



Urban Renewal Authority Board Agenda

December 1, 2025 at 4:30 PM

Jeni Arndt, Chair
Kristin Stephens, Vice Chair
Susan Gutowsky
Julie Pignataro
Tricia Canonico
Melanie Potyondy
Kelly Ohlson
Emily Francis
Kristen Draper
Dan Sapienza
Matt Schild

Council Information Center (CIC)
in City Hall, 300 Laporte Ave, Fort
Collins, CO and via Zoom at
<https://zoom.us/j/98687657267>

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

Caitlin Quander
Legal Counsel

Josh Birks
Acting Executive Director

Amani Chamberlin
Secretary

URBAN RENEWAL AUTHORITY BOARD MEETING 4:30 PM

A) CALL MEETING TO ORDER

B) ROLL CALL

C) AGENDA REVIEW

Executive Director's Review of Agenda.

D) PUBLIC PARTICIPATION

E) PUBLIC PARTICIPATION FOLLOW-UP

F) ADOPTION OF CONSENT CALENDAR

G) COMMISSIONER REPORTS

H) DISCUSSION ITEMS

The method of debate for discussion items is as follows:

- Chair introduces the item number and subject; asks if formal presentation will be made by staff
- Staff and/or Applicant presentation (optional)
- Chair requests public comment on the item (three minute limit for each person)
- Board questions of staff on the item
- Board motion on the item
- Board discussion

- Final Board comments
- Board vote on the item

Note: Time limits for individual agenda items may be revised, at the discretion of the Chair, to ensure all have an opportunity to speak. **If attending in person, please sign in at the table in the back of the room.** The timer will buzz when there are 30 seconds left and the light will turn yellow. It will buzz again at the end of the speaker's time.

1. Consideration for Approval of the Minutes of August 28, 2025, and September 25, 2025, Regular Meetings.

The purpose of this item is to consider the approval of minutes of August 28, 2025, and September 25, 2025, Regular Meetings.

2. Consideration of a motion to go into executive session to discuss the potential purchase or acquisition of real property interests, including eminent domain, to receive legal advice on specific legal questions, and to determine positions relative to matters that may be subject to negotiations related to 1220 North College Avenue in the North College Urban Renewal Plan area.

"I move that the Fort Collins Urban Renewal Authority go into executive session pursuant to: C.R.S. § 24-6-402(4)(a), (b) and (e) for the purpose of discussing with the Authority's attorneys and appropriate management staff the following items, all related to 1220 North College Avenue in the North College Urban Renewal Plan Area:

- Potential Purchase or Acquisition of Real Property Interests, including Eminent Domain,
- Specific Legal Advice on Specific Legal Questions, and
- Determine Positions Relative to Matters that may be Subject to Negotiations, Develop Strategy for Negotiations and Instruct Negotiators."

I) OTHER BUSINESS

J) ADJOURNMENT

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 petición, 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.

December 1, 2025

AGENDA ITEM SUMMARY

Urban Renewal Authority



STAFF

Amani Chamberlin, Assistant City Clerk

SUBJECT

Consideration for Approval of the Minutes of August 28, 2025, and September 25, 2025, Regular Meetings.

EXECUTIVE SUMMARY

The purpose of this item is to consider the approval of minutes of August 28, 2025, and September 25, 2025, Regular Meetings.

STAFF RECOMMENDATION

Staff recommends approval of the minutes.

ATTACHMENTS

1. Draft Minutes, August 28, 2025
2. Draft Minutes, September 25, 2025

URBAN RENEWAL AUTHORITY BOARD

Regular Meeting – 5:00 PM

A) CALL MEETING TO ORDER

Chair Jeni Arndt called the regular meeting to order at 5:01 p.m. in the C I C room at 300 Laporte Avenue, Fort Collins, Colorado, with hybrid participation available via the City's Zoom platform.

