

**ADMINISTRATION MEMORANDUM**  
**11-05**

**DATE:** February 10, 2011

**TO:** Honorable Mayor Joyce Downing & City Council Members

**FROM:** William Simmons, City Manager *WAS*  
Ryan Stachelski, Economic Development Manager *RJS*

**SUBJECT:** February Economic Development Update

Economic Development Activities

Work Completed to Date:

1. Adopted the Economic Development Strategic Plan
2. Passed resolution to recommend to State Economic Development Commission to expand the enterprise zone in Northglenn
3. Created a monthly Economic Development e-Newsletter that goes out to over 175 subscribers
4. Enhanced the business directory to incorporate more business information
5. Advertising the business directory on the Marketplace LED sign
6. Established a real estate commercial database on the City's economic development web page
7. Created a primary business retention program – 2 visits in January, 2 industrial park visits scheduled in February
8. Created a retail business retention program – Have established regular contact with major shopping center management
9. Regularly attend professional meetings to market and promote the city of Northglenn i.e. ACED, North Metro Chamber, MDEDC, etc.
10. Created welcome packets for all new businesses to receive when business license are issued – Packet contains a number of business resources
11. Promoted a series of business education classes to the business community
12. Created a small business resource guide to be distributed to business by various departments as a reference guide
13. Created a routing slip for all new businesses to use to facilitate that they follow up with all the appropriate City and County Departments to open their business

Economic Development Policy

Staff has completed the second draft of the Business Incentive Policy, including an application form for projects, based on the comments staff received at the Jan. 20 study session with NURA and City Council. This policy will be presented to NURA at the Feb. 23<sup>rd</sup> NURA meeting and City Council at the Feb. 24<sup>th</sup> City Council meeting.

**NURA**

NURA is having their annual retreat on Saturday Feb. 19. The retreat will be held at 11150 Huron St, Suite 100.

**Real Estate Update**

Economic Development staff has been in contact with real estate brokers concerning the following properties: Huron Center, Northglenn Dodge, Marketplace, Webster Lake, Malley Center and surrounding area.

**New Businesses**

In the month of January there were 11 new business license issued. Of those, 7 were issued to business within the City, with 2 of those businesses being home based. A list of the new businesses and their locations are below.

<b>BUSINESS NAME</b>	<b>ADDRESS</b>	<b>SIC</b>	<b>GEO</b>
<i>BOBBY CHAMPION COLLISION CENTER</i>	<i>10575 MELODY DR 101</i>	Automotive Repair	Marketplace - Annex
A HAIR NEVER THERE INC	11160 HURON ST UNIT 31	Beauty Salons	Office Plaza
ACTION PRINTING INC	10888 LEROY DR	Printing	Irma
DIESEL DAY DREAMS	10650 IRMA DR UNIT 6	Automotive Repair	Irma
WARRIOR NUTRITION LLC	10650 IRMA DR UNIT 20	Wholesale	Irma
J&S TRASH OUT AND CLEAN UP SERVICE		Services to Building	Home Business
ULTIMATE MASSAGE SERVICES		Other Healthcare	Home Business
AALIYAH'S TOWING AND RECOVERY	DENVER	Towing & Transportation	Misc Other Cities
BEDROCK LANDSCAPING MATERIALS	BRIGHTON	Services to Building	Misc Other Cities
KUBAT EQUIPMENT SERVICE CO	DENVER	Construction - Indus	Misc Other Cities
PNC EQUIPMENT FINANCE LLC	CINCINNATI	Mortgage, Lenders, C	Out of State

**Upcoming Activities**

Business Licenses/Sales Tax/Home based business tracking reports - quarterly  
Business Assistance and Incentive Program

**STAFF REFERENCE:**

If Council members have any comments or questions, they may contact Ryan Stachelski at 303.450.8743 or [rstachelski@northglenn.org](mailto:rstachelski@northglenn.org).