



GREELEY URBAN RENEWAL AUTHORITY

Agenda

Wednesday – December 13, 2023

**1001 11th Avenue
City Council Chambers, Overflow Room, City Center South**

4:30 p.m.

- I. Call to Order - Roll Call**
- II. Approval of Minutes** - from the November 8, 2023, meeting
- III. Items of Business**
 - A. Designation of GURA Executive Director/Board Secretary
 - B. Public Hearing to Consider the 2024 State Budget
- IV. Motion to move into Executive Session**
- V. Board Member Comments/Reports**
- VI. Staff Report**
- VIII. Adjournment**

Next Meeting: January 10, 2024 @ 4:30 p.m.

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**GREELEY URBAN RENEWAL AUTHORITY
Proceedings**

**November 8, 2023
4:30 p.m.**

**1100 10th Street
Room 1125, City Center North
And also conducted remotely**

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- I. Call to Order**
Chair Cummins called the meeting to order at 4:30 p.m. Commissioners Silva, Fernandez, Lucero, and Welsh were present. (Commissioners Utrata and Leffler were not present.)
- II. Approval of minutes for the meeting held on August 9, 2023**
Commissioner Welsh made a motion to approve the minutes for the meeting held on August 9, 2023, as written. Commissioner Lucero seconded the motion; the motion carried 5-0. (Commissioners Utrata and Leffler were not present.)
- III. Items of Business**
- A. Ratify email vote to approve extension of Greeley-Weld Habitat for Humanity's HOME Investment Partnership Program (HOME) fund reservation**
Affordable Housing Manager, Ashley Weesner, reviewed Board packet information with regard to the HOME funding reservation for Greeley-Weld Habitat for Humanity noting there was one more house in Clover Meadows still to sell. An email vote was taken in October 2023 with a 7-0 vote to approve extending the funding reservation to March 31, 2023. Commissioner Lucero moved to ratify the vote; Commissioner Welsh seconded the motion. The motion carried 5-0. (Commissioners Utrata and Leffler were not present.)
- B. Review and Recommendations for submitted HOME/Community Development Block Grant (CDBG) Application from High Plains Housing Development Corporation (HPHDC)-StarRise Apartments at Weld Village**
The applicant was in attendance to present the application. Representing the applicant were Jodi Hartmann, Executive Director of HPHDC, Weston Kurz, HPHDC Board Chair, and Ryan Lundsford the development consultant for HPHDC.

Affordable Housing Manager Weesner gave a brief overview of the packet information noting the recommendation was to split the \$1,000,000 funding request

between CDBG (\$537,701) and HOME (\$462,299) funds. Use of CDBG would include demolition and utility costs.

Ms. Hartmann, Mr. Kurz, and Mr. Lundsford presented the application to the Commissioners, describing the development proposed, what financing is in place and what is still needed, the target population, and services to be provided onsite as part of the development. At completion of this phase of StarRise at North Weld Village, there will be 58 one-bedroom units and a residents' community building. All tenants will be chronically homeless individuals. Because this will be a Permanent Supportive Housing development, there will be on-site services (case management, security, behavioral health services, and amenities). Commissioners were given a chance to ask questions and receive responses.

Commissioner Welsh moved to approve the Staff's recommendation to support the StarRise at North Weld Village development with CDBG and HOME funds. Commissioner Lucero seconded the motion; it carried 5-0 (Commissioners Utrata and Leffler were absent.)

IV. Board Member Comments/Reports

Chair Welsh noted that the Greeley-Weld Habitat for Humanity Hope Springs development is underway.

V. Staff Reports

Commissioners were notified that the December Board meeting will be to hold the Public Hearing and adoption of the State budget.

John Hall, Director of Economic Development and Urban Revitalization, introduced himself. Also occurring at the December meeting will be a transfer of Greeley Urban Renewal Authority duties from Juliana Kitten, Assistant City Manager, to Mr. Hall.

VI. Adjournment

There being no further business, Chair Cummins adjourned the meeting at 5:24 p.m.

Juliana Kitten, Secretary

Jediah Cummins, Chair



GREELEY URBAN RENEWAL AUTHORITY

Memorandum

TO: GURA Board of Commissioners
RE: Designation of GURA Executive Director/Board Secretary
FROM: Juliana Kitten, Assistant City Manager
DATE: December 13, 2023

Article II of the Greeley Urban Renewal Authority bylaws, adopted April 23, 1986 amended October 13, 2022 and attached to this memo, refers Officers, Board Members and Personnel. Section 1 describes the officers of the board, and notes the office of the Secretary shall “also be the Executive Director”. Section 4 of the bylaws describes the appointment of the Executive Director to manage the operation of the Authority and Section 5 describes the duty of the Secretary.

