

Substantial Amendment: *In December, 2017 the City Council approved a Change of Use and repayment of CDBG funding for a road realignment project that was determined to be infeasible. The ineligible expenses from the original project have been repaid and are being programmed to a new project. The City-held property located at 7225 Bradburn Boulevard will be provided to a not-for-profit affordable housing developer to construct four units of for-sale affordable family housing once the site has been prepared and the parcel rezoned. The City will further support the development by applying available CIP funding to support site improvements.*

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The United States Department of Housing and Urban Development (HUD) provides Community Development Block Grants (CDBG) grants annually to entitlement municipalities based on several factors, including the number of low and moderate-income (LMI) people who are living in the city during the decennial census. This selection criteria includes households earning up to 80 percent or less of the area median income (AMI) and other people who are presumed to be in need for example due to severe disability, living with AIDS/HIV, domestic violence, homelessness, child abuse, seniors, food insecurity, or illiteracy. All CDBG activities must meet one of the three national objectives for this program:

- serve predominantly low to moderate-income people;
- eliminate or mitigate slums and blight; and/or
- address an emergency need.

HUD determines the amount of each entitlement grantee's annual funding allocation by a statutory formula that uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing, and population growth lag in relationship to other metropolitan areas. The City of Westminster has been an entitlement city since 1994 and has been awarded on average \$590,000 during each grant cycle since then. The City's CDBG program is administered by the Economic Development Department of the City.

2. Summarize the objectives and outcomes identified in the Plan

In 2018 the City will receive **\$579,519** in Community Development Block Grant funds. The City will apply this year's allocation toward:

1. **\$115,903** for program administration (up to 20% of the allocated grant),
2. **\$90,000** to continue funding for the Emergency and Essential Home Repair Program, and
3. **\$373,616** will be applied to pay down a Section 108 Loan balance.

Additionally:

1. **\$49,000** from Prior Year Resources will also be applied to the Section 108 Loan balance.
2. **SUBSTANTIAL AMENDMENT: \$183,540** HUD Funding repayed from the Change of Use of the Bradburn Road Realignment Project will be applied to the creation of affordable housing through added repayment of the Section 108 Loan and preparation of the 7225 Bradburn site to support housing development.

The City's selected projects for the 2018 allocation are based on input: previously received from the community during the 2015-2019 Consolidated Plan planning process, gathered during citizen public hearings, from City Council review and input, and from interested parties during the public comment period and other community meetings.

The 2018 Action Plan reflects the goals identified in the 2015-2019 Consolidated Plan. These goals focus on continuing neighborhood revitalization efforts in the southern portion of the City, activities pertaining to housing including the quantity and quality of affordable housing, and economic development activities that stimulate business and job creation. These goals primarily focus on helping LMI residents maintain and improve their quality of life. The 2018 Action Plan continues to build on successful projects and programs, such as the Emergency and Essential Home Repair Program, which meet the needs of Westminster's older LMI residents.

The Emergency and Essential Home Repair Program helps income qualifying elderly and handicapped individuals remain in their own home by providing grants for up to \$5000 for emergency and essential repairs that keep the home safe and functional for the owner. Frequently requested services include: emergency plumbing needs, replace hot water heaters, replace furnaces and performing home retrofit for handicap access. The program is administered on behalf of the City of Westminster by the Jefferson County Housing Authority Rehabilitation Program, who performs both intake and grant award as well as contractor selection and project management. The program provided between 17 and 20 EEHR grants annually during the past three years.

Substantial Amendment: A City-held property located at 7225 Bradburn Boulevard will be provided to a not-for-profit affordable housing developer to construct four (4) units of for-sale affordable family housing once the site has been prepared and the parcel rezoned. The City will further support the development by applying available CIP funding to support site improvements.

As this is the final year in the City's 5-year Consolidated planning period, the City will perform community engagement and launch a planning process in the spring of 2019 to identify priority investments for the next five-years of CDBG funding and to set up the new Consolidated Plan.

3. Evaluation of past performance

The City's past CDBG funded projects have focused on neighborhood improvements, such as aging housing and infrastructure, streetscape and blight, continued cultivation of emerging arts-related activities in the southern portion of Westminster, as well as other block-level public improvements. The activities and projects in the 2018 Action Plan build upon and complement those identified in the 2015 – 2019 Consolidated Plan, to ensure the most efficient and effective use of CDBG funds.

Projects in progress and in final stages include the completion of the streetscape improvements to Bradburn Boulevard with final installation of decorative street lighting and continued community improvements in a south Westminster area through upgrades to transit and pedestrian connectivity, community gardens and the preparation of a formerly blighted property for future housing development.

The City's CDBG program history, coupled with input gathered through the citizen participation process, guide the development of the priorities, goals, objectives, and outcomes for the 2018 Action Plan.

As this is the final year in the City's 5-year Consolidated planning period, the City will perform community engagement and launch a planning process in the spring of 2019 to identify priority investments for the next five-years of CDBG funding.

Prior to 2008, the City of Westminster used a portion of the CDBG allocation to support public service providers whose work also met the national objectives of the program. The City now funds public services grants annually with local General Fund money in order to avoid the administrative burden on non-profits receiving small federal grants that require a great deal of reporting and compliance activity.

As required by the U.S. Department of Housing and Urban Development (HUD) national objectives CDBG funds are used for projects and programs that benefit the City's low to moderate-income population and address blight conditions. Eligible projects may include economic development, redevelopment, public facility and infrastructure improvements, and housing.

4. Summary of Citizen Participation Process and consultation process

The consultation and citizen participation process for the City of Westminster 2018 Annual Action Plan included the following:

During the development of the Citizen Participation Plan during the 2015-2019 Consolidated Plan process, the City of Westminster conducted both paper and online resident surveys, which was offered in Spanish and English. Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was distributed via surveymonkey.com.

Based upon the input gathered during the 2015-2019 Consolidated Plan process and staff analysis, the 2018 project priorities were identified and reviewed with City Management before making recommendations to the City Council. City Council reviewed the recommended projects at a Study Session on March 19, 2018.

The projects recommended by City Council were then presented for public comment at a citizen public meeting on April 19, at The Mature Adult Center (MAC). Eight residents and stakeholders, including one City Councilmember attended the meeting. A City Council public hearing will be held on June 11, 2018 for public comment and for City Council consideration and approval of the CDBG Action Plan.

The Draft Action Plan was made available for public comment from May 1, 2018 through May 31, 2018. No written comment was received during this public review period.

Notices were published in the electronic "Weekly Edition" in April, May and June to notify citizens of these participation opportunities. "Weekly Edition" is a published news release sent weekly via email to subscribers and key stakeholders throughout the Westminster community, including many community leaders. The public notice was also published on the City's website.

Informational flyers were also posted at the Westminster City Hall, Irving Street Library, targeted schools and community centers in low- and moderate-income neighborhoods, public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, as well as any interested citizens.

A Public Hearing was held during the June 11, 2018 City of Westminster City Council meeting. There were no public comments received during this public hearing. The City Council approved the CDBG Action Plan that evening.

Substantial Amendment: The information to detail the new project formed through the substantial amendment was posted to the City's webpage and provided for public review for more than 30 days. The project itself was presented in an open forum as a component of the City's Supplemental Budget Amendments in November of 2018.

