



SOUTH METRO FIRE RESCUE
Regular Board of Directors' Meeting
September 11, 2023
9195 East Mineral Avenue, Centennial, CO

I. REGULAR BOARD MEETING – 6:00 P.M. – Board Room

A. MEETING CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF THE AGENDA

E. PUBLIC COMMENT

Public Conduct at Meetings. Comments by members of the public shall be made only during the "Public Comment" portion of the meeting or a specified "Public Hearing," and shall be limited to three minutes per individual and five minutes per group spokesperson unless additional opportunity is given at the Board's discretion. Each member of the public wishing to speak shall identify themselves by name, address, and agenda item, if any, to be addressed. Disorderly conduct, harassment, or obstruction of or interference with meetings by physical action, verbal utterance, nuisance or any other means are prohibited. Such conduct may result in removal of person(s) responsible for such behavior from the meeting, a request for assistance from law enforcement, and criminal charges filed against such person(s).

F. PROCLAMATIONS

1. A Proclamation by SMFR Board of Directors in Recognition of Patriot Day on September 11, 2023 – Chair Albee

G. PARTNER UPDATE

1. Centennial Councilmember Robyn Carnes

H. CONSENT AGENDA

Consent Agenda items are provided for study in the Board packets and introduced in the General Session for the Board's review. They can be adopted by a single motion. All resolutions and proposed actions must be read by title prior to a vote on the motion. Any Consent Agenda items may be removed at the request of a Director and heard separately or tabled.

1. August 7, 2023 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes
2. August 21, 2023 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

I. ACTION ITEMS

1. July 2023 Financial Statements – Miskimins
2. Agreement Regarding Castle Pines URA Tax Increment Financing – Dell'Orfano

3. SMFR Resolution 2023-07 - Request for Integrated Project Delivery (IPD) for SMFR Station 17 Kitchen Remodel Construction Contract - Milan

J. DISCUSSION/POTENTIAL ACTION ITEMS

With a two-thirds (2/3) vote of the board members in attendance, the board has the discretion to amend the Agenda to move any Discussion/Potential Action Item to an Action Item.

1. Enterprise Resource Planning (ERP) Software Implementation Proposal – Miskimins

K. DISCUSSION ITEMS

1. 2024 Budget Update - Miskimins

L. INFORMATION ITEMS

1. IGA Update – Dell’Orfano
 - i. Arapahoe County 911 Authority Agreement Terminating the Amended and Restated Service Agreement for GIS-Related Services

M. EXECUTIVE SESSION (upon motion)

N. NEXT MEETING(S)

Special Board of Directors’ Meeting to be held on September 18, 2023, 6:00 p.m., Station 22, 16758 East Smoky Hill Road, Aurora, CO.

Regular Board of Directors’ Meeting to be held on October 2, 2023, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

O. ADJOURNMENT



A Proclamation by South Metro Fire Rescue Board of Directors in Recognition of Patriot Day on September 11, 2023

Proclamation No. 2023-01

WHEREAS, the United States of America constitute a nation of individuals who are willing to preserve their liberties through great sacrifice; and

WHEREAS, on September 11th, 2001, the United States of America suffered a catastrophic terrorist attack resulting in the deaths of thousands of our nation's citizens; and

WHEREAS, as citizens came under attack, emergency personnel went directly into harm's way and unprecedented numbers did not return. The ultimate sacrifices of many heroes on a day filled with horror shifted the scales of balance toward the good of humanity. Emergency personnel from South Metro Fire Rescue, Parker Fire Protection District, Cunningham Fire Protection District and Littleton Fire Rescue were among some of the first of our nation's responders called to New York City to assist in the search and rescue as well as recovery efforts at the World Trade Center, arriving within hours of the first attack. Emergency personnel at home immediately began securing the safety of the Districts' citizens and its public and private facilities; and

WHEREAS, each year since 2001, the 11th of September is observed as a day to honor all Americans who preserve liberty and security for their fellow citizens, lest we never forget those who made the ultimate sacrifices.

NOW THEREFORE, BE IT PROCLAIMED that the South Metro Fire Rescue Board of Directors recognizes September 11th, 2023 as Patriot Day.

ADOPTED this 11th day of September, 2023.

By: _____
SMFR Board Chair

South Metro Fire Rescue Fire Protection District
Regular Board of Directors' Meeting Minutes
August 7, 2023

Present:	Jim Albee, Chair	Bob Baker, Fire Chief (Absent)
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
	Rich Sokol, Treasurer (partial)	John Curtis, Deputy Chief – Emergency Services
	Sue Roche, Secretary	Kristin Eckmann, Deputy Chief – Community Services
	Kevin Leung	Dillon Miskimins, CFO Business Services
	William Shriver	Camie Chapman, CHRO Employee Services (Absent)
	Bruce Stahlman	Allison Ulmer, Legal Counsel

Others Present: SMFR Staff Members and Citizens

MEETING CALL TO ORDER

Chair Albee called the Regular Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:11 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited at the South Metro Fire Rescue Volunteer Firefighter Pension Board of Trustees meeting.

ROLL CALL

All of the Board members were present in person.

APPROVAL OF THE AGENDA

A motion was made by Director Anderson and seconded by Director Shriver to approve the agenda as presented. The motion carried 6-0.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

July 10, 2023 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes
July 17, 2023 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

A motion was made by Director Shriver and seconded by Director Roche to approve the consent agenda as presented. The motion carried 6-0.

ACTION ITEMS

June 2023 Financial Statements – CFO Miskimins presented the financial statements executive summary:

1. Fund balance increased by approximately \$23.4M compared to May bringing fund balance to a total of \$118.8M.
2. Through June, the District has collected \$32.8M in property taxes which is the second largest collection this year. Through June, the District has collected \$121.7 in property and \$5M in specific ownership tax revenue, which reflects 97.72% collection vs. 97.57% last year for property taxes, and 51.35% vs. 44.06% for specific ownership taxes.
3. Through June, the District has expended \$77.6M in the General Fund related to operations or 47.48% of the annual budget.

4. Ambulance transports have exceeded 2023 budget expectations by 381 transports, for total number of transports of 11,823 through June. The District's net revenue is \$957K over the year-to-date budgeted amount and \$1.6M more than the same period last year, though a large portion of this rise is due to increase in base fees. Through June this year, bad debt as a net revenue is at 25.4% as compared to 22.3% in 2022. Collections received as % of badge debt is at 6.0% through June this year as compared to 9.6% in 2022.
5. Through June, the District has billed approximately \$1.2M in Plan Review Fees or 51.49% of the total budgeted amount.
6. Reimbursable revenue from wildland deployments has increased this year primarily due to a longer severity assignment. From February – June 2023, a total of 11 deployment crews went out resulting in a billed reimbursable amount of \$1.37M year-to-date. In 2022, total wildland reimbursable revenue was \$1.3M. Wildland fire season is just beginning so more deployments are anticipated for the second half of the year.
7. Second quarter excise tax of \$251,855 has been recorded, which brings the year-to-date total to \$400,266 or 83.39% of the total budgeted amount.
8. Through June, the District has expended \$7.6M or 43.41% of our total budgeted expenditures in the Capital Projects Fund.
9. A SOC (Service Organization Report) was included in the Volunteer Pension packet. This report will be part of the packet as a new procedure going forward for documentation purposes for Board and staff review.
 - The Board and staff reviewed, and the report did not show there was deficiencies that need to be addressed.

At Director Stahlman's request, CFO Miskimins advised that staff is looking into extending the duration of our Chandler portfolio from a 1 to 3 year to a 1 to 5 year duration. He advised that if a change is made, it would be advantageous to do so while rates are higher.

At Director Stahlman's request, CFO Miskimins confirmed that the increase in accounts receivable is by and large due to property taxes, however it is also related to ambulance transport revenue.

At Director Leung's request, CFO Miskimins confirmed that they expect overtime to continue to trend below the budget. CFO Miskimins stated that the 2024 budget will reflect this change.

At Director Leung's request, CFO Miskimins explained that the equipment line item in the capital fund was shown as being over budget because the Logistic Warehouse lease was being coded to equipment rather than building leases. CFO Miskimins advised that the July financial statements will reflect the appropriate coding.

A motion was made by Director Shriver and seconded by Director Leung to accept the June 2023 Financial Statements as presented. The motion carried 6-0.

Board Bylaw Modifications– Chief Dell'Orfano reported that the Board Bylaws Committee has reviewed the February 17, 2020 Restated Bylaws and has proposed several modifications in order to clarify intent, formalize processes, and incorporate legislative updates. Based on additional feedback from the board on August 21, 2023, the committee has prepared the attached draft that is ready for final consideration.

A motion was made by Director Anderson and seconded by Chair Albee to approve the South Metro Fire Rescue Fire Protection District September 1, 2023 Restated Bylaws. The motion carried 6-0.

Fleet Capital Fund Replacement Schedule – Chief Curtis stated that Line Support and Fleet Services, in collaboration with Operations and Finance, has identified a challenge in our current Fleet Capital Replacement Schedule due to supply chain issues at the Manufacturer level. SMFR is unable to obtain apparatus in 2025. Additionally, to secure our ability to take delivery of suppression apparatus necessary to meet our replacement objectives in 2026, we must order apparatus in August of 2023. Currently, the selected Medic Vendor (AEV) and Aerial/Engine Vendor (Pierce) are projecting 150 weeks order to delivery for apparatus. If SMFR placed an order for Medics, Towers or Engines today, we would not take delivery

until some time in 2026. Fleet Services is recommending capital funding (\$2.9M) be pushed from 2025 into 2026 to fund the order of – Two (2) Engines (\$1.3M EA), five (5) 4x4 Medics (\$301K EA) & two (2) Aerial Units (\$2M EA) for a total spend of \$8.105M in 2026.

A motion was made by Chair Albee and seconded by Director Anderson to approve \$8.105M be pushed from 2025 into 2026 to fund the order of Two (2) Engines ((\$1.3M EA), five (5) 4x4 Medics (\$301K EA) & two (2) Aerial Units (\$2M EA). The motion carried 6-0.

HazMat 38 Retention – Chief Curtis noted that when the Board initially approved the purchase of the new HazMat unit at their meeting on November 1st, 2021, the \$762,000 that the Board authorized included trading in our current HazMat unit valued at \$58,374. Emergency Services staff have identified a need to retain HazMat 38 as opposed to trading it in for the following reasons:

- 1.) Deploy the apparatus in the future. Continued evaluation of our current HazMat deployment plan and improving the response capabilities for our District. If staff determines the apparatus fits into our current or desired response coverage, this unit could be deployed in the future to meet our changing needs for HazMat response.
- 2.) Sell the unit on the secondary market. Should staff determine the unit is not needed for future deployment plans, we are quite confident that we can get a better value for the apparatus on the secondary market.

A motion was made by Director Anderson and seconded by Director Shriver to approve the repurchase of the HazMat apparatus from Super Vacuum Mfg. Co., Inc. in the amount of \$58,374. The motion carried 6-0.

DISCUSSION ITEMS

N/A

INFORMATION ITEMS

IGA Update – Chief Dell’Orfano reported that there were no IGA’s signed since last month.

Correspondence items in the Board’s packet are summarized below as well as other information items that were communicated:

- Roxy Ligrani Local 2086 updated the following:
 - South Metro Professional Fire Fighter’s Foundation Whiskey and Cigar Night raised \$10,000
 - Six Board Members will be attending a Health and Safety Symposium in NYC at the end of the month
 - Huge thank you to the Board for approving the 2026 apparatus purchase
- Chief Mike Burke, Administrative District Chief stated that 4 groups are currently deployed
 - Gunnison, CO – Low Line Fire - 1,800 acres
 - Heavy Equipment Hungry Horse, Montana - 3,000 acres
 - Woodland Park, CO - special assignment
 - Santa Barbara, CA - special assignment
- Chief Anthony Valdez updated the board on the fire investigation of the Glen Oaks Fire. There had been exterior lighting issues that led to a circuit breaker arching and ultimately a fire in the attic. In order to determine exactly how this occurred, our investigators worked with other specialists to trace the complex chain of events that resulted in the ignition and spread of this fire. This was a great accomplishment by our investigation team.
- According to Dispatch Manager Tyler March, five different agencies from Yuma, Arizona visited SMFR to see how the dispatch center is operated
- Sue Roche gave a shout out to the department for the active threat training done with SMFR and law enforcement that she was involved in. The police department gave kudos to the fire department for their expertise, which made her extremely proud to be a part of both agencies

EXECUTIVE SESSION (UPON MOTION)

N/A

PRESENTATION/DISCUSSION

Emergenetics/TKI Discussion

The Board participated in team building activities, using Emergenetics and conflict style tools as a framework.

Rich Sokol joined the meeting at 7:30 p.m.

NEXT MEETING

Board Budget Study Session to be held on August 16, 2023, 12:00 p.m., at 9195 East Mineral Avenue, Centennial, CO.

Special Board of Directors' Meeting to be held on August 21, 2023, 6:00 p.m., Station 12, 6529 S. Broadway, Littleton, CO.

Regular Board of Directors' Meeting to be held on September 11, 2023, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT

Chair Albee adjourned the meeting at 8:50 p.m.

Attested by: _____

Date: _____

South Metro Fire Rescue Fire Protection District
Special Board of Directors' Meeting Minutes
August 21, 2023

Present:	Jim Albee, Chair	Bob Baker, Fire Chief (absent)
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
	Rich Sokol, Treasurer (via Teams)	John Curtis, Deputy Chief – Emergency Services (absent)
	Sue Roche, Secretary	Kristin Eckmann, Deputy Chief – Community Services (absent)
	Kevin Leung	Dillon Miskimins, CFO Business Services
	William Shriver (via Teams)	Camie Chapman, CHRO Employee Services (absent)
	Bruce Stahlman	Allison Ulmer, Legal Counsel

Others Present: Station 12 Crew Members, SMFR Staff Members & Guests

MEETING CALL TO ORDER

Chair Albee called the Special Meeting of the South Metro Fire Rescue Fire Protection District to order at Station 12, 6529 S. Broadway in Littleton, CO at 6:15 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Chair Albee led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Directors Sokol and Shriver attended via Teams. All of the other Board members were present in person.

APPROVAL OF THE AGENDA

A motion was made by Renee Anderson and seconded by Kevin Leung to approve the agenda as presented. The motion carried 7-0.

PUBLIC COMMENT

N/A

PARTNER UPDATE

1. **City of Littleton** - City Manager Jim Becklenberg provided a short personal introduction and provided updates on happenings in the city, highlighting:
 - 2023 City Council Priorities
 - 2023 Highlights
 - Big Things on the Way with Capital Improvements Funding
 - 2024 Budget Priorities

ACTION ITEMS

N/A

DISCUSSION ITEMS

N/A

INFORMATION ITEMS

Youth Program Overview –

Explorers – Firefighter & Program Coordinator Kylie Anderson, a former Explorer and Rock Canyon graduate, provided information on how the program has been reworked since COVID with a new selection process used this past May to provide hands-on training to 32 new recruits. Coordinator Anderson also provided highlights of how the Rock Canyon High School Program works. The next recruitment session will be outlined on the website by January.

Arapahoe Rescue Patrol – Logistics Technician & ARP Captain Stephanie Fischer, provided a short introduction, noting that her dad was an ARP member and was instrumental in her interest in the program. She worked her way up to become the first female Captain. Her husband is an ARP Operations Captain, and her two sons are third generation members. ARP Chief Justin Kanaber provided a history of the 67-year-old program, which currently has 66-68 members with another 16 members graduating two weeks ago. Recently promoted Captain Katey Kasper provided a tour of the APR offices and equipment at Station 12.

Child Fatality Review Board Recommendations – CRRS Silva, a member of the Colorado Child Fatality Prevention System review board, a statewide network that focuses on preventing child deaths, presented an overview of their recommendations to the board. Over the past nine years, CFPS has developed 49 child fatality prevention recommendations using and developing statewide partnerships and resources. The report, presented to the Governor, reflects the culmination of the collective expertise of system partners across Colorado to coordinate at the state and local levels and provides an opportunity to advance prevention strategies and improve systems. A copy of the report and more information can be found at: <http://www.cochildfatalityprevention.com/p/reports.html>.

Correspondence items in the Board's packet are summarized below as well as other information items that were communicated:

- Chief Dell'Orfano:
 - Distributed flier about the upcoming Douglas County Community Foundation Heroes Gala that will take place on September 21st. Board members were invited to attend.
 - The annual IAFF Fallen Firefighter Memorial is September 16th in Colorado Springs. This year's memorial ceremony will recognize line of duty deaths in 2021 and 2022, which will include SMFR's PM Tony Palato.
 - Proposition HH will be on the ballot. The Supreme Court ruled that it lacks the subject-matter jurisdiction to assess the constitutionality of Prop HH prior to the endorsement of Colorado voters.
- CFO Miskimins stated that abatement and demolition of Station 15 will start the day after labor day.
- Director Leung reported that he visited Denver Fire Station 4 last Saturday where a wall of the station was dedicated to the China Town Memorial & he was interviewed by Channel 7 about the memorial wall.

EXECUTIVE SESSION (UPON MOTION)

A motion was made by Jim Albee and seconded by Kevin Leung at 9:01 p.m. to convene to Executive Session:

1. Pursuant to §24-6-402(4)(e), C.R.S., for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding the City of Castle Pines URA.
2. Pursuant to §24-6-402(4)(b), C.R.S., to consult with attorneys to receive legal advice on specific legal questions and pursuant to §24-6-402(4)(d), C.R.S., to discuss details of security arrangements or investigations regarding cyber security.

The motion carried 7-0.

The regular meeting reconvened at 9:57 p.m. with no action taken.

NEXT MEETING

Board Budget Study Session to be held on September 11, 2023, 5:00 p.m., at 9195 East Mineral Avenue, Centennial, CO.

Regular Board of Directors' Meeting to be held on September 11, 2023, 6:00 p.m., at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT

Chair Albee adjourned the meeting at 9:57 p.m.

Attested by: _____

Date: _____

DRAFT



South Metro Fire Rescue

Monthly Financial Reports

For the Month Ending
July 31, 2023

July 2023 Financial Update Executive Summary



1. Fund balance decreased by approximately \$8.2 million compared to June bringing fund balance to a total of \$110.6 million.
2. Through July, the District has collected \$122.9 million in property and \$5.8 million in specific ownership tax revenue, which reflects 98.62% collection vs. 98.72% last year for property taxes, and 59.83% vs. 51.2% for specific ownership taxes.
3. Through July, the District has expended \$89 million in the General Fund related to operations or 54.49% of the annual budget.
4. Ambulance transports have exceeded 2023 budget expectations by 351 transports, for total number of transports of 13,710 through July. The District's net revenue is \$1.1 million over the year-to-date budgeted amount and \$1.8 million more than the same period last year, though a large portion of this rise is due to increase in base fees. Total bad debt has increased in 2023 as compared to 2022. Through July this year, bad debt as a % of net revenue is at 25.5% as compared to 22.3% in 2022. Collections received as % of bad debt is at 5.6% through July this year as compared to 9.6% in 2022.
5. Through July, the District has billed approximately \$1.36 million in Plan Review Fees or 59.22% of the total budgeted amount.
6. Reimbursable revenue from wildland deployments has increased this year primarily due to a longer severity assignment. From February – June 2023, a total of 11 deployment crews went out resulting in a billed reimbursable amount of \$1.37 million year-to-date. In 2022, total wildland reimbursable revenue was \$1.3 million. There were another 7 deployments that went out from end of July through early September.
7. Through July, the District has expended \$8 million or 45.74% of our total budgeted expenditures in the Capital Projects Fund. The detailed schedule of expenditures is included on page 11.
8. Included at the end of the financial reports:
 - a. Schedule of taxes collected by month.
 - b. Schedule of capital outlay expenditures.
 - c. Schedule of Prepaid Capital Project Expenditures.

