

AGENDA

Board of Directors General Meeting

Littleton Downtown Development Authority

Wednesday, August 19, 2026 at 4:00pm

Arapahoe Community College, Conference Room (M1950)

5900 S Santa Fe Drive, Littleton, CO 80120

ZOOM*: <https://zoom.us/j/3088672782?pwd=K0FPUIlNlV0J2eEpTdm01aGQzNXhDUT09>

Agenda

1. 4:00 PM Call to Order and Roll Call
2. 4:01 PM LDDA Chair Welcome
3. 4:05 PM Public Comment
4. 4:08 PM Consideration of Draft Minutes **
 - a. Minutes of the Regular Board meeting of July 15, 2026
5. 4:09 PM Conflict of Interest Disclosures
6. 4:10 PM Presentations
 - a. Project Downtown Update - City of Littleton: Kathleen Osher, Deputy City Manager and Adrienne Burton, Director of Major Projects
7. 4:55 PM Financials - Thuy Dam and Curtis Bourgouin, CLA
 - a. June 30, 2026 Unaudited Financial Statements **
 - i. Motion to accept June 30, 2026 unaudited financial statements.
 - b. Monthly Operating Statement, Cash Position, Revenue Schedules, and Disbursements **
 - i. Motion to accept the monthly reports and approve the disbursements.

8. 5:10 PM 2027 Draft Budget Presentation and Board Discussion - Bryan Morrow, LDDA Treasurer **
9. 6:00 PM Director and Committee Updates **
 - a. None, please refer to all updates in board packet
10. 6:00 PM Board Member's Additional Input
11. 6:05 PM Adjournment

Mark your Calendar: Upcoming Meetings + Community Happenings

- a. August 22, 2026: Town Hall Art Center Ovation Gala, 5:00 PM, Main Street
- b. August 28, 2026: Downtown Littleton Wine Walks, 4:30-7:30pm, various businesses throughout Downtown (*hosted by LMA*)
- c. September 5, 2026: 4th Annual Walk the Chalk Art Festival, 8:00 AM - 5:00 PM, various locations Downtown (*hosted by various downtown businesses*)
- d. September 11-20, 2026: Littleton Restaurant Week (*hosted by Littleton Chamber of Commerce*)
 - i. Participating Downtown businesses: Black Haus, Cencalli, Denver Beer Company, DIRT Coffee, Grande Station, in-TEA, Kate's Wine Bar, Los Portales Mexican Restaurant, Ned Kelly's Irish Pub, Pho Real, Platte River Bar and Grill, The 49th, The Melting Pot, Viewhouse
- e. **September 16, 2026: LDDA Board Meeting, 4:00-6:00 PM, ACC Conference Room M1950**

Public Notice

The public is invited to attend all regular meetings or study sessions of the Littleton Downtown Development Authority. Please call 303-868-4006 at least 48 hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to attend, or participate in, any such meeting.

**** Zoom accessibility to the LDDA Board meeting will remain open for 20 minutes after the scheduled start time. If no participants have joined within that time, the Zoom accessibility will be closed.***

**** Denotes corresponding packet item for reference, see littletondda.org/about-downtown-littleton/board-meetings to download board meeting packet**

MINUTES

Board of Directors Meeting Minutes

Littleton Downtown Development Authority

Wednesday, July 15th, 2026 at 4:00pm

Arapahoe Community College, Conference Room (M1950)

5900 S Santa Fe Drive, Littleton, CO 80120

Minutes

1. Call to Order and Roll Call

The meeting was called to order at 4:05pm

Roll Call

Members Present: 6

Vice Chair Rob Stieg, Secretary Catharina Hughey, Treasurer Bryan Morrow,
Members Krista Falkenstine, Eric Hyatt, Tom Barenberg

Members Absent: 4

Chair Ruth Graham, Members Cheryl Calhoun, John Matthews and Council Member
Merrill Stillwell.

**Council Member Stillwell is a non-voting member unless needed to break a tie*

Staff:

Jenny Starkey, Executive Director; Danni Westblade, Administrative Assistant,
Lisa Mayers, Legal Counsel; Troy Bernberg, Financial Advisor

Guests:

Kathleen Osher, Deputy City Manager
Brent Soderlin, Director of Public Works and Utilities
Marie Perrin-Mcgraw, Director of Operations, ACC Foundation

2. Public Comment

- Brent Soderlin, Director of Public Works: Brent shared that there is a spruce tree in front of the Melting Pot which is considered the primary Christmas Tree lit up at the end of the Candlelight Walk during the holidays. This tree has been attacked by a beetle and the upper half has died. Rather than remove the tree, Public Works will preserve the bottom portion for as long as possible and will also begin treating the other spruce trees nearby. Lighting options are being considered to maintain its conical shape during the holidays. The City hopes to get 3-4 years out of it until Project Downtown can make enhancements. Brent estimates that a new tree of the same size would be roughly \$40,000-50,000. The City's Communication Team has a plan and a contractor will perform the described work in August.

Member Tom Barenberg commented that trees can get stressed when they are not getting enough water and asked about the watering program at the Bowles median. Brent responded that their irrigation system is old and is in the process of being updated; the beetle damage could have been a consequence of this. Tom had some additional questions regarding the city's irrigation plan and Jenny invited him to join an upcoming site walk that the LDDA team will be taking with the Public Works team in August. The board also suggested that there may be someone with a full-grown spruce that would be willing to donate a tree to be planted in its spot.

- Pam Chadbourne, resident: Pam agrees that Public Works needs to look at the irrigation of their trees but does not believe it would be smart to transplant a large tree. Pam reminded the board that the Public Works Department has a Forester on staff as well as an Urban Forestry Management Plan. Pam expressed concern that the various commissions and boards in Littleton do not have a shared vision. A completed comprehensive plan would define what the character of Littleton is that we cannot afford to lose with the increase in development.

3. Consideration of Minutes

The meeting minutes for June 17, 2026 were considered. A motion for approval was made by Treasurer Bryan Morrow and seconded by Member Tom Barenberg. The approval of meeting minutes, as presented, passed unanimously.

Bryan Morrow reminded LDDA staff that the board was still interested in seeing a copy of the lease that Xcel Energy has with the City of Littleton in regards to the details of the sternbergs. Staff and city will work to get this to the board.

4. Conflict of Interest Disclosures

None.

5. Presentations

a. Crime and Safety Report - Corporal Luke Bishard **

Luke summarized the crime report with nothing major to report. Traffic incidents are up by 12, likely due to kids home from college for the summer.

The board asked how parking enforcement was going and Luke said it was clear that this dedicated position was needed based on all of the violations they've seen. He also shared that a final decision for the new LPD Chief will be made soon and there have been strong candidates with lots of experience.

b. Front Range Passenger Rail - Chris Nevitt, Vice-Chair, Front Range Passenger Rail District (FFPRD), and Jose Briones, South Metro Region Engagement Coordinator, FRPRD **

Chris Nevitt shared that the Front Range Passenger Rail District is the largest special district in Colorado which will operate the Colorado Connector Service (nicknamed CoCo). Coco will be a new, cleaner, safer, and more reliable way to get up and down the front range from Fort Collins to Pueblo (with the hope of eventually getting all the way to Trinidad and Cheyenne). The delivery plan can be found here.

This intercity passenger rail was created by the Colorado General Assembly in 2021 with the purpose of maintaining the Colorado Connector Train Service. The train will travel 80 miles/hour and eventually offer 10 roundtrips/day with service beginning in 2029. All of this is being built in phases using existing infrastructure and improving existing track with partnerships with BNSF and Union Pacific and RTD.

Phase 1 which will be delivered in 2029 is three roundtrips a day between Denver and Fort Collins which will take about 100 minutes and will operate seven days/week. The funding is already in place from the FasTracks Savings Account existing state fee revenue.

Eventually, the Full Corridor Service will operate all the way down to Pueblo by 2032 with up to 10 round trips per day by 2045. This will include 12 CoCo stations totalling 190 track miles and a 150 minute ride from Denver to Pueblo. This Phase will require roughly \$1.9 billion in capital costs and will also require voters approval.

The board asked about projected ridership. They do not have exact numbers yet but fares can be dialed up or down to maximize revenue or to maximize ridership and the board will likely err on the side of maximizing ridership. They expect thousands of people per day and research suggests that people's travelling habits are much more diverse than they used to be with a good portion of people using it to travel to educational institutions or for medical services. They also expect to see tourism increase, specifically around day trips.

FFPRD has been in conversations with Littleton city planners around the chosen station, the Mineral Station. They are bringing a valuable asset to the communities with funds for stations to be used for local connections, sidewalks, bike access, and other improvements.

The board asked how much funding would be used to repair tracks versus stations and some will be used to update tracks and build sidings but they are counting on local municipalities to decide what they want at the various stations.

6. Monthly Operating Statement, Cash Position, Revenue Schedules, and Disbursements **

- i. Jenny shared the monthly financials. Collection of property taxes and incremental revenues are almost to 100% and expenses are still being disbursed for the Block Party. There is still a \$75,000 allocation to flowers which will likely not be used this year but a site walk is being scheduled with the Public Works team to discuss this in more detail. Jenny confirmed that digital fees had been misclassified and would be fixed.

