



# City of Commerce City, Colorado

Community Development Block  
Grant Program

## **2016** **Consolidated Annual** **Performance Evaluation Report** (CAPER) *Draft*

*October 1, 2016 – September 30, 2017*



# Commerce CITY

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**Prepared for:**

United States Department of Housing and Urban Development  
& Commerce City Residents

**Prepared by:**

Community Development Department  
CDBG Office  
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Commerce City, Colorado 80022

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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 Consolidated Annual Performance and Evaluation Report (CAPER) is an opportunity for Commerce City to share the accomplishments of the 2016 Community Development Block Grant (CDBG) program with all of the City's residents, businesses, service organizations and City staff. This report is designed to provide a meaningful overview of the City's progress in:

1. addressing affordable housing needs,
2. improving the community neighborhoods,
3. expanding economic opportunities,
4. cultivating public services, and
5. raising fair housing and equal opportunity awareness for all residents, particularly for those of low- to moderate-income.

This report is a requirement of the U.S. Department of Housing and Urban Development (HUD) and is to be completed, adopted and submitted to HUD within 90 days of the CDBG Program Year's completion. The CAPER reports on the projects, activities and funds provided by HUD through the CDBG program.

In 2015, Commerce City increased to over 50,000 residents the City of Commerce City and was eligible to apply for federal Entitlement City status from the Federal government. Entitlement status was granted in 2016. The City then submitted their first Consolidated Plan and Annual Action Plan and received a 2016 CDBG funding allocation of \$386,340. These funds were planned and budgeted for in the as follows:

1. CDBG Grant Administration - \$77,268
2. Sidewalk Construction and Repair – \$279,072
3. Local Bus Stop Improvements - \$30,000

The overall goal of the CDBG is to assist low- and moderate-income residents within the City of Commerce City. During the Consolidated Plan process the City prioritized their earliest goals based on community need and the practicality of administering the grant during the initial program start-up years. The prioritized goals during the first year were neighborhood improvements and blight removal through sidewalk and bus stop improvements. This report

provides information on how these expenditures were utilized to meet the City's goals.

**In its first year as an Entitlement Community and in receipt of federal CDBG funds, the city accomplished the following activities as of September 20, 2017 \* :**

1. Establishment of a CDBG Division within the Community Development Department of the City's government
2. Issued an RFP and hired a consultant to assist the City through its first Consolidated Plan
3. Established an inter-departmental CDBG Team to help assess community needs and solutions regarding housing, economic development, public works and public services.
4. Advertised and hired a CDBG Coordinator.
5. Established a CDBG office to administer the 2016 and future federal grants
6. Established communications with CDBG related entities serving Commerce City residents through meetings and one-on-one conversations the CDBG office including:
  - City departments and Council
  - Agencies, organizations and non-profits
  - Area businesses
  - Local activists and residents
  - Neighboring communities and districts
  - County agencies
  - State departments, and
  - Federal Agencies
7. Established/Utilized all available media outlets within the City for CDBG outreach and education including: website, monthly, city-wide, bi-lingual newsletter; Facebook; Twitter; mailers; brochures; newspapers (English & Spanish); posters; and local TV channel.
8. Drafted the City's first CDBG Limited English Proficiency Plan and established a staff training protocol.
9. Adopted the *Analysis of Impediments to Fair Housing Choice* as prepared by Community Strategies Institute for Adams County, Colorado.

10. Connection and coordination with Denver Metro Fair Housing Center.
11. Updated, amended and adopted the Citizen Participation Plan.
12. Updated, amended and had adopted the 2016 Annual Action Plan portion of the 2016-2020 Consolidated Plan
13. Coordinated with the Public Works Department to physically assess and prepare the RFBs for sidewalk and bus stop improvements.

\* It is important to note from July 19, 2017 to September 30, 2017 the CDBG Coordinator was unable to work full-time due to a medical condition. She

was able to start back on a quarter-time basis from home starting at the beginning of September and should be back full-time by the end of November 2017. During this time a limited amount of work was performed on the CDBG Programs.

