



ADAMS COUNTY

COLORADO

BOARD OF COUNTY COMMISSIONERS

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**STUDY SESSION AGENDA
TUESDAY
March 8, 2016**

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE.

11:45 A.M.	ATTENDEE(S):	Jeanne Shreve / Kevin Doran
	ITEM:	Legislative Working Group
12:15 P.M.	ATTENDEE(S):	Jeanne Shreve
	ITEM:	Intergovernmental Relations Office Projects / Updates
12:45 P.M.	ATTENDEE(S):	Todd Leopold / Bryan Ostler / Ben Dahlman
	ITEM:	457 Deferred Compensation Plan By-Laws / Committee
1:15 P.M.	ATTENDEE(S):	Norman Wright / Joelle Greenland
	ITEM:	2016 Annual Action Plan
2:15 P.M.	ATTENDEE(S):	Abel Montoya / Rachel Bacon
	ITEM:	The District Plan
3:15 P.M.	ATTENDEE(S):	Todd Leopold
	ITEM:	Administrative Item Review / Commissioner Communications
3:45 P.M.	ATTENDEE(S):	Heidi Miller
	ITEM:	Executive Session Pursuant to C.R.S. 24-6-402(4)(b) and (e) for the Purpose of Receiving Legal Advice and Negotiation Discussions Regarding Jones/Dechant Case

(AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE)

AGENDA IS SUBJECT TO CHANGE



STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: March 8, 2016
SUBJECT: 457 Deferred Compensation Plan By-Laws/Committee
FROM: Bryan Ostler HR Director Ben Dahlman, Finance Director
AGENCY/DEPARTMENT: Human Resources, Finance, County Manager
ATTENDEES: Bryan Ostler, Ben Dahlman, Todd Leopold
PURPOSE OF ITEM: Present background of current 457 Deferred Compensation Plan and recommendation of adopting a committee and by-laws to fulfill fiduciary responsibility.
STAFF RECOMMENDATION: Adoption of the committee by-laws and committee to fulfill fiduciary responsibilities.

BACKGROUND:

In 1981, the Adams County Commissioners adopted a 457 Deferred Compensation plan as an additional benefit offering for employees providing them a supplemental savings strategy for retirement. The 457 Deferred Compensation Plan established a program whereby County employees could voluntarily set aside a portion of their wages to be invested in an approved deferred compensation plan.

In the early years of the plan, participation was slow primarily due to the fact that this was a new benefit that not many employees knew of or understood. Most employees were aware of the Defined Benefit Retirement Plan but not this additional retirement savings opportunity. Over time, as individual "retirement planning" has become a more mainstream topic, and individuals are increasingly investing in financial markets, participation, along with account values, have increased.

At the close of 2015, the County had a total of 1,006 participant accounts in the 457 Plan. Current assets are approximately \$37 million, an increase of 136% since December of 2011. Of these 1,006 accounts, 504 are actively contributing, 437 are inactive participants, and 65 participants were paid out in 2015. Over the last 5 years, the County has averaged approximately 64 new enrollments.

Currently, the plan investment information and correspondence between the County and Nationwide are received by the Finance Director. We have been researching how other local counties/cities that have managed these programs and concluded that the best approach is to establish a committee to oversee the plan and to manage the County's fiduciary obligations. The committee will have the responsibility to monitor the investment line-up, make any investment offering changes, approve and amend the investment policy statement, and evaluate the fees

associated with the vendor and the investments offered in the plan. The recommendation is to establish the Adams County Deferred Compensation Committee for this purpose.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

HR, Finance, County Manager

ATTACHED DOCUMENTS:

Committee Draft By-Laws

FISCAL IMPACT:

Either mark X if there is no fiscal impact or provide the following information for the recommended action:

Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$
Annual operating costs:	\$
Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Nancy Dumm
Budget / Finance

Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager

Deferred Compensation Committee of Adams County

COMMITTEE BYLAWS

COMMITTEE BYLAWS

I. Introduction

The purpose of the Adams County Deferred Compensation Committee By-Laws is to serve as a guide for the Adams County Deferred Compensation Committee (the “Committee”) members and others. It is intended to assist the Committee in meeting fiduciary obligations by effectively constructing, supervising, and evaluating the Deferred Compensation benefit. The purpose of the Committee is to ensure that the County meets its responsibility as a fiduciary for the Plan by overseeing the activities of the Plan and working to obtain appropriate and valuable options for Plan participants that is consistent with other governmental deferred compensation plans of like size.

The Power and Authority of the Committee shall rest in the Committee as a whole, and shall not be exercised by any person or persons without the prior approval of the Committee.

II. Definition of Terms

For purposes of these Bylaws:

- a. The term “Committee” shall mean the Deferred Compensation Committee of Adams County, Colorado, which shall consist of three Members.
- b. The term “Member” shall mean any of the three (3) Members of the Committee, duly appointed by the County Manager and the Board of County Commissioners. If a Member fails to attend three Regular meetings within any one year period of time, the Committee may recommend to the appointing authority (Board of County Commissioners) that such Members be replaced.
- c. The term “Ex-Officio” Member, as used in these Bylaws, shall mean
 1. The designated representative of the County Manager’s Office, Finance Director, and Human Resources Director,
The County Attorney’s Office and any third party administrator(s) of the Plan shall provide the Secretary of the Committee with the name, address, and telephone number of a person from its office who shall be designated as its’ liaison with the Committee.

III. Purpose and Responsibilities

This Deferred Compensation Plan, commonly referred to by Internal Revenue Code section 457 (b), is designed to permit Eligible Employees of Adams County to defer a portion of their compensation in order to provide for themselves and their Beneficiaries supplemental retirement and death benefits. The 457(b) Plan is intended to meet the requirements for an eligible deferred compensation plan under the IRS Code section 457(b). The benefit under the 457(b) Plan shall at all times be limited to those payable from each Participant’s Investment Accounts.

Adams County established a program whereby County employees could voluntarily authorize deferral of a portion of their wages to be invested in an approved deferred compensation plan authorized by the Adams County Board of Commissioners and regulated by applicable state and

federal law. To oversee this benefit program, the Board established the Committee in January 2016.