Motion to accept the monthly reports and approve and ratify the disbursements. The monthly financials through July 8, 2026 were considered. A motion for approval was made by Member Krista

Falkenstine and seconded by Secretary Catharina Hughey. The approval and ratification of monthly financials, as presented, passed unanimously.

7. Old Business

a. Monthly Updates

i. Committees

1. Block Party Final Report

Jenny shared a full debrief of the Block Party as well financial highlights revenue increased 32% from last year primarily from sponsorship, beverage, and vendor sales. This year, wristbands and tickets were not sold and there was not a percentage taken from food vendors. Beverages sales were doubled and that is because of efficiencies that Sigler Strategies put into place.

Expenses were roughly \$112,000 primarily spent on management and operations and programming and talent. Profit increased from \$12,000 in 2025 to \$37,000 in 2026. The board asked what caused the \$12,000 over budget and it was a variety of things including paying bands more, incorporating a family zone, hiring a management company and utilizing local beverage distributors (Comet Brews, Honnibrook, Rocker Spirits, and Denver Beer Co). The partnership with Denver Beer Co was ultimately a success and being able to partner with all of the local in-district beverage distributors was well received.

The board agreed that it was better programmed than it was in its first year.

The DDA surveyed attendees and received 60 responses with a 4.3 average overall rating. 70% said they visited a DT business and 58% said it was easy to navigate. Based on feedback, the event has outgrown its footprint with suggestions for a hub and spoke model, spreading out beyond Main down some of the side streets. Overall, the comments were positive and event goals were met.

Vendors were also surveyed and 92% of vendors had a good or excellent overall experience and most saw higher sales than

expected. Grande Station, a restaurant in the district, saw a 50% year-over-year sales increase. A third survey was sent to bands and performers with 100% overall experience rating and interest in reapplying next year.

Member Eric Hyatt highlighted that if the DDA chooses to use a Festival Permit next year, money generated from beverage sales will be lost as the DDA cannot sell alcohol with that permit. Jenny responded that the DDA will likely need to generate income in a different way if so, possibly by charging a percentage of sales or a fee for participation.

With a 46% increase in attendance this year over last, the footprint will very likely need to be expanded but the board cautioned that we need to take residents into consideration. The Family Zone was a huge success. Marketing primarily consisted of word of mouth and influencer campaigns and so the production budget will need to be increased with additional subcontractors. The board wondered if expanding to side streets could actually benefit more businesses and whether parking lots could be utilized for more programming.

A few lessons learned for efficiencies in 2027 include scoping Reinke's contract more tightly; considering one contract with a third-party producer who has a much larger role to take it to the next level; and evaluating volunteer vs paid contractor roles. Next year, an earlier street closure and possibly later fireworks may be necessary. The most important question will be how to manage how big it has become.

2. Public Art

Now that the mural is complete, other property owners are reaching out with an interest in a mural on their walls. A Public Art meeting was recently held to determine how the remaining funds should be used. The city has given the LDDA permission to refurbish all 12 benches downtown to be painted by local artists. CSG took a spare bench, prepped it, and will deliver it to board member Krista to experiment with painting it so that guidelines can be developed for the artists. This may be an

opportunity to partner with local schools including ACC as well as another sponsorship opportunity.

The LDDA also has permission with the city to install a base and plinth in Bega Park and add to their Art on Loan program so by next June, a rotating art sculpture should be installed. South Suburban Parks and Recreation District will identify the exact location and their Public Art Committee will select the artist. The board asked whether the sculpture would be monitored with lights or cameras and this will be considered as the contract is being drafted.

3. Investment Opportunity Committee

The Investment Opportunity Committee (IOC) met on Monday and Financial Advisor Troy Bernberg shared that the DDA has done an exceptional job of district enhancements and placemaking and now the IOC is making strides in trying to expand on that positive impact. Troy has formalized ways to invest on a short term and intermediate/long term basis with two tracks for this committee. Exploring a potential grant program is one opportunity which was introduced to the committee this week. The committee also formalized projects that they want to continue to be involved in - things like the Littleton Blvd. Subarea, RTD lots, and Geneva Village. Jamie Ney from the city's Economic Development attended the meeting and provided updates.

One of the biggest ways that DDAs contribute/invest in the short term while also supporting the business community is with a grant program. An option was presented by Troy and Jenny to supplement the city's grant program with additional funds but this has not been approved by the city.

ii. Clean, Maintenance and Snow Reports **

1. Monthly Report (As of June, 2026)

Clean and Maintenance were shared with nothing unusual to report. CSG donated 32 hours of event support at the Block Party and then went back and did 10 additional pressure washing hours the next day. With CSG, a recycling program

was piloted at the Block Party but it was unfortunately not successful with only 5% of the bags uncontaminated and the remainder were unable to be processed. There may be opportunities for improvement with better branding, specific volunteers to monitor the bins, and a connection with Aidan Lawton, the local Green Business Program Coordinator.

CSG will have all trashcans policed by the end of next week and an extra trash can will be placed on Main south of Nevada near Playa Bowls. Trash cans will not be painted like the benches because of the wear and tear.

8. New Business

a. Election of Officers (2026-27)

Legal Counsel Lisa Mayers summarized the four officer positions: Chair, Vice Chair, Treasurer and Secretary. Ruth Graham's position as chair has termed out and all positions elected on an annual basis. Prior to the meeting, Jenny emailed the board soliciting interest and received responses from Rob Stieg interested in the Chair position and Krista Falkenstine interested in the Vice Chair position. Bryan Morrow also expressed interest in serving a second term as Treasurer and Catharina Hughey is interested in serving a second term as Secretary.

Following discussion, there was a motion by Krista Falkenstine, and second by Member Eric Hyatt to elect the four board members to their desired positions. The vote passed unanimously.

9. LDDA Director Update

a. Mid-year Annual Plan Review

Jenny shared a high level mid-year annual operating plan to make sure everything is on track. Every priority from the Plan of Development is considered and all sets of goals are active. More than \$207,000 has been committed to LDDA programs and is moving forward including public art, marketing, business support, clean and maintenance. There are five months to continue to advance the Operating Plan for 2026. Jenny reminded the board that the parking study is funded completely by the city and will be incorporated into the design process for Project Downtown. Kathleen will report back about the parking study timeline.

10. City of Littleton Update

The board asked for Project Downtown updates. Kathleen Osher, Deputy City Manager, is looking to schedule time with Jenny and each of the board members (one-on-one in the next 30-45 days) to walk through the overall project and expectations and give a better sense of the design process and when council may make a decision about construction. The city went to market for the \$30 million COP offering and all of the major institutions bid on it which shows super strong demand as a reflection of the city's financial health. Pricing was favorable; they saw almost three times what they needed, up to \$140 million, so there are some additional proceeds that could be applied to Main Street or future projects.

Rob and Eric are working with the city as stakeholders for Blueprint Blvd. Rob will be the primary contact and bring information back to the board.

Kathleen echoed appreciation of the Block Party and the debrief that the staff had with city staff. It was a helpful experience to go through to get a shared perspective and allowed them to think through such a unique event.

11. Board Member's Additional Input

Jenny welcomed Marie Perrin-McGraw who was a guest and shared that the LDDA continues to strengthen their relationship with ACC.

12. Adjournment

5:51pm

13. Calendar: Upcoming Meetings

- a. August 19, 2026: LDDA Board Meeting, 4:00-6:00 PM, ACC Conference Room M1950

Public Notice

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LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY

FINANCIAL STATEMENTS

JUNE 30, 2026

Littleton Downtown Development Authority
Balance Sheet - Governmental Funds
June 30, 2026

	<u>General</u>	<u>Total</u>
Assets		
Checking Account	\$ 113,211.31	\$ 113,211.31
Stripe Account	35,230.77	35,230.77
Colotrust	473,564.78	473,564.78
Receivable from County Treasurer	50,251.49	50,251.49
Receivable from City	27,857.72	27,857.72
Prepaid Expenses	9,000.00	9,000.00
Total Assets	<u>\$ 709,116.07</u>	<u>\$ 709,116.07</u>
Liabilities		
Accounts Payable	\$ 64,663.49	\$ 64,663.49
Total Liabilities	<u>64,663.49</u>	<u>64,663.49</u>
Fund Balances	<u>644,452.58</u>	<u>644,452.58</u>
Liabilities and Fund Balances	<u>\$ 709,116.07</u>	<u>\$ 709,116.07</u>

See selected information and the summary of significant assumptions.

