

General Improvement District No. 1 Board Meeting Agenda

Regular Meeting

6:00 p.m., Tuesday, October 17, 2023

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

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

NOTICE:

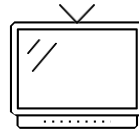
Meetings are conducted in a hybrid format, with a Zoom webinar in addition to the in person meeting in Council Chambers.

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

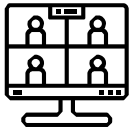
How to view this Meeting:



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 advance notice. Requests for interpretation at a meeting should be made by noon the day before.

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 aviso previo. Las solicitudes de interpretación en una reunión deben realizarse antes del mediodía del día anterior.



There are in person and remote options for members of the public who would like to participate in Board meetings:

Comment in real time:

During the public comment portion of the meeting and discussion items:



In person attendees can address the Board in the Chambers.

The public can join the Zoom webinar and comment from the remote meeting, joining online or via phone.



[All speakers are required to sign up to speak using the online sign up system available at www.fcgov.com/agendas.](http://www.fcgov.com/agendas)

Staff is also available outside of Chambers prior to meetings to assist with the sign up process for in person attendees.

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 this call in number and meeting ID:

Call in number: 720 928 9299

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 during public participation: 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 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

October 17, 2023 at 6:00 PM

Jeni Arndt, President
Emily Francis, District 6, Vice President
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

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

Carrie Daggett
City Attorney

Kelly DiMartino
Executive Director

Anissa Hollingshead
Secretary

GENERAL IMPROVEMENT DISTRICT NO. 1 BOARD MEETING

This meeting will be held at the conclusion of the regular Council meeting.

- A) CALL MEETING TO ORDER
- B) ROLL CALL
- C) ITEMS FOR DISCUSSION

1. First Reading of Ordinance No. 077, Acting as the Ex-Officio the Board of Directors of General Improvement District No. 1, Approving Fiscal Year 2024 Budget, Determining and Fixing the Mill Levy for General Improvement District No. 1 for Fiscal Year 2024, Directing the Secretary of the District to Certify such Levy to the Board of County Commissioners of Larimer County, and Making the Fiscal Year 2024 Annual Appropriation for the General Improvement District No. 1.

The purpose of this item is to set the mill levy of 4.924 and authorize the fiscal year 2024 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 2024 imposed within the GID boundaries. Additional revenue for the GID from automobile specific ownership taxed and interest earnings are anticipated in 2024 to total \$53,484 resulting in an expected revenue total of \$363,848 for 2024. The Ordinance appropriates funds in the amount of \$318,275 from ongoing revenue for the operation of the GID in 2024.

- D) OTHER BUSINESS
- E) ADJOURNMENT

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October 17, 2023



AGENDA ITEM SUMMARY

General Improvement District

STAFF

Michael Bussmann, Lead Business Specialist
 SeonAh Kendall, Economic Health Director
 John Duval, Deputy City Attorney
 Ryan Malarky, Assistant City Attorney

SUBJECT

First Reading of Ordinance No. 077, 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 2024 Budget, Determining and Fixing the Mill Levy for Property Taxes Payable Fiscal Year 2024, Directing the Secretary of the District to Certify Such Levy to the Board of Commissioners of Larimer County, and Making the Fiscal Year 2024 Annual Appropriation for the General Improvement District No. 1.

EXECUTIVE SUMMARY

The purpose of this item is to approve the fiscal year 2024 budget, set the mill levy of 4.924 and authorize the fiscal year 2024 appropriation for General Improvement District (GID) No. 1. The sum of \$310,000 is anticipated to be collected from the mill levy of 4.924 mills for property taxes payable fiscal year 2024 imposed within the GID boundaries. Additional revenue for the GID from automobile specific ownership taxes and interest earnings are anticipated in 2024 to total \$53,848 resulting in an expected revenue total of \$363,848 for 2024. The Ordinance appropriates funds in the amount of \$318,275 from ongoing revenue for the operation of the GID in 2024.

STAFF RECOMMENDATION

Staff recommend 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 (GID) No. 1 as enabled by the City's home rule authority and State law (CRS 31-25-601, et seq.) to fund parking, pedestrian, and street beautification improvements in the Downtown commercial area. Council members serve 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, finance, engineering, operations, and maintenance services. Key departments are Economic Health Office, Engineering, Parking Services, Parks, and Finance.

The GID’s proposed fiscal year 2024 budget is attached as Exhibit A to the Ordinance.

2024 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
\$35,075	For other operating expenses (personnel, utilities, etc.)
\$6,200	For Larimer County Treasurer's fee for collecting the property tax

\$318,275 TOTAL 2024 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 downtown priorities. 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 continue working on a financial Capital Investment Plan (CIP) with the intention of presenting it to the GID Board in 2024. There were several staff transitions in 2023 with a new project manager taking over the GID. During this time, the CIP work was paused and will be restarted in winter of 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, an in-person presentation was held on September 9, 2022.