5. Summary of public comments

Proposed \$90,000 to be used to support Essential and Emergency Home Repair: The EEHR program is administered by Jefferson County Public Housing Authority and covers all Westminster residents regardless of their county of residence. Grants are made for up to \$5,000. Staff noted that they see lots of requests for furnaces, water heaters and bathroom work. The EEHR grants are intended to keep the LMI individuals homes safe and provide needed repairs. Qualified applicants are LMI seniors and people with disabilities. One attendee described her experience with the program, complimented the intake staff and said that the work and contractors were great. Meeting attendees spoke favorably about this use of program funds.

Regarding 7225 Bradburn Blvd: Property purchased for road realignment to benefit public safety and the proposed project was found to be unfeasible. Staff is working through a change of use with HUD to prepare the site for affordable housing. The City is in voluntary environmental clean-up to ensure the land is ready for development. Staff spoke with Habitat for Humanity to evaluate the potential of a for-sale development targeted at LMI families. Attendees expressed both support and concerns for Habitat projects. The city does not have a contract with any developer at this time and is still evaluating the property. Attendees asked about the projected costs of the development of up to 4 townhouses for sale to LMI families and what the selling price might be. An attendee asked about unintended impacts and the location of a proposed sound buffer-wall on the north edge of the property. Attendees expressed concern for the vacant property becoming trashed and weeded, for vagrant camping and people leaving used needles and drug paraphernalia. Attendees expressed concern for adding more affordable housing in the area, the quality of housing to be created, whether people would want to live close to the train and personal beliefs that tax dollars should not be used to give people housing.

Regarding Section 108 Loan on 73rd and Lowell Property: Staff related that the original loan amount was for \$1.5M and the money was used for acquisition and included engineering and planning costs. The City currently has about \$1.6M total in the site. The current balance of the Section 108 loan is just over \$800k. Staff explained that using CDBG to pay down the loan balance positions the property for acquisition by a developer who can then build affordable housing/mixed use on the site. Staff explained that the property includes the two parcels that surround the Penguin building and clarified that the Penguin building is not owned by the City. Attendees discussed the restrictive uses required by the site being “federalized” i.e., paid for with Federal funds tied to HUD national objectives. Staff explained that paying the Section 108 loan with CDBG dollars does not “release the site” from the HUD requirements. An attendee stated that they would like the site to be purchased with City General Fund monies to remove the HUD requirements and have the City use the HUD money somewhere else in the city. Attendees would like to see the adjacent sidewalks and land cleaned up. Attendees feel the neighborhood needs a different investment than affordable housing.

Other CDBG investments that would benefit the neighborhood: The City will begin the public engagement process to develop the 2020–2024 Consolidated Plan in 2019. This plan will articulate the

projects and programs the community would like to see the city undertake with federal funding during that period. One attendee asked if future CDBG funds could be used to underground power lines on 72nd and get the old poles out of the sidewalk on 73rd.

6. Summary of comments or views not accepted and the reasons for not accepting them

The City of Westminster accepts all views and comments.

7. Summary

A note to readers: This Action Plan was produced using a HUD online reporting program. Downloaded and printed versions of this report may not appear as originally formatted in the document. The City of Westminster had no control of the quality of the final formatted document.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WESTMINSTER	Economic Development

Table 1 – Responsible Agencies

Narrative

The City of Westminster is a part of a HOME Consortium with Adams County as the lead entity and the City of Thornton as an additional participating jurisdiction. Under HUD guidelines, the lead entity is responsible for creating the Consolidated Plan and Action Plan templates for the consortium as a whole and submits these plans to HUD.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 18 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 13 community organizations, and 11 individuals. The list of groups and organizations contacted for feedback on the Action Plan is below.

Staff will focus on the development of the outreach process for the 2020-2024 Consolidated plan to identify community interest who want to be consulted and feel a connection to the City's community development initiatives. The Economic Development Main Street staff has experienced more community turn-out for some of the art and social gatherings held in the target qualified census tract (QCT) area in which a number of city investments are located. CDBG staff will work with some of these emergent citizen interests as we develop our updated Citizen Participation Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Westminster works closely with the two local public housing authorities serving our municipal area, multiple human service agencies and public health organizations to collaborate and share resources to support the city's LMI residents. The City encourages and accepts funding applications from housing and health service providers through its annual Human Services Board funding process. The Human Services Board's mission and goals are to provide assistance in food, mental health, housing, and other services for citizens of Westminster. In 2018 the following supportive service and housing agencies awarded a combined \$120,000 in funding include: A Precious Child, Access Housing, Unison Housing Partners, LIFE Program, Almost Home, Arvada Community Food Bank, Audio Information Network, Brothers Redevelopment, CASA of Adams County, CASA of Jefferson County, Catholic Charities of Denver, Center for People with Disabilities, Children's Outreach Project, Clinica Campesina Family Health Services, Inc., Cold Weather Care, Colorado Homeless Families, Community Reach Center, Family Tree, Inc., FISH, Inc., Food Bank of the Rockies, Growing Home, Have a Heart Project, Inc., Jefferson Center for Mental Health, Kids First Health Care, Project Angel Heart, Ralston House, Rocky Mountain Multiple Sclerosis Center, Senior HUB, Senior Resource Center, St. Anthony's North Health Foundation, Volunteers of America Colorado Branch and Westminster Public Schools Foundation.

In 2017, the City assigned its \$5,636,850 Private Activity Bond (PAB) allocation to the Colorado Housing and Finance Authority for the purpose of supporting the Eaton Street Affordable Housing Project and the Panorama Pointe affordable senior housing project. The Eaton Street Affordable Housing Project is being developed by Mile High Development, Koelbel and Company, and Longs Peak Advisors and will provide 118 affordable units serving families and the local workforce. The Panorama Pointe senior housing project is being developed by M.E.M. Westminster Property, LLP and will provide 69 units. The 2017 PAB capacity was supplemented by CHFA's pool of PAB to provide enough capacity to fund both of these important Westminster housing projects.

The City also works closely with Adams County Housing Authority (dba Unison Housing Partners) and Jefferson County Housing Authority (JCHA) to identify new opportunities for the development of affordable housing in Westminster. The City recently partnered in two new affordable housing developments in Westminster; one developed by Unison Housing Partners and one by JCHA. The Unison Housing Partners project at 71st and Federal constructed 70 rental units for very-low and low-income individuals as well as non-profit office space and will be a catalyst project for the Westminster Station transit oriented development site. The City contributed \$556,750 in HOME funds to this project as well as numerous fee waivers and rebates.

JCHA recently constructed Hidden Lake Homes with 72 affordable senior housing units south of 73rd Avenue; just west of Sheridan Blvd. The City provided financial assistance to this project. The City's investment in these projects is complemented by an infusion of other public financing including 9% Low Income Housing Tax Credits and state funds.

Moreover, City staff is in dialogue with affordable housing developers and funding agencies, including Community Resource & Housing Development Corporation (CRHDC), Unison Housing Partners, Mile High Loan Fund, Enterprise Communities, the Urban Land Conservancy and Habitat for Humanity, and private developers. The City recently undertook a Housing Needs Assessment and has hired a full-time coordinator to further address affordability.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Metro Denver Homeless Initiative (MDHI) coordinates and supports the Metro Denver Continuum of Care (CoC), a multi-agency collaboration focused on reducing homelessness in the seven-county Denver metropolitan area including Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, and Jefferson counties. Westminster spans both Adams and Jefferson counties. The CoC brings together public and private stakeholder organizations to provide a comprehensive array of homelessness prevention activities, housing placement assistance, and related supportive services for persons who are homeless or at risk of becoming homeless.

