



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Agenda

LIFT

Thursday, September 19, 2019

6:30 PM

Community Room

Regular Meeting

1. Roll Call

2. Approval of Agenda

3. Review and Approval of Minutes/Recording of the previous minutes

[ID# 19-256](#) Approval of the August 8, 2019 regular meeting minutes

Attachments: [08-08-2019 - LIFT Minutes - DRAFT](#)

4. Announcements

5. Public Appearances

6. Financial Report - Quarterly Review

7. Business Reports

8. Unfinished Business

[ID# 19-253](#) EPS Report

9. New Business

[ID# 19-254](#) Columbine Square

Attachments: [Economic & Planning Systems, Inc. Memo](#)

[ID# 19-255](#) Report to Council

10. Comments/Reports

11. Adjournment



Staff Communication

File #: ID# 19-256, **Version:** 1

Agenda Date: 09/19/2019

Subject:
Approval of the August 8, 2019 regular meeting minutes

Prepared by: Wendy Heffner, City Clerk
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RECORDING SECRETARY'S CERTIFICATION:

I hereby certify that the attached minutes are an accurate representation of motions made and action taken at the August 8, 2019 regular meeting of the LIFT Board. I have also reviewed the video recording for the August 8, 2019 regular meeting of the LIFT Board and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video or audio functions of the recording.

PROPOSED MOTION:

I move to approve the minutes for the August 8, 2019 regular meeting of the LIFT Board



City of Littleton

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2255 West Berry Avenue
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Meeting Minutes - Draft

LIFT

Thursday, August 8, 2019

6:30 PM

Community Room

Regular Meeting

1. Roll Call

Present 7 - Board Member Brzeczek, Board Member Henderson, Board Member Seiler, Board Member Christensen, Board Member Rychecky, Board Member Orrino, and Board Member Hopping

2. Approval of Agenda

3. Review and Approval of Minutes/Recording of the previous minutes

a) [ID# 19-210](#) Approval of the July 11, 2019 regular meeting minutes

Vice Chair Christensen moved and Board Member Orrino seconded to approve the July 11, 2019 LIFT Board meeting minutes. The vote is 7-0. The motion carries unanimously.

Aye: 7 - Board Member Brzeczek, Board Member Henderson, Board Member Seiler, Board Member Christensen, Board Member Rychecky, Board Member Orrino and Board Member Hopping

4. Announcements

None

5. Public Appearances

None

6. Financial Report

None

7. Business Reports

None

8. Unfinished Business

None

9. New Business

a) [ID# 19-211](#) City Staff Report - Kathleen Osher

b) [ID# 19-212](#) EPS Contract

Vice Chair Christensen moved and Board Member Henderson seconded to approve participation in the contract with EPS, and that LIFT pay \$4,550.00, half of the total cost, with the city paying a similar amount. The vote is 6-1 with Board Member Orrino voting no. The motion carries.

Aye: 6 - Board Member Brzeczek, Board Member Henderson, Board Member Seiler, Board Member Christensen, Board Member Rychecky and Board Member Hopping

Nay: 1 - Board Member Orrino

c) [ID# 19-213](#) City Attorney introduction

d) [ID# 19-214](#) Other Directions - Chair Seiler

Chair Seiler discussed past meeting discussions regarding formation of internal committees amongst the board members and made the following appointments:

Outreach Committee - Vice Chair Christenson and Board Member Orrino

Finance Committee - Board Member Rychecky and Board Member Brzeczek

Documents Committee - Board Member Henderson and Board Member Hopping

10. Comments/Reports

Board Member Brzeczek - No report

Vice Chair Christensen - No report

Board Member Henderson - No report

Board Member Hopping - No report

Board Member Orrino - No report

Board Member Rychecky - Update on financial/income stream for LIFT.

Chair Seiler - No report

11. Adjournment

Chair Seiler adjourned the meeting at 7:41 p.m.