Littleton Downtown Development Authority
General Fund Statement of Revenues, Expenditures and Changes in
Fund Balances - Budget and Actual
For the Period Ending June 30, 2026

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues			
Property taxes	\$ 202,842.00	\$ 185,740.08	\$ 17,101.92
Specific ownership taxes	11,156.00	5,046.96	6,109.04
Interest Income	7,500.00	5,476.88	2,023.12
Sponsorships	50,000.00	47,500.00	2,500.00
Grants	25,000.00	13,000.00	12,000.00
Events income	80,000.00	107,305.05	(27,305.05)
Program income	-	3,500.00	(3,500.00)
Increment Revenue - Property Tax	362,028.00	341,001.81	21,026.19
Increment Revenue - Sales Tax	70,000.00	-	70,000.00
Total Revenue	<u>808,526.00</u>	<u>708,570.78</u>	<u>99,955.22</u>
Expenditures			
Management & Administration			
Executive Director	108,000.00	54,000.00	54,000.00
Administrative Assistant	31,200.00	12,590.00	18,610.00
Legal	45,000.00	17,625.96	27,374.04
Accounting/Financial	58,000.00	25,717.53	32,282.47
County Treasurer's Fee	8,473.00	7,906.65	566.35
Subtotal - Management & Administration	<u>250,673.00</u>	<u>117,840.14</u>	<u>132,832.86</u>
Operations			
Miscellaneous	6,227.00	988.35	5,238.65
Insurance	4,000.00	4,193.00	(193.00)
Dues and Membership	3,500.00	4,766.02	(1,266.02)
Subtotal - Operations	<u>13,727.00</u>	<u>9,947.37</u>	<u>3,779.63</u>
Programs: Beautiful & Welcoming			
Flower Program	75,000.00	-	75,000.00
Subtotal - Programs: Beautiful & Welcoming	<u>75,000.00</u>	<u>-</u>	<u>75,000.00</u>
Programs: Clean & Safe			
Downtown Core Cleaning Services	45,000.00	13,530.00	31,470.00
Snow removal	50,000.00	13,080.00	36,920.00
Subtotal - Programs: Clean & Safe	<u>95,000.00</u>	<u>26,610.00</u>	<u>68,390.00</u>
Programs: Connectivity			
Public Art	15,000.00	24,400.00	(9,400.00)
Downtown Map/Guide	3,000.00	-	3,000.00
Banners	1,000.00	-	1,000.00
Subtotal - Programs: Connectivity	<u>19,000.00</u>	<u>24,400.00</u>	<u>(5,400.00)</u>
Programs: Business Friendly & Vibrant			
Marketing Communications	91,000.00	23,487.50	67,512.50
Printing/Mailing	15,000.00	-	15,000.00
Events - Holiday Activations	15,000.00	-	15,000.00
Events - Block Party	100,000.00	99,944.92	55.08
Events - Tree Program	50,000.00	13,735.00	36,265.00
Events - Community Networking	1,000.00	600.00	400.00
Digital Fees	4,600.00	12,271.50	(7,671.50)
Subtotal - Projects: Business Friendly & Vibrant	<u>276,600.00</u>	<u>150,038.92</u>	<u>126,561.08</u>
Total Expenditures	<u>730,000.00</u>	<u>328,836.43</u>	<u>401,163.57</u>
Net Change in Fund Balances	78,526.00	379,734.35	(301,208.35)
Fund Balance - Beginning	271,768.00	264,718.23	142,187.77
Fund Balance - Ending	<u>\$ 350,294.00</u>	<u>\$ 644,452.58</u>	<u>\$ (294,158.58)</u>

SUPPLEMENTARY INFORMATION

LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
SELECTED INFORMATION
FOR THE PERIOD ENDED JUNE 30, 2026

Notes to the Reader:

The financial statements of the Authority have been prepared in accordance with the criteria established by the Governmental Accounting Standards Boards ("GASB"), which is the source of authoritative accounting principles generally accepted in the United States of America ("GAAP"), as applied to governmental entities. The District's financial statements are prepared using the modified accrual basis of accounting. The financial statements include the following departures from GAAP:

- Management's discussion and analysis and substantially all disclosures required are omitted.
- The statement of revenues, expenditures and changes in fund balances – governmental funds has been omitted.

The financial forecasts present, to the best of management's knowledge and belief, the District's expected results of operations and cash flows for the forecast periods. Accordingly, the forecasts reflects its judgment as of September 17, 2025, the date these forecasts were prepared, of the expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecasts. There will usually be differences between the forecast and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

The financial statements are developed by the Authority to comply with GAAP, although there may be departures from GAAP not identified. These statements are primarily intended for use in managing the District's operations and may not be suitable for other purposes. Users should be aware of these limitations when utilizing the financial statements.

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
2026 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Services Provided

The Littleton Downtown Development Authority (LDDA) was approved by downtown voters in November 2022 following a year-long public process. Voters authorized the formation of the LDDA, approved a mill levy (up to 3 additional mills), and authorized utilization of TIF financing. Start-up funding for the LDDA came from undesignated City ARPA funds and will provide the LDDA with necessary funding through April 2024, when funding will become available through TIF and assessments. Additional federal, state and local grants may also be a funding opportunity for the LDDA. The LDDA is considered a component unit of the City of Littleton (City).

With City Council approval of the Downtown Plan of Development on May 16, 2023, the LDDA initiated its role as a vital advocate for the district, working to make downtown Littleton more beautiful, welcoming, well-connected, clean, safe, and business-friendly.

The LDDA has no employees and all administrative functions are contracted.

The LDDA prepares its budget on the modified accrual basis of accounting in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the LDDA believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

Revenues

Property Taxes – City

Property taxes are levied by the City. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the City. The City then distributes the collections, net of fees, to the LDDA.

The calculation of taxes levied is displayed on the Property Tax Summary page of the budget using the adopted mill levy imposed by the City.

Increment Revenue – Property Tax

The LDDA receives Tax Increment Financing (TIF) from the County Treasurer in excess of the amount produced by the levy of those bodies that levy property taxes against the Property Tax Base Amount in the TIF Authority.

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
2026 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Revenues (Continued)

Increment Revenue – Sales Tax

The LDDA receives TIF related to the City's general sales tax, in excess of the sales tax base amount of \$2,620,774.

Specific Ownership Tax

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 5.5% of the property taxes collected.

Interest Income

Interest earned on the LDDA's available funds has been estimated based on historical interest earnings.

Expenditures

Management, Administration and Operations

Management, administrative and operational expenditures include costs necessary to maintain the viability such as insurance, dues and membership, County Treasurer's fee, contractual services with the executive director, administrative assistant, legal counsel, accountant, and financial advisor, and other administrative expenses of the LDDA.

Programs and Projects

Beautiful & Welcoming

Expenses related to creating an experience that is a beautiful and welcoming experience for all that come downtown and create a place that people want to come back to.

Connectivity

Expenses related to creating a downtown that is well-connected so that people from other parts of Littleton and the region have easy access to visit downtown via all forms of transportation.

Improved Parking Experience

Expenses related to creating a downtown that has improved parking options and educating the public about them to increase awareness of the breadth of options.

Clean & Safe

Expenses related to creating a downtown that is clean and safe to improve visitor experience and attract more businesses.

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
2026 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Expenditures (Continued)

Business Friendly & Vibrant

Expenses related to creating a downtown that is business-friendly and vibrant so more businesses want to locate here and are able to thrive. These include marketing and communications, event support and sponsorship, website management and maintenance, community events, and other holiday and seasonal marketing programs.

Debt and Leases

The LDDA has no outstanding debt.

The LDDA has no operating or capital leases.

Littleton Downtown Development Authority
Operating Statement (Budget to Actual) through August 11, 2026

	2026 Budget		2026 YTD Actual		Variance/ Remaining
	Amount	%	Amount	%	
REVENUES					
Property Taxes	\$ 202,842	25.09%	\$ 187,947	26.18%	\$ (14,895)
Increment Revenue - Property Tax	362,028	44.78%	345,136	48.08%	(16,892)
Increment Revenue - Sales Tax	70,000	8.66%	-	0.00%	(70,000)
Specific Ownership Taxes	11,156	1.38%	6,052	0.84%	(5,104)
Grants	25,000	3.09%	13,000	1.81%	(12,000)
Events Income	80,000	9.89%	102,305	14.25%	22,305
Sponsorships	50,000	6.18%	52,500	7.31%	2,500
Program Revenue	-	0.00%	3,500	0.49%	3,500
Interest Income	7,500	0.93%	7,355	1.02%	(145)
TOTAL REVENUES	808,526	100.00%	717,795	100.00%	(90,731)
EXPENDITURES					
Management & Administration					
Executive Director	108,000		72,000		36,000
Administrative Assistant	31,200		18,216		12,984
Legal Services	45,000		23,314		21,686
Accounting/Financial Services	58,000		25,718		32,282
County Treasurer's Fees	8,473		8,004		469
Subtotal - Management & Administration	250,673	34.34%	147,252	38.57%	103,421
Operations					
Supplies/Misc. Expense	6,227		1,355		4,872
Insurance	4,000		4,193		(193)
Dues and Membership	3,500		5,497		(1,997)
Subtotal - Operations	13,727	1.88%	11,046	2.89%	2,681
Programs: Beautiful & Welcoming					
Flowers	75,000		-		75,000
Subtotal - Programs: Beautiful & Welcoming	75,000	10.27%	-	0.00%	75,000
Programs: Clean & Safe					
Cleaning Services	45,000		19,720		25,280
Snow Removal	50,000		13,080		36,920
Subtotal - Programs: Clean & Safe	95,000	13.01%	32,800	8.59%	62,200
Programs: Connectivity					
Public Art	15,000		24,400		(9,400)
Downtown Map/Guide	3,000		-		3,000
Banners	1,000		-		1,000
Subtotal - Programs: Connectivity	19,000	2.60%	24,400	6.39%	(5,400)
Programs: Business Friendly & Vibrant					
Marketing & Communications	91,000		41,023		49,978
Printing/Mailing	15,000		-		15,000
Events - Holiday Activations	15,000		-		15,000
Events - Block Party	100,000		105,864		(5,864)
Events - Tree Program	50,000		13,735		36,265
Events - Community Networking	1,000		600		400
Digital Fees	4,600		5,054		(454)
Subtotal - Programs: Business Friendly & Vibrant	276,600	37.89%	166,276	43.55%	110,324
TOTAL EXPENDITURES	730,000	100.00%	381,773	100.00%	273,227
Net Change in Fund Balances	78,526		336,021		257,495
Fund Balance - Beginning	271,768		264,718		(7,050)
Fund Balance - Ending	<u>\$ 350,294</u>		<u>\$ 600,739</u>		<u>\$ 250,445</u>

