



City of Commerce City,
Colorado

Community Development Block Grant

PY 2021 Consolidated Annual Performance and
Evaluation Report (CAPER)

DRAFT

City of Commerce City
Community Development Department
Commerce City Civic Center
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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Commerce City (C3) is a US Department of Housing and Urban Development (HUD) entitlement jurisdiction receiving an annual allocation of Community Development Block Grant (CDBG) program funds. These funds help the City address the housing and community development objectives outlined by HUD, which are primarily targeted for low- to moderate-income (LMI) and special needs populations. The City has successfully implemented activities that further its goals addressing the priority needs identified in the City's 2021-2025 Consolidated Plan and Annual Action Plan (AAP). The City also continues to utilize CARES Act funds to address the needs created by the COVID-19 pandemic. These are summarized below and further at the end of this section. The accomplishments for PY 2021 are highlighted below.

Minor Home Repair: In PY 2021 the City assisted 15 LMI owner-occupied households with single-family housing rehab activities through the Minor Home Repair Program (MHRP) (9 LMI households) and Arapahoe County Weatherization Program (6 LMI households). The weatherization program helps LMI households make their homes more energy efficient and this includes new refrigerators, insulation with vapor barriers, CO detectors, light bulb replacement, window and door weatherization, and thermostat replacements.

Public Facilities and Infrastructure Improvements: The City assisted 1,045 persons living in low/mod areas with facility improvements at the PRG Fitness Court. Improvements included new park equipment installation that would benefit all residents.

Public Services and Homeless Prevention: The City and its partners assisted 165 LMI persons with vital public services that helped to improve their quality of life. These included services for one (1) persons with a disability at the Audio Information Network, 50 LMI elderly at the Senior Hub Material Aid Boxes, and with CDBG-CV funds assisted 18 LMI households with Rent/Mortgage/Utility assistance payments through Access Housing. To help with homeless prevention, the Commerce City Police Department's Domestic Violence Victim Support Program (DVV) helped 96 victims of domestic violence avoid homelessness with essential financial support which may include rent, mortgage and utility payments.

CDBG-CV

As mentioned above, the City with Access Housing, assisted 18 LMI households with rental and mortgage subsistence payments. These households were financially impacted by the pandemic, and emergency payment assistance for rents and mortgage payments helped them avoid homelessness in this time of crisis.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve Connectivity & Access	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Improve Infrastructure Appearance, Health & Safety	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	300	0	0.00%			
Improve Public Infrastructure	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75000	1045	1.39%	200	1045	522.50%
Neighborhood Appearance, Health, & Safety	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	0	0.00%			
Planning and Administration	Administration & Planning	CDBG	Other	Other	1	1	100.00%	1	1	100.00%
Promote and Provide Homelessness Solutions	Homeless	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40	96	240.00%	80	96	120.00%

Promote Fair Housing and Equal Opportunity	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	0	0.00%			
Provide Financial Support to For-Profit Businesses	Non-Housing Community Development	CDBG	Businesses assisted	Businesses Assisted	10	0	0.00%			
Provide for Workforce Development	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Provide Services & Resources for LMI Residents	Non-Homeless Special Needs	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250	18	7.20%	390	18	4.62%
Provide, Preserve, and Support Affordable Housing	Affordable Housing	CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	75	15	20.00%	26	15	57.69%
Response and Recovery to Community Emergencies	Emergency Response	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Support Special Needs Populations	Non-Homeless Special Needs	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	51	102.00%	30	51	170.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

In PY 2021 the City focused on affordable housing preservation, public facility improvements and public services for LMI and special needs groups. Housing rehab activities were conducted through two programs, the MHRP and weatherization program. The MHRP included repairs to plumbing, electrical, foundational, furnace, and hot water replacements, roof replacements, and other structural repairs. The weatherization program helps LMI households make their homes more energy efficient and this includes new refrigerators, insulation with vapor barriers, CO detectors, light bulb replacement, window and door weatherization, and thermostat replacements. Public facility improvements included new park equipment installation at the PRG Fitness Court. Public services included activities that assisted persons with a disability at the Audio Information Network, the Senior Hub Material Aid Boxes, and the Commerce City Police Department’s Domestic Violence Victim Support Program (DVV) which helped victims of domestic violence avoid homelessness. See below for a list of CDBG (EN) expenditures by priority in PY 2021:

Administration and Planning: \$97,703.85

Housing Rehab (Minor Home Repair & Weatherization Program): \$84,625.00

Public Services (DVV program, AIN & Senior Hub): \$143,496.32 (Note: Public services tied to prevent, prepare for and respond to COVID-19 waive the 15% grant expenditure cap)

TOTAL CDBG (EN): \$325,825.17

CDBG-CV

The City also addressed the needs of residents affected financially by the COVID-19 pandemic and were unable to make payments on their homes. This activity was the CDBG-CV Rental and Mortgage assistance program which was carried out by Access Housing, and there were 18 LMI households assisted in PY 2021. These households were financially affected by the pandemic, and emergency payment assistance for rents and mortgage payments helped them avoid becoming homeless. CDBG-CV funded activities must prevent, prepare for and respond (PPR) to COVID-19. CDBG-CV expenditures are summarized in the CR-15.

