DOWNTOWN
COLORADO SPRINGS
DEVELOPMENT AUTHORITY

September 16, 2025

Kyle Fenner
Senior Planner
City of Colorado Springs
30 S. Nevada Ave, Suite 502
Colorado Springs, CO 80903

Dear Ms. Fenner,

Please find attached the Preliminary 2026 Budget for the Colorado Springs Downtown Development Authority (CSDDA) as approved by the Board of Directors at their September 16, 2025, Public Hearing.

On November 8, 2016, City Council passed a resolution adopting the Experience Downtown Masterplan and Plan of Development as the Plan of Development for the Authority. The Plan of Development is the Operating Plan for the DDA; however, a Scope of Work is adopted annually by the Board in order to identify specific goals and programs for the budget year; that Scope is attached. The DDA Board will continue to create assistance programs to support the goals of the Experience Downtown Plan.

As is the established practice, upon receipt from the County of the final certification of assessed property valuation in November, the CSDDA Board will approve and submit a final budget to the City. Please call with any questions you may have.

Sincerely,

Chelsea Gondeck
Interim CEO

Enclosures:

2026 Scope of Work
2026 General Fund Worksheet
DDA Boundary Map

2026 SCOPE OF WORK FOR
THE COLORADO SPRINGS DOWNTOWN DEVELOPMENT AUTHORITY

PURPOSE AND SCOPE OF THIS DISTRICT

In November 2006 voters approved the creation of the Colorado Springs Downtown Development Authority (DDA). Following the vote, Ordinance 07-15 establishing the DDA and its organizational aspects was adopted on January 23, 2007. On February 7, 2007, City Council approved Resolution No. 56-07 adopting the Imagine Downtown Plan as the Plan of Development for the DDA. On November 8, 2016, City Council approved Resolution No. 116-16 adopting the Experience Downtown Master Plan and Plan of Development as the revised Plan of Development for the DDA. In 2025 the DDA embarked on an update to the Downtown Master Plan and Plan of Development. Completion and approval is anticipated for early 2026.

Purpose: DDAs facilitate partnerships, joining businesses, property owners, government, and others to provide focus and financing to support downtown improvements. DDA works to support and incentivize the goals of the Experience Downtown Plan, to include:

- Ensuring Downtown serves as the economic and cultural heart of the region.
- Creating a diverse and inclusive place to live with the amenities supporting residents.
- Celebrating and connecting with outdoor recreation and an exceptional natural setting.
- Providing a place for healthy and active lifestyles.
- Ensuring a walkable and bike-friendly center connected through safe and accessible multimodal networks.
- Serving as a leader in innovative urban design and sustainability.
- Offering an unforgettable visitor experience.
- Providing a place for inspiration, honoring history and facing the future.

Mission: To build public and private investment partnerships that promote the physical and economic growth of Downtown Colorado Springs.

Contracts and agreements: DDA contracts with Downtown Partnership of Colorado Springs for day-to-day administrative, financial, programmatic, and management services. Contact: Chelsea Gondeck, Interim CEO, Downtown Partnership, 111 S. Tejon St., Ste. 703, Colorado Springs, CO 80903; 719-886-0088.

Governance: The DDA is governed by an appointed board of 11, to include one representative from City Council and the remainder representing property owners in the district. Director and other pertinent contact information is provided in Exhibit A.

Term limits: Directors may serve a maximum of two, full, consecutive four-year terms.

BOUNDARIES, INCLUSIONS AND EXCLUSIONS

The District currently includes approximately 1.1 square miles with boundaries as depicted in Exhibit B; district boundaries were expanded in 2015 by a vote of City Council. An additional boundary expansion was approved by City Council in August 2021.

FINANCIAL PLAN AND BUDGET

Budget: The 2026 Draft Budget for the DDA is attached as Exhibit C.

Changes: No significant changes are anticipated in the budget.

Funding: The DDA is funded through a 5 mill levy on property taxes within the district to support operations. Additionally, the DDA receives tax increment financing (TIF) funds generated by the increase in property taxes in the district.

Debt: DDA does not currently have debt obligations.

Condemnation: DDAs do not have power of eminent domain.

Audit: DDA submits an audit to the City Finance Department by March 31 annually. Auditors for 2023 fiscal year and recent prior years were Erickson, Brown & Kloster, 90 S. Cascade Ave. Ste. 200, Colorado Springs CO 80903. Auditors for 2024 and the following two fiscal years will be BiggsKofford, 630 Southpointe Ct. Ste. 200, Colorado Springs, CO 80906.

