



Jeni Arndt, Chair
Susan Gutowsky, District 1
Julie Pignataro, District 2
Tricia Canonico, District 3
Shirley Peel, District 4
Kelly Ohlson, District 5
Emily Gorgol, District 6
Christophe Febvre
Joe Wise
Andy Smith

Remote Meeting
City Hall West
300 LaPorte Avenue
Fort Collins, Colorado

Cablecast on FCTV
Channel 14 on Connexion
Channel 14 and 881 on Comcast

Caitlin Quander
Brownstein Hyatt Farber Schreck

Darin Atteberry
Executive Director

Delynn Coldiron
Secretary

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URBAN RENEWAL AUTHORITY BOARD MEETING May 27, 2021 • 5:00 PM

PUBLIC PARTICIPATION OPTIONS

There will be three options for people who would like to participate in the meeting:

- Live via the Zoom online meeting,
- Live via the telephone,
- By submitting emails to cfrickey@fcgov.com

All options will be available for those wishing to provide general public comment, as well as public comment during individual discussion items.

PUBLIC PARTICIPATION (ONLINE VIA ZOOM)

Individuals who wish to address the Board via remote public participation can do so through Zoom at <https://zoom.us/j/98687657267>. Individuals participating in the Zoom session should watch the meeting through that site, and not via FCTV, due to the streaming delay and possible audio interference.

The Zoom meeting will be available beginning at 4:30 p.m. on the day of the meeting. Participants wanting to ensure their equipment setup is working should join prior to 5:00 p.m. For public comments, the Chair

will ask participants to click the “Raise Hand” button to indicate you would like to speak at that time. Staff will moderate the Zoom session to ensure all participants have an opportunity to address the Board.

In order to participate, you must:

- Have an internet-enabled smartphone, laptop or computer. Using earphones with a microphone will greatly improve your audio experience.
- Join the Zoom meeting using the link on the front page of the agenda or on the URA webpage at: <http://www.renewfortcollins.com/meeting-agendas>.

PUBLIC PARTICIPATION (VIA PHONE)

- Dial public participation phone number, **1-346-248-7799**.
- Enter the Meeting ID: **986 8765 7267** followed by the pound sign (#).
- The meeting will be available beginning at 4:15 p.m. Please call in to the meeting prior to 5:00 p.m., if possible. For public comments, the Chair will ask participants to indicate if you would like to speak at that time – **phone participants will need to press *9 to do this**. Staff will be moderating the Zoom session to ensure all participants have an opportunity to address the Board.

PUBLIC PARTICIPATION (VIA EMAIL):

Individuals not comfortable or able to access the Zoom platform or able to participate by phone are encouraged to participate by emailing general public comments you may have to cfrickey@fcgov.com. If you have specific comments on any of the discussion items scheduled, please make that clear in the subject line of the email and send prior to the meeting Thursday evening.

WATCH THE MEETING:

- Anyone can view the Council meeting live on Channels 14 and 881 or online at www.fcgov.com/fctv and will be replayed the following morning at 10 am.

Documents to Share: If residents wish to speak to a document or presentation, email those materials to URA at cfrickey@fcgov.com no later than 3 p.m. the day of the meeting.

PLEDGE OF ALLEGIANCE

- **CALL MEETING TO ORDER**
- **ROLL CALL**
- **OATHS OF OFFICE - NEW BOARD MEMBERS**
 - District 1 Councilmember Gutowsky, District 3 Councilmember Canonico, District 4 Councilmember Peel, District 5 Councilmember Ohlson
- **AGENDA REVIEW**
 - Executive Director’s Review of Agenda.
- **CITIZEN PARTICIPATION**
- **CITIZEN PARTICIPATION FOLLOW-UP**

- **STAFF REPORTS**

A. 2020 Annual Report (staff: Clay Frickey)

- **COMMISSIONER REPORTS**

Discussion Items

The method of debate for discussion items is as follows:

- Chair introduces the item number and subject; asks if formal presentation will be made by staff
- Staff and/or Applicant presentation (optional)
- Chair requests citizen comment on the item (three-minute limit for each citizen)
- Board questions of staff on the item
- Board motion on the item
- Board discussion
- Final Board comments
- Board vote on the item

Note: Time limits for individual agenda items may be revised, at the discretion of the Chair, to ensure all citizens have an opportunity to speak. **Please sign in at the table in the back of the room.** The timer will buzz when there are 30 seconds left and the light will turn yellow. It will buzz again at the end of the speaker's time.