PY 2021 Goals to Accomplishments Comparison

Administration and Planning: Fair housing efforts are made from the City's CDBG Administrative budget. Along with the duties of administering the CDBG program, staff also participated in training and ongoing learning of HUD programs and guidance.

Improve Public Infrastructure: The City had a goal to assist 200 persons and met this goal with assistance to an estimated 1,045 persons living in low/mod areas with facility improvements at the PRG Fitness Court. Improvements included new park equipment installation that would benefit all residents.

Promote and Provide Homelessness Solutions: The City had a goal to assist 80 persons and assisted 96 persons with the C3 PD Domestic Violence Victim Support Program (DVV), which helped 96 victims of domestic violence avoid homelessness with essential financial support which may include rent, mortgage and utility payments.

Provide Services & Resources for LMI Residents: The City had a goal to assist 390 persons, however it only assisted 18 LMI persons through the CDBG-CV Rental and Mortgage assistance program. Other public services will be funded to meet this need which include youth services such as A Precious Child and other youth enrichment services. The City hopes to report more public services in the near future as there are several open activities that will begin operations soon.

Provide, Preserve, and Support Affordable Housing: The City had a goal to assist 26 households and 16 LMI households were assisted through the MHRP and Weatherization Program.

Support Special Needs Populations: The City had a goal to assist 30 special needs persons and assisted 50 elderly persons through the Senior Hub senior services program.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).
91.520(a)

	CDBG
White	142
Black or African American	19
Asian	0
American Indian or American Native	2
Native Hawaiian or Other Pacific Islander	0
Total	163
Hispanic	109
Not Hispanic	71

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The table above does not include a category for people that identify as “other” or “multiple races” nor does it include racial/ethnic data for activities that had an area-wide benefit, therefore the above table does not necessarily match the number of people served by the CDBG program. Data was taken from the PR-23 Summary of Accomplishments and PR-03 CDBG Activity reports.

According to the most recent 2016-2020 ACS 5-Year Estimates, 77.8% of the population identified as white, followed by 3.4% identifying as Black or African American, 1.8% as Asian, and 0.9% as American Indian and Alaska Natives (AIAN). “Some other race” were 8.5% and “Two or more races” were 7.4%. Persons who identified ethnically as Hispanic were 48.9% of the citywide population.

The table above shows 163 total persons reported by race, however the actual total was 180 persons. This was due to the reporting table in IDIS not having a category for “other multiracial” of which there were 17 persons. Of the actual total number of persons assisted with CDBG, 78.9% were white, 10.6% were black or African American, 1.1% were AIAN and 9.5% were “Other multiracial”. Additionally, 60.6% of CDBG funding assisted persons who identified as Hispanic.

It should be noted that the Asian and Hawaiian/Pacific Islander population were small, however except for these race groups, the City significantly assisted minority groups with CDBG programs.

Housing Needs Assessment

The Needs Assessment in the City’s Consolidated Plan assesses if any racial and ethnic group by income category has a disproportionate need in the area with regards to housing problems, severe housing problems, and cost burden. Households with housing problems are those that reside in units lacking

complete kitchen and plumbing facilities as well as overcrowding (more than one person per room) and cost burden (spending 30% or more of income on housing per month). Households with “severe housing problems” are those that reside in units lacking complete kitchen and plumbing facilities however they are in severely overcrowded homes (more than 1.5 people per room) and are severely cost-burdened (spending 50% or more of income on housing per month).

According to the Needs Assessment, for regular housing problems, Asian households experience a disparity across several income categories. AIAN households experience a disparity at 30-50% AMI. For severe housing problems, only Asian households experience a disparity at 0-30% AMI. For housing cost burden, only AIAN households experience a disproportionate level of cost burden in the City and experience this at the 30-50% cost burden level.