Littleton Downtown Development Authority
Schedule of Cash Position
July 31, 2026
Updated as of August 11, 2026

	General Fund
<u>Redstone Bank - Checking Account</u>	
Balance as of 7/31/26	\$ 23,281.82
Subsequent activities:	
08/03/26 Card Purchase: Google	(91.30)
08/03/26 Card Purchase: Shift Workplace	(260.37)
08/03/26 NSD Deposit	(59.95)
08/06/26 Card Purchase: Cafe Terra	(110.18)
08/11/26 Bill.com Payments	(300.00)
<i>Anticipated Activities:</i>	
	<i>Anticipated Transfer to Colotrust 45,000.00</i>
	<i>Anticipated Bill.com Payables (26,693.55)</i>
	<i>Anticipated balance \$ 40,766.47</i>
<u>Redstone Bank - Stripe Account</u>	
Balance as of 7/31/26	\$ 35,230.77
Subsequent activities:	
	<i>Anticipated balance \$ 35,230.77</i>
<u>ColoTrust Account</u>	
Balance as of 7/31/26	\$ 553,368.31
Subsequent activities:	
08/10/26 Ptax Receipt - July	3,221.28
08/10/26 TIF Receipt - July	4,152.52
<i>Anticipated Activities:</i>	
	<i>Anticipated Transfer from Redstone Bank (45,000.00)</i>
	<i>Anticipated balance \$ 515,742.11</i>
	<u>Total Anticipated Balance \$ 591,739.35</u>

Yield as of 07/31/26
Redstone Bank - 1.00%
ColoTrust - 3.7658%

Littleton Downtown Development Authority
Disbursements List (7/9/26 - 8/11/26)

<u>Vendor</u>	<u>Invoice #</u>	<u>Date</u>	<u>Payment Description</u>	<u>Category</u>	<u>Balance</u>
CliftonLarsonAllen LLP	L261490513	06/30/26	Financials	2026 Accounting/Financial	\$ 2,860.76
CSG2	26-348	07/17/26	CSG maintenance	Downtown Cleaning Services	1,920.00
CSG2	26-349	07/17/26	CSG polishing of trash receptables	Downtown Cleaning Services	1,810.00
Spencer Fane LLP	1568309	07/31/26	Legal	Legal	5,688.00
Starkey Strategies	1250	08/11/26	Staff Salaries	Multiple categories	14,414.79
Invoice Total					<u>26,693.55</u>
<u>Card Purchases/Checks</u>					
Card Return: PeachTree		07/13/26	Eventeny Refund for iPad Deposit	Block Party	(500.00)
Clover Fees		07/13/26	Clover Fees MISTAKE**I have reached out to ask about this	Block Party	1,211.06
Card Purchase: Hearth		07/14/26	Jenny meeting	Operations Misc. Expenses	53.11
Card Purchase: Palenque		07/16/26	Gift Card for BP Volunteer	Block Party	100.00
Card Purchase: TLF		07/21/26	Flower delivery for Block Party producers thank you	Operations Misc. Expenses	74.60
Check 1136		07/24/26	Masons payment	Block Party	1,000.00
Card Purchase: Google		08/03/26	Google Account	Digital Fees	91.30
Card Purchase: Shift Workplace		08/03/26	Workspace Membership	Dues and Membership	260.37
NSD Deposit		08/03/26	Clover Fees MISTAKE**I have reached out to ask about this	Block Party	59.95
Card Purchase: Cafe Terra		08/06/26	Block Party debrief lunch	Operations Misc. Expenses	110.18
Card Purchase Total					<u>2,460.57</u>
Grand Total					<u>\$ 29,154.12</u>

**Littleton Downtown Development Authority
Incremental Revenues
2026**

	Property Tax Increment	Interest Income	County Treasurer's Fee	Sales tax Increment	Due To County	Net Amount Received
Beg Balance						
January	\$ 15,072.71	\$ -	\$ (226.09)	\$ -	\$ -	\$ 14,846.62
February	58,972.05	-	(884.58)	-	-	58,087.47
March	35,736.78	10.38	(536.21)	-	-	35,210.95
April	75,734.60	0.90	(1,136.03)	-	-	74,599.47
May	104,598.50	98.22	(1,570.45)	-	-	103,126.27
June	50,887.17	129.57	(765.25)	-	-	50,251.49
July	4,133.91	81.85	(63.24)	-	-	4,152.52
August						-
September						-
October						-
November						-
December						-
	\$ 345,135.72	\$ 320.92	\$ (5,181.85)	\$ -	\$ -	\$ 340,274.79

**Littleton Downtown Development Authority
Property Tax Reconciliation
2026**

	CURRENT YEAR										PRIOR YEAR		
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Due To County	Net Amount Received by City	Net Amount Received by LDDA	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received	
									Monthly	Y-T-D		Monthly	Y-T-D
Beg Balance													
January	\$ 8,121.06	\$ -	\$ 921.88	\$ -	\$ (121.82)	\$ -	\$ 8,921.12	\$ 8,921.12	4.00%	4.00%	12,191.19	6.22%	6.22%
February	31,799.93	-	744.27	-	(477.00)	-	32,067.20	32,067.20	15.68%	19.68%	29,732.66	15.75%	21.96%
March	19,280.50	-	992.15	5.59	(289.29)	-	19,988.95	19,988.95	9.51%	29.19%	12,693.59	6.41%	28.37%
April	41,089.63	-	819.27	0.49	(616.35)	-	41,293.04	41,293.04	20.26%	49.44%	48,316.15	25.84%	54.21%
May	57,996.42	-	821.43	53.06	(870.74)	-	58,000.17	58,000.17	28.59%	78.03%	44,675.81	23.88%	78.10%
June	27,452.54	-	747.96	70.06	(412.84)	-	27,857.72	27,857.72	13.53%	91.57%	28,984.18	15.35%	93.45%
July	2,207.05	-	1,004.62	43.37	(33.76)	-	3,221.28	3,221.28	1.09%	92.66%	4,381.03	1.87%	95.32%
August							-	-	0.00%	92.66%	1,491.73	0.31%	95.63%
September							-	-	0.00%	92.66%	1,275.00	0.19%	95.83%
October							-	-	0.00%	92.66%	3,586.19	1.41%	97.24%
November							-	-	0.00%	92.66%	5,096.69	2.15%	99.38%
December							-	-	0.00%	92.66%	973.11	0.04%	99.42%
	\$ 187,947.13	\$ -	\$ 6,051.58	\$ 172.57	\$ (2,821.80)	\$ -	\$ 191,349.48	\$ 191,349.48	92.66%	92.66%	\$ 193,397.33	99.42%	99.42%

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
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Property Tax

General Fund

\$ 202,842.00	100.00%	\$ 187,947.13	92.66%
\$ 202,842.00	100.00%	\$ 187,947.13	92.66%

Specific Ownership Tax

General Fund

\$ 11,156.00	100.00%	\$ 6,051.58	54.25%
\$ 11,156.00	100.00%	\$ 6,051.58	54.25%

Treasurer's Fees

General Fund

\$ 3,042.63	100.00%	\$ 2,821.80	92.74%
\$ 3,042.63	100.00%	\$ 2,821.80	92.74%

LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
ANNUAL BUDGET
FOR THE YEAR ENDING DECEMBER 31, 2027

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
GENERAL FUND
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,**