1. Consideration and Approval of the Minutes of the March 25, 2021 Urban Renewal Authority Board meeting.

The purpose of this item is to approve the minutes of the March 25, 2021 Urban Renewal Authority Board meeting.

2. Resolution No. 115 Appointing a Vice Chair. (staff: Clay Frickey; no presentation; 5 minute discussion)

The purpose of this item is to appoint a Vice Chair for the Urban Renewal Authority Board.

3. Resolution No. 116 Appointing New Members to the Board Finance Committee. (staff: Clay Frickey; no presentation; 10 minute discussion)

The purpose of this item is to appoint members of the Urban Renewal Authority Board to its Finance Committee.

- **OTHER BUSINESS**

A. Consideration of a motion to assign a liaison to the North College Advisory Group:

"I move that the Urban Renewal Authority Board appoint _____ as the Board liaison to the North College Citizens Advisory Group."

- **ADJOURNMENT**

A. Consideration of a motion to adjourn into a work session for on-boarding of new members:

"I move that the Urban Renewal Authority Board meeting be adjourned and move into a work session for orientation and on-boarding of new members."

AGENDA ITEM SUMMARY**May 27, 2021**

Urban Renewal Authority Board

STAFF

Delynn Coldiron, City Clerk

SUBJECT

Consideration and Approval of the Minutes of the March 25, 2021 Urban Renewal Authority Board meeting.

EXECUTIVE SUMMARY

The purpose of this item is to approve the minutes of the March 25, 2021 Urban Renewal Authority Board meeting.

ATTACHMENTS

1. March 25, 2021 (PDF)

URBAN RENEWAL AUTHORITY BOARD

March 25, 2021

5:03 PM

- **ROLL CALL**

PRESENT: Smith, Troxell, Cuniff, Stephens, Wise, Febvre, Gutowsky, Gorgol, Potyondy
 ABSENT: Summers, Pignataro
 STAFF: Atteberry, Gula-Yeast, Frickey

- **AGENDA REVIEW**

Executive Director Atteberry stated there were no changes to the published agenda.

- **CITIZEN PARTICIPATION**

Chair Troxell outlined the public participation options.

- **COMMISSIONER REPORTS**

1. **Consideration and Approval of the Minutes of the February 25, 2021 Urban Renewal Authority Board meeting. (Adopted)**

The purpose of this item is to approve the minutes of the February 25, 2021 Urban Renewal Authority Board meeting.

Vice Chair Cuniff made a motion, seconded by Commissioner Gutowsky, to adopt the minutes of the February 25, 2021 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ross Cuniff, District 5
SECONDER:	Susan Gutowsky, District 1
AYES:	Smith, Troxell, Cuniff, Johnson, Wise, Febvre, Gutowsky, Gorgol, Potyondy
ABSENT:	Summers, Pignataro

2. **Resolution No. 114 Approving the Community Investment Plan for Prospect South. (Adopted)**

The purpose of this item is to consider a Resolution adopting the Prospect South Community Investment Plan. Staff collaborated with Institute for the Built Environment (IBE) on a series of public workshops asking the Prospect South community how they would like to see the Urban Renewal Authority (URA) invest its money in the Prospect South plan area over the next 15 years. IBE produced a report summarizing this outreach that the URA Board considered and adopted in February 2021.