South Metro Fire Rescue
Balance Sheet
July 31, 2023



	General	Capital Projects	Building Rental	Self Insured Medical	Total	Prior Month Totals	Variance from Prior Month
Assets							
Checking	\$ 1,662,210	\$ 19,612	\$ 496,089	\$ 150,944	\$ 2,328,855	\$ 1,943,209	\$ 385,646
Money market	254,597	-	-	-	254,597	38,025	216,572
CSIP	60,251,886	7,533,960	17,955	3,305,757	71,109,558	48,084,249	23,025,309
Investments	21,646,126	-	-	-	21,646,126	21,530,258	115,868
Accounts receivable	8,252,602	40,588	-	-	8,293,190	39,974,827	(31,681,637)
Interest receivable	371,173	34,561	-	-	405,734	102,584	303,150
Leases receivable	432,278	-	2,311,245	-	2,743,523	2,743,523	-
Due from other funds	180,632	-	-	-	180,632	-	180,632
Prepays	2,313,294	6,707,223	-	30,312	9,050,829	8,821,867	228,962
Inventory	1,379,481	-	-	-	1,379,481	1,411,419	(31,938)
Total Assets	96,744,279	14,335,944	2,825,289	3,487,013	117,392,525	124,649,961	(7,257,436)
Liabilities							
Accounts payable - general	1,170,591	603,037	39,038	1,816,889	3,629,556	3,026,276	603,280
Accounts payable - payroll and benefits	292,061	-	-	-	292,061	124,532	167,529
Unearned revenue	14,433	-	-	-	14,433	42,177	(27,744)
Deferred leases	423,184	-	2,241,946	-	2,665,130	2,665,130	-
Due to other funds	-	-	-	180,632	180,632	-	180,632
Total Liabilities	1,900,269	603,037	2,280,984	1,997,521	6,781,812	5,858,115	923,697
Nonspendable:							
Prepaid Items	2,313,294	6,707,223	-	30,312	9,050,829		
Inventory	1,379,481	-	-	-	1,379,481		
						10,430,310	
Restricted:							
TABOR Reserve (3%)	4,823,573	-	-	-	4,823,573		
Excise Tax Reserve	-	1,823,436	-	-	1,823,436		
Self Insurance	-	-	-	1,459,180	1,459,180		
						8,106,189	
Committed:							
Capital Projects Reserve	-	5,202,248	-	-	5,202,248		
Operating Reserve (20%)	32,683,960	-	-	-	32,683,960		
						37,886,208	
Assigned:							
Building Rental	-	-	544,305	-	544,305		
JACC Projects	199,839	-	-	-	199,839		
						744,144	
Unassigned	53,443,863	-	-	-	53,443,863	53,443,863	
Fund Balances	\$ 94,844,010	\$ 13,732,907	\$ 544,305	\$ 1,489,492	\$ 110,610,713	\$ 110,610,713	

Current Year Subtotals

South Metro Fire Rescue FPD
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual
General Fund
For the period ending July 31, 2023



	Current Period Actuals	YTD Actuals	Annual Budget	Annual Variance	58% % Received	PY Actual YTD	Variance CY to PY
Revenues							
Property tax	\$ 1,127,913	\$ 122,859,330	\$ 124,574,007	\$ (1,714,677)	98.62%	\$ 124,098,266	\$ (1,238,936)
Specific ownership tax	821,731	5,797,706	9,690,566	(3,892,860)	59.83%	5,471,223	326,483
Ambulance transport services	1,162,902	8,167,059	13,270,944	(5,103,885)	61.54%	7,053,048	1,114,011
Medicare/medicaid supplemental payment	-	-	7,368,878	(7,368,878)	0.00%	-	-
Investment income	462,165	1,041,920	-	1,041,920	0.00%	423,686	618,234
Mark to market	98,901	265,787	-	265,787	0.00%	(799,348)	1,065,135
Rental income	15,918	113,963	186,947	(72,984)	60.96%	129,161	(15,198)
Permit / Plan review	177,750	1,362,359	2,300,625	(938,266)	59.22%	1,433,375	(71,016)
Reimbursements	7,756	1,725,846	1,908,394	(182,548)	90.43%	825,230	900,616
Dispatch fees	30,801	109,291	133,092	(23,801)	82.12%	93,627	15,664
Miscellaneous	33,503	291,533	1,217,312	(925,779)	23.95%	179,425	112,108
Total Revenues	3,939,340	141,734,794	160,650,765	(18,915,971)	88.23%	138,907,693	2,827,101
Expenditures					% Used		
Salaries	6,989,625	49,659,112	90,951,268	41,292,156	54.60%	45,991,212	(3,667,900)
Overtime - minimum staffing	314,525	2,260,789	8,548,063	6,287,274	26.45%	4,386,206	2,125,417
Overtime - reimbursable	19,191	817,342	1,236,275	418,933	66.11%	425,395	(391,947)
Overtime - other	138,293	1,532,246	2,038,689	506,443	75.16%	1,224,259	(307,987)
Benefits	2,327,901	20,095,257	37,765,945	17,670,688	53.21%	19,893,538	(201,719)
Supplies	137,069	996,307	1,788,430	792,123	55.71%	883,035	(113,272)
Equipment	43,787	1,032,267	1,725,439	693,172	59.83%	1,087,085	54,818
Memberships and certifications	15,150	121,940	260,183	138,243	46.87%	138,586	16,646
Awards and recognition	(19,971)	84,140	136,091	51,951	61.83%	82,668	(1,472)
Uniforms	263,141	1,206,891	1,467,762	260,871	82.23%	867,275	(339,616)
Software maintenance	243,790	1,686,698	3,057,405	1,370,707	55.17%	1,456,943	(229,755)
Hardware maintenance	13,664	82,141	694,300	612,159	11.83%	247,406	165,265
Utilities	155,556	1,084,877	1,569,215	484,338	69.14%	929,739	(155,138)
Fuel	77,681	542,600	1,003,850	461,250	54.05%	583,730	41,130
Fleet supplies	64,072	471,339	590,000	118,661	79.89%	426,232	(45,107)
Physicals	4,187	256,780	300,908	44,128	85.34%	359,929	103,149
Bank and credit card fees	16,049	82,694	154,000	71,306	53.70%	95,875	13,181
Equipment lease	671	28,456	72,775	44,319	39.10%	31,622	3,166
Vehicle lease	39,450	272,888	420,000	147,112	64.97%	245,119	(27,769)
Audit	9,300	61,800	70,000	8,200	88.29%	49,000	(12,800)
Legal	11,273	119,543	250,000	130,457	47.82%	90,366	(29,177)
Professional services	226,259	2,478,081	4,012,210	1,534,129	61.76%	2,005,995	(472,086)
Insurance	181,301	653,278	854,732	201,454	76.43%	508,388	(144,890)
Seminars, conferences and travel	39,977	414,010	675,074	261,064	61.33%	346,845	(67,165)
Meeting expense	3,163	51,462	107,510	56,048	47.87%	43,986	(7,476)
Repairs and maintenance	83,739	837,090	1,276,756	439,666	65.56%	752,130	(84,960)
Outside rental	5,199	13,000	24,500	11,500	53.06%	27,299	14,299
Tuition assistance, EAP, and other programs	33,251	262,372	499,546	237,174	52.52%	289,639	27,267
Treasurer's fees	17,371	1,844,438	1,868,873	24,435	98.69%	1,863,331	18,893
Total Expenditures	11,454,664	89,049,838	163,419,799	74,369,961	54.49%	85,575,553	(3,474,285)

South Metro Fire Rescue FPD
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual
General Fund
For the period ending July 31, 2023



	Current Period Actuals	YTD Actuals	Annual Budget	Annual Variance		PY Actual YTD	Variance CY to PY
Excess of Revenues Over (Under) Expenditures	(7,515,324)	52,684,956	(2,769,034)	55,453,990		53,332,140	(647,184)
Other Financing Sources (Uses)							
Sale of assets	72,100	132,568	135,000	(2,432)	98.20%	-	132,568
Total Other Financing Sources (Uses)	72,100	132,568	135,000	(2,432)		(15,000,000)	15,132,568
Net Change in Fund Balances	(7,443,224)	52,817,524	(2,634,034)	55,451,558		38,332,140	14,485,384
Fund Balances - Beginning of Year	42,026,486	42,026,486	40,393,074	1,633,412			
Fund Balances - End of Year	\$ 34,583,262	\$ 94,844,010	\$ 37,759,040	\$ 57,084,970			

South Metro Fire Rescue FPD
Schedule of Expenditures - Budget to Actual - Salaries and Benefits
General Fund
For the period ending July 31, 2023



	Current Period Actuals	YTD Actuals	YTD Budget	YTD Variance	Annual Budget	Annual Variance		PY Actual YTD	Variance CY to PY
Expenditures							% Used		
Salaries	\$ 6,879,563	\$ 49,421,491	\$ 48,798,269	\$ (623,222)	\$ 88,619,403	\$ 39,197,912	55.77%	\$ 45,279,027	\$ (4,142,464)
Buyouts	110,061	237,621	623,596	385,975	2,331,865	2,094,244	10.19%	712,185	474,564
Overtime - Minimum Staffing	276,650	1,892,731	4,200,232	2,307,501	7,798,063	5,905,332	24.27%	4,018,704	2,125,973
Overtime - FLSA	47,638	405,792	418,269	12,477	750,000	344,208	54.11%	391,303	(14,489)
Overtime - Wildland Deployment	-	681,404	475,154	(206,250)	852,000	170,596	79.98%	310,358	(371,046)
Overtime - USAR Deployment & Training	-	-	-	-	184,764	184,764	0.00%	2,884	2,884
Overtime - Other	147,721	1,630,451	1,248,227	(382,224)	2,238,200	607,749	72.85%	1,312,611	(317,840)
Benefits	2,327,901	20,095,257	20,743,053	647,796	36,980,070	16,884,813	54.34%	18,439,705	(1,655,552)
HSA Contributions	-	-	-	-	785,875	785,875	0.00%	1,453,833	1,453,833
Total Expenditures	<u>\$ 9,789,534</u>	<u>\$ 74,364,747</u>	<u>\$ 76,506,800</u>	<u>\$ 2,142,053</u>	<u>\$ 140,540,240</u>	<u>\$ 66,175,493</u>	<u>52.91%</u>	<u>\$ 71,920,610</u>	<u>\$ (2,444,137)</u>

South Metro Fire Rescue
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual
Capital Projects Fund
For the period ending July 31, 2023



	Current Period Actuals	YTD Actuals	Annual Budget	Annual Variance		PY Actual YTD	Variance CY to PY
Revenues					% Received		
Excise tax	\$ -	\$ 400,266	\$ 480,000	\$ (79,734)	83.39%	\$ 314,013	\$ 86,253
Investment income	58,091	229,978	-	229,978	0.00%	-	229,978
ARFF units reimbursement	-	1,000,000	-	1,000,000	0.00%	1,000,000	-
Total Revenues	58,091	1,630,244	480,000	1,150,244	339.63%	1,314,013	316,231
Expenditures					% Used		
Buildings and grounds	344,847	1,603,694	8,421,125	6,817,431	19.04%	1,338,853	(264,841)
Vehicles and apparatus	32,000	2,569,147	5,343,883	2,774,736	48.08%	1,908,425	(660,722)
Equipment	-	3,602,108	3,658,689	56,581	98.45%	24,200	(3,577,908)
Leases - building and equipment	30,857	242,601	106,311	(136,290)	228.20%	62,015	(180,586)
Total Expenditures	407,704	8,017,550	17,530,008	9,512,458	45.74%	3,333,493	(4,684,057)
Excess of Revenues Over (Under) Expenditures	(349,613)	(6,387,306)	(17,050,008)	10,662,702		(2,019,480)	(4,367,826)
Other Financing Sources (Uses)							
Transfers from other funds	-	-	-	-		15,000,000	(15,000,000)
Sale of assets	-	-	-	-		1,626,223	(1,626,223)
Total Other Financing Sources (Uses)	-	-	-	-		16,626,223	(16,626,223)
Net Change in Fund Balances	(349,613)	(6,387,306)	(17,050,008)	10,662,702		14,606,743	(20,994,049)
Fund Balances - Beginning of Year		20,120,213	21,439,782	(1,319,569)			
Fund Balances - End of Year		\$ 13,732,907	\$ 4,389,774	\$ 9,343,133			

South Metro Fire Rescue
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual
Building Rental Fund
For the period ending July 31, 2023



	Current Period Actuals	YTD Actuals	Annual Budget	Annual Variance		PY Actual YTD	Variance CY to PY
Revenues					% Received		
Rental income	\$ 54,981	\$ 393,170	\$ 651,542	\$ (258,372)	60.34%	\$ 438,736	\$ (45,566)
Total Revenues	54,981	393,170	651,542	(258,372)	60.34%	438,736	(45,566)
Expenditures					% Used		
Supplies	650	2,769	14,021	11,252	19.75%	12,420	9,651
Utilities	28,024	177,313	280,708	103,395	63.17%	154,927	(22,386)
Professional services	-	-	5,000	5,000	0.00%	700	700
Outside services	9,513	65,557	110,000	44,443	59.60%	53,413	(12,144)
Routine maintenance/Outside repairs	3,361	73,943	169,264	95,321	43.69%	74,601	658
Equipment	-	780	10,100	9,320	7.72%	6,701	5,921
Building and grounds	11,709	11,709	65,375	53,666	17.91%	29,964	18,255
Total Expenditures	53,257	332,071	654,468	322,397	50.74%	332,726	655
Net Change in Fund Balances	1,724	61,099	(2,926)	64,025		106,010	(44,911)
Fund Balances - Beginning of Year		483,206	517,643	(34,437)			
Fund Balances - End of Year		\$ 544,305	\$ 514,717	\$ 29,588			

South Metro Fire Rescue FPD
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual
Self-Insured Medical Fund
For the period ending July 31, 2023



	Current Period Actuals	YTD Actuals	Annual Budget	Annual Variance		PY Actual YTD	Variance CY to PY
Revenues					% Received		
Medical premiums	\$ 856,183	\$ 9,281,568	\$ 16,004,600	\$ (6,723,032)	57.99%	\$ 8,208,893	\$ 1,072,675
Dental premiums	66,121	462,384	-	462,384	0.00%	-	462,384
Miscellaneous revenue	-	697,289	600,000	97,289	116.21%	477,380	219,909
Stop loss refunds	-	9,675	50,000	(40,325)	19.35%	529,533	(519,858)
Net investment earnings	14,426	72,056	12,500	59,556	576.45%	7,219	64,837
Total Revenues	<u>936,730</u>	<u>10,522,972</u>	<u>16,667,100</u>	<u>(6,144,128)</u>	<u>63.14%</u>	<u>9,223,025</u>	<u>1,299,947</u>
Expenditures					% Used		
Medical payments	1,166,727	7,644,664	15,204,370	7,559,706	50.28%	7,861,199	216,535
Dental payments	58,381	439,138	-	(439,138)	0.00%	-	(439,138)
HSA contributions	375	508,625	-	(508,625)	0.00%	-	(508,625)
Stop loss insurance / admin fees	101,270	562,990	1,153,992	591,002	48.79%	621,420	58,430
Total Expenditures	<u>1,326,753</u>	<u>9,155,417</u>	<u>16,358,362</u>	<u>7,202,945</u>	<u>55.97%</u>	<u>8,482,619</u>	<u>(672,798)</u>
Net Change in Fund Balances	<u>(390,023)</u>	<u>1,367,555</u>	<u>308,738</u>	<u>1,058,817</u>		<u>740,406</u>	<u>627,149</u>
Fund Balances - Beginning of Year		<u>121,937</u>	<u>1,389,326</u>	<u>(1,267,389)</u>			
Fund Balances - End of Year		<u>\$ 1,489,492</u>	<u>\$ 1,698,064</u>	<u>\$ (208,572)</u>			

South Metro Fire Rescue
Schedule of Property Tax Collections
Arapahoe, Douglas, and Jefferson Counties
2023



Month	Property Taxes			Interest	Specific Ownership	Treasurer's Fee	2023 Total	Percent Collected	2022 Collections	Percent Collected
	Current Year	PY Adj	TIF							
January	2,605,975	(41,404)	(17,407)	(1,251)	776,743	(38,200)	3,284,456	2.48%	2,516,732	1.87%
February	43,477,404	(53,001)	(174,860)	(6,628)	800,808	(648,711)	43,395,013	35.26%	41,279,156	32.55%
March	7,958,512	(26,681)	(26,312)	(2,652)	893,148	(118,609)	8,677,405	41.81%	11,543,921	41.13%
April	22,543,175	623,464	(121,302)	(2,388)	838,543	(346,349)	23,535,143	59.59%	25,261,144	59.90%
May	12,505,357	8,091	(47,914)	10,855	874,782	(187,153)	13,164,017	69.53%	11,893,898	68.74%
June	32,637,336	(1,166)	(117,850)	18,080	791,952	(488,045)	32,840,307	94.34%	33,072,505	93.32%
July	1,148,782	(18,971)	(1,898)	26,963	821,731	(17,371)	1,959,236	95.82%	2,214,790	94.97%
August	-	-	-	-	-	-	-		1,468,874	96.06%
September	-	-	-	-	-	-	-		863,247	96.70%
October	-	-	-	-	-	-	-		860,425	97.34%
November	-	-	-	-	-	-	-		1,101,866	98.16%
December	-	-	-	-	-	-	-		663,530	98.65%
Total	122,876,541	490,332	(507,543)	42,979	5,797,706	(1,844,438)	126,855,577		132,740,087	
sum of all Property Tax sub categories =										
Budget	125,392,957	-	(818,950)	-	9,690,566	(1,868,873)	132,395,700			

South Metro Fire Rescue
Schedule of TIF Diverted By County
2023

Month	Arapahoe County	Douglas County	2023 Total TIF
January	-	(17,407)	(17,407)
February	-	(174,860)	(174,860)
March	-	(26,312)	(26,312)
April	(7)	(121,295)	(121,302)
May	(691)	(47,223)	(47,914)
June	-	(117,850)	(117,850)
July	-	(1,898)	(1,898)
August	-	-	-
September	-	-	-
October	-	-	-
November	-	-	-
December	-	-	-
Total	(698)	(506,844)	(507,543)

South Metro Fire Rescue
Excise Tax Collections
2023

Quarter	Amount
Q1	148,411.63
Q2	251,854.85
Q3	-
Q4	-
Total	400,266.48

Year	Amount
2019	17,761.00
2020	347,055.96
2021	577,987.65
2022	480,364.98
Grand total	1,823,436.07

South Metro Fire Rescue
Capital Details
7/31/2023



Project	Expenses to Date
Buildings and Grounds - Capital Projects Fund	
Station 15 - New station build	\$ 614,869 *
Station 19 - New concrete/new generator	37,959 *
Station 31 - Roof and gutter repair	24,900
Station 33 - New generator	50,299
Station 35 - Remodel	51,412 *
Station 36 - Generator	13,062 *
Station 43 - Furnace replacement	26,259
Station 44 - Saniglaze service	14,850 *
Station 45 - Generator	9,694 *
JSF - First floor remodel	330,972
MHQ - Dispatch design fees	3,000
TJTC - Design fees	37,498
Sleep Initiative	278,194 *
Warehouse operating expenses	110,725 *
Total Buildings and Grounds	1,603,694
Vehicle and Apparatus - Capital Projects Fund	
2 Oshkosh Stricker ARFF Units	2,009,038
Pierce KW Tender	464,156
2018 Pierce Velocity engine replacement	63,953
Training tiller	32,000 *
Total Vehicle and Apparatus	2,569,147
Leases - Capital Projects Fund	
Ambulance pram lease	76,203 *
Warehouse lease	166,398 *
Total Lease	242,601
Equipment - Capital Projects Fund	
Thermal imagers	370,694
Radios	3,185,843
Rescue lifting bags	45,571
Total Building and Grounds	3,602,108
Building and Grounds - Buiding Rental Fund	
MHQ reception area remodel	11,709
Total Building and Grounds	11,709

Total Capital Purchases

\$ 8,029,259

**Current period expenses.*

South Metro Fire Rescue
Prepaid Capital Project Expenses Schedule
July 31, 2023



Anticipated In Service (Budget Year)

Apparatus Description	Amount	Board Approved	Original Budgeted Year	2023	2024	Total
2024 Heavy Rescue Tiller #3395	1,700,075	1/24/2022	2024		1,700,075	1,700,075
2023 Type 6 Brush Truck #2280	220,824	12/6/2021	2021	220,824		220,824
2023 Type 6 Brush Truck #2281	222,093	12/6/2021	2021	222,093		222,093
2023 Dive Unit #3348	6,121	12/5/2022	2023		6,121	6,121
2023 Hazmat unit #3334	753,287	11/1/2021	2023	753,287		753,287
2023 Type III Brush #2282	6,121	12/6/2021	2022	6,121		6,121
2023 Ram Service Truck #1588	75,826	12/5/2023	2023	75,826		75,826
2023 Medic #2246	12,931	1/10/2022	2023	12,931		12,931
2023 Medic #2248	12,931	1/10/2022	2023	12,931		12,931
2023 Medic #2251	12,931	1/10/2022	2023	12,931		12,931
2023 Medic #2253	12,931	1/10/2022	2023	12,931		12,931
2023 Medic #2254	12,931	1/10/2022	2023	12,931		12,931
2023 BC vehicle Ford F150 2208	45,382	12/5/2022	2023	45,382		45,382
2023 BC vehicle Ford F150 2209	47,561	12/5/2022	2023	47,561		47,561
2023 BC vehicle Ford F150 2210	44,339	12/5/2022	2023	44,339		44,339
2023 Medic #2232	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2233	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2234	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2235	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2236	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2237	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2238	2,444	9/13/2021	2022	2,444		2,444
2023 Medic #2239	2,444	9/13/2021	2022	2,444		2,444
2024 Type I Engine #3391	839,362	4/4/2022	2024		839,362	839,362
2024 Type I Engine #3392	839,362	4/4/2022	2024		839,362	839,362
2024 Type I Engine #3393	839,362	4/4/2022	2024		839,362	839,362
2024 Type I Engine #3394	839,362	4/4/2022	2024		839,362	839,362
2023 Type 6 Brush Truck #2283	71,970	12/5/2022	2023	71,970		71,970
2023 Type 6 Brush Truck #2283	71,970	12/5/2022	2023	71,970		71,970
Total Prepaid Apparatus	\$ 6,707,223			\$ 1,643,581	\$ 5,063,642	\$ 6,707,223

BOARD OF DIRECTORS AGENDA ITEM

STAFF REPORT



Meeting Date: 9/11/2023

Agenda Item Type: Action Item

Agenda Item: Agreement Regarding Castle Pines Urban Renewal Authority Tax Increment Financing

Submitted By: Mike Dell'Orfano

Approved: Bob Baker

SUMMARY:

The City of Castle Pines has created an urban renewal authority (URA). Prior to adopting an urban renewal plan within the URA, the URA must establish an agreement governing the sharing of incremental property tax revenues with each taxing entity. A proposed agreement is attached.