The Board has given the Committee the authority to establish rules and processes consistent with fiduciary laws and regulations, County policy and best practices. The Committee has the authority and oversight of the Plan investments, selection of investment fund line up, monitoring of fees, reviewing investment performance, monitoring of investment service providers, approving and amending the investment policy statement, and other administrative tasks. The Committee may form sub-committees to review and research particular matters that make recommendations to the Committee for decision. These sub-committees may include alternate designees and will abide by the same rules as the Committee.

In accordance with fiduciary responsibility assigned under state law, decisions made by both the Board and Committee will be made for the sole interest of the participants and beneficiaries of the Deferred Compensation plan.

IV. Principal Office

The principal office of the Plan Committee shall be: c/o Adams County Human Resources Department 4430 S. Adams County Parkway, 4th floor, Suite C4000B, Brighton, CO 80601-8213.

V. Committee Composition

The Plan Committee shall consist of three (3) members and will include:

- Finance Director (or his/her designated alternate) ;
- Human Resources Director (or his/her designated alternate);
- County Manager (or his/her designated alternate);

The County Manager or designee, Finance and HR Directors are ex officio positions on the committee. In the event a member is no longer an Adams County employee, that Member's term on the Plan Committee shall immediately terminate and shall be filled by the persons hired for that office.

VI. Committee Officers

The Committee shall be comprised of a Chair, Vice-Chair, and Secretary elected during the first scheduled meeting of the calendar year from among the serving Committee members. All members will have equal voting status and a Member's alternate will also have equal voting status when specifically acting on behalf of their designating Committee member. All formal documentation, executed on behalf of the Committee, will require the signatures of the Chair or in his/her absence, the Vice-Chair and the Secretary to be valid.

The Chairman shall preside at all meetings at which he or she is present, shall have the final authority with respect to the items that shall appear on the agenda for any Plan Committee meeting, shall see that all decisions of the Plan Committee are carried into effect, and shall have such other duties as are delegated to the Chairman by the Members.

The Vice Chairman shall preside at any meeting, or portion thereof, at which the Chairman is absent, and shall have such other duties as are delegated by the Chairman.

The Secretary shall record, or cause to be recorded, all the proceedings of the meetings of the Plan Committee in minutes. The Secretary shall give, or cause to be given, notice of all meetings of the Plan Committee, shall, in consultation with the Chairman, prepare an agenda for each Plan Committee meeting, and shall perform such other duties as may be prescribed by the Chairman, under whose supervision the Secretary shall be.

VII. Meetings

Meetings of the Committee shall be held quarterly. The Deferred Compensation Committee meeting notice shall be posted at least twenty-four (24) hours before each regular meeting in a location that is freely accessible to members of the Plan which may be an electronic posting.

VIII. Indemnification

In the absence of other coverage, Adams County shall indemnify and reimburse to the fullest extent permitted by law, members of the Committee and other employees and former employees acting for and on behalf of the Plan, for any and all expenses, liabilities or losses arising out of any act or omission relating to membership on the Committee or for the management and administration of the Plan, except in instances of fraud, corruption or actual malice.

IX. Amendments

The Plan Committee may, from time to time, suggest amendments to these bylaws to Board of County Commissioners by majority vote. All amendments must be approved by the Board of County Commissioners.



STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: March 8, 2016
SUBJECT: 2016 Annual Action Plan for US Department of Housing and Urban Development (HUD)
FROM: Norman Wright, Community & Economic Development Director
AGENCY/DEPARTMENT: Community Development
ATTENDEES: Norman Wright, Joelle Greenland and Melissa Scheere
PURPOSE OF ITEM: Overview of 2016 Annual Action Plan prior to April 12, 2016 public hearing and submittal to HUD for final approval.
STAFF RECOMMENDATION: Approval to proceed with 2016 Annual Action Plan with final approval at the April 12, 2016 public hearing and subsequent submittal to HUD for final approval.

BACKGROUND:

2016 Annual Action Plan

Adams County Community Development (ACCD) is developing the 2016 Annual Action Plan (AAP) as a HUD requirement to qualify for Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funding for PY2016 (March 1, 2016 to February 28, 2017). The AAP is an annual planning document that identifies and summarizes the housing and community development projects that will be conducted in the Urban County (unincorporated Adams County, the Town of Bennett and the cities of Brighton, Federal Heights and Northglenn). In addition, the cities of Thornton and Westminster are part of the HOME Consortia with Adams County. As such, their respective AAPs are linked to the County's with respect to the HUD submittal requirements for 2016 funding.

The 2016 AAP is due to HUD on April 18, 2016 post BOCC approval and a 30-day public comment period.

The AAP accomplishes the following:

- 1) Adopts specific actions for the PY2016 in accordance with the strategies of the 2015 - 2019 Consolidated Plan;
- 2) Identifies and summarizes the adopted projects for the PY 2016 for CDBG, HOME and ESG to address community needs within Adams County; and
- 3) Allows for the opportunity to reallocate reprogrammed funds from previous years into approved projects.

Staff Summary

Federal Grant Process: Adams County, as the Grantee of HUD funds, is responsible for submission of a five year Consolidated Plan (Con Plan) that outlines the community needs, establishes goals and priorities of how funds will be targeted/distributed and subsequent annual plans. The Con Plan covering the period from 2015 - 2019 was approved by BOCC in May 2015. The 2016 AAP is the first subsequent, stand-alone annual plan under the 2015 - 2019 Con Plan. The AAP summarizes how this year’s CDBG, HOME and ESG funds will be used. Once approved by the Board, the AAP will be submitted to HUD, who will then have 45 days to review and determine final approval. Once approved by HUD, contracts will be executed with award recipients and final environmental clearances will be obtained prior to any work commencing. HUD will then enter into agreements with the County in July 2016 for CDBG, HOME and ESG funds which will subsequently be funded in early August 2016.

