



Remote Meeting Instructions for the October 13, 2021, Meeting Greeley Urban Renewal Authority:

The City's Department of Economic Health and Housing meetings are operating virtually via Zoom.

Please contact the Greeley Urban Renewal Authority with any questions you might have for joining/participating at paula.turner@greeleygov.com or 970-350-9380. Thank you!



GREELEY URBAN RENEWAL AUTHORITY

Agenda

Wednesday – October 13, 2021

**This meeting will be conducted remotely
(See instructions on the previous page to view.)**

4:30 p.m.

- I. Call to Order - Roll Call**
- II. Approval of Minutes** - from the August 11, 2021 meeting
- III. Items of Business**
 - A. Consideration of and Public Hearing Substantial Amendment #3 for use of CDBG-CV 1 and 3 grant funds
 - B. Consideration of a HOME application submitted by the Greeley-Weld Habitat for Humanity
- IV. Board Member Comments/Reports**
- V. Staff Report**
- VI. Adjournment**

Next Meeting: November 10, 2021

The City of Greeley does not discriminate on the basis of disability, race, color, national origin, or gender. For more information about these statutes, or to Amendment #1 to the Subrecipient Agreement for assistance to Senior Resource Services file a complaint, please contact the City of Greeley's designated Disability Rights and Title VI coordinator, Joel Hemesath at (970) 350-9795, 1001 9th Avenue, Greeley, CO, 80631 or at Joel.Hemesath@greeleygov.com.



GREELEY URBAN RENEWAL AUTHORITY Proceedings

**August 11, 2021
4:30**

This meeting was conducted remotely

I. Call to Order

Chair Cummins called the meeting to order at 4:30 p.m. Commissioners Haas, Leffler, Lucero, Silva, Utrata, and Welsh were present.

II. Approval of minutes for the meeting held on July 14, 2021

Commissioner Welsh made a motion to approve the minutes for the meeting held on July 14, 2021 as written. Commissioner Silva seconded the motion; the motion carried 7-0.

III. Items of Business

Public Hearing to consider the 2022 CDBG Program Applications

Carol Larsen, Grant Specialist, oriented the Commissioners on the Community Development Block Grant (CDBG) process and the 2022 grant year requests. Ms. Larsen presented the applications and staff recommendations to the Board.

The following applicants were present at the hearing to answer questions regarding their applications that were presented to the Board. A brief description of each application is included.

- Enita Kearns-Hout, Regional Director
 - Representing Catholic Charities and the application for \$15,000 for a housing navigator to focus on housing location and relationship development with landlords and other housing-related support services for shelter guests.
- Nancy Wiehagan, Executive Director
 - Representing Greeley Transitional House (GTH) and the application for \$10,000 for a case manager to coordinate the Landlord Support Program to assist with relocation housing services. The case manager would work to engage landlords to work with low- and moderate-income families exiting the emergency shelter housing.

- Diane Heldt, Executive Director and Daniela Benner, Grants Coordinator
 - Representing A Woman's Place and the application for \$10,134 to support a housing advocate; assist with cost of a printer/scanner.
- Richard Rhinehart, Director of Communications
 - Representing Connections for Independent Living and the application for \$10,000 to assist with ADA improvements, including front entrance and handrails from parking area.
- Shawn Wolcott, Housing Navigation Coordinator
 - Representing United Way of Weld County and the application for \$25,000 for support of the cold weather shelter for homeless persons.
- Janet Bedingfield, Executive Director
 - Representing Senior Resource Services and the application for \$10,000 for costs of providing transportation to seniors over age 60 to medical appointments, grocery stores, financial and government institutions, etc.
- Harrison Swift, Director
 - Representing Northern Colorado Veterans Resource Center and the application for \$25,000 to support the Peer Navigation Program for low-income veterans and their families.
- Beryl Durazo, Vice President for Advancement
 - Representing Boys and Girls Club of Weld County and the application for \$10,000 to support the licensed therapist position providing youth services in the form of group therapy, clinical services, case consultation youth and family needs assessments, parental skill-building, and staff training.

