



City Council Communication

AGENDA DATE: November 17, 2025 **LEGISTAR ITEM #:** Ord 2726

SUBMITTED BY: Theresa Wilson **DEPARTMENT:** Finance

☒ Ordinance	☐ Resolution	☐ Public Hearing
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REQUEST

Approve an ordinance to amend the 2025 Budget by recognition of the Department of Local Affairs ("DOLA") Housing Action Plan Grant funds in the amount of \$56,250.

BACKGROUND

This grant will create an amendment to the 2025 budget of the City of Commerce City ("City") for the recognition of grant funds from the DOLA Housing Planning Grant Program in the amount of \$56,250. There is a match of \$18,750 being provided by the City for a total estimated project cost of \$75,000. The match will be provided from the Community Development Professional Services budget.

The Housing Action Plan Grant Program provides financial support for local governments and regional entities to develop actionable and compliant housing needs assessments, housing action plans, and comprehensive plan elements. The City applied for \$56,250 to hire a consultant to assist in the development of a housing action plan. DOLA awarded the City \$56,250 in August 2025. The Project will be implemented in 2026.

FINANCIAL IMPACT

Contractor	DOLA
Amount of Request/Contract	\$56,250
Amount Not To Exceed	\$N/A
Amount Budgeted	\$N/A
Budget Year	FY2025
Funding Source	Department of Local Affairs Housing Planning Grant Program
Additional Funds Needed	\$N/A

CITY COUNCIL COMMUNICATION CONTINUED

Funding Source (if funds needed)	N/A
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PROJECT TIMELINE

Estimated Start Date	Estimated End Date
September 30, 2025	January 31, 2027
Years and Months of Contract	Number of Times Renewable
16 Months	N/A

JUSTIFICATION

☐ Council Goal	☒ Strategic Plan	☐ Work Plan	☐ Legal
Citation	Strategy 4.1 – Expand affordable housing opportunities across the city through data-driven policies by identifying and addressing gaps.		

AVAILABLE ACTIONS

• Available Action #1 – Approved Ord 2726 as submitted. • Available Action #2 – Opt not to approve and not move forward with accepting grant funds. • Available Action #3 – Provide alternative direction to City staff. • Available Action #4 – N/A
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STAFF RECOMMENDATION

Staff recommends Action #1, approve as submitted.