2016 Adams County HUD Allocations:

	CDBG*	HOME**	ESG***
2016 HUD Allocations	\$1,147,371	\$748,971	\$146,341
Less Administration	\$195,053.07 (17%)	\$74,897.10	\$10,975.58 (7.5%)
Plus Reprogrammed Funds	\$558,218.79	TBD	N/A
Total	\$1,510,536.72	\$674,073.90	\$135,365.42

*Almost a 30% reduction from 2015

**Almost a 10% reduction from 2015; Adams County’s share is 55% which is also reduced by ACHA (25%), CHDO (15%) and partial funding to the 71st & Federal project leaving an estimated \$107,000 to be allocated to 2016 HOME projects.

***Slight increase from 2015 but allowable administration costs do not cover the administration burden to administer the ESG program in a cost effective manner

CDBG Program: HUD has designated Adams County as an Urban County to receive and administer an annual allocation of CDBG funds. The purpose of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for persons of low and moderate income. At a minimum, 70% of CDBG funds must be used for activities that benefit persons of low and moderate income. The Board approved PY2016 CDBG projects at a public hearing on December 15, 2015.

The Urban County designation is possible through a partnership between county municipalities and the County. Adams County has entered into inter-governmental agreements with four (4) municipal governments in the County and distributes the CDBG allocation by a formula that is

based on population and percent of low-income population. Current participating town/cities include the Town of Bennett and the cities of Brighton, Federal Heights and Northglenn. The PY 2016 CDBG projects are located in all of the Urban County jurisdictions.

HOME Program: HUD designated Adams County as a Participating Jurisdiction to receive and administer an annual allocation of HOME program funds. The purpose of the HOME program is: to expand the supply of permanent, decent, safe, sanitary, and affordable housing; to design and implement strategies for achieving an adequate supply of permanent, decent, safe, sanitary, and affordable housing; and to provide participating jurisdictions the various forms of federal housing assistance for serving very low-income and low-income Americans. The cities of Thornton and Westminster have entered into a consortia with Adams County for HOME program funds. The estimated allocations are 55% for Adams County, 23% for Westminster, and 22% for Thornton. In addition, Adams County Housing Authority (ACHA)(25% for First Time Home Buyers Program) and Certified Housing Development Corporations (15%) receive allocations out of Adams County's percentage. At this time, the County only received one application with respect to ACHA's 71st & Federal project. This project was approved by the Board at a public hearing on December 15, 2015.

ESG Program: The objectives of the ESG program are: to increase the number and quality of emergency shelters and transitional housing facilities for homeless individuals and families; to operate these facilities and provide essential social services; and to help prevent homelessness. ACCD received four applications for ESG funding in January 2016.

ESG Funding Recommendations:

Four agencies applied for 2016 ESG Funding in late January 2016: Arising Hope; Almost Home, Inc.; Growing Home, Inc.; and Access Housing. ACCD received funding allocations from HUD on February 16, 2016. HUD has allocated \$146,341 for ESG to Adams County, of which, HUD allows for 7.5% to be utilized for ACCD staff administration (\$10,975.58). The remaining balance of \$135,365.42 will be allocated to eligible applicants.

After thoroughly reviewing the 2016 ESG applicants, ACCD recommends the following funding allocations:

Arising Hope, \$26,826: Arising Hope is requesting funding for its domestic violence shelter, which is the only domestic violence shelter in Adams County. Arising Hope will assist approximately 25 women, 40 children in one year at the shelter. It will also conduct clinical classes that will serve over 100 people a year.

Almost Home, Inc., \$25,000: Almost Home has been providing shelter for homeless families in Adams County and the neighboring Adams County cities for the past 23 years. Almost Home will utilize the funds to continue providing services to homeless families in Adams County. Almost Home anticipates providing shelter to 247 individuals as well as providing 5,568 nights of shelter for homeless individuals and families through the HUD voucher program. The voucher program offers motel vouchers for individuals and families needing shelter on an emergency basis. The goals of Almost Home are to provide emergency shelter, offer case management, assist in finding permanent housing, promote personal self-sufficiency, and to assist clients in reaching employment and financial stability. Almost Home also provides bilingual case management services.

Growing Home, Inc., \$76,214: Growing Home will provide essential services through its day center, and emergency shelter for 28 families, totaling approximately 80 Adams County residents. Growing Home has 15 community partners who host and support the family shelter. Each site will provide care for three to five families on a rotating schedule of one week every few months. The host site will provide sleeping accommodations, warm meals, laundry and shower facilities. Through this program clients will be assisted with community connections, case management, life skills self-sufficiency training, parenting and partnership skills, and a bilingual Family Support Coordinator. It also provides rental and utility assistance for an additional 50 families in Adams County. Its programs are successful by reporting that three months after leaving the shelter, 45% whom graduate from its programs remain in stable housing, 60% of the families are employed, and 90% of the families have steady, stable income.

Access Housing, \$0: Access Housing submitted an application requesting \$66,504. ACCD is not recommending any ESG funding to Access based on the following reasons: application was incomplete and ACCD was unable to fully weigh the needs of the organization and its current financial instability; poor past performance; code violations at its facilities; a bed bug infestation in the fall of 2015 at its emergency shelter on Colorado Boulevard (in addition to a dozen code violations with the City of Commerce City and the local fire department); questionable capacity to meet ESG regulations. ACCD deemed Access Housing a “high risk” Subgrantee in the fall of 2015 and rescinded two CDBG grants that were previously awarded in 2014. HUD agreed with ACCD’s decision. Presently, ACCD is unable to determine the current financial state of the organization as current financial statements were not included in the 2016 application. Audited financial statements included in the application were from 2012 and 2013. ACCD feels that Access needs to have a period of time to demonstrate its ability to successfully administer grants.

