prevention of blight in the URA
3. The magnitude of positive effect caused by the project
4. The need for public assistance to complete the project

## **Louisville Revitalization Commission Urban Renewal Area- Application for Assistance**

5. The economic benefits to the community from the project
6. The effect of the project on surrounding property
7. The increase in property value created from the project

Assistance is generally provided to projects for public infrastructure improvements needed to facilitate the revitalization of property within the Urban Renewal Area. Typical public infrastructure investments may include but are not limited to unifying streetscape elements, improving access and circulation, improving streets and parks, providing for railroad corridor improvements and grade separation, providing for parking, and completing utilities.

In 2019, the LRC also adopted a policy for Property Tax Increment Financing Rebates. Under this policy, the LRC will consider requests for direct financial assistance to a private property owner undertaking projects to redevelop or rehabilitate properties contained in the URA. Please reference the policy details included in Attachment B.

Parties interested in assistance (for public infrastructure or direct assistance) from the LRC must complete an Application for Assistance included as Attachment C. As each project is unique, the LRC may ask the applicant for additional information after an initial review. This application is not an offer to contract and the submission of an application confers no rights, duties or entitlements to any party. The provision of assistance is at the sole discretion of the LRC, and the LRC reserves the right to reject or approve requests for assistance on a case-by-case basis. Meeting LRC objectives or policies does not assure any award of assistance, and decisions concerning one project do not set any precedent with respect to any other project.

Any offer for Assistance LRC will be formalized in a Development Agreement between the LRC and project applicant. The Development Agreement must also be approved by the Louisville City Council.

All development in the URA must conform to the City's Comprehensive Plan, zoning code, building codes, applicable design standards and any site-specific zoning for the subject properties, all as in effect and as may be amended from time-to-time.

Please see the Application for Assistance (Attachment C) for additional details and requirements. For questions, please contact:

Megan E. Pierce  
Economic Vitality Director  
749 Main Street  
Louisville, CO 80027  
303-335-4531  
[mpierce@louisvilleco.gov](mailto:mpierce@louisvilleco.gov)

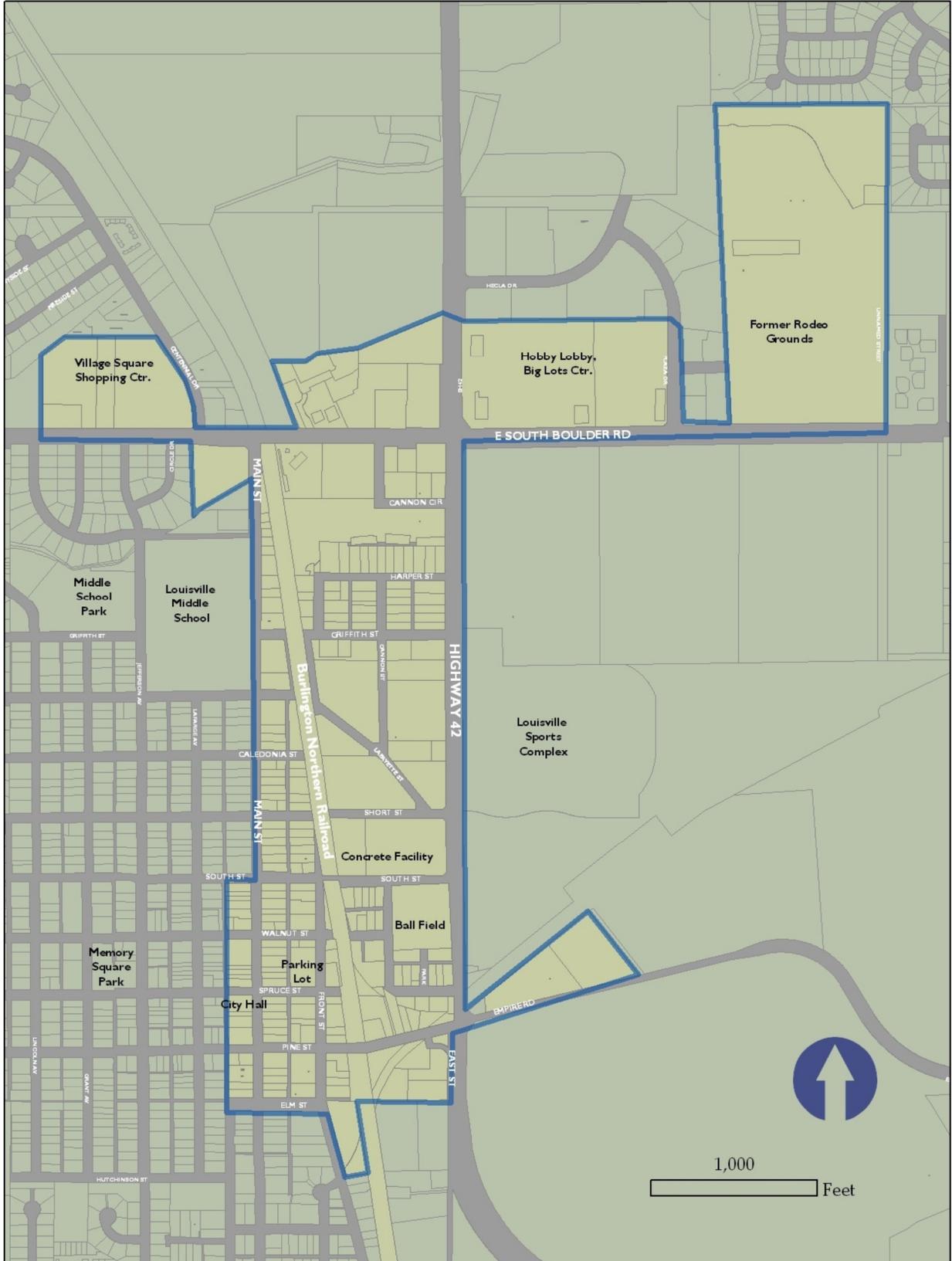
**Louisville Revitalization Commission  
Urban Renewal Area- Application for Assistance**

**Attachment A**

**Map of Urban Renewal Area**

# Louisville Revitalization Commission Urban Renewal Area- Application for Assistance

## City of Louisville - Highway 42 Urban Renewal Area



**Louisville Revitalization Commission  
Urban Renewal Area- Application for Assistance**

**Attachment B**

**LRC Property Tax Increment Financing  
Rebate Assistance Policy**

**Louisville Revitalization Commission**  
**Urban Renewal Area- Application for Assistance**

**LRC Property Tax Increment Financing Rebate Assistance Policy**

**Adoption:** 6/11/19 by Louisville City Council; 7/15/19 by Louisville Revitalization Commission

**Introduction:**

The Louisville Revitalization Commission (“LRC”) is the Urban Renewal Authority for the City of Louisville, Colorado (“City”). The LRC’s mission includes implementing the Highway 42 Revitalization Area Urban Renewal Plan (the “Plan”) which was adopted by the City of Louisville in December 2006.

The purpose of the Plan is to reduce, eliminate and prevent the spread of blight within the Urban Renewal Area (“URA”) and to stimulate growth and reinvestment within the Area boundaries, on surrounding blocks and throughout the Louisville downtown business district.

**Policy on Use of Property Tax Increment Rebates:**

It is the principal goal of the urban renewal effort to afford maximum opportunity, consistent with the sound needs of the City as a whole, to redevelop and rehabilitate the Area by private enterprise. The rehabilitation and redevelopment of properties within the Urban Renewal Area will be accomplished through the improvement of existing structures and infrastructure, attraction of new investment and reinvestment, and preventing deterioration of properties in the Area. It is the City’s general intent to use urban renewal funds to support public infrastructure improvements that are needed to facilitate private investment and reinvestment in the plan area.

In unique situations, and on a case-by-case basis, in the sole and absolute discretion of the LRC and the City, certain forms of financial and other economic assistance may be awarded to a private property owner to undertake projects to redevelop or rehabilitate properties contained in the Area. Projects that are awarded support must demonstrate that they would provide exceptional and unique public benefits to qualify and would not be reasonably expected to be feasible without City financial or other economic support.

**Property Tax Increment Rebates for Private Development:**

It is the policy of the LRC and the City that consideration may be given to requests for financial assistance by the use of property tax increment rebates to private property owners within the LRC authority to collect incremental property taxes from taxable new construction in the Area and to provide assistance to projects meeting the goals and objectives in the Highway 42 Urban Renewal Plan and which are also deemed to be in the best interests of the City.

To be considered for assistance, proposed projects must support the overall goals of the City and the Plan which specifically include promoting an environment which allows for a range of uses and product types which can respond to market conditions over time along with furthering the goals and objectives of the Louisville Comprehensive Plan;

## **Louisville Revitalization Commission Urban Renewal Area- Application for Assistance**

Highway 42 Framework Plan, Historic Preservation Plan and other relevant policies, while leveraging the community's investment in public improvement projects in the Area.

In addition to eliminating and preventing blight, proposed projects must address at least three or more of the objectives outlined in the Plan. Those objectives include:

- A. Improve relationship between the URA and surrounding areas
- B. Provide uses supportive of and complementary to planned improvements
- C. Encourage a mix of uses and/or mixed-use projects
- D. Promote a variety of products to address multiple income segments
- E. Provide ease of vehicular and pedestrian circulation and improve connections
- F. Encourage continued presence of businesses consistent with the plan vision
- G. Mitigate impacts from future transportation improvements
- H. Encourage public-private partnerships to implement the plan
- I. Encourage shared parking among projects in the area
- J. Landscape streetscapes to unify uses and plan components.

As specifically related to the use of property tax increment financing, a proposed project must clearly demonstrate that the project will provide the clear and present potential to generate substantial increases to the property tax values directly attributable to the project which could support the sharing of the incremental property tax increments between the property owners and the LRC.

### **Criteria for Evaluation:**

After a property owner submits an application for property tax increment rebate assistance, the project will be evaluated based on how the project provides positive impacts to the community and how the project addresses the following criteria:

1. The elimination or prevention of blight in the URA
2. The ability to stimulate growth and reinvestment in the URA
3. The economic benefits to the community from the project
4. The effect of the project on surrounding property
5. The increase in property value created from the project
6. For property within downtown Louisville, the project is consistent with the City's historic preservation goals and objectives.

In addition to the criteria listed above, the LRC will give special consideration to projects that will also provide potential sales and other forms of tax revenue increases to the City and/or other significant community benefits, which might include but would not be limited to; providing outdoor and indoor public spaces, public art, affordable housing, transportation infrastructure improvements, parking beyond the needs of the project and historic building restoration or improvements.

### **Potential Property Tax Increment Rebate Consideration:**

The LRC and the City may consider awarding a 50% property tax increment rebate for a period up to five (5) years from the direct collection of the incremental property taxes

## **Louisville Revitalization Commission Urban Renewal Area- Application for Assistance**

attributable to the project. However, for projects that provide extraordinary community benefits or will generate substantial sales and other taxes for the City, the LRC and the City Council may consider awarding up to a 90% property tax increment rebate for a period of up to ten (10) years. No assistance will be granted to a project beyond the 2033 LRC budget year.

### **Project Transfer Criteria:**

Transfers of a property tax increment rebate agreement may be made under at least one of the following circumstances:

- The new entity is wholly or significantly owned by the previous owners of the project
- The project is being transferred to at least one of the business/tenant (or an entity owned and controlled by the business/tenant) occupying the building
- To a non-related entity only after the project receives a Certificate of Occupancy after construction is complete, and only with the written consent of the City and LRC.

A property tax increment rebate agreement will contain an expiration date, upon which the agreement will expire if the project is not timely completed.

Applicants for tax increment property tax rebates or other financial assistance must first obtain the City's required land-use approvals for the project prior to receiving approval by the LRC and by the City for the financial assistance.

Applicants must submit all pertinent project financial information related to the project and the developer organization, including estimated development costs and a financing and operating plan. All financial information shall be referred by the City to a qualified professional for third-party review at LRC expense

All information submitted to the LRC or to the City is subject to public disclosure consistent with the requirements of the Colorado Open Records Act, the City of Louisville Charter, and related City, policies and ordinances.

### **Contact Information:**

For additional information on Louisville's Urban Renewal assistance options, please contact Megan E. Pierce, Economic Vitality Director, at [mpierce@louisvilleco.gov](mailto:mpierce@louisvilleco.gov).

**Louisville Revitalization Commission  
Urban Renewal Area- Application for Assistance**

**Attachment C  
Application for Assistance**

**Louisville Revitalization Commission  
Urban Renewal Area- Application for Assistance**

**Application**

Check One or Both:  Public Infrastructure Assistance     Direct Assistance (see #6)

Project Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Main Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_                      Email: \_\_\_\_\_

Project Location: \_\_\_\_\_

Name, Address & Phone of Property Owner of Project Location (if different than Applicant): \_\_\_\_\_

Summary of Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Total Cost of Project: \_\_\_\_\_

Summary of Request for Assistance: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional Items to be submitted with completed application:

- 1) Detailed description of the Project with supporting visuals (i.e. plans, designs)
- 2) Applicant's experience with similar projects, if applicable
- 3) Detailed description of the request for assistance from the Urban Renewal Authority
- 4) Description of the community benefits resulting from the Project, including the blight conditions the project will address (complete Attachment D with description)
- 5) Discussion of how the project improves the project property and neighboring properties
- 6) **Only for Direct Assistance Applications:** Financials for the project. Applicant must provide a 10-year proforma for the project, a Sources and Uses Budget for the entire project, and assumptions for retail sales and assessed value of the Project for residential and commercial uses by year
- 7) Timeframe of implementation of the Project
- 8) Discussion of Project risks

Applicant Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

\*Submitted applications and attachments are public documents and the information provided will be provided to and used by public entities to evaluate and describe the project.

**Louisville Revitalization Commission  
Urban Renewal Area- Application for Assistance**

**Attachment D**

**Blight Conditions Description**

**Louisville Revitalization Commission  
Urban Renewal Area- Application for Assistance**

**Blight Conditions Description**

Project Name: \_\_\_\_\_

Please provide a short description of how the project addresses the following blight conditions identified in the Urban Renewal Area.

A) Slum, deteriorated, or deteriorating structures	
B) Predominance of defective or inadequate street layout	
C) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness	
D) Unsanitary or unsafe conditions	
E) Deterioration of site or other improvements	
F) Unusual topography or inadequate public improvements or utilities	
G) Defective or unusual conditions of title rendering the title nonmarketable	
H) Existence of conditions that endanger life or property by fire and other causes	
I) Buildings that are unsafe or unhealthy for persons to live or work	
J) Environmental contamination of buildings or property	
K.5) Existence of health, safety, or welfare factors requiring high levels of services	

*Adopted 6/11/2019 by Louisville City Council &  
7/15/19 by Louisville Revitalization Commission*

# LOUISVILLE REVITALIZATION COMMISSION

## Property Tax Increment Financing Rebate Assistance Policy

**Implementation Date: 7/15/19**

### **Introduction:**

The Louisville Revitalization Commission (“LRC”) is the Urban Renewal Authority for the City of Louisville, Colorado (“City”). The LRC’s mission includes implementing the Highway 42 Revitalization Area Urban Renewal Plan (the “Plan”) which was adopted by the City of Louisville in December 2006.

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To be considered for assistance, proposed projects must support the overall goals of the City and the Plan which specifically include promoting an environment which allows for a range of uses and product types which can respond to market conditions over time along with furthering the goals and objectives of the Louisville Comprehensive Plan; Highway 42 Framework Plan, Historic Preservation Plan and other relevant policies, while leveraging the community's investment in public improvement projects in the Area.

In addition to eliminating and preventing blight, proposed projects must address at least three or more of the objectives outlined in the Plan. Those objectives include:

- A. Improve relationship between the URA and surrounding areas
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transportation infrastructure improvements, parking beyond the needs of the project and historic building restoration or improvements.

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Applicants for tax increment property tax rebates or other financial assistance must first obtain the City's required land-use approvals for the project prior to receiving approval by the LRC and by the City for the financial assistance.

Applicants must submit all pertinent project financial information related to the project and the developer organization, including estimated development costs and a financing and operating plan. All financial information shall be referred by the City to a qualified professional for third-party review ~~at LRC expense.~~ The cost of the third-party review will be shared between the LRC and applicant, with each party paying a 50% share. If the project is ultimately constructed, when the Certificate of Occupancy is issued, the LRC will rebate to the applicant its 50% payment.

All information submitted to the LRC or to the City is subject to public disclosure consistent with the requirements of the Colorado Open Records Act, the City of Louisville Charter, and related City, policies and ordinances.

The application for property tax increment rebate assistance may be found on the City's website at the following

address: <http://www.louisvilleco.gov/home/showdocument?id=22682>

**Contact Information**

For additional information on Louisville's Urban Renewal assistance options, please contact [Economic Vitality Director, Megan Pierce at mpierce@louisvilleco.gov](mailto:mpierce@louisvilleco.gov) or 303-335-4531. [dburgess@louisvilleco.gov](mailto:dburgess@louisvilleco.gov).

**SUBJECT: DISCUSSION/DIRECTION- HIGHWAY 42 PLAN REVIEW AND DELO UPDATE**

**DATE: JUNE 10, 2020**

**PRESENTED BY: ROB ZUCCARO, PLANNING & BUILDING SAFETY DIRECTOR  
MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

**SUMMARY:**

Earlier this year, the Louisville Revitalization Commission (LRC) requested a review and discussion of the Highway 42 Revitalization Area Urban Renewal Plan. This will add context to the LRC's Work Plan discussions as well as assist new Commission members in understanding background and history. Staff also offered to provide an update on the DELO project.

**DISCUSSION/DIRECTION:**

The Highway 42 Revitalization Urban Renewal Plan was formally adopted in December 2006. The Area Conditions Survey was completed in August 2006—outlining the qualifying conditions for the Urban Renewal Area. Both documents are available on the City's website: <https://www.louisvilleco.gov/business/economic-development/redevelopment-opportunities/highway-42-urban-renewal>. Prior to these efforts that established the Area, there was a Highway 42 Revitalization Area Framework Plan and Comprehensive Plan Amendment in 2003. Staff has prepared a presentation to review the history and evolution of the Highway 42 Area.