Staff Communication

File #: ID# 19-253, **Version:** 1

Agenda Date: 09/19/2019

Subject:
EPS Report



City of Littleton

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Staff Communication

File #: ID# 19-254, **Version:** 1

Agenda Date: 09/19/2019

Subject:
Columbine Square

MEMORANDUM

To: Littleton Invests For Tomorrow (LIFT) Board
From: Economic & Planning Systems, Inc.
Subject: Columbine Square Business Outreach
Date: September 6, 2019

The Economics of Land Use



The City of Littleton has requested that Economic & Planning Systems (EPS) provide an update to information that was included in the Belleview Avenue Corridor Plan that was completed in 2018. The purpose of this analysis is to provide an update to the Littleton Invests For Tomorrow (LIFT) Board regarding current business conditions within the Columbine Square URA, the need for potential infrastructure investment, and a summary of major challenges and opportunities within the area.

This memorandum provides a summary of the business outreach survey that was distributed to businesses and property owners in the Columbine Square area in July, 2019. In addition, this document provides a summary of the key conclusions and recommendations of this work.

Columbine Square Urban Renewal Area

The Columbine Square URA was approved in August, 2014 with the purpose of reducing, eliminating and preventing the spread of blight and to stimulate growth and investment within the Area boundaries. In order to accomplish these goals, the Urban Renewal Authority has the ability to utilize tax increment financing (TIF) to fund eligible improvements within the plan area. Potential TIF revenues sources include property tax and sales tax increment generated by businesses and properties within the urban renewal area. The term of the plan term is statutorily limited to 25 years and the Board has stated a preference for a lesser period for any sharing agreement between the authority and private developers.

*Economic & Planning Systems, Inc.
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303 623 3557 tel
303 623 9049 fax*

*Denver
Los Angeles
Oakland
Sacramento*

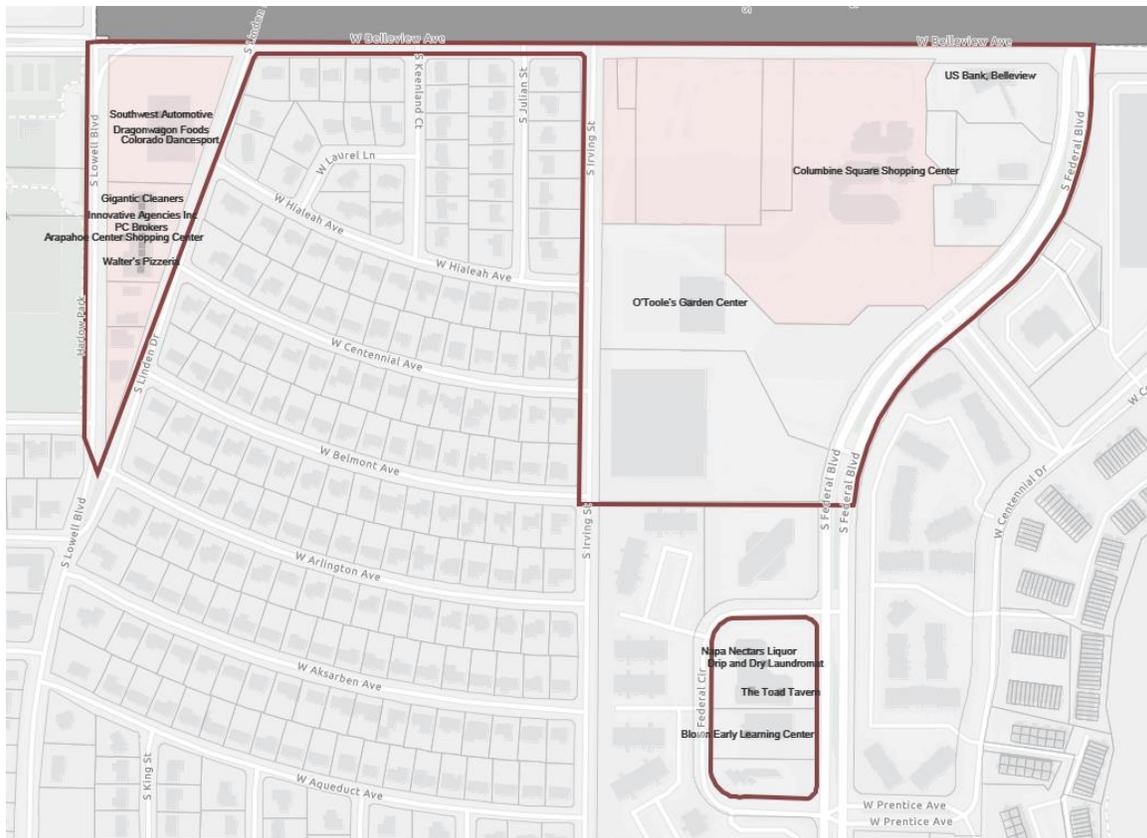
The boundaries of the Area include approximately 35 acres of land generally defined to include 19 legal parcels and adjacent rights-of-way, as shown in **Figure 1**.