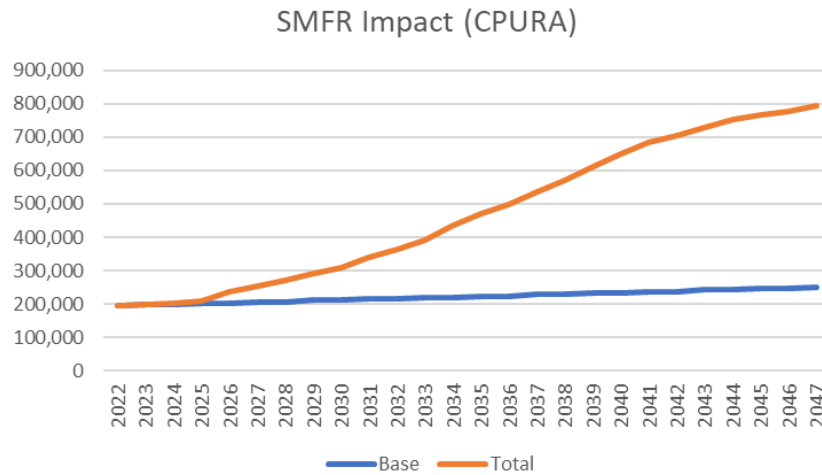
BACKGROUND:

On May 9, 2023, the Castle Pines City Council adopted Resolution No. 23-26 creating an Urban Renewal Authority (URA) and is now considering the adoption of the Castle Pines West Commercial District Urban Renewal Plan located near the southwest corner of I-25 and Castle Pines Pkwy. In accordance with Section 31-25-107(9.5), C.R.S., prior to an urban renewal plan being adopted, the Castle Pines URA (CPURA) and each taxing entity shall enter into an agreement that governs the sharing of incremental property tax revenues (i.e., TIF). In the proposed agreement between SMFR and CPURA, SMFR agrees to allow CPURA to initially retain all TIF revenues. However, the parties also agree to renegotiate the sharing of TIF, prior to committing TIF funds, when either a construction project containing high-hazard occupancies exceeds a certain size threshold, or every five (5) years. The agreement maintains the requirement to enter into mediation if the renegotiation is unsuccessful. City staff has agreed to the content and form of the agreement. City council is anticipated to consider the adoption of the plan, including all TIF agreements, on October 10, 2023.

FINANCIAL IMPACT:

Based on the March, 2023 impact report provided by the city, staff has prepared the following graph and chart to summarize the financial impact of the URA to SMFR (assuming all TIF funds are retained by the URA).

	Cumulative Total By:				
	2027	2032	2037	2042	2047
Property Tax Revenues from Existing Base	\$1,009,585	\$2,068,310	\$3,182,974	\$4,351,892	\$5,582,571
Property Tax Increment	\$92,785	\$605,766	\$1,827,766	\$3,880,011	\$6,464,749



STRATEGIC INITIATIVE:

Two key focus areas of the strategic plan are to be a strong, regional partner and provide strategic, sustainable fiscal stewardship. The proposed agreement supports the City of Castle Pines’ efforts to revitalize their city while also establishing opportunities for SMFR to re-evaluate the impacts of the URA and determine if future TIF funds should be retained.

RECOMMENDED ACTION/MOTION:

Staff recommends the approval of the TIF agreement. A potential motion:

“I move to approve the Agreement Regarding Castle Pines Urban Renewal Authority Tax Increment Financing. “

ALTERNATIVE OPTIONS:

If the terms of the agreement are not acceptable, the board can provide staff direction for further negotiations. The mediation process could also be pursued after September 28, 2023.

ATTACHMENTS:

TIF Agreement

June 1, 2023 Notice

Draft urban renewal plan

March, 2023 Impact Report

**AGREEMENT REGARDING CASTLE PINES URBAN RENEWAL AUTHORITY
TAX INCREMENT FINANCING**

This **AGREEMENT REGARDING CASTLE PINES URBAN RENEWAL AUTHORITY TAX INCREMENT FINANCING** (the “Agreement”) by and between the **CASTLE PINES URBAN RENEWAL AUTHORITY** (“CPURA”), an urban renewal authority and body corporate and politic of the State of Colorado, and the **South Metro Fire Rescue Fire Protection District** (the “District”), a body corporate and political subdivision of the State of Colorado (each party individually referred to herein as a “Party” and collectively referred to herein as the “Parties”).

RECITALS

WHEREAS, pursuant to the Colorado Urban Renewal Law, Section 31-25-101, et seq., C.R.S. (the “Act”), the City Council of the City formed CPURA by Resolution No. 23-26; and

WHEREAS, pursuant to the Act, the City Council of the City is considering adoption of an urban renewal plan (the “Plan”) to carry out urban renewal projects within the Urban Renewal Plan Area (“Plan Area”) described with particularity in the Plan; and

WHEREAS, the District is a taxing entity whose boundary includes real property within the Plan Area, which real property is shown in **EXHIBIT A**, which is attached hereto and incorporated herein; and

WHEREAS, the Act authorizes and the Plan will provide for the use of tax increment financing by CPURA to assist with the development of projects pursuant to the Plan; and

WHEREAS, C.R.S. § 31-25-107(9.5) requires that CPURA and the District enter into an agreement regarding the sharing of incremental property tax revenue; and

WHEREAS, the Parties recognize that this Agreement satisfies the requirements of C.R.S. § 31-25-107(9.5).

AGREEMENT

NOW THEREFORE, in consideration of the foregoing Recitals, which are incorporated herein, the mutual covenants and promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Incorporation of Recitals. The foregoing recitals are incorporated into and made a part of this Agreement.

2. District Mill Levy Allocation. The District agrees that CPURA may initially retain all incremental property tax revenues generated in the Plan Area solely as a result of the levy of the District’s mill levy upon taxable property within the Plan Area; provided,

however, the District and CPURA agree to renegotiate the sharing of incremental property tax revenues between the Parties under either of the following circumstances:

(a) Prior to CPURA committing TIF funds for a new construction project or substantially modified structure with an aggregate square footage greater than 20,000 square feet within the Plan Area which includes a use that is classified as an Assembly Group A, Educational Group E, High-Hazard Group H, Institutional Group I, or Residential Group R occupancy as defined by the International Building Code, as adopted by the City Council of the City; or

(b) Every five (5) years beginning on the date of adoption of the urban renewal plan.

Any renegotiation of the sharing of incremental property tax revenues between the Parties shall be conducted in good faith and in accordance with the mediation procedure set forth in C.R.S. § 31-25-107(9.5)(d), regardless of whether such procedure is required by law at the time of such renegotiation. Any and all agreements regarding the sharing of incremental property tax revenue shall be memorialized in an amendment to this Agreement. The Parties agree that any such future renegotiation shall not constitute a substantial modification of the Plan.

3. Term, Termination. The term of this Agreement shall commence on the date of mutual execution of this Agreement by the Parties, and shall run for so long as the Plan, including any amendments, remains in effect, unless terminated earlier due to the abolishment of CPURA, and shall terminate upon the termination of the Plan. This Agreement may be terminated at any time upon the mutual written agreement of the Parties.

4. Modification. This Agreement may not be amended, modified, or changed, in whole or in part, without a written agreement executed by the Parties.

5. Assignment. No Party shall assign this Agreement or any interest hereunder in whole or in part, without the prior written consent of each of the other Parties. Any assignment attempted without the prior written consent of all Parties hereto, which consent shall not be unreasonably withheld, shall be deemed void, and of no force or effect. Consent to one assignment shall not be deemed to be consent to any subsequent assignment nor the waiver of any right to consent to such subsequent assignment. Notwithstanding the foregoing this Agreement may be assigned to the successor entity of the District or to the District's constituent entities.

6. Notices. Any notices or other communications required or permitted by this Agreement or by law to be served on, given to or delivered to any Party hereto, by any other Party shall be in writing and shall be deemed duly served, given or delivered when personally delivered to the Party to whom it is addressed or in lieu of such personal service, upon receipt in the United States' mail, first-class postage prepaid, addressed as follows:

To the District:

South Metro Fire Rescue Fire Protection District
Attn: Fire Chief

With a copy to:

Collins Cole Flynn Winn Ulmer
Attn: Bob Cole

9195 E. Mineral Ave.
Centennial, CO 80112

165 S. Union Blvd., Suite 785
Lakewood, CO 80228

To CPURA:

City of Castle Pines
Castle Pines URA
360 Village Square Lane, Suite B
Castle Pines, CO 80108

With a copy to:

Michow, Cox & McAskin, LLP
Attn: Linda C. Michow
6530 S. Yosemite St., Suite 200
Greenwood Village, Colorado 80111

Any Party may change its address for the purpose of this Paragraph by giving written notice of such change to the other Parties in the manner provided in this Paragraph.

7. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and together shall constitute one and the same instrument.

8. Binding Agreement. This Agreement shall inure to and be binding on the administrator, successors, and permitted assigns of the Parties hereto.

9. Entire Agreement. This Agreement constitutes the complete and exclusive statement of the agreement of the Parties with respect to the subject matter of this Agreement and supersedes all prior oral and written proposals, negotiations, representations, promises, agreements, warranties or understandings concerning such subject matter.

10. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall nonetheless remain in full force and effect.

11. Governmental Immunity. Nothing in this Agreement shall be construed as a waiver of the rights and privileges of the Parties pursuant to the Colorado Governmental Immunity Act, § 24-10-101, et seq., C.R.S., as the same may be amended from time to time.

12. Authority to Enter Into Agreement. Each Party hereby confirms it is lawfully authorized to enter into this Agreement, has received legal counsel and advice as to the legal effect of this Agreement, and has taken all steps necessary to authorize the execution of the Agreement by the respective signatories below.

[The remainder of this page is left intentionally blank. Signature page follows.]

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**CASTLE PINES URBAN RENEWAL
AUTHORITY**, an urban renewal authority and
body corporate and politic of the State of Colorado:

Tracy Engerman, Chairperson

ATTEST:

By: _____

Its: _____

Approved as to form:

CPURA Counsel

**SOUTH METRO FIRE RESCUE FIRE
PROTECTION DISTRICT**, a body corporate and
political subdivision of the State of Colorado:

By: _____

Name (printed): _____

Its: _____

ATTEST:

By: _____

Secretary

EXHIBIT A
DISTRICT BOUNDARY

PROPERTY DESCRIPTION:

ALL RECORDS REFERENCED HEREIN ARE AMONG THOSE RECORDS OF THE DOUGLAS COUNTY CLERK AND RECORDERS OFFICE, STATE OF COLORADO.

THE FOLLOWING PARCELS OF LAND ALL BEING LOCATED WITHIN SECTION 3, TOWNSHIP 7 SOUTH, RANGE 67 WEST, OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF CASTLE PINES, SAID COUNTY AND STATE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 1 THRU 6 AND TRACT A AS SHOWN ON LAGAE FAMILY TRUST MINOR DEVELOPMENT FINAL PLAT AS RECORDED AT RECEPTION NO. 2020078058, IN SAID RECORDS.

LOT 1 AND LOT 2 AS SHOWN ON CHARTER OAKS 2ND AMENDMENT AS RECORDED AT RECEPTION NO. 8831398, IN SAID RECORDS.

LOT 3, LOT 4, AND LAGAE ROAD AS SHOWN ON CHARTER OAKS FILING NO. 2 AS RECORDED AT RECEPTION NO. 2008004357, IN SAID RECORDS.

LOT 1, LOT 2, TRACT A, AND MAX DRIVE AS SHOWN ON CHARTER OAKS FILING NO. 2, 1ST AMENDMENT AS RECORDED AT RECEPTION NO. 20090006075, IN SAID RECORDS.

LOTS 1 THRU 10, TRACTS A, B, C, D, E, F, G, H, J, L, M, N, AND P AS SHOWN ON CHARTER OAKS 4TH AMENDMENT AS RECORDED AT RECEPTION NO. 99078267, IN SAID RECORDS.

LOT B-1 AND LOT B-2 AS SHOWN ON SAID CHARTER OAKS 5TH AMENDMENT AS RECORDED AT RECEPTION NO. 01118346, IN SAID RECORDS.

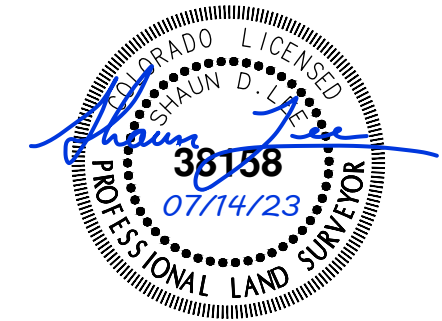
LOTS 1 THRU 6 AND TRACTS A & B AS SHOWN ON CHARTER OAKS 6TH AMENDMENT AS RECORDED AT RECEPTION NO. 01090052, IN SAID RECORDS.

LOTS 1 THRU 5 AND TRACT A AS SHOWN ON CHARTER OAKS 7TH AMENDMENT AS RECORDED AT RECEPTION NO. 01123828, IN SAID RECORDS.

LOT 2A AND LOT 2B AS SHOWN ON CHARTER OAKS 8TH AMENDMENT AS RECORDED AT RECEPTION NO. 200523703, IN SAID RECORDS.

LOTS 22 THRU 24 AS SHOWN ON BEVERLY HILLS ESTATES FILING NO. 1 AS RECORDED AT RECEPTION NO. 1957100574, IN SAID RECORDS.

EXCEPTING ANY AND ALL OF THOSE PARCELS OF RECORD DEDICATED AS PUBLIC RIGHT-OF-WAY FOR THE BENEFIT AND USE OF CASTLE PINES PARKWAY.



Austin - Billings - Bismarck - Boise - Cedar Rapids - Denver
Detroit Lakes - Fargo - Sacramento - Sioux Falls - St. Paul - Williston
4285 Lexington Ave. N.
St. Paul, Minnesota 55126
Phone: 651.415.3800 Fax: 888.858.3440
Web: www.ulteig.com

CASTLE PINES WEST COMMERCIAL DISTRICT
URBAN RENEWAL PLAN AREA BOUNDARIES
SECTION 3, TOWNSHIP 7 SOUTH, RANGE 67 WEST
OF THE 6TH PRINCIPAL MERIDIAN,
COUNTY OF DOUGLAS, STATE OF COLORADO

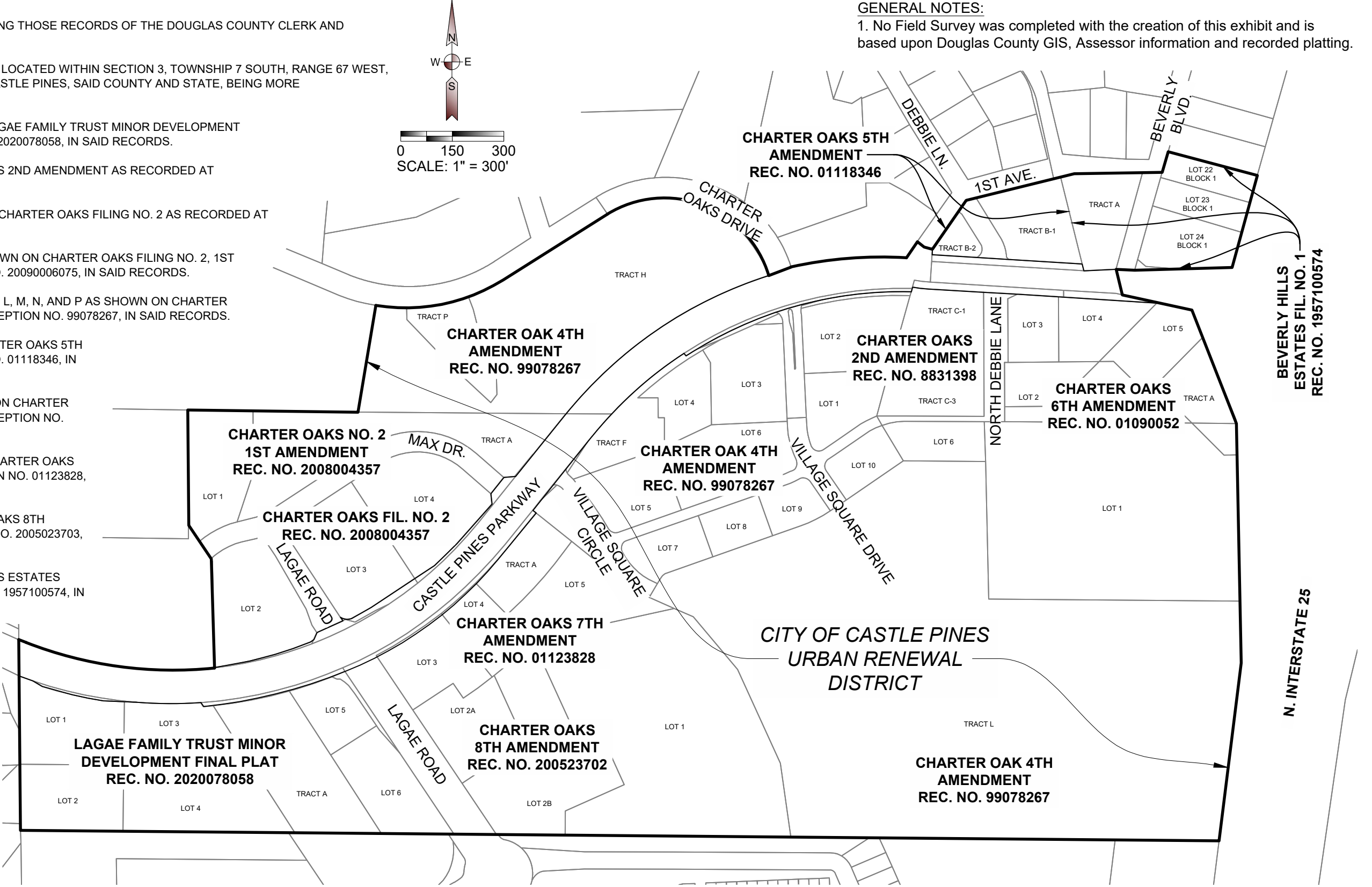


CITY OF CASTLE PINES
CASTLE PINES, CO 80603

Project Number: 23.23048
Date: 7/14/2023
Drawn By: SDL
Reviewed By: JE
Approved By: ---
Sheets: 1 of 1

GENERAL NOTES:

1. No Field Survey was completed with the creation of this exhibit and is based upon Douglas County GIS, Assessor information and recorded platting.