Overall, except for Black and Asian households, the City adequately assisted minority groups with CDBG housing rehab programs. The City intends to assist all minority groups regardless of size in its programs.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	431,414	325,825

Table 3 - Resources Made Available

Narrative

The table above details the resources made available during PY 2021 as well as funds expended during the program year. CDBG-CV funds were also made available through the CARES Act from PY 2020, and is summarized further below.

In PY 2021 the City had \$431,414 in resources available for its housing and community development projects from the annual CDBG allocation. The City expended \$325,825 with expenditures towards housing rehab activities, homeless prevention through the DVV program, senior and youth public service activities, and program admin. Details of expenditures and a summary of activities are listed in the CR-05.

CDBG-CV

In response to the COVID-19 pandemic, Commerce City was allocated CDBG-CV funds in two rounds for a total of \$467,040. CDBG-CV funds were intended to help fund activities that helped to assist LMI households prevent, prepare for and respond to the coronavirus. In the program year the City expended \$58,895.56 in CDBG-CV funds on rent and mortgage utility assistance for households affected by the pandemic and program admin. This brings total expenditures for the CDBG-CV program to \$394,523.55 and a balance of \$72,516.45 remains. The breakdown of CDBG-CV funds expended in PY 2021 were:

CDBG-CV Administration: \$303.75 (1%)

CDBG-CV Rental & Mortgage Assistance: \$58,591.81 (99%)

Total CDBG-CV: \$58,895.56

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Citywide eligible.

Table 4 – Identify the geographic distribution and location of investments

Narrative

Commerce City does not allocate funding based solely on geographic requirements. Eligible activities to public facilities & infrastructure improvements will be targeting low- to moderate-income identified census tract areas in need, which have been identified as the historic part of the City, also known as the

Core City, and by the tracts listed below in this section. The Core City lies south of 96th Avenue, East of Hwy 2 and Quebec Street, then south and west to the City boundaries, containing census tracts 87.05, 87.06, 87.09, 88.01, 99.02 and 89.01. This Core City may alternately be referred to as the Historic City. When public facilities and infrastructure improvements are identified, these activities must be located in a low/mod tracts. These tracts are determined by HUD Low/Mod Income Summary Data and can be found on the HUD exchange website.

Direct services will be targeted to LMI and special needs groups citywide by eligibility and need. Based on the income of the residents and the age of the homes most the CDBG-funded housing rehabilitation work will take place in the Core City. The public services being funded are dispersed as needed throughout the City to benefit LMI and special population residents.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The CDBG program does not have a matching requirement, however, Commerce City encourages City departments and subrecipients to leverage other resources to further the reach of the CDBG funds and increase the support available to organizations and individuals benefitting from the City's CDBG investments.

The PY 2021 CDBG program was augmented by several City resources and community partners. All of the entities below gave either their staff time, knowledge, skill, facilities for meetings, and materials for distribution at events to help implement the City's CDBG program:

Organizations and agencies:

1. Arapahoe County Weatherization's WAP Program
2. Brothers Redevelopment Inc. (MHRP and PAT)
3. Commerce City Housing Authority
4. Commerce City Senior Center
5. Community Resource Network
6. Cultivando
7. Groundwork Denver
8. Kids First Health Care
9. Urban Land Institute

City Departments:

10. City Attorney
11. City Council
12. City Manager - Communications
13. Community Development
14. Economic Development
15. Finance
16. Human Resources
17. Information Technology
18. Neighborhood Services
19. Parks, Recreation & Golf
20. Police Department DVV
21. Public Works Department

Publicly Owned Land or Property Used to Address Needs and Goals in the Plan

No publicly owned land or property located within the jurisdiction was used to address the goals in the City. In the program year the City focused on residential rehab and direct services to residents.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	26	15
Number of Special-Needs households to be provided affordable housing units	0	0
Total	26	15

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	26	15
Number of households supported through Acquisition of Existing Units	0	0
Total	26	15

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City had three housing rehab programs, however only two were completed in the program year which resulted in the City not meeting its overall housing goals for PY 2021. These activities are reported below.

The Minor Home Repair Program (MHRP) assisted 9 LMI households. Minor home repairs include replacement of essential appliances, exterior and interior repairs, kitchen and bathroom repairs and structural damage.

The Arapahoe County Weatherization Program assisted 6 LMI households. The weatherization program helps LMI households make their homes more energy efficient and this includes new refrigerators, insulation with vapor barriers, CO detectors, light bulb replacement, window and door weatherization, and thermostat replacements.