In 2016, a representative from the City of Westminster began attending the monthly MDHI Coordinating Committee meetings. This same representative regularly attended meetings with the Adams County Coalition for the Homeless and Jefferson County's Heading Home. Both are groups comprised of non-profit homeless service providers, governments, faith-based organizations, business owners, housing authorities, school districts and formerly homeless individuals. The goal of each is to prevent and end homelessness in their respective counties.

Westminster staff attend regional meetings regarding homelessness has met with both the Adams and Jefferson County MDHI representatives individually on at least a quarterly basis. The Westminster City Council has funded a position dedicated to homelessness since January 2017.

For the 2018 HUD-required Point-in-Time (PIT) homelessness survey, the Westminster Homelessness Coordinator hosted an Everyone Counts event at the Westminster Swim and Fitness Center where free showers, warm meals, clothing, haircuts, medical checks, and more services were offered to those living outside or in vehicles. Over 30 individuals attended, and most participated in the survey. The Westminster Homeless Coordinator also helped connect service providers with the camps known by emergency services staff in order for outreach workers to get the word out about the Everyone Counts events held in both counties. The sites were also visited on the day of the PIT in order to ensure as many life experiences were captured for a more accurate count in both Adams and Jefferson counties.

While the City of Westminster does not have a supportive services program, it continues to fund emergency shelter, transitional housing, and supportive services for homeless persons and families through its Human Services Board grant funding process. Agencies funded through the Human Services Advisory Board in 2018 that provide CoC services include The Family Tree, Growing Home, Colorado Homeless Families, Catholic Charities of Denver (North Area CARES), Brothers Redevelopment, Unison Housing Partners, Cold Weather Cares, Almost Home, and Access Housing.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Not applicable. The City of Westminster does not receive Emergency Solutions Grant (ESG).

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Westminster Public Schools
	Agency/Group/Organization Type	Services-Children Services-Education Schools
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals. The following schools were sent public notices: Hidden Lake High School, Westminster High School, Ranum Middle School, Shaw Heights Middle School, Early Childhood Center, Flynn Elementary School, Harris Park Elementary School, Hodgkins Elementary School, Skyline Vista Elementary School, Westminster Elementary School, Crown Pointe Academy
2	Agency/Group/Organization	Various Subsidized and Low Income Housing Providers
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 19 public housing authority-owned multi-family housing properties and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, and 17 community organizations. The following housing providers were sent public notices: Lowell Colony Apartments, Orchard Crossing, Susan Kay Apartments, Terrace Gardens, Village at Greenbriar, Glendale Apartments, Westminster Commons, Villa Maria, Clare of Assisi Homes, Cottages at Panorama Point, Residences at Panorama Point, Westchester Apartments, East Bay Senior Housing, Mountain Terrace, Bradburn Gardens, Westbury Apartments, Toscana, Walnut Creek, and Sofi Westminster.
3	Agency/Group/Organization	JEFFERSON COUNTY HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster partners with Jefferson County Housing Authority through the Authority's administration of the City's Emergency and Essential Home Repair Program. The two entities work closely together in identifying how best to meet the home rehabilitation needs of Westminster residents.
4	Agency/Group/Organization	South Westminster HOAs
	Agency/Group/Organization Type	HOAs
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 18 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 20 individuals. The following HOAs were sent public notices: Harris Park Townhomes HOA, Hidden Lake HOA, Meade Manor HOA.
5	Agency/Group/Organization	Heart of Westminster
	Agency/Group/Organization Type	Neighborhood Organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
6	Agency/Group/Organization	GROWING HOME, INC.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
7	Agency/Group/Organization	Lao Buddhist Temple
	Agency/Group/Organization Type	Church
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
8	Agency/Group/Organization	Community Enterprise
	Agency/Group/Organization Type	Advocacy
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.

9	Agency/Group/Organization	Servicios de la Raza
	Agency/Group/Organization Type	Advocacy
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
10	Agency/Group/Organization	Hmong American Association of Colorado
	Agency/Group/Organization Type	Advocacy
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
11	Agency/Group/Organization	UNE Colorado
	Agency/Group/Organization Type	Advocacy
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
12	Agency/Group/Organization	Westminster Grange
	Agency/Group/Organization Type	Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
13	Agency/Group/Organization	South Westminster Arts Group
	Agency/Group/Organization Type	Services-Children Services-Education Arts Organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Consultation and Public Comment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.
14	Agency/Group/Organization	ADAMS COUNTY HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Consultation and Public Notice
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Westminster sent public notice announcements in English and Spanish regarding public meetings and request for public comment to 11 targeted Westminster schools, 19 public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits, 17 community organizations, and 30 individuals.

Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable. The City of Westminster's Action Plan process provided an opportunity and invited participation and comments from organizations serving low- and moderate-income Westminster residents and residents with special needs. No agencies were willingly omitted from consultation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Metro Denver Homeless Initiative	The City of Westminster will continue to support Continuum of Care service providers including MDHI, Growing Home, Access Housing, etc. in the provision of affordable housing and services to assist persons who are homeless and/or at-risk of homelessness. The Homeless Services Coordinator is working with the City Manager and multiple department heads to identify funding and policy changes that could be made to enhance our efforts.

Table 3 - Other local / regional / federal planning efforts

Narrative

See above.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

During the 2015-2019 Consolidated Plan process, the City of Westminster conducted both a paper and online resident survey in Spanish and English. Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was hosted by surveymonkey.com.

Based upon the prior input gathered during the 2015-2016 Consolidated Plan process and staff analysis, the 2018 project priorities were reviewed with City Management before making recommendations to the City Council. City Council reviewed the recommended projects at a Study Session on March 19, 2018.

The projects recommended by City Council were then presented for public comment at a citizen public meeting on April 19, 2018 at The MAC. Eight residents and stakeholders attended the meeting. A City Council public meeting was held on June 11, 2018 for public comment and for City Council's consideration of approval of the CDBG Action Plan. The Action Plan was made available for public comment from May 1, 2018 through May 30, 2018.

Notices were published in the electronic "Weekly Edition" in April, May, and June to notify citizens of these participation opportunities. "Weekly Edition" is a published news release sent weekly via email to subscribers and key stakeholders throughout the Westminster community, including many community leaders in the South Westminster neighborhood. The public notice was also published on the City's website.

Informational flyers were also posted at the Westminster City Hall, Irving Street Library, targeted schools and community centers in low- and moderate-income neighborhoods, public housing authority-owned multi-family housing properties, and multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits as well as any interested citizens.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Eight residents and stakeholders attended the first public meeting regarding the 2018 Action Plan held on April 19, 2018</p>	<p>Please see the Executive Summary and the Public Comment appendix for a summary of comments received.</p>	N/A	<p>https://www.westminstereconomicdevelopment.org/housing/cdbg/</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	No members of the community spoke at the public hearing regarding the Action Plan.	None	N/A	https://www.westminstereconomicdevelopment.org/housing/cdbg/

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Notices	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	N/A	N/A	N/A	http://www.ci.westminster.co.us/News/TheWeekly.aspx
4	City Newsletter - The Weekly	Non-targeted/broad community				http://www.ci.westminster.co.us/News/TheWeekly.aspx

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

In 2018, CDBG funds will be utilized for program administration, continuation of the Emergency and Essential Home Repair Program, and the repayment toward a Section 108 loan.