A Cooperation Agreement between the Authority and the City provides guidance in the role of GURA as an agent for the City as it relates to administration of federal entitlement funding (HUD grants) and various functions relating to urban renewal activities. Through this agreement, GURA employees are also considered employees of the City for purposes of administration.

To complete this shift in GURA leadership, and to conform to the Authority’s bylaws, it is necessary for the board to ratify and recognize the appointment of John Hall, Director Economic Health & Housing as the Executive Director of the Greeley Urban Renewal Authority. This will also allow the staff to proceed with collateral changes to financial and administrative notice and documents.

The suggested action is for the Board to make a motion that:

In accordance with Article II of the Greeley Urban Renewal bylaws, dated October 13, 2022, to ratify and recognize the appointment of John Hall as the Executive Director/Secretary of the Greeley Urban Renewal Authority, effective December 13, 2023.



GREELEY URBAN RENEWAL AUTHORITY Memorandum

DATE: December 13, 2023
TO: GURA Board of Commissioners
FROM: John L. Hall, Director of Economic Development and Urban Revitalization
RE: Budget Required by the State of Colorado

Most of the Greeley Urban Renewal Authority's (GURA) operational accounts are for funds received through federal grant programs, including the Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME). Because those grants and funds are awarded to the City, they are built into the City of Greeley's main budget. GURA administers the grants through a Cooperation Agreement with the City.

There are some moneys and programs, however, which are solely the responsibility of GURA. Colorado statutes require GURA, as an independent government authority, to report those funds in an annual budget to the State of Colorado, Division of Local Government. The December 13, 2023, GURA Board meeting provides the required public hearing for receipt of public comment on the proposed budget. Adoption of the budget and resolutions appropriating funds and summarizing expenditures will immediately follow the public hearing. All funds in the annual budget are audited by outside auditors hired by the City.

GURA's funds are reported as a Special Revenue Fund; due to the size of the grant, the NSP1 Special Revenue Fund was reported on separately. The Special Revenue Fund describes unencumbered money which was paid back from economic development loans issued years ago, weatherization funds that were at one time part of the CDBG Housing Rehab program, any intergovernmental funds received from the City (such as for the purchase of the former Meyer Feedlot many years ago), and tax increment funds from the active Tax Increment Districts managed by GURA.

The Debt Service fund anticipates that projects utilizing the accumulated Tax Increment Funds may occur in 2024. The creation of a debt prior to expending Tax Increment Funds is required by State Urban Renewal law.

The "Budget Message" further describes this budget.

Recommendation: Adopt the resolutions approving the budget as proposed.

BUDGET MESSAGE

(Pursuant to 29-1-103(1)(e), C.R.S.)

GREELEY URBAN RENEWAL AUTHORITY

The attached 2024 budget for the Greeley Urban Renewal Authority describes the funds that originate with and are controlled by the Greeley Urban Renewal Authority. It does not contain other federally financed initiatives, such as the Community Development Block Grant or the HOME Investment Partnership Program grant that have been managed by the Authority for the City of Greeley and are contained within the City Budget.

The funds contained in this budget include the Debt Service Fund, Special Revenue Fund, and funds from the Neighborhood Stabilization Program 1, which are reported on outside of the Special Revenue Fund. While it was a federal grant that was managed years ago for the County, the expenses and income ran through the Urban Renewal Authority account.

1. The **Special Revenue Fund** relates to monies from (a) the Weatherization Program (originally part of GURA's Housing Rehabilitation Program), (b) Special Economic Development Activities, (c) any funds received from the City of Greeley for special enterprises (such as the feedlot purchase years ago and Urban Homesteading), and (d) income from the tax increment districts (Great Western Sugar, Greeley Mall, 10th Street Corridor, and East 8th Street).

A. Revenues

Revenue anticipated in 2024 includes monies from the tax increment district, income from active loans, the sale of a GURA-owned property, and interest and investment earnings.

B. Expenditures

Tax increment expenditures anticipated include the County's fee charged on the Tax Increment Districts' tax collections and the payment to Leprino as per the agreement with GURA. Anticipated expenditures for "economic development" include funding of the G-Hope Housing Rehabilitation program and administrative costs.

3. The **Neighborhood Stabilization Program 1** was managed by the City of Greeley through the Greeley Urban Renewal Authority for Weld County. Although the grant award was to Weld County, the State Division of Housing executed the grant agreements with GURA on behalf of the City of Greeley and Weld County; thus, a report on these funds is being submitted to the State. The contracts with the State expired in March 2013, but the grant has not yet been closed out.

