

FIVE POINTS

BUSINESS IMPROVEMENT DISTRICT

BOARD OF DIRECTORS MEETING

February 8, 2023

By Zoom Webinar

AGENDA

Mission Statement: The Five Points Business Improvement District unites businesses and commercial property owners by maintaining the business corridor and catalyzing inclusive economic development and cultural preservation.

10:00 AM	I.	Call to Order	Board
10:05 AM	II.	Video Introductions	Board
10:10 AM	III.	Administrative Items	
		A. Disclosure of Potential Conflicts of Interest	Board
		B. Board Meeting Minutes – January 11, 2023	Board
		C. Treasurer’s Report – December 2022	N. Beal
10:20 AM	IV.	New Business	
		A. Jazz Festival Update	B. Dilling
		B. Popup Denver 2	S. Wiebenson
		C. SavATree Contract Renewal	V. Martinez
10:50 AM	V.	Old Business	
		A. Stakeholder Meeting Recap	H. Cowans
		B. Capital Expenditures Update	V. Martinez
		1. Entry Sign	
		2. Xcel Pole Banners	
11:10 AM	VI.	MarCom Update	L. Sayer
11:20 AM	VII.	Public Comment	
11:30 PM	VIII.	Adjourn	



FIVE POINTS BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
January 11th, 2023
MINUTES

Meeting Held: Wednesday, January 11th, 2023, at 10:00 AM,
Virtual meeting held on ZOOM.US.

Attendance: The meeting of the Board of Directors of the Five Points Business Improvement District, City and County of Denver, Colorado was called and held as shown above in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

John Pirkopf
Paul Books
Haroun Cowans

Excused Absence: Maedella Stiger
Nathan Beal

BID Staff: Vincent Martinez, Downtown Denver Partnership
LaSheita Sayer, ZoZo Group

The meeting was called to order by Board Member Haroun Cowans at 10:03 AM. Mr. Cowans led the meeting in the absence of the Board Chair or Co-Vice Chairs.

Mr. Books motioned to excuse the absences of Ms. Maedella Stiger and Mr. Nathan Beal. Mr. Pirkopf seconded. Vote: unanimous in favor, motion passed.

Administrative Items

A. Board Resignations.

Mr. Martinez explained that there are two open board seats due to the resignations of Mr. Ryan Cobbins and Ms. LaSheita Sayer. He then explained that only qualified electors are eligible to serve on the Board. In the case of the Five Points BID, both business and commercial property owners are considered eligible electors.

Mr. Martinez then presented the proposed new officers, including Mr. Cowans as Chair, Mr. Books and Ms. Stiger as Co-Vice Chairs and Mr. Beal as Treasurer. Mr. Pirkopf will also continue to serve as a Board Member. Mr. Books added that three additional Board Members will complete their second of three possible terms at the end of June as well. Those Board Members will be asked to confirm their interest in continuing to serve on the Board later this year. Board members are to be appointed by the Mayor and approved

by City Council. Mr. Pirkopf moved to accept the proposed slate of Board Officers Mr. Books seconded. Vote: unanimous in favor, motion passed.

B. Disclosure of Potential Conflicts of Interest

There were no disclosed conflicts of interest.

C. Board Meeting Minutes – October 12th and November 9th, 2022

Mr. Martinez reminded the board that there was no board meeting in December 2022.

Mr. Pirkopf moved to approve the October 12th and November 9th board meeting minutes. Mr. Cowans seconded. Vote: unanimous in favor, motion passed.

D. Treasurers Report.

Mr. Martinez presented the September, October, and November 2022 Financial Report to the Board, and briefly broke down each month. There was a reconciliation error in the September financial report that was accepted in November. Mr. Martinez presented the revised September report with a total expenditures in the amount of \$18,669 and final cash balance of \$416,728. The total of expenditures for the month of October was \$22,437 with an end balance of \$399,209. The total of expenditures for the month of November was \$34,515 with an end balance of \$355,068. Mr. Cowans called for a motion to accept the Treasurer's Report. Mr. Pirkopf moved to approve the September, October, and November 2022 Treasurer's Report, Mr. Books seconded the motion. Vote: unanimous in favor, motion passed.