Geographically, it is situated in the western portion of the city, south of West Bellevue Avenue between South Lowell and South Federal Boulevards. It includes the now vacant Columbine Square Shopping Center, as well as several commercial parcels located south of the Center between South Lowell Boulevard and South Linden Drive.

Current TIF revenues are estimated at just over \$100,000 per year and are primarily driven by increases in retail sales and corresponding retail sales tax revenues within the plan area. Increases in sales tax revenues are primarily driven by annual increases in sales above the base amount, which is defined as total sales tax generated within the 12 months prior to the approval of the plan, and not through new development.

There are approximately 15 businesses operating within the plan area. Specific business types include an outdoor garden center, liquor stores, laundromat, bars and restaurants, hairstylist and barber, tire sales and service center, daycare center, and a number of others. There are a high number of small businesses (businesses with under 10 employees). In addition, the majority of businesses surveyed have been operating at this location for five to 10 years.

Figure 1
Columbine Square Urban Renewal Area



Business Outreach Survey

Overview

The purpose of the business outreach survey is to gauge current business conditions within the Columbine Square URA area. Specific questions included on the survey are designed to gather information relating to increases and decreases in sales activity, advantages of operating a business in the area, issues with the area, and specific improvements in the area that would support business, as shown in **Figure 2**. The survey was completed through in-person interviews conducted on July 29th and through follow-up calls with businesses that were not available for in-person interviews. Overall, responses were collected from nine individual businesses and two property owners. Two businesses declined to participate and four businesses and one property owner did not respond to messages requesting their input.

Figure 2
Business Outreach Survey

LIFT Business Outreach Survey		July 2019
GENERAL BUSINESS INFORMATION		
Name of Business	_____	
Address	_____	Telephone _____
Owner/Manager	_____	Business Type _____
Is this business	<input type="checkbox"/> Independent	<input type="checkbox"/> Part of a chain <input type="checkbox"/> Franchise
How long has this store been in business?	_____	
	At this location? _____	
Including yourself, total number of employees:	_____ Full-Time	_____ Part-Time
<hr/>		
BUSINESS SURVEY		
1.	Over the last three years, has your business improved, stayed the same, or declined?	
2.	What are the general advantages of operating your business in this area?	
3.	What, if any, issues do you see in this area?	
4.	Are there any specific impediments that negatively impact your ability to do business in this area?	
5.	What are any desired or needed physical improvements to the area?	
6.	Other Comments?	

Survey Responses

Q1: Has Business improved, stayed the same, or declined?

Select Responses

- "Business and sales have improved"
- "Increase in sales"
- "Generally stayed the same"
- "Business is better"
- "A little better but mostly the same"
- "Business is improving. More people in the area supports higher sales."
- "Sales have somewhat declined"

Summary

- Generally a mix of moderately improving sales as well as sales staying the same
- No businesses reported a dramatic increase in sales over the past few years
- Only one business reported a decline in sales and noted that it was minor

Q2: What are the advantages of operating a business in this area?