B) ROLL CALL

PRESENT

Chair Jeni Arndt
Vice Chair Kristin Stephens
Commissioner Susan Gutowsky
Commissioner Melanie Potyondy
Commissioner Emily Francis
Commissioner Dan Sapienza
Commissioner Tricia Canonico (joined at 5:02 p.m.)
Commissioner Kelly Ohlson
Commissioner Kristin Draper
Commissioner Matt Schild

ABSENT

Commissioner Julie Pignataro

STAFF

Acting Executive Director Josh Birks
Secretary Amani Chamberlin

C) EXECUTIVE DIRECTORS' AGENDA REVIEW

Acting Executive Director Josh Birks provided an overview of the agenda, including:

- Amended agenda provided an update and correction to Item 3, *Public Hearings and Consideration of Items Relating to the 2025 and 2026 URA Budgets*, and reflected staff's decision to withdraw Items 4 and 5.

D) PUBLIC PARTICIPATION

None.

E) PUBLIC PARTICIPATION FOLLOW-UP

None.

~~F) ADOPTION OF CONSENT CALENDAR.~~

G) COMMISSIONER REPORTS

None.

H) DISCUSSION ITEMS

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1. **Consideration for Approval of the Minutes of July 24, 2025, Urban Renewal Authority Regular Meeting.**

The purpose of this item is to consider the approval of minutes of July 24, 2025, Urban Renewal Authority Regular Meeting.

Vice Chair Stephens moved, seconded by Commissioner Potyondy, to approve the minutes of the July 24, 2025 Urban Renewal Authority Regular Meeting.

The motion carried 10-0.

2. **Consideration of a Motion to Approve an Update to the “Term Sheet” for a Loan to Support the Development of a Middle-Income Housing Project Proposed to be Constructed at 302 Conifer Street, and to Authorize the Acting Executive Director to Sign the Loan Term Sheet.**

The purpose of this item is to consider authorizing the Acting Executive Director to sign an updated “term sheet” describing the general terms and conditions of a loan from the URA North College Plan Area fund to the developers of a proposed deed-restricted 76-unit multi-family community for low-moderate and middle-income residents to be constructed at 302 Conifer Street. The proposed loan amount is \$3.22 million and will carry an interest rate of 3.0%.

STAFF PRESENTATION

Acting Executive Director Josh Birks noted the 302 Conifer Street project has been before the Board a number of times and this item relates to a change requested by the developer in the previously approved term sheet to consolidate the draw process. He noted staff concurs with the change.

PUBLIC COMMENT

None.

BOARD DISCUSSION

Chair Arndt asked if there is a system by which the draws are reviewed. Acting Executive Director Birks replied in the affirmative stating the loan administrator will be reviewing every draw on a monthly basis and reporting back to staff.

Vice Chair Stephens moved, seconded by Commissioner Potyondy, to approve to the “Term Sheet” for a Loan to Support the Development of a Middle-Income Housing Project Proposed to be Constructed at 302 Conifer Street, and to Authorize the Acting Executive Director to Sign the Loan Term Sheet.

Section H, Item 1.

The motion carried 10-0.

3. Public Hearings and Consideration of Items Relating to the 2025 and 2026 URA Budgets.

A. Resolution No. 151, Adopting a Supplemental 2025 Budget Resolution for the Fort Collins Urban Renewal Authority

B. Resolution No. 152, Adopting the 2026 Budget for the Fort Collins Urban Renewal Authority

The purpose of these resolutions is for the Board to consider two budget offers for the Urban Renewal Authority (URA) that Staff submitted as part of the City’s Budgeting for Outcomes (BFO) process earlier in 2024. The first offer covers the costs of performing core functions of the URA. The second offer is for the URA’s debt service payments. Combined and with updated amendments from the original offers, the total original appropriation for the 2026 URA budget would be \$7,165,184. After these expenses, both the North College and Prospect South plan areas would generate excess revenues. Staff forecasts \$2.7 million in available cash in the North College plan area and \$2.5 million in available cash for the Prospect South plan area by the end of 2026.

The available cash balance in North College assumes that three additional purchases in 2026 will be approved and appropriated separately for approximately \$4.98 million (subject to change if needed).