The BRI Paint-a-Thon (PAT) program had no beneficiaries in the 2021 program year due to delays with the contract. Once the PAT program gets started, completed activities will be reported and it is anticipated these accomplishments will meet the overall established housing goals. In this program BRI staff along with volunteers will work together to caulk, prime and paint the homes of qualifying Commerce City residents.

Discuss how these outcomes will impact future annual action plans.

Homeowner housing rehab continues to be a great need in Commerce City as evidenced by the number of applications and public input. The City will continue to use CDBG to fund the Minor Home Repair Program as well as Paint-a-Thon activities. These housing rehab programs continue to be a success in Commerce City, and future Annual Action Plans will continue to include housing rehab as a goal.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual
Extremely Low-income	2
Low-income	3
Moderate-income	10
Total	15

Table 7 – Number of Households Served

Narrative Information

The City assisted a total of 15 LMI households with affordable housing activities (9 with the MHRP and 6 with the Arapahoe County Weatherization Program).

MHRP: For the 9 households reporting income through MHRP, 2 were extremely low-income and 7 were moderate-income. MHRP households are typically elderly households. All households assisted through the rehab programs were owner-occupied.

Arapahoe County Weatherization Program: For the 6 households reporting income through the Weatherization Program, 3 were low-income and 3 were moderate-income. All the households were owner-occupied.

Worst Case Needs

Worst case needs are extremely low-income households in need of housing assistance to avoid homelessness. In PY 2021 the City assisted 2 extremely low-income households, all in the MHRP housing

rehab programs. Residential housing rehab activities help extremely low-income households to avoid housing conditions that may lead to homelessness.

While not extremely low-income households, the City PD DVV program assisted 96 victims of domestic violence to avoid homelessness with essential financial support which included rent, mortgage and utility payments.

To address persons with a disability, the MHRP program assisted elderly households, many of which have a disability. This assistance included minor home repairs, accessibility improvements, and energy efficiency improvements which will help them maintain their homes and remain independent.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

While all City programs indirectly work to prevent homelessness among LMI and special needs groups in Commerce City, two programs were funded in the 2021 program year to address homelessness: The City Police Department's Domestic Violence Victim Support Program (DVV), and the City's Homeless Outreach Supplies program. The DVV program worked to provide emergency financial support to survivors of domestic violence and abuse. These programs will continue to work to help individuals and families avoid becoming homeless by addressing individual needs.

The City also partners with Adams County to address homelessness. Adams County is a member of the Metro Denver Homeless Initiative (MDHI) which is the lead agency of the Continuum of Care for the greater Denver Area. Individuals who are identified as homeless, including unsheltered homeless persons, are referred to MDHI. The City also participates in the MDHI's Point-In-Time Count, which includes outreach to people experiencing homelessness and evaluation of needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City continues to plan to fund facility improvements or services provided by emergency or transitional housing providers over the next five years under the priority of expanding the availability of homeless services and housing. Access Housing, Cold Weather Care, Almost Home, Growing Home, and other providers will continue to provide emergency and transitional housing for people experiencing homelessness.

In the 2021 program year, the City's primary work to address emergency shelter and transitional housing needs of homeless persons is through the DVV program. The DVV programs grants assistance to households experiencing or fleeing from domestic violence and abuse with emergency hotel stays to help keep them in a safe place and avoid being unsheltered.

Additionally, the City has partnered with Access Housing, Inc., a nonprofit organization working to address homelessness in Commerce City and the greater Adams County area. Commerce City has funded Access Housing for improvements to the facility where they run their Food Pantry & Hygiene Program and Transitional Housing program.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities,

mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Housing and service providers in Commerce City continue to work together to prevent homelessness in populations who are vulnerable to or at risk of homelessness, including extremely low-income individuals and families, people discharged from institutions, and those receiving assistance from agencies addressing a variety of needs, such as housing, health, social services, education, or youth needs. In Commerce City, homelessness prevention assistance is provided by Maiker Housing Partners and Almost Home. Commerce City may fund homelessness prevention over the next five years under the priority of expanding the availability of homeless services and housing

In PY 2021, Commerce City addressed this need directly through funding the City Police Department's DVV program. Residents reporting domestic violence to the PD are assisted with payments for mortgage, rent, emergency hotel stays, or utility assistance to help them avoid becoming homeless.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

Commerce City, through its partnership with the Metro Denver Homeless Initiative, supports a Housing First model that prioritizes low-barrier permanent housing and offers case management and other supportive services. Almost Home provides case management and re-housing assistance to assist individuals and families in making the transition to permanent housing, and Maiker Housing Partners offers housing vouchers and affordable housing opportunities.