Select Responses

- "Improving surrounding demographics"
- "Surrounding family friendly neighborhood supports sales"
- "Nearby apartment units are a major driver of sales"
- "Ability to live near place of business"
- "Traffic counts on Belleview support business"
- "Street access and visibility"
- "Proximity of the park helps"

Summary

- Surrounding residential demographics are a major driver of business success at this location
- Proximity to major thoroughfares such as Belleview and Federal help drive sales

Q3: What, if any, issues do you see in this area?

Select Responses

- "No real issues"
- "Could use more parking"
- "Lower traffic counts on Lowell negatively impact sales"
- "Recent break-ins"
- "No major issues"

Summary

- Generally businesses identified very few issues associated with the area
- On the whole, it appears that business owners think the commercial context has limited problems
- The issues that were identified were in areas where the City and URA have very little control (i.e. traffic counts, break-ins, etc.)

Q4: Are there any specific impediments that negatively impact your ability to do business in this area?

Select Responses

- The majority of businesses replied “No”
- “Street lighting could be better on Federal”
- “Safety and visibility could be improved”
- “Better signage could help”
- “Additional apartment units would help to drive sales”
- “Additional crosswalks on Federal would help connect center to nearby apartments”

Summary

- Generally businesses identified very few impediments that negatively impact their ability to do business
- Overall fairly happy with support they are receiving from City
- Also generally happy with the area as a whole
- The references to an increase in density and/or access to density (the corresponding income) is noteworthy

Q5: What are any desired or needed physical improvements to the area?

Select Responses

- “Internet connection is very bad and needs to be improved”
- “No improvements needed. The area is nice and well maintained.”
- “Additional sidewalks would be beneficial but not totally necessary”
- “Sidewalks and lighting could be improved”
- “The area is nice and well maintained”
- “Better signage could help business”
- “Additional apartments would help to drive sales”

Summary

- Overall businesses are very happy with the condition of the area
- Some businesses did note a need for better lighting, crosswalks, and sidewalks (as long as parking is maintained)
- Most of the stated improvements were stated as a “nice to have” and not a “need to have”

Survey Summary of Findings

Overall, business in the Columbine Square URA is slowly improving. Businesses are generally happy with the area and with the current services being provided by the City of Littleton. There is a clear correlation between the number of rooftops or households in the surrounding area and success of businesses within the plan area. A number of businesses noted this fact and also stated that additional residents in the area would help to improve sales. Few businesses identified specific physical improvements that could be completed by the City or LIFT that would help to support business. The specific improvements that were noted included from improved street lighting, additional crosswalks, and improved building signage.

The now vacant Columbine Square Shopping Center is the largest underutilized parcel in the area and is in clear need of investment and redevelopment. Many of the businesses

that responded to this survey stated their desire to see this parcel developed with either residential or commercial uses.

Conclusions and Recommendations

Based on the business responses collected through this survey, there is not currently a clear need for specific physical improvements that should be completed by the City or LIFT in order to help support business in the area. As a result, the URA should focus on strategies that utilize TIF revenues for projects that have real potential to have a catalytic impact on the area and truly address blight within the plan area.

The vacant Columbine Square Shopping Center parcel clearly has the highest potential for largescale redevelopment. While previous efforts to redevelop the site have been unsuccessful, the property owners have stated a desire to move forward and a willingness to work with LIFT and the City to identify feasible redevelopment alternatives.

There are a number of key challenges and opportunities relating to maximizing the use of TIF within the plan area that are summarized below.

Challenges

- Minimal existing TIF revenue to help support redevelopment or address blight
- Maximum TIF revenues generated within the plan area are limited by the 25 year TIF clock that was started in 2014.
- Avoiding activities or projects that may hinder the long term redevelopment potential within the plan area
- Identifying development types that are acceptable to the neighboring community

Opportunities

- Large undeveloped parcel with low base value and significant redevelopment potential
- Developer interest to move forward with development of Columbine Square Shopping Center parcel
- Potential for significant level of TIF revenues generated by redevelopment



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Staff Communication

File #: ID# 19-255, **Version:** 1

Agenda Date: 09/19/2019

Subject:
Report to Council