Development of DELO began substantively in 2016. Over time, the Urban Renewal Authority (URA) has funded public improvements within the Core Area as well as provided for funding of the South Street Underpass that connects DELO to Louisville's Downtown. Staff has received several questions about the status of DELO. In addition, there are outstanding URA-funded items for DELO that remain to be completed; these items should be taken into consideration with LRC discussions about long-term fund projections.

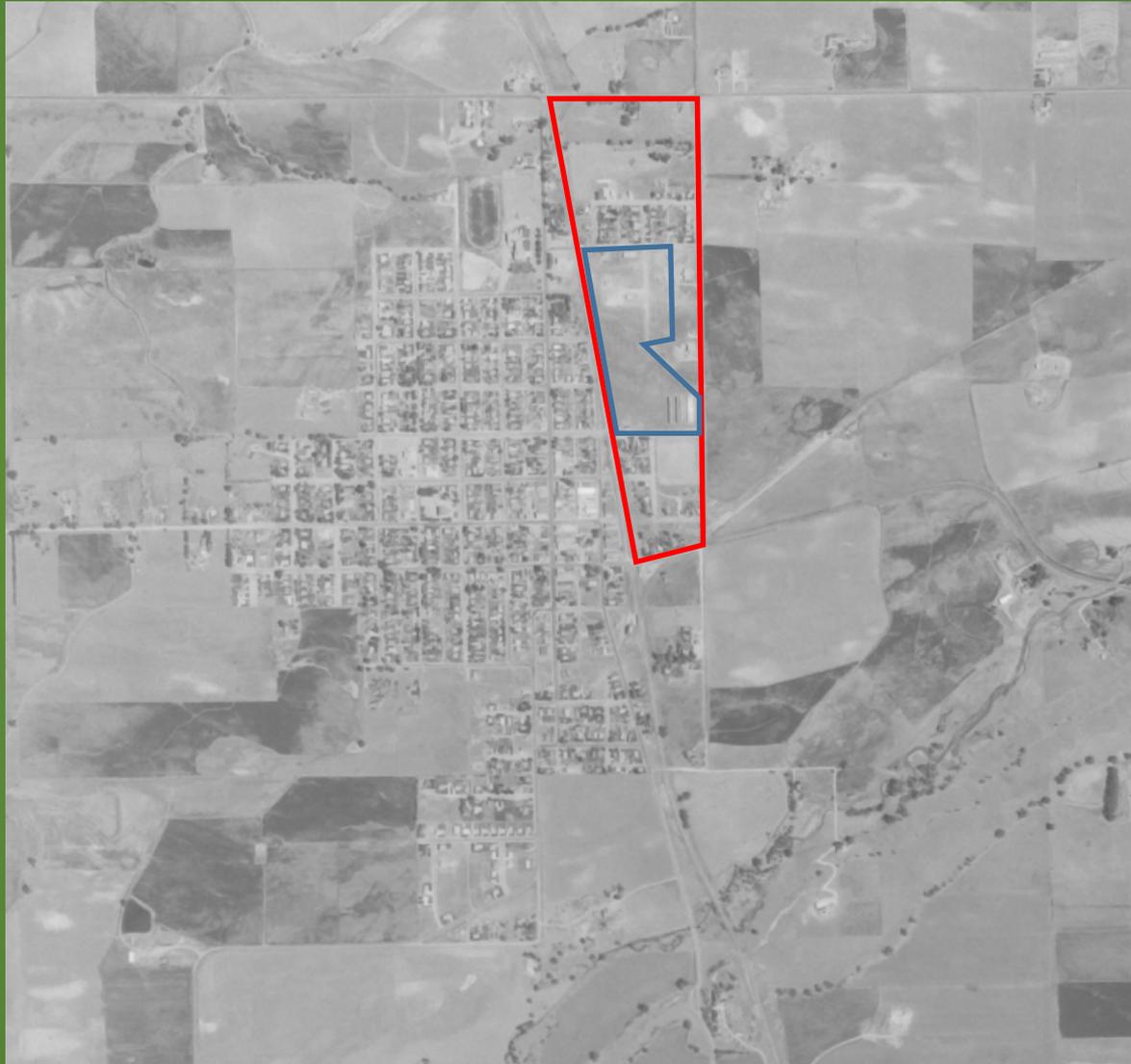
**RECOMMENDATION:**

Review and discuss the Highway 42 Urban Renewal Plan and DELO update with Staff.

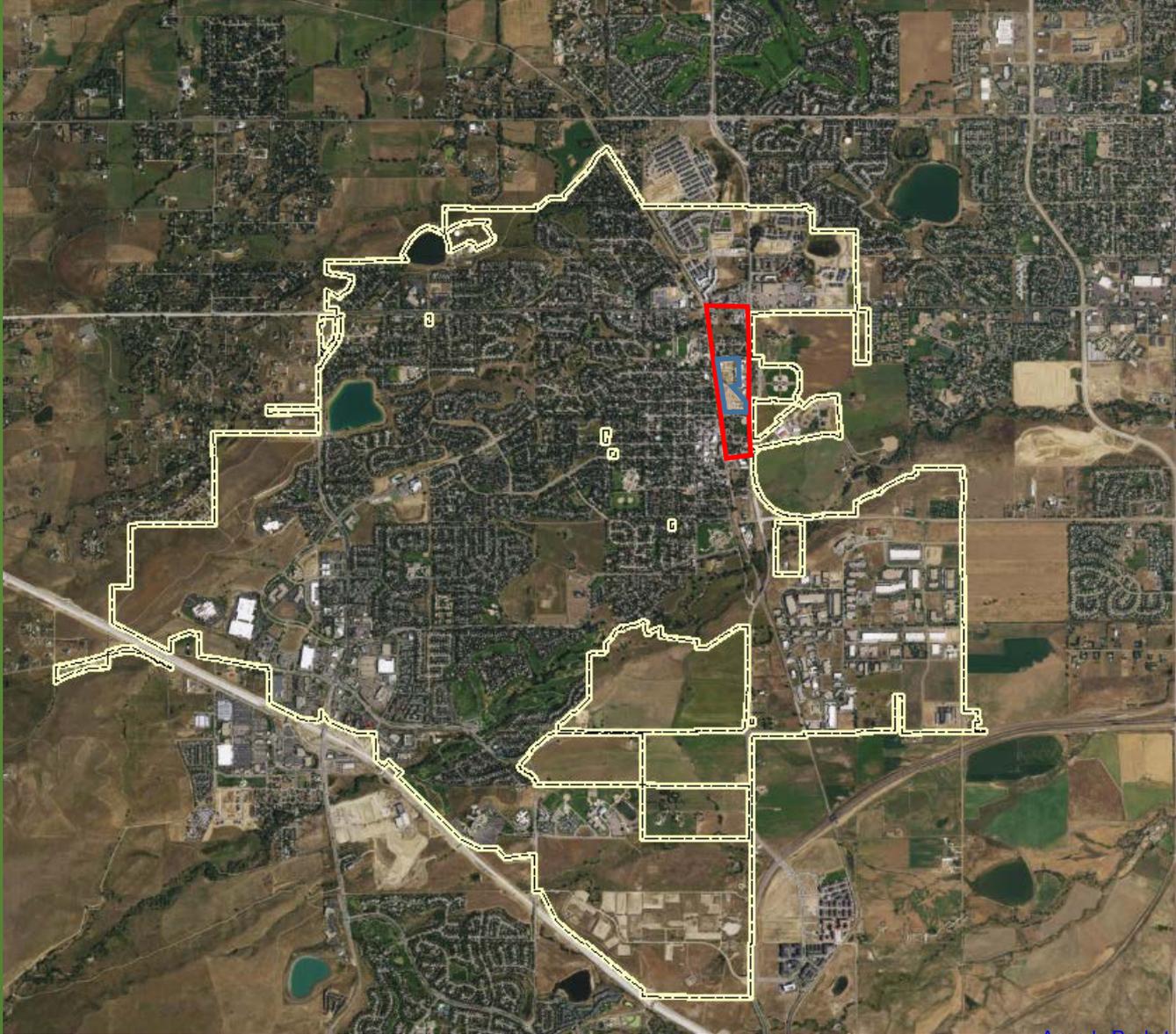
**ATTACHMENTS:**

- Highway 42 Revitalization Area Urban Renewal Plan Presentation
- DELO Update Presentation

# Louisville – 1963: Population 2,500

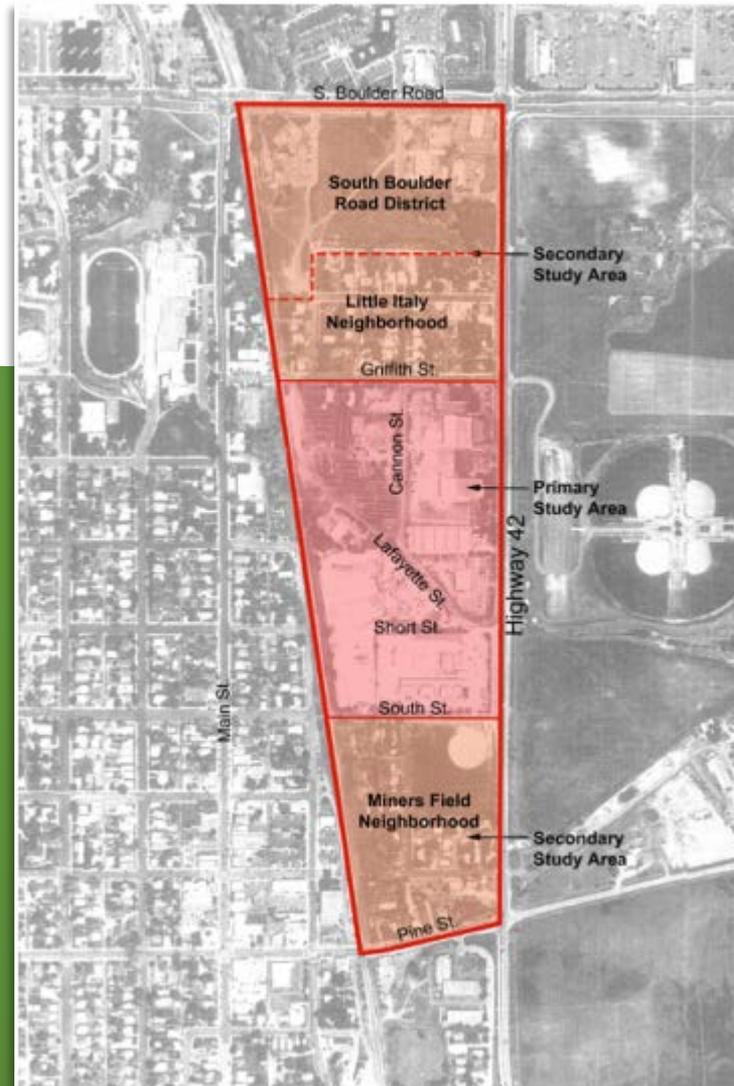


Louisville – Today: Population 20,500



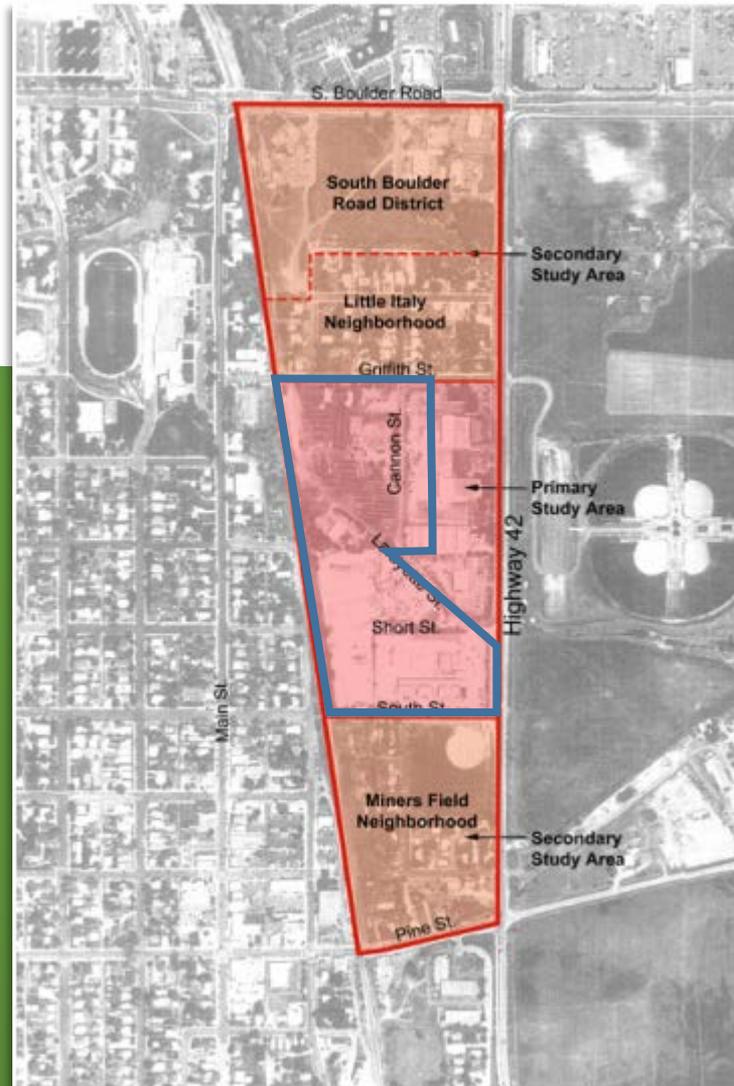
# The Highway 42 Revitalization Area Framework Plan

City of Louisville, Colorado  
Civitas, Inc.  
Fehr and Peers  
Matrix Design Group  
Szymanski / Ray



# The Highway 42 Revitalization Area Framework Plan

City of Louisville, Colorado  
Civitas, Inc.  
Fehr and Peers  
Matrix Design Group  
Szymanski / Ray

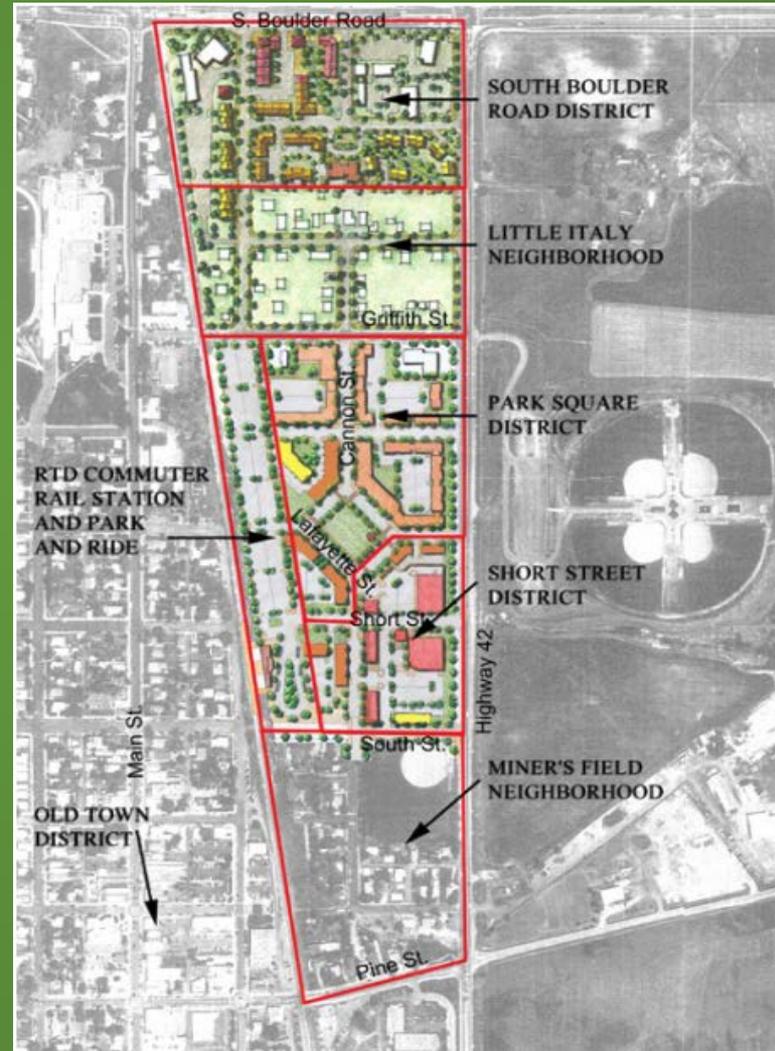


# Highway 42 Revitalization Area Framework Plan & Comprehensive Plan Amendment - 2003

- Recognize the access and support parking required for potential commuter rail station
- Capture the potential for high quality / mixed-use development
- Compliment and integrate the area with historic downtown
- Strengthen and enhance adjacent residential neighborhoods