8/14/26

	ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
BEGINNING FUND BALANCES	\$ 138,238	\$ 271,768	\$ 264,718	\$ 264,718	\$ 385,400
REVENUES					
Property Taxes - City	185,105	202,842	185,740	202,842	202,842
Specific ownership taxes	10,374	11,156	5,047	10,000	10,000
Increment Revenue - Property Tax	161,753	362,028	341,002	362,028	362,028
Increment Revenue - Sales Tax	110,028	70,000	-	-	-
Interest Income	8,898	7,500	5,477	10,000	10,000
Program income	-	-	3,500	3,500	2,500
Other Revenue	10,000	-	-	-	-
Events income	69,571	80,000	107,305	107,305	96,000
Grants	35,875	25,000	13,000	13,000	15,000
Sponsorships	39,380	50,000	47,500	52,500	79,500
Total revenues	630,984	808,526	708,571	761,175	777,870
Total funds available	769,222	1,080,294	973,289	1,025,893	1,163,270
EXPENDITURES					
Management & Administration					
Executive Director	98,880	108,000	54,000	108,000	120,000
Administrative Assistant	23,629	31,200	12,590	31,032	36,000
Legal	23,561	45,000	17,626	40,125	45,000
Accounting/Financial	52,762	58,000	25,716	53,008	58,000
County Treasurer's Fee	5,222	8,473	7,907	8,473	8,473
Operations					
Dues and Membership	1,698	3,500	4,766	5,032	5,000
Insurance	4,101	4,000	4,193	4,638	5,000
Miscellaneous	5,141	6,227	988	988	5,000
Programs: Beautiful & Welcoming					
Flower Program	-	75,000	-	-	75,000
Programs: Clean & Safe					
Downtown Core Cleaning Services	32,570	45,000	13,530	35,190	45,000
Snow removal	39,954	50,000	13,080	32,080	50,000
Projects: Connectivity					
Public Art	-	15,000	24,400	24,400	15,000
Downtown Map/Guide	-	3,000	-	3,000	3,000
Banners	-	1,000	-	500	1,000
Projects: Business Friendly & Vibrant					
Marketing Communications	44,508	91,000	23,488	83,366	59,775
Printing/Mailing	-	15,000	-	12,000	15,000
Events - Holiday Activations	8,580	15,000	13,735	15,000	15,000
Events - Block Party	99,414	100,000	99,945	112,046	112,000
Events - Tree Program	57,796	50,000	-	55,515	50,000
Events - Community Networking	215	1,000	600	1,100	1,000
Digital Fees	3,915	4,600	12,272	15,000	5,800
Signage	2,558	-	-	-	-
Total expenditures	504,504	730,000	328,836	640,493	730,048
Total expenditures and transfers out requiring appropriation	504,504	730,000	328,836	640,493	730,048
ENDING FUND BALANCES	\$ 264,718	\$ 350,294	\$ 644,453	\$ 385,400	\$ 433,222
RESERVE FOR DOWNTOWN DEVELOPMENT PROJECTS	\$ -	\$ 275,294	\$ 569,453	\$ 310,400	\$ 359,222
OPERATIONS RESERVE	264,718	75,000	75,000	75,000	74,000
TOTAL RESERVE	\$ 264,718	\$ 350,294	\$ 644,453	\$ 385,400	\$ 433,222

See summary of significant assumptions.

LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
PROPERTY TAX SUMMARY INFORMATION
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,

8/12/26

ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
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ASSESSED VALUATION

Residential - Single-family	\$ 6,436,986	\$ 6,786,585	\$ 6,786,585	\$ 6,786,585	\$ 6,786,585
Residential - Multi-family	3,794,072	3,736,763	3,736,763	3,736,763	3,736,763
Commercial	47,326,882	53,665,751	53,665,751	53,665,751	53,665,751
State assessed	-	4,990	4,990	4,990	4,990
Vacant land	1,928,331	3,092,729	3,092,729	3,092,729	3,092,729
Personal property	4,137,735	3,766,942	3,766,942	3,766,942	3,766,942
	63,624,006	71,053,760	71,053,760	71,053,760	71,053,760
Adjustments	(1,562,304)	(3,439,561)	(3,439,561)	(3,439,561)	(3,439,561)
Certified Assessed Value	<u>\$ 62,061,702</u>	<u>\$ 67,614,199</u>	<u>\$ 67,614,199</u>	<u>\$ 67,614,199</u>	<u>\$ 67,614,199</u>

MILL LEVY

General	3.000	3.000	3.000	3.000	3.000
Total mill levy	<u>3.000</u>	<u>3.000</u>	<u>3.000</u>	<u>3.000</u>	<u>3.000</u>

PROPERTY TAXES

General	\$ 186,185	\$ 202,842	\$ 202,842	\$ 202,842	\$ 202,842
Levied property taxes	186,185	202,842	202,842	202,842	202,842
Adjustments to actual/rounding	(1,080)	-	(17,102)	-	-
Budgeted property taxes	<u>\$ 185,105</u>	<u>\$ 202,842</u>	<u>\$ 185,740</u>	<u>\$ 202,842</u>	<u>\$ 202,842</u>

BUDGETED PROPERTY TAXES

General	\$ 185,105	\$ 202,842	\$ 185,740	\$ 202,842	\$ 202,842
	<u>\$ 185,105</u>	<u>\$ 202,842</u>	<u>\$ 185,740</u>	<u>\$ 202,842</u>	<u>\$ 202,842</u>

See summary of significant assumptions.

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
2027 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Services Provided

The Littleton Downtown Development Authority (LDDA) was approved by downtown voters in November 2022 following a year-long public process. Voters authorized the formation of the LDDA, approved a mill levy (up to 3 additional mills), and authorized utilization of TIF financing. Start-up funding for the LDDA came from undesignated City ARPA funds and will provide the LDDA with necessary funding through April 2024, when funding will become available through TIF and assessments. Additional federal, state and local grants may also be a funding opportunity for the LDDA. The LDDA is considered a component unit of the City of Littleton (City).

With City Council approval of the Downtown Plan of Development on May 16, 2023, the LDDA initiated its role as a vital advocate for the district, working to make downtown Littleton more beautiful, welcoming, well-connected, clean, safe, and business-friendly.

The LDDA has no employees and all administrative functions are contracted.

The LDDA prepares its budget on the modified accrual basis of accounting in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the LDDA believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

Revenues

Property Taxes – City

Property taxes are levied by the City. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the City. The City then distributes the collections, net of fees, to the LDDA.

The calculation of taxes levied is displayed on the Property Tax Summary page of the budget using the adopted mill levy imposed by the City.

Increment Revenue – Property Tax

The LDDA receives Tax Increment Financing (TIF) from the County Treasurer in excess of the amount produced by the levy of those bodies that levy property taxes against the Property Tax Base Amount in the TIF Authority.

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
2027 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Revenues (Continued)

Increment Revenue – Sales Tax

The LDDA receives TIF related to the City's general sales tax, in excess of the sales tax base amount of \$2,620,774.

Specific Ownership Tax

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 5.5% of the property taxes collected.

Interest Income

Interest earned on the LDDA's available funds has been estimated based on historical interest earnings.

Expenditures

Management, Administration and Operations

Management, administrative and operational expenditures include costs necessary to maintain the viability such as insurance, dues and membership, County Treasurer's fee, contractual services with the executive director, administrative assistant, legal counsel, accountant, and financial advisor, and other administrative expenses of the LDDA.

Programs and Projects

Beautiful & Welcoming

Expenses related to creating an experience that is a beautiful and welcoming experience for all that come downtown and create a place that people want to come back to.

Connectivity

Expenses related to creating a downtown that is well-connected so that people from other parts of Littleton and the region have easy access to visit downtown via all forms of transportation.

Improved Parking Experience

Expenses related to creating a downtown that has improved parking options and educating the public about them to increase awareness of the breadth of options.

Clean & Safe

Expenses related to creating a downtown that is clean and safe to improve visitor experience and attract more businesses.

**LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY
2027 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Expenditures (Continued)

Business Friendly & Vibrant

Expenses related to creating a downtown that is business-friendly and vibrant so more businesses want to locate here and are able to thrive. These include marketing and communications, event support and sponsorship, website management and maintenance, community events, and other holiday and seasonal marketing programs.

Debt and Leases

The LDDA has no outstanding debt.

The LDDA has no operating or capital leases.

This information is an integral part of the accompanying budget.

2027 DRAFT Budget: Baseline Overview & Proposed Program Additions

Littleton DDA | Supplemental Narrative to the Official DRAFT 2027 Budget | Presented August 19, 2026

1. Purpose of This Document

Goal: hold 2027 program funding at essentially the same level as 2026 so the LDDA stays lean while it prepares for its role in Project Downtown.

Objective: catalog, program area by program area, the additional costs that have come up through Board discussion and staff-identified needs over the course of the year, including many tied directly to what LDDA anticipates needing as Project Downtown moves forward.

Assumptions: Nothing is pre-approved or built into the official draft budget. The LDDA Board should consider each addition individually, understand the reasoning behind it, and weigh it against the reserve the LDDA is working to build ahead of Project Downtown construction starting in 2028.

2. The Revenue Picture for 2027

2027 is a non-assessment year, and the LDDA is also losing the one-time Sales Tax TIF increment that had carried into the 2026 budget. As a result, the revenue LDDA doesn't control is projected down \$68,069 from 2026, almost entirely because the \$70,000 Sales Tax TIF increment drops to \$0. 2026 will also experience a deficit as sales tax increment (estimated at \$70,000) will not be collected. Finally, should the DDA decide to pivot to a festival permit model for the 2027 Block Party, we anticipate a significant decrease in event revenue.

The modest financial headroom the LDDA has for 2027 exists because of what the organization raises itself, not because of any growth in tax-based revenue. There is no organic revenue increase to draw on for new spending.

3. Lean in 2027: Building Toward Project Downtown

The LDDA's approach for 2027 is guided by two goals: actively support Project Downtown, and steward taxpayer dollars responsibly. With revenue flat-to-declining and Project Downtown construction not expected to begin until 2028, the fiscally responsible path is to keep the 2027 baseline budget lean and let reserves build in the meantime. This positions the LDDA to have real capital positioned for Project Downtown and its assumed enhancement, coordination, and maintenance role.

Every addition described in Section 5 should be a direct, dollar-for-dollar trade-off against reserve growth.

