

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Regular Directors' Meeting**

Susan Gutowsky, Council Liaison	970-294-2575
Kristin Stephens, County Commission Liaison	970-498-7001
Dave Lingle, Board Chair	970-227-4166

**MINUTES of February 13, 2025**

The Board of Directors of the Downtown Development Authority met in Regular Session at 7:30 a.m. on Thursday, February 13, 2025, at Rocky Mountain Innosphere, 320 E. Vine Drive, Fort Collins, CO 80524.

**PRESENT**

Abigail Christensen; Sam Coutts; Susan Gutowsky; Dave Lingle; Holli McElwee; Jenny Schultz; Randy Shortridge; Kristin Stephens (arrived 7:35 a.m.); Cheryl Zimlich

**ABSENT**

Rebecca Hill; Mandi Huston

**STAFF**

Matt Robenalt, Executive Director; Jala Curtis, Marketing and Communications Program Supervisor; Todd Dangerfield, Project Manager; Tom Dent, Technology & Maintenance Manager; Janna Dickerson, Marketing and Communications Coordinator; Derek Getto, Project Manager for Policy & Programs; Kristy Klenk, Finance & HR Manager; Krista Knott, Administrative Manager; Josh Liley, Legal Counsel

**GUESTS**

Michael Bussman, City of Fort Collins; Kelly DiMartino, City of Fort Collins; Florian Fiebig, City of Fort Collins; Cortney Geary, City of Fort Collins; Dana Hornkohl, City of Fort Collins; Erin Udell, Coloradoan

**CALL TO ORDER**

Dave Lingle called the meeting to order at 7:31 a.m. Mr. Lingle welcomed the newest Board member, Abigail Christensen.

**APPROVAL OF MINUTES**

Moved by Jenny Schultz, seconded by Susan Gutowsky: To approve the minutes of December 12, 2024. The motion passed unanimously.

**ALL IDEAS: BIG AND SMALL**

There were no ideas presented by the public.

**UPDATES**

There were no questions about updates.

Sam Coutts asked that in the event the DDA enters into an IGA with the City, and the future ballot measure fails, what impact would that have on the DDA. Matt Robenalt noted that in the IGA there is a provision that allows the DDA to cancel the agreement if this project is not included in the CCIP ballot measure that is advanced to voters, and in that scenario the DDA could reallocate its contribution to a more immediate priority. The DDA will know by August if City Council elects to include this project in the CCIP ballot measure, and acknowledged, however, there is always a risk that the voters may not approve the ballot measure.

Mr. Shortridge encouraged the plan to assess the location of street trees at intersections and to consider all modes of traffic, noting that trees located closer to the intersection are generally a more inviting experience for pedestrians and cyclists.

Mr. Coutts asked if the design concept included any below-grade improvements. Mr. Hornkohl noted there are none they are aware of, but will work with the Utilities Department to ensure coordination of any upgrades below-grade are taken into account.

Mr. Getto noted legal council drafted an IGA, but the document still needs to be reviewed by the City.

**Moved by Jenny Schultz, seconded by Sam Coutts: To approve the IGA as presented, authorize the Executive Director, in consultation with DDA legal counsel, to approve changes to the IGA in form and substance, and authorize the Board Chair to execute the IGA. The motion passed unanimously.**

**PRESENTATION BY ENGINEERING CAPITAL PROJECTS TEAM AND FUNDING REQUEST FOR VINE DR. / JEROME ST. INTERSECTION ENHANCEMENTS**

Derek Getto and Dana Hornkohl presented the funding request for Vine Drive and Jerome Street intersection enhancements. Mr. Hornkohl highlighted this intersection as being somewhat of a gateway to the River District and downtown. At this time, there are no pedestrian or bike crossings at this intersection. This intersection was included in the Active Modes plan and has been identified as a significant crash intersection. The City could not use grant funds for redevelopment and thus requested contributions from the DDA and URA to assist in funding these improvements.

Improvements to the intersection would include a bicycle and pedestrian crossing on the east side, expansion of the sidewalk width on the south side of Vine, and connection to the Old Town North trail and Poudre River trail.

Randy Shortridge asked that when the west side is built if an ADA ramp would be included. Mr. Hornkohl said it could be possible but it will need to be worked out as the design is finalized.

Sam Coutts added that north of that intersection, a proposed development project in the Old Town North area could lead to more pedestrian traffic on the west side of Jerome Street.

Mr. Hornkohl noted the City has \$350,000 of funding going towards the project and the URA agreed to contribute \$293,000. The DDA's proposed contribution of \$143,994, would go towards the enhancement of improvements, the pedestrian white crossing stripes, green bike crossing stripes, flashing beacons, and some urban design elements.

Mr. Getto noted that when the DDA invests in projects, the organization typically funds enhancements rather than basic street improvements. Mr. Honkohl and DDA staff have identified a number of items

that are considered enhancements, which include a Right-of-Way acquisition, enhanced concrete to widen sidewalks from 5' to 10', different curb enhancements, flashing beacons, and electrical for the beacons. It was noted that due to the location being on the edge of the DDA boundary at a gateway into downtown, it corresponds with the Board's stated desire to support gateway features as identified in the DDA's 5-Year Investment Plan.

Mr. Robenalt noted there is an opportunity to install some decorative metal fence panels, similar to those used in the last round of enhanced alley to support the design enhancement and thus the gateway emphasis. Drawing upon some elements of the Poudre Whitewater Park monument sign and its integration into the metal fence panels would create some visual cohesiveness indicating that pedestrians and cyclists have arrived at the Whitewater Park. Mr. Shortridge encouraged the City to work with the welder of one of the businesses in that area to create some of the art enhancements.

Mr. Getto noted there was a funding discrepancy between slides shown during the meeting and the Board packet, as he used construction costs for 2025 while Mr. Hornkohl's slides used construction costs for 2026. Timing of this project will be dependent on both right-of-Way acquisition for the south side of Vine Drive and the the northeast corner.

Kristin Stephens noted that, as a member of URA Commission, a vote passed to fund the \$293,076 for this project, as the URA believes it to be a worthwhile improvement project.

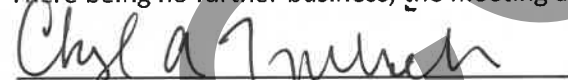
**Moved by Cheryl Zimlich, seconded by Jenny Schultz: To approve funding commitment of \$144,000 for the project and direct staff and legal counsel to develop an Intergovernmental Agreement for the integration of DDA funds into the project. The motion passed unanimously.**

#### **OTHER BUSINESS**

No other business was discussed.

#### **ADJOURN**

There being no further business, the meeting adjourned at 9:56 a.m.

  
Cheryl A Zimlich, Secretary