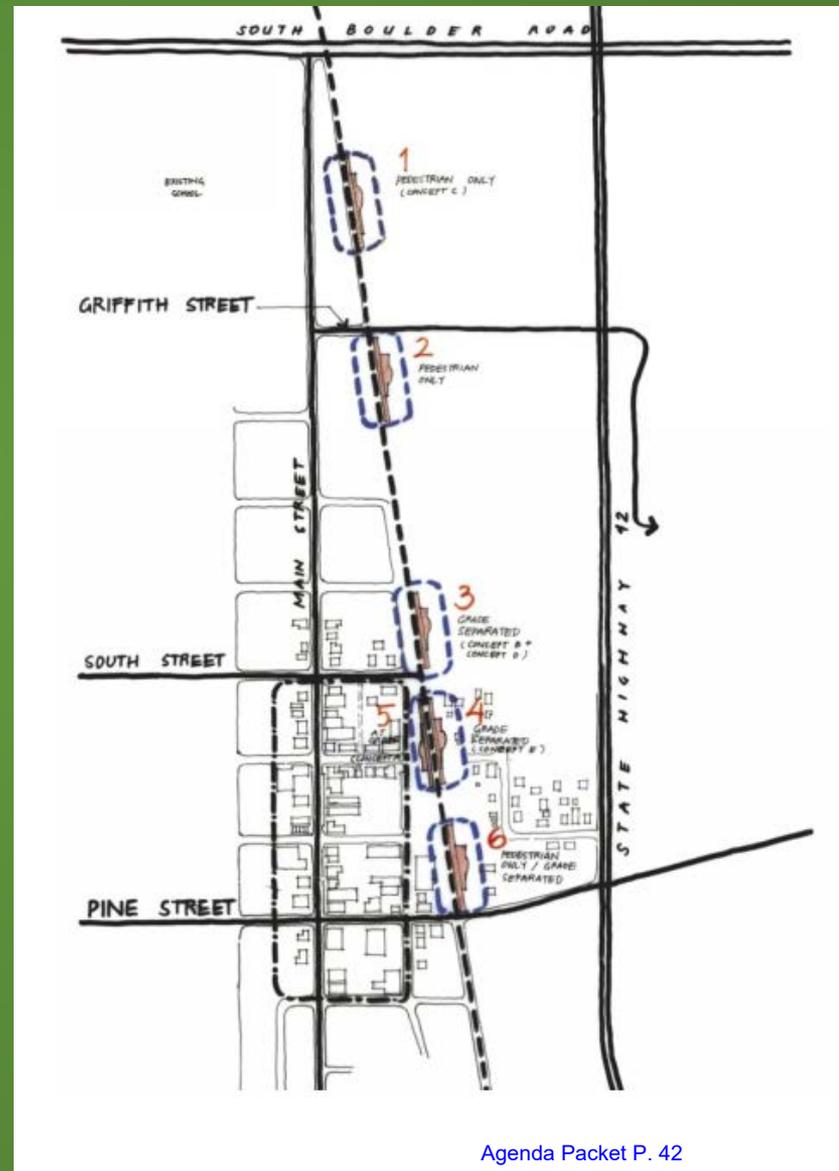


# Highway 42 Revitalization Area Framework Plan & Comprehensive Plan Amendment - 2003



# Highway 42 Revitalization Area Framework Plan & Comprehensive Plan Amendment - 2003

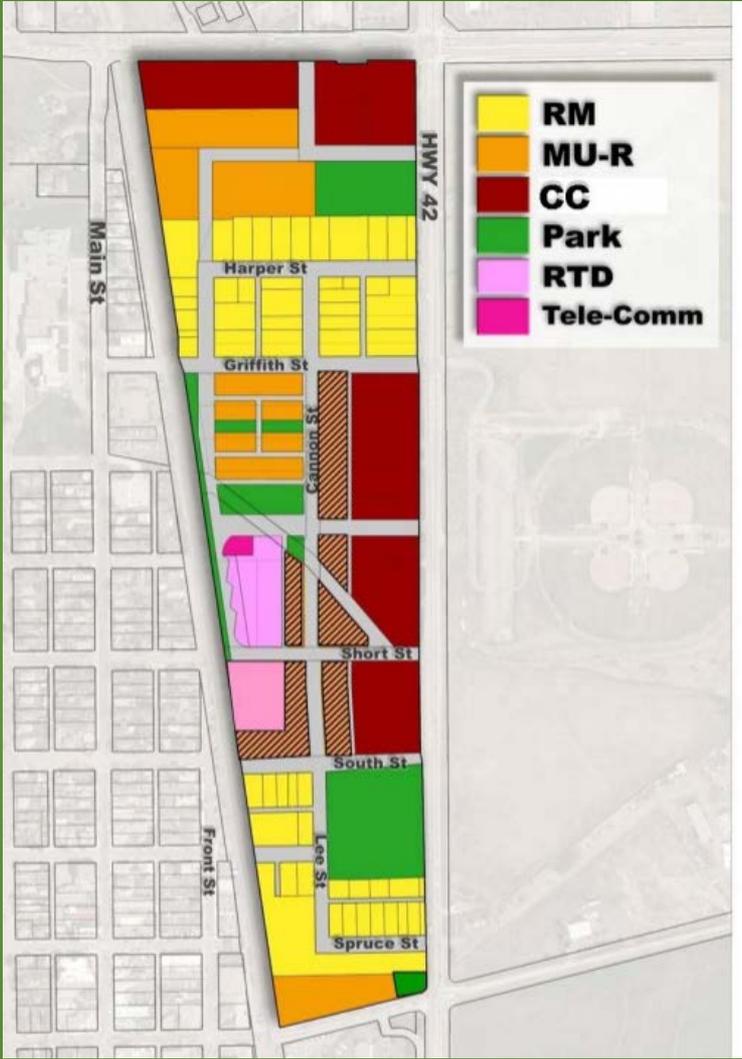
- Four Criteria to Evaluate Station Location
  1. Impact to Neighborhoods
  2. Benefit to Historic Downtown
  3. Access to Parking for Station
  4. Potential for Complimentary Development



# Highway 42 Revitalization Area Framework Plan & Comprehensive Plan Amendment - 2003

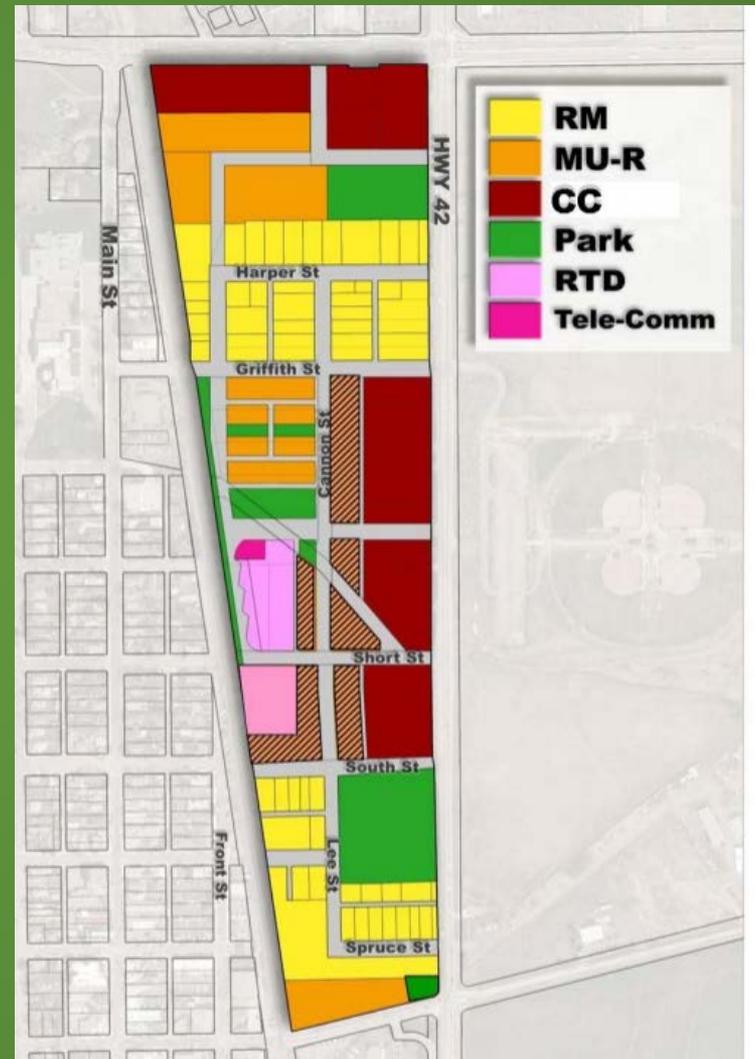


# Creation of Mixed Use Zoning - 2007



# Creation of Mixed Use Zoning and Design Standards - 2007

- Mandatory Rezoning with Redevelopment (Historic Residential Neighborhoods Excepted)
- Mixed Use Residential (MU-R) and Community Commercial (CC) Zones
- MU-R Requires a Minimum of Two Principal Uses
- Ground Floor Retail Requires Special Review Along Cannon St. (Encourage Vertical Mixed Use)



# 42 Gateway

## Alternative Analysis Report

June 2013



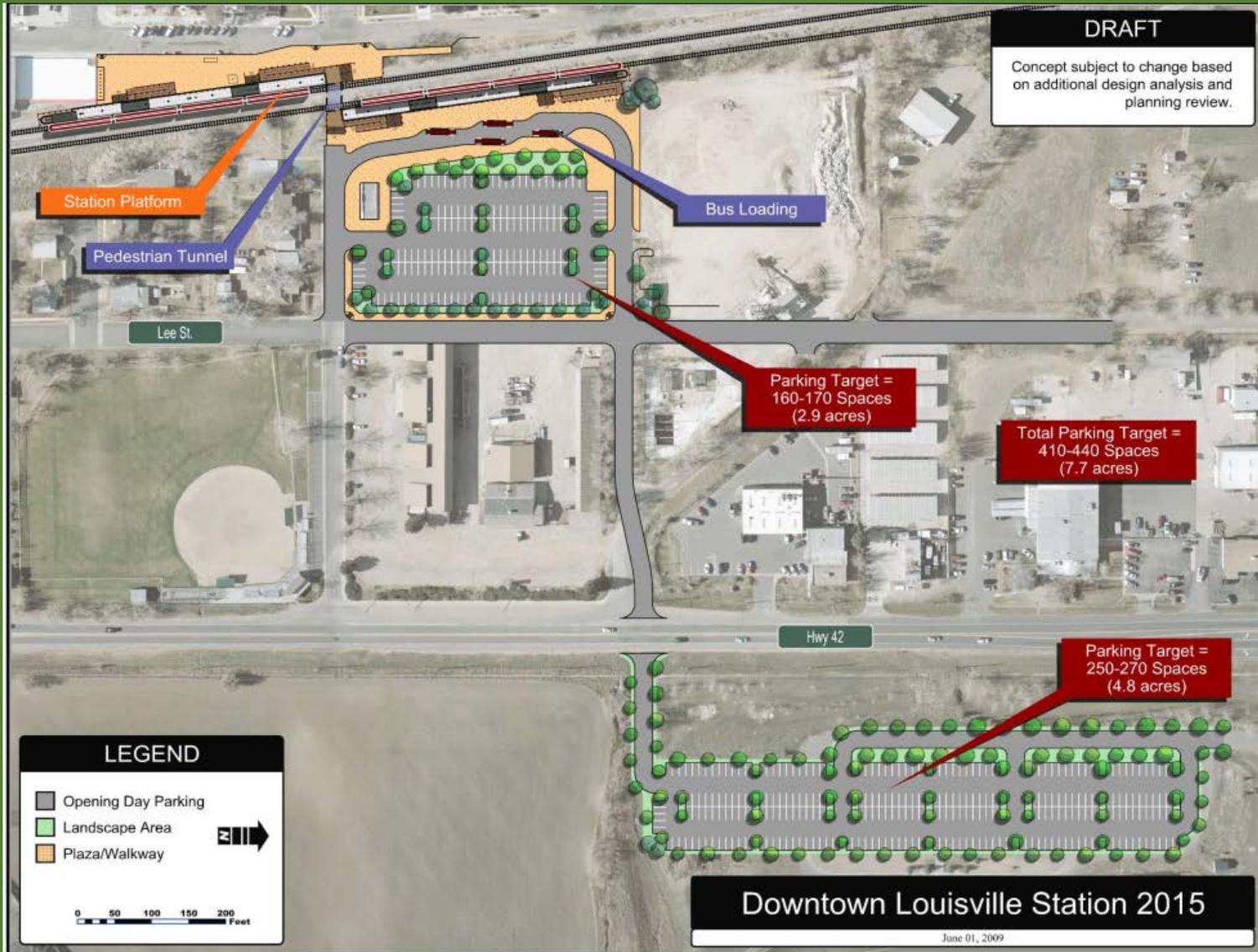
# 42 Gateway – 2013







# Station Area Planning



# Station Area Planning

**BUSINESS**

## RTD stunned by BNSF's charge for use of northwest rail lines

COLORADO MATTERS

**While Airport Rail Service Starts Soon, Boulder And Longmont's Is Decades Away**



BY RACHEL ESTABROOK  
APR 16, 2016

**NEWS > COLORADO NEWS**

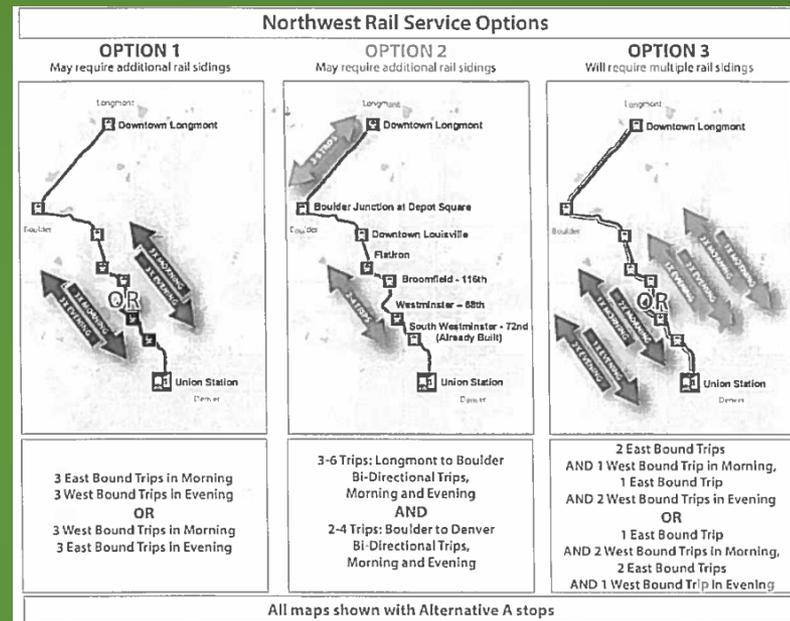
## Longmont on long-delayed FasTracks line: Pursue lawsuit or keep working together?

City's leaders of two minds on how to proceed in RTD's Northwest rail saga

**Guest Commentary: It's not too late to build Northwest rail line from Denver to Longmont**

# Station Area Planning – Peak Hour Service Option

- “Starter” Service
- Three Southbound Trains in AM and Three Northbound in PM





# TMP Policies

## CP1 & 2: SH 42 / S 96th Street, Cont.

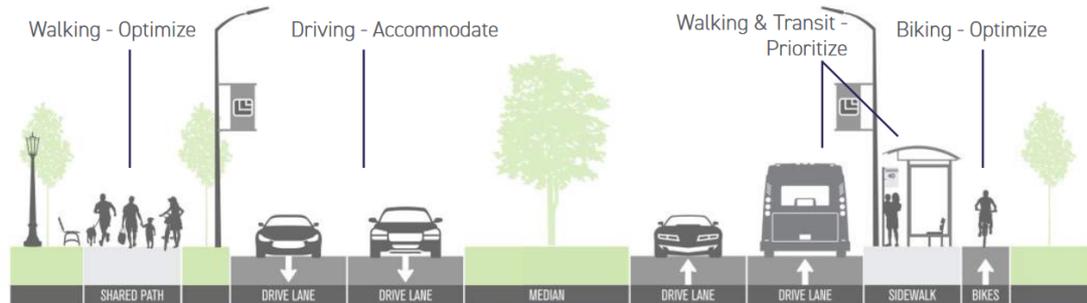
Figure 4.10 S. 96th St



- A** Expand SH 42/S 96th Street to include two lanes in each direction, plus turn lanes at intersections.
- B** Add Short Street signal to provide better access to DELO.
- C** South or Short Street underpass connection to 12' paved Open Space trail.
- D** Consider current and future multi-modal needs during future bridge improvements.
- E** Planned Open Space trail to provide bike access to CTC, the former Storage Tek campus, and other regional trails.

Figure 4.2 Street Cross Sections and Modal Accommodations

	Walking 	Biking 	Transit 	Driving 
Optimize	Wide sidewalks/trail, roadway buffer, enhanced amenities	Protected or buffered bike lanes, separated trail	Signal timing preference for transit, lane use priority, enhanced stop and shelter amenities	Additional lanes, enhanced signal timing, no shared ROW
Prioritize	Wider sidewalks/trail, roadway buffer	Bike lanes/trail, neighborhood bikeway treatments	Bus stop with shelter, coordinated pedestrian/bike access	Enhanced signal timing, turn lanes
Accommodate	5' minimum sidewalks with ADA curb ramps	Bike route/shared facility	ADA accessible bus stop	Vehicle access to destinations



# Louisville Revitalization Commission (LRC)

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## DELO Update

## DELO Phases

- Phase I and IA
- Phase II
- DELO Plaza
- DELO Lofts



## Phase 1 and 1A

- 55 Townhomes
- Relocated Residential Structure for Office Use

### *Status:*

- 5 remaining townhomes under construction



## Phase 2

- 5 Townhomes
- 130 Apartment Units in 4 Buildings
- 24,000 Sq. Ft. Commercial Building and South St. Plaza
- Nawatny Greenway Park
- Caledonia Plaza
- Cannon Woonerf

### *Status:*

- All Buildings Complete
- Vacated Lafayette St. Right of Way Ownership Issue and Landscaping Remaining



## DELO Plaza

- 13,600 Sq. Ft.  
Commercial/Retail  
Strip Center
- Two 2,850-4,000 Sq. Ft.  
Commercial/Retail  
Drive Through Pad  
Sites
- Public Parking Lot – 67  
Spaces