7437 Village Square Dr., Ste. 200 • Castle Pines, CO 80108
303-705-0200 • castlepinesco.gov

June 1, 2023

Via: United States Postal Service

South Metro Fire Rescue Fire Protection District
9195 East Mineral Avenue
Centennial, CO 80112

Attention: Mike Dell'Orfano, Chief Government Affairs Officer

Re: Notice of Proposed Castle Pines West Commercial District Urban Renewal Plan
and Proposed Tax Increment Financing Agreement

Dear Mr. Dell'Orfano:

The City of Castle Pines and Castle Pines Urban Renewal Authority ("**CPURA**") are considering an urban renewal plan, entitled the Castle Pines West Commercial District Urban Renewal Plan ("**Proposed Plan**"), for the area generally located along Castle Pines Parkway, west of I-25 to Lagae Road, which area is more particularly described in the enclosures to this letter (the "**Plan Area**"). CPURA believes the implementation of the Proposed Plan would eliminate blight within the Plan Area and be a significant benefit to the community.

The Proposed Plan includes a tax allocation provision.

Section 31-25-107(9.5)(a) of the Colorado Urban Renewal Law requires CPURA to notify the taxing entities whose incremental property taxes would be allocated pursuant to the Proposed Plan before the plan may be approved by the City Council of Castle Pines, and requires CPURA and said taxing entities to meet and attempt to negotiate an agreement governing the sharing of incremental property tax revenues. In accordance with said Section, this letter serves as notice to the South Metro Fire Rescue Fire Protection District (the "**District**") that the Plan Area is located within the jurisdiction of the District and that the District's incremental property tax revenues would be allocated to CPURA under the Proposed Plan.

Enclosed herewith please find (i) a draft copy of the Proposed Plan, (ii) a draft of the proposed Agreement Regarding Castle Pines Urban Renewal Authority Tax Increment Financing (TIF) between CPURA and the District, and (iii) an Impact Report outlining the anticipated impacts of the Proposed Plan on the District.

Per Section 31-25-107(9.5)(a) of the Colorado Urban Renewal Law, I would like to arrange a meeting with you in the near future to discuss the Proposed Plan and

June 1, 2023

proposed Agreement. Please let me know your availability. I can be reached at sam.bishop@castlepinesco.gov, or 303-705-0225.

Sincerely,



Sam Bishop, AICP
Community Development Director
City of Castle Pines

Enclosures:

- i. DRAFT Proposed Plan
- ii. DRAFT Proposed TIF Agreement
- iii. Impact Report



Castle Pines West Commercial District Urban Renewal Plan

Castle Pines, Colorado

April 2023

DRAFT

Prepared for:

City of Castle Pines, CO

City Council

360 Village Square Lane, Suite B

Castle Pines, CO 80108

Prepared by:

Ricker | Cunningham

Littleton, CO 80125-8467

303.458.5800 phone

www.rickercunningham.com

Castle Pines West Commercial District Urban Renewal Plan

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Figure 1 Castle Pines West Commercial District Urban Renewal Plan Area Map

5

Appendices

- Appendix A: Castle West Commercial District Urban Renewal Area Legal Description
Appendix B: Excerpts from the 2021 Castle Pines Comprehensive Plan

DRAFT

Castle Pines West Commercial District Urban Renewal Plan

City of Castle Pines, Colorado

1.0 Introduction

1.1 Preface

This Castle Pines West Commercial District Urban Renewal Plan (herein referred to as the "**Plan**" or "**Urban Renewal Plan**") has been prepared for the City of Castle Pines (herein referred to as the "**City**") pursuant to the provisions of the Urban Renewal Law of the State of Colorado, Part 1 of Article 25 of Title 31, Colorado Revised Statutes, 1973, as amended (herein referred to as the "**Statute**" or "**Act**" or "**Law**").

1.2 Blight Findings

Under the **Act**, an urban renewal area is a blighted area, which has been designated as appropriate for an **Urban Renewal Project**. In order for the **Authority** to exercise its powers within the area, the municipality's board or council must find that the presence of blight, as defined by the **Act**, "constitutes an economic and social liability, substantially impairs or arrests the sound growth of municipalities, retards the provision of housing accommodations, aggravates traffic problems, and impairs or arrests the elimination of traffic hazards, and the improvement of traffic facilities".¹

The Castle Pines West Commercial District Conditions Survey (herein referred to as the "**Survey**"), prepared by Ricker | Cunningham during the Fall of 2022, and presented to the **Authority** under separate cover, demonstrates that the Castle Pines West Commercial District Urban Renewal Plan Area (herein referred to as the "**Area**" or "**Urban Renewal Plan Area**"), qualifies as a blighted area under the **Act**. Specifically, the **Survey** concluded that nine (9) of the 11 total possible factors are present at varying degrees of intensity, but all at levels considered significantly adverse. A list of statutory factors either observed or identified, along with a characterization of the same, is presented below in Section 4.0.

¹ CO Rev Stat § 31-25-102 (2017)

1.3 Urban Renewal Area Boundaries

The **Area**, as presented in **Figure 1** and set forth in **Appendix A** includes 87 parcels within approximately 133 acres located in the Castle Pines West Commercial District (the "**Commercial District**" and "**District**"). It is generally bound by Charter Oaks Drive on the north, the Interstate 25 (I-25) corridor on the east, southern property lines of the Marquis @ Castle Pines apartment development and Kings Soopers Center on the south, and commercial properties fronting the northern and southern sides of Castle Pines Parkway (herein referred to as the "**Parkway**") west of Lagae Road, on the west, all in the city of Castle Pines, and Douglas County, Colorado.

1.4 Zoning Classifications

Properties in the **Area** are zoned Business District. As defined in Section 11B of the Castle Pines Zoning Ordinance, permitted uses within this zoning classification include those listed below.

11 B Business District

Service Businesses:

- Bank | Financial Institution
- Daycare Center
- Firing Range - indoor
- Hotel | Motel - including conference or convention facilities
- Nursing or Convalescent Home - other extended-care facilities
- Retirement Home
- Office
- General, Medical, Dental, Professional, Governmental
- Retail | Service Business – indoor
- Theater – indoor
- Veterinary Clinic | Hospital

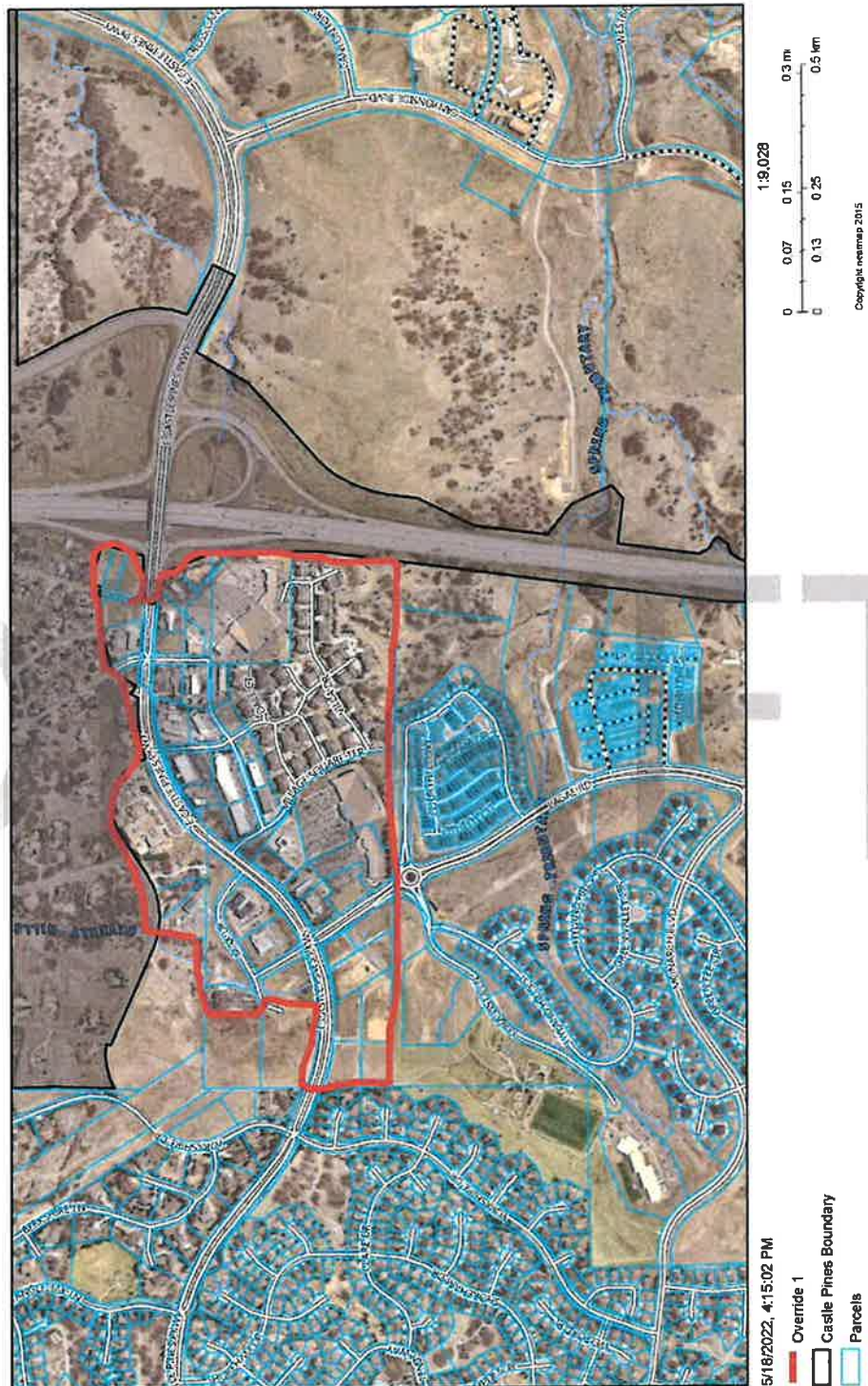
Dining and Drinking Establishments:

- Bar | Lounge
- Restaurant | Fast-Food
- Club | Country Club

Institutional Uses:

- Church
- School - including college or university and related facilities
- Hospital

Figure 1: Castle Pines West Commercial District Plan Area Boundaries



Community Facilities:

- Cultural Facility
- Fire Station
- Library
- Recreation Facility - Indoor
- Sheriff Substation
- Utility Service Facility

Public Amenities:

- Open Space | Trails
- Park | Playground
- Seasonal Use

1.5 Future Land Use Designations

As explained in the City of Castle Pines Comprehensive Plan, adopted June 24, 2021, the community's vision is to, "Enhance our unique character through welcoming neighborhoods, a strong sense of community, vibrant gathering places and thriving businesses, a robust open space and trails system, and ease of mobility, while ensuring, certain actions within the following five (5) categories: parks, recreation + amenities, economic development, housing, transportation, and land use + growth management."

Objectives specifically related to economic development which will inform investment in the **Area** include, "Reinforce, expand, and develop our unique and connected town centers as vibrant community gathering spaces that support a range of distinct businesses and restaurants, event space, entertainment venues, mixed-use developments, civic amenities, enhanced walkability, quality design and a supportive mix of housing."

1.6 Statutory Compliance

All official meetings required by the **Act** were scheduled, noticed, and conducted. Specifically, the **Castle Pines City Council** (herein referred to as "**City Council**") considered the findings of blight at a public hearing on Tuesday, May 9, 2023, documented in the **Survey**, and adopted the **Plan** on Tuesday, July 25, 2023 at a duly noticed meeting of **Council**. Also, as required, the Castle Pines Planning Commission reviewed the **Plan** on Thursday, June 24, 2023, at which time they determined it to be consistent with the 2021 Castle Pines Comprehensive Plan.

In further compliance with the **Act**, a notice of the public hearing including the time, date, location, and its purpose, as well as a general description of the **Area** and scope of proposed **Urban Renewal Projects** and undertakings, appeared in

the Castle Pines News-Press, the community's designated legal newspaper of general circulation. Additionally, every reasonable attempt was made to provide a mailed notice of the same to all owners of **Private Property**, business interests and residents located in the **Area**, at their last-known address of record.

The **Plan** and a report describing impacts resulting from new investment in the **Area**, were submitted to the Douglas County Board of Commissioners, as well as all other governing bodies or taxing entities² which assess a mill levy in the **Plan Area**. During the months April through early July, representatives of the **City** and **Authority** and these taxing entities met and negotiated agreements governing the sharing of incremental property tax revenue, in compliance with the **Act**.

2.0 Definitions

Capitalized and bolded terms shall have the meaning set forth herein. All capitalized and bolded terms used herein and not defined below shall have the same meaning as set forth in the **Act**.

Act – means the Urban Renewal **Law** of the State of Colorado, Part 1 of Article 25 of Title 31, Colorado Revised Statutes, as amended.

Authority – means the **Castle Pines Urban Renewal Authority**, the City's urban renewal authority.

Authority Board – means the City Council, along with appointees from the Douglas County Board of Commissioners, Douglas County School District, other taxing entities with a presence in the **Area**, and special appointee of the Mayor, that direct the activities of the **Authority**.

Base Amount – means that portion of property taxes which are produced by the levy at the rate fixed each year by or for taxing entities upon the valuation for assessment of taxable property in a **Tax Increment Area** last certified prior to the effective date of approval of the **Plan**; and that portion of municipal sales taxes collected within the boundaries of the **Tax Increment Area** in the twelve-month period ending on the last day of the month prior to the effective date of approval of the **Plan**.

Castle Pines West Commercial District ("Commercial District") - means the community's commercial core generally bound by Charter Oaks Drive on the north, the Interstate 25 (I-25) corridor on the east, southern property lines of the Marquis @ Castle Pines

² Douglas County, Douglas County School District RE-1, Douglas Public Library District, City of Castle Pines, South Metro Fire Rescue District, Castle Pines North Metro District, Mile High Flood District and Cherry Creek Basin Water Quality Authority.

apartment development, Kings Soopers Center on the south, and properties located adjacent to Lagae Road on the west.

Castle Pines West Commercial District Tax Increment Area - means an area identified and depicted in Figure 1 as the "Castle Pines West Commercial District Urban Renewal Area" and described in Appendix B, with boundaries concurrent with the Plan Area, which includes property from which incremental property taxes in excess of the **Base Amount**, when collected, will be paid into the **Authority's Special Fund** and used, in part, to finance the **Authority's** activities and undertakings.

City – means the City of Castle Pines.

City Council – means the **City Council** of the City of Castle Pines.

Comprehensive Plan – means the 2021 Castle Pines Comprehensive Plan.

C.R.S. – means the Colorado Revised Statutes, as amended from time-to-time.

District – see Castle Pines West Commercial District ("Commercial District").

Eligible Costs – means those costs eligible to be paid or reimbursed from incremental revenues and other resources pursuant to the **Act**.

Impact Report(s) – means the Castle Pines West Commercial District Urban Renewal Plan – Taxing Entity Impact Reports prepared by Ricker I Cunningham, dated February, 2023 and presented to the governing bodies of other taxing entities assessing a mill levy within the **Plan Area** and **City Council** under separate cover.

Intergovernmental Agreement – means any agreement between the **Authority** and the **City**, or any public body (the term "public body" being used in this **Plan** as defined by the **Act**) respecting action to be taken pursuant to any of the powers set forth in the **Act** or in any other provision of Colorado law, for the purpose of facilitating public undertakings deemed necessary or appropriate by the **Authority** under this **Plan**.

Plan Area or **Urban Renewal Plan Area** or **Area** – means the area identified and depicted as the "Castle Pines West Commercial District Urban Renewal Area" in **Figure 1**.

Plan or **Urban Renewal Plan** – means this Castle Pines West Commercial District Urban Renewal Plan.

Private Property - as applied to real property, means only a fee ownership interest.

Project – (or **Urban Renewal Project**) means any and all undertakings and activities

authorized in the **Plan** and the **Act** to eliminate blighted conditions and improvements including designing, developing and constructing the various public improvements and private improvements (which collectively, includes paying the costs of constructing such improvements and other costs to the extent such costs are **Eligible Costs** as allowed by the **Act**) necessary to serve the proposed **Urban Renewal Plan Area** which includes public improvements located within and outside the **Urban Renewal Plan Area**.

Redevelopment | Development Agreement – means one or more agreements between the **Authority** and developer or developers, and | or property owners or such other individuals or entities as may be determined by the **Authority**, to be necessary or desirable to carry out the purposes of this **Plan**.

Special Fund – means a fund supervised by the **Authority** and the resources of which include incremental ad valorem property and municipal sales tax revenue resulting from investment and reinvestment in the **Urban Renewal Area**.

Survey – means the Castle Pines West Commercial District Conditions Survey, prepared by Ricker | Cunningham, dated January, 2023 and presented to **City Council** under separate cover.

Survey Area – has the same boundary as the Castle Pines West Commercial District Urban Renewal Area Map, as illustrated in **Figure 1**.

Tax Increment – that portion of incremental revenues in excess of the **Base Amount** as set forth in Section 7.3.2 of this **Plan**, allocated to and when collected, paid into the **Special Fund**.

Tax Increment Area – means an area which includes properties and portions of properties from which incremental property taxes in excess of the **Base Amount**, when collected, will be paid into the **Authority's Special Fund**.

Tax Increment Finance (or Financing) (TIF) - means a financing mechanism which uses future incremental revenues resulting from private investment within an established area (**Tax Increment Area**), as well as other resources obtained by the **Authority**, to fund improvements for the public benefit.

Urban Renewal Law – means the State of Colorado, Part 1 of Article 25 of Title 31, Colorado Revised Statutes, as amended. See the definition of the **Act**, above.

Urban Renewal Plan or Plan – means this Castle Pines West Commercial District Urban Renewal Plan.

Urban Renewal Plan Area or Plan Area – means the Castle Pines West Commercial District Urban Renewal Plan Area as depicted in **Figure 1**.

Urban Renewal Project – is defined by the **Act**, but generally means an improvement, public or private that addresses the findings of blight and advances the goals of the **Plan**. See the definition of **Project**, above.

3.0 Plan Intentions

With an urban renewal designation, properties and public spaces within the **Area** will be eligible for one or more urban renewal activities and undertakings implemented by the **Authority**. To this end, it is the intention of **City Council** in adopting this **Urban Renewal Plan** that the **Authority** has available to it any and all powers authorized in the **Act**, and considered necessary and appropriate to accomplish the undertakings stated herein. Because powers conferred by the **Act** include facilitating the completion of improvements for which public money may be expended, the intentions of this **Plan** are considered to be in the public interest and a necessity, such finding being a matter of legislative determination by **City Council**.

3.1 Purpose

As explained in the **Act**, the principal objective of any and all urban renewal plans is to provide municipalities with a workable program for using available resources to eliminate and prevent the development or spread of blight, and to encourage needed rehabilitation of improvements in specified locations. In doing so, it is anticipated that community priorities expressed in adopted community plans and other policy documents, will be advanced.

For this reason, the purpose of this Castle Pines West Commercial District Urban Renewal Plan is to reduce and remove blighting conditions adversely impacting properties and businesses in the **Area** and described in the **Survey**. In addition, particularly as it relates to the subject **Plan Area**, it is the **Authority's** intention to finance, install, construct, reconstruct, and cooperate with others to complete capital improvements to infrastructure and utilities, in an effort to further economic growth locally and regionally, as well as facilitate the orderly development of the community. To this end, it intends to advance objectives expressed in the **Comprehensive Plan** (herein referred to as the 2021 Castle Pines Comprehensive Plan.) References from this and related resources which align with these goals are presented in **Appendix B**.

3.2 Approach

The approach described herein includes completing and maintaining public and private improvements and infrastructure in the **Area**, using financial resources available to the **Authority** for the express purpose of the same, and actively promoting private investment and job creation. With regard to local objectives, the **Authority** intends to identify specific priorities which most effectively leverage desired private investment that aligns with relevant community initiatives.

3.3 Implementation

The **Authority Board** is comprised of **City Council** and representatives from select taxing entities, along with a special appointee of the Mayor. While **City Council** will authorize and oversee its efforts, the **Authority Board** will be the **Plan's** principal administrator. In this capacity, they will identify capital investments (roadways, open spaces, greenways) in the **Area** necessary to support investment in properties and infrastructure, and prioritize the same to ensure they provide a public benefit to the community.