Ratification of Email Votes

Mr. Martinez explained that a number of electronic votes were held last month in order to conduct business after the cancelled December regular Board Meeting. that were sent out due to the cancellation of the December 2022 FPBID meeting. The votes that were held included:

A. Vote to Certify Final Mill Levy Revenue

Officially set the Mill Levy rate at 10 mills and confirms a revenue of \$264,943 based on current district valuation. Vote Passed 4 - 0 in Favor.

B. Vote to hold next FPBID Meeting January 11th, 2023

The full slate of 2023 meeting dates would have been held in December. In order to hold the January meeting the Board needed to set a date and approve the date. The remaining 2023 meeting dates will be voted on at the January meeting. Vote Passed 4 - 0 in Favor.

C. Vote to Renew Administration and MarCom Agreements with DDP

Renews the admin and MarCom services agreements with the DDP through the end of 2023. Includes a 30-day to close out contract once new contractors are hired. Vote Passed 3 - 0 in Favor.

D. Vote to Accept DDP's Recommendation to Subcontract with ZoZo Group for MarCom
Allows DDP to hire ZoZo Group as the subcontractor to provide MarCom services to the FPBID on a temporary basis until a permanent contractor can be brought hired. Vote Passed 3 - 0 in Favor.

After the brief explanation of each of the votes, Mr. Books moved to ratify the email votes, and Mr. Pirkopf seconded the motion. Vote unanimous in favor, motion passed.

New Business

A. Set 2023 Meeting Dates and Posting Locations

Mr. Martinez explained that Board Meeting notices are posted through the BID's constant contact email account, its Facebook public site and closed group, posting on the BID's website, and physical postings in front of Coffee at the Point. Mr. Martinez then shared the list of dates for the 2nd Wednesday of every month, the current meeting cadence.

Mr. Books noted that the Board stay open to changing if feedback warrants at the upcoming stakeholder meeting that will be discussed later. Mr. Pirkopf agreed and also suggested offering variable meeting times to accommodate those that can't always make daytime meetings.

Mr. Pirkopf motioned to accept the proposed dates. Mr. Books seconded. Vote: unanimous in favor, motion passed.

B. Viva Streets Denver

Mr. Martinez introduced Andrew Iltis, Vice President of Planning and Community Impact with the Downtown Denver Partnership. Mr. Iltis presented statistics concerning pedestrian and bicycle traffic, and how the pandemic impacted those numbers. He went on to describe Ciclovía, an idea popularized in Columbia and Mexico, where streets are closed to auto traffic in order to promote pedestrian and bicycle traffic on specific days of the year. He presented this as an opportunity to promote and benefit local businesses. He then introduced ¡Viva! Streets Denver, a free and open to the public event that he estimated could attract 100,000 participants. The proposed route of the event would connect and engage local ground-floor businesses, and educate on history, culture, and urbanism. He then went on to discuss specifics of the recurring event, including the route from Broadway and Alameda to Welton and Downing, a 3.5-mile corridor. He also discussed possible dates, ranging from May to August. Mr. Cowans thanked Mr. Iltis for his presentation, and Mr. Books suggests that it also be presented to the Marketing Committee.

C. Stakeholder Meeting and Property Survey Discussion to Prioritize

Mr. Cowans discussed feedback he has received from stakeholders noting the need for an open meeting to discuss priorities especially with the closing of several storefronts in the recent weeks and months.

Because of this rapid changing environment, Mr. Cowans noted that the BID Board needs to hear from the area businesses and property owners as to how priorities in business recruitment, neighborhood beautification, corridor marketing and activation, and security have shifted and determine how to best adjust the 2023 work plan to most efficiently and effectively meet constituents' concerns.

Mr. Books noted other ongoing issues the BID also needs to address with its limited resources. Mr. Cowans informed the audience that a meeting date and location is being worked out now and that the goal is to have a stakeholder input meeting before March. The FPBID will be sending out more information as the plans develop.

