



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda Urban Renewal Authority

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Tuesday, April 23, 2024

6:30 PM

Council Chambers

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Link to Watch or Comment Virtually: <https://bit.ly/URA2024>

### I. Call Meeting to Order

6:30 p.m.

### II. Roll Call

### III. Approval of the Agenda

### IV. Consent Agenda

6:30-6:35 p.m.

[24-226](#)

Approval of the March 26, 2024, Urban Renewal Meeting Minutes

Attachments:

[03-26-2024 URA Minutes](#)

### V. Public Comment

6:35-6:45 p.m.

### VI. General Business

[24-217](#)

Public Hearing: A Resolution of the Board of Commissioners of the Town of Erie Urban Renewal Authority Providing for the Supplemental Appropriation of Money for the 2024 Budget Year

Attachments:

[Public Hearing Notice - 2024 URA Budget 1st Supplemental](#)

[Resolution 24-004 and Schedule A](#)

[URA 1st Supplemental Reports](#)

6:45-6:55 p.m.

Presenter(s): Cassie Bethune, Finance Manager

### VII. Adjournment

6:55 p.m.



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Urban Renewal Authority

**Board Meeting Date: 3/26/2024**

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**File #:** 24-226, **Version:** 1

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**SUBJECT:**

Approval of the March 26, 2024, Urban Renewal Meeting Minutes

**DEPARTMENT:** Administration

**PRESENTER(S):** Debbie Stamp, Town Clerk

**TIME ESTIMATE:** \_\_\_\_ minutes

**FISCAL SUMMARY:**

Cost as Recommended: \$\_\_\_\_\_

Balance Available: \$\_\_\_\_\_

Budget Line Item Number: xxx-xx-xxx-xxxxxx-xxxxxx

New Appropriation Required: Yes/No

**POLICY ISSUES:**

**STAFF RECOMMENDATION:**

Approve the meeting minutes from the March 26, 2024, Urban Renewal Authority Meeting.

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

**COUNCIL PRIORITY(S) ADDRESSED:**

✓ Effective Governance

**ATTACHMENT(S):**

1. 03-26-2024 URA Minutes



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes

### Urban Renewal Authority

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Tuesday, March 26, 2024

6:30 PM

Council Chambers

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**Link to Watch or Comment Virtually:** <https://bit.ly/URA03-26-2024>

#### I. Call Meeting to Order

Chair Brooks called the meeting to order at 6:31 p.m.

#### II. Roll Call

**Present** 6 - Justin Brooks, Brandon Bell, Ari Harrison, Dan Hoback, Meosha Brooks, and Owin Orr

**Excused** 1 - Emily Baer

**Absent** 4 - Sara Loflin, Andrew Sawusch, Lori Saine, and Ashraf Shaikh

#### III. Approval of the Agenda

**Commissioner Harrison made a motion to approve the agenda. Commissioner Orr seconded the motion. The motion passed by the following vote at 6:31 p.m.**

**Aye:** 6 - Chairperson Brooks  
Commissioner Bell  
Commissioner Harrison  
Commissioner Hoback  
Commissioner Brooks  
Commissioner Orr

**Excused:** 1 - Commissioner Baer

**Absent:** 4 - Vice Chair Loflin  
Commissioner Sawusch  
Commissioner Saine  
Commissioner Shaikh

#### IV. Consent Agenda

[24-171](#) Approval of the March 12, 2024, Urban Renewal Authority Meeting Minutes

**Attachments:** [03-12-2024 URA Minutes](#)

[24-160](#) A Resolution of the Board of Commissioners of the Town of Erie Urban Renewal Authority Approving a Lease Agreement with Bee's Thai Kitchen, Ltd., for the Property at the Northwest Corner of Briggs Street and Maxwell Avenue

**Attachments:** [Resolution 24-003](#)  
[Lease Agreement](#)

[24-145](#)

A Resolution of the Board of Commissioners of the Town of Erie Urban Renewal Authority Approving the Tenth Amendment to the Disposition and Development Agreement with the Town of Erie and Evergreen-287 & Arapahoe, LLC

**Attachments:** [Resolution 24-002](#)  
[Agreement](#)

**Commissioner Hoback made a motion to approve the Consent Agenda. Commissioner Bell seconded the motion. The motion passed by the following vote at 6:32 p.m.**

**Aye:** 6 - Chairperson Brooks  
Commissioner Bell  
Commissioner Harrison  
Commissioner Hoback  
Commissioner Brooks  
Commissioner Orr

**Excused:** 1 - Commissioner Baer

**Absent:** 4 - Vice Chair Loflin  
Commissioner Sawusch  
Commissioner Saine  
Commissioner Shaikh

## V. Public Comment

Chair Brooks read the Public Comment rules and opened Public Comment at 6:32 p.m.