### *Status:*

- Commercial/Retail  
Strip Center Complete
- Pad Sites Vacant

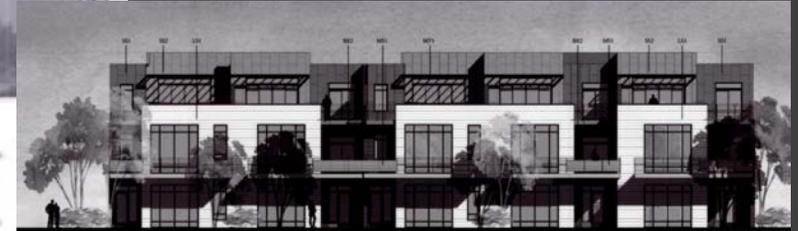
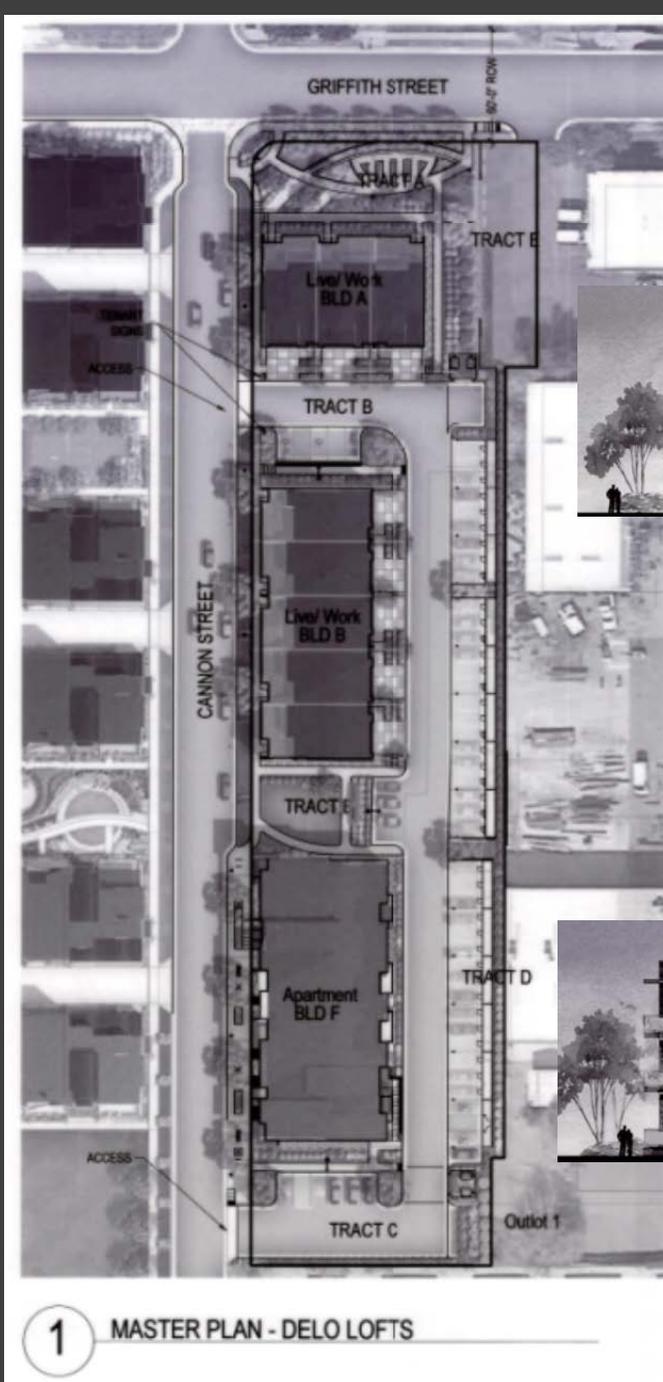


# DELO Lofts

- 8 Live/Work Units
- 33 Apartment Units

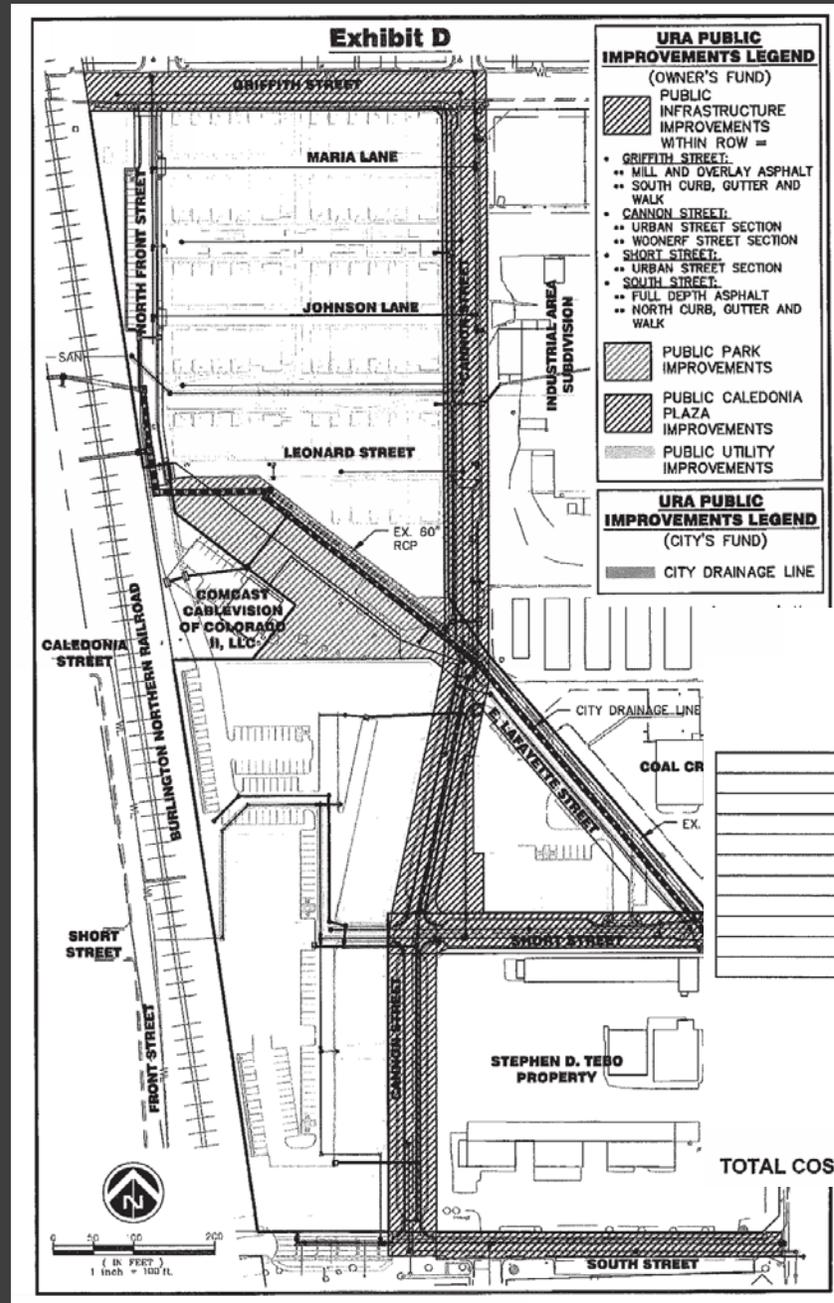
## *Status:*

- Pending Construction
- PUD Expiration Extended to December 6, 2020



# URA Funded Items Related to DELO

- Core Area Improvements
  - Street, water, sewer, stormwater, regional detention pond, landscaping, Nawatny Greenway, Caledonia Plaza
- Approx. \$5 million
- South Street Underpass
- Approx. \$1.4 million Contributed from URA



Core Project Area Agreement  
Exhibit D  
Cost Estimates for URA Public Improvements  
SUMMARY

	Total
GENERAL	\$ 857,352.59
EROSION CONTROL / PROTECT	\$ 6,175.00
EARTHWORK	\$ 119,815.50
REMOVALS	\$ 89,211.60
SANITARY SEWER	\$ 203,252.00
WATER	\$ 248,700.00
STORM SEWER	\$ 179,608.00
SITE CONCRETE	\$ 147,299.20
PAVING	\$ 250,921.40
LANDSCAPING	\$ 2,192,075.44
LIGHTING	\$ 57,600.00

SUBTOTAL \$ 4,352,010.73  
 CONTINGENCY 8% (HARD COST) \$ 279,572.65  
**TOTAL COST FOR URA PUBLIC IMPROVEMENTS (Owner funded) \$ 4,631,583.38**

**TOTAL COST FOR URA PUBLIC IMPROVEMENTS (City Drainage Line) \$ 469,600.00**

# URA Funded Items Related to DELO

## *Outstanding Items:*

- Estimated at \$107k
- \$214k remaining in URA funds for this project
- City subdivision agreement requires completion of improvements by developer

DELO Deferred Improvements List				
12/19/2019				
				URA ELIGIBLE
	Unit Price	Units	Quantity	Total
<b>ASPHALT PAVING PHASE 1&amp;1A Cannon Street</b>				
MOBILIZATION	\$ 3,000.00	EA	0.25	\$ 750.00
1.5" HBP VIRGIN SURFACE COURSE	\$ 9.05	SY	1,536.00	\$ 13,900.80
EDGE MILLING REQUIRED PRIOR TO TOPCOAT	\$ 5.65	SY	1,536.00	\$ 8,678.40
ADJUST WATER VALVES	\$ 75.00	EA	7.00	\$ 525.00
ADJUST MANHOLES	\$ 100.00	EA	3.00	\$ 300.00
STRIPING & SIGNAGE	\$ 1.00	LS	1,000.00	\$ 1,000.00
<b>TOTAL PHASE 1&amp;1A ASPHALT PAVING Cannon Street:</b>				<b>\$ 25,154.20</b>
<b>ASPHALT PAVING PHASE 2 – N. Front from Leonard Ln to Delo Apts &amp;</b>				
MOBILIZATION	\$ 3,000.00	EA	0.25	\$ 750.00
1.5" HBP VIRGIN SURFACE COURSE	\$ 9.05	SY	790.00	\$ 7,149.50
EDGE MILLING REQUIRED PRIOR TO TOPCOAT	\$ 5.65	SY	790.00	\$ 4,463.50
ADJUST WATER VALVES	\$ 75.00	EA	3.00	\$ 225.00
ADJUST MANHOLES	\$ 100.00	EA	4.00	\$ 400.00
<b>TOTAL PHASE 2 ASPHALT PAVING:</b>				<b>\$ 12,988.00</b>
<b>SITE CONCRETE PHASE 2</b>				
MOBILIZATION	\$ 1,500.00	EA	1.00	\$ 1,500.00
POSSIBLE RETAINING WALL	\$ 30.00	SFF	189.00	\$ 5,670.00
CONCRETE SIDEWALK @ SHORT STREET	\$ 6.50	SF	830.00	\$ 5,395.00
<b>TOTAL PHASE 2 SITE CONCRETE:</b>				<b>\$ 12,565.00</b>
<b>LANDSCAPING PHASE 2</b>				
MOBILIZATION	\$ 1,500.00	EA	0.50	\$ 750.00
FINISH AREA ALONG NORTH SIDE NAWATNY GRNWWY	\$ 8,222.00	LS	1.00	\$ 8,222.00
SHRUB REPACEMENT	\$ 8,321.00	LS	0.50	\$ 4,160.50
<b>TOTAL PHASE 2 LANDSCAPING:</b>				<b>\$ 13,132.50</b>
<b>SITE LIGHTING PHASE 2</b>				
BOLLARD LIGHTS - NAWANTY GREENWAY	\$ 2,000.00	EA	18.00	\$ 36,000.00
<b>TOTAL PHASE 2 SITE LIGHTING:</b>				<b>\$ 36,000.00</b>
<b>COMCAST FENCE RELOCATION PHASE 2</b>				
RELOCATE CEDAR FENCE	\$ 40.00	SY	124.00	\$ 4,960.00
REMOVE SLAB ON CITY PROPERTY	\$ 2,500.00	SY	1.00	\$ 2,500.00
<b>TOTAL PHASE 2 COMCAST FENCE RELOCATION:</b>				<b>\$ 7,460.00</b>
<b>GRAND TOTAL PHASE 1,1A &amp; 2</b>				<b>\$ 107,299.70</b>
<b>URA Funds Held by Louisville</b>				<b>\$214,811.24</b>

**SUBJECT: DISCUSSION/DIRECTION- LRC 2020 WORK PLAN AND EMERGENCY SOLUTIONS GRANT PROGRAM UPDATE**

**DATE: JUNE 10, 2020**

**PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

**SUMMARY:**

At each meeting this year, the LRC has been discussing and making progress toward guiding Goals and a 2020 Work Plan. In March, Commissioners provided individual comments on the Priority level of the Work Plan Actions. In April, the LRC requested to re-evaluate its Work Plan in light of revised financial projections and to discuss incorporating near-term strategies that may provide assistance to businesses within the Urban Renewal Area negatively impacted by the COVID-19 pandemic. In May, the Commission was able to review the financial projections for 2020-2024 with Finance Director Watson.

**DISCUSSION/DIRECTION:**

Our last Work Plan discussion focused mostly on near-term actions the Commission may wish to undertake to assist businesses within the URA impacted by the COVID-19 pandemic. Included as *Attachment #1* to this report are new redline and clean versions of the Work Plan as a follow-up to our May discussion. One clarification was made in the Highway 42 Project area—correcting a link for sidewalk improvements with the Transportation Master Plan. The only other edits made were to note timeframes or completion as well as to add a Project Area where we can track any specific actions the Commission takes in response to the pandemic.

On June 2, the City Council reviewed and approved amending its 2020 Budget. There were a number of projects that were deprioritized and removed from the amended budget in order to focus on the constrained environment and likely negative fiscal impacts due to the COVID-19 pandemic. The City Council discussed that the LRC might wish to consider funding projects within the URA that now the City will not pursue in 2020, including:

- Downtown Tree Grate Conduit Replacement (\$28,000) and
- Downtown Clay/Concrete Paver Replacement (\$110,000)

Staff noted these to be the most impactful projects that there are now not sufficient funds to pursue. Both are in downtown, so clearly within the LRC's focus, and relate to maintaining the core infrastructure and streetscape as a means to prevent blight. The LRC should consider these in light of the overall Work Plan and funding priorities; please provide feedback to staff and direction on project funding. These items were not incorporated into the Work Plan documents attached since they were not previously discussed.

Based on the updated financial projections, staff will be ready to take any feedback about prioritization of Work Plan items, especially those items listed as High Priority and related to what is feasible for the remainder of 2020.

*Emergency Solutions Grant Program Update*

The Economic Vitality Committee (EVC) reviewed an outcome analysis of the Emergency Solutions Grant program at its May 22 meeting. Included as *Attachment #2* is the quantitative and qualitative data gathered from the Additional Information section of the grant application. A summary of the data is also presented below.

In total, 180 grant applications were received. Since the Additional Information section was not required, you will notice a wide range in the number of responses to each question. Also, please be aware that on certain questions, respondents could select more than one answer; in those cases, staff has provided a total count of responses as well as the actual number of respondents to that particular question. In addition to the questions that could be analyzed numerically, this section included two open ended questions; these are also provided in the analysis document (with names of specific businesses redacted).

There were grant applicants in all eligible business types. Businesses were forced to select an eligible type on the web form, even if it was later determined they were not licensed in that category. The majority of grant applicants were in the Health/Medical Services (28.33%) and Eating & Drinking Places (25.56%) categories. All applicants were required to have 25 or fewer full-time equivalent employees as of March 10, 2020; we used both FTE and headcount for data verification. The majority of grant applicants indicated a headcount of five employees or fewer (52.22%) as of the Governor's Emergency Declaration—over 75% of respondents had 11 employees or fewer, meaning the program achieved the goal of targeting small businesses in Louisville.

The majority of our applicants were monthly Sales and/or Use Tax filers (43.89%). As the table on the prior page demonstrates, we were able to fund all monthly filers that applied and met the eligibility requirements. The grant program also received many applications from yearly filers (30.56%). Staff conversations with yearly filer applicants tend to indicate they may not have fully contemplated a lower likelihood of funding because all monthly and quarterly filers would be prioritized first.

Over 57% of applicants stated they had reduced their employee headcount since March 10. 43% of respondents to that survey question said they had not reduced headcount, but given that we had a number of sole practitioners as well as businesses that may have been closed and technically not reduced headcount, this split of responses is still reasonable. A follow-up to this question prompted the respondents who had indicated a reduction in headcount to provide the number of people impacted. Almost 63% of those that reduced headcount had done so by less than five employees. The next highest

response (25.77%), was for reductions of six to 11 employees. With the smallness of the pool of grant applications, these numbers are significant.

The Additional Information section asked respondents to describe what specific action they had been required to take based on the Governor's Executive Orders. The response options for this question were designed around the primary actions Louisville businesses had to take based on their designation under the Orders. The majority of those applying for grants said they were "Defined as non-critical & forced to close" (32.95%); many of those business types either remain closed or are just starting to re-open. We also had a fair number of respondents (25.43%) that said they were defined as critical but had to significantly restrict their operations in order to remain open. Responses to the "Other" category of this question are provided in the comments section.

We also sought to understand the myriad specific impacts businesses have felt during the pandemic; there were 174 responses to this question (so almost everyone that completed the survey). The top two impacts noted were "Revenue decline" (90.23%) and "Decreased customers" (81.03%). Of the types of impacts listed in the question, those that had been experienced the least were "Inability to respond to home-delivery requests" (13.22%), "Increased operating costs," (18.97%), "Restricted access to capital," (20.11%), and "Employee absenteeism" (20.11%). Furthering our understanding of the revenue decline impact, many applicants also provided the percentage change in their revenue—when comparing March 2019 and March 2020. The majority (27.89%) stated that revenues were down between 41% – 60%. Many also noted that they felt a comparison of April 2019 and April 2020 would actually be worse, because many were closed completely for the month of April, when in March they might have had several weeks of sales.

Even though the Emergency Solutions Grant Program was not designed to specifically track or monitor how businesses spend funds, we asked how applicants would anticipate the funds could be spent. With this question, they could also select multiple possibilities for use of funds; the majority (87.43%) said they would anticipate using the grant to make a rent or mortgage payment. Importantly, with being able to distribute the grant checks before the end of April and notify recipients checks were in the mail, we hoped the money might be in time just for this reason. While some businesses have been able to obtain rent abatement, others simply have received some deferral, which ultimately means it still needs to be repaid to continue operations.

Of the 180 program applicants, 156 also elected to provide information about other forms of assistance they have sought. 116 of the 156 applicants said they had applied for the Paycheck Protection Program (CARES Act) and 75 of the 156 had applied for an Economic Injury Disaster Loan (US SBA). It is encouraging that 26 applicants said they had not only applied, but had received funding; 26 of our 180 applicants is approximately 14% that received federal assistance. Those that did receive PPP funding are also trying to navigate the loan forgiveness requirements that have still been

changing (sometimes on a daily basis). The last few pages of *Attachment #2* are the actual responses to the question, "Please describe your plans to stabilizing and continue your business during and after the Stay-at-Home Order." Applicants were very candid in their responses and conveyed the struggles in even attempting to make future plans given the many unknowns still present in the current environment. It is great to be able to see so many businesses focused on how they plan to make sure they can operate safely, both to continue protecting their employees and their customers.