Old Business

A. Renewal of Maintenance Agreement with CSG

Mr. Martinez explained that this will be the 2nd of 4 possible contract years in the annual amount of \$68,270. Mr. Cowans called for a motion to approve the contract renewal. Mr. Pirkopf motions to approve the contract renewal. Mr. Books seconded. Motion for renewal passed.

B. Updates: Entry Signage, Xcel Banners, Historical Markers

Mr. Martinez reported that his team and the designers of the entry sign (Desibl) have been working with the City's permitting office to meet requirements to place the entry sign at the Northeast corner of the intersection at 20th and Welton Street, the entry point to the Five Points BID Corridor. Desibl is working on updating specs and plans to submit to the permitting office for official review.

Mr. Martinez noted that the Xcel and the City have given preliminary approval to place banners on the 77 Xcel streetlight poles in the BID. While an initial mockup has been done, ZoZo Group will need to size and make actual docs for printing. They will also need to get pricing so that they can confirm they are still within budget and then move forward to order all hardware and banners and have CSG install.

Lastly, he reported that he will be connecting ZoZo Group with the original designer of the graphics of the historical markers and self-guided walking tour plaques so that the BID can have access to these files and reprint and replace as necessary since the BID has agreed to manage their upkeep.

MarCom Update

A. ZoZo Group Introduction and Role

Ms. Sayer explained some immediate priorities of the group, including a new website, local media, and email logins and updates. She then discussed the upcoming activations and their importance in supporting local businesses and cultural preservation.

She then presented a few upcoming planned activations, including the Black Jazz History Experience, 2/18 and 2/25 during Black History Month, though a name change of this event is pending.

She then presented survey results, which indicated that the community is demanding things like live music, poetry slams, and community events like a scavenger hunt during Black History month. She also presented a proposed plan to provide for an outdoor speaker system, and requested BID funds.

Public Comments

In response to a question regarding security on the Welton corridor, Mr. Cowans explained that security issues will be discussed at the upcoming community outreach meeting.

There were no further public comments.

With no further business, Mr. Cowans called for a motion to adjourn. Mr. Pirkopf made a motion to adjourn. Mr. Books seconded the motion. Vote: Unanimous in favor. Motion passed.

The meeting adjourned at 11:21AM.

The forgoing minutes constitutes a true and correct copy of the Five Points Business Improvement District. Approved this 8th Day of February 2023.

FPBID Board Chair

Attest:

Management Report

Five Points Business Improvement District
For the period ended December 31, 2022

Prepared by Joseph Tosello - 02.02.23

For management use only

Five Points Business Improvement District
Balance Sheet
December 2022

	Beginning Balance January 1, 2022	YTD Changes	Ending Balance December 31, 2022
ASSETS			
Current Assets			
Bank Accounts			
USbank Checking	\$ 243,119	\$ 91,703	\$ 334,822
Total Bank Accounts	243,119	91,703	334,822
Other Current Assets			
Accounts Receivable	947	-	947
Prepaid /Deposits	-	3,561	3,561
Total Other Current Assets	947	3,561	4,508
Total Current Assets	244,066	95,264	339,330
TOTAL ASSETS	\$ 244,066	\$ 95,264	\$ 339,330
LIABILITIES AND EQUITY			
Total Liabilities	\$ 7,971	\$ 3,262	\$ 11,233
<i>Equity / Fund Balance</i>			
Beginning Fund Balance	236,095	-	236,095
Net Operating Income (Loss)	-	92,002	92,002
Total Equity / Fund Balance	236,095	92,002	328,097
TOTAL LIABILITIES AND EQUITY	\$ 244,066	\$ 95,264	\$ 339,330

Five Points Business Improvement District
Budget vs Actual - By Program/Activity
December 2022

