



City Council Communication

AGENDA DATE: August 10, 2026 **LEGISTAR ITEM #:** Res 2026-113

SUBMITTED BY: Keith Morey, Director of ECV **DEPARTMENT:**
Economic Development

☐ Ordinance	☒ Resolution	☐ Presentation
☐ Admin Business	☐ Public Hearing	☐ Other

REQUEST

Approve the amended and restated Intergovernmental Agreement between the City of Commerce City, Colorado and the Urban Renewal Authority of the City of Commerce City as discussed at the July 13, 2026 URA regular meeting.

BACKGROUND

On July 13, 2026, the CCURA reviewed a draft Intergovernmental Agreement (IGA) between a City and an Urban Renewal Authority (URA) that establishes the collaborative framework, resource sharing, and division of responsibilities for executing blight-remediation projects within the City of Commerce City.

The IGA establishes the following framework and division of responsibilities:

Authority Employees Provided by the City:

- The City agrees to provide staff support, administrative services, and technical expertise across departments (Finance, Planning, Legal, Public Works, ECV, etc.) for the operation and management of Authority activities.
- The City Manager has absolute authority to make all personnel determinations of the City employees that work in the best interest of the Authority.
- The City Manager is the Authority's Executive Director, and his or her designee shall have supervision over the administration of the Authority's business and affairs.

CITY COUNCIL COMMUNICATION CONTINUED

- The Authority's Director of Urban Renewal shall be charged with the management of projects for the Authority and supervision over the business and staff that may be assigned to support the Authority. Also, serving as the Executive Director Pro-Tem in the Executive Director's absence or in the event of a vacancy.
- The City's Finance Director shall be the Authority's Treasurer and be responsible for the custody of all funds of the Authority.
- The City's City Clerk shall be the Authority's Secretary and record all votes, keep records of the proceedings, and perform other necessary duties.
- The Authority may employ one or more attorneys to provide legal counsel or special counsel. The Authority may call upon the municipal counsel for such legal services. Invoices will be provided to the Executive Director.
- At the direction of the Executive Director, staff time for Authority business can be charged back to the Authority.

Other Services:

- The City agrees to provide other services as may be required to perform public functions, such as accounting, treasury, management, procurement, personnel services, engineering services, technology and website services, agenda publishing platform, budget publishing platform, and planning services, and other consultant services. However, the Authority may contract with third parties as needed.

Office Space; Furnishing; Equipment:

- City staff working on behalf of the Authority is authorized to utilize City office space, furnishings and equipment, including the telephones, fax machines, printers, photocopiers, computers, office supplies and similar equipment.

Finances and Accounting:

- After deducting authorized administrative costs, funds received by the City for URA projects are made available for the Authority to use and direct as it sees fit.
- The City provides monthly (or as directed) accounting of these funds to the Authority, following recognized accounting principles.

CITY COUNCIL COMMUNICATION CONTINUED

All payments of accrued interest and principal are credited to the Authority's fund balance unless prohibited by law. The Authority is expected to contribute to administrative expenses when it begins accumulating recycled funds, but remains obligated to repay any direct loans from the City.

- When the Authority has sufficient funding, it must compensate the City for reasonable costs incurred in providing third-party services, office space, furnishings, and equipment. The City submits detailed invoices for these expenses, and unless the Authority objects within 30 days, payment is due as funds are available.

City Advance of Funds:

- Upon request by the Authority, the City may, from time to time, advance funds to the Authority in support of its activities.

Legal Entity, Ethical Rules, Bylaws:

- The Authority is a separate legal body.
- The ethical rules of the Authority shall be the same as those for the City Council, as long as the City Council is functioning as the Authority Board of Commissioners.
- Unless separate policies are adopted, the Authority will follow City processes for open records requests, records retention, procurement, or any other matter.

Sales Tax Increment:

- It is agreed that all City sales taxes collected in any urban renewal area of the Authority shall accrue to the City until such time that the City Council decides to include in an urban renewal plan a provision allocating a portion of said sales tax revenues to the Authority.

Property Tax Increment:

- The City agrees to assist the Authority in pursuing its objectives and purposes, including, without limitation, any specific purposes established for a particular urban renewal area, by collecting and paying into a special fund of the Authority any incremental property taxes received by the City for each urban renewal area.

CITY COUNCIL COMMUNICATION CONTINUED

Insurance:

- The City agrees to include the Authority within the City's existing liability insurance coverages as a part of the services to be provided by the City to the Authority unless and until the City's risk management office and the Authority's Executive Director determine such insurance coverage is not available or it is more financially advantageous to the Parties for the Authority to obtain separate insurance.

Responsibility of Authority

- Nothing in this Agreement shall be interpreted in any manner as constituting the City as the agent of the Authority or the Authority as the Agent of the City. Each party shall remain separate and neither shall hereby assume the debts or obligations of the other.

The full IGA is included with the Resolution for review by the URA Board of Commissioners and the City Council.

JUSTIFICATION

☐ Council Goal	☐ Strategic Plan	☒ Work Plan	☐ Legal
Citation	Comprehensive Plan: • 7-1.7 Continue to encourage development within the Prairie Gateway Area Economic Development Strategic Plan: • 1.3.10 Articulate the City's vision for its Urban Renewal Areas, while clearly promoting tools and incentives to facilitate their development as economic hubs. • 7.9.9 Support a mix of local businesses in Derby that can add an in-person shopping experience, including diverse restaurants, artisan shops, galleries and more. • 7.9.10 Support unique housing choices in Derby through adaptive reuse of existing industrial or		

CITY COUNCIL COMMUNICATION CONTINUED

	commercial buildings as well as townhomes and multifamily surrounding the district.
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AVAILABLE ACTIONS

- Available Action #1: Approve the amended and restated Intergovernmental Agreement (IGA) between the City and the Urban Renewal Authority (URA) as presented.

STAFF RECOMMENDATION

Staff recommends Action #1: Approve the amended and restated IGA as presented.