**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)**

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
<b>Administration and Planning</b>	Non-Housing Community Development	CDBG: \$386,340	Funding	Expenses	\$386,340	\$57,951	15%	\$77,268	\$57,951	75%
<b>Affirmatively Further Fair Housing Choice</b>	Fair Housing	CDBG: \$1,000	Public service activities other than LMI Housing Benefit	Persons Assisted	80	0	0.00%	16	300	100+%
<b>Business Incubator</b>	Economic Development	CDBG: \$200,000	Businesses assisted	Businesses Assisted	8	0	0.00%	0	0	0.00%
<b>Construction of ADA Ramps</b>	Non-Housing Community Development	CDBG: \$10,000	Other	Other	10	0	0.00%	0	0	0.00%
<b>Demolition and Clearance</b>	Non-Housing Community Development	CDBG: \$75,000	Buildings Demolished	Buildings	2	0	0.00%	0	0	0.00%
<b>Drainage Improvements</b>	Non-Housing Community Development	CDBG: \$375,000	Other	Other	1	0	0.00%	0	0	0.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Job Training	Economic Development	CDBG: \$75,000	Public service activities other than LMI Housing Benefit	Persons Assisted	40	0	0.00%	0	0	0.00%
Local Bus Stop Improvements	Non-Housing Community Development	CDBG: \$30,000	Public Facility or Infrastructure Activities other than LMI Housing Benefit	Persons Assisted	100	0	0.00%	100	0	0.00%
Local Bus Stop Improvements	Non-Housing Community Development		Other	Other: Bus Stops	10	0	0.00%	3	0	0.00%
Minor Home Repair	Affordable Housing	CDBG: \$150,288	Homeowner Housing Rehabilitated	Household Housing Unit	12	0	0.00%	0	0	0.00%
Public Services	Non-Housing Community Development	CDBG: \$50,000	Public service activities other than LMI Housing Benefit	Persons Assisted	200	0	0.00%	0	0	0.00%
Revolving Loan Fund	Economic Development	CDBG: \$300,000	Businesses assisted	Businesses Assisted	8	0	0.00%	0	0	0.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
<b>Sidewalk Construction and Repair</b>	Non-Housing Community Development	CDBG: \$279,072	Public Facility or Infrastructure Activities other than LMI Housing Benefit	Persons Assisted	650	0	0.00%	650	0	0.00%
<b>Sidewalk Construction and Repair</b>	Non-Housing Community Development		Other	Other: ?	2	0	0.00%	2	0	0.00%

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

The table above exhibits the progress the City has made is implementing their 2016-2020 Consolidated Plan (CP). The City has begun to make progress towards the sidewalk and bus stop projects which were identified in the CP. The Public Works department has visually identified the area needing:

1. Sidewalk installation
2. Major sidewalk replacement
3. ADA upgrades
4. Bus stop improvements including pads, benches, shelters, waste receptacles and lighting.

These projects are currently being packaged into an RFB with an estimated BID opening of December 19, 2017.

**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.**

All of the CDBG activities align with the goals and objectives outlined in the 2016-2020 Consolidated Plan. Launching the CDBG Office and meeting all of HUD's administrative requirements for 2016 and 2017 CDBG funding was a high priority. The sidewalk installation and repairs; and the bus stop projects, were delayed due to temporary staffing limitation and competing demands for other public works projects. However, the current staffing levels are sufficient to pursue these projects through the Winter and Spring of 2017-2018. Details are below.

Administration

The City has progressed through start-up and administration activities to reach its high priority needs identified in the 2016-2020 Consolidated Plan. Approximately 75% of the years CDBG Administration funds have been utilized, although to date, *no CDBG funds have been drawn down* for any part of the 2016 CDBG grant. This is due to a glitch in HUD's IDIS software access into the IDIS drawdown section. The City's CDBG Office and the Denver HUD Office have been working on this for months and are trying to rectify the situation with the national HUD Office.

Obligated CDBG Administration funds have been set aside for the payment of the CDBG Coordinator's salary, benefits and CDBG marketing and publication expenses since January of 2017. This equates to approximately 15% of the \$386,340 in total 2016-2020 CDBG Administrative funds or 75% of the 2016 AAP's Administrative Funds.

During the City's first year as an Entitlement Community, one of the highest priorities was to establish the necessary organizational and oversight structures to launch and administer the CDBG Program. Compliance with federal guidelines and requirements are one of the highest priorities for the City.

#### Sidewalks and Bus Stops

The City is now staffed within the Public Works Department to pursue the sidewalk and bus stop improvement projects for CDBG. The CDBG Office and PW Project Manager have established a timeline to complete the project by June of 2018. Currently, the Request for Bid is being drafted and is anticipated to be advertised by December 6, 2017.

#### Fair Housing

Affirmatively furthering fair housing was high priority for the City to meet HUD compliance. In addition to adopting the *Analysis of Impediments to Fair Housing Choice* as prepared by Community Strategies Institute for Adams County, Colorado, the City launched a City-wide comprehensive housing study which will be completed in 2018.

## 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	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>0</b>
Hispanic	0
Not Hispanic	0

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

### Narrative

The table above<sup>3</sup> is for the 2016 CDBG funded projects. The City has not begun reporting on the accomplishments for the sidewalk and bus stop projects because of the delay in launching the sidewalk and bus stop projects as described earlier. The City anticipates Target Area wide benefits from the projects.

## CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Resources Made Available	Amount Expended During Program Year
CDBG	\$386,340	\$0
HOME	\$0	\$0
HOPWA	\$0	\$0
ESG	\$0	\$0
Other	\$0	\$0

Table 3 - Resources Made Available

### Narrative

The City received \$386,340 in CDBG funds for the 2016 project year. To date, no funds have been drawn down for any part of the 2016 CDBG. This is due to a glitch in HUD's IDIS software access into the IDIS drawdown section. The City's CDBG Office and the Denver HUD Office have been working on this for months and are trying to rectify the situation with the national HUD Office.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	20	0	Program Administration
Core City	80	0	Sidewalks & Bus Stops

Table 4 – Identify the geographic distribution and location of investments

## **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 require funding matches from other sources, however, the City encourages leveraging from itself, other forms of government, community partners, businesses and residents.

This program year the City's CDBG allocation is complemented by several additional City resources and community partners as listed below. No actual funds were leveraged to date for the 2016 program year. All gave their time, knowledge, and skill, while some provided their facilities for meetings and materials for distribution at events:

1. Access Housing
2. Adams County School Districts 27J & 14
3. Arapahoe County Weatherization Program
4. Brothers Redevelopment Inc.
5. City of Lakewood
6. City of Thornton
7. City of Westminster
8. Colorado Gerontological Society
9. Commerce City Historical Society
10. Commerce City Housing Authority
11. Commerce City Recreation Center
12. Commerce City Senior Center
13. Denver Metro Fair Housing Center
14. Department of Labor
15. El Paso County
16. Food Bank of the Rockies
17. Housing and Urban Development
18. Kids First Health Care
19. My Innovage
20. Our Lady Mother of the Church
21. Project Angel Heart
22. South Adams Fire District
23. ALL twelve Commerce City Departments
  - City Attorney
  - City Council
  - City Manager

- Community Development
- Courts
- Finance
- Human Resources
- Information Technology
- Neighborhood Services
- Parks and Recreation
- Police Department
- Public Works

## 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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 511 – 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	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 612 – Number of Households Supported**

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

The City's 2016-2020 Consolidated Plan goals are to provide home repairs for 12 LMI homes and to affirmatively further fair housing. During the launch of the City's CDBG Program no housing projects were established in the 2016 AAP. Fair housing components were in the AAP's work plan. The City met and greatly exceeded its fair housing goals for 2016 by meeting with and educating over 300 city residents, businesses and housing organizations on fair housing laws and regulations.

**Discuss how these outcomes will impact future annual action plans.**

*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	HOME Actual
Extremely Low-income	0	n/a
Low-income	0	n/a
Moderate-income	0	n/a
<b>Total</b>	<b>0</b>	n/a

**Table 743 – Number of Households Served**

**Narrative Information**

The City will continue with its Fair Housing initiatives and the 2017 plans for the City to host a seminar on the matter in 2018.

The City recognizes the extreme need for affordable housing and incorporated this goal into their 2016-2020 Consolidated and 2017 AAP. They will be working closely with the Commerce City Housing Authority to jointly review the resident's home repair applications to offer them both a grant opportunity and loan programs in 2018 and beyond.

In the City's 2017 AAP designates 16 owner-occupied LMI homes will be assisted with home repairs.

The CDBG Office met with the Neighborhood Services staff to provide training on CDBG and what it offers its residents. Additionally the CDBG Coordinator regularly contacts the Neighborhood Services Director to encourage need based home repairs reporting. This relationship should serve the residents well as we move forward with our home repair programs.

## **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**

Commerce City will address homelessness and other special needs. While the City will not fund any projects specifically target homelessness in Year 1 of its 2016-2020 Consolidated Plan, it is considered a priority need to be addressed during this 5-year planning cycle. The City will explore opportunities to support Commerce City nonprofits providing housing and services for homeless persons and similar organizations operating in Adams County. Such opportunities may be funded, in part, using future CDBG grant monies

In 2006, the City formed the Quality Community Foundation (QCF), a 501(c)3, to improve the quality of life for Commerce City resident by serving people and agencies. Each year dozens of applicants seek funding, several of them to alleviate homelessness. In 2017, the City funded \$140,000 of the QCF's budget, provided staff to run the foundation, and supported the City appointed QCF Board. The City also sponsors two annual fundraisers for the QCF. Early in 2017, the foundation awarded \$145,000 to 27 non-profit agencies serving the residents of the City.

The following non-profits where funded by the QCF in 2017 to prevent and/or assist the homelessness.

1. Access Housing received \$4,000 to help homeless families regain their independence and self-sufficiency. They anticipate helping 25 persons with the funding.
2. Almost Home received \$7,500 to provide housing assistance for the homeless and those in need. They anticipate helping 73 persons with the funding.
3. CASA of Adams & Broomfield Counties received \$7,500 to advocate for abused and neglected youth in search of permanent homes. They anticipate helping 65 persons with the funding.
4. Catholic Charities and Community Services of the Archdiocese of Denver, Inc. received \$4,000 for emergency assistance to individuals and families

to prevent homelessness. They anticipate helping 77 persons with the funding.