As reiterated in Section 6.5, any development and investment activity within the **Area** boundaries will conform to existing municipal codes and ordinances, along with any site-specific regulations or policies in effect at the time. While the **Act** authorizes the **Authority** to regulate land uses, establish maximum or minimum densities, and institute other building requirements in an urban renewal area; for the purpose of this **Plan**, the **Authority** anticipates the responsibility for these activities will reside with the **City**, with input from the **Authority**.

4.0 Blight Conditions

Before an urban renewal plan can be adopted by a municipality, the proposed urban renewal area must be determined to be "blighted" as defined in Section 31-25-103(2) of the **Act** which provides that *"in its present condition and use and, by reason of the presence of at least four of the factors (see below) in section 31-25-103 (2) (a) (or five in cases where property will be acquired by eminent domain the use of eminent domain is anticipated) substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare."* Statutory factors include:

- (a) Slum, deteriorated, or deteriorating structures;
- (b) Predominance of defective or inadequate street layout;
- (c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;

- (d) Unsanitary or unsafe conditions;
- (e) Deterioration of site or other improvements;
- (f) Unusual topography or inadequate public improvements or utilities;
- (g) Defective or unusual conditions of title rendering the title nonmarketable;
- (h) The existence of conditions that endanger life or property by fire or other causes;
- (i) Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities;
- (j) Environmental contamination of buildings or property;
- (k.5) The existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements; or
- (l) If there is no objection by the property owner or owners and the tenant or tenants of such owner or owners, if any, to the inclusion of such property in an urban renewal area, "blighted area" also means an area that, in its present condition and use and, by reason of the presence of any one of the factors specified in paragraphs (a) to (k.5) of Section 31-25-103(2), substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare.

The general methodology used to prepare the **Survey** involved the following steps: (i) defining the boundaries of the **Survey Area**; (ii) gathering information about properties, infrastructure, and other improvements within the same; (iii) observing conditions through onsite investigations; (iv) reviewing aerial photography and maps; (v) interviewing representatives of public agencies and municipal departments; and (iv) recording identified and observed circumstances related to factors described in the **Act**.

Among the 11 qualifying factors listed above, the **Survey** showed the presence of nine (9) blight factors in the **Area** that is the subject of this **Plan**.

- (b) Predominance of defective or inadequate street layout;
- (c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;
- (d) Unsanitary or unsafe conditions;
- (e) Deterioration of site or other improvements;
- (f) Unusual topography or inadequate public improvements or utilities;
- (g) Defective or unusual conditions of title rendering the title non-marketable;
- (h) Existence of conditions that endanger life or property by fire or other causes;
- (i) Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities; and
- (k5) Existence of health, safety, or welfare factors requiring high levels of municipal

services or substantial physical underutilization or vacancy of sites, buildings, or other improvements.

5.0 Plan Relationship to Community Documents

5.1 Consistency with the Comprehensive Plan

Whereas the purpose of any urban renewal plan is to facilitate investment that eliminates adverse conditions and fulfills community's objectives, development within its boundaries should reflect the vision and intentions expressed in adopted and accepted policy documents, foremost among them being its master or comprehensive plan. In the context of this **Plan**, the **Authority** anticipates addressing the following goals and ambitions. Additional items are presented in **Appendix B** of this Plan. Note: While much of the following text is taken verbatim, some text has been reworded or paraphrased for clarification.

2021 Comprehensive Plan Vision Statement

Our Community Vision

Enhance our unique character through welcoming neighborhoods, a strong sense of community, vibrant gathering places and thriving businesses, a robust open space and trails system, and ease of mobility, while looking towards the future by ensuring:

- **Parks, Recreation + Amenities** that encompass new recreational facilities, a variety of park types, natural areas, high quality schools, and regional recreational amenities through an integrated city-wide network of open space, greenways, parks, and trails that are accessible to all residents of the city.
- **Economic Development** that reinforces, expands, and develops our unique and connected town centers as vibrant community gathering spaces that support a range of distinct businesses and restaurants, event space, entertainment venues, mixed-use development, civic amenities, enhanced walkability, quality design and a supportive mix of housing.
- **Housing** that builds on our friendly, small-town feel and provides high-quality housing for all lifecycles, integrated into great neighborhoods and set in a natural setting while providing opportunity for new types of housing in close proximity to our walkable town centers.
- **Transportation** that facilitates a safe and connected community through off-street and on-street pathways, a highly connected road system, new transportation options, and unique gateway features, streetscape

improvements, and signage that represents the community's high-quality aesthetic and character.

- **Land Use + Growth Management** that provides a high quality-of-life community with exceptional design, augmented by extensive access to open space and physical separation from adjacent communities which together support a healthy, aesthetically pleasing and cohesive community.

6.0 Authorized Authority Undertakings and Activities

Whereas the **Act** allows for a wide range of activities to be used in furtherance of an urban renewal plan, in this context, the **Authority** intends to complete public improvements and provide financial assistance in partnership with the **City**, to affected property owners and other parties with an interest in the **Area**. To this end, cooperative arrangements will be an essential element of the **Authority's** approach to eliminating and preventing the spread of blighting conditions within its boundaries, along with those powers described in the discussion that follows.

6.1 Prepare and Modify Plans for the Area

The **Authority** may work with public bodies, and retain consultants and other advisors, to assist with the planning of properties in connection with **Urban Renewal Projects** and other undertakings in the **Area**. In addition, the **Authority** may propose, and **City Council** may make, modifications to this **Plan**, provided they are consistent with adopted community plans and any subsequent updates, and compliant with processes set forth in the **Act**. The **Authority** may also, in specific cases, allow non-substantive variations from the provisions of this **Plan**, if it determines that a literal enforcement would constitute an unreasonable limitation beyond the intent and purpose stated therein.

6.2 Complete Public Improvements and Facilities

The **Authority** may, or may cooperate with others to, finance, install, construct, or reconstruct public improvements considered **Eligible Costs** as per the **Act**, and necessary to promote the intentions of this **Plan**. Whereas improvements should, whenever possible, stimulate desired investment, it is the intent of this **Plan** that the use of **Authority** resources will benefit not only business and property interests within its boundaries, but those in the community at-large. Priority improvements will include those that either mitigate or eliminate adverse conditions, and | or advance stated objectives.

As explained in Section 4.0, nine (9) of the 11 qualifying conditions of blight as defined in Section 31-25-103(2) of the **Act**, are evident in the **Area**. As its

administrator, the **Authority** will seek to most effectively leverage available resources in furtherance of the **Plan**, while also eliminating the spread of those blighting conditions described in the **Survey**. To this end, the **Authority** may assist, on a case-by-case basis, in the financing and | or construction of certain improvements, to the extent authorized by the **Act** and required to support development and redevelopment for the benefit of the public. Examples of these improvements include, but are not limited to, the following:

- (b) **Predominance of defective or inadequate street layout** – roadway repairs, completion of roadways, and construction of accommodations for non-vehicular mobility including wheel chairs, and improvements to ensure safe vehicular and non-vehicular movement within the **Area**;
- (c) **Faulty lot layout in relation to size, adequacy, accessibility, or usefulness** – completion of improvements that more clearly define points of ingress and egress, as well as connections between centers of activity to enhance walkability to and through the **Area**;
- (d) **Unsanitary or unsafe conditions** – fire suppression systems in multi-family residential properties, and mitigation of any adverse impacts from offsite floodways or onsite environmental contaminants in the **Area**;
- (e) **Deterioration of site or other improvements** – improvements and | or enhancements within and adjacent to public spaces and rights of way;
- (f) **Unusual topography or inadequate public improvements or utilities** – construction of retaining walls or other improvements to ensure appropriate drainage, and undergrounding overhead utility lines in the **Area**;
- (g) **Defective or unusual conditions of title rendering the title non-marketable** – offset economic challenges associated with redevelopment of the former Safeway Center due to title restrictions;
- (h) **Existence of conditions that endanger life or property by fire or other causes** – participation with South Metro Fire Rescue implementing measures to minimize fire-related incidents in the **Area**;
- (i) **Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities** – see reference to fire suppression system improvements above related to Factor d above;
- (k5) **Existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements** – assist with development | redevelopment initiatives considered meritorious and consistent with the vision expressed herein.

In addition to completing improvements which may or may not include those

listed above, the **Authority** may also participate in activities such as building and site demolition when those activities are required by existing **Development** or **Intergovernmental Agreements**; or when they are required to eliminate unhealthy, unsanitary, and unsafe conditions, or obsolete uses deemed detrimental to the public welfare.

6.3 Acquire and Dispose of Property

The **Authority** may sell, lease or otherwise transfer real property or any interest therein acquired by it, as part of an **Urban Renewal Project**, in furtherance of this **Plan**, and as authorized by the Act. Also allowed is acquisition of property or interest in property through the use of eminent domain, a power afforded public bodies and described in applicable state laws. While this **Plan** encourages properties to be acquired through arms-length transactions, it authorizes the use of eminent domain by the **Authority**.

Upon acquisition, and prior to disposal, the **Authority** may temporarily operate, manage and maintain property in the **Area**, if deemed in the best interest of an **Urban Renewal Project** or **Plan**. The **Authority** may also set aside, dedicate, or transfer properties to public bodies for uses in accordance with this **Plan**, with or without compensation.

6.4 Enter into Agreements

The **Authority** may enter into **Redevelopment and Development Agreements**, and contract with developers, property owners, individuals and other entities determined to be necessary to carry out the purposes of this **Plan**. Such **Agreements**, or other contracts, may contain terms and provisions deemed necessary or appropriate for the purpose of undertaking contemplated activities, and remain in full force and effect, unless all parties to such **Agreements** agree otherwise.

In accordance with the **Act**, the **Authority** may also enter into one or more **Intergovernmental Agreements** with lawful entities for the purpose of financing, installing, constructing and/or reconstructing improvements considered eligible and necessary for implementation of the **Plan**. Finally, it may, but is not required to do so, contract with the **City** or other organization for support of the **Authority** and its staff, including administration of said agreements. (See Sections 7.3 and 7.6 below.)

6.5 Adopt Standards

The **Act** allows for the adoption of standards and other requirements applicable to projects undertaken in an urban renewal area, and the **Authority** may retain consultants and other advisors to assist with various activities including zoning and rezoning properties in the **Area**; however, in the context of this **Plan**, it is the **Authority's** intention that these activities will be conducted in cooperation with the **City**. Further, it is the intent of the **Authority** that all investment in the **Area** meet or exceed applicable rules, regulations, policies, other requirements, and standards established by the **City** and any other governmental entity having jurisdiction within its boundaries.

6.6 Provide Relocation Assistance

While this **Plan** does not anticipate individuals, families, or business concerns will require relocation due to the acquisition of real property, if such a relocation becomes necessary, the **Authority** will adopt a relocation plan in conformance with the **Act**.

6.7 Incur and Issue Debt

This Castle Pines West Commercial District Urban Renewal Plan authorizes the **Authority** to borrow money and apply for and accept advances, loans, grants and contributions from all lending sources, private and public, for purposes identified in the **Plan** and authorized by the **Act**. The **Authority** may expend these resources as loans or grants, and otherwise make them available for undertakings and activities deemed meritorious and consistent with the **Plan**. Funds of the **Authority** resources may be derived through any and all methods authorized by the **Act**, including the issuance of bonds as defined in 31-25-109 of the **Act**.

This **Plan** anticipates the **Authority** will use existing resources and pledge future revenue derived in connection with its undertakings and activities to assist private entities and owners mitigate adverse conditions and advance stated community objectives, including those identified herein.

6.8 Create Tax Increment Areas

As authorized in Section 31-25-107 of the **Act**, this **Plan** also allows for the collection of incremental property taxes otherwise designated to public bodies and levied on taxable property in the **Area**, as well as municipal sales taxes, both in excess of the **Base Amount**. These revenues may be amassed for a period not to exceed twenty-five (25) years commencing on the effective date of the **Plan**,

which will coincide with its adoption by **City Council**. All incremental resources must be deposited in a **Special Fund** of the **Authority** and used for the furtherance of eligible activities and undertakings.

6.9 Share Tax Increment

The **Authority** may enter into accords with public bodies in the **Urban Renewal Area** for any purpose authorized or contemplated by the **Act**, including but not limited to sharing incremental revenues derived from the levy of any public body that is a party to such agreement.

7.0 Project Financing

7.1 Public Investment Objective

A critical component of any urban renewal initiative is participation by both the public and private sectors since either entity, alone, rarely has sufficient resources to overcome the financial hurdles frequently resulting from inadequate infrastructure or adverse conditions, a hallmark of areas eligible for this designation. To this end, leveraging the funds of multiple sources will be essential to advance projects that further the objectives of this **Plan**.

7.2 Financial Mechanisms

As explained above in Sections 6.7 and 6.8, the **Authority** may finance its undertakings pursuant to the **Plan** by any method authorized under the **Act**, or any other applicable law. In addition to incremental tax revenues, other potential financing vehicles may include, without limitation, the issuance of notes, bonds, certificates of indebtedness, or other obligation lawfully created as defined in the **Act**. The **Authority** may also borrow funds, access federal and state loans or grants, and earn interest income; as well as enter into reimbursement or annual appropriation agreements with public or private entities, or any other lawful source, the principal, interest, costs and fees of which will be paid for with available funds of the **Authority**.

7.3 Incremental Revenues

It is the intent of **City Council** in approving this **Plan** that incremental property tax revenues will be the primary funding source for **Eligible Costs** and priority improvements in the **Area** by the **Authority**. As such, the **Authority** may irrevocably pledge these funds to pay the principal of, and interest on, any other premiums due in connection with the bonds, loans, or advances to, or

indebtedness incurred (whether funded, refunded, assumed, or otherwise), by the **Authority**, for financing or refinancing in whole or in part, all undertakings and activities authorized by the **Act**, except:

- (a) Any offsets collected by the County Treasurer for return of overpayments or any funds reserved by the **Authority** for such purposes in accordance with Section 31-25-107(9)(a)(III) and (b), C.R.S.; or
- (b) Any reasonable (as determined by the **Authority**) set-asides or reserves of incremental taxes paid to the **Authority** for payment of expenses associated with administering the **Plan**.

Unless and until the total valuation for assessment of taxable property in the **Tax Increment Area** exceeds the base valuation, all taxes levied upon taxable property in the **Area** shall be paid into the funds of the respective public bodies. Also, when such bonds, loans, advances, and indebtedness, including interest thereon and any premiums due in connection therewith have been paid, all remaining taxes upon the same taxable property shall be paid to the respective public bodies.

While this Castle Pines West Commercial District Urban Renewal Plan contemplates the use of incremental property tax revenues, **City Council** may also allocate municipal sales tax increments. As such, the use of incremental sales tax revenue is hereby authorized pursuant to Section 31-25-107 (9), C.R.S., which is by this reference incorporated herein as if set forth in its entirety; however, any such pledge of sales tax increment by the **Authority** in a **Development** or **Redevelopment Agreement** shall not be authorized until a separate **Intergovernmental Agreement** between the **Authority** and **City** setting forth the allocation of incremental sales taxes between the **City** and **Project** is established. The approval of such **Intergovernmental Agreement** by the **City** and **Authority** will not constitute a substantial modification, nor will the addition of a new activity or undertaking. Finally, approval of such an **Intergovernmental Agreement** will not extend this **Plan** or the duration of a specific **Urban Renewal Project** in the **Area** which is presently twenty-five (25) years after the effective date of this **Plan's** adoption, which authorized and created the **Tax Increment Area**, regardless of when such **Intergovernmental Agreement** may be approved.

7.3.1 Castle Pines West Commercial District Tax Increment Area

As described in Section 6.8, the **Tax Increment Area** is the only tax increment area within the **Urban Renewal Area** as the boundaries of each are one and the same. In the event **City Council** desires to expand the **Tax Increment Area**, the **Urban Renewal Area** will also have to be expanded

and the **Plan** amended pursuant to the **Act**.

7.4 Other Financing Mechanisms and Structures

As explained above, this Castle Pines West Commercial District Urban Renewal Plan intends to provide for the use of incremental revenues as a tool to facilitate investment and reinvestment in the **Area**. However, whereas the **Authority** is authorized to finance implementation of the **Plan** by any method authorized in the **Act**, it is committed to making a variety of strategies and mechanisms available, including those that may be used independently or in various combinations, as may be necessary to further stated objectives. Given the obvious and well-documented obstacles associated with development in this, and similar challenging environments, the **Authority** recognizes that it will be imperative that solutions and resources be put in place which are comprehensive, flexible, and creative.

7.5 Agricultural Land

The **Area** does not include **Agricultural Land**. In accordance with Section 31-25-107(c)(II)(D) of the **Act**, each public body that levies an ad valorem property tax on the **Agricultural Land** must agree in writing to the inclusion of **Agricultural Land** within the **Area**.

7.6 Compliance with Section 31-25-107(9.5) (a) of the Act

As required by Section 31-25-107(9.5)(a) of the **Act**, the **Authority** either waived or entered into an **Intergovernmental Agreement** with each taxing entity that levies ad valorem property taxes within the **Area**. The **Intergovernmental Agreements** set out the terms and conditions governing the sharing of incremental property tax revenue within the **Area** and address impacts, if any, on the services or revenues of those entities, if any, associated solely with the **Plan**. The terms of the **Intergovernmental Agreements** are summarized in Table 1.

Table 1: Summary of Taxing Entity Intergovernmental Agreements

Insert after Final Negotiations

8.0 Severability

If any portion of this **Plan** is held to be invalid or unenforceable, such invalidity will not affect the remaining portions of the **Plan**. Further, if there is any conflict between the **Act** and this **Plan**, the provisions of the **Act** shall prevail, and the language in the **Plan** will automatically be deemed to conform to the statute.

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Castle Pines West Commercial District Urban Renewal Plan

City of Castle Pines, Colorado

Appendix A:

Castle Pines West Commercial District Urban Renewal Area Legal Description

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Castle Pines West Commercial District Urban Renewal Plan

City of Castle Pines, Colorado

Appendix B:

Excerpts from the 2021 Castle Pines Comprehensive Plan

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2021 Castle Pines Comprehensive Plan

Our Community Vision

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- **Parks, Recreation + Amenities** that encompass new recreational facilities, a variety of park types, natural areas, high quality schools, and regional recreational amenities through an integrated city-wide network of open space, greenways, parks, and trails that are accessible to all residents of the city.
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- **Housing** that builds on our friendly, small-town feel and provides high-quality housing for all lifecycles, integrated into great neighborhoods and set in a natural setting while providing opportunity for new types of housing in close proximity to our walkable town centers.
- **Transportation** that facilitates a safe and connected community through off-street and on-street pathways, a highly connected road system, new transportation options, and unique gateway features, streetscape improvements, and signage that represents the community's high-quality aesthetic and character.
- **Land Use + Growth Management** that provides a high quality-of-life community with exceptional design, augmented by extensive access to open space and physical separation from adjacent communities which together support a healthy, aesthetically pleasing and cohesive community.

Economic Development

Goals and Objectives

Goal ED-1: Foster a robust and resilient economy and workforce.

- ED-1.1 Support economic development programs and resources that support businesses of all sizes.
- ED-1.2 Balance neighborhood-serving businesses and low-rise urban office space.
- ED-1.3 Support additional business opportunities and attract successful entrepreneurs and small businesses looking to expand to new locations.
- ED-1.4 Continue consistent, high-quality development that visually bridges the existing and new areas of the city.
- ED-1.5 Create complementary activity centers that allow people to shop between them and not in isolation.
- ED-1.6 Encourage diverse forms of office, employment, and commercial land uses.
- ED-1.7 Facilitate a diverse mix of workplace types, including creative office | coworking spaces, incubators, and maker space, for small businesses, remote workers, and start-ups.

- ED-1.8 Leverage the Community Benefit Overlay to attract catalyst employment uses for the local economy, such as corporate, institutional, educational, or research and technology industries.

Goal ED-2: Establish vibrant and pedestrian-friendly community activity centers to encourage socialization, entertainment, and local events.

- ED-2.1 Encourage economic development activity by promoting higher densities and a mix of use within and surrounding commercial centers.
- ED-2.2 Design commercial centers to emphasize human scale and create pedestrian-oriented areas.
- ED-2.3 Enhance pedestrian circulation that connects activity centers to residential neighborhoods through a system of trails and sidewalks.
- ED-2.4 Design activity centers to reflect high-quality design that considers compatible scale, form, color, materials, and other architectural characteristics. Also see Goal LU-5 and *Mixed-Use Design Guidelines*.
- ED-2.5 Use landscaping to complement and soften nonresidential development, and provide buffering, screening, and shade.
- ED-2.6 Encourage and facilitate a broad range of civic, cultural, and community-building activities and events that bring the community together.

