





Financial Services Department
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

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MEMORANDUM

Date: November 20, 2023

To: Mayor and City Councilmembers

Through: Kelly DiMartino, City Manager ^{DS} 
Travis Storin, CFO ^{DS} 

From: Dean Klingner, Community Services Director ^{DS} 
Blaine Dunn, Accounting Director ^{DS} 
Jo Cech, Fiscal Recovery Manager

Subject: November 14, 2023 Work Session Summary: Recovery Update

The purpose of this memo is to document the summary of discussions during the Nov. 14, 2023 Work Session. All Council members except Shirley Peel and Susan Gutowsky were present in person.

1. Recovery funds and spending to date

- The Recovery Team reviewed the total amount of recovery-related funding the City has received to date (\$99.3M) and the spend to date of ARPA State and Local Fiscal Recovery Funds (\$10.4M through October 31, 2023, or 37% of the total \$28.1M received).
 - Spending of certain ARPA program funds is expected to continue into 2025, with some reporting and compliance work continuing into 2026, including completing the final federal single audit that will cover 2025 ARPA spending. The Fiscal Recovery Manager will be working with all program managers to determine what programs will be spending into 2025.
 - Treasury issued an obligation interim final rule November 9, 2023, confirming the definition of obligation, i.e., a purchase order, contract or other legal commitment to spend funds, that must be in place for any spending after 12/31/24. Treasury will also allow for ARPA-funded spending in 2025 and 2026 for compliance and reporting work if it is estimated and submitted to Treasury by 4/30/24. The Recovery Team will submit an estimate to Treasury.
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2. Highlights of selected ARPA-funded programs

- Five programs were highlighted for their positive impacts on the community.
- Municipal Court Restorative Traffic Circle for teens, and Competency Evaluations, Neighborhood Service's Eviction Legal Fund program, Social Sustainability's Childcare System Support program, and Neighborhood Service's Mobile Home Park Code Compliance and Evaluation program were highlighted.

3. Art-related ARPA-funded programs were explained and their impacts on the community were discussed

- Two new ARPA-funded programs: Art to Live and Community Programs.
- An existing program that was expanded with ARPA funds: the Cultural Services Access program.
- Two ongoing programs that are not funded with ARPA dollars, but also provide creative services to the community: Art in Public Places and Fort Fund.

Follow-up items: None



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MEMORANDUM

Date: November 21, 2023
To: Mayor and City Councilmembers
Through: Kelly DiMartino, City Manager [DS KD]
Tyler Marr, Deputy City Manager [DS TM]
Caryn Champine, Director, Planning Development, and Transportation [DS C]
From: Paul Sizemore, Director, Community Development & Neighborhood Services [DS PS]
Brad Yatabe, Senior Assistant City Attorney
Subject: November 14, 2023 Work Session Summary – Process for Council Appeals to Quasi-Judicial Decisions

The purpose of this memo is to document the summary of discussions during the November 14, 2023, Work Session. Five of Seven Councilmembers were present with Councilmembers Peel and Gutowski absent. Staff presenters included Paul Sizemore and Brad Yatabe.

At this work session, staff provided an overview of the Council appeals process for quasi-judicial items, reviewed historical data on appeals, discussed due process requirements, and noted issues and considerations as well as potential solutions and improvements. Staff sought feedback from Council on whether issues had been adequately captured and whether Councilmembers would like to see further development of any potential process improvements.

Summary of Discussion

- Councilmembers expressed interest in making sure there was agreement on the problems we are attempting to solve.
• Councilmembers discussed the cost of appeals and the purpose and history of the appeal fee. Staff indicated that additional information could be compiled and provided at a later date (information related to the fee itself is below).
• Several Councilmembers expressed interest in exploring an option with no new evidence, or at least clarifying current rules for evidence.



- Councilmembers indicated support for clarifying rules around notification and applying uniform rules for testimony.
- There was some interest in further exploring the creation of a pre-hearing conference for appeals participants and allowing staff review for defects such as lack of standing.
- There was some interest in refining the process for considering fair hearing issues and potentially exploring different options for addressing these allegations.
- Councilmembers recounted the discussions about neighborhood meetings and administrative reviews that occurred during the past year's Land Use Code process and requested a memo outlining that evolution in greater detail.