Substantial Amendment: In December, 2017 the City Council approved a change of use and repaid ineligible expenses from a previous CDBG project that was determined to be infeasible. The proposed project had acquired a property located at 7225 Bradburn Boulevard. The City-held property located at 7225 Bradburn Boulevard will be provided to a not-for-profit affordable housing developer to construct four units of for-sale affordable family housing once the site has been prepared and the parcel rezoned. The City will further support the development by applying

available CIP funding to support site improvements.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	579,519	0	232,540	812,059	580,000	CDBG funds will be utilized for program administration, continuation of the Emergency and Essential Home Repair Program, and payment toward a Section 108 Loan. 2018 Substantial Amendment will provide for Site Improvements at 7225 Bradburn Boulevard to support the creation of four units of affordable housing.
Other	public - federal	Other	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Westminster's CDBG allocation will complement several additional funding and programmatic resources. The primary resources are: 1) the City's Capital Improvement Program, which is used for major capital projects in the target area; 2) HOME funds, allocated through the Adams County Consortium; 3) Private Activity Bonds, which provides roughly \$5.5 million/year to Westminster for housing activities;

4) Competitive 9% LIHTC; 5) Competitive 4% LIHTC; Non-Competitive 4% LIHTC.

HUD approved the City's Section 108 loan application in September of 2011. The City utilized \$1.5 million of the loan to finance site acquisition activities. In 2012, the City purchased three properties in the southwest corner of 73rd Avenue and Lowell Boulevard using approximately \$720,000 of its Section 108 loan for the purpose of redeveloping the site. Another two properties were purchased in December 2014 for approximately \$450,000. The City spent approximately \$130,000 on the relocation of several businesses and residents. The Westminster Housing Authority funded the demolition of three of the blighted properties in 2015 and the remaining two properties in 2017.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The property at 73rd Avenue and Lowell Boulevard is currently being evaluated for redevelopment potential for low-to-moderate income housing. When the evaluation is complete and a development partner is identified, other funding sources (e.g., brownfields, NSP) may be sought to ensure the affordability at completion.

Discussion

Until the evaluation of the property is complete and a development partner is identified, we are unable to identify the number/size of the housing units to be provided.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Activities Pertaining to Housing	2015	2019	Affordable Housing Non-Homeless Special Needs	South Westminster City-Wide	Housing	CDBG: \$696,156	Homeowner Housing Added: 4 Household Housing Unit Homeowner Housing Rehabilitated: 18 Household Housing Unit Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Activities Pertaining to Housing
	Goal Description	<p>1] Through the City's Emergency and Essential Home Repair program, up to 18 Westminster homeowners will benefit from the receipt of minor and emergency home repairs and accessibility improvements to their homes through the use of 2018 CDBG funds.</p> <p>2] Section 108 Loan Payment. While the City continues to hold the note, paying down an additional portion of the principal balance on this loan will strengthen the financial position of a project moving forward on the redevelopment of the City owned property located at the southwest corner of 73rd Avenue and Lowell Boulevard. The Section 108 loan is structured so that any future developer will assume the balance of the loan upon completion of a project. Paying down the original balance on the loan reduces the financial burden of any future development and strengthens the city's position to attract a strong affordable housing developer-partner.</p> <p>Substantial Amendment:</p> <p>3] Prepare and provide parcel at 7225 Bradburn for use to build four units of "For Sale" affordable housing.</p> <p>The Westminster City Council voted to approve a "Change of Use" for a Community Development Block Grant (CDBG) funded project at 7225 Bradburn Boulevard that was previously planned to realign the intersection at Bradburn Boulevard and West 72nd Avenue. Engineering analysis for the project determined that the proposed realignment was not a safety concern and budget review determined that it was not economically feasible. The property at 7225 Bradburn Boulevard will now support affordable housing development.</p> <p>7225 Bradburn Boulevard will be provided to a not-for-profit affordable housing developer to construct four (4) units of for-sale affordable family housing once the site has been prepared and the parcel rezoned. The City will further support the development by applying available CIP funding to support site improvements. The housing will be targeted to house families earning between 80% and 120% AMI.</p>

AP-35 Projects - 91.420, 91.220(d)

Introduction

CDBG funds are to be used for projects and programs that benefit the City's low- to moderate-income populations and address blight conditions. Eligible project activities may include economic development/redevelopment, certain public facility and infrastructure improvements, and affordable housing activities. The following projects were chosen due to their benefit to the community and the ability to be completed quickly and on time.

#	Project Name
1	Program Administration
2	Emergency & Essential Home Repair Program
3	Section 108 Loan Payment
4	Bradburn Site Improvements

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocation of the 2018 funding is closely aligned with the top housing and community development needs identified in both the 2015 Con Plan and in a 2016 housing needs assessment, market analysis, community survey work, and input from City Council and neighborhood stakeholders. The primary obstacle to addressing underserved needs is amount of available funding, the time it takes to bring projects and collaborating agencies together and the uncertainty of continued funding of the CDBG program. The cost of needed public improvements in the target area exceeds the amount of funding available.

That being said, the City of Westminster has been successful in obtaining some challenging parcels in the Qualified Census Tracts (QCT) that will be made available to both meet the national objectives and to serve critical housing needs in the coming years.

AP-38 Project Summary

Project Summary Information

1	Project Name	Program Administration
	Target Area	City-Wide
	Goals Supported	Activities Pertaining to Housing
	Needs Addressed	Housing
	Funding	CDBG: \$115,903
	Description	In 2019, 20 percent of the City's CDBG allocation will be utilized to fund program administration and planning activities. This includes general management and oversight coordination, Fair Housing activities, and program monitoring activities.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	20 percent of the City's 2018 CDBG allocation will be utilized to fund salaries, program administration and planning activities. This includes general management and oversight coordination, Fair Housing activities, and monitoring program activities.
2	Project Name	Emergency & Essential Home Repair Program
	Target Area	City-Wide
	Goals Supported	Activities Pertaining to Housing
	Needs Addressed	Housing
	Funding	CDBG: \$90,000
	Description	The Emergency and Essential Home Repair Program helps qualified, low-income households make needed repairs to their homes that will improve their in-home safety and mobility. Through the program, a grant up to \$5,000 is available for eligible minor and emergency home repairs to income-qualified households located within Westminster.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Emergency and essential home repairs to income-qualified households.
3	Project Name	Section 108 Loan Payment
	Target Area	South Westminster
	Goals Supported	Activities Pertaining to Housing
	Needs Addressed	Housing
	Funding	CDBG: \$422,616
	Description	In 2011, the City received a \$1.5 million Section 108 Loan from HUD to support redevelopment on the southwest corner of 73rd Avenue and Lowell Boulevard. These funds were utilized for planning, property acquisitions, and tenant relocation. Paying off the principal balance on this loan will strengthen the financial position of any project moving forward on the redevelopment of the city owned property located at the southwest corner of 73rd Avenue and Lowell. Minor Amendment: Uncommitted funds of \$49,000 were also applied toward the Section 108 payment during 2018.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Current activities include environmental clean-up and evaluation of the site for affordable housing.
4	Project Name	Bradburn Site Improvements
	Target Area	South Westminster
	Goals Supported	Activities Pertaining to Housing
	Needs Addressed	Housing
	Funding	CDBG: \$183,540

	Description	Site prep for development of for sale affordable housing
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The proposed project will develop a .6 acre parcel into four units of for-sale affordable housing, serving at least 51% families qualifying at 80% AMI or below.
	Location Description	The site address is 7225 Bradburn Boulevard
	Planned Activities	The site prep process includes demolition of exiting structures, completion of voluntary soils remediation, and the development of a sound barrier to address noise mitigation for "unacceptable" noise level measured during the Environmental Assessment, and which is required for use of the site for housing.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The majority of 2018 CDBG funds will be spent in the southern portion of Westminster.

