

AGENDA ITEM SUMMARY

Urban Renewal Authority



STAFF

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

SUBJECT

Public Hearing and Resolution No. 143 Adopting A Supplemental 2025 Budget Resolution for Technical Consulting Services and Prospect South Bike/Ped Improvements.

EXECUTIVE SUMMARY

The purpose of this item is to request reappropriation of unspent funds. In April 2024, the URA Board approved \$275,000 to fund an RFP for partial design of bike and pedestrian improvements in the Prospect South Plan Area. This project did not commence due to the limited staff capacity spent on higher priorities, specifically North College real estate projects.

Additionally, in April 2024, the URA Board approved \$180,000 for technical consulting services, of which only \$5,000 was spent in 2024. Staff are requesting reappropriation of the unspent funds to begin or continue the noted work in 2025.

STAFF RECOMMENDATION

Staff recommend adoption of the Resolution.

BACKGROUND / DISCUSSION

Prospect South Bike/Ped Design RFP

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.

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.

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 manages the Urban Renewal Authority, including the 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.

In April 2024, the URA Board approved a supplemental budget request for \$275,000, however work did not commence due to limited staff capacity spent on higher priorities, specifically North College real estate projects.

A part-time Project Coordinator was recently hired to help manage URA projects, and staff capacity has increased sufficiently to begin this project in early summer 2025.

Currently, the fund balance of the Prospect South Plan Area is estimated to be approximately \$1,936,662. Approval of this \$275,000 budget request would leave approximately \$1,661,662 in reserves for other priorities or to continue to advance the bike/ped connectivity project.

Technical Consultants

In April 2024, the URA Board approved \$180,000 for technical consulting services, of which only \$5,000 was spent in 2024. Staff are requesting reappropriation of \$175,000 of unspent funds to begin or continue the noted work in 2025.

The \$5,000 spent in 2024 brought the URA website into compliance with the accessibility provisions required by HB21-1110.

Similar to 2024, the \$175,000 will help fund the following services:

1. Real estate due diligence such as environmental, mechanical, electrical, plumbing, and structural analysis.
2. Financial and economic modeling and analysis including but not limited to market studies, pro forma analysis, partnership structure, and TIF forecasts
3. Planning services including zoning reports, site planning, utility infrastructure, access plans, massing studies, and entitlements.
4. Architectural and engineering services including conceptual building design, code analysis, site planning, and cost estimating.
5. Internal owner's representative services including procurement, project management, contractor management, cost management, and technical negotiations.
6. Website update

AUTHORITY FINANCIAL IMPACTS

Prospect South Bike/Ped Design RFP

An amount not to exceed \$275,000 to come from the Prospect South Plan Area, leaving a fund balance of approximately \$1,661,662.

Technical Consultants

An amount not to exceed \$175,000 to come primarily from the North College Plan Area fund, which currently has an estimated restricted fund balance of approximately \$8,105,108.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS

1. Resolution No. 143 – Prospect South Bike/Ped