5. Mercy Housing Mountain Plains received \$5,300 to create stable, vibrant, and healthy communities by developing, financing, and operating affordable, program-enriched housing for families, seniors, and people with special needs to lack the economic resources to access to quality, safe housing opportunities.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City will support efforts by local nonprofit organizations and by Adams County to provide outreach and case management services to assess individual needs and link them with appropriate services.

**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**

In addition to identifying homelessness as a priority need, the 2016-2020 Consolidated Plan also identifies the need for additional affordable housing. The City of Commerce City and the Commerce City Housing Authority will continue to work with local partners to develop additional affordable housing units over the next five years.

Early in 2017, a public-private partnership was formed with the developer Dominion and the Commerce City Housing Authority using 4% Low Income Housing Tax Credits (LIHTC) to help finance a \$57,000,000 affordable housing apartment complex project. These 216 units will be available to residents earning 60 percent of Area Median Income (AMI). For a single person 60 percent AMI is approximately \$33,660 annually. The Commerce City Council approved incentives including waived fees and tax breaks, which strongly influenced Dominion's decision to build the project. This project called the North Range Crossings housing development is located near E. 104<sup>th</sup> Avenue and Sable Boulevard. The project broke ground in October of 2017.

**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**

The City also seeks to develop opportunities to support rapid rehousing and homelessness prevention efforts in conjunction with local housing and service providers, Adams County, and the Commerce City and Adams County Housing Authorities.

In Commerce City, Access Housing operates a rapid rehousing program designed to shorten the time that individuals and families experience homelessness. It also seeks to help homeless families make the transition to permanent housing through its Home Again Family Support Program and to live independently through its STEPS Success Self-Sufficiency Program.

The City of Commerce City has sought opportunities to partner with local service agencies to expand housing opportunities and services for homeless persons, including those making the transition to permanent housing. Future ideas to assist the homeless include GED and ESL courses, job training and resume writing at the Commerce City Business Center.

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

### **Actions taken to address the needs of public housing**

The City of Commerce City does not have any public housing units within its boundaries and therefore will not take any actions to address the needs of public housing specifically.

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

See above.

### **Actions taken to provide assistance to troubled PHAs**

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)**

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

In the Fall of 2016, the City's Community Development Department and the Commerce City Housing Authority began the process of defining, funding, and hiring a consultant to produce a comprehensive housing study. The CDBG Office was consulted as to the information needed in the plan, prior to the letting of the RFP in the Spring of 2017. The City hired the consultant Civitas to draft a three part document to:

- Assess the City's housing needs
- Provide a balanced housing plan; and
- Establish an implementation plan.

The first draft of this Housing Needs Assessment is being presented to the City Council in November of 2017. It will provide the necessary background and framework for the City to accurately pursue meeting its underserved housing needs.

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

The City contacted area resources, such as the Arapahoe County Weatherization and Brothers Redevelopment Inc., to determine the lead-based paint abatement resources available and to incorporate them into the 2017 AAP's Home Repair Program.

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

The City worked with the City's Economic Development Department and Business Center to determine current resources. The CDBG Office reaching out to the Department of Transportation's Central I-70 project to coordinate job training efforts to meet the incredible demand of skilled workers to complete the

interstate expansion.

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

Commerce City established the CDBG Team comprised of the following Commerce City Departments:

1. City Attorney
2. City Manager
3. Community Development
4. Finance
5. Information Technology
6. Neighborhood Services
7. Parks and Recreation
8. Police Department
9. Public Works

to evaluate applications for funding and to provide comprehensive interdepartmental input into the Annual Action Plan. This newly formed CDBG Team worked diligently to avoid institutional gaps while providing citywide interdepartmental cooperation and guidance. This coordination and compilation of talent and resources streamlined the flow of information through the institution.

Coordination between the HUD staff, Dept. of Labor, Adams County and neighboring cities was determinedly pursued by the CDBG Office. Quality coordination between the City and its partner governments will continue to be actively sought. Actions included City tours, one-on-one meetings, training courses, webinars,

Membership with the CDBG User Group was also established and Commerce City arranged for a quarterly speaker and facilities in July of 2017.

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

The City assistance in re-establishing *Community Resource Network of Adams County* group will improve delivery of services and resources to the homeless and residents at risk of becoming homeless. The CRN amassed hundreds of area non-profits, governmental agencies, faith-based organizations, financial, business, volunteer groups, etc. serving the Commerce City area. At these bi-monthly meetings, each organization can provide written materials, meet other organizations, network, provide case studies, and learn about existing services.

The Community Resource Network (CRN) already overcomes gaps in service knowledge and reduces unnecessary service duplications. The CRN is co-hosted by the City's CDBG Office, Access Housing, Kids First, and Tri-County Health.

The City's CDBG Office also:

1. Coordinating and communicating with agencies to identify needs and foster solutions within the community.
2. Offering technical assistance to agencies on sources of funding available, associated timelines, applicable regulations, and the most impactful uses of funds.
3. Participating in regional efforts and meetings with public and private housing, educational entities, economic development organizations, social service agencies, and other governments.