Follow-up Information

- During the work session, Councilmembers asked about the cost to file an appeal and when those fees had last been updated.
 - The fee for an appeal was last updated from \$75 to the current \$100 occurred effective April 13, 1990 via Ordinance No. 023, 1990.
 - Additionally, in terms of purpose, 2020 the title of the fee was changed to reflect it is a filing fee and not an appeal fee.

Next Steps

- Staff will continue to research and develop the concepts Council expressed interest in, anticipating another work session in spring 2024 (dependent upon Council priorities).
- Prior to the next work session, staff will research and develop an estimate of City costs associated with processing appeals.
- An additional memo will be provided to outline the evolution of neighborhood meetings in the current (2023) Land Use Code, the repealed Land Development Code, and the adopted code slated to go into effect in January 2024.




Economic Health Office
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MEMORANDUM

Date: November 22, 2023

To: Mayor and City Councilmembers

Through: Kelly DiMartino, City Manager ^{DS} 
Tyler Marr, Deputy City Manager
Jacob Castillo, Chief Sustainability Officer

From: SeonAh Kendall, Economic Health Director ^{DS} 
Shannon Hein, Economic Health Manager ^{DS}
Jillian Fresa, Economic Health Manager ^{DS} 

Subject: November 14, 2023, Work Session Summary: Economic Health Strategic Plan

The purpose of this memo is to summarize the discussions and respond to questions during the November 14, 2023 Work Session regarding the Economic Health Strategic Plan.

Councilmembers present: Mayor Arndt, Mayor Pro Tem Francis, Canonico, Ohlson, and Pignataro

Councilmembers absent: Gutowsky and Peel

Presenting staff: Jacob Castillo, Chief Sustainability Officer; SeonAh Kendall, Economic Health Director; Shannon Hein, Economic Health Manager; and Jillian Fresa, Economic Health Manager

Direction sought from Council:

- What feedback does Council have on the proposed elements of the Economic Health Strategic Plan?
- Does Council agree with moving forward with the adoption of the Economic Health Strategic Plan on December 5th?

Discussion Summary:

Staff presented an overview of the proposed Strategic Plan during the Work Session. The presentation highlighted the importance of economic health to overall community wellbeing, the connection of the

Economic Health Strategic Plan to other guiding documents and council priorities, and detailed the four areas of focus for the plan;

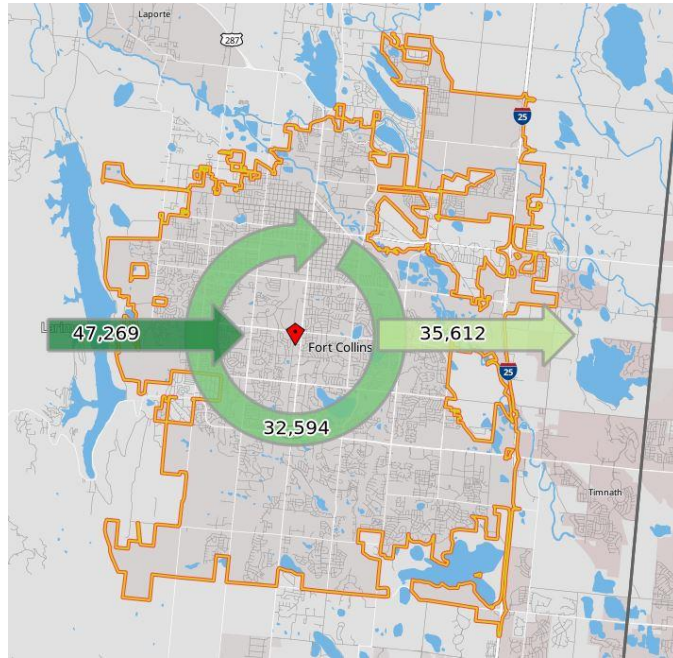
1. Approach business retention, expansion and attraction of primary employer businesses thoughtfully
2. Ensure small businesses thrive
3. Support talent and workforce
4. Reposition innovation