Other applicants whose projects were summarized in the Commissioners' packets:

Public Works – Phase V I of a multi-year activity for installation of new or complete replacement of substandard existing sidewalks, curbs, gutters, utility poles, and other infrastructure along 5th Street between 15th and 21st Avenues in north Greeley.

Public Works Infrastructure-Alley reconstruction Phase IV – Reconstruction of approximately 12 alleys in the Redevelopment District.

Public Works – Support annual City-wide clean-up weekend.

Forestry Program – Parkway Tree Planting

Administration – Includes staffing for management of CDBG funds and projects.

GURA Affordable Housing - Funds to be used for land acquisition, infrastructure associated with an affordable housing development, reconstruction, rehabilitation of multi-family units, and/or other housing activity.

GURA Housing Rehab Loan Program – Revolving funds will provide grants to very low-income residents primarily in GURA's target area who have an emergency housing repair. This program will continue in 2022, but does not carry a budget with it; there are sufficient existing funds to continue.

GURA Housing Rehab Grant Program – Provides assistance in the form of a grant to low-income households for housing rehab who are unable to financially undertake a loan. This program will continue in 2022, but does not carry a budget with it; there are sufficient existing funds to continue.

Chair Cummins opened the public hearing at 5:11 p.m. and called for public comment.

Diane Heldt, Executive Director, A Woman's Place thanked the Board for the opportunity to submit an application. She noted that a Housing Advocate is an extremely important part of A Woman's Place service programs.

Janet Bedingfield, Executive Director, Senior Resource Services clarified that the driver staff cost is \$135,000.

Beryl Durazo, Vice President for Advancement, Boys & Girls Club of Weld County thanked the board for their feedback on the application submitted and noted that, particularly during COVID, the licensed therapist to work with children and their families was an essential service of the Boys and Girls Club and they need to find funding to keep that position available to the club members.

Commissioner Welsh thanked the applicants and noted the importance of the agencies to the community. She added, by supporting affordable housing it broadens the positive impact that the funds have on the community.

Commissioner Utrata assured the applicants that the allocation of funds are not taken lightly by the GURA board.

Chair Cummins noted that the GURA board has had discussions to move towards affordable housing versus public service funding and support.

Commissioner Silva expressed his appreciation for the benefit that the programs and services that the Boys and Girls Clubs offer the community.

Ms. Larsen noted that discussion had been had about only offering support to applicants for three years so that the agencies would not become reliant on the CDBG funding.

Chair Cummins also noted that funding applicants for under \$10,000 becomes an administrative issue because of the time and cost involved to administer the funding.

Benjamin Snow, Economic Health & Housing Director noted for historical purposes that in 2019 there was a meeting with recipients and GURA board members that the 15% for Public Services was going to be eventually reduced to 6.5% as a Board priority to shift more resources toward bricks and mortar affordable housing projects. Three annual cycles have passed and the agencies have had time to strategize and to work together to calculate the risk of duplicating services.

There was a short discussion on how the budget is arrived at and what the term “anticipated grant” means to the budget.

Chair Cummins closed the public hearing at 5:19 p.m.

Commissioner Lucero recused herself and exited the meeting because of a potential conflict of interest.

Following discussion the Board discussed a recommendation for allocation of the 2021 CDBG funds as follows:

General Administration	\$ 168,000.00
City Affordable Housing Project	\$ 235,000.00
Connections for Independent Living	\$ 10,000.00
Greeley Transitional House – housing case management services	\$ 10,000.00
City-Public Works-Infrastructure-Redevelopment District	\$ 468,500.00
City-Public Works-Alley reconstruction	\$ 126,500.00
Redevelopment District parkway tree plantings	\$ 15,800.00
City-Clean-up Weekend	\$ 15,000.00
Connections for Independent Living	\$ 11,200.00
A Woman's Place	\$ -0-
Boys & Girls Club	\$ -0-
United Way Cold Weather Shelter	\$ 20,000.00
Catholic Charities – housing navigator	\$ 10,000.00
Northern Colorado Veterans Service Center	\$ 10,000.00
Senior Resource Service – transportation services	\$ 10,000.00
Total Projected Budget	\$1,100,000.00