Staff is pleased we had the opportunity to gather this additional information and that a number of applicants took the time to answer extra questions. However we must remain aware that these responses come from a particular subset of our business population (only those eligible to apply for grants), so not all information can necessarily be applied to the diverse business types in Louisville.

#### *Short-Term Actions Related to Pandemic Impacts*

Staff previously shared other ideas the City or the LRC may consider as additional means to support local businesses through the re-opening and recovery phases. In May, the LRC expressed interest in a program that would support façade or building improvements, especially those that would assist businesses in making transformations to the way they provide services. But a program could also capture general façade and improvements, since many building projects or planned maintenance may be delayed with businesses struggling.

The EVC is also interested in pursuing a program with a similar focus. At the May 22 EVC meeting, staff presented the idea of a Recovery Business Assistance Program (BAP). The City's existing BAP provides rebates incentives based on a defined set of program criteria (please see *Attachment #3*) and is focused on new business attraction or an existing business that is doing a significant expansion (must be able to demonstrate new jobs or new tax revenue as a result). The EVC has asked staff to make a formal recommendation on the Recovery BAP at its June 19 meeting, so details are still being developed, but alternative criteria might include:

- Rehires or retains basic jobs within the City
- Supports regenerating or retaining existing sales or use tax sources
- Promotes business collaboration between two or more Louisville businesses to offer a unique event, product, or service to the community
- Relates to restructuring, retooling, or best practices in line with public health guidance for physical distancing or sanitation
- Facilitates façade improvements, such as painting, awnings, and signage
- Assists in funding changes to buildings or tenant spaces related to operational impacts from the pandemic (take-out or curbside services)
- Supports new or reformatted special events that benefit our primary commercial areas including Downtown/DeLo, South Boulder Road, and McCaslin Corridor

Regarding the Recovery BAP, staff has also been asked to make a recommendation on an alternative funding method. Our existing BAP is rebate-based and all rebates are paid based on work completed or thresholds met, for building permit fees, construction use tax, sales tax, or use tax. The City does not specifically budget for these incentive payments, since for any rebate paid, the City is taking in new or unbudgeted revenues from fees or taxes. Staff has suggested the Recovery BAP will not necessarily be based on generating new revenues, so it could be a funding match, such as 50% of an eligible project/program cost, up to a certain dollar threshold (\$10,000).

Staff still needs to revisit the Recovery BAP recommendation with the EVC, and if there is a desire to advance the program, the item will need City Council approval. There would also be a bit of lead time to formalize the criteria, develop a new application, set-up the process for reviewing/approving, and then promoting the available funding to the business community. The EVC asked for feedback about whether the LRC might wish to jointly participate in this program funding, which could be structured similarly to the grant in that LRC funds could only be spent on businesses within the URA.

Staff will share any input from the LRC with the EVC at its next meeting on June 19.

**RECOMMENDATION:**

Discuss the revised Work Plan and provide feedback on revisions and priorities to staff; review the Emergency Solutions Grant Program outcome analysis; and offer feedback to EVC on the Recovery Business Assistance Program.

**ATTACHMENTS:**

- Attachment #1: Goals and 2020 Work Plan Matrix (redline and clean versions)
- Attachment #2: Emergency Solutions Grant Program Outcome Analysis (from May 22 EVC Meeting)
- Attachment #3: Current Business Assistance Program (BAP) Criteria and Application

Louisville Revitalization Commission  
2020 Work Plan

REDLINE

**LRC Goals**

1. Reduce, eliminate, and prevent the spread of blight by funding projects that help to redevelop or rehabilitate the Urban Renewal Area.
2. Participate in funding public infrastructure improvements that will provide community benefit.
3. Form public-private collaborations to provide financial assistance that stimulates growth and reinvestment in the Urban Renewal Area.

Project Areas & Actions	Owner	Timeframe	Funding	Priority
1. Highway 42 Area				
a. Review original Hwy 42 Plan	Zuccaro	ST	N/A	HIGH
b. Incorporate additional wayfinding signage at DeLo to link parking to downtown	Pierce	MT	\$	HIGH
c. Identify environmental hazards from industrial uses (if any); assist in identifying funding opportunities and remediation @ State and Federal levels	LRC	LT	\$\$\$	LOW
d. Track Hwy 42 design and phasing (study begins 2020)	LRC	ST	N/A	HIGH
e. Improve East Side parking lots @ Sports Complex/Hwy 42 to provide expanded downtown parking availability	LRC	MT	\$\$	MEDIUM
f. Fund sidewalk improvement for Griffith <u>and Pine Streets</u> @ Rail crossing ( <del>new sidewalk, rail crossing, south-side</del> <u>part of Quiet Zone projects</u> )- <del>SW46</del> <u>and SW3</u>	LRC/TMP	MT	\$ <del>\$14,600</del> <u>\$22,200</u>	HIGH

**Louisville Revitalization Commission  
2020 Work Plan**

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
g. Fund sidewalk improvement for Hwy 42 (from South to Pine)- SW5	LRC/TMP	ST	\$\$ \$700,000	HIGH
h. Contribute funding for construction of Underpass at Hwy 42 & South Street- GS2	LRC/TMP	LT	\$\$\$ \$8.0 M	MEDIUM
i. Contribute funding for construction of Underpass at Hwy 42 Regional Trail & South Boulder Road- GS5	LRC/TMP	LT	\$\$\$ \$8.0 M	LOW
<b>2. Downtown &amp; DeLo</b>				
a. Revisit small parking lot projects	Pierce	MT	\$\$ - \$\$\$	MEDIUM
b. Outreach to owners of Grain Elevator project for status	Pierce	ST	N/A	HIGH
c. Evaluate potential WiFi connectivity project for Steinbaugh Pavilion and for cell carriers to add 5G Downtown	LRC/DBA	MT	\$\$	LOW
d. Evaluate business directory and community events kiosks	Pierce	ST	\$\$	MEDIUM
e. Secure placement of public art for DeLo underpass	Louisville Cultural Council/LRC	ST	\$\$	LOW
f. Evaluate ways to create additional trail connectivity to downtown	LRC	MT	\$\$-\$\$\$	MEDIUM
g. Consider connectivity improvements between Downtown and Coal Creek Station (once submitted)	LRC	LT	\$\$\$	LOW
h. Fund plan to determine appropriate number and placement of electric vehicle charging stations in Downtown	LRC/City	MT	\$	???
<b>3. South Boulder Road Area</b>				
a. Outreach to Village Square property to establish contacts and relationships with four existing property owners	Pierce	ST	N/A	HIGH

**Louisville Revitalization Commission  
2020 Work Plan**

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
b. Brainstorm ideas for revitalization at Village Square Property, such as connection between residential area and center (via ditch and creation of public space @ rear)	LRC	ST	N/A	LOW
c. Discuss improvements for funding, such as landscaping, pedestrian scale lighting, and parking in Village Square property	LRC	ST	\$\$	MEDIUM
d. Consider façade improvement program for privately owned property components	LRC	MT	\$\$	HIGH
e. Widen North side sidewalk on South Boulder Road (Garfield, Jefferson) to 10' where possible; coordinate w/underpass construction- SW1	LRC/TMP	MT	\$\$ \$81,000	MEDIUM
<b>4. TIF Requests and Property Tax Rebate Agreements</b>				
a. Consider fee to off-set costs of independent financial analysis for TIF requests	LRC	ST	N/A	HIGH (anticipated completion <del>June</del> July 2020)
b. Evaluate request for assistance from 824 South, Inc.	LRC	ST	\$\$	HIGH (Completed April 2020)
c. Evaluate potential request for assistance from 511 East South Boulder Road (The Rose and Raven)	LRC	ST	\$\$	HIGH
<b>5. Planning and Administration</b>				
a. <del>Create long-term financial plan with revised projection model</del>	<del>Watson</del>	ST	N/A	HIGH (Completed May 2020)
b. Participate in Comprehensive Planning Process	Zuccaro	MT	N/A	LOW
c. Schedule joint meeting with BRaD, Chamber, and DBA	Pierce	ST	N/A	LOW

**Louisville Revitalization Commission  
2020 Work Plan**

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
d. Integrate priority actions with City Council Economic Vitality Committee	LRC	ST	N/A	HIGH
<b>6. <u>Business Support Related to Impacts of COVID-19 Pandemic</u></b>				
a. <del>Participate in City's Emergency Solutions Grant Program to assist small businesses within the Urban Renewal Area &amp; prevent blight</del>	LRC/CC	ST	<del>\$\$ \$100,000</del>	<del>HIGH (Completed May 2020)</del>
b. <u>Consider program to provide matching funds for businesses undertaking façade improvements or building projects related to operational changes from the pandemic</u>	<u>LRC/CC</u>	<u>ST</u>	<u>\$ \$50,000</u>	<u>HIGH</u>

Matrix Definitions:

- *Project Areas & Actions:* Every item should have an associated project area; we recommend each action should start with a verb to clarify the intent of the work to be accomplished
- *Owner:* Every action should have an assigned owner to assist with accountability. This area can also be used to indicate when resources might be required from an outside group
- *Timeframe:* Each action has a timeframe to accomplish of either short-term (three months to one year), mid-term (one to three years), and long-term (anything longer than three years)
- *Funding:* A single \$ indicates little to no financial investment; two \$ indicate some financial investment; and three \$ indicate major project or expense
- *Priority:* Every action should have a rating of low, medium, or high

**Louisville Revitalization Commission  
2020 Work Plan**

**CLEAN**

**LRC Goals**

1. *Reduce, eliminate, and prevent the spread of blight by funding projects that help to redevelop or rehabilitate the Urban Renewal Area.*
2. *Participate in funding public infrastructure improvements that will provide community benefit.*
3. *Form public-private collaborations to provide financial assistance that stimulates growth and reinvestment in the Urban Renewal Area.*

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
<b>1. Highway 42 Area</b>				
a. Review original Hwy 42 Plan	Zuccaro	ST	N/A	HIGH
b. Incorporate additional wayfinding signage at DeLo to link parking to downtown	Pierce	MT	\$	HIGH
c. Identify environmental hazards from industrial uses (if any); assist in identifying funding opportunities and remediation @ State and Federal levels	LRC	LT	\$\$\$	LOW
d. Track Hwy 42 design and phasing (study begins 2020)	LRC	ST	N/A	HIGH
e. Improve East Side parking lots @ Sports Complex/Hwy 42 to provide expanded downtown parking availability	LRC	MT	\$\$	MEDIUM
f. Fund sidewalk improvement for Griffith and Pine Streets @ Rail crossing (part of Quiet Zone projects)- SW4 and SW3	LRC/TMP	MT	\$ \$22,200	HIGH

**Louisville Revitalization Commission  
2020 Work Plan**

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
g. Fund sidewalk improvement for Hwy 42 (from South to Pine)- SW5	LRC/TMP	ST	\$\$ \$700,000	HIGH
h. Contribute funding for construction of Underpass at Hwy 42 & South Street- GS2	LRC/TMP	LT	\$\$\$ \$8.0 M	MEDIUM
i. Contribute funding for construction of Underpass at Hwy 42 Regional Trail & South Boulder Road- GS5	LRC/TMP	LT	\$\$\$ \$8.0 M	LOW
<b>2. Downtown &amp; DeLo</b>				
a. Revisit small parking lot projects	Pierce	MT	\$\$ - \$\$\$	MEDIUM
b. Outreach to owners of Grain Elevator project for status	Pierce	ST	N/A	HIGH
c. Evaluate potential WiFi connectivity project for Steinbaugh Pavilion and for cell carriers to add 5G Downtown	LRC/DBA	MT	\$\$	LOW
d. Evaluate business directory and community events kiosks	Pierce	ST	\$\$	MEDIUM
e. Secure placement of public art for DeLo underpass	Louisville Cultural Council/LRC	ST	\$\$	LOW
f. Evaluate ways to create additional trail connectivity to downtown	LRC	MT	\$\$-\$\$\$	MEDIUM
g. Consider connectivity improvements between Downtown and Coal Creek Station (once submitted)	LRC	LT	\$\$\$	LOW
h. Fund plan to determine appropriate number and placement of electric vehicle charging stations in Downtown	LRC/City	MT	\$	MEDIUM
<b>3. South Boulder Road Area</b>				
a. Outreach to Village Square property to establish contacts and relationships with four existing property owners	Pierce	ST	N/A	HIGH

**Louisville Revitalization Commission  
2020 Work Plan**

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
b. Brainstorm ideas for revitalization at Village Square Property, such as connection between residential area and center (via ditch and creation of public space @ rear)	LRC	ST	N/A	LOW
c. Discuss improvements for funding, such as landscaping, pedestrian scale lighting, and parking in Village Square property	LRC	ST	\$\$	MEDIUM
d. Consider façade improvement program for privately owned property components	LRC	MT	\$\$	HIGH
e. Widen North side sidewalk on South Boulder Road (Garfield, Jefferson) to 10' where possible; coordinate w/underpass construction- SW1	LRC/TMP	MT	\$\$ \$81,000	MEDIUM
<b>4. TIF Requests and Property Tax Rebate Agreements</b>				
a. Consider fee to off-set costs of independent financial analysis for TIF requests	LRC	ST	N/A	HIGH (anticipated completion July 2020)
b. Evaluate request for assistance from 824 South, Inc.	LRC	ST	\$\$	HIGH <b>(Completed April 2020)</b>
c. Evaluate potential request for assistance from 511 East South Boulder Road (The Rose and Raven)	LRC	ST	\$\$	HIGH
<b>5. Planning and Administration</b>				
a. <del>Create long-term financial plan with revised projection model</del>	<del>Watson</del>	ST	N/A	HIGH <b>(Completed May 2020)</b>
b. Participate in Comprehensive Planning Process	Zuccaro	MT	N/A	LOW
c. Schedule joint meeting with BRaD, Chamber, and DBA	Pierce	ST	N/A	LOW

**Louisville Revitalization Commission  
2020 Work Plan**

<b>Project Areas &amp; Actions</b>	<b>Owner</b>	<b>Timeframe</b>	<b>Funding</b>	<b>Priority</b>
d. Integrate priority actions with City Council Economic Vitality Committee	LRC	ST	N/A	HIGH
<i>6. Business Support Related to Impacts of COVID-19 Pandemic</i>				
a. <del>Participate in City's Emergency Solutions Grant Program to assist small businesses within the Urban Renewal Area &amp; prevent blight</del>	LRC/CC	ST	\$100,000	HIGH <b>(Completed May 2020)</b>
b. Consider program to provide matching funds for businesses undertaking façade improvements or building projects related to operational changes from the pandemic	LRC/CC	ST	\$ \$50,000	HIGH

Matrix Definitions:

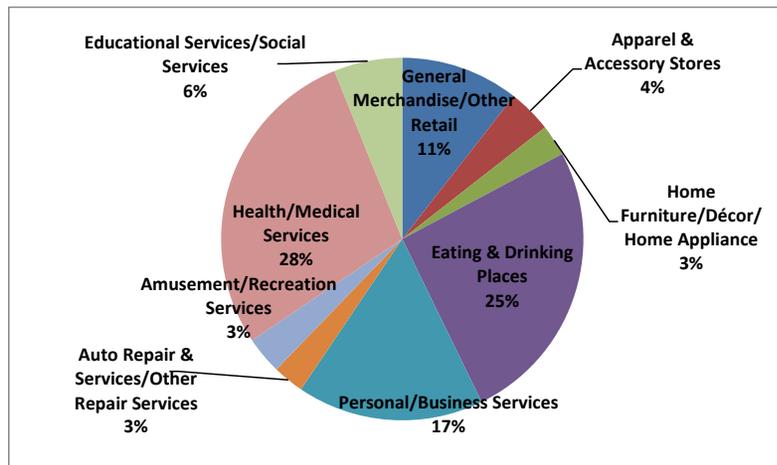
- *Project Areas & Actions:* Every item should have an associated project area; we recommend each action should start with a verb to clarify the intent of the work to be accomplished
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- *Funding:* A single \$ indicates little to no financial investment; two \$ indicate some financial investment; and three \$ indicate major project or expense
- *Priority:* Every action should have a rating of low, medium, or high

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Demographic Question Responses

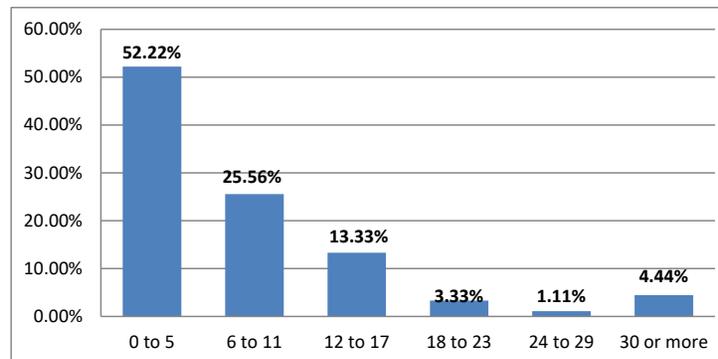
What is your business type?

	Response	Count
General Merchandise/Other Retail	10.56%	19
Apparel & Accessory Stores	3.89%	7
Home Furniture/Décor/Home Appliance	2.78%	5
Eating & Drinking Places	25.56%	46
Personal/Business Services	16.67%	30
Auto Repair & Services/Other Repair Services	2.78%	5
Amusement/Recreation Services	3.33%	6
Health/Medical Services	28.33%	51
Educational Services/Social Services	6.11%	11
<b>TOTAL</b>		<b>180</b>



What was your total employee headcount on 3/10/20?

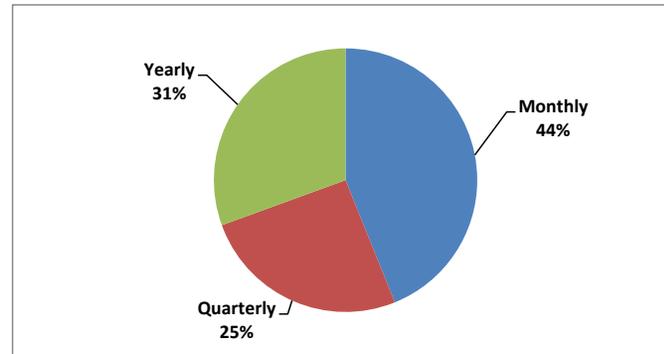
	Response	Count
0 to 5	52.22%	94
6 to 11	25.56%	46
12 to 17	13.33%	24
18 to 23	3.33%	6
24 to 29	1.11%	2
30 or more	4.44%	8
<b>TOTAL</b>		<b>180</b>



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How often does your business file Sales and/or Use Tax with the City of Louisville?