RECOMMENDATIONS:

CDBG

<u>Jurisdiction</u>	<u>Project Description</u>	<u>Project Amount</u>	<u>Priority Type</u>
City of Northglenn	ADA Sidewalks	\$205,347	Infrastructure
City of Brighton	Minor Home Repair	\$186,363	Housing
City of Federal Heights	Code Enforcement	\$58,000	Infrastructure
City of Federal Heights	Minor Home Repair	\$14,878	Housing
Town of Bennett	Neighborhood Park	\$306,000	Public Facilities
Adams County Transportation Department	ADA Sidewalks	\$475,000	Infrastructure
Adams County Community Development	Minor Home Repair	\$180,000	Housing
Total CDBG Projects		\$1,425,588	

Housing Needs Assessment*	\$45,000
17% ACCD CDBG Administration	\$195,053
TOTAL	\$1,665,641

HOME

<u>Agency</u>	<u>Project Description</u>	<u>Project Amount</u>
ACHA	2016 First Time Home Buyer Program	\$92,685.18
ACHA	71 st & Federal (Adams County/Westminster – 50/50)	\$800,000
Shiloh House	Foster Care Security Deposits (Thornton)	\$10,000
Habitat for Humanity	New Affordable Housing (Thornton)	\$50,000
CHDO	Affordable Housing Project (TBD)	\$112,345.65
ACCD	Affordable Housing Project (TBD)	\$107,709.87
ACCD	HOME Administration	\$74,897.10 (10%)

ESG

<u>Agency</u>	<u>Project Description</u>	<u>Project Amount</u>
Almost Home	Essential shelter operations for homeless shelter: rent, utilities, insurance, and maintenance; Motel vouchers; Case management; Salary for data entry into the required Homeless Management Integration System	\$25,000
Arising Hope	Essential shelter operations for domestic violence shelter; clinical classes; and prevention.	\$26,826
Growing Home	Essential services at day center and emergency shelter; assist with community connections; case management: life skills self-sufficiency training, parenting and partnership skills, and a bilingual Family Support Coordinator; and rental and utility assistance.	\$76,214
ACCD	ESG Administration	\$10,975.58 (7.5%)

All recommendations will meet HUD national objectives, as well as the County's goals and objectives outlined in its Con. The AAP is a requirement of HUD in order to qualify for CDBG, HOME, and ESG funding.

ATTACHED DOCUMENTS:

DRAFT 2016 Annual Action Plan
PPT Presentation

FISCAL IMPACT:

Either mark X if there is no fiscal impact or provide the following information for the recommended action:

Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$
Annual operating costs:	\$
Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	0

Additional Note:

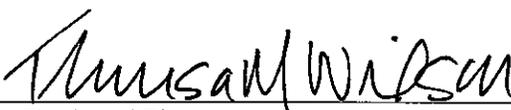
All HUD programs are 100% funded through federal funds and include no County General funds; all funds are included in the annual budget process.

APPROVAL SIGNATURES:

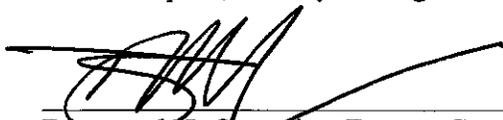
APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Budget / Finance



Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager

Executive Summary

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

1. Introduction

The Mission of Adams County Community Development (ACCD) is to support and build the capacity of citizen groups in Adams County so they may enhance the economic, social, environmental, and cultural well-being of its communities. This mission is best achieved through effective partnerships, capacity building and management of funding to foster socio-economic vitality and maximize opportunities throughout Adams County. ACCD accomplishes this through the administration of federal, state, and local grants, all of which leverage existing efforts to address the needs within Adams County.

Adams County works in partnership with the Town of Bennett, and Cities of Brighton, Federal Heights, Northglenn, Thornton and Westminster. Adams County also partners with many neighborhood groups, local housing authorities and non-profit organizations that make up the delivery network for services. These partners serve on boards and task forces to build community collaboration and, as federal funding recipients, work hard to meet the goals and targets locally established to meet citizen needs.

ACCD provides the residents of Adams County with the following opportunities:

- Affordable housing (both rental and home ownership);
- Infrastructure and public facility improvements;
- Public services such as education, financial counseling, food, nutrition, and case management;
- Homelessness prevention; and
- Non-profit and agency capacity building.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Adams County has set the following Priorities and Objectives for the term of the Five Year Consolidated Plan. These priorities and objectives were discussed during community forums, with key informants, with Urban County partners, and used to solicit applications for CDBG, HOME, and ESG funding during the 2016 plan year.

Priorities & Objectives

Priority: Housing

Objective #1 Rental housing is available for the low and very low-income populations where rental housing rates are low

Objective #2 Affordable housing is located in areas easily adjacent to services including transit by the low to moderate- income populations

Objective #3 Affordable housing is available for low-income renters that want to buy

Objective #4 Aging housing stock of low to moderate-income owner-occupied units is rehabilitated and/or repaired

Priority: Community and Economic Development

Objective #1 More job services and job creation for Adams County residents

Objective #2 Public facilities and community resources are created and enhanced to support low to moderate-income populations

Objective #3 Invest strategically in neighborhoods to assist in revitalization

Priority: Seniors and other Prioritized Populations

Objective #1 Prioritized populations have housing options, especially those earning less than 40% AMI

Objective #2 Services available for at-risk children

Objective #3 Prioritized populations are educated about housing and service options

Objective #4 Housing and services options near transit are enhanced for prioritized populations

Objective #5 Integration of prioritized populations into the community

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Adams County has relationships with many of the agencies and the Urban County partners responsible for undertaking many of the projects included in the plan. The past successes of programs operated by these partners, by the County, and documented need for projects and programs was one consideration used by Adams County when setting goals the 2016 program year.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Adams County Community Development included a variety of outreach efforts to have as much citizen participation and gather as much input possible to include in the Annual Action Plan in all steps of the process. These efforts included service provider/key partner meetings, newspaper notifications, Urban County meetings, public hearings, and internet outreach. Information regarding the proposed 2016 activities and reprogramming information has been available on the Adams County website for citizen input as well. Outreach efforts varied to reach diverse populations and assure that the input received was insightful and representative of all Adams County residents. It also encouraged the participation of those in specialized populations such as non-English speakers, persons with disabilities, residents of public housing, low-income residents and seniors. Adams County published the draft Annual Action Plan, solicited input from providers and the public, and held a public hearing to adopt the final plans.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Citizens had the opportunity to comment on the draft Annual Action Plan. The public comment period began on March 3, 2016 and will end on April 11, 2016. The public hearing is scheduled for April 12, 2016. UPDATE ONCE COMMENTS ARE RECEIVED

