

Fort Collins City Council Agenda

Regular Meeting

6:00 p.m. Tuesday, November 1 2022

City Council Chambers at City Hall, 300 Laporte Ave, Fort Collins, CO 80521

Zoom Webinar link: <https://zoom.us/j/98241416497>

NOTICE:

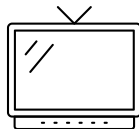
Regular meetings of the City Council are held on the 1st and 3rd Tuesdays of each month in the City Council Chambers. Meetings are conducted in a hybrid format, with a Zoom webinar in addition to the in person meeting in Council Chambers.

City Council members may participate in this meeting via electronic means pursuant to their adopted policies and protocol.

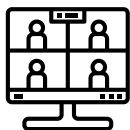
How to view this Meeting:



Meetings are open to the public and can be attended in person by anyone.



Meetings are televised live on Channels 14 & 881 on cable television.



Meetings are available through the Zoom platform, electronically or by phone.



Meetings are livestreamed on the City's website, fcgov.com/fctv

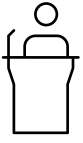
Upon request, the City of Fort Collins will provide language access services for individuals who have limited English proficiency, or auxiliary aids and services for individuals with disabilities, to access City services, programs and activities. Contact 970.221.6515 (V/TDD: Dial 711 for Relay Colorado) for assistance. Please provide 48 hours advance notice when possible.

A solicitud, la Ciudad de Fort Collins proporcionará servicios de acceso a idiomas para personas que no dominan el idioma inglés, o ayudas y servicios auxiliares para personas con discapacidad, para que puedan acceder a los servicios, programas y actividades de la Ciudad. Para asistencia, llame al 970.221.6515 (V/TDD: Marque 711 para Relay Colorado). Por favor proporcione 48 horas de aviso previo cuando sea posible.



There are four options for members of the public who would like to participate in Council meetings:

Comment in real time:



In person attendees can address the Council in the Chambers. Speakers are required to sign up to speak on sign up sheets on the tables just outside the Chambers.



During the public comment portion of the meeting and discussion items:
The public can join the Zoom webinar and comment from the remote meeting, joining online or via phone.

Full instructions for online participation are available at fcgov.com/councilcomments.

Join the online meeting using the link in this agenda to log in on an internet-enabled smartphone, laptop or computer with a speaker and microphone. Using earphones with a microphone will greatly improve audio experience.

To be recognized to speak during public participation portions of the meeting, click the 'Raise Hand' button.

Participate via phone using the call in number and meeting ID below:

Call in number: 346-248-7799

Meeting ID: 982 4141 6497

During public participation opportunities in the meeting, press *9 to indicate a desire to speak.

Submit written comments:



Email comments about any item on the agenda to cityleaders@fcgov.com



Written comments can be mailed or dropped off at the City Manager's Office at City Hall, at 300 Laporte Ave, Fort Collins, CO 80521

Documents to Share: *If residents wish to speak to a document or presentation, the City Clerk needs to be emailed those materials by 4 p.m. the day of the meeting. Persons wishing to display presentation materials using the City's display equipment under the Public Participation portion of a meeting or during discussion of any Council item must provide any such materials to the City Clerk in a form or format readily usable on the City's display technology no later than two (2) hours prior to the beginning of the meeting at which the materials are to be presented.*

NOTE: *All presentation materials for appeals, addition of permitted use applications or protests related to election matters must be provided to the City Clerk no later than noon on the day of the meeting at which the item will be considered. See Council Rules of Conduct in Meetings for details.*



General Improvement District No. 1 Agenda

November 1, 2022 at 6:00 PM

Jeni Arndt, Mayor
Emily Francis, District 6, Mayor Pro Tem
Susan Gutowsky, District 1
Julie Pignataro, District 2
Tricia Canonico, District 3
Shirley Peel, District 4
Kelly Ohlson, District 5

City Council Chambers
300 Laporte Avenue, Fort Collins
& via Zoom at
<https://zoom.us/j/98241416497>

Cablecast on FCTV
Channel 14 on Connexion
Channel 14 and 881 on Comcast

Carrie Daggett
City Attorney

Kelly DiMartino
City Manager

Anissa Hollingshead
City Clerk

GENERAL IMPROVEMENT DISTRICT NO. 1 BOARD MEETING (immediately following the regular Council meeting)