Next Steps for the CIP include:

- Review information from survey and outreach session and summarize for GID Team.
- Additional community engagement and outreach if necessary.
- Work with City staff to finalize projects for Plan.
- Submit CIP recommendations to GID Board in 2024.
 - Projects and programs to be funded 2025-2030
 - 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 2024 at \$318,275. This item also sets the GID mill levy for 2024 at 4.924 mills for taxes payable in 2024, which will generate approximately \$310,000 for fiscal year 2024. The mill levy remains unchanged from previous years. Additional 2024 revenue includes automobile specific ownership taxes and interest earnings which together are projected to be \$53,848 in fiscal year 2024. As of December 31, 2022, the GID’s reserve balance is \$603,252. The anticipated reserve balance at the end of 2023 is forecasted at \$776,645. The 2024 proposed budget would bring the forecasted reserves at the end of 2024 to about \$855,186. Part of reserve funds will be used for capital investment projects to be outlined in the 2025-2030 Capital Investment Plan.

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

None.

ATTACHMENTS

1. Ordinance for Consideration
2. Exhibit A to Ordinance
3. GID No. 1 Boundary Map
4. Presentation

ORDINANCE NO. 077
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 2024 BUDGET, DETERMINING AND
FIXING THE MILL LEVY FOR PROPERTY TAXES PAYABLE FISCAL YEAR 2024,
DIRECTING THE SECRETARY OF THE DISTRICT TO CERTIFY SUCH LEVY
TO THE BOARD OF COMMISSIONERS OF LARIMER COUNTY, AND
MAKING THE FISCAL YEAR 2024 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 2024 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 2024 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, if a majority of voters approve the ballot issue identified as Proposition HH and for fiscal year 2024 only, Colorado Revised Statutes (“C.R.S.”) Section 39-5-128(1)(b) requires certification of this tax levy to the Board of County Commissioners no later than January 5, 2024, but beginning fiscal year 2025, such certification shall occur no later than December 15th of that year and by December 15th in all subsequent years; however, if Proposition HH is not approved, the certification of the tax levy shall occur no later than December 15th 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 2024 is anticipated to be \$53,848; 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, 2024, and ending December 31, 2024.

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 2024.

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 January 5, 2024, if Proposition HH is approved by a majority of voters; however, if Proposition HH is not approved, the City Clerk shall certify said mill levy no later than December 15, 2023.

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, 2024, and ending December 31, 2024, to be raised by taxation and additional revenue sources, the sum of THREE HUNDRED EIGHTEEN THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS (\$318,275) 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.
\$35,075	For other operating expenses (personnel, utilities, etc.).
\$6,200	for Larimer County Treasurer's fee for collecting the property tax
\$318,275	TOTAL 2024 GID Expenses

Introduced, considered favorably on first reading, and ordered published this 17th day of October, 2023, and to be presented for final passage on the 21st day of November, 2023.

Mayor, Ex Officio President

ATTEST:

City Clerk, Ex Officio Secretary

Passed and adopted on final reading this 21st day of November, 2023.