Ownership of property and major assets: DDA currently does not own any property. Major capital assets primarily include several monument-style signs installed at Downtown gateways.

Capital investment reserves: The DDA maintains an operating reserve representing six months of ordinary operating expenses and a TIF reserve of $450,000.

MAJOR ACTIVITIES

DDA Mission: To build public and private investment partnerships that promote the physical and economic growth of Downtown Colorado Springs.

DDA Purpose: The DDA works to support and incentivize the goals of the Experience Downtown Plan, to include:

- Ensuring Downtown serves as the economic, cultural, and civic heart of the region.
- Creating a diverse and inclusive place to live with the amenities supporting residents.
- Celebrating and connecting with outdoor recreation and an exceptional natural setting.
- Providing a place for healthy and active lifestyles.
- Ensuring a walkable and bike-friendly center connected through safe and accessible multimodal networks.
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Downtown Partnership Services: The DDA contracts with the Downtown Partnership for administrative services, program operations, and marketing/brand awareness in service to the mission and purpose.

Administrative Services:

Administrative services to the DDA include but are not limited to:

- Stewarding implementation of the Experience Downtown Masterplan and Plan of Development by identifying priority investment areas and strategic initiatives.
- Evaluating Downtown's business landscape, identify gaps, and create strategies to grow key sectors: office/workforce, retail, food and beverage, hospitality, lifestyle, and entertainment.
- Access and use of Downtown Partnership's intellectual property including but not limited to
  - CRM system
  - Website (including the Downtown Development Toolkit)
  - Social media platforms to include Facebook, Instagram, LinkedIn and Youtube
  - Databases and inventories of properties (e.g., availability and vacancies)
  - Metrics on investment, visitorship, psychographic consumer/patron data, real estate, sales tax, permit activity, and business activity (i.e., leads, openings, closings, expansions) and reports created from such (i.e., State of Downtown and quarterly reports).
- Building strong relationships with property owners, brokers, developers, and commercial real estate professionals.
- Serving as the primary resource for businesses locating Downtown for navigating planning, zoning, permits, financing, and assistance programs.
- Attract, support, and onboard new businesses from site selection through opening, including personalized Downtown orientations.
- Partnering with local chambers, economic development groups, and city departments to enhance business services.

Program Operations:

- **Grants & Loans:** The DDA offers competitive grants and low-interest loans to support business growth and property enhancements in Downtown. Grant categories include Building Enhancement, Retail Incentive, and Special Projects, helping fund everything from façade upgrades to streetscape improvements and energy efficiency projects. The Tenant Ownership Loan Program helps existing businesses purchase property, promoting long-term stability and equity building. It is anticipated with the completion of the update to the Plan of Development revisions or changes to these programs will be identified for future implementation.

- **DDA-Led Initiatives:** The DDA funds and manages programs that improve public spaces, attract visitors, and support economic development. Key initiatives have included the Alleyway Improvement Plan, Downtown Gateways, and Holiday Pop-Up Shops. It is anticipated with the completion of the update to the Plan of Development new initiatives will be identified for future implementation. The DDA also provides ongoing support for small businesses, site selection, market data, and planning efforts to create a welcoming, walkable, connected Downtown. It also helps maximize the impact of Downtown's Opportunity Zone designation and publishes the annual State of Downtown Report as a vital business resource.

  - The initiatives of the DDA are complemented by the work of both Downtown Ventures and the Greater Downtown Colorado Springs Business Improvement District (BID). The programs implemented by these organizations directly support and advance the goals outlined in the Experience Downtown Master Plan and Plan of Development to fulfill the Master Plan's vision for a vibrant, connected, and resilient Downtown Colorado Springs.

Downtown Ventures leads place-based initiatives—such as public art, cultural activations, and beautification efforts—that enhance the public realm and reinforce a sense of place. The BID provides critical services like public space management to ensure Downtown remains clean, safe, and welcoming.

- **Tax Increment Financing:** The DDA uses TIF agreements to support catalytic projects aligned with the Experience Downtown Master Plan and Plan of Development. To date, 17 TIF agreements have been approved, with 13 completed and receiving reimbursements.

- **Master plan update:** In 2025 the DDA engaged MIG to produce a significant update to the Experience Downtown Plan of Development and Master Plan. This work is anticipated to be completed in early 2026.