A) CALL MEETING TO ORDER

B) ITEMS FOR DISCUSSION

- 1. First Reading of Ordinance No. 076, Acting as the Ex-Officio Board of Directors of General Improvement District No. 1, Approving the Fiscal Year 2023 Budget, Determining and Fixing the Mill Levy for Fiscal Year 2023, Directing the Secretary of the District to Certify Such Levy to the Board of County Commissioners of Larimer County, and Making the Fiscal Year 2023 Annual Appropriation for General Improvement District No. 1.**

The purpose of this item is to approve the fiscal year 2023 budget, set the mill levy of 4.924 and authorize the fiscal year 2023 appropriation for General Improvement District No. 1 (GID). The sum of \$310,000 is anticipated to be collected from the mill levy of 4.924 mills for fiscal year 2023 imposed within the GID boundaries. Additional revenue for the GID from automobile specific ownership taxes and interest earnings are anticipated in 2023 to total \$53,504 resulting in an expected revenue total of \$363,504 for 2023. The Ordinance appropriates funds in the amount of \$313,275 from ongoing revenue for the operation of the GID in 2023.

C) OTHER BUSINESS

D) ADJOURNMENT

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November 1, 2022



AGENDA ITEM SUMMARY

General Improvement District

STAFF

Rachel Rogers, Senior Specialist Economic Sustainability
Josh Birks, Deputy Director Sustainability Services
John Duval, Legal

SUBJECT

First Reading of Ordinance No. 076, Acting as the Ex-Officio Board of Directors of General Improvement District No. 1, Approving the Fiscal Year 2023 Budget, Determining and Fixing the Mill Levy for Fiscal Year 2023, Directing the Secretary of the District to Certify Such Levy to the Board of County Commissioners of Larimer County, and Making the Fiscal Year 2023 Annual Appropriation for General Improvement District No. 1.

EXECUTIVE SUMMARY

The purpose of this item is to approve the fiscal year 2023 budget, set the mill levy of 4.924 and authorize the fiscal year 2023 appropriation for General Improvement District No. 1 (GID). The sum of \$310,000 is anticipated to be collected from the mill levy of 4.924 mills for fiscal year 2023 imposed within the GID boundaries. Additional revenue for the GID from automobile specific ownership taxes and interest earnings are anticipated in 2023 to total \$53,504 resulting in an expected revenue total of \$363,504 for 2023. The Ordinance appropriates funds in the amount of \$313,275 from ongoing revenue for the operation of the GID in 2023.

STAFF RECOMMENDATION

Staff recommends adoption of the Ordinance on First Reading.

BACKGROUND / DISCUSSION

In the 1970's, Downtown leaders recognized the need to improve the identity and appearance of the main street to enhance the area as a business and commercial area. Adequacy of parking was also recognized as a growing need.

In 1976, property owners in the district petitioned for the formation of a general improvement district. Council then formed General Improvement District No. 1 (GID) as enabled by the City's home rule authority and State law (C.R.S. §31-25-601, et seq.) to fund parking, pedestrian, and street beautification improvements in the Downtown commercial area. The City Council serves as the Governing Board of the GID, as per statute.

The GID is a major factor in the look and feel of Downtown's public spaces today. The concentration of streetscape improvements funded largely from the GID has had a dramatic impact on the appearance and attraction of the downtown area. College Avenue in the downtown area has developed a very special image and visual richness that is highly appreciated by both businesses within the district and visitors.

Staff in several departments collaborate in administering the GID, providing planning, management, financial, engineering, operations, and maintenance services. Key departments are Economic Health Office, Engineering, Parking Services, Parks, and Finance.

The GID’s proposed fiscal year 2023 budget is attached as Exhibit A to the Ordinance.

2023 Annual Fiscal Appropriation

\$90,000	For transfer payment to Parks for downtown Holiday Lighting (in Parks Offer 55.1)
\$75,000	To be used for priority sidewalk and curb replacements in the downtown area.
\$50,000	To be used for work related to Parks and Forestry work in the Downtown area.
\$25,000	To be used for work related to capital improvements and capital maintenance in the Downtown area not included in the priority sidewalk and curb replacements.
\$37,000	For residential property tax rebate program.
\$30,075	For other operating expenses (personnel, utilities, etc.).
\$6,200	For Larimer County Treasurer's fee for collecting the property tax

\$313,275 TOTAL 2023 Expenses

Priority Sidewalk And Curb Replacements

Engineering, Economic Health and DDA staff will do walk-throughs of the downtown GID throughout the year to identify priority intersections and paver work for the GID during the year with the highest safety risk and greatest need for repair.