4. 2027 Baseline Budget at a Glance

If the Board approves no additions beyond the baseline, this is where 2027 lands:

Category	2027 Baseline	Proposed Additions	If Fully Approved
Beginning Fund Balance	\$385,400	—	\$385,400
Total Revenue	\$777,870	—	\$777,870
Total Funds Available	\$1,163,270	—	\$1,163,270
Baseline Expenditures	\$730,048	—	\$730,048
Baseline Ending Fund Balance	\$433,222	—	\$433,222

5. Proposed Additions by Program Area

Each table below shows the 2027 baseline for that category, the proposed addition on top of it, and the reasoning behind the addition. Category totals show what full approval of every addition in that category would mean.

Management & Administration

Line Item	2027 Baseline	Proposed Addition	Reasoning
Executive Director	\$120,000	+\$6,000	Second year of the Board-approved 2026–2027 staircase retainer; accommodates faster program growth and Project Downtown planning and preparation / involvement.
Administrative Assistant	\$36,000	—	Reflects the shift to a flat \$3,000/month retainer (2026 averaged \$2,500/month); already built into baseline.
<i>Board Expenses / Meetings</i>	\$0	+\$5,000	<i>Placeholder for a board retreat and consultant-led workshop.</i>
Legal Services	\$45,000	+\$4,000	10% annual rate increase from 2026
County Treasurer Fees	\$8,473	—	Holds flat; statutory collection fee.
Financial/Accounting Services	\$58,000	+\$11,600	\$1,600 CLA's market 4% increase; \$10,000 Northland Securities, for increased Investment Opportunity Committee management scope and hours.
Category Total	\$267,473	+\$26,600	\$294,073 if fully approved

Operations

Line Item	2027 Baseline	Proposed Addition	Reasoning
Misc. Expenses	\$5,000	—	Holds flat.
Insurance	\$5,000	—	Already accounts for higher pool contribution and Block Party/Public Art coverage.
Dues & Membership	\$5,000	+\$1,500	New Town Hall Arts Center partnership and higher SHIFT coworking dues.
Category Total	\$15,000	+\$1,500	\$16,500 if fully approved

Programs: Beautiful & Welcoming

Line Item	2027 Baseline	Proposed Addition	Reasoning
Flowers / Baskets	\$75,000	\$0	Rolls the 2026 program forward unchanged, focused on gateway/Alamo plantings outside the Main Street reconstruction footprint.
Category Total	\$75,000	\$0	\$75,000 if fully approved

Programs: Clean & Safe

Line Item	2027 Baseline	Proposed Addition	Reasoning
Cleaning Services	\$45,000	+\$24,120	Upgrades to weekly cleaning for a 36-week season (late March–November).
Snow Removal	\$50,000	+\$5,000	Expands the coverage area (see map in packet).
Public Realm Operations	\$0	+\$30,000	Preparation for Project Downtown support and expanded operations, including additional staff support for managing the public right-of-way; funding-offset options are still being discussed with the City.
Category Total	\$95,000	+\$59,120	\$154,120 if fully approved

The Public Realm Operations addition is the most directly tied to Project Downtown of any line in this document, it prepares LDDA to manage an expanded right-of-way role once the project is underway.

Programs: Parking

Line Item	2027 Baseline	Proposed Addition	Reasoning
Planning	\$0	\$0	The City secured its own funding and vendor for the district-wide parking study; LDDA is still working through how to formally engage.
Category Total	\$0	\$0	\$0 if fully approved

Programs: Connectivity

Line Item	2027 Baseline	Proposed Addition	Reasoning
Public Art	\$15,000	+\$25,000	Bench program, one new mural, and three sculpture bases/plinths - offset by increased sponsorship and grant revenue.
Downtown Map/Guide	\$3,000	—	Holds flat
Banners	\$1,000	+\$1,000	Installation of new banners, existing banners are fading and some have been destroyed due to weather and elements
Category Total	\$19,000	+\$26,000	\$45,000 if fully approved

Programs: Business-Friendly & Vibrant

Line Item	2027 Baseline	Proposed Addition	Reasoning
Marketing/Social Media Support (Sarah Neumann)	\$31,200	+\$6,240	Increases hours to 48/month to cover preparations for Project Downtown, website support, photography, and business engagement.
Comms/Marketing/Web Dev (MJ&CO)	\$0	—	Scope folded into Sarah Neumann's fees above
Branding + Design (KiCo)	\$15,000	—	Contract expected to hold; may need to grow for Project Downtown design needs.
Website	\$2,500	—	Reserved for new feature additions and/or builds, following the 2026 site build.
<i>Social Media Boosting</i>	\$0	+\$2,500	Allows seasonal social media boosting (paid advertising for further reach) beyond just Sparkle & Stroll (Block Party, Holiday efforts, year round support for retailers meant to drive awareness and foot traffic)
<i>Assets (Photo/Video)</i>	\$0	+\$1,000	Seasonal video shoots
Sparkle & Stroll Campaign	\$2,750	—	Holds flat.
Sparkle & Stroll Influencer Fees	\$2,750	+\$2,250	Additional influencer partnerships and a possible City Lifestyle guide ad.
Sparkle & Stroll IG Social Media Boost	\$1,500	—	Holds flat.
Sparkle & Stroll Gift Cards for campaign contest winners	\$2,550	+\$450	Allows more prize drawings throughout the campaign which includes consistent brand awareness and foot traffic during the critical holiday period.
Sparkle & Stroll Materials Distribution Fees	\$1,525	+\$500	More businesses participating; fee increases.
Printing/Mailing	\$15,000	—	Covers Sparkle & Stroll materials, the district map/directory, tree plaques, and banner replacement.
Block Party	\$112,000	+\$23,700	10% budget increase to accommodate increased supplies/materials and expanded production scope.
Holiday Activation	\$15,000	—	Continues Santa + carolers programming, unchanged.
Tree Program	\$50,000	—	Holds flat.
Community Networking	\$1,000	+\$200	Slight increase for food/beverage costs and service staff tips.
Digital Fees	\$5,800	—	Already accounts for Google Suite and CityLight hosting fee increases.
<i>Business Impact Grants</i>	\$0	+\$50,000	Recommendation from the IOC, given limited revenue, this is a pilot program to begin short and long term action plans to increase TIF and sales tax. Funds set aside in 2027 to prepare for Project Downtown / revitalization grants, disbursed in 2028.
Category Total	\$258,575	+\$86,840	\$345,415 if fully approved

6. Summary of All Proposed Additions

Category	2027 Baseline	Proposed Additions	If Fully Approved
Management & Administration	\$267,473	\$26,600	\$294,073
Operations	\$15,000	\$1,500	\$16,500
Beautiful & Welcoming	\$75,000	\$0	\$75,000
Clean & Safe	\$95,000	\$59,120	\$154,120
Parking	\$0	\$0	\$0
Connectivity	\$19,000	\$26,000	\$45,000
Business-Friendly & Vibrant	\$258,575	\$86,840	\$345,415
Total Proposed Expenditures	\$730,048	\$200,060	\$930,108
Total Reserve	\$433,222	-	\$233,162

7. Community Feedback

The DDA currently administers many programs and initiatives that support district constituents. Intended to increase foot traffic, district vibrancy, and economic impact, these programs all move the Plan of Development forward. Constituents continually provide feedback about programs and services administered by the DDA with the most engagement and positive input about snow removal and cleaning services, Sparkle & Stroll and the Block Party.

8. Pivoting from Services

Today, the DDA programs and services are event and marketing heavy. They build foot traffic, sales tax activity, and community goodwill and is genuinely valuable work. But sales tax increment moves incrementally; it does not touch the assessed-value growth that drives long-term district capacity. Largely operational; it doesn't compound the way redevelopment-driven TIF can.

The opportunity is TIF as it captures growth in assessed value from new development and an incremental share of existing mill levy revenues collected. It is the only lever that scales with redevelopment, rather than staying flat with programming. Short-term (grant administration, activations that drive foot traffic, etc.) and long-term action plans (incentive packages, performance based TIF reimbursement) are being considered by the IOC. The question for the DDA board continues to be, how do we move the needle and begin to increase TIF and Sales tax?

2027 Proposed Snow Removal Area



Suggested Additional Areas



Current Snow Removal Route

LDDA Board of Directors Meeting
August 19, 2026
Director and Committee Monthly Report

1. LDDA Committee Updates

- Public Art
 - i. **Mural:** The finishing touches on the Nevada St. mural have been completed, a plaque with the mural title, artist name, completion date, LDDA logo, and QR code directing to LDDA website has been installed on the building as of 8/13/26.
 - ii. **Sculpture in Bega Park:** Bryan is meeting with South Suburban Parks and Rec Dept (SSPRD) to evaluate site locations for a sculpture in Bega Park. Jenny is working with the City on a licensing agreement and SSPRD on an IGA to finalize the agreement about the DDA's contribution and participation in SSPRD's art on loan program specifically in Bega Park. The agreements will be reviewed by Lisa Mayers in the coming weeks.
 - iii. **Painted Bench Pilot:** One bench has been refinished by CSG and delivered to Krista for test painting. Krista will have the bench painted by September at which time the committee will meet with CSG to determine finishing techniques for all benches. The committee is currently working on building out the bench program, including sponsorship opportunities. The goal is to launch the initiative in Q1 or Q2 2027.
 - iv. **Legal Framework:** While our first mural installation was located on private property, our long-term goal is to develop a framework that

allows the LDDA and City to work together to place and maintain public art within the public right-of-way throughout the district. Lisa Mayers and Bryan Morrow are working together to draft a legal framework that helps the DDA navigate the various considerations involved in expanding the public art program. This includes easements, licensing and use agreements, maintenance responsibilities, risk management, and any other legal or procedural mechanisms necessary to establish a sustainable program.