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

UPDATE ONCE COMMENTS ARE RECEIVED

7. Summary

Not required - NA

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	ADAMS COUNTY	Adams County Community Development
HOME Administrator	ADAMS COUNTY	Adams County Community Development
ESG Administrator	ADAMS COUNTY	Adams County Community Development

Table 1 – Responsible Agencies

Narrative

The primary intent of the Community Development Division is to improve the quality of life for the citizens of Adams County. Adams County Community Development manages several grant-funded programs for housing, community development, neighborhood revitalization, economic development and human service activities. The common theme of the funds administered by Community Development is the benefit to low- and moderate-income residents of Adams County. Almost all funds and programs administered by Community Development directly impact the lives of low- and moderate-income people in Adams County.

Consolidated Plan Public Contact Information

Joelle S. Greenland, AICP, Community Development Manager, Community Development

Adams County Government Center

4430 S. Adams County Pkwy, Suite W2000B

Brighton, CO 80601

jgreenland@adcogov.org

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

1. Introduction

Adams County worked with a variety of agencies and municipalities that provide services to residents in order to gather data around housing, services, economic development and any other needs to provide information for the Consolidated Plan. A key partners meeting was held to gather this data as well as interviews.

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)).

Adams County works in collaboration with the City of Thornton and the City of Westminster through the HOME Consortium to distribute HOME funds to housing projects. Adams County also works with Adams County Housing Authority, Community Resources and Housing Development Corporation (CRHDC) and Archway Housing and Services as Community Housing Development Organizations (CHDOs). The housing, homeless, and other service providers working in Adams County coordinate services with health and mental health service agencies so that clients receive the services that they require.

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) works with homeless providers in Adams County and throughout the metro Denver area to coordinate homeless service efforts. In Adams County specifically, MDHI has a VISTA member placement with the Adams County Housing Authority (ACHA) to assist with coordinating the annual point-in-time homeless count. MDHI is developing a regional coordinated assessment system, building a housing pipeline, and engaging other community partners to provide services to the homeless throughout the metro Denver region. MDHI staff were consulted with during the development of the Consolidated Plan and provided data and information that has been incorporated into various sections of the plan. Adams County has coordinated with homeless providers working in Adams County to fund programs serving homeless individuals, families, families with children, veterans, youth, and persons at risk of becoming homeless. Homeless programs and assistance are a priority need and a goal within the 2016 Annual Action Plan.

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

MDHI has been meeting with the Metro Denver Continuum of Care (CoC), Adams County, and other ESG entitlement communities to standardize the ESG grant making process. MDHI is discussing regional priorities with the CoC and other ESG funders, addressing HMIS and ESG issues, and helping to determine monitoring protocols for ESG grantees.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Westminster
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency participated in the development of the 2016 Annual Action Plan by discussing proposed HOME activities.
2	Agency/Group/Organization	City of Thornton
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency participated in the development of the 2016 Annual Action Plan by discussing proposed HOME activities.

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

Adams County contacted other agencies that provide housing, development, and other varying services, however, some agencies did not attend the key partner meeting or return our emails. The opportunity to participate was made available for these and the entire public of Adams County.

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 (MDHI)	Adams County uses the MDHI Point in Time annual homeless count, and other research and coordination efforts to develop plans for serving homeless persons in Adams County.

Table 3 – Other local / regional / federal planning efforts

Narrative

Not required - NA

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

Adams County Community Development included a variety of outreach efforts to have as much citizen participation and gather as much input possible to include in the Action Plan in all steps of the process. These efforts included service provider/key partner meetings, newspaper notifications, Urban County meetings, public hearings, and internet outreach. Information regarding the Annual Action Plan has been available on the Adams County website for citizen input as well. Outreach efforts varied to reach diverse populations and assure that the input received was insightful and representative of all Adams County residents. It also encouraged the participation of those in specialized populations such as non-English speakers, persons with disabilities, residents of public housing, low-income residents and seniors. Adams County encouraged participation by local institutions, members of the Continuum of Care, organizations that include service providers, faith-based organizations, philanthropic organizations, special needs providers and other nonprofit organizations, and housing developers. This data was then analyzed by staff who incorporated the findings around housing, special needs, and community development into the priority outcomes. By determining the priorities within Adams County, Community Development Department was able to allocate funds to the appropriate agencies to provide those necessary services. Citizens were encouraged to provide input into the draft Annual Action Plan through a widely publicized 30 day public review period. Adams County publicized the availability of the draft plan in multiple newspapers of general circulation and on the Adams County website.

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	Internet Outreach	Non-targeted/broad community	Adams County Community Development utilizes the Adams County website to continually update the public on upcoming public hearings, funding allocations, and reports, including the Annual Action Plan.	Adams County Community Development has not received any comments to date regarding BoCC approved funding allocations and reports. COMPLETE WHEN COMMENTS ARE RECEIVED FOR AAP.	COMPLETE WHEN COMMENTS ARE RECEIVED FOR AAP.	http://co-adamscounty.civicplus.com/index.aspx?NID=471
2	Public Hearing	Non-targeted/broad community	The Annual Action Plan Public Hearing is scheduled for April 12, 2016.	COMPLETE WHEN COMMENTS ARE RECEIVED FOR AAP.	COMPLETE WHEN COMMENTS ARE RECEIVED FOR AAP.	