Over the next five years, the City will continue to support the Continuum of Care and homeless service providers that recognize the need to shift focus and resources to long-term, permanent housing in order to end homelessness. Commerce City may fund services to assist people experiencing homelessness make the transition to permanent housing under the priority of expanding the availability of homeless services and housing.

To assist individuals and families in making the transition to permanent housing, the City will also be joining the Adams County HOME Consortium in the 2022 program year, with the goal of providing additional affordable housing.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City refers to the Commerce City Housing Authority (CCHA) for the public housing needs of City residents. The CCHA provides housing opportunities and resources to help LMI residents buy, rent or improve their existing housing. It's mission is to improve the housing stock and provide safe, quality and attainable housing for all Commerce City residents. The CCHA has an ownership interest in over 220 affordable housing units throughout Commerce City and administers approximately 110 Housing Choice Vouchers (HCV) with over 250 people on the Section 8 voucher waitlist. HCV participants use a voucher to help pay for rent costs from private landlords. These units are inspected annually to ensure they meet housing quality standards set by HUD. Eligible senior residents in need of affordable housing are also served by the CCHA with several affordable housing options in the City.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Commerce City Housing Authority (CCHA) offers a Down Payment and Closing Cost Assistance loan program for income-qualified, first-time homebuyers, for homes purchased in Commerce City. The CCHA helps qualifying first-time home buyers with down payment and closing cost assistance if they successfully complete a Colorado Housing Finance Authority-approved home buyer workshop. Financial assistance comes in the form of a second mortgage loan for down payment and all allowable closing costs up to \$10,000 at 3.5% interest rate with up to a 10 year repayment schedule. Eligibility requirements apply.

Eligible households were also referred to the Metro Mortgage Plus program. This program, which is administered by Commerce City and Denver County provides a competitive, 30-year fixed-rate mortgage down payment assistance grant equal to 4 percent of the mortgage amount to qualifying LMI home buyer families. Eligibility requirements also apply.

Additionally, the CCHA and CDBG offices communicated regularly with residents in need of affordable housing. Residents are provided with education and information on housing finance, maintenance, accessibility, and repairs.

Actions taken to provide assistance to troubled PHAs

The CCHA is not covered by a PHA Plan and is not subject to a HUD review or designation of this type. There are no troubled PHAs in Commerce City.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City's Neighborhood Services (NS) leadership and staff take an active role in helping residents live safer and healthier. NS has collaborated with the CDBG Office in the past and disseminated information on the Minor Home Repair Program (MHRP) and other available service programs for city residents. Increased communication between NS and the residents is improving and the program's goal is to see code enforcement violations reduced.

Water/Wastewater Connection Fees

The South Adams County Water and Sanitation District voted in April 2021 to approve the water and wastewater connection fees proposed in its December 2020 study. A review of late 2020 and early 2021 city council minutes did not provide actions or decisions made by the City to challenge the approved SACWSD connection fees.

Navigating NIMBYism for Multifamily Housing

Rezoning in the past two years have included one single family neighborhood and a PUD at Second Creek Farm. The Second Creek Farm PUD is proposed to include mixed use zoning to allow for some transit-oriented development. The plan originally called for both single-family and multifamily units (at least 60), in addition to commercial uses. The city relies heavily on the use of PUD zoning to create multifamily opportunities. The PUD model successfully allows some multifamily to be included in larger mixed-use developments in lieu of relegating multifamily units to their own zoning district. Additional actions by the city, including public education on the value of multifamily housing, may also help to reduce pushback from members of the public.

Internal Development Review Process

Several concerns expressed by developers about the City's development review process will be addressed internally over the next year. Members of the staff, including the Chief Building Official, the CDBG Office, and the HRP programs met in May 2021 to strategize improvements to remove delays to the home rehabilitation inspection process, improve communications, and establish new affiliations.

Additionally, the City has filled many roles within the Community Development Department, including Permit Technicians, Building Inspectors, the Chief Building Official, Administrative Support, and City

Planners. The City plans to continue to staff its Community Development department in 2022.

Attracting and Maintaining Affordable Housing

Commerce City staff will continue to work with affordable housing developers to introduce creative housing opportunities using the city's PUD zoning flexibilities. In addition to attracting affordable housing developers, various departments in the City plan to work with the private sector and provide ongoing education for residents on the benefits of affordable housing projects. Finally, the CDBG Office will help maintain the City's existing affordable housing stock by sharing information with local service providers on housing availability and opportunities for residents to participate in the city's rehab/repair program.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City's ConPlan identified the following obstacles to meeting underserved needs:

- Shortage of affordable housing due to factors such as increasing rents and home values and aging housing stock in need of rehabilitation,
- High costs of new development and associated need for subsidies for development of new affordable housing,
- Increasing homelessness due to high housing costs and need for services to connect residents with permanent housing and services, and
- Limited funding to provide needed public services and facilities.