- v. **Mural Requests:** DDA staff is tracking private property owner requests for murals, current total: 4. While the committee is excited about the enthusiasm for murals within the Downtown district, we are working together to assess the mural program in its entirety and determine a strategy for moving forward.
- Investment Opportunity
 - i. During the committee's meeting on August 10, 2026, discussion ensued about two items: the short-term action plan grant initiative for DDA businesses, and the shortfall in sales tax revenue for both 2026 and 2027. The budget shortfalls will be discussed with the board during the August 19, 2026 board meeting and draft budget review. The short-term action plan grant initiative will also be presented to the board during the draft budget presentation. The committee continues to evaluate short-term and long-term initiatives to increase both increment financing and sales tax revenue for the district.
- Block Party

- i. A final debrief meeting was held with Sigler Strategies to discuss 2027 event modifications and budgeting. It was determined that the DDA should anticipate a 10% budget increase on all items to account for increases in fees as well as increase in quantity (chairs, generators, beer, ice, entertainment, etc.). The Block Party (tentative date: June 12, 2027) will need to expand its footprint in order to accommodate the growing popularity of the event and the budget increase also plans for costs associated with this expansion. The production contract has been increased to accommodate more responsibility for the production crew, including the hiring of key event staff (beer oversight, lead volunteer liaison, safety manager, etc.) rather than relying on volunteers. Call for bids for 2027 event production will begin in Q3/Q4 2026. The LDDA Procurement Policy states:

2.30 The LDDA Director with the prior approval of the Board is authorized to purchase goods or services with a budgeted value between \$30,001 to \$50,000 based on quotes received from known vendors. At least three quotes must be solicited unless fewer known vendors supply the required goods or services. The quote deemed most advantageous or the best value to the LDDA, considering price, quality, availability, service, and other relevant factors may be accepted.

- ii. DDA staff continue to have ongoing conversations with the City of Littleton re: festival permitting and will report back in the next few months. A meeting with the city is tentatively scheduled for the week of August 17.

2. LDDA Operations Update (CSG)

- o Trash receptacle project
 - i. CSG evaluated 10 additional trash receptacles at the Public Works facility. It was determined that the 10 stored receptacles are in worse

condition than those already placed throughout the downtown corridor. CSG is finishing two additional trash receptacles that have been in City storage and will be placed on the NW and SW corner of Nevada and Main St to alleviate the trash overflow situation. All receptacles on Main St. have been refurbished by CSG and the additional two will be placed by week's end.

3. LDDA Director Update

- Printed Map and Directory
 - i. DDA staff received the draft layout design of the printed map and directory from KiCo designs. Staff is now finalizing content and directory data for the piece and the final directory will be shared with the board in the coming months.
- IGA continuation with City of Littleton
 - i. Both the city and DDA have agreed to renew the current IGA for 2027.
- Geneva Village/Northern Gateway Update
 - i. On August 11, City Council held a study session on the future of Geneva Village, the roughly 28-acre, City-owned site at Littleton's northern gateway, anchored by the historic Geneva Lodge and Geneva Park, and including the now-vacant Geneva Village apartments (vacant ~15 months). The discussion built on recommendations from a May 2025 ULI Colorado Technical Advisory Panel (TAP), which called for a phased, mixed-use redevelopment anchored by adaptive reuse of the Lodge, a reimagined civic green with new housing, preservation of Geneva Park and Slaughterhouse Gulch, and a mix of housing types and incomes.

- ii. Council reviewed possible redevelopment approaches for the 2.8-acre apartment parcel (residential, mixed-use, commercial, or civic) and discussed the City's potential role (as land seller, ground lessor, or owner/master developer). Most members felt they lacked enough information to weigh in and asked staff and consultants for further research and analysis before the next session. Two members voiced interest in selling the property, pointing both to the tax increment financing (TIF) potential and to the value of TIF as a tool within a broader incentive package to attract development. Several members expressed a strong desire to preserve some form of civic plaza or public gathering space on the site, the opportunity to address housing solutions, and community engagement was flagged as a necessary next step before the City moves further.
- iii. Staff and consultants will continue research through September, with a follow-up study session and a recommended path forward scheduled for October 27.
- Nevada Pedestrian Bridge Update
 - i. From Matthew Matuszewski, Capital Improvement Program Manager, Public Works
 - ii. We are making serious progress, although slower than we'd like. The gas line has been abandoned, re-bored, and the old line was removed. We "ordered" the bridge, which means we have structural drawings in hand and I was on-site last week with the contractor and my structural consultant, flushing out some final dimension verifications. Once we give the thumbs up and they begin fabricating

the bridge, we [buy] it. The main things that we are REALLY focused on are the length and final elevation, we do not want to be too short in length for obvious reasons, however if we go too long, we will be halfway into the sidewalk and the same exact length means we will be drilling anchors into the existing ones, which could compromise the structure of the abutment wall, so we triple checked our math and believe we have it just right with the bridge fabricator. I will actually be putting in the approval today (8/11/26), as I just saw the "all clear" email from my Structural engineer so fingers crossed that there aren't too many bridges in fabrication now and we can turn this around fast!!

4. District Business Report - openings and closings

LDDA Openings/Closings						
Business Name	Address	Date	Email Sent	DDA Welcome Meeting		
				Complete	Scheduled	Pending/
Thrive Real Estate Group	5599 S Rio Grande St	Opened March 2026	☒	☒	☐	☐
Central Bank	2516 W Main St	Opened May 2026	☒	☒	☐	☐
Littleton Family Eye Care (fka Silver Vision & Eyecare)	1869 W Littleton Blvd	New Ownership April 2026	☒	☐	☐	☒
Tonic Zero Proof Bar	5767 S Rapp St	Opened June 2026	☒	☒	☐	☐
Lewis & Cluck Feed	5827 S Rapp St	Opened June 2026	☒	☒	☐	☐
Avajen	2575 Church Ave	Opened June 2026	☒	☐	☐	☒
Peak Wellness 365	5564 S. Prince St, Unit 3	Opened June 2026	☒	☐	☐	☒
Sundance Face Spa	5639 S. Curtice St	Opened July 2026	☒	☐	☐	☒
New Leaf Hearing Care	5808 S Rapp St, Ste 102	Opened August 2026	☒	☐	☐	☒
COMING SOON	Address	Opened	Email Sent	DDA Welcome Meeting		
				Complete	Scheduled	Pending
August Ellery	2555 W Alamo Ave #200	pending	☒	☐	☐	☒
RA Skin Studio	5524 S Prince St	pending	☒	☐	☐	☒
Leaves on Main	2699 Main St	pending Sept 2026	☒	☒	☐	☐



EXCEPTIONAL MAINTENANCE
EXTRAORDINARY SERVICE



MAINTENANCE UPDATES
AUGUST 2026





EXCEPTIONAL MAINTENANCE
EXTRAORDINARY SERVICE

Our mission is to maintain clean, comfortable and sustainable spaces where people can achieve and thrive.

CSG's knowledge of downtown environments allows us to develop protocols and proactive solutions necessary for premium routine maintenance, preventative care, and work toward a vibrant and clean environment.

We strive to be trusted advisors to communities with deferred, preventative, and critical cleaning and maintenance needs.



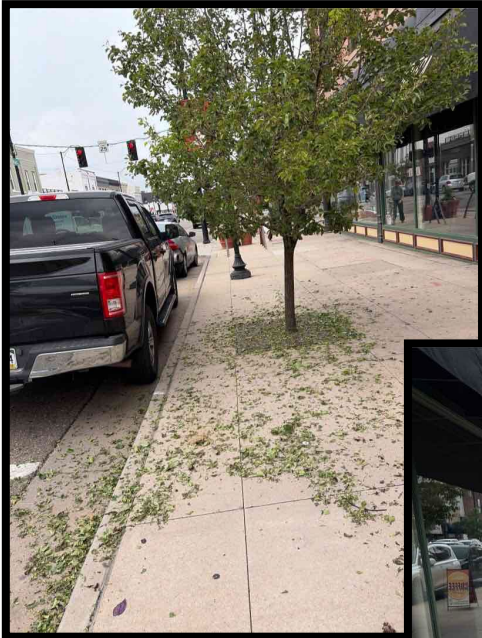
Littleton

DOWNTOWN
DEVELOPMENT AUTHORITY

MAINTENANCE SERVICE
JUNE 25-AUGUST 11, 2026



Maintenance Highlights, June 25August 11, 2026



- 393 EPONIC LOGS OF WORK COMPLETED

HIGHLIGHTS

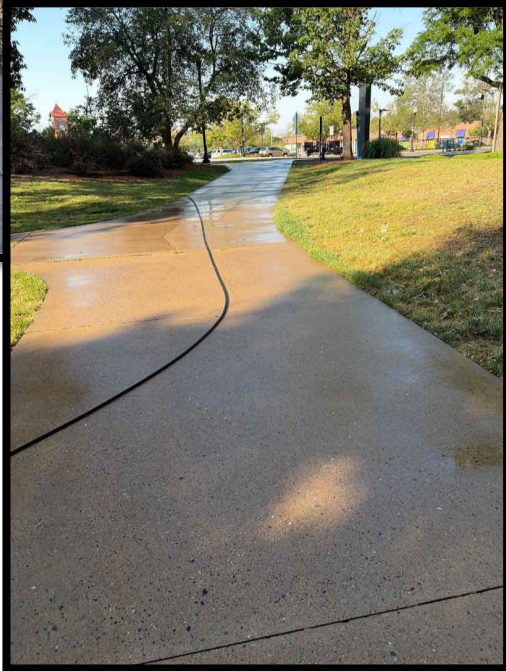
- 154 PAN & BROOM RECORDS
- 26 LOGS HAIL RECOVERY
- 27 INSTANCES OF GRAFFITI REMOVAL
- 110 INSTANCES OF BLOWER USE
- 62 LOGS SPECIAL PROJECTS
- 21 RECORDS OF PRESSURE WASHING