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	Newspaper Ad	Non-targeted/broad community	Adams County Community Development published a Notice of Public Hearing and Request for Public Comments on March 2 and 3, 2016 in multiple local newspapers.	COMPLETE WHEN COMMENTS ARE RECEIVED FOR AAP.	COMPLETE WHEN COMMENTS ARE RECEIVED FOR AAP.	
4	Urban County Meetings	Urban County Members	Adams County Urban County Members participated in several meetings in regard to the development and allocation of the 2016 CDBG activities.	No comments were received.	No comments were rejected.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Adams County receives allocations of HOME, CDBG and ESG each year from HUD. CDBG funds are allocated to jurisdictions within the County for projects in those communities, and are also provided to applicants through the County's annual CDBG application process. Adams County is a HOME consortium, which includes the Cities of Thornton and Westminster, as well as the remainder of the County. HOME funds are allocated to the two Consortium Cities, and throughout the year to housing projects. ESG funds are also a county-wide funding resource, and have an annual application and award cycle. Currently, there are 3 ESG recipients whose contract runs through June 30, 2017 which includes remaining funding from 2014 and 2015.

Federal dollars leverage additional funds in many of the projects completed as part of the Consolidated Plan. Federal dollars are limited, and agencies completing projects will often utilize other funds to complete projects. The leveraged dollars represent a benefit to all Adams County residents. They stretch the grant funds received by the County, while allowing projects to proceed, which benefits either the area or a specific clientele and at the same time aids the agencies supplying the leveraged funds in meeting their goals. In addition to CDBG, HOME, and ESG funds, Adams County provides local grants to human service organizations serving the county's low income individuals and families through its Human Services Agency Grant (HSAG) Program.

Each of these funding streams has allowed Adams County to target at-risk populations and leverage fixed program year allocations. These funding streams helped provide resources, services, and opportunities to people that may not qualify under HOME or CDBG guidelines and to neighborhoods that may not have been targeted with regular Program Year funding.

ACCD also leverages other streams of funding that help provide necessary services to the low-income population. These include; Community Services Block Grant (CSBG), Older Americans Act (OAA), Colorado State Funding for Senior Services (SFSS), Colorado Department of Transportation (CDOT), and Adams County Human Services Agency Grants (HSAG). With these federal, state and local funds, Adams County is able to provide vital agency support to non-profits and partner agencies that carry out the HUD programs and provide essential services to the

residents of the county. The strategic leveraging of these funds allows the county to provide the most comprehensive support to its citizens and the agencies serving its citizens.

HOME project expenditures require a 25% match. In order to be considered HOME match, the funding must be a non-federal permanent contribution to affordable housing contributed in an eligible manner and properly documented. Adams County encourages all HOME funded projects to have match. ESG dollars require a 100% match and can come from cash, or non-cash sources that meet the requirements of 576.201.

CDBG Prior Year Resources total \$562,837 and Program Income is projected to be \$1,000. The 2015 Slums and Blight activity (\$421,837) was deemed infeasible during the environmental review process and has been reprogrammed in 2016. Other reprogrammed funds include various 2015 CDBG activities that were completed under the anticipated budget, totaling approximately \$141,000. Adams County will utilize all the 2015 remaining resources for the 2016 program year.

Through reconciliation, HOME Prior Year Resources total \$1,965,456.26 and program income is projected to be \$175,000. Program Income is projected however, Program Income is dependent on payoff of deferred loans which there is no way to determine when such loans will be paid off. To comply with the new grant based accounting system, these funds from prior years will be reallocated to 2016 activities, some of which are being rolled over from prior years. While not all activities are known at this time, as applications are still being reviewed, the 2016 Annual Action Plan projects will state what activities are known as well as those that are to be determined.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	1,147,371	1,000	562,837	1,711,208	3,442,113	Adams County will allocate 2016 CDBG funds to its Urban County members (four local jurisdictions)for their proposed projects. Adams County proposes to uses less than 20% of CDBG funds for administration.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	748,971	175,000	1,965,456	2,889,427	2,246,913	HOME funds are allocated in Thornton, Westminster (HOME Consortia), and throughout the county, and applications are taken throughout the year. Adams County uses 10% of HOME funds for administration of programs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	146,341	0	0	146,341	439,023	ESG funds are allocated throughout the county, and funding decisions are made during the annual application cycle.

Table 1 - 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

Adams County funded projects use a variety of other leveraged funds to cover the total cost of projects. HOME funded projects use Low Income Housing Tax Credit (LIHTC) equity, debt, State of Colorado HOME funds, Federal Home Loan Bank Board and other resources to cover the cost of development, redevelopment, rehabilitation, homebuyer assistance, and other project costs. CDBG projects leverage grant funds from private foundations, local jurisdiction funding resources, and other federal funds such as federal Weatherization funds. ESG grantees use a variety of donations, foundation and grant funds, Adams County HSAG funds, and other federal funds to cover the cost of programs, operations, and facilities. Adams County reviews applications submitted during annual and open application rounds to verify match sources, ensure that match ratios are met, and then tracks match during the grant cycle to ensure that each program match is met.

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

Adams County and local jurisdictions may choose to provide publically held land for housing, community facility, and other eligible HOME and CDBG projects. No specific parcels are being used in the 2016 program year.

Discussion

Not required - NA

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	Infrastructure Improvements	2015	2019	Non-Housing Community Development	County-Wide City of Northglenn	Community and Economic Development Needs Seniors and other Prioritized Populations	CDBG: \$680,347	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1770 Persons Assisted
2	Public Facility Improvements	2015	2019	Non-Housing Community Development	Town of Bennett	Community and Economic Development Needs Seniors and other Prioritized Populations	CDBG: \$306,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1015 Persons Assisted
3	Preservation of Existing Housing Stock	2015	2019	Affordable Housing	County-Wide City of Federal Heights City of Brighton		CDBG: \$381,241	Homeowner Housing Rehabilitated: 50 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Reduction of Slum and Blight	2015	2019	Affordable Housing Non-Housing Community Development	City of Federal Heights	Community and Economic Development Needs Seniors and other Prioritized Populations	CDBG: \$58,000	Housing Code Enforcement/Foreclosed Property Care: 625 Household Housing Unit
5	Construction of New Rental Housing	2015	2019	Affordable Housing	City of Thornton City of Westminster		HOME: \$850,000	
6	Emergency Housing and Shelter for the Homeless	2015	2020	Homeless	County-Wide	Homelessness	ESG: \$128,040	
7	Expanding and Preserving Homeownership	2015	2019	Affordable Housing	County-Wide	Seniors and other Prioritized Populations	HOME: \$92,685	
8	Youth Services and Facilities for At-Risk Children	2015	2019	Non-Homeless Special Needs Non-Housing Community Development			HOME: \$10,000	