Geographic Distribution

Target Area	Percentage of Funds
South Westminster	75
City-Wide	25

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Census data indicates that 51 percent or more of the households in the southern portion of Westminster are considered low- moderate-income. Additionally, aging housing stock, deteriorating infrastructure, a lack of developable land, and blighted properties and buildings all exist within this area. Moreover, citizen and supportive service agency input gathered through the Consolidated Plan consultation and citizen participation process confirms that the southern portion of Westminster is in need of investment.

Specifically, in 2018, the majority if the annual allocation is being directed to repayment of a Section 108 loan for a property in this area.

The Emergency and Essential Home Repair program serves residents in all of the city and is approximately 25% of the funding invested directly into housing and housing preservation through the City of Westminster's program allocation.

Discussion

See above.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

During the 2015-2019 Consolidated Plan process, the City of Westminster engaged BBC Research and Consulting to conduct the City's Analysis to Impediments to Fair Housing Choice (AI).

BBC reviewed the City of Westminster's zoning codes, Comprehensive Plans and other land use policies to identify fair housing issues and/or policies that could disparately impact protected classes. The review was conducted using a HUD-developed checklist—the "Review of Public Policies and Practices (Zoning and Planning Code)" form that focuses on the most common regulatory barriers. BBC through their review, found that overall, the City of Westminster's zoning and land use regulations do not appear to create barriers to housing choice. The City's codes are standard and straightforward and the City has taken many steps to encourage a variety of housing choices. The City's Planning Division website is easy to navigate and contains an interactive map of current development projects, zoning and comprehensive land use. The City's various community plans include goals to provide for diverse housing types and acknowledge that density is an important component to balanced housing development.

Actions it planned 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

In 2017, the City amended its Growth Management Program (GMP) to exempt affordable housing from the competitive process for the allocation of service commitments. The GMP was created for the purpose of balancing growth with the City's ability to provide and expand water and sewer utilities, transportation systems, fire protection and police services, and park and recreation services. The GMP covers the period from January 1, 2011, through December 31, 2020. The findings for this period acknowledge that although the City has implemented water conservation techniques, developed a water reuse program, and taken other steps to maximize the efficient use of resources, the GMP serves as means to evaluate and balance growth and the ability of the City to effectively and safely absorb and serve such growth.

At the end of each year, Staff completes projections of new development in the upcoming year and develops recommendations for City Council regarding SC allocations (the units of measure for required City services) as required by the GMP. These allocations are set aside on an annual basis from the overall SC supply figures to serve the demand in the following year for all of the various categories designated within the GMP. Currently, new residential development projects are managed through a

competition process that is based on the City's adopted residential design guidelines for a given category Single-Family Attached, Single-Family Detached, Multi-Family, Senior Housing, and Traditional Mixed Use Neighborhood Development.

The GMP does allow some exceptions to the competitive process. These include new residential projects in South Westminster (south of West 80th Avenue) in order to promote development and redevelopment in this area of the City, Legacy Ridge (based on a binding agreement with the City), Downtown Westminster, and projects that meet "build-out" and "infill" definitions in the Westminster Municipal Code. The purpose of this proposed amendment to the GMP is to expand the exemption to include affordable housing.

The City amended the program for several reasons. First, applicants for service commitments must complete applications in the fall, and these are only reviewed annually. This timeline to receive entitlements makes it difficult for those projects to compete for Low Income Housing Tax Credits (LIHTC), which have applications due in February. Without LIHTC, most developers are unable to bring affordable housing units to the market. Additionally, the financing for affordable housing is typically "layered" with multiple grants, loans, tax credits, and rebates. By not having entitlements in place, it slows what is already a complex financing process. Lastly, the design competition process has been used as a method for elevating projects beyond the design guidelines, and this imposes an unnecessary burden on affordable housing projects which operate with much tighter budgets. Exemption from the competition process will not remove the requirement to satisfy design guidelines, it will simply remove these projects from the competition.

An Affordable Housing Task Force (AHTF) was convened and met through 2017 to evaluate and craft policies, strategies, and tools to both preserve and develop a broad range of affordable and workforce housing across Westminster.

Discussion

See above.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

In addition to the projects designated for funding in the 2018 Annual Action Plan, the City of Westminster has made recent staffing investments to strengthen coordination and efforts to address the community's housing needs.

The city hired a Housing Coordinator in February of 2018 to build a housing program and identify opportunities to leverage partnerships and resources that will address the housing supply needed for LMI residents.

Additionally, the City created a Homeless Services Coordinator position who both documents the needs of this expanding population and works with multiple staff groups to identify safety-net services and volunteer efforts to abet religious organizations and community service agents providing homeless support-needs.

Finally, the City hired a Sustainability Coordinator who works to identify aspects of resiliency in both the human-service practices and with environmental investments. The new Sustainability initiative also helps us identify resources that may be applied to address the city's affordable housing needs.

Actions planned to address obstacles to meeting underserved needs

The obstacles to meeting underserved needs in Westminster are:

1. The high cost of land acquisition and new construction to provide housing that is affordable to all income levels; and
2. Insufficient financial resources, both public and private, to meet the housing and supportive services needs of the population.

The City's efforts to address number one above are described below. The City works to address the needs of the underserved through multiple avenues. Although the City does not have a CDBG funded supportive services program, it provides funding to non-profit agencies that provide supportive services through its Human Services Board funding process. The City funds public services grants with General Fund money in order to avoid the administrative burden on non-profits receiving small federal grants that require a great deal of compliance activity. This choice also reduces the administrative burden on

City staff, freeing up staff time for the pursuit of partnerships to address affordable housing supply, identify targeted areas for substantive revitalization projects and programs.

The Human Services Board (HSB) makes recommendations to City Council for the allocation of funds to support the mission of providing assistance to Westminster residents through clothing, food, shelter, and mental and physical health services. For 2018, the HSB funded 28 non-profits utilizing \$120,000 in funding.

Further examples of ways in which the City works to address the needs of the underserved include:

1. Administrative approval of domestic violence shelters in order to protect the confidentiality of the location of shelters to protect victims from further assaults. These include: Alternatives to Family Violence; The Rape Assistance and Awareness Program and Sexual Assault Nurse Examiners.
2. The City offers a variety of water bill assistance programs including a low-income program that provides a one-time credit on water bills; a hardship program offered to those experiencing a short-term difficulty in paying their water bills; and a conservation program, which offers indoor water use inspections and the installation of low-water use toilets. The water inspection program tests the flow rates of all faucets and showerheads, checks toilets for leaks, and upgrades plumbing fixtures with high efficiency faucet and aerators and showerheads. The goal of the program is to reduce water use and lower residents' water bills.
3. The City also provides a free Prescription Discount Card for residents that do not have prescription drug coverage. Residents save an average of 20 % off the regular retail price of prescriptions.

Additionally, there are non-profit facilities that serve special needs populations throughout the Metro Area that are located in the City. These facilities include:

1. North Metro Community Services: provides quality services and support to citizens with developmental disabilities who live in Adams County. Two of three of their facilities are in Westminster.
2. Growing Home: Provides family counseling and temporary shelter and support for homeless families

Actions planned to foster and maintain affordable housing

The City of Westminster is served by two public housing authorities: Jefferson County Housing Authority (JCHA) and Adams County Housing Authority (dba Unison Partners). In 2016, both housing authorities broke ground on two separate low-income housing projects in Westminster. These projects were brought into service in late 2017 and early 2018.