To achieve the outcomes desired by the community, URA staff have been developing an investment plan that will guide the URA's decision making process for how to allocate its remaining money in the Prospect South plan area. This plan utilizes the Government Alliance on Race & Equity (GARE) Equitable Development Framework to anchor the plan. This framework will help ensure Prospect South continues its growth as an economically vibrant community while ensuring area residents share in this growth. The investment plan highlights the top five priority projects identified by the community. These projects are:

1. *Westside Bicycle & Pedestrian Corridor*
2. *Sidewalk & Crosswalk Improvements along College Avenue*
3. *Green Plaza and/or Outdoor Dining*

4. Existing Small Business Preservation
5. Creekside Park Enhancements

The investment plan proposes completing each project one at a time based on priority and provides a process for completing each project. When considering appropriating funds for each project, the Investment Plan suggests the Board also consider remitting unpledged revenues to affected taxing entities at the direction of the Finance Committee. A series of metrics and indicators will help the URA track its progress on the objectives of the plan and adjust course when necessary.

Clay Frickey, Redevelopment Program Manager, stated this Community Investment Plan will guide the investment of the Urban Renewal Authority for the Prospect South Plan Area and provides a way of formalizing the commitment to outcomes identified by the community as part of the outreach process completed with the Institute for the Built Environment. He noted the plan is not binding and it utilizes the equitable development framework to ensure investments advance community objectives related to equity.

Frickey detailed the outreach workshop and engagement process and outlined the top projects that emerged as priorities: west side bicycle/pedestrian corridors, providing better north-south connectivity through the plan area to the west of College, providing sidewalk and crosswalk improvements along College Avenue, creating green plazas and outdoor dining areas, ensuring the area still caters to smaller businesses, and enhancements to Creekside Park. Frickey stated the funding plan is to prioritize these projects and he noted there are fifteen years left in the life of the plan area.

Frickey discussed the Finance Committee's consideration of the item and stated there was some desire to acknowledge the consideration of remitting portions of the excess tax increment generated by the plan area to the taxing entities when considering individual projects. He also noted metrics and indicators exist to ensure goals relating to equity are being met.

Caitlin Quander, legal counsel, detailed the Finance Committee's discussion of the investment plan and the goals of the Urban Renewal Authority. She noted there are two types of URA plan areas at this time: those that predate the changes made to URA law in 2015 for which 100% of the tax increment is captured by the URA and put toward the goals of the plan area and those that postdate that law change in which specific tax sharing increment agreements are negotiated with each taxing body. She noted this plan area is one that predates the law change and she stated the idea of remitting portions of the excess tax increment for those plan areas has not been contemplated by other urban renewal authorities in the state to her knowledge.

Quander went on to detail the Finance Committee's discussion around the fiduciary duty to the Authority, what is consistent with the mission of the Authority, and the goals of the plan. She stated the Finance Committee recommended not making all decisions right now and taking things step by step with each project proposal. She noted the statute requires excess revenues not expended on projects at the end of plan area's life to be paid through to the taxing entities.

Commissioner Gutowsky asked how the projects were prioritized. Frickey replied the projects were ranked based on community input from the engagement process.

Vice Chair Cuniff suggested a future URA Board could contemplate ways in which such a remission does accomplish the blight remediation goals of the authority.

Commissioner Wise clarified the newer plans provide for the taxing districts to recover their costs associated with anticipated improvements in a plan area; however, this plan area, because it was formed prior to the 2015 law changes, does not allow the taxing districts to recover their costs

associated with things such as population growth that may result from the success of the plan area. He went on to detail services such as the Small Business Development Center provided by the Library District and supported the consideration of remitting excess tax revenue to the districts on a project-by-project basis.

Commissioner Smith expressed support for the investment plan and the order of the project priorities. He commented on business assistance for leases noting increasing property values will lead to increasing rents.

Commissioner Stephens commended the investment plan, particularly the piece related to small business preservation. She understands Commissioner Wise's comments but expressed support for the plan as written. Commissioner Wise replied he is fully in support of the measures which promote health and safety and cure blight in the area; however, he supported keeping the option to look at each project and consider whether remitting funds to taxing entities would be a better use of funds.

Vice Chair Cunniff made a motion, seconded by Commissioner Wise, to adopt Resolution No. 114.

Commissioner Gutowsky echoed Commissioner Stephens' comments and stated these projects will aid in improving the look and safety of the area.

Commissioner Potyondy agreed and stated the area is highly utilized but lacks the aesthetic and accessibility of other parts of Fort Collins.

Chair Troxell stated this is the purpose of the URA and will help with community-building and place-making. He noted these are tax increment dollars that are to be used to remediate blight. He commended the priority list and planned improvements.