With no speakers in person or online virtually, Chair Brooks closed the Public Comment at 6:32 p.m.

## VI. General Business

## VII. Adjournment

Chair Brooks adjourned the meeting at 6:32 p.m.

Approved \_\_\_\_\_  
Mayor

Attest \_\_\_\_\_  
Town Clerk





## Urban Renewal Authority

**Board Meeting Date: 4/23/2024**

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**File #:** 24-217, **Version:** 1

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**SUBJECT:**

Public Hearing: A Resolution of the Board of Commissioners of the Town of Erie Urban Renewal Authority Providing for the Supplemental Appropriation of Money for the 2024 Budget Year

**DEPARTMENT:** Finance Department

**PRESENTER(S):** Cassie Bethune, Finance Manager

**TIME ESTIMATE:** 10 minutes

**FISCAL SUMMARY:** N/A

**POLICY ISSUES:**

This item has minimal policy implications.

**STAFF RECOMMENDATION:**

Staff recommends the TOEURA Board of Commissioners approve the resolution that provides for a supplemental appropriation for the 2024 budget year.

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

The Town of Erie Urban Renewal Authority ("TOEURA") adopted the 2024 Budget on Nov. 28, 2023. Generally, staff reviews the adopted budget and requests supplemental appropriations twice yearly to update the budget to reflect actual revenues and expenditures and projected revenues and expenditures for the remainder of the fiscal year.

**COUNCIL PRIORITY(S) ADDRESSED:**

- ✓ Attractive Community Amenities
- ✓ Engaged and Diverse Community
- ✓ Prosperous Economy
- ✓ Well-Maintained Transportation Infrastructure
- ✓ Small Town Feel
- ✓ Safe and Healthy Community
- ✓ Effective Governance
- ✓ Environmentally Sustainable
- ✓ Fiscally Responsible

**ATTACHMENT(S):**

1. Public Hearing Notice

2. Resolution 24-004 and Schedule A
3. URA 1<sup>st</sup> Supplemental Budget Memo
4. URA 1<sup>st</sup> Supplemental Reports

**URBAN RENEWAL AUTHORITY  
NOTICE OF BUDGET HEARING**

Pursuant to C.R.S. § 29-1-106, notice is hereby given that, on April 23<sup>rd</sup>, 2024, at 6:30 p.m. or as soon as possible thereafter, the Urban Renewal Authority of the Town of Erie will hold a public hearing to consider the URA's amended budget for 2024. A copy of the amended budget is available for inspection at the Erie Town Hall, 645 Holbrook St., Erie, CO. Any interested elector of the Town may file any objections to the amended budget at any time prior to the final adoption of the amendments by the Urban Renewal Authority, by mail to Town Clerk, P.O. Box 750, Erie, CO 80516, via email to [townclerk@erieco.gov](mailto:townclerk@erieco.gov), or hand-delivered to Town Hall 645 Holbrook St., Erie, CO.

/s/Debbie Stamp. Town Clerk

Published



**Town of Erie Urban Renewal Authority  
Resolution No. 24-004**

**A Resolution of the Board of Commissioners of the Town of Erie  
Urban Renewal Authority Providing for Supplemental  
Appropriations for the 2024 Budget Year**

**Whereas**, the Town of Erie Urban Renewal Authority (the "Authority") adopted its 2024 Budget on November 28, 2023;

**Whereas**, the Authority had made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget;

**Whereas**, in certain instances amounts expended and revenues received, as outlined on Schedule A, attached hereto and incorporated herein by this reference, have exceeded the annual budget projections;

**Whereas**, in other instances projected revenue receipts and expenditures will be less than budgeted; and

**Whereas**, it is necessary to provide for the supplemental appropriation of expenditures in excess of the adopted budget, so as not to impair the operations of the Authority.

**Now Therefore be it Resolved by the Board of Commissioners of the Town of Erie Urban Renewal Authority that:**

**Section 1.** The amendments outlined in Schedule A are hereby made to the budgeted appropriations and corresponding adjustments are hereby made to the budgeted revenues and expenses of each fund listed, for the purposes stated above. Any amount shown in the 1<sup>st</sup> Supplemental Appropriation column is hereby ratified retroactive to the adoption of the original 2024 budget.