LDDA 2026 MAINTENANCE STATS

SERVICE #	DATE	TECHNICIANS	LABOR HOURS	EMPHASIS	INVOICE
7	March 24, 2026	3	24	Spring Clean	\$1,920.00
8	April 7, 2026	3	24	Full Block PW	\$1,920.00
9	April 21, 2026	3	24	Main and Alamo PW	\$1,920.00
10	April 21, 2026	1	3	Lighting Audit	\$250.00
11	May 14, 2026	3	24	Core & Trail	\$1,920.00
12	May 26, 2026	3	24	Core & Little's Creek Trail PW	\$1,920.00
13	June 9, 2026	3	24	Prep for Block Party	\$1,920.00
14	June 13, 2026	4	32	LDDA Block Party - Kind Donation: \$2,560 Materials: \$520.00	\$520.00
15	June 14, 2026	2	10	Main and Alamo PW	\$800.00
16	June 25, 2026	2	12	Hail Recovery	\$960.00
17	June 30, 2026	3	24	Core & Little's Creek Trail	\$1,920.00
18	June 30, 2026	1	4	Bega Park PW	\$540.00
19	July 14, 2026	3	24	Core & Weeding	\$1,920.00
20	July 14, 2026	1	20	Polishing	\$1,810.00
21	July 28, 2027	1	4	Core & Little's	\$1,920.00
22	August 11, 2028	1	4	Main & Can PW	\$1,920.00
2026 SNOW TOTAL TO DATE		36	277		\$13,080.00
2026 MAINTENANCE TOTAL TO DATE		37	281		\$24,080.00
YEAR TO DATE 2026					\$37,160.00

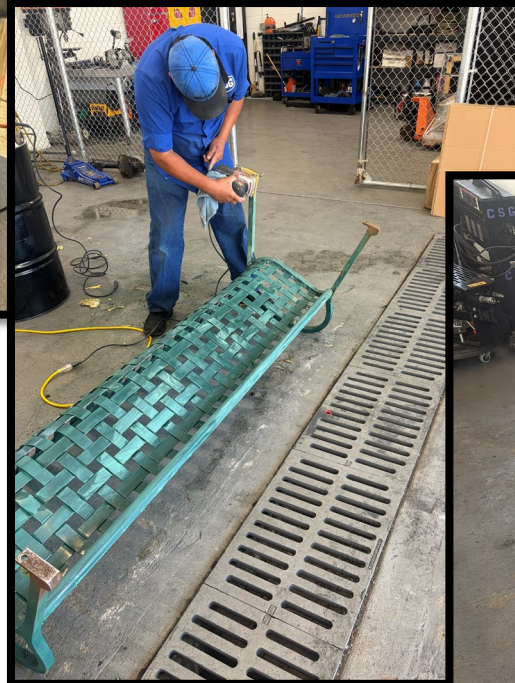
ADDITIONAL SERVICES - AUGUST 2026

- DEEP CLEAN & PRESSURE WASHING OF BEGA PARK
- 2 TRASH RECEPTACLE INSTALLATIONS



ADDITIONAL SERVICES - AUGUST 2026

- TRASH RECEPTACLE POLISHING
- BENCH SANDING for ART PROJECT



2026 MAINTENANCE SCHEDULE

JULY THROUGH SEPTEMBER



- AUGUST 18
- SEPTEMBER 1, 15 & 29

What Fair Chance Means to Us

CSG believes in fair chance employment.

- Fair chance employment provides everyone, regardless of background, equal opportunity for employment.
- Individuals coping with hardship or transitioning from homelessness or justice involvement often face unnecessary barriers to steady employment.



We strive to provide resources, tools, and programs that help reduce recidivism and create a more inclusive economy.

CONTACT

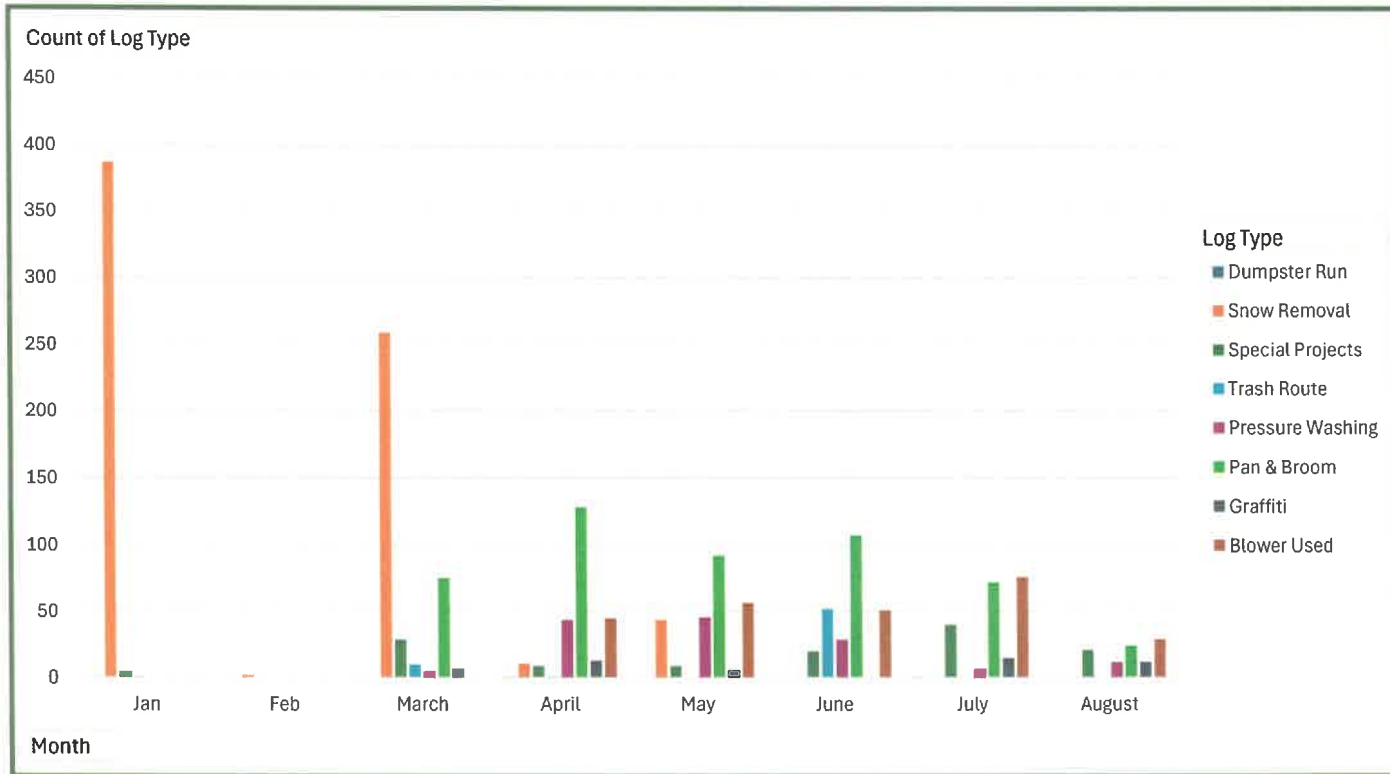
1101 West 36th Avenue
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CSG (Consolidated Services Group) practices Fair Chance hiring which gives everyone, regardless of background, equal opportunity for consideration when applying for a job.



LITTLETON DOWNTOWN DEVELOPMENT AUTHORITY YTD REPORT - AUGUST 2026



Count of Log Type	Column Labels								
Row Labels	Dumpster Run	Snow Removal	Special Projects	Trash Route	Pressure Washing	Pan & Broom	Graffiti	Blower Used	Grand Total
Jan	1	387	5	1					394
Feb		2							2
March		259	29	10	5	75	7		385
April	1	11	9	1	44	128	13	45	252
May		44	9		46	92	6	57	254
June			20	52	29	107		51	259
July	1		40		7	72	15	76	211
August			21		12	24	12	29	98
Grand Total	3	703	133	64	143	498	53	258	1855