Forestry and Parks Improvements

GID will continue to work with Forestry and Parks on priorities in downtown. These include replacement of tree grates, removal and replacement of trees when needed, and the downtown flower and landscape program.

In addition to the above work, the GID team will be working on a financial Capital Investment Plan with the intention of presenting it to the GID Board in the Spring 2023.

Capital Investment Plan

In 2022 the GID staff reached out to GID businesses and property owners with a survey about the future priorities of the GID. In addition, folks were invited to an in-person presentation on September 9, 2022.

Next Steps for the capital investment plan (CIP) include:

- Review information from survey and outreach session and summarize for GID Team.
- Work with City staff to finalize projects for Plan.
- Submit CIP recommendations to GID Board in Spring 2023.
 - Projects and programs to be funded 2024-2028
 - Potential expansion of GID #1 boundaries to include the River District and/or the west side of Jefferson St. from College to Mountain.

CITY FINANCIAL IMPACTS

This Ordinance includes the GID's annual appropriation for 2023 at \$313,275. This item also sets the GID mill levy for 2023 at 4.924 mills for taxes payable in 2023, which will generate approximately \$310,000 for fiscal year 2023. The mill levy remains unchanged from previous years. Additional 2023 revenue includes automobile specific ownership taxes and interest earnings which together are projected to be \$53,504 in fiscal year 2023. As of December 31, 2021, the GID's reserve balance is \$507,963 (2021 Comprehensive Annual Financial Report). The anticipated reserve balance at the end of 2022 is forecast at about \$585,000. The 2023 proposed budget would bring the forecasted reserves at the end of 2023 to about \$635,000. Part of reserve funds will ultimately be used for capital improvement projects to be outlined in the 2024-2028 CIP.

This assistance from the GID ensures that the Fort Collins downtown area continues to be the best it can be, the jewel of the City.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

The GID carried out public outreach in 2022 for the GID's Capital Investment Plan through a survey and an in-person event. These results are in an attached presentation.

ATTACHMENTS

1. Ordinance for Consideration
2. Exhibit A
3. Boundary Map
4. Presentation

ORDINANCE NO. 076
OF THE COUNCIL OF THE CITY OF FORT COLLINS, COLORADO,
ACTING AS THE EX-OFFICIO BOARD OF DIRECTORS OF GENERAL IMPROVEMENT
DISTRICT NO. 1, APPROVING THE FISCAL YEAR 2023 BUDGET, DETERMINING AND
FIXING THE MILL LEVY FOR FISCAL YEAR 2023,
DIRECTING THE SECRETARY OF THE DISTRICT TO CERTIFY SUCH LEVY
TO THE BOARD OF COMMISSIONERS OF LARIMER COUNTY, AND
MAKING THE FISCAL YEAR 2023 ANNUAL APPROPRIATION FOR GENERAL
IMPROVEMENT DISTRICT NO. 1

WHEREAS, City of Fort Collins General Improvement District No. 1 (the “GID”) in Fort Collins, Colorado, has been duly organized in accordance with the ordinances of the City and the statutes of the State of Colorado; and

WHEREAS, attached as Exhibit “A” and incorporated herein by reference is the GID’s proposed fiscal year 2023 budget (the “Budget”); and

WHEREAS, the GID staff has considered the amount of money to be raised by a levy on the taxable property in the GID and recommends that a levy of 4.924 mills upon each dollar of the assessed valuation of all taxable property within the limits of the GID is required during 2023 to pay the cost of operating the GID; and

WHEREAS, the GID staff estimates a levy of 4.924 mills will result in \$310,000 of revenue; and

WHEREAS, the amount of this proposed mill levy is not an increase over prior years so prior voter approval of the levy is not required under Article X, Section 20 of the Colorado Constitution; and

WHEREAS, Colorado Revised Statutes (“C.R.S.”) Section 39-5-128(1) requires certification of any tax levy to the Board of County Commissioners no later than December 15 of each year; and

WHEREAS, additional revenue is collected by the GID from such sources as the automobile specific ownership tax and interest earnings and that revenue for 2023 is anticipated to be \$53,504; and

WHEREAS, the City Council, acting as the ex-officio Board of Directors of the GID, desires to appropriate the necessary funds for operating costs and capital improvements of the GID for the fiscal year beginning January 1, 2023, and ending December 31, 2023.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FORT COLLINS, acting Ex-Officio as the Board of Directors of City of Fort Collins General Improvement District No. 1, as follows:

Section 1. That the City Council hereby makes and adopts the determinations and findings contained in the recitals set forth above.

