

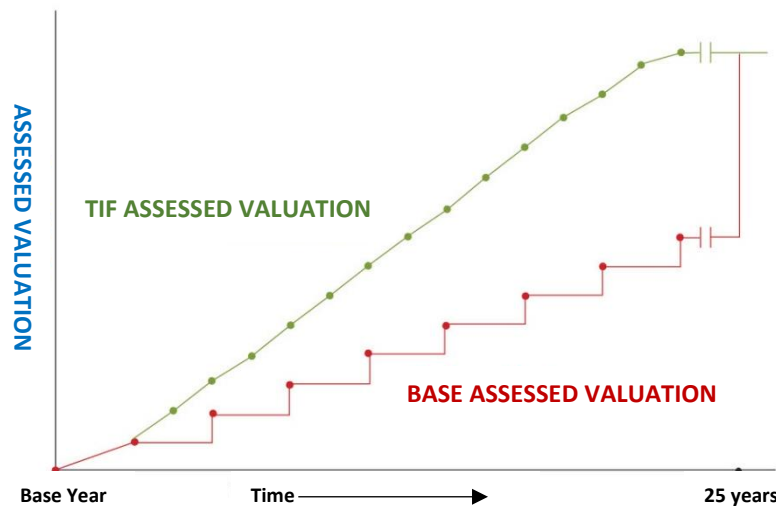
Tax Increment Financing (TIF) and Application

Woodland Park Downtown Development Authority

Woodland Park, Colorado

What is TIF?

Tax Increment Financing (TIF) is a funding tool in which the Woodland Park Downtown Development Authority (DDA) uses a portion of property tax revenue to promote development within the DDA boundary. When a property



is significantly improved, its taxable value increases, and the owner pays more property tax as a result; this is the source of tax increment revenue. Tax increment revenue from properties inside the DDA boundary is used to pay for public improvements (i.e. roads, utility extensions, sidewalks, lighting and drainage) or to reimburse the applicant for additional enhancements to exterior architectural design and landscaping. This is how TIF can initiate community improvements that might not otherwise occur.

Purpose

The purpose of this application is to articulate to existing or potential businesses, Woodland Park DDA's desire to promote economic development that is consistent with the DDA's Foundation Plan and provides a community benefit that will be shared.

Meeting statutory requirements, policy guidelines or other criteria listed herein does not guarantee the provision of TIF financial assistance nor does the approval or denial of one project set precedent for approval or denial of another project.

TIF Authority

The authority and regulations for Tax Increment Financing and the establishment of Tax Increment Districts in Colorado are found in C.R.S. 31-25-801. The DDA reserves the right to be more restrictive than provided under the statutes.

Basic Provisions and Objectives

In requesting TIF assistance, the developer must demonstrate that there will be a substantial and significant public benefit to the community, such as, by eliminating blight, strengthening the economic and employment base of the City, positively impacting surrounding neighborhoods, increasing property values and the tax base and implementing the DDA Foundation Plan.

All projects and locations are unique and therefore every proposal shall be evaluated on its individual merit,

its overall contribution to the economy and its consistency with the Foundation Plan and other community planning documents.

The following financial and administrative considerations must be met to be considered for TIF assistance:

1. Developers/owners or other entities of interest to provide a funding plan to include project funding letter(s) of commitment from capital source(s).
2. Projected TIF reimbursements are not to be used as collateral to secure a funding/capital source. It is permissible to include TIF reimbursements in projected cash flow analysis for the project.
3. The dollar amount of TIF reimbursement and time duration, if any, is established during contract negotiations.

The DDA will consider utilizing Tax Increment Financing to meet the majority of the following basic objectives based on the DDA Foundation Plan:

1. Maintain and enhance the District as a regional center for commercial, financial, governmental, social, recreational, cultural, educational, health care, retail and entrepreneurial pursuits.
2. Encourage private restoration, rehabilitation, redevelopment or development within the District.
3. Efficiently and effectively use the limited availability of building sites (i.e., also known as the highest and best land use.)
4. Develop and implement employment opportunities.
5. Attract people to downtown—residents and tourists.
6. Define, plan, design solutions to geological, environmental, drainage, land parcel assemblage, historically or architecturally significant assets, transportation and other infrastructure challenges.
7. And other objectives as stated in the DDA Foundation Plan.