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Infrastructure Improvements
	Goal Description	<p>City of Northglenn has proposed to install new ADA compliant sidewalks in low to moderate income neighborhoods throughout the City to improve overall mobility and accessibility of residents. Such accessibility will include access to other residential areas as well as connections to neighborhood services in commercial areas and public facilities. Infrastructure improvements reduce neighborhood blight and decline while improving streetscapes for areas that are beyond their intended lifecycle.</p> <p>Adams County Transportation Department has proposed to install new sidewalks in the Berkeley neighborhood to improve overall mobility and accessibility of the residential neighborhood established in 1916 located within the southwestern corner of unincorporated Adams County. The project objectives are to enhance the overall historic neighborhood of Berkeley with ADA accessibility connectivity including ADA compliant sidewalks and the addition of ADA pedestrian ramps. Residents of Berkeley have expressed the need to provide pedestrian connectivity at numerous 2014 and 2015 community and town hall meetings. In addition, it would address the need for complete sidewalks as identified as a Goal in the Berkeley Neighborhood plan adopted by the County in 2008.</p>
2	Goal Name	Public Facility Improvements
	Goal Description	<p>Town of Bennett has proposed replacement of Centennial Park which was identified by the Town of Bennett in 2009 as a high priority for replacement after seeking community input on current and future park facility needs. Centennial Park is currently non-ADA compliant, poses public safety risks, and does not meet the needs of the current neighborhood users. The town believes the park will become a community resource and asset for this primarily very low income neighborhood. In addition, plans for the park include remediation ongoing drainage issues.</p>
3	Goal Name	Preservation of Existing Housing Stock
	Goal Description	<p>City of Brighton, City of Federal Heights, and Unincorporated Adams County have proposed to implement Minor Home Repair Program (MHR) to individual homeowners with low-to-moderate income throughout the Cities and Unincorporated Adams County. The program will address essential home repairs that are in danger of failure or that could lead to health, safety, or sanitation issues.</p>

4	Goal Name	Reduction of Slum and Blight
	Goal Description	<i>City of Federal Heights</i> has proposed to utilize CDBG funds for the salary for an inspector for the City's Rental Housing Inspection Program to promote affordable, safe, sanitary, and healthy rental housing for residents. With an aging rental stock of approximately 2,500 rental units, this has been a successful city-wide program to bring the units into code compliance. The program has actively reduced deteriorating neighborhoods and slum/blight concerns.
5	Goal Name	Construction of New Rental Housing
	Goal Description	Cities of Thornton and Westminster are in the planning stages of constructing new affordable rental housing within Thornton and Westminster.
6	Goal Name	Emergency Housing and Shelter for the Homeless
	Goal Description	ESG funding will be allocated to three entities that provide emergency housing and shelter.
7	Goal Name	Expanding and Preserving Homeownership
	Goal Description	Adams County Housing Authority (ACHA) will provide first time home buyer down payment and closing cost assistance.
8	Goal Name	Youth Services and Facilities for At-Risk Children
	Goal Description	City of Thornton will allocate \$10,000 to Shiloh House for foster care security deposits.

Table 3 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

Adams County has allocated CDBG, HOME and ESG funds to projects in 2016 that meet its Priority Needs and Annual Goals.

CDBG projects include minor home rehabilitation, public facilities, and public infrastructure throughout the County. The Town of Bennett and the Cities of Brighton, Northglenn and Federal Heights have prioritized projects in their jurisdictions and will oversee projects within their communities. Adams County reviewed funding applications in November of 2015, and the County Commissioners formally adopted funding recommendations in December of 2015.

HOME projects include new affordable housing construction, First Time Home Buyer (FTHB) closing cost and down payment assistance, Tenant Based Rental Assistance (TBRA), CHDO projects, and assistance to provide security deposits for foster care.

ESG projects include shelter, homelessness prevention, and HMIS.

#	Project Name
1	CDBG: Code Enforcement
2	CDBG: Housing
3	CDBG: Public Facilities
4	CDBG: Infrastructure
5	CDBG: Administration
6	HOME: Adams County
7	HOME: CHDO Projects
8	HOME: Westminster
9	HOME: Thornton
10	HOME: Administration
11	ESG

Table 3 – Project Information

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

AP-38 Project Summary

Project Summary Information

Table 4 – Project Summary

1	Project Name	CDBG: Code Enforcement
	Target Area	City of Federal Heights
	Goals Supported	Preservation of Existing Housing Stock Reduction of Slum and Blight
	Needs Addressed	Community and Economic Development Needs
	Funding	CDBG: \$58,000
	Description	City of Federal Heights will continue to fund the Rental Housing Inspection Program to promote affordable, safe, sanitary, and healthy rental housing for its residents.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	625 households will be inspected.
	Location Description	Rental Housing Inspection Program will take place in the City of Federal Heights.
	Planned Activities	With the aging of rental housing stock of approximately 2500 within the City of Federal Heights, it is a benefit to Federal Heights rental residents and community as a whole to provide a program to address safety and health concerns of rental properties by administering a city wide program to bring rental properties into code compliance thereby reducing deterioration of neighborhoods and avoid slum/blight concerns. The inspector will physically inspect rental units and order code violations to be remediated within specific timeframes as set by Code and Ordinance requirements. It is projected that the Code Enforcement Officer will inspect 625 households during the 2016 CDBG Program Year.
2	Project Name	CDBG: Housing

Target Area	County-Wide City of Federal Heights City of Brighton
Goals Supported	Preservation of Existing Housing Stock
Needs Addressed	Housing Needs Seniors and other Prioritized Populations Community and Economic Development Needs
Funding	CDBG: \$382,241
Description	Minor Home Repair Program (MHR) to individual homeowners with low-to-moderate income throughout the City of Brighton, City of Federal Heights, and unincorporated Adams County. The program will address essential home repairs that are in danger of failure or that could lead to health, safety, or sanitation issues. ACCD staff will administer the MHR program for the Cities.
Target Date	2/28/2017
Estimate the number and type of families that will benefit from the proposed activities	City of Brighton, City of Federal Heights, and Adams County Community Development estimate that a total of 50 to 67 homeowners will benefit from the MHR Program. City of Brighton estimates 22 to 26 households; City of Federal Heights estimates 3 to 6 households; and Adams County Community Development estimates 25 to 35 households.
Location Description	Low-to-moderate income homeowners living within the limits of City of Brighton, City of Federal Heights, and Unincorporated Adams County can benefit from the MHR Program.

