



# Urban Renewal Authority Board Meeting Agenda

**February 22, 2024 at 5:00 PM**

Jeni Arndt, Chair  
Kristin Stephens, Vice Chair  
Susan Gutowsky  
Julie Pignataro  
Tricia Canonico  
Melanie Potyondy  
Kelly Ohlson  
Emily Francis  
Kristen Draper  
Fred Colby  
Vacant

Council Information Center (CIC) in City  
Hall, 300 Laporte Avenue, Fort Collins,  
CO and via Zoom at  
<https://us02web.zoom.us/j/84667107773>

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

Caitlin Quander  
Brownstein Hyatt Farber Schreck,  
LLP

Josh Birks  
Acting Executive Director

Heather Walls  
Interim Secretary

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## URBAN RENEWAL AUTHORITY BOARD MEETING 5:00 PM

- A) PLEDGE OF ALLEGIANCE**
- B) CALL MEETING TO ORDER**
- C) ROLL CALL**
- D) AGENDA REVIEW**

- Acting Executive Director's Review of Agenda.

- E) PUBLIC PARTICIPATION**
- F) PUBLIC PARTICIPATION FOLLOW-UP**
- 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 and Approval of the Minutes for the December 4, 2023 Urban Renewal Authority Board Meeting.**

The purpose of this item is to approve the minutes of the December 4, 2023 Urban Renewal Authority Board meeting.

2. **Board Membership Transition**

The purpose of this item is to introduce Commissioner Potyondy, bid farewell to Commissioner Colby, and hear about Andy Smith's new role with the URA.

3. **Staff update on Projects and Workstreams for 2024**

The purpose of this item is to provide a high-level overview of the current Urban Renewal Authority Plan Areas and Tax Increment Districts and to consider a proposed approach to the 2024 Work Plan. This may include a discussion on how evolving Fort Collins City Council Priorities inform and interact with the URA's goals and strategies.

**I) OTHER BUSINESS**

A. **Consideration of a motion to go into executive session to discuss the potential purchase or acquisition of real property interests which may include eminent domain options, in order to receive legal advice on specific legal questions, and to determine positions relative to matters that may be subject to negotiations related to the former Albertsons site.**

"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 the former Albertsons site:

- 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."

**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.*

February 22, 2024

## AGENDA ITEM SUMMARY

Urban Renewal Authority



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### STAFF

Heather Walls, Interim Secretary

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### SUBJECT

**Consideration and Approval of the Minutes for the December 4, 2023 Urban Renewal Authority Board Meeting.**

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### EXECUTIVE SUMMARY

The purpose of this item is to approve the minutes of the December 4, 2023 Urban Renewal Authority Board meeting.

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### ATTACHMENTS

1. Draft Minutes, December 4, 2023

# URBAN RENEWAL AUTHORITY BOARD

December 4, 2023

5:00 PM

- **PLEDGE OF ALLEGIANCE**

- **CALL MEETING TO ORDER**

Vice Chair Stephens called the meeting to order at 5:04 p.m.

- **ROLL CALL**

PRESENT: Stephens, Gutowsky, Pignataro, Canonico, Francis, Smith, and Colby

ABSENT: Arndt, Peel, Ohlson, and Draper

- **AGENDA REVIEW**

Acting Executive Director Birks reviewed the meeting agenda:

Item #1: Approving the meeting minutes from the October 26, 2023, board meeting.

Item #2: Public Hearing and Resolution No. 129 Adopting the 2024 Budget for the Fort Collins Urban Renewal Authority.

No other changes to the published agenda.

Vice Chair Stephens outlined the public participation options.

- **PUBLIC PARTICIPATION** – No public in attendance.

None.

- **COMMISSIONER REPORTS**

None.

- **DISCUSSION ITEMS**

1. **Consideration and Approval of the Minutes for the October 26, 2023 Urban Renewal Authority Board Meeting.**

*The purpose of this item is to approve the minutes of the October 26, 2023 Urban Renewal Authority Board meeting.*

Commissioner Francis made a motion, seconded by Commissioner Pignataro, to approve the October 26, 2023 meeting minutes.

- **PUBLIC PARTICIPATION** – No public in attendance.

None.