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

Please see the attached Appendix describing the City's actions to overcome the effects of any impediments identified in the City's Analysis of Impediments to Fair Housing Choice.

## **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 monitoring oversight of the City's CDBG Program is performed by the Director of the Community Development Department. Additional monthly monitoring of files is performed with the assistance of the CD's Administrative staff. Financial oversight is performed by the City's Finance Department.

The City is committed meeting all of the requirements as outlined by HUD and other federal, state and local agencies.

As the City continues with its public works projects it shall monitor the compliance by the following means:

1. Construction and consultant contracts
2. Environmental review of CDBG projects
3. Davis-Bacon Wage determination of individual projects and applicable compliance requirements
4. Davis-Bacon Semi-Annual Reports
5. City and contractor draw-down requests
6. Minority Business Enterprise (MBE) reports
7. Section 3/MBE-WBE compliance
8. Annual Action Plan submissions
9. Consolidated Annual Performance Evaluation Report (CAPER)
10. Integrated Information Disbursement System (IDIS) reporting and maintenance
11. Maintaining the CDBG rate of expenditure to comply with HUD spending goals
12. Federal Cash Transaction Quarterly Report submissions
13. City staff's program compliance calendar
14. Project site visits to compare reported activity with actual accomplishments.

The City has compiled a comprehensive ERR checklist and has had it reviewed by the appropriate federal agencies and seasoned CDBG administrators.

The City has also compiled a comprehensive CDBG checklist for internal use

and review by other City departments.

## **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's Citizen Participation Plan outlines the CAPER and related performance reports shall be posted for public comment for a period of not less than 15 days before the Public Hearing of the CAPER for adaption by the City Council on December 4, 2017. Please see the attached affidavit of publication for the Commerce City Sentinel.

The 2016 Draft CAPER was also posted on the City's website: <http://www.c3gov.com/government/community-development-block-grant-cdbg> for public comment from November 14, 2017 through December 1, 2017. Printed copies were also made available at the Community Development Office at the Civic Center at 7887 E. 60<sup>th</sup> Avenue, Commerce City, CO 80031.

A formal public notice of the public hearing was published in both English and Spanish in the December issue of the *Commerce City Connected* newsletter.

Also, a CAPER Public Input Meeting to review the 2016 CDBG progress was notice in the Commerce City Sentinel and held at the Recreational Center on October 5, 2017 at 6:30pm. This meeting was to present the current progress in implementing the 2016 projects and get public input for the 2016 CAPER. No attendees came to the meeting.

## **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.**

There have been no changes to the City's program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants? [BEDI grantees] Describe accomplishments and program outcomes during the last year.**

Commerce City does not have any Brownfield Economic Development Initiative grants.



## Appendices

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1. 2016-2020 Consolidated Plan Goals Summary Information
2. CDBG Target Area Map
3. Commerce City Map
4. CDBG Fair Housing Equal Opportunity Action Timeline
5. Press Release for North Range Crossing Housing Development
6. Images of North Range Crossing Project
7. CDBG Project Idea Form
8. Affidavits of Publications
9. Additional Press
10. Resolution of Adoption