In order to meet the housing needs of LMI City residents, the CDBG Office continued to collaborate with the Commerce City Housing Authority (CCHA). The CDBG Office and CCHA worked together to coordinate each other's grant and loan programs for LMI homeowners. As needed, HRP applicants are directed to the CCHA.

Through working with the Police Department Victim Services Department, the City was able to provide for temporary, limited housing support payments to escape abuse and avoid homelessness. Payments are made directly to the billing entity (utilities, landlord or mortgage company, hotel, etc.).

The lack of adequate funds is perhaps the greatest obstacle in meeting underserved needs in Commerce City. One of the strategies taken to address this is working together and funding agencies in the area that have more expertise, increased funding, and greater reach for LMI persons with these needs.

To develop additional resources to address affordable housing, homelessness, and public services and

facility needs, the City funded a variety of projects in 2021 as listed below.

- Domestic Violence Victim Support
- A Precious Child – Family Support
- Kids In Need of Dentistry
- Homeless Outreach Supplies
- Minor Home Repair Program
- Paint-a-Thon
- Fitness Court

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

On all CDBG-funded property rehabilitation projects, the City continues to assess whether lead-based paint is present and, if so, follows the guidelines set forth in the Residential Lead-Based Paint Hazard Reduction Act of 1992. The City of Commerce City is committed to testing and abating lead in all pre-1978 housing units assisted with federal grant funds in any of the housing programs it implements.

Each Minor Home Repair Program (MHRP) applicant receives a *Protect Your Family from Lead in Your Home* booklet. This booklet is also available on the CDBG page of the City’s website. In accordance with 24 CFR 570.608 regulations, each of the PY 2021 rehabilitated homes complied with lead-based paint regulations.

As part of the City’s rehab activities, the Paint-a-Thon program has procedures to detect lead on home exteriors. When this occurred, a qualified third-party consulting firm was brought in to follow applicable LBP regulations to remove hazards.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of Commerce City’s anti-poverty strategy focuses on helping all low-income households improve their economic status and remain above the poverty level. All CDBG-funded programs work to directly reduce the number of poverty-level families and help them avoid the possibility of homelessness.

In the 2021 program year, the City and its partners assisted LMI persons with vital public services that helped to improve their quality of life. Services included funding for Kids in Need of Dentistry (KIND)’s programs to provide dental care for LMI children, A Precious Child’s family supplies programs, the City’s Homeless Outreach supplies program and its Domestic Violence Victims Support program.

The City will continue to work on building relationships with other programs in the area geared toward reducing poverty, providing housing stability, and supporting workforce development.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The CDBG Team was established to review and rank all CDBG applications, and make recommendations for funding to the City Council. The CDBG Team is comprised of the following Commerce City Departments and Divisions: the City Attorney, City Manager, City Planning, Communications, Community Development, Economic Development, Finance, Information Technology, Neighborhood Services, Parks and Recreation, the Police Department, Public Works and the Commerce City Housing Authority (CCHA).

The CDBG Team provides comprehensive inter-departmental input into each year's funding award process and the formation of the Annual Action Plan. The team works to avoid internal institutional gaps while providing citywide interdepartmental cooperation and guidance. This compilation of talent, community knowledge, and professional expertise streamlines the flow of information from the City departments into the CDBG Program. Attendance in training, seminars, meetings, group e-mails, and other personal interactions was accomplished with each departments mentioned above and applicants and nonprofit service providers.

The City also continues to work with existing partnerships and coalitions, including the Continuum of Care and its new involvement in the Adams County HOME Consortium. These two key partnerships will continue to allow the City to work toward meeting local housing and service needs. The City is also planning to submit a budget proposal to hire and train a Community Resource Navigator in 2022.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Commerce City continues to be an active participant in the Metro Denver Homeless Initiative. The Continuum of Care brings together nonprofit, government, and business leaders to provide a shared approach to goals of ending homelessness. Membership includes emergency, transitional, and permanent housing providers; nonprofit social service organizations; and government agencies.