Section 2. That the Budget is hereby approved.

Section 3. That the mill levy rate for taxation upon each dollar of the assessed valuation of all taxable property within the GID’s boundaries shall be 4.924 mills imposed on the assessed valuation of all taxable property as set by state law for the GID’s property taxes payable in 2023.

Section 4. That the City Clerk is hereby designated as the Secretary of the General Improvement District No. 1 and is hereby authorized and directed to certify such mill levy to the Board of Larimer County Commissioners as provided by law and no later than December 15, 2022.

Section 5. That the City Council, acting ex-officio as the Board of Directors of City of Fort Collins General Improvement District No. 1, hereby appropriates the revenues of General Improvement District No. 1 for the fiscal year beginning January 1, 2023, and ending December 31, 2023, to be raised by taxation and additional revenue sources, the sum of THREE HUNDRED THIRTEEN THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS (\$313,275) to be expended for the authorized purposes of the General Improvement District No.1, including, without limitation, for:

\$90,000	For transfer payment to Parks for downtown Holiday Lighting (Parks offer 55.1)
\$75,000	To be used for priority sidewalk and curb replacements in the downtown area.
\$50,000	To be used for work related to Parks and Forestry work in the Downtown area.
\$25,000	To be used for work related to capital improvements and capital maintenance in the Downtown area not included in the priority sidewalk and curb replacements.
\$37,000	For residential property tax rebate program.
\$30,075	For other operating expenses (personnel, utilities, etc.).
\$6,200	for Larimer County Treasurer's fee for collecting the property tax
\$313,275	TOTAL 2023 GID Expenses

Introduced, considered favorably on first reading, and ordered published this 1st day of November, A.D. 2022, and to be presented for final passage on the 15th day of November, A.D. 2022.

Mayor, Ex Officio President

ATTEST:

City Clerk, Ex Officio Secretary

Passed and adopted on final reading on the 15th day of November, A.D. 2022.

Mayor, Ex Officio President

ATTEST:

