

# AGENDA ITEM SUMMARY

Urban Renewal Authority



---

## STAFF

---

Andy Smith, Redevelopment Program Manager  
Josh Birks, Acting Executive Director

---

## SUBJECT

---

**Resolution No. 2024-131 Adopting a Supplemental Budget Resolution.**

---

## EXECUTIVE SUMMARY

---

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.

---

## STAFF RECOMMENDATION

---

Staff recommends adoption of the Resolution.

---

## BACKGROUND / DISCUSSION

---

In 2020 and 2021, Urban Renewal Authority (URA) staff collaborated with the Institute for the Built Environment on a series of public workshops to generate ideas on how to best spend unpledged tax increment in the Prospect South Plan Area. The top priority project from this engagement was bicycle and pedestrian connectivity west of College Ave. On March 25, 2021, the URA Board adopted the Prospect South Community Investment Plan. The Prospect South Community Investment Plan identified five projects for investment with enhanced bicycle and pedestrian connectivity west of College Avenue as the top priority project.

In accordance with the Community Investment Plan, staff seeks an appropriation of \$275,000 to begin implementing bicycle and pedestrian improvements west of College Avenue. This process will entail:

- Creation of an existing conditions report documenting the bicycle and pedestrian network in its current state;
- Series of public meetings to generate ideas and solicit feedback on potential design solutions;
- Development of a preferred design with preliminary engineering design (30% design);
- Maintenance plan for proposed improvements; and
- Initial survey and easement work for acquiring property needed for completion of bicycle and pedestrian network.

Currently, the fund balance of the Prospect South Plan Area is estimated to be slightly more than \$1,424,814. Approval of this \$275,000 budget request would leave approximately \$1,149,814 in reserves for other priorities or to continue to advance the bike/ped connectivity project.

On May 26, 2022, a similar supplemental budget request for \$250,000 was approved by the URA Board, however the money was not spent as the RFP was not issued due to staffing capacity. Shortly after the appropriation several staffing changes occurred within the Sustainability Services area which managers the Urban Renewal Authority, including reassignment of the Deputy Director (and Acting Executive Director of the URA) to the role of lead executive for the service area. Shortly thereafter, the Redevelopment Manager went on temporary, later becoming permanent, loan to the Planning Development and Transportation Service Area.

### **AUTHORITY FINANCIAL IMPACTS**

---

An amount not to exceed \$275,000 to come from the Prospect South Plan Area, leaving a fund balance of approximately \$1,149,814.

### **COMMITTEE RECOMMENDATION**

---

Recommendation by URA Finance Committee to proceed to Board consideration.

### **PUBLIC OUTREACH**

---

None.

### **ATTACHMENTS**

---

1. Resolution for Consideration
2. Previous Budget Appropriation Staff Report – May 26, 2022