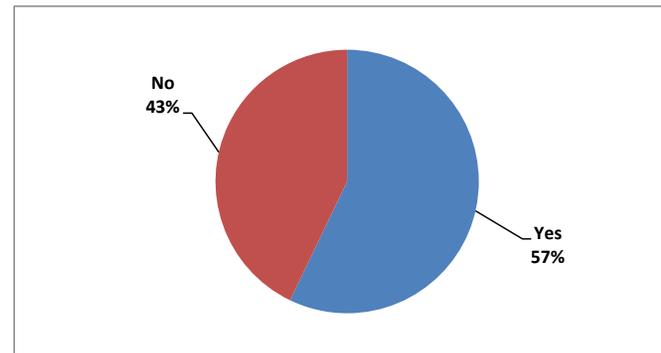
	<i>Response</i>	<i>Count</i>
Monthly	<b>43.89%</b>	<b>79</b>
Quarterly	25.56%	46
Yearly	30.56%	55
<b>TOTAL</b>		<b>180</b>



**Additional Information Survey Questions**

Have you reduced your employee headcount since March 10, 2020 (date of the Governor's Emergency Declaration)?

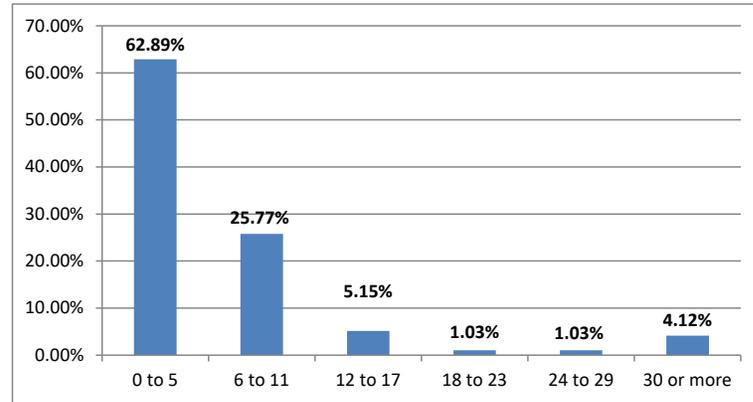
	<i>Response</i>	<i>Count</i>
Yes	<b>57.14%</b>	<b>100</b>
No	42.86%	75
<b>TOTAL</b>		<b>175</b>



**CITY OF LOUISVILLE  
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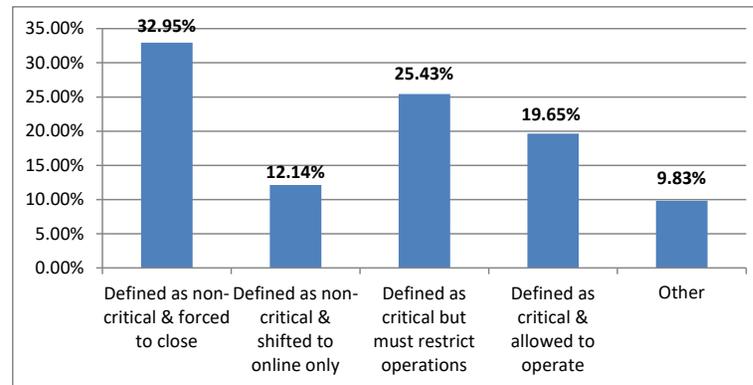
If you answered "yes" above, by how many people have you reduced headcount as of the date of this application?

	<i>Response</i>	<i>Count</i>
0 to 5	<b>62.89%</b>	<b>61</b>
6 to 11	25.77%	25
12 to 17	5.15%	5
18 to 23	1.03%	1
24 to 29	1.03%	1
30 or more	4.12%	4
<b>TOTAL</b>		<b>97</b>



Based on the Governor's Executive Orders, was your business: (select one)

	<i>Response</i>	<i>Count</i>
<i>Defined as non-critical &amp; forced to close</i>	<b>32.95%</b>	<b>57</b>
<i>Defined as non-critical &amp; shifted to online only</i>	12.14%	21
<i>Defined as critical but must restrict operations</i>	25.43%	44
<i>Defined as critical &amp; allowed to operate</i>	19.65%	34
<i>Other</i>	9.83%	17
<b>TOTAL</b>		<b>173</b>

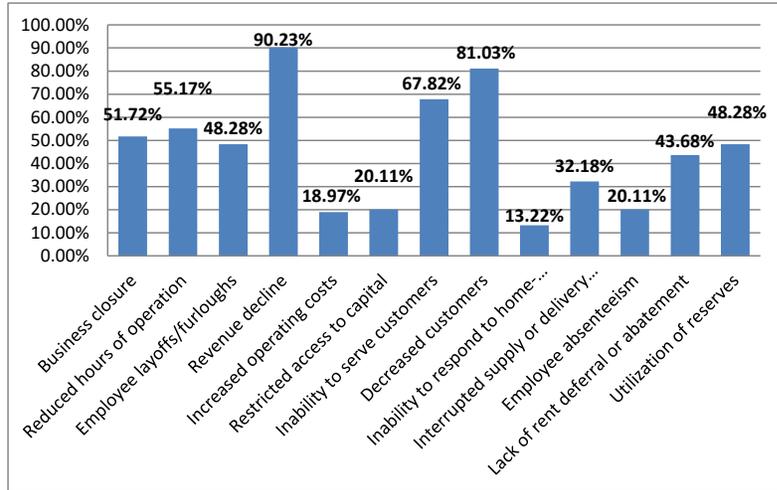


\*Responses to "Other" are included on a separate tab

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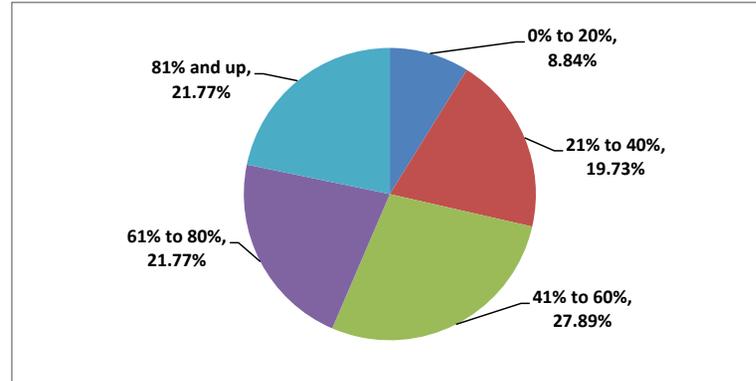
What are the specific impacts your business has experienced due to the COVID-19 pandemic? (check all that apply)

	<i>Response</i>	<i>Count</i>
<i>Business closure</i>	51.72%	90
<i>Reduced hours of operation</i>	55.17%	96
<i>Employee layoffs/furloughs</i>	48.28%	84
<i>Revenue decline</i>	<b>90.23%</b>	<b>157</b>
<i>Increased operating costs</i>	18.97%	33
<i>Restricted access to capital</i>	20.11%	35
<i>Inability to serve customers</i>	67.82%	118
<i>Decreased customers</i>	81.03%	141
<i>Inability to respond to home-delivery requests</i>	13.22%	23
<i>Interrupted supply or delivery from vendors</i>	32.18%	56
<i>Employee absenteeism</i>	20.11%	35
<i>Lack of rent deferral or abatement</i>	43.68%	76
<i>Utilization of reserves</i>	48.28%	84
<b>TOTAL</b>		<b>1028</b>
<b>Actual Respondents</b>		<b>174</b>



What was the percentage change in your revenue comparing March 2019 and March 2020?

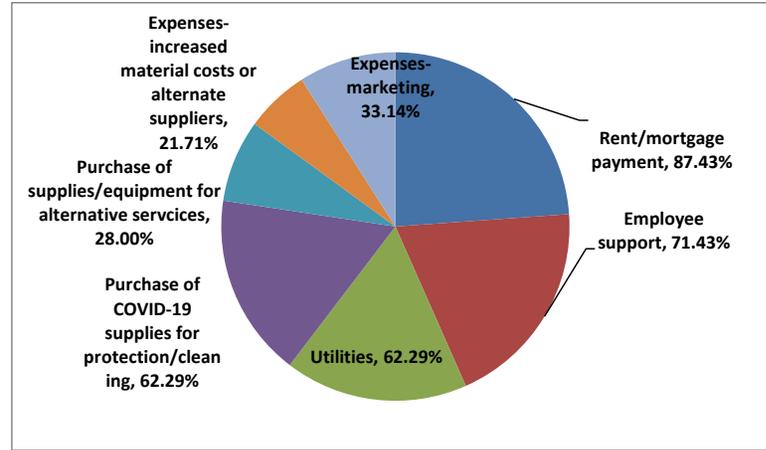
	<i>Response</i>	<i>Count</i>
<i>0% to 20%</i>	8.84%	13
<i>21% to 40%</i>	19.73%	29
<i>41% to 60%</i>	<b>27.89%</b>	<b>41</b>
<i>61% to 80%</i>	21.77%	32
<i>81% and up</i>	21.77%	32
<b>TOTAL</b>		<b>147</b>



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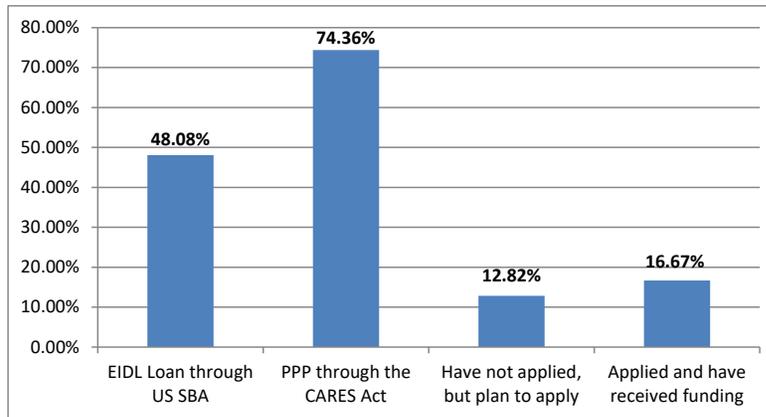
How would your business anticipate using grant funds? (check all that apply)

	<i>Response</i>	<i>Count</i>
Rent/mortgage payment	<b>87.43%</b>	<b>153</b>
Employee support	71.43%	125
Utilities	62.29%	109
Purchase of COVID-19 supplies for protection/cleaning	62.29%	109
Purchase of supplies/equipment for alternative services	28.00%	49
Expenses- increased material costs or alternate suppliers	21.71%	38
Expenses- marketing	33.14%	58
<b>TOTAL</b>		<b>641</b>
<b>Actual Respondents</b>		<b>175</b>



Have you applied for federal funding? (check all that apply)

	<i>Response</i>	<i>Count</i>
EIDL Loan through US SBA	48.08%	75
PPP through the CARES Act	<b>74.36%</b>	<b>116</b>
Have not applied, but plan to apply	12.82%	20
Applied and have received funding	16.67%	26
<b>TOTAL</b>		<b>237</b>
<b>Actual Respondents</b>		<b>156</b>



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<b>Based on the Governor's Executive Orders, "Other" Responses</b>	
1	We had to eliminate dine in, only operate for take out and delivery
2	We were forced to close on 3/27/20 and as of last week could see only Emergency patients on a case by case basis
3	Orthodontic Office / Emergencies only
4	I provide Mental Health services
5	Office was closed to non-essential dental procedures and open only to emergency treatment, however, we have no access to PPE
6	Defined as non-critical and forced to stop direct client contact; trying to offer medical device/sales, but FDA focused on Coronavirus has affected ability to sell device. Unable to generate income.
7	I am seeing a significant impact due to government mandates resulting in reduced need for dry cleaning services.
8	Pet Care business. We care for essential worker's animals.
9	Defined as non-critical and shifted to online, curb side and delivery
10	defined as critical but emergency treatment only
11	Take out and delivery only
12	I had to close my clinic 100%, but, I have been offering curbside pickup for current patients. And, I started to do Telehealth medicine, but, that's taking some time to get setup legally.
13	closed business to in person sessions. Attempting to start remote sessions.
14	We can only open for deliver and take out
15	mandated to reduced to acute/life saving treatments only and forced to close for the Order duration.
16	due to stay at home orders business has decreased significantly
17	The farmers market will have significate and costly measures to ensure safty and health. Vendors will be limited due to distancing.
18	Chiropractors were on this list: those "licensed or otherwise authorized to furnish healthcare services" as defined in §10-16-102(33), which means we could see emergency cases which cut #s over half.
19	Change to essential repair services and social distancing practices. We do not aallow customers in the store at all.
20	No orders/loss of customers due to Hwy 42 construction and virus,
21	Emergency procedures only. We have interpreted that to mean hearing aid repairs and sudden hearing loss.
22	Our Tasting Rooms have been closed and we are forced to only sell beer to go.
23	We closed because we do not treat critically ill patients. We are a medical clinic but considered ourselves non-essential. We decided to close for the health and safety of our patients and staff.
24	As a psychotherapist I could not see clients face to face in an office
25	March 23 to April 27, 2020
26	██████████ has closed for the duration
27	As a private preschool, but with families & staff attached to the public school system, we followed the lead of BVSD & closed on 3/13/20 through the end of the school year.
28	ceased all operations due to social distancing, we have cancelled all events
29	We were forced to close for all but emergency care(which is very minimal amounts of care compared to our average) to limit use of PPE. Most staff furloughed on 3/25,the rest on 4/3 due to lack of work
30	closed dining room, moved to restricted hours of takeout

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<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
1	We're simply hanging on as best we can. Keeping costs as low as possible and trying to maximize our curbside take-out and limited delivery business. We are considering canning some of our beer but that requires significant cost and time.
2	I am a mental health therapist and own my own business. I am seeing a decrease in the number of my clients — mostly zoom sessions with occasional distanced sessions in office if deemed necessary.
3	During stay at home order, reduce costs as much as we can, as the owner work as much as I can, after the order, start utilizing marketing dollars to remind people we are still here, keep employees working, open up the dining room for in store eating.
4	Currently seeing a few emergency patients on a very limited basis and we plan to re-open per the Governor's orders on 4/27/20, but we know that many patients will still be staying at home for months due to their age and risk factors. We hope to get back to our normal patient load, but we know it will take months, if not a complete year.
5	I plan to work with Boulder Public Health to re-open the currently closed rooms for early childhood education classes and slowly begin to bring back children of non-essential workers.
6	We are still operating but have seen a 50% reduction in patient volume. We are offering telemedicine and COVID testing to try and remain in business
7	Implement online (Skype) music lessons from home studio. Build plexi-glass partitions, create sanitization stations for teachers/students and supply gloves/masks.
8	Slowly open orthodontic clinical procedures complying with all health requirements for safe clinical procedures
9	continue to use remote operation and invest in additional equipment needed for the remote work stations and invest more time in staff so they can connect with existing customer to prevent them from leaving and market to new customers so some additional marketing dollars to be used
10	██████████ will need to: a) Invest in Virtual Showroom so customer can select remotely b) Invest in protection and Plexiglas screens for the Showroom c) Invest in Audio/Video Equipment for virtual showroom & TV Screen for Showroom d) Invest in new Marketing Campaign to re-brand the company as a Re-modeler following safe practices & guidelines. e) Invest in new Signage (conforming to City guidelines) f) Training for Personal in new procedures g) Computers for "At Home" personnel
11	Contract Teleconference to provide services to the one in need.
12	We have stayed open with reduced schedule of patients, decreased and rearranged seating area in waiting room with plexiglass screens around staff, modified doors in the suite for no touch, masks and gloves with patients. We have remote work partial capability for some staff and sick workers. We are also offering telehealth visits to patients where possible. We are utilizing online billing to decrease use of the credit card terminals.
13	Want to bring back the staff and want to increase the online existence
14	Have removed 50% of customer tables for social distancing
15	We plan to re-open for take out and delivery as of 5/4/2020. This will allow us to resume employment for 5-10 employees. Depending on our volume of business, we will add employees as the demand dictates. As soon as we are able to open our dining room, we will bring back as many of the employees as we can.
16	Our office will treat patients under the guidelines set forth by the Governor's Executive orders that apply to chiropractors. ██████████ has implemented an "empty office" concept whereby the only person that a patient will come in contact with is ██████████ during their entire visit. ██████████ will be gloved, masked, and wearing protective eyewear during the visit as well. Between every patient visit all surfaces touched in the office will be disinfected with CDC approved products.
17	Part of our business is categorized as essential. We are offering curbside pick up of pet food and have reduced our workforce to ensure proper social distancing. As soon as permitted, we will get our dog groomers back to work at a reduced staffing in order to maintain social distancing and keep our employees safe. Additional grant funds will supplement our ability to pay state and local sales tax as well as rent and other required expenditures.