In addition, staff propose an amendment to the 2025 Budget for an increase of \$4,530,035. This amendment is intended to cover the additional costs associated with due diligence and potential acquisition of five properties in the North College District in 2025, the Revolving Loan and Grant for 302 Conifer, and the net increase in Debt Service for the 2025 Bond repayment.

STAFF PRESENTATION

Acting Executive Director Birks indicated that the principal amendments to the 2025 budget pertain to funding for the 302 Conifer loan, as well as allocations for legal expenses, due diligence expenses associated with the additional properties currently under evaluation by the URA for potential acquisition, and an increase to debt service, which totals approximately \$4.5 million in new expenditures. Additionally, he noted the primary revisions to the 2026 budget include updates to property tax collection information, additional operating expenses, one-time expenditures around projects primarily for maintenance should properties be acquired, and debt service.

PUBLIC COMMENT

None.

BOARD DISCUSSION

Commissioner Gutowsky asked about the work being done at the southwest corner of Prospect and College. Acting Executive Director Birks replied none of that work is the result of URA investments at this point.

Vice Chair Stephens asked if there have been maintenance concerns such as broken windows at the former Albertson’s site. Acting Executive Director Birks replied in the negative.

Vice Chair Stephens asked about the association expenses for the former Albermarle Program Coordinator Chris Sheafor replied all of the businesses in the area jointly fund expenses to the parking lots and drives as well as landscaping and other common items.

Section H, Item 1.

Vice Chair Stephens asked if the URA would still be part of the association moving forward. Acting Executive Director Birks replied work will be done with the association to reestablish the covenants, conditions, and restrictions, including the common area maintenance agreement. He also noted staff is moving forward with a contract with a local planning design firm for conceptual ideas about activating the space prior to construction beginning.

Vice Chair Stephens asked if URA dollars could be used to fund programming. Acting Executive Director Birks replied funds would need to be associated with blight remediation. Caitlin Quander, legal counsel, replied expenditures that are not related to tangible improvements are difficult to justify and noted all expenditures must be related to curing blight.

Vice Chair Stephens moved, seconded by Commissioner Potyondy, to adopt Resolution No. 151, Adopting a Supplemental 2025 Budget Resolution for the Fort Collins Urban Renewal Authority.

Commissioner Ohlson noted the URA Finance Committee had a thorough discussion of this item.

The motion carried 10-0.

Vice Chair Stephens moved, seconded by Commissioner Potyondy, to adopt Resolution No. 152, Adopting the 2026 Budget for the Fort Collins Urban Renewal Authority.

The motion carried 10-0.

I) OTHER BUSINESS

None.

J) ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 5:26 p.m.

Chair

ATTEST:

Secretary

URBAN RENEWAL AUTHORITY BOARD

Regular Meeting – 5:00 PM

A) CALL MEETING TO ORDER

Vice Chair Kristin Stephens called the regular meeting to order at 5:00 p.m. in the C I C room at 300 Laporte Avenue, Fort Collins, Colorado, with hybrid participation available via the City's Zoom platform.

B) ROLL CALL

PRESENT

Vice Chair Kristin Stephens
Commissioner Susan Gutowsky (arrived at 5:09 p.m.)
Commissioner Melanie Potyondy
Commissioner Emily Francis
Commissioner Dan Sapienza
Commissioner Tricia Canonico (arrived at 5:02 p.m.)
Commissioner Kelly Ohlson
Commissioner Julie Pignataro
Commissioner Kristin Draper

ABSENT

Chair Jeni Arndt

STAFF

Acting Executive Director Josh Birks
Secretary Alia Jackson

C) EXECUTIVE DIRECTORS' AGENDA REVIEW

Acting Executive Director Josh Birks provided an overview of the agenda, including:

- No changes to the published agenda; however, on Item 2, in the motion language should include 'eminent domain.'
- The first discussion item is an update to the redevelopment strategy and plan for 1636 North College Avenue.
- The second discussion item is a motion to consider going into executive session relating to the property at 1220 North College in the North College Urban Renewal Plan Area.