A. Revenues – NSP1

GURA has hoped to close out this grant for several years. As such, there is no anticipated revenue for 2024.

B. Expenditures – NSP1

No 2024 expenditures are anticipated.

The budgetary basis of accounting timing measurement method used is:

- ☐ Cash basis
- ☒ Modified accrual basis
- ☐ Encumbrance basis
- ☐ Accrual

GREELEY URBAN RENEWAL AUTHORITY**CITY OF GREELEY COMPONENT UNIT****SPECIAL REVENUE FUNDS****SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE-BUDGET AND ACTUAL**

For the year ended	Unaudited 2022	Forecasted 2023	Budgeted 2024
REVENUES:			
Taxes			
Property	14,657,954	21,482,851	22,000,000
Miscellaneous revenue:			
Program income	14,309	15,500	15,500
Interest and investment earnings	121,274	792,000	100,000
Sale of property	0		30,000
Other	492,906	36,000	36,000
Total miscellaneous revenue	628,489	843,500	181,500
Total revenues ⁽¹⁾	15,286,443	22,326,351	22,181,500

⁽¹⁾ Total revenue does not include the fund balance.

EXPENDITURES:			
Tax increment	13,854,199	13,817,565	21,647,061
Economic development	33,212	36,400	15,000
Total expenditures	13,887,411	13,853,965	21,662,061

Fund balance - January 1	4,489,029	5,888,061	14,360,447
Fund balance - December 31	5,888,061	14,360,447	14,879,886

GREELEY URBAN RENEWAL AUTHORITY
CITY OF GREELEY COMPONENT UNIT
SPECIAL REVENUE FUNDS - NEIGHBORHOOD STABILIZATION PROGRAM 1
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE-BUDGET AND ACTUAL

	Unaudited	Forecasted	Budgeted
For the year ended	2022	2023	2024

REVENUES:

Intergovernmental:

State pass through

Program income

Miscellaneous 417 400 0

Total revenues ⁽¹⁾	417	400	0
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⁽¹⁾ Total revenue does not include the fund balance.

EXPENDITURES:

Administration 112 100

Resell single-family units

Lease multi-family units

Total expenditures	112	100	0
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Fund balance - January 1	271,618	271,923	272,223
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Fund balance - December 31	271,923	272,223	272,223
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**GREELEY URBAN RENEWAL AUTHORITY
RESOLUTION No. 3
SERIES 2023**

RESOLUTION TO ADOPT BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE GREELEY URBAN RENEWAL AUTHORITY, GREELEY, COLORADO FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2024 AND ENDING ON THE LAST DAY OF DECEMBER 2024.

WHEREAS, pursuant to 29-1-108, C.R.S., the Board of Commissioners of the Greeley Urban Renewal Authority (GURA) has appointed Juliana Kitten, Board Secretary, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, John L. Hall has submitted a proposed budget to this governing body on December 13, 2023; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 13, 2023, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues, or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE GREELEY URBAN RENEWAL AUTHORITY, GREELEY, COLORADO:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Greeley Urban Renewal Authority for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Board Chair and Board Secretary and made a part of the public records of the Greeley Urban Renewal Authority.

ADOPTED, this 13th day of December 2023.

Attest:

Signature – Jediah Cummins
Board Chair

Signature – John L. Hall
Board Secretary

**GREELEY URBAN RENEWAL AUTHORITY
RESOLUTION NO. 4
SERIES 2023**

RESOLUTION TO APPROPRIATE SUMS OF MONEY

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE GREELEY URBAN RENEWAL AUTHORITY, GREELEY, COLORADO, FOR THE 2024 BUDGET YEAR.

WHEREAS, pursuant to Section 29-1-108, C.R.S., the Greeley Urban Renewal Authority Board of Commissioners, has adopted the annual budget in accordance with the Local Government Budget Law on December 13, 2023, and;

WHEREAS, the Board of Commissioners has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Greeley Urban Renewal Authority.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE GREELEY URBAN RENEWAL AUTHORITY OF GREELEY, COLORADO:

Section 1: That the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

Special Revenue Fund (non-NSP1)	\$	22,181,500
Special Revenue Fund – Fund Balance	\$	14,390,445
Neighborhood Stabilization Program 1	\$	0
Neighborhood Stabilization Program – Fund Balance	\$	0

ADOPTED, this 13th day of December 2023.

Attest:

Signature – Jediah Cummins
Board Chair

Signature – John L. Hall
Board Secretary