City Clerk, Ex Officio Secretary

2023 Budget for General Improvement District #1

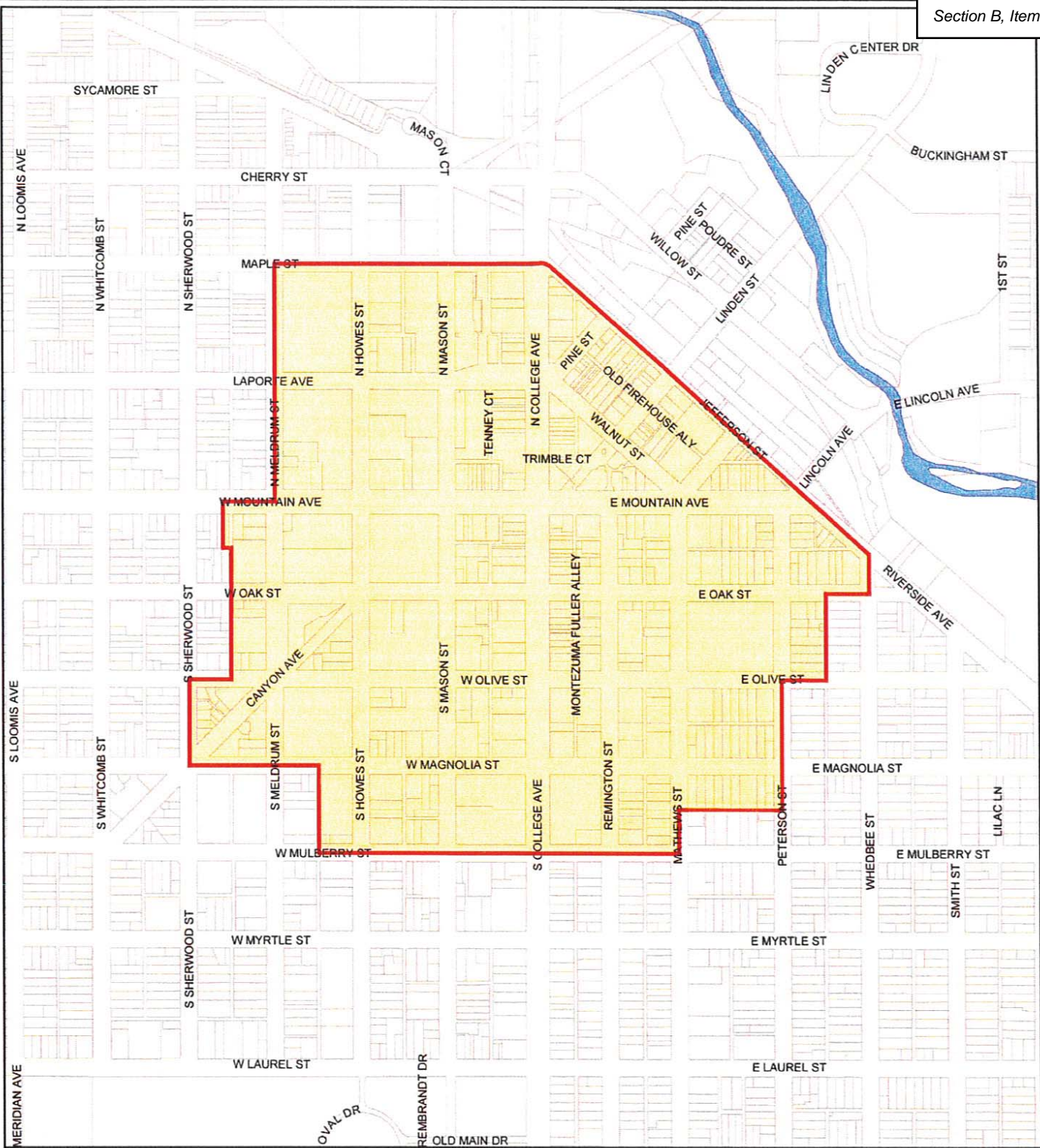
2023 Budgeted Revenue

Property Tax	\$310,000
Shared Revenue (Auto Specific Ownership Tax)	\$46,311
Interest on Balances	\$7,504
Total Revenue	\$363,815

2023 Budgeted Expense

For transfer payment to Parks for downtown Holiday Lighting (in Parks Offer 55.1).	\$90,000
To be used for priority sidewalk and curb replacements in the downtown area.	\$75,000
To be used for work related to Parks and Forestry work in the Downtown area.	\$50,000
To be used for work related to capital improvements and capital maintenance in the Downtown area not included in the priority sidewalk and curb replacements.	\$25,000
For residential property tax rebate program.	\$37,000
For other operating expenses (personnel, utilities, etc.).	\$30,075
for Larimer County Treasurer's fee for collecting the property tax.	\$6,200
Total Expense	\$313,275

2023 Net Impact to Fund Balance	\$50,540
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General Improvement District #1 Boundary Map

Legend

General Improvement District #1

Parcels

1 inch = 800 feet



Downtown General Improvement District #1

Fixing the Mill Levy and Fiscal Year 2023 Annual Appropriation (1st Reading)