Commissioner Utrata made a motion to approve Resolution 1 Series 2022 recommending approval of the proposed Community Block Grant for 2022 with the following caveats:

- GURA's project management noted with activities will float where most needed; unused becomes available next grant year

- Administration will be 20% of the grant award; cannot exceed 20% by regulation
- Public Service percentage, if funded as shown and grant is \$840,000, 8.9% (maximum allowed under grant = 15%); awards will reduce if percentage exceeds 15% of the actual grant
- If grant, program income, prior year grant funds, or changes to applications requests are greater/lesser than projected, adjustment to occur within infrastructure (sidewalks) activity
- Pre-award expenditures up to \$300,000 may be incurred for activities that need start dates before HUD grants are received
- GURA staff can make changes to the activities shown by up to 10% of the grant without initiating a new citizen participation process, which includes Board recommendation and Council approval

Commissioner Welsh seconded the motion; the motion carried 6-0. (Commissioner Lucero was recused.)

Election of Officers

Commissioner Welsh nominated Commissioner Cummins as Chair and Commissioner Haas as Vice-Chair. There being no other nominations, Commissioner Utrata seconded the nomination; the nomination was approved 6-0. (Commissioner Lucero was not present.)

IV. Board Member Comments/Reports

Commissioner Utrata asked to meet with City departments to discuss road murals.

V. Staff Report

None

VI. Adjournment

There being no more business, the meeting was adjourned at 6:02 p.m.

Benjamin Snow, Secretary

Jediah Cummins, Chair



GREELEY URBAN RENEWAL AUTHORITY Memorandum

TO: GURA Board of Commissioners
RE: Substantial Amend to 2020 Consolidated Plan and 2020 Action Plan
FROM: J. R. Salas, GURA Manager
DATE: October 13, 2021

The City has received two rounds of CARES Act Funding through the Community Development Block Grant Coronavirus (CDBG-CV 3). The total of the two rounds of funding received is \$1,020,067. The grants are specifically for the preparation for, prevention of, and response to the COVID-19 pandemic. The City has tried to implement several activities to use funds, but only support for the Bonell Non-Congregate Shelter moved forward to actually utilize the funds.

The attached is the proposed Substantial Amendment #3, which changes the use of the funds from those approved by earlier Substantial Amendments. The proposed changes are also noted below. For a timeline of activities and budgets, see Attachment A of the Substantial Amendment.

Proposed Substantial Amendments

1. Increase CDBG-CV 1 administration funding from \$88,273.64 to \$88,277.00 (about 18% of an allowable 20%).
2. Priority A, originally funded with \$34,160.00 without an identified activity is changed to funding of \$360,000.00 to assist with the provision of public services at the new Cold Weather Shelter/Housing Navigation Center/day use facility for up to 12 months or until COVID-19 is no longer a concern.
3. Priority B funding (for the Bonell non-congregate shelter) is reduced from \$180,003.36 to \$45,000, due to expenses being less than what was projected.
4. Cancel the activity under Priority D (acquire/rehab a new facility for a cold weather shelter/ housing navigation center/day use facility). The new facility is being rented, not purchased, with funding for rehab coming from other sources.
5. Increase CDBG-CV 3 administration from \$76,790 to \$105,358 (full 20% allowable).
6. Cancel the activity under CDBG-CV 3 Priority A (acquire/rehab building for multi-family housing). The building is no longer available for purchase.

Note: The City has three years (until June 2023) to expend 80% of the total of CDBG-CV 1 and 3 grants and six years to expend it all.

The public comment period will run October 14, 2021 through November 15, 2021. City Council will review the Board's recommendations and hold the second public hearing on November 16, 2021, after which the Amendment will be submitted to HUD for approval.

Staff Recommended Vote

Recommend to the Greeley City Council approval of Substantial Amendment #3 to the 2020-2024 Consolidated Plan and 2020 Action Plan for the activities and budgets cited within the Amendment.



