

URBAN RENEWAL AUTHORITY BOARD

April 25, 2024

5:00 PM

- **PLEDGE OF ALLEGIANCE**
- **CALL MEETING TO ORDER**

Vice Chair Stephens called the meeting to order at 5:08 p.m.

- **ROLL CALL**

PRESENT: Stephens, Gutowsky, Canonico, Potyondy, Ohlson, Francis, and Draper
ABSENT: Arndt and Pignataro

- **AGENDA REVIEW**

Acting Executive Director Birks reviewed the agenda:

Item #1: Approving the meeting minutes from the February 22, 2024, board meeting.

Item #2: Resolution No. 130 Accepting the Appointment of a Commissioner to the Authority.

Item #3: 2024 Urban Renewal Authority (URA) Workplan overview.

Item #4: Resolution No. 131 Adopting a Supplemental Budget Resolution. Considering fund an RFP for partial design of bike and pedestrian improvements in the Prospect South Plan Area.

Item #5: Resolution No. 132 Adopting a Supplemental Budget Resolution. Considering staff recommends that several professional service providers be contracted “on call” to provide deliverables as specific needs emerge.

No other changes to the published agenda.

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

None.

Vice Chair Stephens outlined the public participation options.

- **COMMISSIONER REPORTS**

None.

- **DISCUSSION ITEMS**

1. Consideration and Approval of the Minutes for the February 22, 2024 Urban Renewal Authority Board Meeting.

The purpose of this item is to approve the minutes of the February 22, 2024 Urban Renewal Authority Board meeting.

Commissioner Francis made a motion, seconded by Commissioner Canonico, to approve the February 22, 2024, meeting minutes.

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

None.

RESULT:	FEBRUARY 22, 2024 MINUTES APPROVED (UNANIMOUS: 7-0)
MOVER:	Emily Francis
SECONDER:	Tricia Canonico
AYES:	Ohlson, Francis, Draper, Stephens, Gutowsky, Canonico, and Potyondy
EXCUSED:	Arndt, and Pignataro

2. **Resolution No. 130 Accepting the Appointment of a Commissioner to the Authority.**

The purpose of this item is to consider accepting the Mayor's appointment of Dan Sapienza to the URA Board.

Commissioner Francis made a motion, seconded by Commissioner Canonico, to adopt Resolution No. 130.

Commissioner Francis thanked Dan Sapienza for applying and accepting the nomination. Vice Chair Stephens concurred and stated Sapienza will bring valuable skills to the Board.

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

None.

RESULT:	RESOLUTION NO. 130 APPROVED (UNANIMOUS: 7-0)
MOVER:	Emily Francis
SECONDER:	Tricia Canonico
AYES:	Francis, Draper, Stephens, Gutowsky, Canonico, Potyondy, and Ohlson
EXCUSED:	Arndt, and Pignataro

Interim Secretary Heather Walls administered the Oath of Office to Dan Sapienza.

3. **2024 URA Workplan -- Andy Smith, Redevelopment Manager.**

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.

Redevelopment Program Manager Andy Smith noted the work streams were previously divided into three categories: committed, conditional, and discretionary. He stated staff is proposing two focus areas for the work plan that are aligned with the newly adopted City Council priorities: to proactively promote affordable housing and to coordinate holistic planning in the mixed-use environment to help achieve the 15-minute City and ignite

neighborhood centers. Smith discussed the timing of work on some of the committed, conditional, and discretionary items.

Smith outlined some of the committed items and associated tasks, including the acquisition of the North College former Albertsons' building, the exploration of new plan areas and potential exploration of new projects within existing plan areas, the development of evaluation criteria to be used for consideration of both of those, North Mason projects, and URA administration.

Smith outlined some examples of discretionary work, including development of a system for tracking local street repayments and settlement of local street repayments, touring plan areas, and a strategic planning retreat for the Board.

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

None.

Commissioner Potyondy commented on the South College area and stated she would like to see that area considered as a potential plan area. Smith noted staff has discussed that area. Legal Counsel, Caitlin Quander noted the Board should first arrive at a consensus about a potential plan area and then there are a number of statutory processes that must be followed to arrive at an approved plan area, including a blight study and associated notifications, impact reports, and negotiations with other taxing bodies. She noted City Council is the body that approves the plan itself with a recommendation from the URA and the timeline from start to finish, assuming negotiations with other taxing bodies goes smoothly, is about nine months to a year.

Acting Executive Director Birks noted the most recent plan area formed, College and Drake, took longer than 12 months to complete, though it was the first time negotiations occurred.

Commissioner Francis asked about the Innosphere Farmhouse Redevelopment. Smith replied it is an expansion of Innosphere to the west into a landmarked farmhouse. Acting Executive Director Birks stated Innosphere has reached out a few times to ask about the possibility of the URA participating in the project plan for the site and staff provided them with an application several months ago. He noted it is a conditional project as the URA cannot control when those types of applications come forward.

Commissioner Francis noted the Board has had conversations about being more proactive and asked if that is part of the strategic planning component. Smith replied that has been addressed by establishing some evaluation criteria for new plan areas and projects. Acting Executive Director Birks noted real estate is examined as it becomes available and staff would bring forward any possible project ideas. He stated additional criteria and direction could help staff determine whether to actively solicit for particular projects.