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<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
18	We sell and produce clothing and equipment for schools, businesses and government agencies. All of these are closed but we think that our business will return when they are allowed to open.
19	Re-opened for take-out only; once allowed will re-open at reduced capacity
20	We have been only doing online orders, have reduced staff to accommodate reduction in revenue.
21	I will reopen my office to 50% capacity as advised by Governor Polis practicing physical distancing within the workplace. I am providing PPE to my employees as recommended by the CDC and will follow ADA guidelines for reopening dental offices during the pandemic.
22	we will use the 50% staffing model. Rotating employees in the office 2 people in office separated by 40 linear feet. While keeping 2 employees home.
23	My focus for now will be sales of a medical device I use with clients and sell when there is interest. Even sales have been halted because the device is in transition with FDA from Class I to Class II, which has been focused on crisis. Therefore, the devices have been on FDA hold and are unavailable in the US for sale. I had just achieved momentum when the shut-down started, having to cancel a large Louisville wellness fair in which there was more interest than ever before.
24	Reduced employee count, working in it majority of the hours to make ends meet.
25	The safety of our customers and community is our upmost priority. The nature of our business has been and is ready to prepared to handle this ongoing event. Our garment care uses highly effective cleaning solution and heat during the cleaning processes that naturally acts as an effective disinfection for our customers clothing. We have increased our frequency cleaning and sanitization and self-care procedures in the store.
26	We are still going to honor social distancing, so will be taking orders through email. However, we are not busy at all, like we were before March 10, 2020. We will have each employee come in one day a week (separately of course) to fill orders for their skill set, but probably will only amount to 4 hours each at the most until business picks up. We will be looking how to market to increase business, but our business was based on local school events, and business trade shows and promotions.
27	We implemented a mobile bike service which also includes delivery and pickup for bicycle repairs and sales / demo's / delivery. More promotion. Bring back sales force and gear up as we are somewhat seasonal and spring, summer and fall is our busy season. Participate in as many events permissible.
28	Slowly and with all precautions open. One customer at a time.
29	We have implemented a zero contact plan for car repair and sanitizing policy. We offer pick up and delivery of vehicles. Work load is still very low and revenue has dropped to almost zero. Reserves are being utilized. I will keep all employees on as long as possible.
30	Reduction of overhead, but will maintain number of employees
31	We are trying to stay afloat as much as we can. We have been cutting down usage of utilities and trying to talk to landlord to forgive our rent or at least defer it for long time. We have been trying to pick up delivery option for our customers. Also we are trying to see if we can get SBA ppp loan. As for employees, we had to furlough and minimize wages. We did have cash reserve but it is running out so we are taking loan options and grants. Also we have been buying PPE to stay open.
32	We are trying to keep our entire staff employed but we are using work at home, video conferencing and private meetings to meet the needs of our clients. Each day brings new challenges that we are working through while keeping with all safety guidelines.
33	small crew of staff to keep doors open keep some revenue coming in
34	We want our clients to feel safe with us going in and out of their homes. Supporting my team with protection and cleaning items is important. As well as everyone getting paid again.
35	We are moving to telehealth services. We will gradually reopen to some in-person services when it is safe to do so.
36	Once the stay at home order is lifted we will send out public and private announcement of the business re-opening through newspaper ad, social media, email and personal phone calls. We will also announce updated plans for First Friday Art Walk and Art Shows.
37	We are doing all the business that we are allowed, wholesale sales, open with restrictions after Stay at Home - which will severely impact sales due to safe distancing.

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<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
38	We plan to open back up to full hours and even expand hours to include breakfast service. We hope to move one of our part time employees to full time and even hire another person. Our lunch rush was just started to pick up and be very steady until this happened and we want to get back to that plus breakfast.
39	We have started to offer online classes for people who have stationary bikes.
40	Phased re-entry into the office and engagement with clients over a 2-4 month period, as appropriate.
41	We have been conducting music lessons online where possible, although many clients have left for financial reasons or because they do not want online lessons (kids too young, etc)
42	significant PPE investment, open operations incrementally/ slowdown to maintain social distancing/limit exposure, continuing education (COVID training), maintain 1 FTE during stay at home orders for administration, disinfection materials upgrades, implement CDC/ADA/CDA recommendations for operations and care
43	During the Order, we are open for limited hours for emergent needs. We help many patients with acute pain and infection and continued to serve them. We will return to normal hours when the dental-specific mandate ends next week. We are following CDA/ADA guidelines on safe/best practices to the letter. We are worried about PPE restrictions (we are last in line for some required items) and may be forced to reduce capacity to accommodate this. We have retained all employees.
44	Much continue to operate as much as possible
45	We are able to open next week. We are opening very softly with extreme caution in our clinic. I have spent over \$1,000 in PPE gear to protect staff that I will re-hire and also for patients. I will be staggering patient appointments so that only 2-3 people, including staff, are in the building at the same time. I will continue to offer phone medicine and herbal pickup for my autoimmune compromised and elderly patients who must stay home. Please, consider Dova Center. I love this community.
46	Continue to offer therapy via video conferencing; if/when we see clients in-person again, we will ask them to wait in their cars instead of the lobby; offering sliding-scale and payment options and pro-bono work; staggering client session times; shifting work hours to accommodate client needs and reduce traffic; sanitizing between clients; utilize online marketing to reach the 80027 to reduce social isolation; utilizing relationships with chamber members to support each others' businesses.
47	only seeing patients Via Zoom and phone. All other services have been closed.
48	We are a fitness gym so we first need to be allowed to open. We have a plan for social distancing and sanitizing. We also have a retail store so we are going to make sales online and do home delivery.
49	We will continue to see only emergency and urgent patients until it is safe to do otherwise.
50	We have moved our business to an e-commerce shop, and are providing virtual shopping with drop off or customer pick up curbside.
51	While our landlord deferred some rent in April, he did not do all and has not agreed to May help yet. We plan to re-open, with as many employees that will return. We will be shifting some schedules to have fewer employees in the studio at once and try to check our clients in and out curbside. We are a hands on business, so we are taking every precaution we can think of to ensure safety of all our staff and of the clients that will be in for massage. However we anticipate lower client visits.
52	Hoping to slowly get patients back in the door safely. Will utilize masks, etc as ordered.
53	Shorter hours of operation, phasing in appointments, plans for maintaining social distancing & sanitation, acquiring basic PPE. Our part-time employee chose to retire.
54	We are taking print orders online from past clients, which can only last so long. We have not done photo sessions, and still cannot do photo sessions and therefore our projected income is extremely low. We have expanded by offering yard signs to celebrate high school seniors, but this does not generate enough income. We are pre selling photo sessions and also offering album design services. Once we are allowed to do photo sessions, they will have to be carefully planned and executed.
55	Providing online shopping for the first time with shipping, curbside pick up and delivery. Moved all in-store events, classes and groups to virtual meeting. Using social media to engage customers.
56	When the state mandated closure is lifted and by following guidance from the governor, health dept and DORA I will open and resume services for clients.

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<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
57	Maintain social distancing, utilizing telemedicine option, stepped up use of PPE and strict sanitizing protocols, limiting patients in reception area
58	Hopefully I will regain my clientele after the Stay at Home order.
59	Will start to see clients remotely when possible. Also slowly increase clients for in person sessions using screening via temperature reading and questionnaire prior to in person sessions.
60	purchase online sales program. clean clean clean!
61	We have been analyzing all costs associated with the business in order to reduce those costs which will allow us to pass those on to our valued employees and local clients. We also have been reaching out to all clients in our database to ensure business continuity once we are allowed to fully operate without restrictions. And have been implementing a strategic plan to keep clients and staff safe with zealous covid safety measures and are ready to implement them upon clearance of business operations
62	We will continue to be open for carry out and delivery
63	Go back to the way things were by marketing and creating trust and a sense of security to the community
64	Re-open our business and get back to work as soon as mandate is lifted and continue treating our patients from Louisville and surrounding areas.
65	I had to move out of my at [REDACTED] to the inability to pay rent. I plan to move =back into that office, or another in the Louisville area when the time becomes available so I can continue serving my local clients. I plan to offer new programs and services for the community (ie: nutritional education, group coaching classes, grocery store tours, etc). As soon as members are able to visit me in person, as well as prioritize my services financially, I will become stable.
66	We are trying to maximize to-go, curbside and delivery services. We have limited our hours to minimize costs such as payroll and utilities. These services provide some revenue but not a sustainable amount. After the Stay at Home order we plan to continue to provide to-go and curbside service. We will continue delivery service as long as the Colorado Liquor Enforcement Division allows. When our tasting room is permitted to open to the public we will continue to practice social distancing, etc.
67	[REDACTED] is open, We will continue the cleaning and disinfecting protocol to ensure a clean and safe environment for customers.
68	Grants/contributions will enable us to grow 13,000 lbs of healthy fresh produce in school gardens for Boulder County families (3 schools in Louisville) on the Free & Reduced Price Lunch Program, local food banks and the School Food Project. Without the assistance of volunteers and school families (mandated by BVSD) our payroll costs will increase \$38,000 Mar.-Aug. to provide this necessary resource. We are providing our educational garden lessons and resources online for homeschool needs.
69	During the Covid closure we have focused on cleaning and preparing our salon for our re-opening. We are stocked up and excited to continue our retail sales. We have rescheduled clients and made them aware of our new Covid safety procedures and alerted them on their part in wearing a mask. We will be working smart and hard to generate our income and boost product sales and marketing while following all safety guidelines put in place for our industry.
70	We are adapting to alternative dining methods such as delivery/takeout and online orders to the best of our ability. Currently, we are running the restaurant at about half of our typical hours due to lackluster business during lunch hours, amidst the corona outbreak.
71	I am working with clients who have future scheduled photoshoots to plan their sessions and I am advertising for senior photoshoots which would be scheduled in the summer and fall when the Stay at Home Order is hopefully lifted. Once the order is lifted I am offering community members who are unemployed as a result of COVID-19 headshots with deferred payment until they are employed and back on their feet.
72	continue to follow CDC guidelines provide wash station for customers and employees to use upon entering and exiting showroom

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<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
73	Currently doing virtual showroom consultations, product showings, & client in home meetings. Showroom is currently open by appointment only to limit exposure for clients and staff. Have the ability to wear mask & gloves for job site inspections with client approval. We are increasing our digital presence and have set up secure on line payment option for clients. I plan to hire at least one more sales/project manager in order to better serve an anticipated increase due to pent up demand.
74	We plan to open back up, with extra Precautions. By appointment only, which will effect our bottom line, but we can be open 6 days a week. If we focus and work hard in a clean environment, we will have no issues in stabilizing, with a little help. Our biggest issue is the lease payment, our landlord did not give us any kind of break.
75	We can't charge as much, we have discounted rate, discounted hours. We need to keep staff.
76	If we are awarded this grant, we would use the proceeds to pay our employees, utilities, rent and vendors. The financial impact of COVID-19 truly cannot be overstated for our small business. We are doing everything we can to try to minimize the losses. Our hope is that once this unprecedented event has passed, we will be able to fully reopen our doors with the same staff and continue offering great patient care to our community.
77	We have stayed open, however we have had a lot of cancellations as fear spread, we know that this slow time will effect us next month in paying our employees, we are reaching out to patients and will continue to provide health care.
78	We are planning to reopen the business with all precaution cleaning system after governor authorization.
79	we apply for SBA loans
80	Hopefully will get one of the loans and clients will come back after stay at home order is lifted.
81	Our biggest priority going forward will be to stay healthy in order to remain open. We hope to bring our furloughed employees back next week, and start to service and work with our customers rather than just toss product out on the curb like we've been doing. But even one sick employee may mean huge losses in time off, and customers staying away, and two might mean we need to close for a while.
82	I have transitioned to home tele-medicine consults and we offer pick up curbside for nutritional supplements twice weekly
83	We hope to be able to open by mid May.
84	Significant health and sanitation procedures at the market. Outline been sent to the City with permit. Creating on line farmers market for 'drive by' pick up to encourage little interaction and delivery service for those who prefer to isolate.
85	Initially we moved all therapy to telehealth. However, some families declined. As we move into the safer at home phase- we plan to move to a hybrid delivery model for all pediatric therapy services. We will implement strict health measure to ensure safety of in-person visits.
86	During stay at home order, convert to 100% online order fulfillment
87	We are limited to essential visits only, this has resulted in a 75% drop in patient visits, if not greater. Our hope is this grant would allow us to ride out the Safe in Place and the lingering social effects of people not engaging in services.
88	Lots more advertisement, pay rent, more product, pay employees
89	On the "stay at home" order, we closed our office and moved to online services. Although the low registration rate, we still continue to develop a virtual learning curriculum for BVSD families. We also provide free online classes as a part of the community services.
90	1. We are full-on Telehealth capable through Physitrack. 2. We created an online shop for supplementation for immunity support here <a href="http://www.lifealivechiro.com/shop/">www.lifealivechiro.com/shop/</a> 3. Exploring a virtual blueprint for a virtual practice alongside our Chiropractic practice to ensure \$ during future operation disruption. 4. We continue to tap into our faith, prayer works! 5. Well-being made affordable program for our community. People deserve care, the potential of Louisville lies in the Health of its people. Love!
91	Increased on-line sales.

**CITY OF LOUISVILLE  
EMERGENCY SOLUTIONS GRANT PROGRAM  
ADDITIONAL INFORMATION**

<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
92	We have already reworked everything to be carry out and curb side if the customer does not have a mask. We are only letting those with a mask inside the store. All employees are wearing gloves and masks at all times. We are maintaining 6 feet between employees and customers as well. So far everything seems very effective and all staff and customers are reporting they feel safe and very good about the measures taken.
93	We plan to reopen the business fully, rehire as many employees as warranted and continue to operate within the parameters established by the Governor.
94	I am trying to figure out a more efficient process to help serve customers for repairs. It currently takes longer to process a repair and we sanitize the bike on the way into the shop and on the way out of the shop. It ends up being a loss on small repairs but essential for people using bicycles for commuting or fitness during shut down. I hope to open the store for retail sales soon where most of my product has sat untouched since the shutdown.
95	When the mandate is lifted, we plan to reopen and adhere to recommended state health guidelines.
96	Run advertisement
97	My business forced to close as per Governor's
98	We will continue to adapt our food offerings as well as our take out and delivery. We will comply and continue to keep our COVID 19 operating procedures with sanitizing, gloves and masks for all employees as well as keeping our dining room and outside seating areas closed down until further notice. We are exploring delivery options any other new forms of revenue we can add.
99	We hope to be able to find other local company's to work with and offer our machine capability's.
100	As soon as I can see patients in person I will be able to resume business.
101	As with many non-essential businesses, [REDACTED] has suffered. I want to remain safe for my clients as well as myself, which includes taking many precautions. I do feel that the emotional and mental health of my clients has suffered, and is needed to help ease their anxiety that is a result of COVID-19. Many of my clients are saying their bodies hurt physically as well. Massage can help with giving others touch that is so needed during the isolation that we are all feeling.
102	During the Stay at Home Order, we have begun developing telehealth options. We have also processed several emergency repairs using stringent infection control and mailing patients their critical hearing devices to continue hearing. After the Stay at Home Order, we will re-open once we have sufficient PPE for us and patients to protect our community. Once the Stay at Home Order is over, we will be in contact with our existing patients to generate appointments as well as physicians in the area.
103	Enhanced internet security measures to ensure safety and confidentially during telephone and teletherapy sessions. Adapting business practice to accommodate the changing public health environment and access to mental health services for my pediatric and adult patients.
104	Reorganize menu to conserve food costs and get our people employed.
105	Please note, this is for our Louisville location, we do have more employees that work at other locations in Boulder. We are offering Takeout, Delivery and Curbside pickup. We are trying to boost our delivery and takeout sales by offering online ordering. We are also trying to eliminate excess food costs by implementing a limited menu. We believe once people are able to return to offices/ work in a limited capacity we will start to get more online takeout orders from people on their way to work.
106	We have pivoted to virtual classes and have plans to re-open as soon as allowed with small class size, social distancing, masks in accordance with state and local guidance.
107	We are an art school and studio. We will reopen with cleanliness, safety and social distancing practices in mind. We will offer private family/household lessons. We will limit the number of participants in our group classes and private lessons as well as limiting the amount of members at scheduled studio sessions. We also hope to offer some alternative learning or take home experiences with curbside pick up until we can get back to normal.
108	During the Stay at Home Order I have been forced to do all sales via a website, using only social media and email as marketing tools. After the stay at home order I plan to follow the rules outlined by the governor and open back up as much as possible which will depend on resources available.

**CITY OF LOUISVILLE  
EMERGENCY SOLUTIONS GRANT PROGRAM  
ADDITIONAL INFORMATION**

<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
109	We are a [REDACTED] and have done our very best to continue providing a service to members (online classes, at home programming, staying connected, etc.) Our plan is to continue this and keep any members we can during this time, then open on a restricted basis when able. We already have small class sizes, but we will run smaller classes, no overlapping classes, and cleaning rules and guidelines in place to meet safety standards. Basically, a slow re-integration back to normal operations.
110	We will see and evaluate urgent patients only to reduce risk to patients and staff. We will gradually increase hours as restrictions are lifted.
111	I hope to open My business as soon as possible. In the meantime, I am trying to upgrade equipment, stock up on inventory, and upgrade my website. I already have clients asking me about reservations, so I'm sure I will make a comeback once all this is over.
112	[REDACTED] hopes to continue to do online orders with curbside or delivery options. No face to face contact. No contact pickup and delivery.
113	we continue to offer take out to customers. but with the stay at home order not everyone wants to come pick up we are offering curb side pick up as well
114	We have temporarily closed our Louisville store and moved all operations to our Boulder store. We have been working on creative ideas to generate business such as meal kits featuring local farmers and ranchers as well as bags of organic vegetables so people can skip the grocery store. We hope to bring these kits to the Louisville location as soon as we feel we can financially support rehiring new employees.
115	Take outs only during stay home, full service eat in restaurant business with full employment power to satisfy the community with healthy meal to make happy community.
116	I have had to close since mid March with no services provided but hope to reopen soon.
117	We are doing our best, staying open limited hours to try and cover costs. Curbside pickup, drop off, etc.
118	Re-opened for take-out only; once allowed will re-open at reduced capacity
119	The grant funds would be used for rent, utilities, and marketing. As soon as the Governor says that we are allowed to reopen, we plan to resume offering private escape games with increased precautionary health measures. We are listed as the #1 thing to do in Louisville and the best escape room facility in the the Denver metro area by TripAdvisor. Because of this, we anticipate to return to normal booking levels over the summer. We have been selling take home games during the stay at home order.
120	Continue to observe social distancing while servicing customers in the field. Limit employee exposure to other individuals, and avoid large groups of people. Bring sanitation products and PPE into the field while working away from the office. Bring food and beverages along to avoid any contact with fast-food restaurants or convenience stores.
121	We are advertising with google, yelp and facebook. We are offering pick up and delivery on a case by case basis.
122	We will reopen our doors on 4/27 with reduced patients at any given time and will offer additional hours to accommodate. We are following all directives as to distancing, PPE and sanitizing. We plan on adding employees as our business grows.
123	To stabilize business we will continue to promote through the local community such as partnering with schools, PTOs and recreational sponsorships. We have been heavily involved with local PTO's and will continue this trajectory for growth.
124	I have a strong [REDACTED] as I have been practicing in Boulder County since 1999. I moved to Louisville, where I live, a year or more ago. My clients are anxious to return and once we are allowed to be open again, I will be seeing clients in a spaced way, cleaning the entire office after each client, wearing a mask, etc.
125	We plan to reopen with strict precautions in place. We will wear masks, separate waiting room chairs, limit capacity to 10 people, share hours with all staff to be compliant with social distancing, continuously disinfect surfaces, implements and all areas. Instruct customers to wear masks and be aware of spacing. Communicate with staff and customers to rebuild our business to pre COVID status and capacity.
126	Despite being closed, we are currently still paying all our staff and all our bills. We want to ensure we can keep our staff safe and paid and hope to retain them for when everything opens up again.