D) PUBLIC PARTICIPATION

None.

E) PUBLIC PARTICIPATION FOLLOW-UP

None.

~~F) ADOPTION OF CONSENT CALENDAR.~~

G) COMMISSIONER REPORTS

None.

H) DISCUSSION ITEMS

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1. Update to Redevelopment Strategy and Plan for 1636 N. College Avenue

The purpose of this item is to provide an update on the redevelopment strategy for 1636 N. College Avenue (1636). Changing conditions around the property have created an opportunity to consider a larger-scale and more impactful redevelopment plan. Fort Collins Urban Renewal Authority (Authority) staff will describe and recommend a revised strategy for managing the redevelopment that enables the Authority to take advantage of the emerging opportunity. Staff will not be seeking direct action from the Board, only to answer questions and receive guidance on the proposed strategy.

STAFF PRESENTATION

Acting Executive Director Josh Birks stated this item relates to the redevelopment strategy and plan for the recently acquired property at 1636 North College Avenue, the former Albertson's property.

Andy Smith, Redevelopment Manager, noted the services of a professional land planner will soon be engaged for a limited scale project involving what the zoning and entitlement challenges and process might be with the property as well as looking at the infrastructure present and private covenants. He also noted staff is pursuing some tactical urbanism techniques as blight prevention to help activate the site, including physical improvements and programming for temporary events.

Smith noted engagement with the community is continuing in terms of frequent meetings with nearby property owners, the association, and various community groups and potential partners. He noted an open house will be held on October 9th at the Northside Atzlan Center regarding everything occurring on North College. Additionally, Smith stated noted providing additional affordable housing in URA plan areas is a high priority, specifically at this site. He also noted conversations have occurred with nearby property owners regarding possible URA involvement.

Acting Executive Director Birks requested input regarding making some tactical adjustments in the strategy to try to respond to some of the new developments, particularly the opportunity to create a more coordinated approach to redevelopment that would include partners outside of the URA. He commented on the importance of getting the redevelopment done in the right manner

while not compromising the momentum that has been created. Additionally, having a and role for how to bring community leadership into the project is important.

Acting Executive Director Birks stated part of the shift in the approach could be to think about the property not as a transfer of ownership but as a long-term ground lease to be able to maintain some control, which could have several advantages. Additionally, he stated delegating the planning and design will help to ensure a strong, clear role for community leadership and community members in the project and will allow the creation of a single point of responsibility that can focus on bringing partners together. He noted phasing the project will allow for long-term participation by the URA and will allow for flexibility and responsiveness.

Acting Executive Director Birks outlined the four major pathways that would need to be considered should the Board take this new approach, three of which would be key to success: tactical urbanism, a governance model, redevelopment plan, and phase 1 development. He stated an important next step would be the formation of a request for proposal for someone to lead the joint association.

PUBLIC COMMENT

Joe Rowan commended the staff work on this topic and stated the model being presented makes sense for several reasons as it would help lower the cost of anything that gets developed on the site by allowing the URA to maintain ownership and would provide a partial property tax abatement for the land.

BOARD DISCUSSION

Commissioner Draper asked about the costs for building owners if the URA pursues a 99-year ground lease. Acting Executive Director Birks replied the URA would consider the proper ground lease terms, including annual rent based on the type of development.

Caitlin Quander, legal counsel, noted a development could potentially pay property tax on just the improvements made, depending on the entity.

Commissioner Ohlson expressed concern about the governance model stating he would prefer to see formally appointed and elected individuals making decisions involving public land and public investments. Acting Executive Director Birks replied there is still more research to be done; however, the governance model and nature of the joint association would be established by the URA Board, and the membership could be appointed by the Board.

Commissioner Ohlson reiterated his concerns that the people making decisions should not benefit from the projects. Acting Executive Director Birks replied that is also a staff concern and stated this is an opportunity to take the \$6.75 million investment for 4.5 acres and expand its influence to include a larger scale of property without having to acquire those properties. He noted there will need to be a required balance if private investors and private property owners come in, as financial gain is their motivation; however, he stated the governance can be set such that that can exist without it dominating the decisions that are made.