Marketing/Brand awareness:

The Downtown Partnership delivers a comprehensive year-round marketing program to increase awareness, engagement, foot traffic, and investment through a mix of print, digital, and experiential tactics. Services include targeted advertising, social media campaigns, branded collateral, event and project promotion, strategic partnerships, and outreach to diverse audiences. Efforts are data-driven and tailored to residents, visitors, and investors, using tools like geofencing, newsletters, media relations, and regional tourism outreach to position Downtown as the region's cultural, civic, and economic hub.

EXHIBIT A
DDA BOARD OF DIRECTORS

Chris Lieber, Chair
N.E.S. Inc
First term: 2019-2023
Second term: 2023-2027
clieber@nescolorado.com

Jeff Finn, Vice Chair
Norwood Development Group
First term: 2018-2022
Second term: 2022-2026
JFinn@Norwood.dev

Carrie Bartow, Secretary/Treasurer
CliftonLarsonAllen
First term: 2018-2022
Second term: 2022-2026
Carrie.Bartow@claconnect.com

Troy Coats
Niebur Development
First partial term: November 2022-2026
troy@nieburdevelopment.com

Jordan Empey
Stockman Kast Ryan & Co.
First term: 2019-2023
Second term: 2023-2027
jempey@skro.com

Patrick Stephens
O'Neil Group Company
First term: 2022-2026
Patrick.stephens@ogcos.com

Jeremy Shirley
Olive Real Estate Group
First term: 2023-2027
jeremys@olivereg.com

Laura Neumann
Weidner Apartment Homes
First term: 2024-2028
lauran@weidner.com

Jim Smith
Mountain Chalet
First term: 2024-2028
Jim@mtnchalet.com

Brandy Williams
City Council
First term 2025-2029
Brandy.Williams@coloradosprings.gov

Samuel Clark
The Philanthropy Collective
First partial term: October 2024-2027
sclark@ppref.org