CITY OF GREELEY, COLORADO

**CARES ACT FUNDS SUBSTANTIAL AMENDMENT
TO THE 2020-2024 CONSOLIDATED PLAN and
2020 ANNUAL ACTION PLAN**

Public Comment Period – October 14, 2021 – November 15, 2021

Prepared by the Greeley Urban Renewal Authority
1100 10th Street, Suite 201
Greeley, CO 80631
Benjamin L. Snow, Economic Health and Housing Director

Contact Information
J. R. Salas, GURA Manager
970-350-9380
j.r.salas@greeleygov.com

**CARES ACT SUBSTANTIAL AMENDMENT
TO THE 2020-2024 CONSOLIDATED PLAN AND 2020 ACTION PLAN
TO AMEND ACTIVITIES AND FUNDING FOR CDBG-CV 1 AND CDBG-CV 3**

Cares Act Background

On March 27, 2020, the United States Congress passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136. The bill provided \$5 billion in Community Development Block Grant (CDBG) funds to rapidly respond to COVID-19. The U. S. Department of Housing and Urban Development (HUD) allocated \$2 billion of that the same day. This constituted the first round of CDBG-Coronavirus (CDBG-CV) funds. In the second round, \$1 billion was allocated to States and insular areas. The final (third round) \$2 billion was allocated on September 11, 2020. As an entitlement community, the City of Greeley was awarded \$493,277 in the first round of allocations and \$526,790 in the third (cumulative \$1,020,067). All funds must be used specifically to prevent, prepare for, and/or respond to the COVID-19 pandemic.

First Substantial Amendment for CDBG-CV Funds

A Substantial Amendment was prepared for the first round of funding and was submitted to HUD with four activities identified: Public facility support, including move and extend the Cold Weather Shelter; support the Personal Isolation Facility at Bonell; Emergency Rental Assistance; and program administration. The only activity outside of program administration to be implemented with the use of CDBG-CV 1 funds was the facility at Bonell; it continued to operate as the Non-Congregate Homeless Shelter at the Bonell Campus (Bonell Shelter) for vulnerable homeless persons after the Isolation Facility closed.

Second Substantial Amendment for CDBG-CV Funds

A second Substantial Amendment was prepared to change the use of CDBG-CV1 funds and apply for and identify an activity for CDBG-CV3 funds. Neither of the proposed activities moved forward and are no longer viable activities.

Qualifying as a Substantial Amendment

A Substantial Amendment to the City's Consolidated Plan/Annual Action Plan for use of its grants from the U. S. Department of Housing and Urban Development is required any time one of the following occurs:

1. A change is made to allocation priorities or the method of distribution of funds;
2. To implement an activity not previously described in the action plan, using funds from any program covered by the consolidated plan (including program income, reimbursements, repayment, recaptures, or reallocations from HUD); or
3. There is a change the purpose, scope, location, or beneficiaries of an activity.

Proposed Substantial Amendment (3rd Amendment for CDBG-CV Funds)

The following lists the changes proposed under Substantial Amendment #3. A timeline showing the three amendments, the activities with each amendment, and those associated budgets is provided as Attachment A. (Bolded, highlighted areas are specific to Substantial Amendment #3).

Trying to make use of the CDBG-CV funds has been challenging, with proposed activities and activities' budgets a constant moving target. It is expected there will be additional Substantial Amendments.

1. Increase CDBG-CV 1 administration funding from \$88,273.64 to \$88,277.00 (about 18% of an allowable 20%).
2. Priority A, originally funded with \$34,160.00 without an identified activity is changed to funding of \$360,000.00 to assist with the provision of public services at the new Cold Weather Shelter/Housing Navigation Center/day use facility for up to 12 months or until COVID-19 is no longer a concern.
3. Priority B funding (for the Bonell non-congregate shelter) is reduced from \$180,003.36 to \$45,000, due to expenses being less than what was projected.
4. Cancel the activity under Priority D (acquire/rehab a new facility for a cold weather shelter/housing navigation center/day use facility). The new facility is being rented, not purchased, with funding for rehab coming from other sources.
5. Increase CDBG-CV 3 administration from \$76,790 to \$105,358 (full 20% allowable).
6. Cancel the activity under CDBG-CV 3 Priority A (acquire/rehab building for multi-family housing). The building is no longer available for purchase.