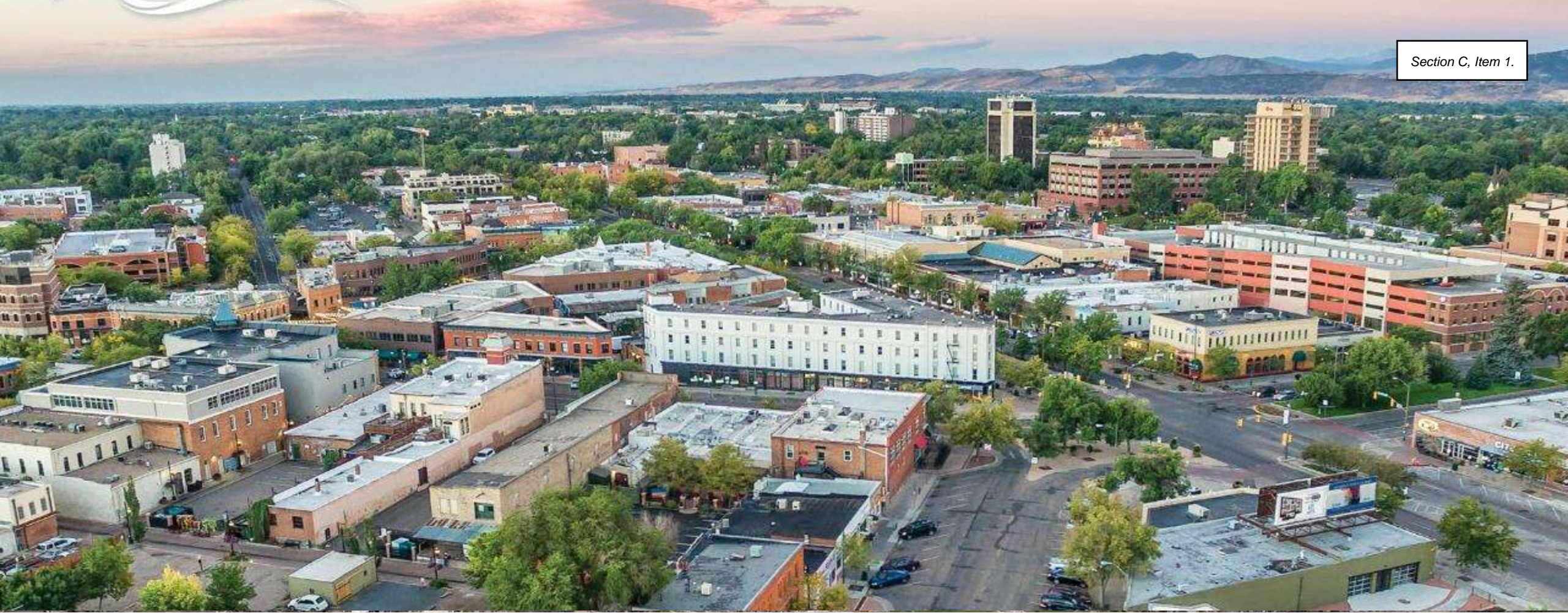
Mayor, Ex Officio President

ATTEST:

City Clerk, Ex Officio Secretary

2024 Budget for General Improvement District #1

2024 Budgeted Revenue	
Property Tax	\$310,000
Shared Revenue (Auto Specific Ownership Tax)	\$46,000
Interest on Balances	\$7,848
Total Revenue	\$363,848
2024 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.).	\$35,075
For Larimer County Treasurer's fee for collecting the property tax.	\$6,200
Total Expense	\$318,275
2024 Net Impact to Fund Balance	\$45,573



Downtown General Improvement District No. 1

Fixing the Mill Levy and Annual Budget Appropriation

Michael Bussmann

General Improvement District No.1 – History & Function



General Improvement District No. 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.”***

Oak Street Plaza Continued Renovation (offer 36.6)

- A budget offer was funded in 2021 to improve the safety and function of the Oak Street Plaza fountain, as well as resolve surface runoff, and flooding of adjacent buildings.
- 2022 saw additional system improvements to increase function and longevity.
- 2023 saw more repairs and upgrades.
- Work will be completed near the end of this year.



Ongoing Sidewalk and Paver Maintenance

- Work in 2023 focused near the intersection of Laporte and Mason St., Remington St. between Mountain Ave., and Oak St.
- Other tripping hazards near heavily trafficked pedestrian areas in the GID were also addressed.



Laporte Ave.



Remington St.



Mason St.

FORESTRY

- Several tree grates are being replaced within the GID Boundary in 2023. The new grates are ADA accessible and will replace broken and out of date grates.
- Forestry work in the GID is currently focused on planning for 2024.



ADA accessible tree grate.



Mason St.

BIKE RACKS DOWNTOWN

- The GID is providing the local match to secure grant funding for FC Moves.
- This grant will fund the placement of 20 new bicycle racks in the Downtown area.
- The new bike racks, mostly replacing aged and broken racks, are customized with a City of Fort Collins logo.



CAPITAL INVESTMENT PLAN

- The GID is required to do a Capital Investment Plan as per Resolution 92-37.
- Covid and staff transitions have delayed the effort.
- Capital Investment Plan presentation for the GID Board coming in 2024.
- Plan will explore potential for GID boundary expansion.

2024 to included strategic use of cash:

- Continue addressing pedestrian improvements; and
- To support the enhancement of downtown public amenities.

Rebuilding cash in coming years:

- To support future major projects; and
- Priorities defined in the updated Capital Investment Plan (to be presented to the Board in 2024).

Budget (000's)	Description
\$90	Downtown Holiday Lighting
75	Sidewalk and curb replacements in the Downtown area
50	Forestry and Parks work
25	Additional work related to capital improvements in the Downtown area
37	Residential property tax rebate program
35	Estimated Operation Costs
6	Larimer County Treasure's fee for collecting property tax
\$318	Total 2024 GID Budget

- **Priority sidewalk and curb replacements**
 - The southside of Jefferson St. between Pine St. and Linden St.
 - The GID Team will continue to identify other sections of sidewalk and pavers based on greatest need for repair.

- **Forestry and Parks Improvements**
 - GID will continue to work with Forestry and Parks on priorities in downtown.

Staff recommends adoption of Ordinance No. 077, 2023, appropriating the 2024 General Improvement District No. 1 Budget.

THANK YOU!



	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		

	(\$ 000's)	(\$ 000's)	(\$ 000's)	
			End-of-Year	
Year	Actual Revenue	Actual Expense	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