Rachel Rogers

11-01-20 10



General Improvement District #1 – History

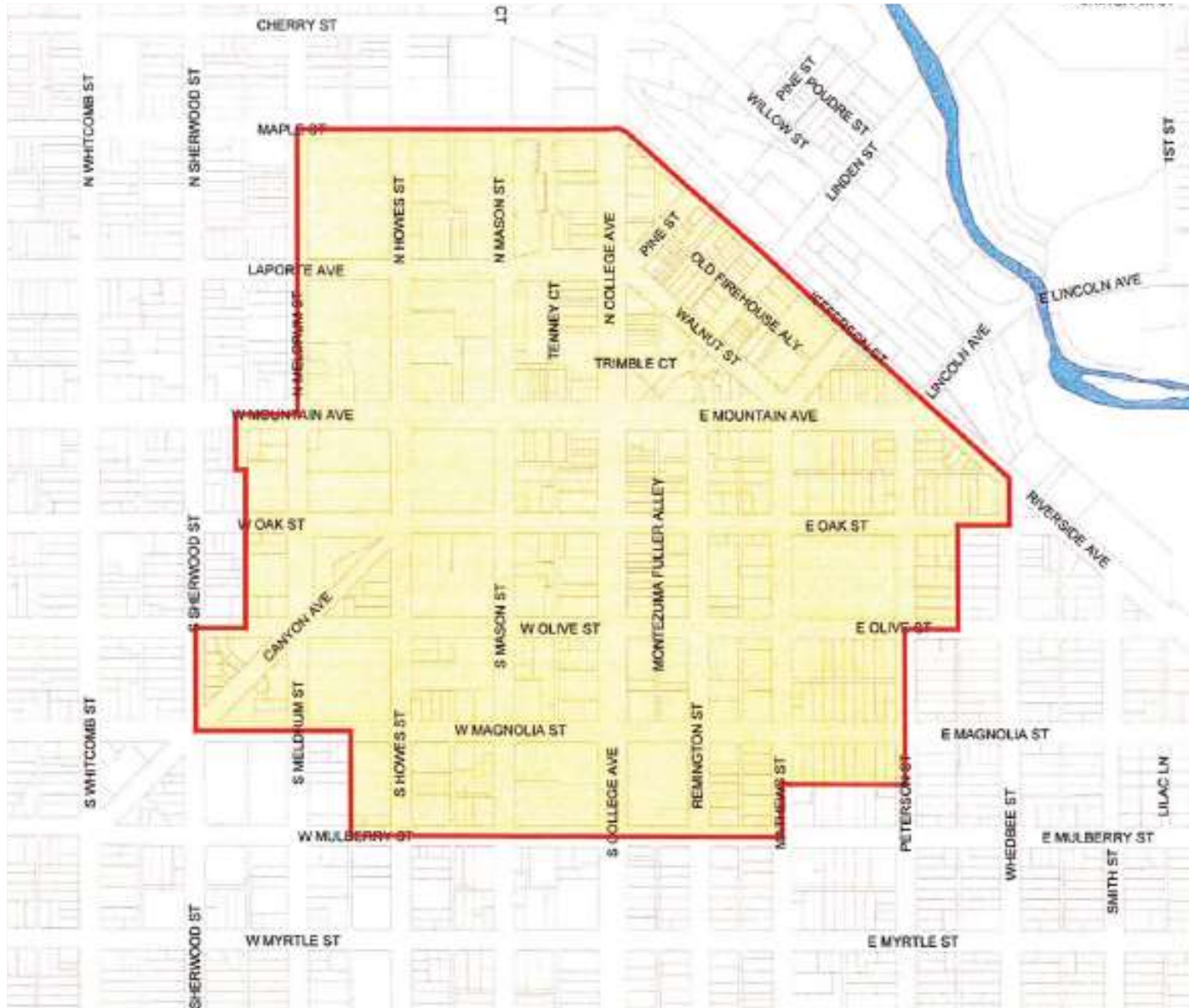
- Established in 1976 by Council
- Initiated by a petition of downtown leaders who recognized the need to improve the area's identity and appearance
- Receives revenue from an additional 4.924 mils of property tax on commercial property

Function in Downtown

- Fund construction and maintenance of – *parking, pedestrian, and street beautification* improvements in the Downtown Area

Governance

- By statute (CRS 31-25-609): ***“The governing body of the municipality in which the district is located shall constitute ex officio the board of directors of the district.”***



District encompasses an area generally bounded by:

- Maple Street and Jefferson Street to the North;
- Peterson Street to the East;
- Mulberry Street to the South; and
- Sherwood Street and Meldrum Street to the West

Oak Street Plaza Continued Renovation (offer 36.6)

- A 2021 offer was funded to improve the safety and function of the fountain, as well as resolve surface runoff and flooding of adjacent buildings. For 2022 additional pump system improvements are needed to provide long-term longevity and function of the system. The planting beds, turf areas and associated irrigation system need upgrades and repair and the existing planter pots have reached the end of their lifecycle and need replacement. Work will continue into 2023.



Ongoing Sidewalk and Paver Maintenance

- The GID continually addresses paver maintenance and sidewalk hazards in the GID area. Work in 2022 has focused on Mountain Ave. between College Ave and Mathews St. based on observed deficiencies and safety issues. This work is anticipated to be done in October.



Capital Investment Plan Outreach and Engagement

- The GID is required to do a capital plan as per Resolution 92-37. Originally, the GID was to do the outreach and engagement in 2020, but due to COVID, and to schedule in alignment with the DDA capital plan, this work was done in 2022.
- A postcard (in English and Spanish) was sent to all business and property owners in the GID boundary which included a link to a survey (also in English and Spanish) and the date of the in-person outreach event on September 9, 2022.