The Unison Partners project consists of 70 rental units for very-low and low-income individuals and

families. Sixty-three of 70 units (90 percent) will be restricted to households at or below 50 percent Area Median Income (AMI), with the remaining seven units at 60 percent AMI. The mixed use development will also house the Unison offices as well as space for the Center for Career and Community Enrichment (3CE). 3CE is a nonprofit community center that benefits North Metro Denver residents and businesses by providing access to jobs, housing, housing counselling, life skills, parenting classes, educational classes, GED, and health services. This project was awarded funding through the 9% Low Income Housing Tax Credit Program.

In 2018, the City will receive \$220,771 in HOME Funds, through our participation in the Adams County HOME Consortium. The city is in discussion with a local affordable housing developer to target the allocation to the creation of housing for LMI housing.

The City hired a full-time Housing Coordinator in February of 2018. This new position will work with both private and non-profit developers to evaluate actions to increase the supply of affordable housing. Working with recommendation from both the Affordable Housing Task Force and the experiences and leverageable resources of our regional network the Housing Coordinators will build a profile of what "naturally affordable housing" the city has to preserve, city-owned land that may be offered for housing development and identify partnerships with housing developers that are ready to assist.

Actions planned to reduce lead-based paint hazards

The City has determined that it does not have the staff capacity or funding resources to address the federal Lead-Based Paint requirements. The City's Emergency and Essential Home Repair Program administrator, Jefferson County Housing Authority complies with all federal Lead-Based Paint regulations when implementing the program.

Actions planned to reduce the number of poverty-level families

Described in the "Actions planned to address obstacles to meeting underserved needs" section above. The City is continually working to provide more jobs for residents of all skill levels with Westminster employers. The City can influence levels of jobs and affordable housing; however, many aspects of combating poverty are outside the City's influence. The City has limited financial assistance but does provide low-income residents \$75 in financial assistance towards utility bills up to once per year, assistance with water bills for those experiencing a short-term hardship, and provides a free Prescription Discount Card for residents that do not have prescription drug coverage. The City relies on available supportive services agencies and the Adams and Jefferson County Human Services

Departments to assist poverty-level families.

Education is also a primary tool in combating poverty. Westminster is fortunate to have both a large community college and several university programs located within its borders. The City also has close ties with the three school districts that are continually working to increase educational achievement levels and high school graduation rates.

The City of Westminster Economic Development Department focuses on workforce development in a variety of ways. The City maintains regular communication with businesses about their workforce needs and helps connect them to the appropriate resources. The City also works with our local schools and higher education institutions to make sure they develop, when appropriate, curriculum to prepare students for the work-needs of local businesses and regional industries.

Actions planned to develop institutional structure

Since late 2016, the Economic Development Department has administered the Community Development Block Grant Program. City staff manages all CDBG-funded projects in-house to provide the greatest control over the scope, quality, and cost of each project. Staff consults with residents and stakeholders in the community to solicit input on proposed CDBG projects, as well as to gain input on the use of funds and the quality of life in the community. Staff evaluates any projects recommended by community members and assesses the feasibility and eligibility of each. Based upon input from the community and staff analysis, proposed projects are prioritized and reviewed with City management before making recommendations to the City Council for their review, input, and eventual approval. Annual Action Plans are presented to the community in at least two public meetings and are made available for public comment.

Actions planned to enhance coordination between public and private housing and social service agencies

In 2016, the City hired BBC Research and Consulting to conduct a Housing Needs Assessment. From this assessment, the City created a Housing Task Force in 2017 comprised of City staff, elected officials, and industry experts that will work to evaluate and craft policies, strategies, and tools to both preserve and develop a broad range of affordable and workforce housing across Westminster. City Council received the Affordable and workforce Housing Strategic Plan with a goal of developing a better housing balance in Westminster and maximizing partnerships, collaborating with affordable housing providers and neighboring jurisdictions.

One of the recommendations of the Affordable Housing Task Force was the creation of a Housing

Coordinator position. This position was created and filled in early 2018. The Housing Coordinator is working to build a network of non-profit housing serve providers, local developers with experience developing affordable housing and coordinating with other municipalities and housing authorities. the Housing Coordinator role greatly strengthens the city's focus and reach in identifying and applying resources to assist in the preservation and creation of affordable housing for the city's LMI and worker population.

Discussion

Please see above.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City will be utilizing a one year period for 2018 to meet the minimum overall benefit of 70 percent CDBG funds to be used to benefit persons of low and moderate income. In 2018, 100 percent of CDBG funds will be used to benefit persons of low and moderate income.

Attachments

Citizen Participation Comments

CITY OF WESTMINSTER, COLORADO NOTICE OF PUBLIC MEETING AND PUBLIC COMMENT 2018 ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS

NOTICE IS HEREBY GIVEN that a First Public Meeting will be held on Thursday, April 19, 2018 from 6:00 to 7:00 PM at The MAC 3295 West 72nd Avenue, Westminster, CO 80030, in order to obtain opinions of citizens, public agencies, and other interested parties on the City's 2018 Action Plan for the Community Development Block Grant (CDBG) funds.

The 2018 Action Plan describes projects proposed to be funded by 2018 CDBG. The funds are allocated each year by the U.S. Department of Housing and Urban Development (HUD) and are available for projects that benefit the City's low-moderate income residents and to alleviate blight. Past CDBG money has been used for the on-going Emergency and Essential Home Repair Program and for streetscape improvements.

HOME funds will continue to be made available for the development of affordable housing projects. The HOME funds are administered for the City of Westminster by the Adams County Office of Community Development.

The Second and Final Public Hearing will be held on Monday, June 11, 2018 at 7:00 PM at the City of Westminster Council Chambers, 4800 West 92nd Avenue, Westminster, Colorado 80031. Both locations are accessible and accommodate persons with disabilities. Please contact the City's Economic Development Department staff 48 hours in advance if you would like translation services or need special accommodations for these public hearings, as well as written documents. For hearing or speech impaired residents, please use 711 for the Colorado Relay Number.

The full text of the 2018 Action Plan will be available for review and public comment beginning

May 1, 2018 through May 30, 2018 on our website www.westminstereconomicdevelopment.org and at:

City of Westminster Economic Development Department
4800 West 92nd Avenue
Westminster, CO 80031
Phone 303-658-2414; Fax 303-706-3922
Email mtayer@cityofwestminster.us

Written comments will be accepted from May 1, 2018 through May 30, 2018. Please send comments to Molly Tayer, Housing Coordinator at the address above. Comments will be attached to the plans as required by HUD.

April 5, 2018: Posted on the [Westminster Economic Development website](http://www.westminstereconomicdevelopment.org). Mailed to individuals and groups known to be interested in the activities. Posted at Westminster City Hall, Irving Street Library, the MAC, and the Swim and Fitness Center.

PLEASE POST Through June 11, 2018

The City of Westminster does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services, or activities, including the public participation process. The City of Westminster makes reasonable accommodations for disabilities that interfere with full access to any program, service, or activity, including the public participation process. Persons needing an accommodation must notify Housing Coordinator Molly Tayer no later 48 hours prior to the meeting date to allow adequate time to make arrangements. You may call 303-658-2414 (711 for the State Relay service) or write to 4800 West 92nd Avenue Westminster, CO 80031 to make a reasonable accommodation request.