# Commerce City, Colorado 2016-2020 Consolidated Plan



## Goals Summary Information

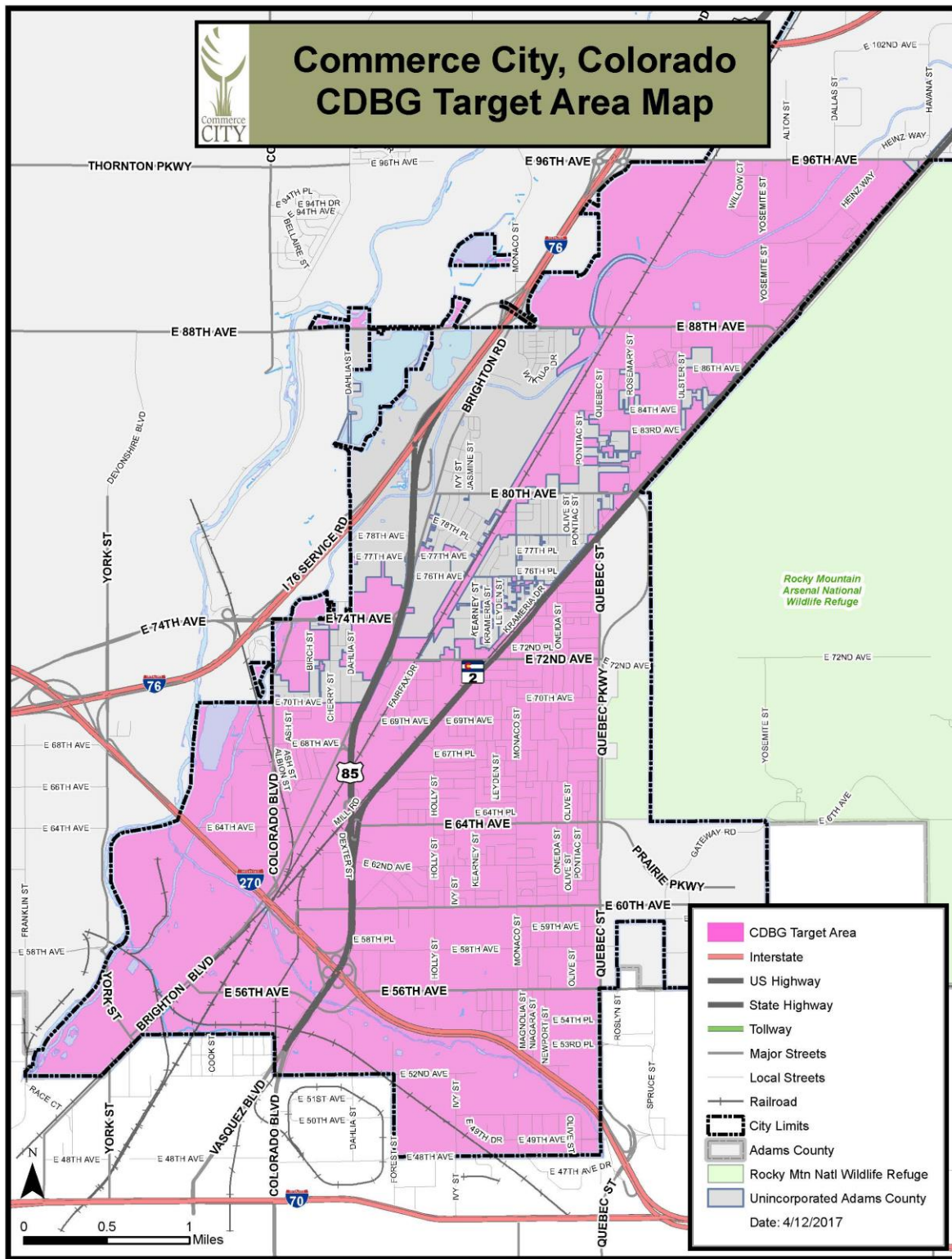
	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding (over 5 years)	Goal Outcome Indicator
1	Sidewalk Construction and Repair	2016	2020	Non-Housing Community Development	Citywide	Neighborhood Revitalization	\$279,072	Public facility or infrastructure other than low/moderate income housing benefit: 2 Miles of Sidewalks
2	Local Bus Stop Improvements	2016	2020	Non-Housing Community Development	Citywide	Neighborhood Revitalization	\$30,000	Public facility or infrastructure other than low/moderate income housing benefit: 10 Bus Stops
3	Construction of ADA Ramps	2017	2020	Non-Housing Community Development	Citywide	Neighborhood Revitalization	\$10,000	Public facility or infrastructure other than low/moderate income housing benefit: 10 Ramps
4	Drainage Improvements	2017	2020	Non-Housing Community Development	Citywide	Neighborhood Revitalization	\$375,000	Public facility or infrastructure other than low/moderate income housing