Commissioner Potyondy commented on the importance of having a clear set of expectations regarding the broader vision for the property from the URA upon which projects can be vetted. Acting Executive Director Birks noted there will be multiple checkpoints along the way for the URA Board to be engaged. Additionally, there will be regular updates provided by the joint association.

Commissioner Francis noted Boards and elected officials change and stated there is a long history of promising community outcomes in Fort Collins and across the country which are not delivered by the government based on who is in office. She also expressed concern about how long the phased approach will take to build out the project. Acting Executive Director Birks replied

the property that is currently owned by the URA, and any adjoining property it may acquire in the future, cannot sustain more than one or two project phases. He stated some of the discussion around phasing is related to how some of the other properties that are potential partners would come online.

Commissioner Francis cautioned against affordable housing being the center of the project given that it was not the center of the public engagement plan. She stated that while an affordable housing component may make development of the property more feasible, she would caution against it being the focus given the community hub was the desired outcome.

Commissioner Sapienza commended the proposed change and stated he has always felt that some type of master plan was needed for the area. He requested additional information about the phase 1 development. Acting Executive Director Birks replied the intention with phase 1 is to try to keep momentum and have a partner who could be an anchor or an initial part of the development come in earlier rather than later. He suggested that partner could be identified and then participate alongside the URA in terms of master planning.

Commissioner Sapienza reiterated Commissioner Francis' concerns regarding having a focus on an affordable housing component.

Commissioner Canonico commended the proposed changes and reiterated concerns regarding having a focus on an affordable housing component. She asked about URA funding going toward events to help activate the site. Caitlin Quander, legal counsel, replied the purpose of the URA is blight remediation and stated activation could be part of that; however, a focus on physical improvements is a safer and more prudent path. Acting Executive Director Birks stated staff is contemplating having the URA set the stage by creating the environment in which the events can occur, then working with community partners to host events at little to no cost to the URA.

Commissioner Ohlson stated it is likely the institutional memory of the Board will carry over, making it more likely that the original vision for the property is maintained.

Vice Chair Stephens encouraged crossover between the joint association board and the URA Board. Additionally, she asked if URA funds could be used to finance finding a general manager or entity to manage the joint association. Acting Executive Director Birks replied the current assumption is that, because the objective of this entity would be to ultimately execute a plan that would remediate blight, the joint association could likely be supported fairly broadly. However, all funds that are spent on governance and additional expertise cannot be spent on infrastructure or other expenses to help make the redevelopment occur.

Vice Chair Stephens suggested there may be a case to be made that activating the space is preventing blight.

Clerk's Note: As Item 1 was an update only, no motion was made.

2. **Consideration of a motion to go into executive session pursuant to C.R.S § 24-6-402(4)(a), (b) and (e) to discuss the potential purchase or acquisition of real property interests, to receive legal advice on specific legal questions, and to determine positions relative to matters that may be subject to negotiations related to the property at 1220 N College in the North College Urban Renewal Plan area:**

Commissioner Pignataro moved, seconded by Commissioner Potyondy, that the Fort Collins Urban Renewal Authority go into executive session pursuant to: C.R.S. § 24-6-402(4)(a), (b) and (e) for the purpose of discussing with the Authority's attorneys and appropriate management staff the following items, all related to the property at 1220 N College in the North College Urban Renewal Plan Area:

- **Potential Purchase or Acquisition of Real Property Interests,**

- **Specific Legal Advice on Specific Legal Questions, and**

- **Determine Positions Relative to Matters that may be Subject to Negotiations, Develop Strategy for Negotiations and Instruct Negotiators.**

A friendly amendment was made to add the following language at the end of the motion: “And that at the conclusion of the Executive Session that the Urban Renewal Authority meeting be automatically adjourned without reconvening in the regular meeting.”

PUBLIC COMMENT

None.

The motion carried 10-0.

I) OTHER BUSINESS

None.

J) ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 6:39 p.m.

Chair

ATTEST:

Secretary