The feedback staff received from council after the conclusion of the presentation was as follows:

- Request to consider on how the plan might align and enhance internal processes for small businesses to start and grow in Fort Collins.
- Positive feedback on the integration of diversity, equity, and inclusion principles throughout the plan.
- Recommendation to align the plan with the 15-Minute City initiative, emphasizing the value of creating accessible commercial spaces. As this contributes to the reduction of commute times, but also aids the City's commitment to climate goals.
- Some concern that the plan is promoting growth in an unsustainable way; others sought clarification on the plan's focus on enabling people to have the ability to both live and work in Fort Collins while ensuring alignment with the City's climate goals.

Follow-up:

1. **How many people both live and work in Fort Collins?**
 - a. Number of people that are employed and live in Fort Collins is 32,592.



b. Data Source: U.S. Census Bureau, OnTheMap, <https://onthemap.ces.census.gov/>

i. 2021 is the most recent data available.

2. How will the plan intend to focus on how to ensure the people who live in Fort Collins are able to work here and vice versa, and how does that help achieve climate goals while managing growth?

- a. This plan aims to empower community members with the choice to live and work in Fort Collins, recognizing the role of the Economic Health Strategic Plan in managing the community's projected growth. This includes ensuring there are good jobs in our community so people commute less and can afford to stay. Good, quality jobs are the result of business retention and expansion, also known as BRE or "grow your own" to support our existing companies through resource connections, expansion opportunities, and workforce support. As our community evolves and the region grows around us and with us, there are opportunities to add attraction to our strategy.
- b. Deliberate outbound attraction efforts will allow us to reach Council's circular economy goals by creating needed supply chain connections and developing "cradle to cradle"

product solutions within our local economy. We aim to be thoughtful and prioritize businesses that align with the sustainability goals of our community and create jobs for climate solutions and life sciences, For example, targeting a firm that can help local industries reduce their GHG emissions and need to be in close proximity to their customers.

- c. City Plan Trends and Forces Report (2018) - <https://www.fcgov.com/cityplan/files/city-plan-trends-forces-report-2018.pdf?1602105034>
 - i. A projected 236,000-237,000 residents by 2040 (page 7) includes entire Growth Management Area (GMA), not just current City limits.
 - ii. Our rate of growth has declined over the years, but we are still growing (just more slowly than we were from 1950-2000).
 - iii. According to the Colorado State Demography Office, the population of Larimer County will increase at an average annual rate of 1.4% between 2018 and 2050, while age groups over 65-years old will largely grow at faster rates. Estimates for the growth are only available for Larimer County, but Fort Collins is likely to see similar trends. There are significant economic impacts of having much faster growth in “retired” populations 65+ that exceeds the overall population growth projection. This translates to having fewer working-age people available to offer essential care, other specialized services, and to maintain a good quality of life for community members. (page 13)

3. Is Economic Health still focused on incubation and “growing our own”?

- a. Yes, EHO is still focused on business formation and incubation. EHO will highlight incubation as an existing strategy and make it explicit in the plan in relation to how we prioritize our work: retention, expansion, incubate, and then attraction.
- b. Incubation currently occurs through the Multicultural Business and Entrepreneur Center, Larimer Small Business Development Center, Colorado State University Institute for Entrepreneurship, and Innosphere Ventures.

4. How is Economic Health supporting businesses through City licensing and processes?

- a. The Business Connectors at the Multicultural Business and Entrepreneur Center are acting as navigators to walk businesses through Sales Tax and business licensing, as well as Planning, building inspection, and development review.
- b. The Economic Health Office will continue to add tactics and strategies to its work plan while working alongside City Manager's Office, and our colleagues in Planning around process improvement.

Next Steps:

Economic Health staff will carefully review the draft plan and offer additional clarifications throughout the document, in accordance with the discussions held with Council at the Work Session. Subsequently, staff will formally propose the adoption of the revised plan during the Council meeting scheduled for December 5, 2023.