CIUDAD DE WESTMINSTER, COLORADO
AVISO DE AUDIENCIA PÚBLICA Y COMENTARIO PÚBLICO
PLAN DE ACCIÓN DEL 2018 PARA LOS FONDOS DE LA BECA
DE DESARROLLO DE LA COMUNIDAD (CDBG, siglas en inglés)

POR LA PRESENTE SE NOTIFICA que una Primera Audiencia Pública será el Jueves, 19 de abril, de 6:00 a 7:00 P.M. en El MAC, ubicado en 3295 West 72nd Avenue, Westminster, CO 80030, para obtener las opiniones de los ciudadanos, agencias públicas, y otras partes interesadas en el Plan de Acción de la Ciudad del 2017 para los fondos de la Beca de Desarrollo de la Comunidad (CDBG, siglas en inglés).

El Plan de Acción del 2018 describe proyectos propuestos para ser financiados por CDBG en 2018. Los fondos son asignados anualmente por el Departamento de la Vivienda y Desarrollo Urbano de los E.U. (HUD, siglas en inglés), y están disponibles para proyectos que benefician a los residentes de la ciudad con ingresos bajos o moderados y para aliviar el deterioro urbano. En el pasado, el dinero de CDBG ha sido usado para el Programa de Reparaciones Esenciales y de Emergencia en el Hogar, y para mejorar el panorama urbano.

Los fondos HOME continuarían estando disponibles para el desarrollo de proyectos de vivienda económica. Los fondos HOME son administrados para la Ciudad de Westminster por la Oficina de Desarrollo de la Comunidad del Condado Adams.

La segunda y última Audiencia Pública será el Lunes, 11 de junio de 2018 a las 7:00 P.M. en las Cámaras del Consejo de la Ciudad de Westminster, en 4800 West 92nd Avenue en Westminster, Colorado 80031. Ambos lugares son accesibles para las personas con discapacidades. Si necesita servicios de interpretación, acomodaciones especiales o documentos escritos para estas audiencias públicas, por favor comuníquese con el personal del Departamento de Desarrollo de la Comunidad de la ciudad 48 horas antes de la reunión. Para los residentes con problemas de audición o habla, por favor llame al 711 para usar el Colorado Relay Service.

Todo el texto del Plan de Acción del 2018 estará disponible para revisión y comentario público desde el **1º de mayo hasta el 30 de mayo de 2018** en nuestro sitio web www.cityofwestminster.us, y en:

City of Westminster Community Development Department
4800 West 92nd Avenue
Westminster, CO 80031
Teléfono 303-658-2414; Fax 303-706-3922
Correo electrónico mtayer@cityofwestminster.us

Se aceptarán comentarios desde el 1º de mayo hasta el 30 de mayo de 2018. Por favor, envíe sus comentarios a Molly Tayer, Coordinadora de Vivienda, a la dirección indicada arriba. Los comentarios serán incluidos en los planes, tal como lo requiere HUD.

5 de abril de 2018: Publicado en el sitio web de Desarrollo Económico en Westminster. Enviado por correo a personas y grupos que sabemos están interesados en estas actividades. Anunciado en la alcaldía de Westminster, la biblioteca de Irving Street, el MAC, y el Centro de Natación y Ejercicio.

POR FAVOR, PUBLIQUE hasta el 11 de junio de 2018.

La Ciudad de Westminster no discrimina debido a discapacidad en la admisión de, acceso a, o la operación de programas, servicios o actividades, incluyendo el proceso de participación pública. La Ciudad de Westminster hace acomodaciones razonables para las discapacidades que interfieren con el acceso total a cualquier programa, servicio, o actividad, incluyendo el proceso de participación pública. Personas que necesitan acomodaciones tienen que notificar a la Coordinadora de Vivienda, Molly Tayer, al menos 48 horas antes de la reunión para permitir el tiempo adecuado para hacer los arreglos necesarios. Puede llamar al 303-658-2414 (711 para el servicio State Relay) o enviar una carta a 4800 West 92nd Avenue Westminster, CO 80031 para entregar una solicitud para acomodaciones razonables.

**Summary of Community Input
City of Westminster's
2018 Annual Action Plan**

Those present at the March 19, 2018 community meeting asked questions about current CDBG projects in progress and the proposed affordable housing that will be developed on the two properties which have been purchased with HUD Section 108 and CDBG funds. Comments and questions summarized include:

Questions/Discussion regarding the proposed \$90,000 to be used to support Essential and Emergency Home Repair

The Essential and Emergency Home Repair program is administered on behalf of the City of Westminster by Jefferson County Public Housing Authority and covers all Westminster residents regardless of their county of residence. Grants can be made for up to \$5,000 for qualifying projects. Staff noted that they tend to see lots of furnaces, water heaters and bathroom work.

The Emergency and Essential Home Repair grants are intended to keep the individuals homes safe and provide needed repairs. Most applicants are seniors and people with disabilities can apply;

One meeting attendee described her experience with the program, complimented the intake staff and indicated that the work and contractors were great. The meeting attendees spoke favorably about this use of the program funds.

Questions and discussion about 7225 Bradburn Boulevard

This property was purchased under the program to perform a road realignment to benefit public safety in the neighborhood. The original proposed project was found to be unfeasible. Staff is currently working through a change of use with HUD to make the land available for affordable housing development. The City is undergoing a voluntary environmental clean-up to ensure the land is ready for redevelopment.

Staff has spoken with the Denver Metro Habitat for Humanity to evaluate the potential of a for-sale development targeted at low-to-moderate families. Neighbors expressed both support and concerns for Habitat projects. The city does not have any contracts with any eligible developer at this time and is still evaluating the property.

Attendees asked about the projected costs of the development of up to 4 townhouses for sale to LMI families and what the selling costs might be. Attendees expressed concern for the vacant property becoming more trashed and weeded, concern for vagrant camping and people leaving used needles and drug paraphernalia. Staff offered to follow-up on the site maintenance.

Attendees expressed concern for adding more affordable housing in the area, the quality of housing that would be created, whether people would want to live close to the train and personal beliefs that tax dollars should not be used to give people housing.

Questions/Discussion pertaining to the 73rd and Lowell Property – purchased with a current Section 108 Loan. Staff proposes to use the balance of CDBG funds after Admin funding and funding the EERP on loan repayment.

There was discussion of the current condition of the property at 73rd and Lowell and attendees asked if there are any environmental problems. Staff stated that the site is in voluntary clean up. An attendee asked about unintended impacts and the location of a proposed sound buffer-wall on the north edges of the property and noted concerns for the care and clean-up of the property.

There were questions regarding the original purchase price and current balance. Staff related that the original loan amount was for \$1.5M and the money was used for both the acquisition and included some engineering and planning

costs, and that the City currently has about \$1.6M of investment in the site. The current balance on the Section 108 loan is just over \$800k. Staff explained that by using CDBG to pay down the outstanding loan balance helps position the property for acquisition by a developer who can then build affordable housing on the site.

Attendees asked how much of the site is included in the city's property. Staff explained that the property includes the two parcels that surround the Penguin building and clarified that the Penguin building is not included in the site.

Attendees discussed the restrictive uses required by the site being "federalized" i.e., paid for with Federal funds tied to specific use criteria. Staff explained that paying the Section 108 loan with CDBG dollars does not change the required use of the site, or "release the site" from the HUD requirements/restrictions.

A few attendees stated that they would like the site to be purchased outright with city General Fund monies to remove the HUD requirements, and have the City use the repaid HUD money somewhere else in the city. Attendees would like to see the adjacent sidewalks and empty land cleaned up. Attendees feels the neighborhood needs a different investment than affordable housing.