**CITY OF LOUISVILLE  
EMERGENCY SOLUTIONS GRANT PROGRAM  
ADDITIONAL INFORMATION**

<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
127	We will be implementing precautionary measures once we re-open on May 4th consisting of all staff wearing full personal protective equipment and limiting the amount of exposure that our staff will have with patients. We will also be checking patient's temperatures and oxygen levels prior to entering our facility.
128	I've had to set up a costly Hipaa compliant program and do marketing to continue providing psychotherapy at a distance including specific classes on how to do telehealth. Social distancing and masks is not conducive or safe for meeting in a small office. Many of my clients have serious anxiety, depression and trauma issues (in addition to Covid anxiety) and I can't abandon them. But I have a lease at [REDACTED] and I need to pay monthly rent and want to support my landlord!
129	We are working online shopping capabilities, encouraging fun virtual run clubs, providing sales promotions to drive sales now. We have received emergency financing (in addition to the PPP SBA loan) to provide for some level of payroll.
130	We plan on using the grant to pay past due rent & bills to keep the doors open.
131	As a hair studio we are closed during the Stay at Home order. We plan to open up on May 1st and will be extending our hours so we can space out clients and staff and always have less than 10 people in the business at all times. We will take all precautions we can to ensure the safety of our community.
132	As of May 4th I hope to be able to work in my photography studio, but have been unable to use the space for the last two months. I supported another local business (compass rose floral) and had a floral installation put up for portraits that I am paying for monthly on top of my monthly rent. My hope is to increase this branch of my business as soon as I am able to, as I am unable to do my primary job (wedding photography) likely through the end of 2020 due to COVID-19.
133	Working to reopen and re employ staff as soon as we can work out delivery options.
134	Promotions, public outreach, rehire staff as business allows. Lots of sign spinning due to inadequate signage
135	Will resume operating after the release of stay at home order
136	Our business will be opening with restrictions the week of April 27th. This grant money will help me pay back rent. Our landlord would not defer our rent. All employees will be brought back to work
137	Our business is a one-on-one contact service with no means of providing services online. Paid April rent, had to infuse personal funding. The valuation of company dropped significantly; unable to secure a loan. Moving forward, we are unable to operate at capacity in-order to maintain a safe environment for our clients and team. Unable to generate the cash that was generated prior to shutdown. The roadwork on 42 has also significantly impacted our business, revenue dropped when it started.
138	We are bringing back all of our employees on April 27th and see as many patients as possible.
139	We currently offer take and delivery(through 3rd party delivery companies). As the stay at home orders relax we expect our sales to increase, which will enable us to increase our payroll and hours of operation.
140	We have create an online pop-up shop to continue sales and hopefully work through some of our inventory. To stabilize, I have slowed down the purchase of inventory significantly and offered discounts to customers who make large purchases to encourage higher volume sales. When we re-open, we will have a slimmed down inventory for about a month to keep overhead down, but will also offer some new ways to shop (continuing online sales with delivery/pick-up for the foreseeable future).
141	We are staffing as we can while maintaining distancing in our four walls. We will continue to get better at takeout/delivery as it has changed our operations completely, and hope to reopen our doors to the Louisville community and come out fo this with as little lasting damage as possible.
142	We are at the [REDACTED]. Now that we are open for golfers, I am able to bring back 4 of my employees. I want to thank the city for doing that. This will no doubt increase our sales. After the stay at home order, we are hoping to be able to book catering events, tournaments, and get back our community support. Please note: I have applied for the EIDL loan and have received the \$10,000.
143	We are not sure that we will be able to remain open due to the financial losses of this stay at home order. If we do we will likely have to take out a loan to be able to cover the rent and expenses.
144	[REDACTED] has closed for the duration of the Stay at Home order, although we are offering some of the Huckleberry cuisine through our kitchen at Zucca for take out. However, all Huckleberry employees have been furloughed for the duration of the order.

**CITY OF LOUISVILLE  
EMERGENCY SOLUTIONS GRANT PROGRAM  
ADDITIONAL INFORMATION**

<b>Please describe your plans to stabilize and continue your business during and after the Stay-at-Home Order.</b>	
145	We are planning to reopen with extended hours to be able to serve the pet community while working shifts to maintain social distancing.
146	We are meeting weekly with the Health Department, currently awaiting direction for possible reopening for part-day camps during the summer. If we are forced to wait until fall (September) to reopen, we have already registered and secured spots for enough children to continue our business. All of our staff have indicated that they will return as well.
147	We have deferred some rent and furloughed most of our staff. We are not really set-up to provide to-go food since we are a fondue restaurant, but we are trying to be creative!
148	I plan to implement an online shopping option for customers who would rather not shop in-store, we will also continue orders by phone and curbside pick up options or delivery if necessary.
149	We have some plans now that there are some loosening of restrictions to offer safe and affordable business lunch delivery and small event catering.
150	We have signed up for Doordash and GrubHub which have added costs through service fees. We have been able to serve the community and it has been nice to see them help support a restaurant which they enjoy, but our sales are so low that it will be difficult to pay rent which we owe, so this grant money would be very helpful.
151	I would like to open my studio space to other photographers/artists who have also been affected during this time to help share overhead expenses while we recover and get back into the workforce. I will also try to help by providing my services with special discounted pricing to local business owners who may be trying to get things up and running again also.
152	We are going to continue to try to push take-out and delivery food.
153	We have had a fantastic outpouring of community support for our curbside operations - while it doesn't stop the tremendous economic hardships it does provide a vital cash flow to allow us to keep payroll and rent/payments current. We plan to continue offering curbside until we are allowed to re-open for dine in service.
154	We have moved to online sales as much as possible and have started manufacturing Hand Sanitizer for the community for suggested donations and donations to the front line workers.
155	Find a way to provide services within more of a stay-at-home model
156	We are shifting our classes to an online platform. This has enabled me to continue to pay the teachers, but without a rent abatement the expenses are higher.
157	With the mandate we continued to pay our staff as long as possible before furloughing them. We will slowly start seeing more patients as the stay at home order ends, however, we cannot see the same number of patients, our cost for PPE increased significantly and we must stagger staffing to keep social distancing. Our staff will not have full time hours for the near future as we change protocols to keep everyone safe while providing essential dental care. Thank you for your consideration.
158	We plan to continue doing take out for restricted hours during Stay at home order



# CITY OF LOUISVILLE

749 Main Street, Louisville, CO 80027 (303) 335-4533

## BUSINESS ASSISTANCE CRITERIA

The City of Louisville recognizes the value of providing business assistance to aid companies in locating to the City and to encourage substantial expansion of existing businesses, in keeping with the overall economic development objectives. Recognizing that each business may vary in the type of assistance needed and each situation may differ; staff customizes all business assistance to the needs of the company and/or situation. Listed below is the general criteria by which assistance may be determined for each prospect.

### Business Assistance Criteria

- Brings high quality development
- Retains basic jobs to the City
- Retains existing sales tax to the City
- Draws NEW customers, and is not expected to draw a large percentage of its business from existing business
- Creates new sales tax to the City
- Utilizes an existing building(s)
- Complements existing Louisville businesses (i.e. a buyer or supplier that serves an existing business in the City)
- Brings new basic jobs to the City, with average salaries above the County's average wage
- Represents job diversity in industry sectors and is part of a growing industry
- Brings a new retail outlet or expands a current retail outlet
- Represents retail diversity
- Brings a value added result to the City or a development within the City (i.e. moves the company's corporate headquarters to the City)
- The amount of the business assistance is a percentage of new revenue created by the relocation of this company to the City of Louisville, or the retention and/or expansion of a company within Louisville.
- Business assistance generally will not be available for a move from one Louisville location to another.

### Assistance Package Process

A company may request, or staff may offer, business assistance from the City of Louisville. Staff uses the criteria listed above to determine whether to offer assistance from the City to the project. The following procedure is generally used in the implementation of business assistance to a project:

- If the prospect does not meet the criteria above, any assistance discussion discontinues

- Discussions occur with the prospective business concerning any specific assistance needed in the early phases of the development
- A Business Assistance Request is completed and submitted by the company prior to a decision to locate in the City or to undertake substantial expansion (in the case of an existing business)
- The data from the business assistance form is analyzed by staff and a preliminary recommendation is made to the City Manager requesting assistance based upon income generation to the City, number of jobs, average salaries, job diversity, what direct and indirect benefits this company may bring to the City of Louisville, and consideration of the other criteria above. Staff will refer applicant to the preservation planner to determine actions related to the Historic Preservation Commission.
- Business Assistance may be in the form of building permit fee rebates, construction use tax rebates, and sales tax rebates (if applicable). All rebates will be based upon new dollars generated by the project at move-in and/or over the first 5 years of operation.
- Any sales tax business assistance is calculated on the City's 3.375% less the City's open space tax of .375%, unless the City considers a lesser amount to be appropriate.
- Following City Manager approval of an assistance offer, staff may follow either a one-step or two-step process.
  - One-Step: If the company agrees to use their name publicly, then staff prepares a business assistance agreement for formal Council consideration during a public meeting, or
  - Two-Step: If the company needs to remain confidential, then staff schedules a presentation before City Council to seek policy direction.
    - If Council's response is positive, staff prepares a letter to the project stating that the City is willing to offer a business assistance pending formal approval by City Council.
    - The company may go public with their announcement to relocate to the City or to substantially expand within the City.
    - Timed with the company's project nearing completion in the planning and/or building phase, staff recommends formal adoption of the business assistance. The timing of the formal adoption is used to ensure that the company has met the planning and development guidelines as outlined by the City.
    - At the time of formal adoption of the business assistance, Council authorizes the City Manager to fund and implement the Business Assistance Agreement. The agreement must be fully signed prior to any assistance.
- City staff monitors the completion of the agreement and makes sure all requirements of the agreement are met. Company provide assistance and information is needed to carry out the agreement.

**Conclusion**

The vast majority of businesses that locate to the City of Louisville do so without a formal business assistance offer. There are also other forms of assistance the prospect may take advantage of that are equally, if not more, beneficial to them. Most of these have to do with moving through the development process in a time sensitive manner. The City of Louisville believes assistance to be important in remaining competitive in attracting quality business and development to the City; and, it can be used as a tool in recruiting and retaining businesses to the City.

Using the criteria and procedures outlined in this memo, the City of Louisville will remain competitive, while safeguarding the funds used to assist prospects in their location decision.

**Contact Information**

For additional information on Louisville's Business Assistance Program, please contact Economic Vitality Director Megan E. Pierce at 303.335.4531 or [mpierce@louisvilleco.gov](mailto:mpierce@louisvilleco.gov).



# CITY OF LOUISVILLE

Office of Economic Vitality  
749 Main Street, Louisville, CO 80027 303.335.4531

## BUSINESS ASSISTANCE REQUEST

Please return the information requested and the answers to the questions below to Megan Pierce, Economic Vitality Director at [mpierce@louisvilleco.gov](mailto:mpierce@louisvilleco.gov).

### Project Information:

- What is the name of the project?
- What is the location of the project?
- What is the size of the project?
- If new construction, what is the estimated building valuation (core and shell only) of the project?
- If this is tenant finish, what is the estimated tenant finish (not including furniture, fixtures, and equipment)?
- Is the project an expansion or a relocation of the current business?
- Will the project occupy existing space or construct a new space?
- When is a decision anticipated on the project location?
- When is construction anticipated to begin?
- When is construction anticipated to be completed?
- What other areas are being considered for this project?

Please give location addresses and available financial information to compare to the identified Louisville location.

### Owner's Contact Information:

Name of Business

Business Address

Phone:

Fax:

Email:

President or CEO of the Business:

Name of the Applicant:

### Employee and Payroll Information:

- What is the number of employees at move-in?
- What is the projected number of employees within the first five (5) years of operation?
- What is the annual payroll (not including benefits) at move-in?
- What is the annual payroll (not including benefits) within the first years of operation?
- What is the average job salary per year?

### Company Profile:

- Describe what service or product your company provides
- Provide general background on the company
- Provide website information (if applicable)

### Sales Tax Projections:

*If this is a retail/commercial business, please complete the following:*

- What are the gross retail sales projections in the first full year of operation?
- What are the gross retail sales projections in the first five years of operation, per year?

**SUBJECT: DISCUSSION/DIRECTION- COMMISSION/CITY COUNCIL  
STUDY SESSION**

**DATE: JUNE 10, 2020**

**PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

**SUMMARY:**

This year, the City Council will host dinner Study Sessions with Boards and Commissions. The LRC's Study Session is scheduled for July 21, 2020 beginning at 5:30 PM. Please realize that given the COVID-19 pandemic impacts, this time and date is still tentative and dependent on the ability for a group of 18 to 20 to meet in person.

**DISCUSSION/DIRECTION:**

The Commission has broadly discussed items it may wish to present to or review with the City Council. This will need to be formalized as a memo, which will be incorporated into a Study Session Agenda Packet. The City Council will have another meeting beginning at 7:00 PM; we have been asked to keep our presentations to 10 minutes or less.

The LRC's 2020 Work Plan and discussions to-date can certainly help inform the direction you may wish to share with the Council. As requested, Staff has started to draft the memo template, which is included here as *Attachment #1* for LRC's review and further input.

**RECOMMENDATION:**

Review draft Council Communication memo and provide feedback. A revised version can be reviewed at the July 8 Regular Meeting.

**ATTACHMENTS:**

- Attachment #1: City Council Communication (draft attached)

**SUBJECT: ANNUAL REPORT – LOUISVILLE REVITALIZATION  
COMMISSION (DRAFT)**

**DATE: JULY 21, 2020**

**PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

**1. LIST HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR:**

In late 2019, the LRC undertook several policy and administrative tasks, including creating a policy allowing for applications of direct financial assistance, revising its by-laws, and adopting a 2002 budget.

Immediately this year, the LRC began to compile a 2020 Work Plan document (included as Attachment #1) that also includes guiding goals. The Work Plan not only facilitates planning for and anticipating meeting topics, but allows for integration with the LRC's financial projections and creates understanding of priorities. To-date, the LRC has worked closely with the Louisville Fire Protection District (LFPD) to create an agreement for property tax TIF revenue sharing. This agreement was adopted by City Council on May 19 and by the LRC on June 10.

Also in 2020, the LRC received an application for assistance with public infrastructure improvements within the Urban Renewal Area (URA) from 824 South, Inc. That application was reviewed against the goals of the Highway 42 Plan. Ultimately, an agreement between the City, the LRC, and the project applicant was approved for improvements up to \$275,000. More recently, the LRC decided to partner with the City on the Emergency Solutions Grant Program—contributing \$100,000 of funding to be dedicated to businesses applying within the URA with the goal of preventing the spread of blight that could occur if many businesses close and commercial spaces become vacant. The LRC remains engaged about other possible ways to support local businesses during the re-opening and recovery phases from the pandemic.

In May, the LRC had the opportunity to review an updated 2020 budget as well as financial projections for its fund through 2024 (included as Attachment #2) with Finance Director Kevin Watson. The LRC made some changes to assumptions that will be used for projections going forward in order to be conservative about the amount of funding that is available for projects. The Commission will continue to discuss how the available funding ties to its Work Plan priorities.

**2. LIST PLANS/GOALS FOR THE NEXT YEAR:**

In the near-term, the LRC is working on a policy change related to applications for direct financial assistance. The LRC wishes for there to be a cost-sharing of

the cost of hiring a third-party evaluation of the project financials. Staff anticipates reviewing this policy change with the LRC in June and then advancing it for City Council concurrence.

The attached Work Plan outlines the Project Areas and Actions where the LRC intends to focus its efforts. Each action is designated with a description, timeframe (short-term, mid-term, or long-term), and priority level (high, medium, low). With updated financials, the LRC will continue to advance discussions on those high priority projects to undertake this year.

**3. DOES YOUR BOARD HAVE SPECIFIC BUDGET REQUESTS IT WOULD LIKE THE CITY COUNCIL TO CONSIDER AS A PART OF THE BIENNIAL BUDGET PROCESS?**

The LRC is continuing to discuss means of business support related to the impacts of the COVID-19 pandemic. The Commission may wish to partner with the City on future programs or may create a program specifically for the benefit of businesses within the URA.

The Work Plan shows the Project Areas in order of importance to the LRC. So, progress within the Highway 42 area as well as Downtown and DeLo are those of highest priority to the LRC.

**4. ARE THERE AREAS IN WHICH THE BOARD WOULD LIKE CITY COUNCIL INPUT/FEEDBACK?**

Requires LRC input.

**5. WHAT QUESTIONS DO YOU HAVE FOR THE CITY COUNCIL?**

Requires LRC input.

**RECOMMENDATION:**

Discuss the LRC’s 2020 work to-date and any priorities to influence future action.

**ATTACHMENT(S):**

- 1. LRC 2020 Work Plan
- 2. LRC 2020 Budget and 2020 – 2024 Financial Projections

**STRATEGIC PLAN IMPACT:**

<input checked="" type="checkbox"/>		<b>Financial Stewardship &amp; Asset Management</b>	<input type="checkbox"/>		<b>Reliable Core Services</b>
<input checked="" type="checkbox"/>			<input type="checkbox"/>		<b>Quality Programs &amp;</b>

**CITY COUNCIL COMMUNICATION**

<b>Vibrant Economic Climate</b>		<b>Amenities</b>	
<input type="checkbox"/>	 <b>Engaged Community</b>	<input type="checkbox"/>	 <b>Healthy Workforce</b>
<input type="checkbox"/>	 <b>Supportive Technology</b>	<input type="checkbox"/>	 <b>Collaborative Regional Partner</b>