

FURA

REQUEST OF QUALIFICATIONS (RFQ) FOR EXECUTIVE DIRECTOR, FOUNTAIN URBAN RENEWAL AUTHORITY

RFQ No.: 2026-001

Issuing Organization: Fountain Urban Renewal Authority [FURA]

Issue Date: September 1, 2026

Submission Deadline: September 18, 2026 by Noon MST

1. Introduction

Fountain Urban Renewal Authority (“Authority”) invites qualified individuals to submit qualifications for the position of Executive Director. The successful candidate will provide leadership, strategic direction, and operational oversight for the Authority’s urban renewal, redevelopment, tax-sharing agreements, economic development, placemaking and community revitalization initiatives.

2. Scope of Responsibilities

The Executive Director will be responsible for:

Implementing the Authority’s mission, strategic plan, and policies.

Managing the Authority’s daily operations, programs, finances, and staff.

Leading urban renewal, redevelopment, land acquisition, disposition, and revitalization projects.

Developing partnerships with municipalities, government agencies, private developers, businesses, nonprofit organizations, and community groups.

Preparing and administering budgets, grants, contracts, and financial reports.

Advising the governing board and implementing its decisions.

Ensuring compliance with applicable laws, regulations, funding requirements, and procurement policies.

Representing the Authority before public officials, stakeholders, residents, and the media.

Promoting communications in transparent, inclusive, and community-centric accessible marketing platforms

Performing other duties assigned by the Authority’s governing board.

3. Minimum Qualifications

Applicants should demonstrate:

A bachelor’s degree in public administration, urban planning, business administration, finance, real estate, economic development, or a related field.

At least 5-years of progressively responsible management experience.

Experience in urban renewal, redevelopment, tax-sharing agreements, economic development, public-sector administration, real estate, or a related field.

Demonstrated experience managing budgets, staff, contracts, and complex projects.

Strong written, verbal, presentation, analytical, term negotiation, and relationship-management skills. Knowledge of public-sector governance, redevelopment principles, funding programs, and regulatory requirements.

Ability to work effectively with elected officials, boards, community members, public agencies, and private-sector partners.

4. Anticipated Programmatic Initiatives

Execute variables from the 2026 Fiscal Impact Assessment findings report.

Sunset the term-limit of the 2008 US85 Gateway URA Master Plan.

Pre-Development of the URA-owned 1.4AC Land Site within the Olde Town District, Fountain.

Steward transportation infrastructure under the 2025 East Infill URA Master Plan.

Governance reporting and administration of URA Tax-Sharing Agreement(s).

\$1.6M Capital Equity Campaign due by 2029 with the County and State program designation.

5. Submission Requirements

Interested candidates or firms should submit:

A letter of interest describing qualifications and interest in the position.

A current résumé or C.V. qualifications statement.

A description of relevant experience leading projects or initiatives with urban renewal, redevelopment, tax-sharing agreements, or economic development.

A brief statement in leadership approach, program management, and priorities for the first year.

Three professional references, including contact information with brief description of related work.

Proposed compensation range or expectations.

Disclosure of any actual or potential conflicts of interest.

6. Evaluation Criteria

Submissions shall be evaluated based on:

Relevant executive and management experience.

Experience with urban renewal, redevelopment, tax-sharing agreements, or economic development.

Knowledge of public-sector operations and board governance.

Demonstrated ability to manage complex projects and public-private partnerships.

Communication, collaboration, and community-engagement skills.

Professional qualifications and references.

Overall responsiveness to this RFQ.

7. Employment Status and Office Hours

The Executive Director position will be part-time (30Hrs). The selected candidate will be required to maintain regular office hours at the Authority's offices at least three days per week, on a schedule approved by the Authority's governing board or designated representative.

The Executive Director may also be required to attend board meetings, public meetings, community events, project meetings, and other activities outside regular office hours, as reasonably necessary to fulfill the responsibilities of the position.

The start date for the position is approximately January 4, 2027 in Fountain, Colorado; to include advance training/mentorship guidance instruction.

8. Submission Instructions

Submissions are to be no more than five-pages in length and must be received by September 18, 2026 Noon MST and delivered via EMAIL as instructed below:

Email: infofuraco@gmail.com

Attention: Kimberly Bailey, Executive Director

Submissions received after the deadline may not be considered.

9. General Conditions

The Authority reserves the right to:

Amend or cancel this RFQ at any time.

Reject any or all submissions.

Request clarification or additional information.

Waive minor informalities or irregularities.

Invite selected respondents to participate in interviews or provide additional information.

Select the respondent determined to be in the best interest of the Authority.

Issuance of this RFQ does not obligate the Authority to make an appointment or enter into a contract.

Any appointment will be subject to approval by the Authority's governing board and applicable laws and policies under the State of CO Statue.

10. Equal Opportunity

Fountain Urban Renewal Authority is an equal-opportunity employer and encourages qualified applicants from all backgrounds to apply. The Authority invites qualified individuals to submit qualifications for the part-time position of Executive Director. The Executive Director will be expected to maintain office hours at the Authority's offices at least three days per week and provide leadership, strategic direction, and operational oversight for the Authority's urban renewal, redevelopment, tax-sharing agreements, economic development, placemaking and community revitalization initiatives.

Issued by:

Kimberly Bailey, FURA, Executive Director

Website: <http://www.FURACO.org>

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