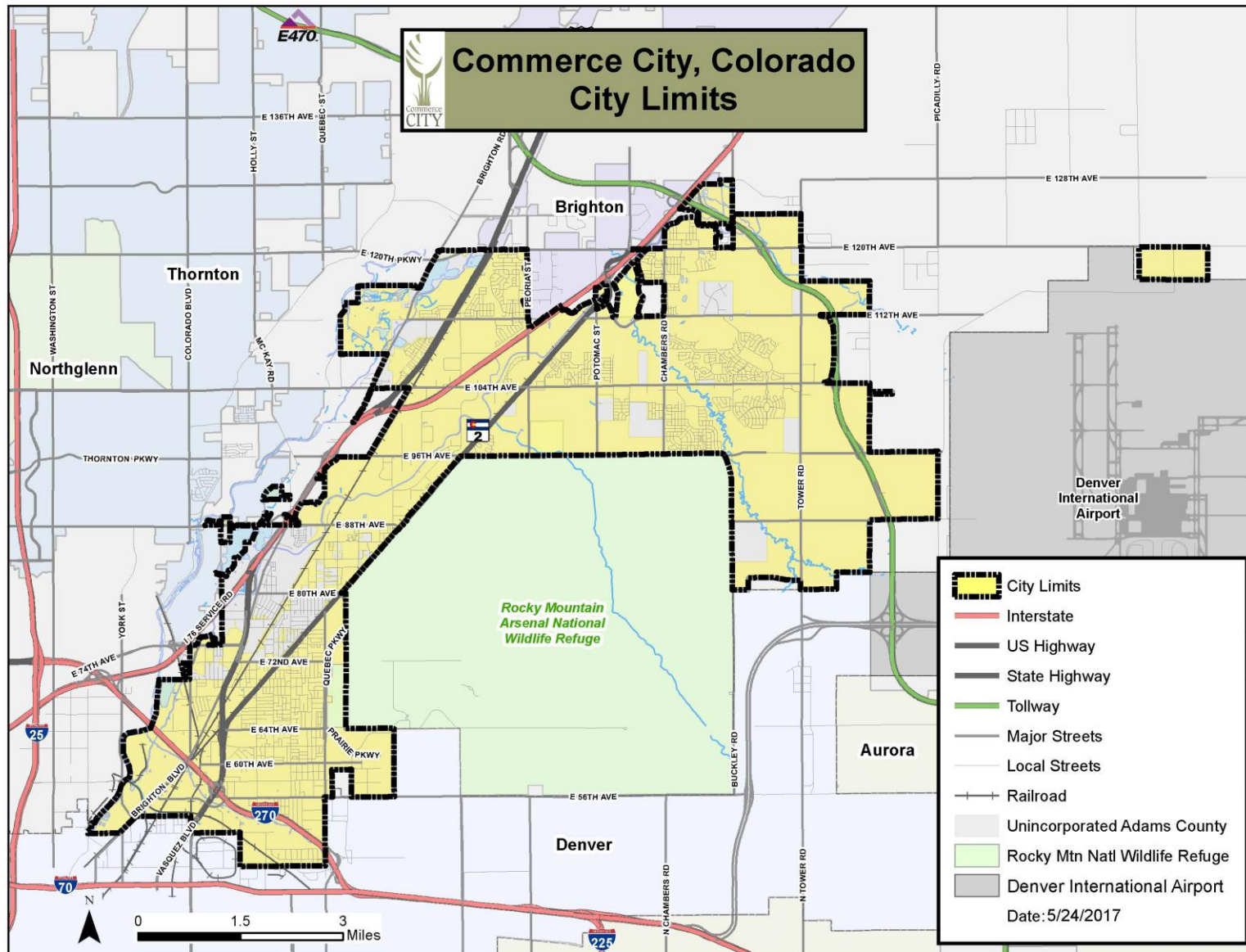
	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding (over 5 years)	Goal Outcome Indicator
								benefit: 1 Site Improved
5	Job Training	2017	2020	Economic Development	Citywide	Economic Development, Public Services Supporting Low-Income and Special Needs Populations	\$75,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons
6	Revolving Loan Fund	2017	2020	Economic Development	Citywide	Economic Development, Neighborhood Revitalization	\$300,000	Businesses assisted: 8 Businesses
7	Business Incubator	2017	2020	Economic Development	Citywide	Economic Development, Neighborhood Revitalization, Public Services Supporting Low-Income and Special Needs Populations	\$200,000	Businesses assisted: 8 Businesses
8	Demolition & Clearance	2017	2020	Non-Housing Community Development	Citywide	Neighborhood Revitalization	\$75,000	2 Buildings
9	Public Services	2017	2020	Non-Housing Community Development	Citywide	Public Services Supporting Low-Income and Special Needs Populations,	\$50,000	Public service activities other than Low/Moderate Income Housing Benefit:

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding (over 5 years)	Goal Outcome Indicator
						Neighborhood Revitalization		200 Persons
10	Minor Home Repair	2017	2020	Affordable Housing	Citywide	Preserve & Expand Affordable Housing, Neighborhood Revitalization	\$150,288	Homeowner Housing Rehabilitated: 12 Units
11	Affirmatively Further Fair Housing Choice	2017	2020	Fair Housing	Citywide	Affirmatively Further Fair Housing Choice	\$1,000	Public service activities other than Low/Moderate Income Housing Benefit: 80 Persons
12	Administration & Planning	2016	2020	Non-Housing Community Development	Citywide	Administration & Planning	\$386,340	Other



FHEO To Be Continued





# North Range Crossing Press Release

FOR IMMEDIATE RELEASE

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## Major housing development breaks ground in Commerce City

*PROJECT PROVIDES AFFORDABLE HOUSING, SUPPORTS RETAIL GROWTH*

**COMMERCE CITY, COLO. (Oct. 27, 2017)** – City council joined Dominion, a Minneapolis-based leading apartment owner, developer and manager, Thursday, October 26, in a groundbreaking ceremony celebrating the new North Range Crossings housing development near E. 104<sup>th</sup> Avenue and Sable Boulevard.

The new apartments will provide 216 units of affordable housing at 60 percent of Area Median Income (AMI) Workforce Housing which is estimated to increase the workforce resident base by 600+ people. For a single person, 60 percent AMI is an annual salary of \$33,660 which is similar to entry-level teaching positions within the city.

The Commerce City Housing Authority partnered with Dominion to create a new ownership entity for the development and provided the project with certain tax exemptions which will assist in keeping rent costs at an affordable level on an ongoing basis.

“The housing authority takes great care in evaluating potential partners for these developments,” said Bruce Thomas, chair of the Commerce City Housing Authority board. “We saw in Dominion a dedicated, affordable housing owner and manager with the vision and commitment to deliver attractive and high-quality affordable housing, not just as an investor but as a community partner.”