Discussion/Suggestions for other CDBG investments that would benefit the neighborhood

Staff explained that the City will begin the public engagement process to develop the 2020 – 2024 Consolidated Plan in 2019 and this plan will articulate the projects and programs the community would like to see the city undertake with federal funding during that period. One attendee asked if future CDBG funds could be used to underground power lines on 72nd and get the old poles out of the sidewalk on 73rd

Summary of comments or views not accepted and the reasons for not accepting them

The City of Westminster accepts all views and comments.

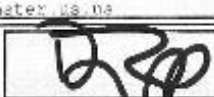
This document contains all of the public comment received during the public input process. No comments were received during both the 30-day AAP review period and at the City's Public Hearing for the 2018 Annual Action Plan.

Grantee SF-424's and Certification(s)

OMB Number: 4840-0004
Expiration Date: 10/31/2016

Application for Federal Assistance SF-424		
<div> <div>* 1. Type of Submission:</div> <div> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application </div> </div>		
<div> <div>* 2. Type of Application:</div> <div> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision </div> </div>		
<div> <div>* If Revision, select appropriate letter(s):</div> <div></div> </div>		
<div> <div>* Other (Specify):</div> <div></div> </div>		
<div> <div>* 3. Date Received:</div> <div></div> </div>		
<div> <div>4. Applicant Identifier:</div> <div></div> </div>		
<div> <div>5a. Federal Entity Identifier:</div> <div>081614</div> </div>		<div> <div>5b. Federal Award Identifier:</div> <div>R-18-MC-080010</div> </div>
<div>State Use Only:</div>		
<div> <div>6. Date Received by State:</div> <div></div> </div>		<div> <div>7. State Application Identifier:</div> <div></div> </div>
<div>8. APPLICANT INFORMATION:</div>		
<div> <div>* a. Legal Name:</div> <div>City of Westminster</div> </div>		
<div> <div>* b. Employer/Taxpayer Identification Number (EIN/TIN):</div> <div>84-6000726</div> </div>		<div> <div>* c. Organizational DUNS:</div> <div>0832039840832</div> </div>
<div>d. Address:</div>		
<div> <div>* Street:</div> <div>4800 W. 92nd Avenue</div> </div>		
<div> <div>Street2:</div> <div></div> </div>		
<div> <div>* City:</div> <div>Westminster</div> </div>		
<div> <div>County/Parish:</div> <div></div> </div>		
<div> <div>* State:</div> <div>CO: Colorado</div> </div>		
<div> <div>Province:</div> <div></div> </div>		
<div> <div>* Country:</div> <div>USA: UNITED STATES</div> </div>		
<div> <div>* Zip / Postal Code:</div> <div>80031-6387</div> </div>		
<div>e. Organizational Unit:</div>		
<div> <div>Department Name:</div> <div>Economic Development</div> </div>		<div> <div>Division Name:</div> <div>Economic Development</div> </div>
<div>f. Name and contact information of person to be contacted on matters involving this application:</div>		
<div> <div>Prefix:</div> <div>Ms.</div> </div>		
<div> <div>* First Name:</div> <div>Jenni</div> </div>		
<div> <div>Middle Name:</div> <div></div> </div>		
<div> <div>* Last Name:</div> <div>Grafton</div> </div>		
<div> <div>Suffix:</div> <div></div> </div>		
<div> <div>Title:</div> <div>Senior Economic Development Officer</div> </div>		
<div> <div>Organizational Affiliation:</div> <div>City of Westminster</div> </div>		
<div> <div>* Telephone Number:</div> <div>303-658-2105</div> </div>		<div> <div>Fax Number:</div> <div>303-706-3922</div> </div>
<div> <div>* Email:</div> <div>jgrafton@cityofwestminster.us</div> </div>		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14-218"/>	
CFDA Title: <input type="text" value="Community Development Block Grant Program"/>	
* 12. Funding Opportunity Number: <input type="text"/>	
* Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/>	
Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text" value="City of Madison, Adams and Jefferson Counties"/>	
<div style="display: flex; justify-content: space-between;"> Add Attachment Delete Attachment View Attachment </div>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="2018 Community Development Block Grant Program - The funds provide funding for CDBG related activities, specifically for the Emergency and Essential Home Repair Program, and a Section 108 payment."/>	
Attach supporting documents as specified in agency instructions. <div style="display: flex; justify-content: space-between;"> Add Attachments Delete Attachments View Attachments </div>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="District 7"/>	* b. Program/Project: <input type="text" value="District 7"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/1/2018"/>	* b. End Date: <input type="text"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="579,519.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="579,519.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
21. "By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Donald"/>
Middle Name: <input type="text" value="R."/>	
* Last Name: <input type="text" value="Tripp"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="City Manager, City of Westminster"/>	
* Telephone Number: <input type="text" value="303-658-2813"/>	Fax Number: <input type="text" value="303-106-3521"/>
* Email: <input type="text" value="dtripp@cityofwestminster.us.us"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="06/11/2018"/>

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.


Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Signature/Authorized Official

8/11/18

Date

City Manager
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2018, _____ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official

6/11/18
Date

City Manager
Title

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature/Authorized Official 6/11/18
Date

City Manager
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing:



Signature/Authorized Official

6/11/18
Date

City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0309
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:


1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 500, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1686-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 424D (Rev. 7-87)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11968; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-203).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipients, from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
 Donald M. Tripp	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Westminster	6/11/18

SF-421D (Rev. 7-87) Back



WESTMINSTER

October 22, 2019

Christopher Day, Senior Community Planning and Development Representative
U.S. Department of Housing and Urban Development, Region VIII
1670 Broadway, 24th Floor
Denver, CO 80202

Chris:

Please accept this letter as the formal request from the City of Westminster to approve the Substantial Amendment made to the City's 2018 Annual Action Plan. City Council voted for and authorized a change of use regarding a proposed road realignment project at 72nd and Bradburn Boulevard in December of 2017. During 2018, staff repaid ineligible funds expended on the road realignment effort and initiated a Substantial Amendment to formally create a new project on a site acquired for the road realignment. The project is now set up in IDIS as 7225 *Bradburn Site Improvements*.

In February of 2018, HUD provided the City with the 2015.15 Authority to Use Grant Funds which allowed the City to proceed with work to demolish existing structures and prepare the site for housing development. During 2019 the site was cleared and the soils remediated for a residual petroleum spill. The filing to close out a Voluntary Clean-Up that the City requested from the Colorado Department of Public Health and Environment will be completed this month.

Staff continues to prepare the site for entitlement for housing development and will work with your staff as a developer is identified and the project moves forward.

My thanks for your acceptance and approval of this Substantial Amendment.

Donald M. Tripp
City Manager

cc: John L. Hall, Director of Economic Development
Jenni Grafton, Housing and Transit Oriented Development Manager
File

CITY OF WESTMINSTER
Department of
Economic Development

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Menu

CDBG Filed Plans

2019 Annual Action Plan

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CDBG Annual Action Plan 2018 (Amended)

-

The City of Westminster's Quarterly Supplemental Budget will be delivered to City Council during the November 28, 2018 regular business meeting. The funding for the 2018 Payroll and other is included in the 2018 Supplemental appropriation. The actual appropriation will be used for the funding was approved by City Council on December 11, 2017.

View Amended Plan

2018 Comprehensive Annual Performance and Evaluation Report (CAPER)

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2015-2019 Consolidated Plan

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Details



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