Commissioner Ohlson expressed concern about the use of the word “committed.” Acting Executive Director Birks replied the terms are not legal in nature and could be changed or better defined. He noted committed items are those built into the work plan from a staff capacity perspective and staff is actively trying to figure out how to do that work. He stated conditional items are not yet active, but could become active this year; therefore, staff and the Board may need to find a way to have the capacity to address them.

Commissioner Ohlson noted the URA funds are not guaranteed. Acting Executive Director Birks replied different terms could be utilized to avoid potential confusion in the public. He reiterated that the “committed” list has nothing to do with whether or not the projects are approved, supported, or will receive funding, just about the fact that they will take time.

Vice Chair Stephens concurred with connecting to Council priorities and stated she would like to get to a place where the Board could be actively soliciting for affordable housing projects. She also concurred a retreat would be valuable for the Board.

Commissioner Draper also concurred and stated the Poudre School District Board is also seeking a way to proactively promote affordable and workforce housing.

Acting Executive Director Birks stated a retreat could be helpful in terms of the Board outlining what types of things it could indicate to the market it would be willing to put on the table to draw interest in affordable housing projects.

Vice Chair Stephens noted there is a middle-income housing tax credit going through the State legislature.

Smith noted the affordable housing component has its own work stream and suggested the retreat could occur sooner than originally planned with a focus on affordable housing. He stated some of the tactics that have been identified related to increasing affordable housing are to work closely with internal partners to leverage resources, particularly if the URA has the potential to be a financial partner, work with external partners such as the taxing entities represented on the URA Board to identify other partnership opportunities, engage with URA’s across the State and country to learn best practices and creative financing, and engage affordable housing providers directly in order to stay current with market trends and encourage production in plan areas.

Commissioner Ohlson asked if Kroger received any public funds for its project at Drake and College. Acting Executive Director Birks replied they have not received any public funds as of yet; however, they did submit an application to the URA to request some funding and that is currently being reviewed by staff to determine if it should be brought forward to the Board for consideration. He stated he would be surprised if there is something that would be reimbursable in the application; however, the process must still be followed, and Kroger could also request to go before the Board to petition its case. He also noted staff tried to get some additional public benefits from the project and suggested it could be interesting to study how the tools available at the time were unsuccessful in getting those benefits and a higher density at the site.

4. **Resolution No. 131 Adopting a Supplemental Budget Resolution - Andy Smith, Redevelopment Manager**

The purpose of this item is to address how in 2022, the URA Board approved \$250,000 to fund an RFP for partial design of bike and pedestrian improvements in the Prospect South Plan Area. Since the RFP was not issued at that time, staff is requesting reaffirmation from the Board and slightly more money to issue the RFP as soon as possible.

Redevelopment Program Manager Andy Smith noted there had been a previous approval for \$250,000 to fund 30 percent design of a bike and pedestrian network in the Prospect South plan area, and the Request for Proposal (RFP) was never issued; therefore, staff is requesting to issue the RFP as soon as possible with an additional \$25,000 to cover increased costs.

Acting Executive Director Birks noted there has been a traditional policy of budgeting only operations in the annual budget and requesting Board approval for any project money.

Commissioner Francis made a motion, seconded by Commissioner Canonico, to adopt Resolution No. 131.

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

None.

RESULT:	RESOLUTION NO. 131 APPROVED (UNANIMOUS: 8-0)
MOVER:	Emily Francis
SECONDER:	Tricia Canonico
AYES:	Draper, Sapienza, Stephens, Gutowsky, Canonico, Potyondy, Ohlson, and Francis
EXCUSED:	Arndt, and Pignataro

5. **Resolution No. 132 Adopting a Supplemental Budget Resolution - Andy Smith, Redevelopment Manager.**

The purpose of this item is to note several key real estate projects are expected to become priorities for URA staff to manage during 2024 and 2025. Most milestones for these projects are unknown, and a considerable amount of the work to be performed is highly technical in nature. In anticipation of this dynamic workload, staff recommends that several professional service providers be contracted "on call" to provide deliverables as specific needs emerge. To be clear, the budget for these services will only be spent as technical services are procured and only the funds anticipated for 2024 (\$180,000) will be appropriated by this supplemental request. Anticipated funds for 2025 are included for discussion purposes only and will be included in the 2025/2026 URA Budget.

In addition to the real estate projects mentioned above, staff are also requesting supplemental funds to update the URA website so that it complies with the accessibility provisions required by HB21-1110 and WCAG 2.1 AA by July 1, 2024.

Redevelopment Program Manager Andy Smith noted many of these expenses are reimbursable by projects and some ways to improve the website at a lower cost have been explored.

Commissioner Canonico noted a bill is working its way through the capital for a grace period on the website accessibility issue and asked if that will have any impact on this work. Acting Executive Director Birks replied the URA website is fairly simplistic, and the hope is to have it meet the requirements relatively quickly. He stated the biggest concern is how to publish agendas in an accessible way, but staff is working with the City Clerk's Office to address those issues.

Commissioner Francis made a motion, seconded by Commissioner Potyondy, to adopt Resolution No. 132.

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

None.

RESULT:	RESOLUTION NO. 132 APPROVED (UNANIMOUS: 8-0)
MOVER:	Emily Francis
SECONDER:	Melanie Potyondy
AYES:	Sapienza, Stephens, Gutowsky, Canonico, Potyondy, Ohlson, Francis and Draper
EXCUSED:	Arndt and Pignataro

- **ADJOURNMENT**

The meeting adjourned at 6:00 p.m.

Chair

ATTEST:

Interim Secretary