The CDBG Office also co-facilitates the Community Resource Network (CRN) - a service provider networking group servicing the Denver Metro Area. The CRN is comprised of hundreds of area non-profits, governmental agencies, faith-based, financial, business, and volunteer organizations working in Commerce City and Metro Denver areas.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Commerce City is included within the recently developed Adams County 2020 Analysis of Impediments to Fair Housing Choice (AI), which consists of a comprehensive review of laws, regulations, policies, and practices affecting housing affordability, accessibility, availability, and choice within the county and for member municipalities. This AI was created on November 5, 2020. Through this analysis, the County and member municipalities identified six impediments to fair and affordable housing within the region. They

were:

- Shortage of affordable, accessible housing units.
- Discrimination in rental transactions.
- Barriers to homeownership.
- Lack of resources to address poor housing conditions.
- Disparate access to opportunity.
- Limited zoning code and land use regulations.

Actions to Address Impediments to Affordable and Fair Housing Choice

With limited federal HUD CDBG funds, the City directed efforts towards the impediments identified that dealt directly with affordability and accessibility as well as addressing poor housing conditions.

In PY 2021 the City assisted LMI owner-occupied households with housing rehab activities through the Minor Home Repair Program (MHRP) and weatherization program. The City also plans to work with Brother Redevelopment to start the Paint-a-Thon program, which will also help LMI households repaint their homes. Most of the households served were households that included LMI seniors and disabled individuals.

The City also continues to assist LMI residents in Commerce City with disparate access to opportunity through its public service activities, including the DVV Support Program, A Previous Child's Family Support Program, Kids In Need of Dentistry, Homeless Outreach Supplies Program, and the installation of an outdoor fitness court.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The general oversight of the City's CDBG Program is performed by the Director of the Community Development Department (CD). The day-to-day monitoring activities are performed by the CDBG Coordinator. The financial oversight is performed by the City's Finance Department (FD). Previous difficulties in accurately tracking project expenses were remedied with the construction and adoption of a *Master Financial Tracking Spreadsheet*. Additional improvements are being sought in coordination with FD, DVV, and the Economic Development Department, to track administrative spending and accurately request drawdowns in IDIS.

As the City continues implementing its identified CDBG projects, the CDBG Office will help ensure compliance by:

1. Continuing professional training for the CDBG Coordinator, CCHA Manager, and the FD representative.
2. Continuing to cross-train City staff on CDBG administrative responsibilities.
3. Exploring the possibility of procuring additional CDBG staff time
4. Expanding technical training and personal attention given to Subrecipients.
5. Providing desktop monitoring visits for Subrecipients with each reimbursement request and/or quarterly report submitted. This includes all cross-cutting regulations such as labor, relocation, environmental, and fair housing, and equal opportunity.
6. When public health situations allow, to perform informal on-site visits to review files and procedures, listen to the Subrecipient's ideas and concerns, and amend/accommodate the project as needed.
7. When public health situations allow, to performing formal on-site monitoring visits with each Subrecipient.
8. Providing follow-up, as needed, to all Subrecipients in either written or verbal format, as appropriate and required.
9. Utilizing HUD provided checklists and reporting documents and encourage the same from all of the Subrecipients.
10. Continuing to work with the City's Legal Department on the procurement and hiring of consultants and contractors.
11. Entering information regularly into the Integrated Information Disbursement System (IDIS).
12. Improve the Subrecipient's reporting forms.
13. Continue to increase the frequency of drawdowns early in the project year to easily comply with HUD's annual Timeliness Test.
14. Meeting with organizations planning to apply for funding, to encourage a wise approach to the project and reduce application, administrative and cross-cutting requirements.

The City will continue to work with local businesses to contract with, in particular woman-owned and minority-owned businesses. Further, the City will follow all Section 3 requirements.

Comprehensive Planning Requirements

The comprehensive planning requirements include the development and consolidated plan process of the 5-Year ConPlan, the AAP, and CAPER. Citizen participation is a vital part of the Consolidated Plan process and the Town will make sure to follow its HUD approved Citizen Participation Plan (CPP) which helps guide the Town to gather information which is an essential component in identifying the priority housing and community development needs in Davie. These priority needs form the basis of the Town's Strategic Plan in the ConPlan and annual goals and activities carried out in each subsequent AAP.