**Adopted this 23<sup>rd</sup> day of April, 2024.**

\_\_\_\_\_  
Justin Brooks, Chair

Attest:

\_\_\_\_\_  
Debbie Stamp, Town Clerk

4/19/2024

Urban Renewal Authority

SCHEDULE A

	<u>2024 Original Budget</u>	<u>1st Supplemental Appropriation</u>	<u>2nd Supplemental Appropriation</u>	<u>2024 Revised Budget</u>
<b>Revenues:</b>				
From unappropriated surpluses	\$ 10,605,227	\$ -	\$ -	\$ 10,605,227
From sources other than property taxes	335,000	-	-	335,000
From general property tax (TIF increment)	<u>5,218,409</u>	<u>-</u>	<u>-</u>	<u>5,218,409</u>
<b>Total</b>	<u>16,158,636</u>	<u>-</u>	<u>-</u>	<u>16,158,636</u>
<b>Expenditures</b>	<u>\$ 8,635,871</u>	<u>\$ 1,757,145</u>	<u>\$ -</u>	<u>\$ 10,393,016</u>
	<u>Beginning Fund Balance</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Ending Fund Balance</u>
Fund balance activity	\$ 10,605,227	\$ 5,553,409	\$ 10,393,016	\$ 5,765,620

URA 1<sup>st</sup> Supplemental Summary

Urban Renewal Authority Fund - 2024 1st Supp.							
	Airport	Daybreak/ Colliers Hill	Historic Old Town	Highway 287/Nine Mile	Four Corners	I-25	Total
Revenues	-	3,094,296	959,113	1,500,000	-	-	5,553,409
Expenditures <i>(including transfers out)</i>	132,391	3,220,185	4,117,420	968,566	60,625	136,684	8,635,871
1st Supp Changes	-	1,600,000	157,145				1,757,145
<b>Revenues over/(under) expenditures</b>	<b>(132,391)</b>	<b>(1,725,889)</b>	<b>(3,315,452)</b>	<b>531,434</b>	<b>(60,625)</b>	<b>(136,684)</b>	<b>(4,839,607)</b>
Fund balance - beginning	(313,103)	8,259,840	3,169,798	(356,131)	(42,914)	(112,265)	10,605,227
<b>Fund balance - ending</b>	<b>(445,494)</b>	<b>6,533,951</b>	<b>(145,654)</b>	<b>175,303</b>	<b>(103,539)</b>	<b>(248,949)</b>	<b>5,765,620</b>

### URA 1<sup>st</sup> Supplemental Changes Summary

	Revenues & Other Sources			Expenditures & Other Uses			Change in Fund Balance
	Original Budget	1st Supplemental	Total Revenues & Other Sources	Original Budget	1st Supplemental	Total Expenditures & Other Uses	
Airport URA	\$ -	\$ -	\$ -	\$ 132,391	\$ -	\$ 132,391	\$ (132,391.00)
Daybreak/Colliers Hill	\$ 3,094,296	\$ -	\$ 3,094,296	\$ 3,220,185	\$ 1,600,000	\$ 4,820,185	\$ (1,725,889.00)
Historic Old Town	\$ 959,113	\$ -	\$ 959,113	\$ 4,117,420	\$ 157,145	\$ 4,274,565	\$ (3,315,452.00)
Highway 287/Nine Mile	\$ 1,500,000	\$ -	\$ 1,500,000	\$ 968,566	\$ -	\$ 968,566	\$ 531,434.00
Four Corners	\$ -	\$ -	\$ -	\$ 60,625	\$ -	\$ 60,625	\$ (60,625.00)
I-25	\$ -	\$ -	\$ -	\$ 136,684	\$ -	\$ 136,684	\$ (136,684.00)
Total - All URA Areas	5,553,409	0	5,553,409	8,635,871	1,757,145	10,393,016	-4,839,607

### URA 1<sup>st</sup> Supplemental Line Item Detail

Urban Renewal Authority 1st Supplemental Line Items		2024 Adopted Budget	2024 1st Supplemental	Revised 2024 Budget
800-90-872-605000-100419	Construction - Historic Old Town Improvements (Bond Projects)	\$ 2,290,000	\$ 157,145	\$ 2,447,145
800-90-871-605000-100215	Construction - ColliersHill/Historic Erie Connection	\$ 3,000,000	\$ 1,600,000	\$ 4,600,000