RESULT:	OCTOBER 26, 2023 MINUTES APPROVED (UNANIMOUS: 7-0)
MOVER:	Francis
SECONDER:	Pignataro
AYES:	Stephens, Gutowsky, Pignataro, Canonico, Francis, Smith, and Colby
EXCUSED:	Arndt, Peel, Ohlson, and Draper

2. **Resolution No. 129 Public Hearing and Adopting the 2024 Budget for the Fort Collins Urban Renewal Authority.**

*The purpose of this item is to consider adoption of the 2024 budget for the Fort Collins Urban Renewal Authority. Staff submitted two budget offers for the Urban Renewal Authority (URA) as part of the City’s biennial Budgeting for Outcomes (BFO) process in 2022. Since the City produces a two-year budget as part of BFO, staff prepared a two-year budget for the URA for 2023 and 2024. The 2024 budget as presented mirrors the information presented to the Board in 2022 and contains updated revenue and expense forecasts based on the County Assessor’s most recent property reassessment and 2023 expenditures to date.*

*The first budget offer covers the costs of performing core functions of the URA. The second offer is for the URA’s debt service payments. Combined, the total original appropriation for the 2024 URA budget would be \$6,121,898. After these expenses, both the North College and Prospect South plan areas would generate excess revenues. Staff forecasts nearly \$7.6 million in available cash in the North College plan area and \$1.7 million in available cash in the Prospect South plan area by the end of 2024. Public notice of this public hearing was published in the Coloradoan Newspaper on Sunday, November 12, 2023.*

Vice Chair Stephens noted that we are considering the budget and opened the public hearing on Resolution No. 129.

Acting Executive Director Birks noted this will be Clay Frickey’s last meeting before taking on the Planning Manager position for Fort Collins.

Clay Frickey, Redevelopment Program Manager, provided a brief presentation on the 2024 budget noting it was initially presented in 2022 as part of the biennial budgeting process which is in conjunction with the City’s process. He reviewed the two URA budget offers, one being the core offer covering personnel, consultants, legal counsel, and insurance for \$682,345, and the second related to debt service for three plan areas for a total of \$5,439,553. He clarified the Urban Renewal Authority passes all the tax increment dollars for the Foothills Mall onto the Mall metro district.

Caitlin Quander, legal counsel, noted whatever tax increment is generated is exactly the amount that is passed on; therefore, there is no liability or outstanding obligation on behalf of the URA.

Frickey provided a high-level overview of budget changes from 2023 to 2024 and briefly discussed the annual payment to The Lyric based on the redevelopment and reimbursement agreement. He also noted the operating expenses are slightly higher due to an increase in personnel costs and inflation, which is typical. He stated there are no significant changes for the Prospect South URA plan area and a decrease in property tax increment for the Mall is expected for 2024.

Frickey outlined how the costs of the URA have changed over time and discussed the cash position and overview of the property tax assessment increment that has been collected over time for the North College and Prospect South plan areas.

Commissioner Gutowsky asked if money can be transferred between plan area budgets. Ms. Quander replied there is generally no transfer of funds and the statute has certain requirements around keeping dollars within a plan area; however, funds can occasionally be lent between plan areas with the expectation that repayment will occur.

Commissioner Gutowsky asked if it is anticipated there will be ample funds in the South Prospect plan area to finish the planned improvements. Frickey replied the investment plan was structured to include five different prioritized ideas for projects with the top priority being bicycle and pedestrian improvements. If funds remain, then the next item on the list will be addressed. He stated it is difficult to determine whether there will be enough money to fund all of the projects given costs are uncertain over the lifecycle of the plan area and fluctuating needs over time.

Councilmember Gutowsky asked if there is any idea of when the bicycle and pedestrian connections from the Prospect South plan area to the Whole Foods area will occur. Frickey replied he has been working on getting requests for proposals drafted for a consultant to start looking at the feasibility and cost of those improvements. He stated the next person in this position will be carrying that work forward.

Commissioner Smith noted the Foothills Mall budget shows a deficit in the fund balance beginning now and moving into the next couple years and requested more details. Acting Executive Director Birks replied the goal is to provide some wiggle room in terms of the appropriation for the developer repay as well as for the revenue because the Mall increment has been difficult to forecast. He stated the deficit will not materialize because the developer will only be paid what it takes in less the URA's costs. He reiterated that no more money can be provided to the developer than what is collected, minus the expenditures.

Commissioner Smith asked about the Prospect South URA property TIF (Tax Increment Financing) which has been flat since 2018. Frickey replied there has been less redevelopment activity in that plan area as well as more vacancies. Additionally, the plan area has had more modest increases in property values and revenues are forecasted quite conservatively.

Vice Chair Stephens asked what the total amount of repayment to The Lyric will be and for how much longer the payments will continue. Frickey replied he would need to look at the total amount, but The Lyric is repaid as increment is collected. He stated the 2024 estimated repayment is a bit lower than what was initially forecasted. Acting Executive Director Birks noted it is unlikely the URA will make the full repayment to The Lyric over time as the taxes that are coming in are less than what was forecasted on an annual basis. He noted there is a cap as to what the repayments can be annually and in total, which was somewhere between \$280,000 and \$350,000.