TIF Application Process

The following process will apply for consideration of TIF agreement (listed in sequential order):

1. For the purpose of both parties gathering information, a pre-application meeting is held between the applicant and two DDA representatives. Visit wpdda.org for contact information.
2. A report to the DDA Board and preliminary discussion then occurs among all DDA board members, and may be discussed in Executive Session, if confidentiality is necessary.
3. The Developer submits the TIF Application and presents the project's plan to the DDA Board for discussion.
4. The DDA Board begins deliberation on possible offer and may adjourn into Executive Session to discuss merits of the project.
5. A public session is held, and final decision is made by the DDA Board whether to support or not and move into agreement negotiations. (A letter of Intent may follow.)
6. TIF agreement negotiations ensue.
7. A public meeting is held to present the final TIF agreement and vote taken to execute the TIF agreement.
8. Applicant moves into obtaining construction permits for the project.
9. TIF reimbursement is implemented in accordance with the TIF agreement.

City Planning

On a parallel track, the applicant meets with City's Planning Department to discuss the applicant's proposal. The applicant/developer/property owner submits a pre-application Concept Plan for City staff review and comment. Applicant begins the City's Entitlement Process by submitting a complete Site Plan Review (SPR) Application with supplemental plans (utilities, drainage, traffic landscape, lighting, floorplans, elevations, color renderings) and is routed to the DDA Board for evaluation.

Reimbursement Process for Said Property

TIF funds are paid out from the TIF portion of previously collected specific property tax assessments as paid to the Teller County Treasurer. Within 30 days after *total* payment of that year's due property tax assessment, the applicant supplies to the DDA's treasurer a written request for the contractual TIF reimbursement amount as supported by copies of the property tax notice and payment receipt.

Tax Increment Financing (TIF) Application

Woodland Park Downtown Development Authority

Woodland Park, Colorado

PROJECT NAME: _____

ADDRESS / LOCATION: _____

LEGAL DESCRIPTION: _____

TELLER COUNTY ASSESSOR ACCOUNT NUMBER: _____

APPLICANT / DEVELOPER / PROPERTY OWNER INFORMATION

| | APPLICANT | DEVELOPER | FINAL PROPERTY OWNER |
|--|-----------|-----------|----------------------|
| Company Name | | | |
| Colorado Secretary of State Periodic Report ID | | | |
| Entity Name (if different) | | | |
| Contact Person | | | |
| Title | | | |
| Mailing Address | | | |
| Phone | | | |
| FAX | | | |
| Email | | | |

FINANCIAL/PROJECT FUNDING INFORMATION

PROJECT TOTAL BUDGET/COST \$ _____

| | LENDING SOURCE 1* | LENDING SOURCE 2* | LENDING SOURCE 3* |
|-------------------------|-------------------|-------------------|-------------------|
| Name | | | |
| Mailing Address | | | |
| Primary Lending Officer | | | |
| Phone Number | | | |

*Please provide a Letter of Funding Commitment from each funding source.

Tax Increment Financing (TIF) Application – Continued

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ATTACH DESCRIPTION OF THE PROPOSED PROJECT

Please provide answers for the following questions, no more than one page per question. Include a location map, site plans or project drawings, and any other materials related to the TIF application not previously requested.

1. What is the description of the project?
2. What is the proposed project construction timetable—start date and issuance of Certificate of Occupancy(CO)?
3. Provide an attachment that defines and itemizes the project budget.
4. Provide a copy of the proposed project’s concept plan sketch, colored elevations and building plans (not necessarily construction plans).

SIGNATURE REQUIRED

By: _____

Date: _____

Title: _____