RESULT:	RESOLUTION NO. 114 ADOPTED [UNANIMOUS]
MOVER:	Ross Cunniff, District 5
SECONDER:	Joe Wise
AYES:	Smith, Troxell, Cunniff, Johnson, Wise, Febvre, Gutowsky, Gorgol, Potyondy
ABSENT:	Summers, Pignataro

- **OTHER BUSINESS**

Commissioner Febvre asked if the Board is getting close to being able to again meet in person.

Vice Chair Cunniff stated Council is working on a set of defined health metrics and recommendations from the County Health Department as well as operational details necessary to meet in person. He suggested the URA Board could do the same.

Caitlin Quander, legal counsel, noted the URA Board adopted a resolution similar to the City's related to the emergency.

Chair Troxell noted Council has leaned heavily on the state and county for advice.

Commissioner Febvre noted the School Board is meeting fully in person at this point and stated the County has worked very closely with the District to develop methods to accomplish that safely.

Commissioner Wise commented on another Board on which he serves that has recently decided to return to in-person meetings.

Chair Troxell asked if any of these entities are considering hybrid meetings. Commissioner Wise replied in the affirmative. Commissioner Febvre replied they are allowing one person in at a time to speak at public participation; however, the Board is fully in person.

- **ADJOURNMENT**

The meeting adjourned at 5:46 PM.

Chair

ATTEST:

Secretary

Attachment: March 25, 2021 (10303 : Minutes - 3/25)

AGENDA ITEM SUMMARY

May 27, 2021

Urban Renewal Authority Board

STAFF

Clay Frickey, Redevelopment Program Manager

SUBJECT

Resolution No. 115 Appointing a Vice Chair.

EXECUTIVE SUMMARY

The purpose of this item is to appoint a Vice Chair for the Urban Renewal Authority Board.

STAFF RECOMMENDATION

Staff recommends approval of the Resolution.

BACKGROUND / DISCUSSION

The Urban Renewal Authority Bylaws outlines a procedure for selecting a Vice Chair. The Vice Chair must be elected by a majority of the Board. The Vice Chair will serve a contemporaneous term as the Mayor of Fort Collins. The Board must select a new Vice Chair at the first meeting after a newly elected Mayor has taken the oath of office. The Board meeting scheduled for May 27th is the first meeting following the newly elected Mayor taking their oath of office. Per the bylaws, the Board must select a Vice Chair at this meeting.

The Vice Chair performs the duties of the Chair in the absence or disability of the Chair. These duties include presiding over Board meetings as well as signing all contracts, deeds, and other instruments made by the Board, unless otherwise authorized by resolution of the Board.

RESOLUTION NO. 115
OF THE BOARD OF COMMISSIONERS OF THE
FORT COLLINS URBAN RENEWAL AUTHORITY
APPOINTING A VICE CHAIR

WHEREAS, the Fort Collins Urban Renewal Authority (the “Authority”) was established in 1982 under and in accordance with the Colorado Revised Statutes (“C.R.S.”) § 31-25-101, et seq. (the “Urban Renewal Law”); and

WHEREAS, on November 7, 2019, the Board of Commissioners of the Authority (the “Board”) approved Resolution No. 103, which adopted the Board’s restated and amended bylaws (the “Bylaws”); and

WHEREAS, on April 24, 2019, the Board elected Commissioner Ross Cunniff to serve as the Vice Chair of the Board, and Commissioner Cunniff’s term on the Board has ended; and

WHEREAS, Section 4 in Article II of the Bylaws provides that the Board shall elect a Vice Chair at its first meeting after a newly elected Mayor of the City of Fort Collins has taken his or her oath of office, and that said Vice Chair shall serve a term contemporaneous with the term of the office for the Mayor; and

WHEREAS, the Board desires to select a new Vice Chair.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FORT COLLINS URBAN RENEWAL AUTHORITY:

Section 1. The foregoing Recitals are incorporated herein by this reference.

Section 2. Commissioner [REDACTED] is hereby elected by a majority of the Board to serve as Vice Chair of the Board for a term contemporaneous with the term of the office for the Mayor of the City of Fort Collins.