Vice Chair Stephens asked if more funds will be needed for the Prospect South request for proposal for the 30% design than what is currently available. Frickey replied the 30% design document will cost significantly less than the cash that is available; it is the construction of the improvements that will be costly. He stated the desire is to ensure whatever work is done in the area is aligned with the City's Active Modes Plan. He also noted some of the projects could

potentially be funded by redevelopment projects in the area and would therefore not need to rely entirely on URA dollars.

Vice Chair Stephens asked how many years are left on the South Prospect plan area. Frickey replied it will run until 2036.

Commissioner Canonico asked if the grant being sought would include the South Prospect plan area. Frickey replied the grant would go from Drake to Boardwalk and staff has been working with the Midtown Business Improvement District on creating a 30% design document for improvements related to the Midtown in Motion Plan that was adopted about ten years ago. Depending on the extent of the area for the grant, the URA may be able to participate in some of the improvements.

Vice Chair Stephens closed the public hearing.

Commissioner Francis made a motion, seconded by Commissioner Gutowsky, to adopt Resolution No. 129.

- **PUBLIC PARTICIPATION – No public in attendance.**

None.

<b>RESULT:</b>	<b>RESOLUTION NO. 129 (UNANIMOUS: 7-0)</b>
<b>MOVER:</b>	<b>Francis</b>
<b>SECONDER:</b>	<b>Gutowsky</b>
<b>AYES:</b>	<b>Stephens, Gutowsky, Pignataro, Canonico, Francis, Smith, and Colby</b>
<b>EXCUSED:</b>	<b>Arndt, Peel, Ohlson, and Draper</b>

- **OTHER BUSINESS**

None.

- **ADJOURNMENT**

The meeting adjourned at 5:30 p.m.

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Chair

ATTEST:

\_\_\_\_\_  
Interim Secretary

February 22, 2024

# AGENDA ITEM SUMMARY

Urban Renewal Authority



## STAFF

Josh Birks, Acting Executive Director

## SUBJECT

**Board Membership Transitions.**

## EXECUTIVE SUMMARY

The purpose of this item is to acknowledge a new Board member, recognize the end of another member's term and discuss the resignation of a third board member.

## STAFF RECOMMENDATION

This is for the Board's information, discussion, and feedback only. No formal action is requested or required.

## BACKGROUND / DISCUSSION

In January, Melanie Potyondy was elected to the Fort Collins City Council. She joins the URA Board in that capacity as a commissioner. This will be her second term on the URA Board.

Commissioner Colby will be cycling off the board as the representative of the special districts imposing a mill levy within the Authority's boundaries leaving a vacancy to be filled in that role.

Commissioner Smith resigned from the URA Board on February 4, 2024. Leaving a vacancy on the board. On February 5, he joined City staff as the City's Redevelopment Manager.

## AUTHORITY FINANCIAL IMPACTS

None.

## BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

## PUBLIC OUTREACH

None.

## ATTACHMENTS

None.



February 22, 2024

# AGENDA ITEM SUMMARY

Urban Renewal Authority



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## STAFF

Josh Birks, Acting Executive Director

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## SUBJECT

**Staff Update on Projects and Workstreams for 2024.**

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## EXECUTIVE SUMMARY

The purpose of this item is to provide the Urban Renewal Authority (URA) Board with a review of current Plan Areas projects in existing Tax Increment districts as well as review staff's approach to the 2024 URA Work Plan. This may include a discussion on whether, and if so how, the URA's goals and strategies inform and interact with the evolving Fort Collins City Council priorities.

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## STAFF RECOMMENDATION

This is for the Board's information, discussion, and feedback only. No formal action is requested or required.

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## BACKGROUND / DISCUSSION

The Urban Renewal Authority brings together local, tax collecting organizations to eliminate blight by catalyzing projects and accelerating investments that would not otherwise happen, thereby creating improvements with lasting value through tax increment financing.

Fort Collins has three Urban Renewal Plan Areas and four Tax Increment Districts including:

- North College (2004)
- Prospect South in the Midtown Plan Area (2011)
- Foothills in the Midtown Plan Area (2013)
- College and Drake (2020)

Fort Collins City Council is in the process of setting strategic priorities for the next two years. Currently under consideration are the following:

1. Hughes Site Master Plan
2. Electrification and Green House Gas Reduction
3. 15-minute City – Igniting Our Neighborhood Centers

4. 15-minute City – Active Modes
5. Waste Reduction and Recycling
6. Government is more Accessible, Approachable and Fun
7. Economic Health
8. Operationalize City Resources to Build and Preserve Affordable Housing
9. Barriers to Access: Human and Social Health
10. Water Resources/ Quality
11. Fort Collins is a place that loves its animals, both wild and domesticated, and its policies should reflect that.