EXHIBIT B - MAP

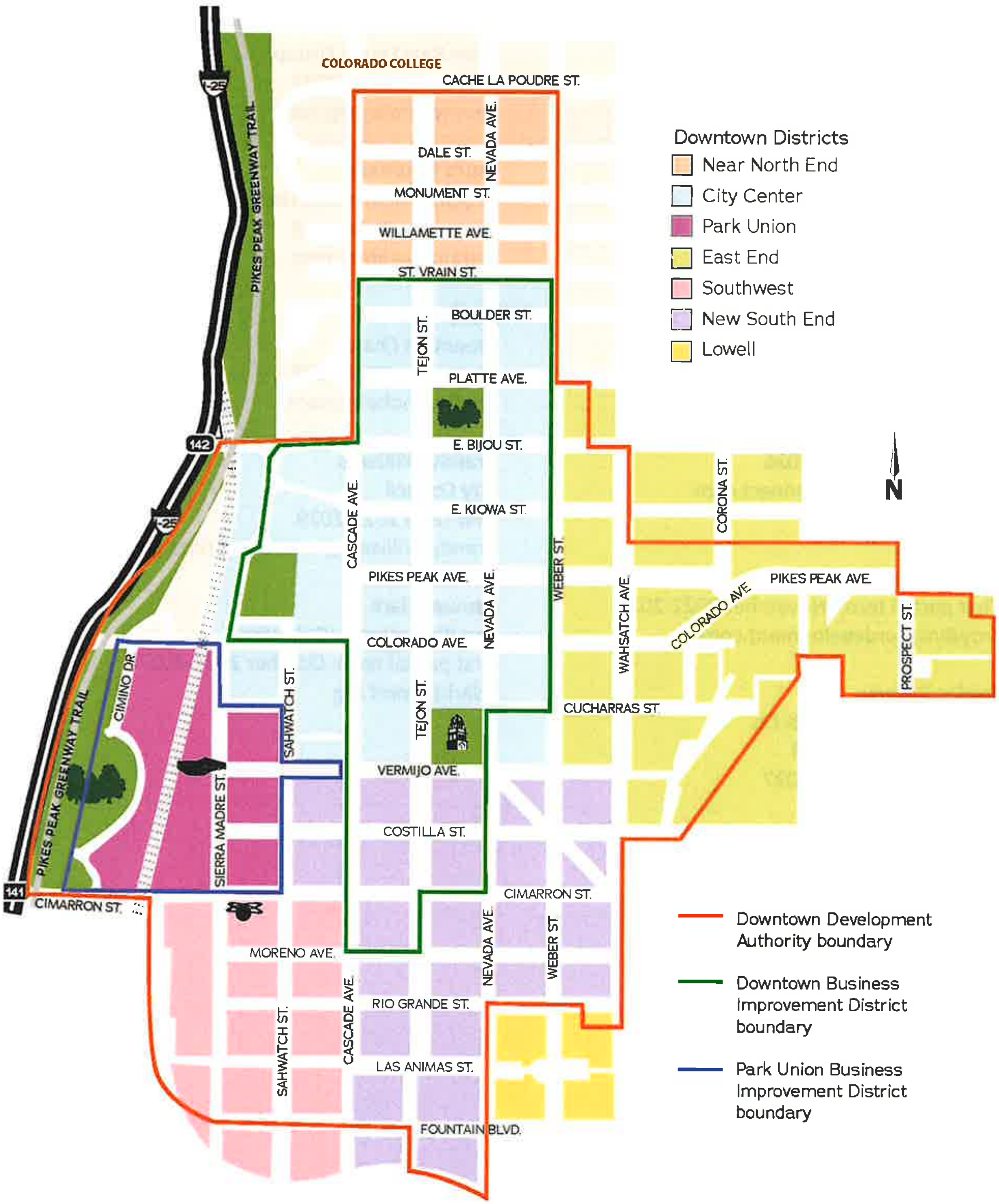

EXHIBIT C

EXHIBIT C

COLORADO SPRINGS DOWNTOWN DEVELOPMENT AUTHORITY

SUMMARY

2026 PROPOSED BUDGET

WITH 2024 ACTUAL AND 2025 ESTIMATED

For the Years Ended and Ending December 31,

				9/16/25	9/16/25
	ACTUAL 2024	BUDGET 2025	ACTUAL 6/30/2025	ESTIMATE 2025	Preliminary 2026
BEGINNING FUND BALANCES	$ 3,646,146	$ 4,637,597	$ 1,027,524	$ 4,385,151	$ 4,851,185
REVENUE					
Income from Mill Levy - Other	1,126,927	1,080,134	1,037,920	1,080,134	1,256,060
Specific Ownership Tax	125,327	108,013	64,428	70,000	125,606
Interest Income - Mill collections	3,098	100	2,417	2,600	1,000
Interest Income	130,664	108,000	61,873	115,000	100,000
Advertising	8,650	9,000	9,000	7,800	7,800
Miscellaneous Income	17,459	7,500	10,514	15,000	10,000
Gift Card Funding	(78,710)	-	(28,685)		(110,000)
Gift Card Sales	71,991	-	32,755	32,755	110,000
Line of Credit Repayment	-	-	-	-	-
Income from TIF - Other	2,234,353	2,270,345	2,471,735	2,866,012	3,685,467
Interest Income - TIF Collection	6,887	100	5,607	6,000	1,000
Total revenue	3,646,646	3,583,192	3,667,564	4,195,301	5,186,933
Total funds available	7,292,792	8,220,789	4,695,088	8,580,452	10,038,118
EXPENDITURES					
Administrative	89,308	87,942	51,228	51,228	97,921
Board Support	3,779	4,729	3,647	3,647	4,967
Professional Services	23,514	23,000	24,369	24,369	33,500
Other Administrative	23,681	4,000	1,798	1,798	2,355
Program	1,001,934	2,833,856	597,710	597,710	2,414,683
Artspace	-	-	-	-	-
Gateway	8,827	10,100	4,386	4,386	9,540
Alleyways	6,974	4,500	1,590	1,590	4,500
TIF	1,501,304	4,225,138	342,537	2,162,200	5,094,723
Total expenditures	2,659,321	7,193,265	1,027,265	2,846,928	7,662,189
Total expenditures and transfers out requiring appropriation	2,659,321	7,193,265	1,027,265	2,846,928	7,662,189
ENDING FUND BALANCES	$ 4,633,471	$ 1,027,524	$ 3,667,823	$ 5,733,524	$ 2,375,929
EMERGENCY RESERVE	$ 37,921	$ 36,000	$ 33,413	$ 34,817	$ 41,714
OPERATIONS RESERVE	557,078	557,078	557,078	557,078	606,233
SPECIAL REVENUE RESERVE	200,000	200,000	450,000	450,000	450,000
AVAILABLE FOR OPERATIONS	3,842,598	234,446	5,984,960	3,809,290	1,277,982
TOTAL RESERVES	$ 4,637,597	$ 1,027,524	$ 7,025,451	$ 4,851,185	$ 2,375,929