	Actual YTD	Amended Budget YTD	Variance Favorable (Unfavorable)	Amended Budget Annual	Variance Favorable (Unfavorable)
Beginning Fund Balance	\$ 236,095	\$ 236,095	\$ -	\$ 236,095	\$ -
Income and Other Sources					
Mill Levy Income-FPBID	335,653	294,000	41,653	294,000	41,653
DURA Payments	-	30,138	(30,138)	30,138	(30,138)
Donations	-	10,000	(10,000)	10,000	(10,000)
Other Revenue	-	9,999	-	9,999	-
Jazz Activation Grant	-	24,000	(24,000)	24,000	(24,000)
Transfer of funds from 14th Street LMD	9,999	30,654	(30,654)	30,654	(30,654)
Total Income and Other Sources of Funds	345,652	398,791	(53,139)	398,791	(53,139)
Total Available Resources	\$ 581,747	\$ 634,886	\$ (53,139)	\$ 634,886	\$ (53,139)
Expenditures					
Maintenance	128,304	121,472	(6,832)	127,766	(537)
Marketing/Branding	79,932	95,853	15,921	125,091	45,159
Administrative	36,566	24,615	(11,951)	36,053	(513)
Contingency Funds	-	12,500	12,500	15,000	15,000
Total Ongoing Expenditures	244,802	254,439	9,637	303,910	59,109
Capital Purchases	8,848	101,132	92,284	121,358	112,510
Small Business Relief Grants	-	-	-	-	-
Total Expenditures	\$ 253,650	\$ 355,571	\$ 101,921	\$ 425,268	\$ 171,619
Ending Fund Balance	\$ 328,097	\$ 279,316	\$ 48,782	\$ 209,618	\$ 118,479

Five Points Business Improvement District
Budget vs Actual - By Account
December 2022

	Actual YTD	Amended Budget YTD	Variance Favorable (Unfavorable)	Amended Budget Annual	Variance Favorable (Unfavorable)
Beginning Fund Balance	\$ 236,095	\$ 236,095	\$ -	\$ 236,095	\$ -
Income and Other Sources of Funds					
Mill Levy Income-FPBID	335,653	294,000	41,653	294,000	41,653
DURA Payments	-	30,138	(30,138)	30,138	(30,138)
Donations	-	10,000	(10,000)	10,000	(10,000)
Other Revenue	9,999	9,999	-	9,999	-
Jazz Activation Grant	-	24,000	(24,000)	24,000	(24,000)
Transfer of funds from 14th Street LMD	-	30,654	(30,654)	30,654	(30,654)
Total Income and Sources of Funds	345,652	398,791	(53,139)	398,791	(53,139)
Total Available Resources	\$ 581,747	\$ 634,886	\$ (53,139)	\$ 634,886	\$ (53,139)
Expenditures					
<i>Maintenance</i>					
General Maintenance Contract	63,519	56,472	(7,047)	67,766	4,247
Other Maintenance	23,212	10,833	(12,379)	13,000	(10,212)
Plaza Maintenance	-	8,333	8,333	10,000	10,000
Snow Removal	22,514	30,000	7,486	18,000	(4,514)
Utilities & Water	3,028	3,333	305	4,000	972
Irrigation Repairs	-	1,667	1,667	2,000	2,000
Tree & Landscape Maintenance	16,030	10,833	(5,197)	13,000	(3,030)
Total Maintenance	128,303	121,472	(6,831)	127,766	(537)
<i>Marketing/Branding</i>					
Banners	1,029	2,917	1,888	3,500	2,471
Events/Activation					
Grants	15,029	15,337	308	18,404	3,375
First Friday Jazz Hop	-	-	-	400	400
FP History Stroll	-	833	833	1,000	1,000
FP Jazz Festival Sponsorship	-	-	-	8,000	8,000
FP Atlas Advertising	-	-	-	1,668	1,668
Juneteenth	-	3,917	3,917	4,700	4,700
Trick or Treat	-	833	833	1,000	1,000
Holiday Stroll 2022	-	8,333	8,333	10,000	10,000
Holiday Sound System	-	3,333	3,333	4,000	4,000
Other	-	-	-	-	-
Holiday Lighting	6,000	12,500	6,500	15,000	9,000
Constant Contact - Email Service	-	450	450	540	540
Website Map & Listings (My City Bikes)	-	455	455	546	546
Marketing Administration	46,647	42,778	(3,870)	51,333	4,686
Marketing Programs	11,228	4,167	(7,061)	5,000	(6,228)
Total Marketing/Branding	79,932	95,853	15,920	125,091	45,159
<i>Administrative</i>					
General Administration	22,083	18,333	(3,750)	22,000	(83)
Bank Charges & Fees	96	108	12	130	34
Dues & Memberships	673	673	1	673	1
Insurance	2,802	3,000	198	3,000	198
Legal Fees	3,662	2,500	(1,162)	3,000	(662)
Board Planning Retreat	7,250	-	-	7,250	-
Total Administrative	36,566	24,615	(4,701)	36,053	(513)
<i>Contingency Funds</i>					
	-	12,500	12,500	15,000	15,000
Total Ongoing Expenditures	244,801	254,439	16,888	303,910	59,109
<i>Capital Expenditures and Reserve Spending</i>					
Capital Purchases	8,848	101,132	92,284	121,358	112,510
Total Capital Expenditures and Reserve	8,848	101,132	92,284	121,358	112,510
Total Expenditures	\$ 253,649	\$ 355,571	\$ 109,172	\$ 425,268	\$ 171,619
Net Income	\$ 92,003	\$ 43,221	\$ 48,783	\$ (26,477)	\$ 118,480
Ending Fund Balance	\$ 328,098	\$ 279,316	\$ 48,783	\$ 209,618	\$ 118,480