Note: The City has three years (until June 2023) to expend 80% of the total of CDBG-CV 1 and 3 grants and six years to expend it all.

Analysis

This proposal qualifies as a substantial amendment because it meets all of the three instances noted in the Qualifying as a Substantial Amendment section. The Substantial Amendment will be to the 2020-2024 Consolidated Plan and 2020 Annual Action Plan.

Meeting a National Objective

The CDBG-CV funds allocated under the CARES Act must be used specifically for the preparation for, prevention of, and response to the COVID-19. All CDBG-CV activities must still meet a National Objective of the CDBG Program:

- Benefit low-and-moderate income people (minimum of 70% of the CDBG-CV grant)
- Aid in the prevention or elimination of slum or blight
- Meet an urgent need

Citizen Participation Requirements

Substantial Amendments are required to follow the City's Citizen Participation Plan, which requires a public comment period of 30 days with 10 days' notice of upcoming comment periods and public hearings.

- Virtual public hearings, to comply with federal and local orders (social distancing, stay-at-home, etc.) are allowable and how notice will be provided is a part of the Citizen Plan Amendment.

Consultation

The consultations requirement for the Consolidated Plan were met prior to its submittal to HUD on March 31, 2020. However, due to the nature of the needs for which CDBG-CV funds are to be used, City staff notified non-profit agencies considered to be “CDBG Partners” with the City with regard to changes/additions being proposed. These agencies are the “boots on the ground” and work daily with low- moderate-income residents affected by COVID-19. Notification of the upcoming Substantial Amendment and request for comments was emailed to the partner group on October 1, 2021 notifying them of the public hearings and public comment period. Any comments received from the City’s CDBG partner group are included in the Substantial Amendment.

Citizen Participation

The City is required to consult the public in the manner described in its Citizen Participation Plan, as amended, to address Substantial Amendments to the Consolidated Plan utilizing CDBG-CV. The Public was consulted in the following manner:

These are subject to update, as they are for the most part future dates.

1. The Substantial Amendment was available for review by the public for a 30-day period beginning 8:00 a.m. October 14, 2021 and ending at 5:00 p.m. on November 15, 2021. Notice of the comment period was provided through legal ads in the Greeley Tribune (published October 2, 2021 in English and Spanish) and on the City’s website – www.greeleygov.com.
2. The Citizens Committee for Community Development members were mailed the Substantial Amendment for comment on October 1, 2021 and asked to have comments returned by 5:00 p.m. October 15, 2021.
3. Two public hearings were held, per the City’s Citizen Participation Plan.
 - A. GURA Board of Commissioners: Ad published October 2, 2021; public hearing date October 13, 2021 at 4:30 p.m.
 - B. Greeley City Council: Ad published November 5, 2021; public hearing date November 16, 2021 at 6:00 p.m.
4. Written comments on the Substantial Amendment were accepted during the comment period noted above or by comment at one of the public hearings.

Public Comment Received

A 30-day public comment period was held from 8:00 a.m. October 14, 2021 through 5:00 p.m. November 15, 2021. The following comments were received.

- *Enter any public comments received here on change in use of funds and addition of additional uses.*

Approvals

The following approvals are anticipated.

- Approval to recommend the Substantial Amendment to the Greeley City Council was given on October 13, 2021 by the GURA Board of Commissioners.

- Approval of the Substantial Amendment was given by the Greeley City Council on **November 16, 2021**.

References

- City of Greeley Consolidated Plan for Years 2020 -2024 and 2020 Action Plan and Draft of the Substantial Amendment, link: www.greeleygov.com/services/ehh/greeley-urban-renewal-authority