Goal ED-3: Retrofit the Business District to create a stronger downtown feel with unique sit-down restaurants, office, retail, and housing.

- ED-3.1 Encourage redevelopment at a higher intensity with clustered commercial areas to facilitate walkability.
- ED-3.2 Encourage retrofitting traditional auto-oriented retail centers to comfortably and safely accommodate pedestrian and bicycle connections.
- ED-3.3 Advocate for public outdoor gathering spaces as part of redevelopment efforts, providing places for community events and socializing.
- ED-3.4 Support and cultivate local and existing businesses to increase business retention.
- ED-3.5 Promote reinvestment, redevelopment, and adaptive reuse of under-performing or vacant commercial properties.
- ED-3.6 Foster a pro-business environment conducive to attracting a variety of retail, restaurant, service, and grocery options.
- ED-3.7 Improve shared parking access to serve largely simultaneous use of retail, office, and civic uses.

Goal ED-4: Promote fresh food production for health, food security, and economic opportunities.

- ED-4.1 Promote farmers markets and produce stands where appropriate.
- ED-4.2 Support local food production in appropriate residential locations for community gardens or small urban farms.

Housing

Goals and Objectives

Goal H-1: Build on the small town and friendly feel of neighborhoods and align new housing with community values.

- H-1.1 Establish design and connectivity standards that ensure aesthetic and connected neighborhoods.
- H-1.2 Maintain character of single-family and large-lot neighborhoods.
- H-1.3 Preserve environmental and visual resources through clustered development patterns and open space standards.
- H-1.4 Transition the density of housing within Mixed- Use Community areas using the lower density range adjacent to existing residential neighborhoods.

Goal H-2: Provide a balance of diverse, high-quality housing that incorporates a range of type, design, and density and appeals to families, singles, and seniors.

- H-2.1 Accommodate upscale, multifamily housing opportunities within and adjacent to commercial areas.
- H-2.2 Support the provision of lifestyle communities for older residents with appropriate housing, green space, and amenities.
- H-2.3 Locate senior housing and assisted or independent living facilities close to community facilities and transportation options.

Goal H-3: Support housing that meets the financial needs of current and future residents.

- H-3.1 Strengthen a mixed housing stock with a range of housing sizes and price points.
- H-3.2 Encourage the provision of primary or accessory housing types that facilitate aging in place.
- H-3.3 Support opportunities for high-quality attainable housing in proximity to activity centers, transportation, and services.

Implementation

1.0 Invest in Downtown Revitalization

- 1.1 Create a Downtown Plan that encompasses the Mixed-Use Downtown land use category and illustrates a cohesive vision for future development and public amenities.
- 1.2 Investigate the creation of a dedicated funding source for economic development efforts in the Business District, such as a special district or urban renewal authority.
- 1.3 Implement a competitive mill levy and | or lower tax burden on existing commercial property.
- 1.4 Streamline development review and approval processes for projects that meet the economic development goals of this Plan.
- 1.5 Hire an Economic Development Specialist to guide recommended initiatives and actions.
- 1.6 Support ongoing "Shop Local" campaign and regularly profile business to support existing

businesses

- 1.7 Pursue public | private partnerships to redevelop targeted redevelopment and infill sites.
- 1.8 Work to acquire street rights-of-way within the Business District to be able to implement desired improvements and streetscape amenities.
- 1.9 Establish a grant matching program to encourage improvements to existing properties.

2.0 Activate Downtown with Events and Community Gathering Space

- 2.1 Initiate a feasibility study to examine type, location, community benefit and cost of a new outdoor civic space.
- 2.2 Provide pedestrian-oriented landscape and streetscape improvements as outlined in a Downtown Plan, including benches, trees, trash receptacles, banners, lighting, wider sidewalks, striped crosswalks, planters, and bike racks.

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2018 Urban Land Institute

Castle Pines Central Business District Technical Advisory Panel

Recognizing fiscal, political, market, and organizational constraints, the panel's recommendations, which are strategic and non-binding, are devised to be practical and achievable in the short and long terms. The panel's recommendations include:

1. **Incrementally Retain, Revitalize & Redevelop the Central Business District:** Overall, panelists suggested an incremental approach to revitalizing the central business district, utilizing short-term tactical improvements to retain and revitalize the area around Village Square Lane and the King Soopers. They recommended a longer-term strategic approach to redeveloping the vacant Safeway site.
2. **Define the Castle Pines Brand:** In both short- and long-term revitalization efforts, panelists recommended that the community identify and promote what is unique and interesting about the community—in other words, what attracts people there.
3. **Create a "There" There:** The panelists recommended getting started by creating a place where people want to linger in the business district. They suggested focusing on the redevelopment of the intersection between Village Square Drive and Village Square Lane, which serves as a gateway into the business district and could catalyze redevelopment around it.
4. **Coordinate and Lead Intentional Development & Redevelopment:** The city can help to shape development toward agreed-upon goals rather than simply accepting any development that comes along. Panelists broke down the implementation steps for a phased redevelopment of the business district. These steps include:
 - a. Coordinate with property owners and landlords to incubate uses at the catalytic intersection of Village Square Drive and Village Square Lane.
 - b. Invest in pedestrian walkways, lighting, banners, and wayfinding signs throughout the district.
 - c. Evaluate the city's development guidelines to ensure that more walkable, bikeable development is encouraged.
 - d. Work with developers, landlords, and restaurants to create and enhance outdoor patios in the district.
 - e. Work with current retailers to improve their "curb appeal" with the addition of more attractive storefronts, outdoor seating and cafes, signs and branding, and landscaping.
 - f. Work closely with current property owners, landlords, and business owners to retain current retailers while improving the retail mix to provide more services.
 - g. Hire an Economic Development Coordinator to align interests in the business district and to attract businesses in target categories, such as local restaurants, specialty fitness, entertainment, health and personal care, local soft goods, and neighborhood convenience.
 - h. Create a "Pine-ifesto" (like Stanley Marketplace's "Stanifesto") stating community goals and aspirations for the business district that businesses sign on to as they join the district.

- i. Work with the property owner to redevelop the former Safeway site in phases, introducing a mix of uses such as multifamily residential and with a fitness center in its first-floor retail.

5. **Forge a Path to Financial Resilience and Vitality:** Panelists recommended enhancing the city's ability to support revitalization of the business district with the following financial tools.

- a. Transition Castle Pines from a statutory municipality to "home rule" for greater local control over its financial destiny.
- b. Explore increasing the sales tax, the proceeds of which could be used to hire an Economic Development Coordinator and fund improvements.
- c. Investigate other grant and financial opportunities, such as DOLA Main Street Funding, DRCOG enhancement funds, and county coordination.
- d. Get educated on the pros and cons of Urban Renewal Authorities and Downtown Development Authorities.
- e. Work with the developers of the Canyons on potentially increasing the number of allowed residential units, which could increase demand for commercial development in the area.

Panelists concluded that Castle Pines' strong and growing residential base could support the transformation of the current central business district into the community gathering place that locals want. With adequate resources, the city can help to catalyze that change throughout the district.

2020 Economic Action Plan

Strategy Purpose

Whereas one objective of the 2016 Comprehensive Plan is to "... guide policy and land use development decisions while managing growth and the provision of services," the purpose of this strategic document is to provide a road map for accomplishing this objective, along with providing an understanding of possible impacts associated with various approaches, and circumstances that could either hinder or support your efforts. Collectively, the recommendations presented here are intended to capitalize on opportunities for, and barriers to investment, in an effort to "ready the market (or community) for desired development. It should be used as a "check" on the use of municipal resources, both monetary and staff, to ensure they effectively leverage desired outcomes. Widely held goals included:

- capital improvements that both optimize and protect the physical realm;
- more and safer accommodations (bicycle and pedestrian) for non-vehicular mobility;
- greater variety of connections between concentrations of residents, businesses and centers of activity; and
- a built environment that meets the needs of a more diverse community profile.

An effective plan for economic growth and stability must be tailored to specific community goals and objectives. To this end, the City of Castle Pines 2020 Economic Action Plan is based on the city's intent to be an "economically resilient community with a diverse, yet stable economic base." This intention is memorialized in both the Vision Statement prepared by the Castle Pines City Council in 2018 and Strategic Objectives, both of which are presented below.

City Council Vision Statement for the City of Castle Pines (2018)

- An inclusive Colorado community that embraces our unique neighborhood character;
- A community that creates outdoor and active lifestyle living amenities; and
- A community that supports conscientious development where we live, work, play, and shop.

City Council 2018-19 Strategic Objectives

- Financial resiliency and vitality
- Reliable and safe infrastructure
- Intentional development
- Foster community
- High performing operations
- Economic strength

The vision and objectives also represent the community's "value proposition" in the competitive South Denver Metro market. A value proposition refers to the value a company (or community) promises to deliver to customers (or residents, business and property owners) should they choose to buy their product. A value proposition is also a declaration of intent or a statement that

introduces a company's (or community's) brand to consumers by telling them what it stands for, how it operates and why it deserves their business. The value proposition also reflects the community's understanding of "risk" and "opportunity cost" as defined here.

Risk

The risk of failing to act may be defined as (and realized as) a loss in retail sales. For the reasons stated previously and generally attributed to an imbalance in revenue- generating versus service cost-producing land uses, the city cannot afford any measurable reduction in sales tax revenue. This Plan proposes alternative approaches to ensuring adequate levels of revenue.

Opportunity Cost

The cost of doing nothing may be defined as a lost opportunity. With retail trends continuously shifting, the city must maintain a heightened awareness of industry trends and commit resources to attracting emerging retail operators, helping to mitigate declines among existing operators and minimize leakage to other jurisdictions.

Guiding Principles

The range of priorities and actions identified to move the Plan forward were selected based on a foundation of guiding principles. These guiding principles, while general in nature, are responsive to current and future market opportunities and stakeholder input.

1. The city will maintain a proactive and entrepreneurial attitude towards new development and redevelopment that is consistent with the community vision.
2. Public commitment will be long-term.
3. Development will be guided by short-term guidelines and long-term standards.
4. The city may provide assistance for eligible projects that have verifiable financing gaps (to the extent reasonable and possible), but for the minimum possible length of time.
5. Preferences will be given to projects emphasizing a greater diversity of uses and serving broader market segments.
6. The city will consider the fiscal impacts of new development and redevelopment.

Priority Initiatives

As government has the longest-term investment in the community, it is appropriate for the city to "pave" the way for investment and reinvestment by the private sector. The priority initiatives identified below assume private investment will follow public commitment to create a supportive investment climate.

1. Evaluate and modify existing incentive offerings in order to ensure the judicious use of municipal resources.
2. Establish proactive initiatives to better encourage property investment and reinvestment, as well as business expansion and attraction.
3. Leverage partnerships with organizations and institutions that support the vision

- expressed herein.
4. Protect and enhance those attributes of the community that are unique to Castle Pines and valued by existing and future populations.
 5. Coordinate and align efforts and messaging regarding Castle Pines' vision and objectives.
 6. Amend policy, regulations and strategic resources to ensure consistency.
 7. Balance flexibility and certainty when considering land use applications and product design.
 8. Ensure fiscal stability and predictability with respect to the city's land use balance.

Actions

To advance these priority initiatives, targeted actions by the city will be necessary to achieve desired economic development outcomes. The following actions represent a "work plan" going forward – specific actions designed to "ready the environment for investment".

1. Adopt this Economic Action Plan to enhance the city's potential for sustained fiscal health.
2. Conduct fiscal impact analyses for annexation requests and rezoning land use applications.
3. Periodically (e.g., annually) monitor the city's real estate products and land use mix to ensure consistency with intended development patterns.
4. Monitor real estate market conditions and engage the "Delivery System"³ periodically (e.g., quarterly) to share information and insights.
5. Complete the trails system that connects existing and developing neighborhoods to the Business District.
6. Establish a moniker for the Business District that can be consistently used and which will serve to identify the area as a destination in the region.
7. Streamline development review and approval processes.
8. Research and identify potential special districts that could be established in targeted areas to provide funding for improvements, maintenance, marketing, etc.
9. Establish funding mechanisms and holding entities for publicly-acquired properties to be positioned for development by private entities.
10. Complete capital improvements, especially public roadways, as quickly as possible in order to more easily allow for consistent levels of investment, maintenance and programming.
11. Complete gateway improvements at the Castle Pines Parkway I-25 interchange that are "balanced" and consistent on both the east and west sides, and which communicate a single entrance rather than two separate development areas.
12. Consider providing financial assistance and I or incentives in the redevelopment of strategically-located parcels in the Business District for their secondary and tertiary

³ "Delivery System" refers to any entity, public or private, that affects the delivery of a product to the market. This can include property owners, developers, lenders, investors, neighborhood groups, regulatory agencies, etc.

- benefits (e.g., cultivate community identity, anchor neighborhoods, diversify city's balance sheet and provide public amenities).
13. Engage and educate developers to ensure a greater diversity of residential product types, greater balance of non-residential uses, resources spent recruiting certain land uses and tenant types, and messaging with regard to commercial offerings in the city.
 14. Consider the strategic acquisition of infill parcels for desired development and redevelopment consistent with expressed objectives.
 15. Create a dedicated funding source for economic development efforts.
 16. Consider hiring an Economic Development Specialist to guide recommended initiatives and actions detailed herein.
 17. Rezone the Business District to promote integrated land uses and higher densities.

The economic development priorities and considerations were identified and intended to provide a bridge between the city's intentions with regard to growth and development, and potential consequences resulting from local circumstances and past agreements. They reflect an understanding of the area's locational attributes as well as potential obstacles to desired outcomes. Since the primary purpose of this Plan is to ensure the community's image is preserved through thoughtful planning and development, decisions regarding the same must be deliberate.

Conclusion

This City of Castle Pines 2020 Economic Action Plan was prepared to confirm the visionary intentions expressed in the Comprehensive Plan and reflected in supporting policy documents, and advance objectives related to fiscal balance and livability. The recommendations offered should be used to prioritize expenditures on capital improvements, both functional and aesthetic, and demonstrate the public's commitment to this effort.

The ability of the city to attract market share and encourage desired investment will be largely based on continued growth in the region, as well as the community's willingness to commit long-term to the stated objectives. Until all of the necessary resources are in place to protect the stated vision, city officials are encouraged to use guidance provided here in the form of intentions and desired outcomes to review and consider development proposals. Finally, this report acknowledges that it could take many years to advance this strategy and that market conditions will inevitably change during that timeframe. Therefore, the city is further encouraged to be somewhat flexible in its interpretation of how different product types align with the stated intentions.



Castle Pines West Commercial District Urban Renewal Area

South Metro Fire Rescue District Impact Report

Castle Pines, Colorado

March, 2023

Prepared for:

City of Castle Pines, CO
City Council
360 Village Square Lane, Suite B
Castle Pines, CO 80108

Prepared by:

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Littleton, CO 80125-8467
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Castle Pines West Commercial District Urban Renewal Area

South Metro Fire Rescue District Impact Report

March 2023

This report outlines the anticipated impact of the proposed Castle Pines West Commercial District Urban Renewal Plan on the South Metro Fire Rescue District (the District). It is prepared in conformance with those requirements set forth in C.R.S. 31-25-107 (3.5) (a):

C.R.S. 31-25-107: APPROVAL OF URBAN RENEWAL PLANS BY LOCAL GOVERNING BODY

(3.5) (a) "At least thirty days prior to the hearing on an urban renewal plan or a substantial modification to such plan, regardless of when the urban renewal plan was first approved, the governing body or the authority shall submit such plan or modification to the board of county commissioners, and, if property taxes collected as a result of the county levy will be utilized, the governing body or the authority shall also submit an urban renewal impact report, which shall include, at a minimum, the following information concerning the impact of such plan:

- I. The estimated duration of time to complete the urban renewal project;
- II. The estimated annual property tax increment to be generated by the urban renewal project and the portion of such property tax increment to be allocated during this period to fund the urban renewal project;
- III. An estimate of the impact of the urban renewal project on county revenues and on the cost and extent of additional county infrastructure and services required to serve development within the proposed urban renewal area, and the benefit of improvements within the urban renewal area to existing county infrastructure;
- IV. A statement setting forth the method under which the authority or the municipality will finance, or that agreements are in place to finance, any additional county infrastructure and services required to serve development in the urban renewal area for the period in which all or any portion of the property taxes described in subparagraph (II) of paragraph (a) of subsection (9) of this section and levied by a county are paid to the authority; and
- V. Any other estimated impacts of the urban renewal project on county services or revenues."

Summary of Urban Renewal Plan

Development Program

The proposed development program for the Castle Pines West Commercial District Urban Renewal Plan is consistent with current policy documents and plans for the City of Castle Pines (the City). The estimated level of development is anticipated to be completed over the next 25 years and the total build-out is summarized in **Table 1**.

Table 1

Castle Pines West Commercial District Urban Renewal Plan Proposed Development Program

New Development/Redevelopment:	
Grocery Retail (sq ft)	86,000
Retail / Service (sq ft)	200,000
Office / Employment (sq ft)	200,000
Hotel / Lodging (rooms)	150
Residential For-Sale (units)	300

Source: Ricker/Cunningham.

The development timetable for the proposed program presented above will ultimately be determined by prevailing market conditions. A critical component of the analysis presented here is the assumption that key parcels within the planning area will be developed into an integrated mix of residential, commercial retail, office / employment and hotel/lodging land uses. For the purposes of this analysis, it was assumed that this level of development in the Castle Pines West Commercial District Urban Renewal Area (the Area) will be substantially completed during the 25-year development and stabilization period.

Summary Impacts to South Metro Fire Rescue District

For the purposes of this analysis, it is assumed that 100% of the total District property tax increment over the 25-year period will be allocated to project costs. **Table 2** at the end of this report provides a summary of these property tax revenues.

Property Tax Revenue

Currently, the District's share of the property tax base in the Area is approximately \$198,000. During the 25-year statutory period, the District's share of the property tax revenue base will total approximately \$5.6 million, or \$225,000 annually. After the 25-year analysis period is completed, the District's share of property tax revenues will increase to approximately \$550,000 on an annual basis. These figures reflect the impacts of inflation, conservatively estimated at approximately 1% to 2% on an annual basis.

Table 2
Castle Pines West Commercial District Urban Renewal Area
South Metro Fire Rescue District Impact Analysis Summary
Development Program (25 years)

Net New Development:

Grocery Retail (sq ft)	86,000
Retail / Service (sq ft)	200,000
Office / Employment (sq ft)	200,000
Hotel / Lodging (rooms)	150
Residential (For-Sale Lofts)	300

	Cumulative Total By:				
	2027	2032	2037	2042	2047
South Metro Fire Rescue District					
Property Tax Revenues from Existing Base	\$1,009,585	\$2,068,310	\$3,182,974	\$4,351,892	\$5,582,571
Property Tax Increment Generated by the District in the URA (9.288 mills)	\$92,785	\$605,766	\$1,827,766	\$3,880,011	\$6,464,749

Source: Ricker | Cunningham.