This information is provided as an overview to steer conversation about the URA’s 2024 Work Plan.

#### **AUTHORITY FINANCIAL IMPACTS**

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None.

#### **BOARD / COMMISSION / COMMITTEE RECOMMENDATION**

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None.

#### **PUBLIC OUTREACH**

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Each project has a specific proactive approach to public outreach.

#### **NEXT STEPS**

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Staff will continue to keep the URA Board informed about activity and provide project updates for projects in any URA district.

#### **ATTACHMENTS**

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1. URA Strategic Plan
2. Presentation

**Why We Exist:** Our residents feel greater civic pride and sense of belonging when reinvestment helps transform blighted areas into vibrant neighborhoods and amenities which enhance the local character, culture, economy, and quality of life.

**What We Do:** Eliminate blight by catalyzing projects and accelerating investments that would not otherwise happen, thereby creating improvements with lasting value through tax increment financing.

**How We Behave:**

- Stewardship
- Co-creation
- Transparency
- Inclusion
- Data Driven

**Strategy 1:**

Co-create proactive community investment plans with community members and partners for each plan area.

**Strategy 2:**

Develop evaluation criteria for TIF assistance requests based on URA Board retreat.

**Strategy 3:**

Amend IGA with City to be consistent with URA Strategic Plan.

**Strategy 4:**

Update URA website to improve usability.

**Strategy 5:**

Produce annual report for the URA and each plan area.

**Strategy 6:**

Update/develop materials outlining URA processes for applicants and the community.

**Strategy 7:**

Align URA Strategic Plan and activities with partner agencies' goals, objectives, and plans.

**Strategy 8:**

Align URA Strategic Plan and activities with partner agencies' capital investments.

# 2024 URA Workplan

## *Initial Discussion*



- “Season of change” presents opportunities and challenges
- URA staff has begun to form a proposed workplan for 2024
- URA staff seeks high-level feedback from the Board for further refinement and prioritization

To begin, Staff considered:

- Ongoing and pending URA commitments
- Emerging big picture **priorities** identified by City Council
- URA Strategic Plan (*in your packet*)

## Ongoing Commitments

- Albertsons property
- Larimer County payments
- Innosphere expansion
- BFO
- West Side stormwater improvements (*North College*)
- Administrative infrastructure
  - Private reimbursement process (Feeder Supply, Lyric, etc.)
  - North College local street reimbursements

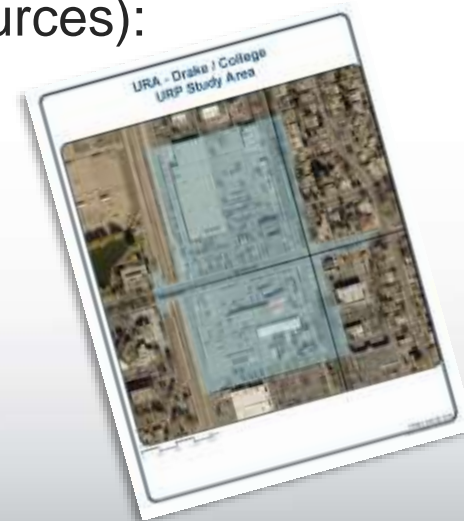




## Around the Corner

Next, Staff identified “conditional” undertakings (projects on the horizon that may soon become commitments of resources):

- Powerhouse II
- Drake/College
- Foothills





## Council Priority #1:

*Operationalize City resources to build and preserve affordable housing*

## Council Priority #3:

*15-minute City: Ignite our neighborhood centers*

## Council Priority #5:

*Pursue an integrated, intentional approach to economic health*

- Plan for the final North College Plan Area investments
  - urban design concepts for new Mason Street
- Explore potential new Plan Areas (*URA Strats #1, 7, & 8*)
- Begin Prospect South bike/ped design process
- Establish storefront improvement program (Façade)



- Improve URA website (*URA Strat #4*)
- Establish evaluation criteria for TIF assistance (*URA Strat #2*)
- Establish interdepartmental “Technical Advisory” team
- Prepare Annual Report for URA and each Plan Area (*URA Strat #5*)

- Staff requests Board feedback, especially on those items regarded as “discretionary”
- Staff to return with refined and prioritized 2024 workplan for Board consideration at next meeting