2022 included strategic use of cash:

- To address sidewalk maintenance issues; and
- To support reconstruction of downtown public amenities

Rebuilding cash in coming years:

- To support future major projects; and
- Priorities defined in the updated Capital Improvement Plan (to be presented to the Board in Spring 2023)

	Actual 2021	Budget 2022	Budget 2023	Budget 2024	2022-2023 \$ Budget	2022-2023 % Change
Total Revenue (Cash Inflow)	\$346	\$369	\$364	\$364	(\$5)	-1%
Expense						
Operating	24	29	30	31	1	5%
Property Tax and Parking Rebates	35	38	37	37	(1)	-2%
Larimer County Fees	6	6	6	6	(0)	-2%
CIP Outreach and Engagement	0	0	0	0	0	
Transfers to Other Funds (Holiday Lights)	90	90	90	90	0	0%
Sub-total Operating	155	163	163	164	0	0%
Capital/Construction Project Contributions						
Construction Services/Concrete Work	22	100	75	75	(25)	-25%
Forestry Work and Tree Replacement	0	20	50	50	30	154%
DDA Alley Improvements	300	0	0	0	0	
Other Repairs (Capital Infrastructure)	3	15	25	25	10	67%
Oak St Plaza Repairs	85	85	0	0	(85)	-100%
Additional Downtown Parks Maintenance	125	0	0	0	0	
Sub-total Capital	535	220	150	150	(70)	-32%
Total Cash Outflow	\$690	\$383	\$313	\$314	(\$69)	-18%
Net Change in Cash	(\$344)	(\$13)	\$51	\$49		
Prior year ending cash position	\$852	\$508	\$495	\$545		
Ending Cash	\$508	\$495	\$545	\$595		

- **Priority sidewalk and curb replacements**
 - Engineering, Economic Health and DDA staff will do walk-throughs of the downtown GID throughout the year to identify priority intersections and paver work for the GID during the year with the highest safety risk and greatest need for repair. A walk-thru of the south side of Jefferson Street between College and Oak took place on September 23rd and a priority list of will be forthcoming for work to be done in 2023.
- **Forestry and Parks Improvements**
 - GID will continue to work with Forestry and Parks on priorities in downtown. These include replacement of tree grates, removal and replacement of trees when needed, and pressure washing medians along College Ave.

- Review information from survey and outreach session and summarize for GID Team.
- Work with City staff to finalize projects for Plan.
- Submit CIP recommendations to GID Board in Spring 2023.
 - Projects and programs to be funded 2024-2028
 - Potential expansion of GID #1 boundaries to include the River District and/or the west side of Jefferson St. from College to Mountain.

THANK YOU!



Budget (000's)	Description
\$90	Downtown Holiday Lighting
\$75	Sidewalk and curb replacements in the downtown area
\$50	Forestry and parks work, including tree replacement in the downtown area
\$25	Additional work related to capital improvements in the downtown area
\$37	Residential property tax rebate program
\$30	Estimated operating costs, including utilities
\$6	Larimer County Treasurer's fee for collecting the property tax
\$313	TOTAL GID 2023 Budget

Historic Budget and Actual Spending

Section B, Item 1.

	(\$ 000's)	(\$ 000's)	(\$ 000's)	
Year	Actual Revenue	Actual Expense	End-of-Year Reserve Balance	Description
2011	\$280	\$287	\$1,011	Sidewalk replacement, downtown wayfinding sign system project
2012	\$320	\$264	\$1,068	Sidewalk replacement, downtown wayfinding sign system project
2013	\$304	\$312	\$1,059	Holiday lighting, carry forward of downtown wayfinding funds
2014	\$338	\$209	\$1,189	Holiday lighting, carry forward of funds
2015	\$320	\$1,089	\$419	Old Town Square renovations
2016	\$341	\$159	\$602	Operating expenses
2017	\$345	\$110	\$837	Operating expenses
2018	\$360	\$466	\$731	DDA Alley Enhancements, Opera Galleria funding (budget in 2018)
2019	\$374	\$175	\$930	Opera Galleria budget carry forward to 2019 and spent in 2019
2020	\$368	\$447	\$852	Significant paver work; downtown maintenance expense for DDA
2021	\$346	\$690	\$508	DDA Alley Enhancements; Oak Street Plaza renovations