Table 2 (cont'd)
Castle Pines West Commercial District Urban Renewal Area
South Metro Fire Rescue District Impact Analysis Summary

Development Program										
New Development/Redevelopment:										
Grocery Retail (sq ft)	86,000									
Retail / Service (sq ft)	200,000									
Office / Employment (sq ft)	200,000									
Hotel / Lodging (rooms)	150									
Residential For-Sale (Units)	300									

Annual Property Tax Revenue Estimates		Year								
		2023	2024	2025	2026	2027	2028	2029	2030	2031
Estimated Cumulative Development Demand:										
Retail Relocating		5,000	13,000	23,000	35,000	50,000	65,000	80,000	86,000	86,000
Retail / Service		5,000	10,000	15,000	20,000	25,000	30,000	36,000	46,000	56,000
Office / Employment		0	0	5,000	20,000	35,000	50,000	65,000	75,000	85,000
Hotel / Lodging		0	0	80	80	80	80	80	80	80
Residential For-Sale		0	0	0	0	0	0	0	30	60
Estimated Development Market Value:										
Retail Relocating	\$80	\$400,000	\$1,060,800	\$1,914,336	\$2,971,382	\$4,329,729	\$5,741,220	\$7,207,439	\$7,902,957	\$8,061,017
Retail / Service	\$180	\$900,000	\$1,836,000	\$2,809,080	\$3,820,349	\$4,870,945	\$5,962,036	\$7,297,532	\$9,511,117	\$11,810,327
Office / Employment	\$200	\$0	\$0	\$1,040,400	\$4,244,832	\$7,577,025	\$11,040,808	\$14,640,111	\$17,230,285	\$19,918,209
Hotel / Lodging	\$80,000	\$0	\$0	\$6,658,560	\$6,791,731	\$6,927,566	\$7,066,117	\$7,207,439	\$7,351,588	\$7,498,620
Residential For-Sale	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,507,257	\$31,634,803
Estimated Development Assessed Value:										
Retail Relocating	29.0%	\$116,000	\$307,632	\$555,157	\$861,701	\$1,255,621	\$1,664,954	\$2,090,157	\$2,291,858	\$2,337,695
Retail / Service	29.0%	\$261,000	\$532,440	\$814,633	\$1,107,901	\$1,412,574	\$1,728,991	\$2,116,284	\$2,758,224	\$3,424,995
Office / Employment	29.0%	\$0	\$0	\$301,716	\$1,231,001	\$2,197,337	\$3,201,834	\$4,245,632	\$4,996,783	\$5,776,281
Hotel / Lodging	29.0%	\$0	\$0	\$1,930,982	\$1,969,602	\$2,008,994	\$2,049,174	\$2,090,157	\$2,131,961	\$2,174,600
Residential For-Sale	6.95%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,077,754	\$2,198,619
Estimated Development Property Tax Revenues (97.430 mills):										
Retail Relocating	0.097430	\$0	\$11,302	\$29,973	\$54,089	\$83,956	\$122,335	\$162,216	\$203,644	\$223,296
Retail / Service	0.097430	\$0	\$25,429	\$51,876	\$79,370	\$107,943	\$137,627	\$168,456	\$206,190	\$268,734
Office / Employment	0.097430	\$0	\$0	\$0	\$29,396	\$119,936	\$214,087	\$311,955	\$413,652	\$486,837
Hotel / Lodging	0.097430	\$0	\$0	\$0	\$186,136	\$191,898	\$195,736	\$199,651	\$203,644	\$207,717
Residential For-Sale	0.097430	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,006
Total Net New Property Tax Revenues:		\$0	\$36,731	\$81,848	\$350,991	\$503,733	\$649,785	\$842,278	\$1,027,130	\$1,291,589
Total Property Tax Revenues from Existing Development:		\$2,084,566	\$2,084,566	\$2,126,257	\$2,126,257	\$2,168,782	\$2,168,782	\$2,212,158	\$2,212,158	\$2,254,401
Total Property Tax Revenues:		\$2,084,566	\$2,121,297	\$2,208,105	\$2,477,247	\$2,672,515	\$2,818,567	\$3,054,435	\$3,239,287	\$3,547,989
Existing Property Tax Base:		\$2,084,566	\$2,084,566	\$2,126,257	\$2,126,257	\$2,168,782	\$2,168,782	\$2,212,158	\$2,212,158	\$2,254,401
Total Property Tax Increment:		\$0	\$36,731	\$81,848	\$350,991	\$503,733	\$649,785	\$842,278	\$1,027,130	\$1,291,589
District Impact:										
District Share of Property Tax Base:	0.009288	\$198,722	\$198,722	\$202,696	\$202,696	\$206,750	\$206,750	\$210,885	\$210,885	\$215,103
District Share of Property Tax Increment:	0.009288	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total District Share of Property Tax Revenues:		\$198,722	\$198,722	\$202,696	\$202,696	\$206,750	\$206,750	\$210,885	\$210,885	\$215,103

Source: Ricker | Cunningham

Table 2 (cont'd)
Castle Pines West Commercial District Urban Renewal Area
South Metro Fire Rescue District Impact Analysis Summary

Development Program								
New Development/Redevelopment:								
Grocery Retail (sq ft)		86,000						
Retail / Service (sq ft)		200,000						
Office / Employment (sq ft)		200,000						
Hotel / Lodging (rooms)		150						
Residential (For-Sale Units)		300						

Annual Property Tax Revenue Estimates		Year						
		2032	2033	2034	2035	2036	2037	2038
Estimated Cumulative Development Demand:								
Retail Relenancing		86,000	86,000	86,000	86,000	86,000	86,000	86,000
Retail / Service		66,000	76,000	86,000	96,000	106,000	116,000	126,000
Office / Employment		95,000	105,000	115,000	125,000	140,000	155,000	170,000
Hotel / Lodging		80	150	150	150	150	150	150
Residential For-Sale		90	120	150	180	210	240	270
Estimated Development Market Value:								
Retail Relenancing	\$80	\$8,222,237	\$8,386,682	\$8,554,415	\$8,725,504	\$8,900,014	\$9,078,014	\$9,259,574
Retail / Service	\$180	\$14,197,700	\$16,675,844	\$19,247,434	\$21,915,218	\$24,682,015	\$27,550,717	\$30,524,294
Office / Employment	\$200	\$22,706,759	\$25,598,883	\$28,597,609	\$31,706,045	\$36,220,986	\$40,903,842	\$45,759,524
Hotel / Lodging	\$80,000	\$7,648,592	\$14,627,933	\$14,920,492	\$15,218,902	\$15,523,280	\$15,833,745	\$16,150,420
Residential For-Sale	\$450,000	\$48,401,249	\$65,825,699	\$83,927,766	\$102,727,585	\$122,245,827	\$142,503,706	\$163,523,003
Estimated Development Assessed Value:								
Retail Relenancing	29.0%	\$2,384,449	\$2,432,138	\$2,480,780	\$2,530,396	\$2,581,004	\$2,632,624	\$2,685,277
Retail / Service	29.0%	\$4,117,333	\$4,835,995	\$5,581,756	\$6,355,413	\$7,157,784	\$7,989,708	\$8,852,045
Office / Employment	29.0%	\$6,584,940	\$7,423,676	\$8,293,307	\$9,194,753	\$10,504,086	\$11,862,114	\$13,270,262
Hotel / Lodging	29.0%	\$2,218,092	\$4,242,101	\$4,326,943	\$4,413,481	\$4,501,751	\$4,591,786	\$4,683,622
Residential For-Sale	6.95%	\$3,363,887	\$4,574,886	\$5,832,980	\$7,139,567	\$8,496,085	\$9,904,008	\$11,364,849
Estimated Development Property Tax Revenues (97.430 mills):								
Retail Relenancing	0.097430	\$227,762	\$232,317	\$236,963	\$241,702	\$246,536	\$251,467	\$256,497
Retail / Service	0.097430	\$333,697	\$401,152	\$471,171	\$543,830	\$619,208	\$697,363	\$778,437
Office / Employment	0.097430	\$562,783	\$641,573	\$723,289	\$808,017	\$895,845	\$1,023,413	\$1,155,726
Hotel / Lodging	0.097430	\$211,871	\$216,109	\$213,308	\$212,574	\$210,005	\$208,606	\$207,378
Residential For-Sale	0.097430	\$214,211	\$327,743	\$445,731	\$568,307	\$695,608	\$827,774	\$964,947
Total Net New Property Tax Revenues:		\$1,550,325	\$1,818,893	\$2,290,442	\$2,583,431	\$2,887,203	\$3,238,642	\$3,602,985
Total Property Tax Revenues from Existing Development:		\$2,254,401	\$2,301,529	\$2,301,529	\$2,347,559	\$2,347,559	\$2,394,511	\$2,442,401
Total Property Tax Revenues:		\$3,804,725	\$4,120,422	\$4,591,991	\$4,930,990	\$5,234,762	\$5,633,153	\$6,045,386
Existing Property Tax Base:		\$2,254,401	\$2,301,529	\$2,301,529	\$2,347,559	\$2,347,559	\$2,394,511	\$2,442,401
Total Property Tax Increment:		\$1,550,325	\$1,818,893	\$2,290,442	\$2,583,431	\$2,887,203	\$3,238,642	\$3,602,985
District Impact:								
District Share of Property Tax Base:	0.009288	\$215,103	\$219,405	\$219,405	\$223,793	\$223,793	\$228,249	\$232,834
District Share of Property Tax Increment:	0.009288	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total District Share of Property Tax Revenue:		\$215,103	\$219,405	\$219,405	\$223,793	\$223,793	\$228,249	\$232,834

Source: Ricker | Cunningham

Table 2 (cont'd)
Castle Pines West Commercial District Urban Renewal Area
South Metro Fire Rescue District Impact Analysis Summary

Development Program

New Development/Redevelopment:

Grocery Retail (sq ft)	86,000
Retail / Service (sq ft)	200,000
Office / Employment (sq ft)	200,000
Hotel / Lodging (rooms)	150
Residential (For-Sale Units)	300

Annual Property Tax Revenue Estimates	Year							
	2040	2041	2042	2043	2044	2045	2046	2047
Estimated Cumulative Development Demand:								
Retail Relenancing	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000
Retail / Service	151,000	166,000	181,000	200,000	200,000	200,000	200,000	200,000
Office / Employment	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Hotel / Lodging	150	150	150	150	150	150	150	150
Residential For-Sale	300	300	300	300	300	300	300	300
Estimated Development Market Value:								
Retail Relenancing	\$80	\$9,633,661	\$9,826,334	\$10,022,861	\$10,223,318	\$10,427,784	\$10,636,340	\$10,849,067
Retail / Service	\$180	\$38,098,562	\$42,675,998	\$47,462,908	\$53,494,106	\$54,563,988	\$55,655,268	\$56,768,374
Office / Employment	\$200	\$56,009,657	\$57,129,850	\$58,272,447	\$59,437,896	\$60,626,654	\$61,839,187	\$63,075,971
Hotel / Lodging	\$80,000	\$16,802,897	\$17,138,955	\$17,481,734	\$17,831,369	\$18,187,996	\$18,551,756	\$18,922,791
Residential For-Sale	\$450,000	\$189,032,592	\$192,813,243	\$196,669,508	\$200,602,898	\$204,614,956	\$208,707,256	\$212,881,401
Estimated Development Assessed Value:								
Retail Relenancing	29.0%	\$2,793,762	\$2,849,637	\$2,906,430	\$2,964,762	\$3,024,057	\$3,084,539	\$3,146,229
Retail / Service	29.0%	\$11,036,983	\$12,376,039	\$13,764,243	\$15,513,291	\$15,823,557	\$16,140,028	\$16,462,828
Office / Employment	29.0%	\$16,242,800	\$16,567,656	\$16,899,010	\$17,236,990	\$17,581,730	\$17,933,364	\$18,292,031
Hotel / Lodging	29.0%	\$4,872,840	\$4,970,297	\$5,069,703	\$5,171,097	\$5,274,519	\$5,380,009	\$5,487,609
Residential For-Sale	6.95%	\$13,137,765	\$13,400,520	\$13,668,531	\$13,941,901	\$14,220,739	\$14,505,154	\$14,795,257
Estimated Development Property Tax Revenues (97.430 mills):								
Retail Relenancing	0.097430	\$266,859	\$272,196	\$277,640	\$283,193	\$288,857	\$294,634	\$300,527
Retail / Service	0.097430	\$949,522	\$1,075,333	\$1,205,798	\$1,341,050	\$1,511,460	\$1,541,689	\$1,572,523
Office / Employment	0.097430	\$1,435,143	\$1,582,536	\$1,614,187	\$1,646,471	\$1,679,400	\$1,712,988	\$1,747,248
Hotel / Lodging	0.097430	\$465,452	\$474,761	\$484,256	\$493,941	\$503,820	\$513,896	\$524,174
Residential For-Sale	0.097430	\$1,254,914	\$1,280,012	\$1,305,413	\$1,331,725	\$1,358,359	\$1,385,527	\$1,413,237
Total Net New Property Tax Revenues:		\$4,371,890	\$4,684,839	\$4,887,493	\$5,094,380	\$5,341,896	\$5,448,734	\$5,557,709
Total Property Tax Revenues from Existing Development:		\$2,442,401	\$2,491,249	\$2,491,249	\$2,541,074	\$2,541,074	\$2,591,895	\$2,591,895
Total Property Tax Revenues:		\$6,814,290	\$7,176,088	\$7,378,742	\$7,635,454	\$7,882,970	\$8,040,629	\$8,149,604
Existing Property Tax Base:		\$2,442,401	\$2,491,249	\$2,491,249	\$2,541,074	\$2,541,074	\$2,591,895	\$2,591,895
Total Property Tax Increment:		\$4,371,890	\$4,684,839	\$4,887,493	\$5,094,380	\$5,341,896	\$5,448,734	\$5,557,709
District Impact:								
District Share of Property Tax Base:	0.009288	\$232,834	\$237,491	\$237,491	\$242,241	\$242,241	\$247,085	\$252,027
District Share of Property Tax Increment:	0.009288	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total District Share of Property Tax Revenue:		\$232,834	\$237,491	\$237,491	\$242,241	\$242,241	\$247,085	\$252,027

Source: Ricker Cunningham

BOARD OF DIRECTORS AGENDA ITEM

STAFF REPORT



Meeting Date: 9/11/2023

Agenda Item Type: Action Item

Agenda Item: Resolution 2023-07 Authorizing Integrated Project Delivery (IPD) for the Station 17 Kitchen Remodel

Submitted By: Kevin Milan, AC

Approved: Dillon Miskimins, CFO

SUMMARY:

Improvements are needed to the kitchen, dayroom, workspace, and bunker gear storage areas at SMFR Station 17. Costs are expected to exceed the statutory \$120,000 limit and therefore must be publicized and bid. Integrated Project Delivery (IPD), which requires a Board resolution, allows the district to award the contract to the proposal which represents the best value to the District.

BACKGROUND:

Station 17 houses six (6) firefighters, and the kitchen upgrades are budgeted and planned for at the close of 2023. This legacy Littleton fire station was designed in 1987. The age of the cabinetry, as well as in a galley style kitchen makes food preparation difficult. All staff, including the station officer, share a single office. The envisioned remodel, being designed by Kieding Architects will expand the living area into the existing bunker gear storage area between the living quarters and the apparatus bay. All other areas of the station are performing adequately, and this upgrade will improve conditions for the crews.

FINANCIAL IMPACT:

The work is budgeted with a total project cost of \$225,000 - \$300,000.

STRATEGIC INITIATIVE:

The remodel accomplishes several strategic initiatives specifically the District's capital replacement plan, which prioritizes facility projects based on need and impact to the District's facility condition index.

RECOMMENDED ACTION/MOTION:

I motion to approve Resolution No. 2023-07, A Resolution Authorizing Integrated Project Delivery for the Station 17 Kitchen Remodel

ALTERNATIVE OPTIONS:

Without the resolution for IPD, the District can competitively bid the project and award the construction contract to the lowest responsive and responsible bidder.

ATTACHMENTS:

See attached Resolution No. 2023-07

SOUTH METRO FIRE RESCUE FIRE PROTECTION DISTRICT

RESOLUTION NO. 2023-07

**A RESOLUTION AUTHORIZING INTEGRATED PROJECT DELIVERY FOR
THE STATION 17 KITCHEN REMODEL**

WHEREAS, South Metro Fire Rescue Fire Protection District (“District”) is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, Colorado Revised Statutes; and

WHEREAS, pursuant to Part 18 of the Special District Act, the District is authorized to procure public improvements via integrated project delivery and award contracts on a “best value” rather than “lowest responsible, responsive bid” basis; and

WHEREAS, the Board of Directors (“Board”) of the District has reviewed and considered the various challenges and opportunities relevant to the delivery of construction of remodeling for Station 17 (“Project”), including but not limited to the following:

1. Maximizing collaboration between design professionals, contractor, and the District throughout the Project; and
2. Continuity of the various parties involved in the Project from start to finish which increases efficiency; and
3. Minimizing probability of adversarial relationships and legal issues; and
4. Time and/or money savings by integration of budget, schedule, and constructability of the project from the outset; and
5. Incorporating constructability considerations into the design of the project; and
6. Minimizing probability of excessive change orders; and
7. Ability to fast-track design and construction and/or utilize concurrent design and construction phases for different segments of the project; and
8. Greater focus on quality control and quality assurance through all phases of the project; and

WHEREAS, the Board hereby finds and determines that integrated project delivery represents a timely and cost-effective alternative for delivery of the Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Metro Fire Rescue Fire Protection District as follows:

1. Authority to Use Integrated Project Delivery. The Board hereby finds and determines that integrated project delivery represents a timely and cost-effective alternative for the Project.

2. Effective Date. This Resolution shall take effect and be enforced immediately upon its approval by the Board.

ADOPTED this September 11, 2023.

SOUTH METRO FIRE RESCUE FIRE
PROTECTION DISTRICT

By _____
Jim Albee, Chairman

Attest:

Sue Roche, Secretary

BOARD OF DIRECTORS AGENDA ITEM STAFF REPORT



Meeting Date: 9/11/2023

Agenda Item Type: Action Item

Agenda Item: Enterprise Resource Planning (ERP) Implementation Proposal

Submitted By: Dillon Miskimins

Approved: Bob Baker

SUMMARY:

South Metro would benefit from the implementation of an Enterprise Resource Planning (ERP) system. This new ERP would replace outdated and fragmented systems that will greatly enhance businesses processes across the department. Staff has identified Microsoft's Dynamics 365 as the system and RSM as the implementation partner that would provide the most benefit at a reasonable cost. Board is asked to take action based on the overall project cost and the desire to begin implementation in 2023.

BACKGROUND:

SMFR has been using the same core accounting system for decades. Over the last several years, staff has augmented the core accounting system with several additional software to accommodate growing demands and complexity of the department. The unintentional outcome, however, is now a fragmented suite of software, a complicated web of integrations built and/or maintained by our internal IT staff, and data housed within each separate system that is most useful only when manually combined by staff. Staff has identified that the Microsoft Dynamics 365 ERP system would replace a minimum of 6 separate software systems and potentially more in future phases. This will greatly improve the capabilities and quality of the District's business processes. Staff conducted an RFP where several implementation partners that specialize in implementing the Dynamics 365 ERP system responded. Ultimately, staff is recommending to move forward with RSM as an implementation partner.

Timing the start implementation is important. While the majority of the implementation will happen in 2024 – 2025, Staff is asking the Board to consider allowing implementation to start in 2023 to better align with Staff's audit and budget development workload and avoid having to recontract with certain existing software.

FINANCIAL IMPACT:

Implementing an ERP is an investment, though the hard and soft costs substantial. The one time, implementation costs are estimated to be \$900k - \$1.2 million. By reducing the total number of software systems, there would be a decrease in annual licensing costs – saving the District in the long term. The district spends nearly \$340k per year for the 6 software systems that would be replaced by the ERP. Annual costs for the ERP are estimated at \$110k. Said another way, the District will break-even on the one-time implementation costs after 4-6 years.

The cost of implementation will be proposed in the 2024 budget. Staff has identified 2023 budget that could be reallocated to the implementation to allow Staff to start the project prior to the 2024 budget year, should the Board approve. The remaining necessary funding will be included in the 2024 capital fund.

STRATEGIC INITIATIVE:

The implementation of an ERP plays well with many of the District's strategic initiatives. Our IT Bureau has a long-term initiative to reduce the number of software systems that they maintain. Reducing the number of systems has many potential benefits to the organization and consolidating a minimum of 6 systems as part of this implementation certainly supports this initiative. There has also been an initiative over the last several years to change and enhance the District's business processes to meet the added complexities of the District now in the future.

RECOMMENDED ACTION/MOTION:

Staff has listed this agenda item as a Discussion/Potential Action item. If the Board feels they have sufficient information to approve Staff to move forward with the implementation of a new ERP, Staff would recommend to approve. Should the Board want more information, Staff would be happy to bring it back at another meeting.

Recommended Motion: I move to approve Staff's recommendation to implement a new Enterprise Resource Planning software beginning in 2023 with a project budget not to exceed \$1,200,000 and further delegate the execution of any necessary agreements to the Fire Chief or his designees.