Section 3. This Resolution shall be effective upon approval by the Authority.

Passed and adopted at a regular meeting of the Board of Commissioners of the City of Fort Collins Urban Renewal Authority this 27th day of May, A.D. 2021.

Jeni Arnt, Chair

ATTEST:

Secretary

AGENDA ITEM SUMMARY

May 27, 2021

Urban Renewal Authority Board

STAFF

Clay Frickey, Redevelopment Program Manager

SUBJECT

Resolution No. 116 Appointing New Members to the Board Finance Committee.

EXECUTIVE SUMMARY

The purpose of this item is to appoint members of the Urban Renewal Authority Board to its Finance Committee.

STAFF RECOMMENDATION

Staff recommends approval of the Resolution.

BACKGROUND / DISCUSSION

Council created a Finance Committee and appointed members to this Committee for the Urban Renewal Authority Board via Resolution 2012-044. At the time, three members of Council served on the Finance Committee, mirroring the Council Finance Committee. With the expansion of the Urban Renewal Authority Board to include the other taxing entities, the Finance Committee expanded to five members in 2018 and includes representation from the taxing entities.

Prior to the 2021 municipal election, the following Board members served on the Finance Committee:

- Wade Troxell
- Ross Cunniff
- Ken Summers
- Christophe Febvre
- Joe Wise

Troxell, Cunniff, and Summers were all members of Council and are no longer in office. Febvre and Wise represent the other taxing entities. This Resolution would fill the three vacancies left by former Board members on the Finance Committee.

RESOLUTION NO. 116
OF THE BOARD OF COMMISSIONERS OF THE
FORT COLLINS URBAN RENEWAL AUTHORITY
APPOINTING NEW MEMBERS TO THE BOARD FINANCE COMMITTEE

WHEREAS, the Fort Collins Urban Renewal Authority (the “Authority”) was established in 1982 under and in accordance with the Colorado Revised Statutes (“C.R.S.”) § 31-25-101, et seq. (the “Urban Renewal Law”); and

WHEREAS, the Authority is authorized by C.R.S. § 31-25-105(1)(a) to make and adopt bylaws, orders, rules, and regulations to effectuate the purposes of the Urban Renewal Law; and

WHEREAS, on November 7, 2019, the Board of Commissioners of the Authority (the “Board”) approved Resolution No. 103, which adopted the Board’s restated and amended bylaws (the “Bylaws”); and

WHEREAS, Section 3 in Article III of the Bylaws provides that the Board may, from time to time, create either standing or ad hoc committees as deemed appropriate and appoint the members of such committees; and

WHEREAS, there is currently a Board Finance Committee whose purpose is to consider financial matters facing the Authority and make recommendations regarding those issues to the Board; and

WHEREAS, on August 24, 2018, the Board approved Resolution No. 090, which expanded the membership of the Board Finance Committee from two Commissioners to five Commissioners and appointed the following Commissioners as the members of the Board Finance Committee: Wade Troxell, Ken Summers, Ross Cunniff, Joe Wise, and Christophe Febvre; and

WHEREAS, in light of some of those Commissioners’ terms on the Board concluding, the Board desires to make new appointments to the Board Finance Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FORT COLLINS URBAN RENEWAL AUTHORITY:

Section 1. The foregoing Recitals are incorporated herein by this reference.

Section 2. The following Commissioners are hereby appointed to serve on the Board Finance Committee until such time as the Board may decide to make new appointees: Joe Wise, Christophe Febvre, _____, _____, and _____.

Section 3. This Resolution shall be effective upon approval by the Authority.

Passed and adopted at a regular meeting of the Board of Commissioners of the City of Fort Collins Urban Renewal Authority this 27th day of May, A.D. 2021.

Jeni Arnt, Chair

ATTEST:

Secretary

The following items are related to the
motion to assign a member to the
North College Community Advisory Group.