Five Points Business Improvement District
Expenditures by Vendor Summary
December 2022

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	Dec-22	YTD 2022
2 Keys Asset Management Corp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000		\$ 6,000
BackFlow Tech	-	-	-	-	-	-	-	-	-	190	-		\$ 190
Big Onion Partnerships, LLC	-	-	-	-	-	-	-	3,625	-	-	3,625		\$ 7,250
Colorado Barricade	-	2,610	-	-	-	-	-	-	-	-	-		\$ 2,610
Colorado Lighting Inc	-	-	-	2,964	-	4,257	-	-	534	-	409		\$ 8,164
Colorado Special Districts Property and Liability**	-	2,802	-	-	-	-	-	-	-	-	-		\$ 2,802
Consolidated Services Group 2, LLC	9,688	14,646	7,171	922	1,247	5,767	15,609	6,065	8,845	5,252	10,154	13,273	\$ 98,637
Constant Contact	45	-	90	-	90	45	-	90	45	45	45	45	\$ 540
Denver Permits Online	-	-	50	-	-	50	-	-	-	-	-		\$ 100
Denver Water	121	98	74	148	23	-	113	101	131	146	122	145	\$ 1,222
Denver Weekly News	-	-	-	-	-	-	-	-	-	83	-		\$ 83
Diversified Underground Inc	-	340	-	-	-	-	-	-	-	-	-		\$ 340
Downtown Denver Partnership Inc	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	1,833	\$ 67,833
Five Points Marketing Group	-	-	-	-	-	-	-	-	-	450	-		\$ 450
Five Points Atlas	-	-	-	-	-	-	-	-	1,668	-	-		\$ 1,668
GoDADDY.com	-	-	-	-	-	-	-	-	-	-	-	20	\$ 20
Mile High Festivals	-	-	-	-	-	8,000	-	-	-	-	-		\$ 8,000
Maxwell Printing	-	-	-	-	-	-	-	-	-	-	804		\$ 804
My City Bikes	-	-	-	-	273	-	-	-	-	-	-		\$ 273
Outfront Media	-	-	-	-	-	-	-	-	-	9,523	-		\$ 9,523
Savatree	-	-	2,205	-	-	120	-	2,610	-	-	7,222		\$ 12,157
Sin Jac Electrict	-	878	972	878	-	1,350	-	-	1,350	618	-		\$ 6,045
Special District Association	-	-	-	673	-	-	-	-	-	-	-		\$ 673
Spencer Fane LLP	-	-	-	-	-	-	-	-	-	-	-	3,662	\$ 3,662
US Bank	-	-	-	-	24	24	24	24	-	-	-		\$ 96
XCEL ENERGY	248	219	229	223	57	134	88	97	96	131	135	148	\$ 1,805
Zozo Group LLC	-	-	-	-	-	-	-	-	-	-	-	5,099	\$ 5,099
Total Expenditures by Vendor	\$ 16,102	\$ 27,593	\$ 16,791	\$ 11,807	\$ 7,713	\$ 25,747	\$ 21,834	\$ 18,612	\$ 18,669	\$ 22,437	\$ 34,515	\$ 24,225	\$ 246,045