City council also approved incentives, in the form of waived fees and tax breaks, which strongly influenced Dominion’s decision to move forward with the project. The development will support area growth and attract more retail such as sit-down restaurants, hotels, every day goods and services, entertainment and other anchor properties.

“These apartments will provide housing options for people working in the city such as teachers, counselors and skilled craftsman,” said Mayor Sean Ford. “This project helps fill a major gap in housing, one of city council’s goals, and demonstrates our commitment to support a growing community.”

Dominion has been working with city staff and the Commerce City Housing Authority during the last two years to finalize the project to its current state. A project presentation and discussion occurred during the [March 20 council meeting](#). Construction is scheduled to be complete in January 2019.

Dominium estimates \$57 million in capital investment and 450 construction-related jobs from the project. The property will feature 1-, 2- and 3-bedroom units, a clubhouse, fitness center, yoga area, community commercial kitchen, and business center.

“This area has seen extreme growth in the past few years and it is expected to continue, said Shaun Reinhardt, development associate at Dominion said in a press release. “North Range Crossings is in a prime location and will enable us to provide much-needed affordable housing to this growing community for years to come.”

Read Dominion’s entire press release online in the [Newsroom](#). Learn more and see property renderings and photos at <http://www.northrangecrossings.com/>.

###

**Photos:**

#1 - Dominion executives, Commerce City Housing Authority board members and staff, and Commerce City City Council members participated in the North Range Crossings groundbreaking event on October 26, 2017. The new apartments will provide 216 units of affordable housing at 60 percent of Area Median Income (AMI) Workforce Housing.

#2 – Rendering of the North Range Crossings affordable housing development being constructed near E. 104<sup>th</sup> Avenue and Sable Boulevard in Commerce City. Construction is scheduled to be complete in January 2019. Photo courtesy of Dominion.

**ABOUT COMMERCE CITY**

As one of the state’s fastest growing cities, Commerce City is redefining itself for the next generation, building on historic values of community, industry, agriculture and family. Centrally located along Colorado’s bustling Front Range, Commerce City is a *Quality Community for a Lifetime*, with 25 miles of trails, a championship golf course, 840 acres of open space and parks, one of the country’s largest soccer complexes and the nation’s largest urban wildlife refuge. Learn more at [www.c3gov.com](http://www.c3gov.com).

## **North Range Crossing Ground Breaking**



## Affidavits...

**RESOLUTION AUTHORIZING THE SUBMISSION OF THE CONSOLIDATED  
ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE 2016  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM YEAR**

**NO. 2017-\_\_\_\_**

WHEREAS, as of October of 2016 the City of Commerce City, CO (City) is an entitlement jurisdiction and receives funding from the U.S. Department of Housing and Urban Development's ("HUD") for the Community Development Block Grant ("CDBG") Program;

WHEREAS, pursuant to HUD regulations, the City is required to develop and submit a Consolidated Annual Performance and Evaluation Report (CAPER) describing to HUD and City residents how the 2016 Annual Action Plan projects helped to meet the goals and objectives of the 2016-2020 Consolidated Plan; and

WHEREAS, the City has developed the 2016 CAPER in accordance with HUD regulations, including holding a public comment period and a public hearing for the purpose of receiving comments on the CAPER according to the City's Citizen Participation Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COMMERCE CITY, COLORADO, AS FOLLOWS:

1. The City Council hereby approves the 2016 CAPER; and
2. The City Council authorizes the CAPER to be submitted to HUD for approval.

RESOLVED AND PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_.

CITY OF COMMERCE CITY, COLORADO

BY: \_\_\_\_\_  
Sean Ford, Mayor

ATTEST:

\_\_\_\_\_  
Laura J. Bauer, MMC, City Clerk



COMMUNITY DEVELOPMENT - CDBG  
CHERYL STEINBERG  
CDBG COORDINATOR

## CDBG Project Idea Form

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Location: \_\_\_\_\_

Who will this project help?

- ☐ Low Income Families
- ☐ Seniors
- ☐ Youth
- ☐ Disabled
- ☐ Victims of Crime

- ☐ Veterans
- ☐ Homeless
- ☐ Chronically Ill
- ☐ Everyone in the City
- ☐ Other: \_\_\_\_\_

Describe the Project: \_\_\_\_\_

***Thank you for sharing your ideas with the city.***

Please return the filled out form to the city's CDBG Coordinator

Forms may also be submitted online at:

[www.c3gov.com/FormCenter/Community-Development-11/CDBG-Project-Idea-Form-68](http://www.c3gov.com/FormCenter/Community-Development-11/CDBG-Project-Idea-Form-68)

7887 E. 60th Ave., Commerce City, CO 80022 Tel: 303-289-8168 Email: [csteinberg@c3gov.com](mailto:csteinberg@c3gov.com)