The ConPlan is developed every 5 years, with identified priority needs and goals to address these needs. Each year of the 5-Year plan, the Town develops an AAP which identifies the projects and activities that will address and further the goals of the plan. This plan is required to be submitted to and approved by HUD each year to receive CDBG funding annually. At the end of each AAP program year, the City will report on the accomplishments and performance of the program through the CAPER. Citizen participation is required in the development of each of these stages as per 24 CFR 91.105. This PY 2021 CAPER is the first program year of the approved 2021 - 2025 Consolidated Plan. However, the City recently amended its ConPlan to align its planning period with Adams County in order to facilitate joining the HOME Consortium. Its new ConPlan period is 2020-2024.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City adheres to its HUD approved Citizen Participation Plan, which outlines the draft CAPER and related performance reports shall be posted for public comment for not less than 15 days before the Public Hearing of the draft CAPER. The following are ways citizens can participate:

Public Comment Period: Citizens can review and make comments on the draft CAPER. The draft CAPER will be available for (15) fifteen days from **November 18, 2022 to December 5, 2022**. The draft CAPER will be available at the Community Development Department office at Commerce City Civic Center, 7887 E. 60th Avenue, Commerce City, CO 80022 or it can be viewed from the City department website at: <https://www.c3gov.com/government/community-development-block-grant-cdbg>. Written comments are encouraged and can be mailed or delivered to the address above or via email glewis@c3gov.com.

A summary of comments will be included at the conclusion of the public comment period.

Public Hearing: A public hearing will be held on **December 5, 2022, at 6:00 PM** during the City Council Meeting held in the Council Chambers, Civic Center, 7887 E. 60th Ave Commerce City, CO 80022. The meeting will also be live on Channel 8 and c3gov.com/video. Visit c3gov.com/council for how to access

the public hearing and instructions on how to comment at meetings. For more information, please contact the City Clerk's office at (303) 227-8797.

A summary of comments will be included after the public hearing.

Accessibility: Live Spanish interpretation is available at City Council meetings by calling 720-386-9023 and entering the conference code 104091*. To request accommodations, concerning rights under the Americans with Disabilities Act, to attend or participate in any public meeting, and/or to obtain this notice in alternate formats, contact the City Clerk at 303-227-8791 as soon as possible before the meeting.

Please see the attached affidavit of publication for the CR-00 as well as the resolution authorizing the submission of the CAPER.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

PY 2021 is the first reporting year for the City's 2021-2025 Consolidated Plan and there were no changes to the original Strategic Plan priorities or goals in the program year. The City does not anticipate any changes in the original program objectives that would result in changes to its current programs. The City will update its upcoming Consolidated Plan through the success and failure of current projects as well as any identified priority needs or goals through the citizen participation process.

CDBG-CV

The COVID-19 pandemic continued to present health and safety concerns in PY 2021, and the City worked to meet the goals established for CDBG-CV to address these concerns. The City utilized CDBG-CV funds to provide rent and mortgage payments to LMI residents impacted by the pandemic. The City will continue to closely monitor the needs of residents, and work to address these needs if any arise. CDBG-CV accomplishments have been summarized in the CR-05 and expenditures are detailed in the CR-15.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

CR-58 - Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG
Total Number of Activities	0
Total Labor Hours	0
Total Section 3 Worker Hours	0
Total Targeted Section 3 Worker Hours	0

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	
Direct, on-the job training (including apprenticeships).	
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	
Outreach efforts to identify and secure bids from Section 3 business concerns.	
Technical assistance to help Section 3 business concerns understand and bid on contracts.	
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	
Held one or more job fairs.	
Provided or connected residents with supportive services that can provide direct services or referrals.	
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	
Assisted residents with finding child care.	
Assisted residents to apply for, or attend community college or a four year educational institution.	
Assisted residents to apply for, or attend vocational/technical training.	
Assisted residents to obtain financial literacy training and/or coaching.	
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	

Provided or connected residents with training on computer use or online technologies.	
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	
Other.	

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

This section describes the reporting requirements for Section 3 under 24 CFR 75. Section 3 helps to establish more economically sustainable communities by ensuring that employment and other economic opportunities generated by Federal assistance for development programs such as CDBG are directed towards very low- and low-income persons to the greatest extent possible, and in particular to those who are recipients of the Federal assistance. The Final Rule changes tracking the number of qualified new hires in Section 3 projects, to tracking the total labor hours worked.

The Section 3 Final Rule, noticed on October 29, 2020 by HUD made effective new benchmarks for Section 3. The benchmark for Section 3 workers was set at 25 percent or more of the total number of labor hours worked by all workers on a Section 3 project. The benchmark for Targeted Section 3 workers was set at 5 percent or more of the total number of labor hours worked by all workers on a Section 3 project.

Section 3 Projects cover housing rehab/construction and public improvement construction activities assisted under HUD grant programs that provide housing and community development financial assistance that exceeds a threshold of \$200,000. A \$100,000 project threshold applies to grants under HUD's Lead Hazard Control and Healthy Homes programs. For PY 2021, there were no activities that were subject to the Section 3 threshold.