Five Points Business Improvement District
Statement of Cash Flows
December 2022

December 2022

OPERATING ACTIVITIES

Net Income	\$ (21,807)
Adjustments to reconcile Net Income to Net Cash provided by operations	
Accounts Receivable	-
Prepaid / Deposits	(568)
Accounts Payable	7,879
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Total Adjustments to reconcile Net Income to Net Cash provided by operations:	7,311
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Net cash provided by operating activities	\$ (14,496)
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NET CASH INCREASE (DECREASE) FOR PERIOD	\$ (14,496)
Cash at beginning of period	243,119
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CASH AT END OF PERIOD	\$ 228,623
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5717 W 11th Ave
 Lakewood, CO 80214
 (303) 232-0666 Fax: (303) 232-0711

For Service At:
 Downtown Denver BID
 Five Points BID
 21st St & Welton
 Denver, CO 80202
 Account Key: 3568672

Prepared For:
 Downtown Denver BID
 Ryan Butcher
 1515 Arapahoe St Tower 3 #100
 Denver, CO 80202

2023 Plant Health Care Renewal

IPM - Late Spring Foliar Treatment	\$1,030.00
IPM - Early Summer Foliar Treatment	\$1,030.00
IPM - Mid Summer Foliar Treatment	\$1,030.00
IPM - Late Summer Foliar Treatment	\$1,030.00
ArborHealth Fertilization + Mycorrhizae - Mid Season all trees	\$1,486.00
Organic Soil Enhancer Treatment all trees	\$1,360.00
ReCharge Supplemental Watering - Jan/Feb 9 newly planted trees	\$130.00
ReCharge Supplemental Watering - Jan/Feb (WD) all trees	\$1,030.00
ReCharge Supplemental Watering - Feb/Mar 9 newly planted trees	\$130.00
ReCharge Supplemental Watering - Mar/Apr 9 newly planted trees	\$130.00
ReCharge Supplemental Watering - May/Jun 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Jun/Jul 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Jun/Jul 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Jul/Aug 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Jul/Aug 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Jul/Aug 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Aug/Sep 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Aug/Sep 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Aug/Sep 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Aug/Sep 13 newly planted trees; see map for locations	\$132.00

ReCharge Supplemental Watering - Sep/Oct 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Sep/Oct 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Sep/Oct 10 trees in above ground planters	\$108.00
ReCharge Supplemental Watering - Oct/Nov 13 newly planted trees; see map for locations	\$132.00
ReCharge Supplemental Watering - Oct/Nov Newly planted trees (23)	\$401.00
ReCharge Supplemental Watering - Oct/Nov Newly planted trees (23)	\$401.00
ReCharge Supplemental Watering - Oct/Nov Newly planted trees (23)	\$401.00
ReCharge Supplemental Watering - Oct/Nov all trees	\$1,030.00
ReCharge Supplemental Watering - Nov/Dec 9 newly planted trees	\$142.00
ReCharge Supplemental Watering - Dec 9 newly planted trees	\$142.00
ReCharge Supplemental Watering - Dec Newly planted trees (23)	\$382.00
ReCharge Supplemental Watering - Dec (WD) Newly planted trees (23)	\$382.00
Soil Remediation Treatment all trees	\$1,030.00
Soil Remediation Treatment Locus, Hackberry, Ash, Pear, American Elm	\$1,190.00
	Total for 34 services	\$15,711.00
	Tax	\$0.00
	Total	\$15,711.00

Prepared By:
Craig Little

★ Budget for pruning, removals, planting

Authorization

I authorize the work described above and agree to the terms and conditions on back.

Authorized By: _____ Date: _____

Downtown Denver BID
Five Points BID
21st St & Welton
Denver, CO 80202
Account Key: 3568672