May 7, 2021

To: Darin Atteberry, Fort Collins City Manager

FR: Citizen Advisory Group, members of the North College Urban Renewal Plan

Re: CAG City Liaisons

Darin,

The Citizen Advisory Group(CAG) has prided itself on providing valuable feedback and recommendations to the Fort Collins Urban Renewal Authority Board of Commissioners on significant actions and decisions of the Authority regarding the North College Urban Renewal Plan. Over the years the CAG has enjoyed relationships with several city liaisons appointed to work with the group. These liaisons are important to fully grasp and gain an understanding of the groups position on important decisions that pertain to the plan area.

Knowing that the city is currently engaging in the committee selection process, as a result of the recent election, The Citizens Advisory Group would like to formally request the representative appointed to engage with the group as frequently as possible, at least quarterly or as projects are being considered. The representative is invited to attend our regularly schedule meetings, which occur on the first Thursday of each month at 7:30 am. Meetings are currently being held via zoom. The group would like confirmation on the individuals assigned as liaisons to the group and a commitment to engage/participate on regular basis. The advisory group feels that this relationship and ability to consult with key city personnel is critical to realizing the full potential of the plan area.

Respectfully,

Members of the Citizen Advisory Group

MEMORANDUM

DATE: October 1, 2019

TO: Chair and Commissioners

THRU: Darin Atteberry, Executive Director
Jeff Mihelich, Deputy City Manager
Jacqueline Kozak-Thiel, Chief Sustainability Officer
John Duval, Deputy City Attorney
Josh Birks, Economic Health Office Director

FROM: Clay Frickey, Redevelopment Program Manager

RE: **History and Overview of North College Community Advisory Group (CAG)**

The purpose of this memo is to provide information on how the CAG was formed, how it is structured, and its role in decision making for the URA.

Background

The CAG formed as a result of the North College Urban Renewal Plan (URP). Page 9 of the URP recommended creating a CAG comprising property owners in the corridor with liaisons from City Council and the Planning & Zoning Board. With City Council's approval of the URP in December 2004, URA staff proceeded with creating the CAG in collaboration with the North Fort Collins Business Association (NFCBA).

On April 26, 2005 URA staff presented an update on the North College URP to City Council. As part of this discussion, URA staff updated Council on the status the CAG's formation. A description of the CAG, membership terms, jurisdiction, and functions of the group accompanied the AIS for this item. In summary, the CAG formed with the following structure and purview:

- Consist of 9 members
 - Must be landowner, business owner, tenant, or resident within URP boundaries
 - Appointed by NFCBA
 - Four-year terms, may not serve more than two consecutive terms
- Liaisons appointed by City Council and Planning & Zoning Board
- Advises on the following only within the URP boundaries:
 - Amendments to Existing Conditions Survey
 - Amendments to URP
 - Projects requesting TIF assistance
 - Public improvements financed by the URA
 - Purchase of property by the URA
 - Demolition of property by the URA
 - Requests directed specifically to CAG by URA Board, URA staff, or City staff
- Must keep minutes on items related to the functions listed above

Council assigned its first liaison to the CAG by resolution on May 3, 2005 as part of the board and commission liaison assignment process. In reviewing the meeting records of City Council and the URA Board, it does not appear either body formally acted to create the CAG. This is likely due to the CAG's unique role and the NFCBA's role in appointing members.

The current CAG membership is:

- Jim Eddy (Chair)
- Ron Lautzenheiser
- Dean Hoag
- Don Butler
- Tim Kenney
- Chris Sheafor
- Mike Bello
- Bryan Watkins
- Grant Sherwood

The document outlining the CAG's structure, purpose, and roles accompanies this memo.

Role

The CAG provides input on key decisions of the URA Board as listed previously in this memo. As stated in the formation document for the CAG, the CAG acts solely in an advisory role for items within their purview. Historically, the CAG has evaluated all proposals seeking TIF. For projects requesting TIF, the CAG evaluates each proposal with a set of criteria. Proposals score points based on their TIF request, the extent of public benefits associated with the projects, and financial structure. Attached to this memo is the score card used by the CAG. The CAG provides this analysis to URA staff to include as part of the information packet for TIF requests considered by the Board.

Attachments

1. North College Urban Renewal Plan
2. April 26, 2005 Agenda Item Summary for North College URP Update
3. CAG Project Scorecard