DRAFT

Attachment A

Priorities, Activities, Changes	1st Substantial Amendment Budget	2nd Substantial Amendment Budget	3rd Substantial Amendment Proposed
CDBG-CV 1 Award	493,277.00	493,277.00	493,277.00
1. The CDBG-CV 1 award amount has not changed.			
Administration of CDBG CV 1 grant	89,777.00	88,273.64	88,277.00
2. 20% of the grant is eligible for administration. The set-aside amount has varied slightly through Substantial Amendment changes. With the 3rd Amendment, it is about 18% of the grant.			
Priority A was to provide public services to low-mod-income residents, with two activities originally cited (#3 and #4).			
3. Move and extension of 2020 Cold Weather Shelter (CWS)	131,500.00	0.00	0.00
This activity was funded with other sources of funds and removed from CDBG-CV funding by Amendment #2.			
4. Unidentified public service activity benefiting LMI residents	34,160.00	0.00	360,000.00
The 3rd Amendment proposes identifying the activity as providing services at the new Cold Weather Shelter/Housing Navigation Center/day use facility.			
Priority B was to provide a personal isolation facility that became the Bonell Non-Congregate Shelter for at-risk homeless persons.			
5. The awarded budget has changed with each amendment. The 3rd Amendment proposes reducing the award as noted, due to expenses being less than anticipated. Goal-75 people	37,840.00	180,003.36	45,000.00
Priority C was to provide an Emergency Rent Assistance Program.			
6. The program was set up, but cancelled by Substantial Amendment #2 after the County received \$9,000,000 plus to provide rental assistance.	200,000.00	0.00	0.00
Priority D to support the acquisition and/or rehab of a new congregate cold weather shelter/housing navigation center/day use facility was added by Substantial Amendment #2.			
7. The 3rd Amendment cancels this activity, as the new facility was rented rather than purchased and rehab is being funded by another funding source. Goal – 300 people	0.00	225,000.00	0.00
CDBG-CV 3 Award	0.00	526,790.00	526,790.00
1. Amendment #2 added CV 3 funds and activities. The grant amount remains unchanged with Amendment #3.			
Administration of CDBG-CV 3 grant – (15% of an allowable 20%)		76,790.00	105,358.00
2. 20% of the grant is eligible for administration. Substantial Amendment #3 increases the admin budget to the full 20%.			
Priority A under CDBG-CV 3 was to acquire and/or rehab an existing building for multi-family housing.			
3. Substantial Amendment #3 cancels this priority. The identified property is no longer available.	0.00	450,000.00	0.00
4. There is not an activity identified for these funds at this time.	0.00	0.00	421,432.00



GREELEY URBAN RENEWAL AUTHORITY Memorandum

TO: GURA Board of Commissioners
RE: HOME Investment Partnership Program Applicant – Habitat for Humanity
FROM: J. R. Salas, GURA Manager
DATE: October 13, 2021

The Greeley-Weld Habitat for Humanity (Habitat) has submitted an application for Affordable Housing Program funds (attached). The application covers 10 houses in the Northview Estates (aka Clover Meadows) development. HOME funding was provided to the first two houses in that subdivision; both of those are completed and sold.

The 10 houses will be modular units, rather than the stick-built houses Habitat generally families constructs. They expect to begin setting the houses in November/December this year and are planning to complete all 10 by the end of 2022. HOME funds can only be used for low- moderate-income housing, and there are strict regulations for their use.

Available funds to consider are HOME Entitlement funds [the HOME grant minus 10% for administration and 15% for Community Development Housing Organizations (CHDOs)] and a build-up of the CHDO funds (approximately \$228,498. There are two active CHDOs in Greeley: Habitat and High Plains Housing Development Corporation. At this time, GURA staff does not believe High Plains has immediate need for CHDO funds. New CHDO funds will be available when the 2022 HOME grant is received by the City.

Board approval will be to reserve HOME funds only. Funds would be used to fill the buyer's gap in financing and will only be committed as homebuyers are identified and houses near completion. The cost per house is expected to be around \$235,000, and buyers typically have first mortgages of approximately \$185,000. The HOME funds are secured for 10 years by a Deed, Note, and Homebuyer Agreement, per HUD regulations.

AVAILABLE FUNDS

Please refer to the attached spreadsheet showing sufficient funds. The \$33,000 requested is approximately the amount of water, sewer, and other building permits and fees. While the funds directly support the homebuyers by reducing their mortgages, the HOME funds would return to Habitat as part of the sale and support the construction of future homes.

RECOMMENDATION

Staff recommends the reservation of funds for ten houses at \$33,000 each (\$330,000) and formal commitment of the funds as buyers are identified and houses near completion for sale.