ALTERNATIVE OPTIONS:

There are alternatives to Staff's recommendation of implementing Microsoft Dynamics 365:

1. **Keep Existing Systems:** The District could certainly keep its existing systems in place. Annual licensing costs are higher for the suite of systems than for the new ERP and Staff would continue to be limited in our ability to maintain or enhance business processes. Our core accounting system will likely reach end of life in the next several years, so the need for software replacement will need to be addressed in the future.
2. **Select a different ERP:** There are many choices of ERPs. The District could choose a different option, which might be less expensive to implement. Staff would need to further evaluate the trade off of cost versus the capabilities of the ERP.
3. **Defer Implementation:** Implementation could be deferred. The timing is right to implement a new system as contracts and pricing for many of our existing systems are up for renewal. It is possible to renew our existing systems for shorter time periods, but that often comes with greater price increases.

ATTACHMENTS:



West Metro Fire Rescue

Announces the Sudden Loss of Firefighter/Paramedic Jeffrey Kaiser

It is with great sadness that West Metro announces the passing of one of their family members. Firefighter/Paramedic Jeffrey Kaiser passed away suddenly as a result of a motor vehicle accident. Jeffrey had been with West Metro since 2016 serving the community for more than seven years.

Jeffrey was a dedicated and hardworking firefighter and a wonderful friend to many. The department is working closely with Jeff's family to coordinate condolences, services, and support. With his family's permission, more information will be shared in the days ahead.

PREMIER SPONSOR



BOARD OF DIRECTORS AGENDA ITEM STAFF REPORT



Meeting Date: 9/11/2023

Agenda Item Type: Information Item

Agenda Item: Dispatch Award

Submitted By: Tyler March

Approved: Scott Richardson

SUMMARY:

Arapahoe County 911 Authority provides support to the six PSAPs with the county. As part of this support, the county has started recognizing the center with the highest quality assurance scores based on a six-month period. The agency that has the highest percentage of 100% scores on their QA reviews will receive the traveling award. For the first six months of 2023, South Metro Fire Emergency Communications has earned the award with the highest percentage of perfect scores at 96.18%. This is a testament to the staff and the care they provide to our citizens every day.

BACKGROUND:

Click or tap here to enter text.

FINANCIAL IMPACT:

N/A

STRATEGIC INITIATIVE:

N/A

RECOMMENDED ACTION/MOTION:

N/A

ALTERNATIVE OPTIONS:

N/A

ATTACHMENTS:



Hello everyone,

At the last board meeting, I announced that there will be an award given every six months for the agency that has the highest percentage of 100% scores on the QA reviews in a six-month period. For the first six months of 2023, South Metro Fire has earned the award with a high percentage of perfect scores at 96.18%

This is a great achievement by SMFR dispatch personnel! Congratulations SMFR Dispatch!!

A picture of the traveling award is attached and all SMFR dispatch personnel will enjoy lunch brought in for them!

Thank you all for the outstanding work you do every day!

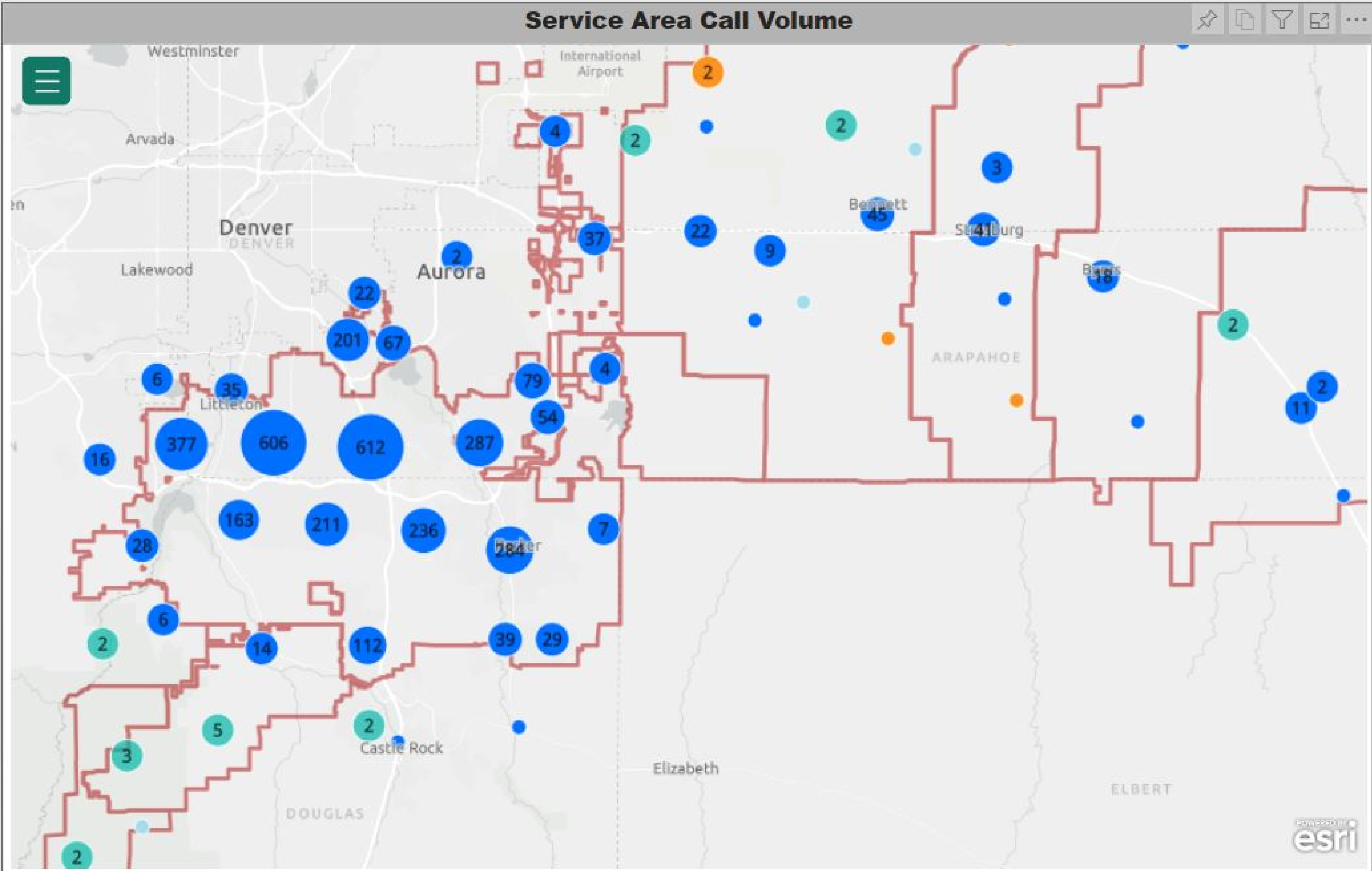
Cathy

Catherine M. Raley, RPL, CMCP
Executive Director
Arapahoe County 911 Authority
C: 720.256.9781





Emergency Services: Emergency Communications



Quality Assurance Standards

The data in these charts is updated at the end of the prior month.

For best results, set date filter to last month (calendar) at minimum.

Date

Last 1 Months (...)

8/1/2023 - 8/31/2023

<h4>Call Taking</h4> <div><div></div><div>99.5%</div><div>0.0%100.0%</div></div>	<h4>EMD</h4> <div><div></div><div>94.0%</div><div>0.0%100.0%</div></div>	<h4>Radio</h4> <div><div></div><div>97.6%</div><div>0.0%100.0%</div></div>
<h4>SSM</h4> <div><div></div><div>99.6%</div><div>0.0%100.0%</div></div>	<h4>Customer Service</h4> <div><div></div><div>100.00%</div><div>0.0%100.0%</div></div>	



Emergency Services: Emergency Communications

Emergency Communications: Performance

Jurisdiction	Total Calls	Disp Time 90th	Disp Avg
Bennett Fire	116	00:00:47	00:00:30
Byers Fire	23	00:00:19	00:00:18
Deer Trail Fire	18	00:00:27	00:00:18
Fire Other	98	00:00:45	00:00:17
Sable Altura Fire	34	00:00:42	00:00:27
South Metro Fire	4,356	00:00:48	00:00:29
Strasburg Fire	60	00:00:56	00:00:35
West Douglas Fire	25	00:00:59	00:00:41
Total	4,730	00:00:48	00:00:29

The data in these charts is updated at various times.

For best results, set date filter to last month (calendar) at minimum.

Date

Last

1

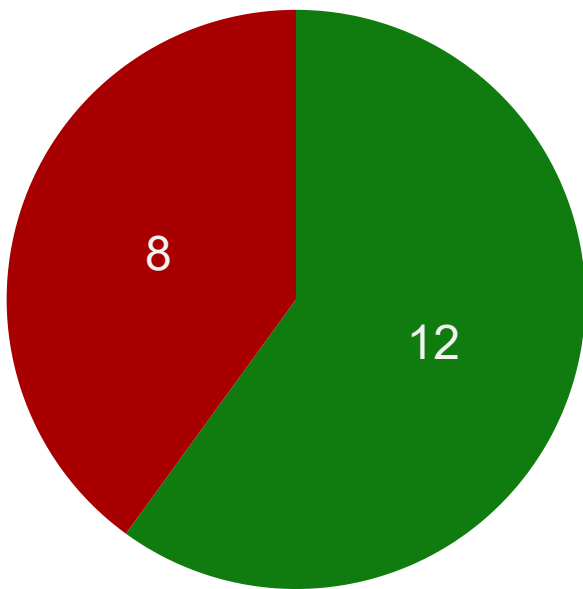
Months (Calendar)

8/1/2023 - 8/31/2023



Emergency Communication: Hours

- IDT Deployment
- Pub Ed
- Ride Time
- Training



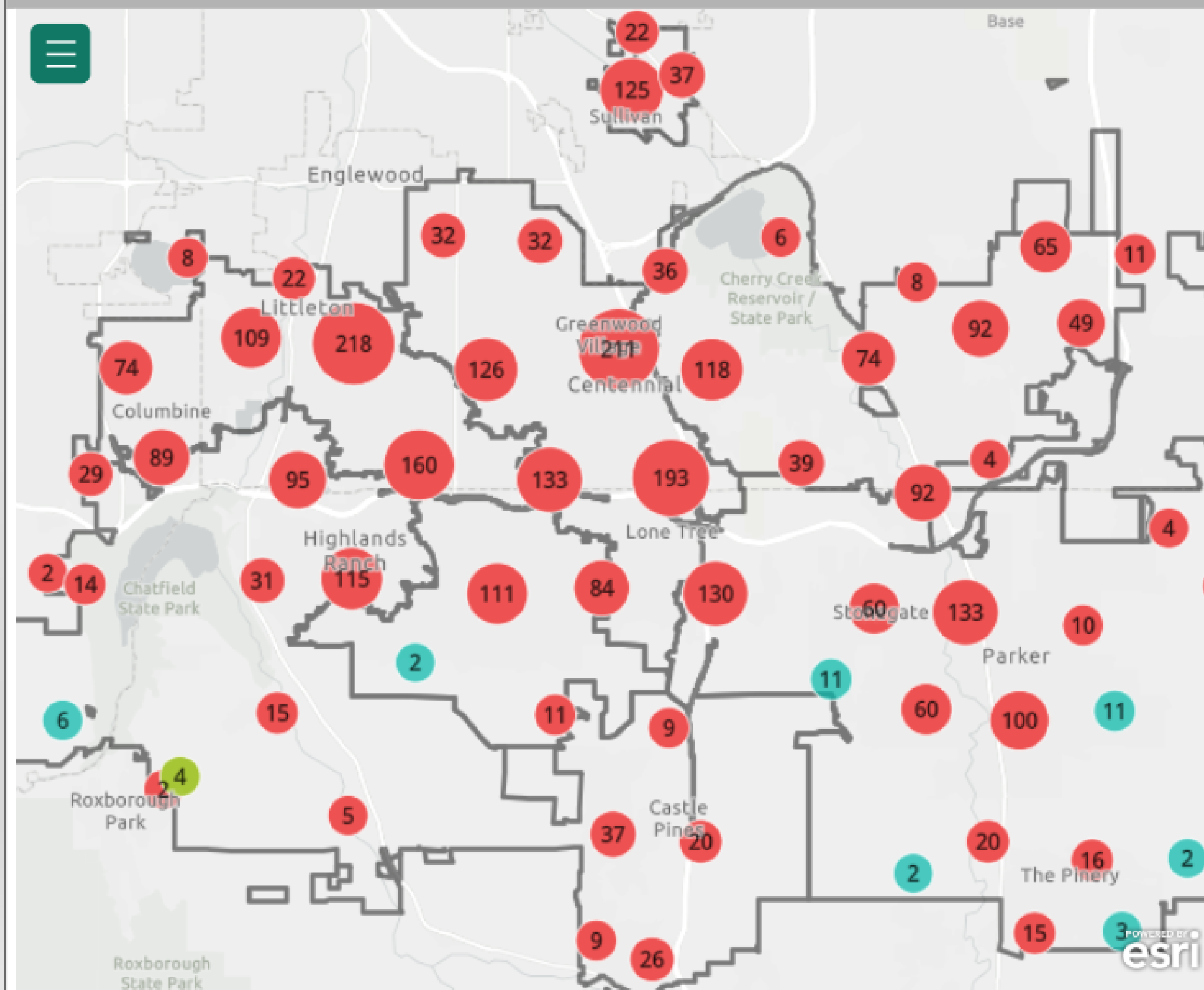
Emergency Communications: Telecom Compliance

911 Calls	911 Ans < 10 sec	911 Abn	Alarm Calls	Alarm Ans < 10 sec	Admin Calls	Admin Ans < 10 sec
3,094	99.0%	10	899	99.2%	2,923	99.01%



Emergency Services: Operations CAD Statistics

SMFR Call Volume by Battalion

**Date**

Last

1

Months (Calendar)

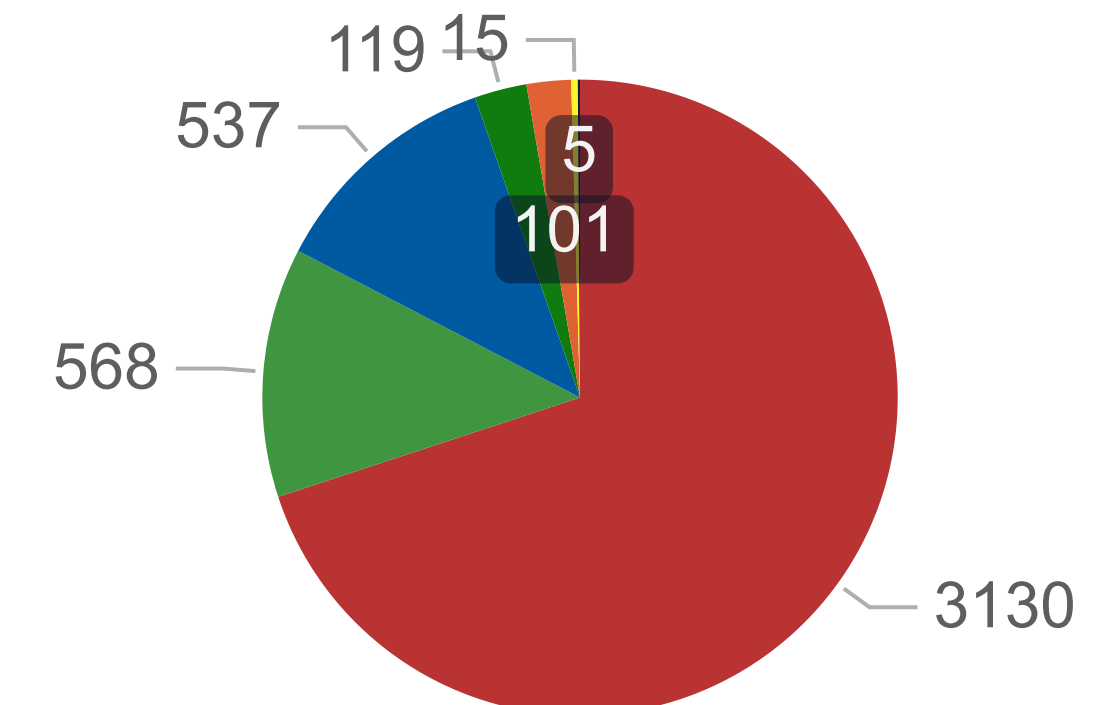
8/1/2023 - 8/31/2023



In District ▲	Num Calls	Turnout 90th PCTL	Turnout % Met Goal	Travel 90th PCTL	Travel % Met Goal
No	119	00:01:33	100.00%	00:11:02	
Yes	4,356	00:01:40	82.46%	00:07:43	59.92%
Total	4,475	00:01:40	82.47%	00:07:49	59.92%

Time Goals:
00:01:30 for Turnout | 00:05:12 for Travel

Total Incidents by Call Type



Incident Type ● EMS ● Alarms ● Public Assist ● Other ● Fires ● Special Ops ●



North Fork Fire Protection District

P O Box 183

Buffalo Creek, CO 80425-0183

Phone: 303-838-2270

Fax: 303-838-0412

August 28, 2023

Dear Chief Baker,

North Fork Fire Protection District would like to express our sincere thanks for South Metro's recent donation of four Ballistic Vests and Four Ballistic Helmets. As I am sure you are aware finding funding for items such as these for a rural fire protection district can be very difficult.

Although we don't encounter scenes frequently where this type of equipment is needed, they do occasionally come up. It is reassuring to know we now have equipment that will contribute to the safety of our members. Once again thank you for the generous donation!

Sincerely,

Curt D. Rogers
Curt D. Rogers, Chief

I wanted to reach out and share my first hand experience I had with the firefighters and EMTs at Station 45. Yesterday, I called 911 as I was unable to stop a river nosebleed. From the moment I called 911, until they left me at Sky Ridge ER, everyone was absolutely fantastic! The EMTs and firefighters all arrived in record time and I received the royal treatment. Thank you so much for having such fantastic first responders. We are blessed to have such caring and competent first responders!

Many thanks,
Lori

Lori Ann Knutson
First Assistant Attorney General
Contracts and Procurement



COLORADO
Department of Law
Attorney General Phil Weiser

P: 720-508-6153 | LoriAnn.Knutson@coag.gov

Hi Camie,

I hope you're doing well. I just received an email from the head of Cigna locally about a scary accident he and his wife were in Monday. He asked that I share this with you.

My wife and I were in a car accident on Monday and had to be transported via ambulance to Skyridge. Sketchy details on my end, but I do remember one of the South metro Team was Jack from Station 31.

Anyway, I just wanted to pass along a note of thanks for the incredible handling of a very tense situation for me & my wife. They were incredibly helpful, calming, and did an amazing job of taking care of us.

Thought you'd want to know. 😊

Saralyn J. Crock
Area Vice President



Insurance | Risk Management | Consulting



Dear South Metro Fire and Rescue

We appreciate very much your presence at our first Padres' Car show! The kids were so excited to meet you and learn about the fire truck. And it was an added bonus that you were able to take this birds-eye-view picture for us! It was a beautiful day with many old memories relived and many new memories created. Thanks for everything you do for us and for the Littleton community.

God bless you,

St. Mary Staff

Wendy Keller
Social Committee

Janice Segura

Julie
Conner

To those who came to Carriage
Club on the 4th of July and
participated in our CC 4th of July
Parade event. The kids, and adults,
always love and appreciate having
you. And thank you for protecting
our city. The Carriage Club HOA Board
and CC Social Committee
Lynette Roth

Ken Johnson Scott Leight

Westwind Management
27 Inverness Dr. East
Englewood, CO 80112
C/O Carriage Club HOA

THANK YOU!!!

Dear FIRE CHIEF BAKER & LIEUTENANT PIPPS,

Aug. 2023

THANK YOU for leading a competent, kind & professional team of FIRE & RESCUE! LIEUTENANT PIPPS & BAKER responded to a Bonbrook's call a couple weeks ago for our daughter who passed out.

She felt cared for and respected amidst an embarrassing and stressful event (She's 14, & ~~any~~ ^{any} unnecessary attention is difficult for her).

Anyway → the TEAM performed well and treated her with DIGNITY & Respect. THANK YOU. THANK YOU.

In Gratitude,
Carmen & Dan Randall
and Corina

RANDALL
PO Box 462347
Lakewood, CO 80046

08/22/23

Mike and Dillon,

I wanted to reach out and share my first hand experience I had with the firefighters and EMTs at Station 45. Yesterday, I called 911 as I was unable to stop a river nosebleed. From the moment I called 911, until they left me at Sky Ridge ER, everyone was absolutely fantastic! The EMTs and firefighters all arrived in record time and I received the royal treatment. Thank you so much for having such fantastic first responders. We are blessed to have such caring and competent first responders!

Many thanks,
Lori

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