	Planned Activities	Minor Home Repair Program is intended to impact the health, safety, and sanitary conditions as well as address sustainability for low-to-moderate income owner occupied households. The program is designed to maintain safe homes, preserve and improve the quality of the housing stock, assist seniors to age in-place or the disabled to remain in their homes as well as address sustainability through energy efficient replacements. The Minor Home Repair Program will be administered and managed by Adams County Community Development. City of Brighton has been allocated \$186,636; City of Federal Heights has been allocated \$14,878; and Adams County Community Development has been allocated \$180,000. Program Income will be allocated to the Minor Home Repair Program less the allowable 20% administration costs to be retained.
3	Project Name	CDBG: Public Facilities
	Target Area	Town of Bennett
	Goals Supported	Public Facility Improvements
	Needs Addressed	Seniors and other Prioritized Populations Community and Economic Development Needs
	Funding	CDBG: \$306,000
	Description	CDBG funding will be used for the replacement of Centennial Park which was identified by the Town of Bennett in 2009 as a high priority for replacement after seeking community input on current and future park facility needs. Plans for the park also include remediation of ongoing drainage issues.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	The Town of Bennett is estimating that the entire population of Bennett, 1,965, will benefit from revitalization of the park. An estimated 541 people live within a 10 minute walk of the park. The immediate neighborhood is considered very low income.
	Location Description	Centennial Park is located at Madison Way and Hancock Court in the Town of Bennett.

	Planned Activities	Construction will include revitalization of the entire site with construction plans, demolition, site work, irrigation, pour in place surfacing, a shaded picnic shelter, site furnishings, play equipment, drainage remediation, and plantings. Revitalization of the park will make the park ADA accessible, increase the opportunity for visual sight lines from the street to reduce unwarranted crime, and create a park for the entire Town of Bennett to utilize.
4	Project Name	CDBG: Infrastructure
	Target Area	County-Wide City of Northglenn
	Goals Supported	Infrastructure Improvements
	Needs Addressed	Seniors and other Prioritized Populations Community and Economic Development Needs
	Funding	CDBG: \$680,347
	Description	CDBG funding will be utilized in City of Northglenn and Unincorporated Adams County through Adams County Transportation Department to improve overall mobility and accessibility by installing ADA sidewalks and ramps.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	City of Northglenn estimates that 15,075 low-to-moderate income households will benefit from the proposed project. Adams County Transportation department are estimating 1,770 low-to-moderate income households will benefit from the proposed project.
Location Description	The proposed plan will take place in the Berkeley neighborhood located in Unincorporated Adams County (near the community center; just west of Lowell Boulevard between 52nd and 54th Streets), and in selected low-to-moderate income neighborhoods throughout the City of Northglenn listed in Planned Activities.	

	Planned Activities	<p>Adams County Transportation Department will facilitate the project within the historic Berkeley Neighborhood that will result in an overall enhancement of ADA connectivity including ADA-compliant sidewalks and ramps. Unfortunately, a number of sidewalks are missing in the area, thus the proposed project will provide great benefit to the residents of the community to connect to the community center and elementary school. Construction will consist of approximately 8,400 lineal feet of ADA sidewalk and six ADA sidewalk ramps. Adams County Transportation Department has been allocated \$475,000.</p> <p>The City of Northglenn proposes to improve the overall mobility and accessibility of the residential neighborhoods located within any of the following census tracks within the City of Northglenn:</p> <ul style="list-style-type: none"> • Census Track 85.05, Blocks 3 & 6 • Census Track 85.06, Blocks 1-4 • Census Track 85.07, Blocks 1 & 5 • Census Track 85.29, Block 3 • Census Track 85.33, Block 1 • Census Track 93.23, Block 4 • Census Track 93.27, Blocks 3 & 4 <p>This project will consist of the overall enhancement of the neighborhoods with ADA accessibility connectivity including ADA-compliant sidewalks and the addition of ADA pedestrian ramps where absent. City of Northglenn has been allocated \$205,347.</p>
5	Project Name	CDBG: Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$245,129

	Description	Adams County will retain 20% of 2016 CDBG funding for Adams County Community Development staff and Housing Needs Assessment.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	NA
	Planned Activities	Administer 2016 CDBG Projects.
6	Project Name	HOME: Adams County
	Target Area	County-Wide
	Goals Supported	Construction of New Rental Housing Expanding and Preserving Homeownership
	Needs Addressed	
	Funding	HOME: \$600,395
	Description	HOME funding for Adams County.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	County-Wide and City of Westminster.

	Planned Activities	<p>Adams County Community Development is proposing to fund \$400,000 to the ACHA new affordable housing project on 71st and Federal in conjunction with City of Westminster (\$400,000). The project is in the planning stages.</p> <p>Adams County is allocating \$92,685.18 of 2016 HOME funds to ACHA to provide first time home buyer down payment assistance and closing cost assistance.</p> <p>Brighton Housing Authority (BHA) applied for Phase I in expanding affordable housing in Brighton. BHA applied for \$250,000 in 2016 HOME funds to renovate six (6) existing affordable housing duplexes and finish the basements in the existing (6) affordable housing duplexes. Phase I will result in a total of 12 new three-bedroom affordable housing units and six (6) renovated units. Once all Phases are complete, BHA will expand the number of units from 16 to 32, by finishing the basements in existing duplexes.</p> <p>Adams County will have a remaining \$107,709.87 in 2016 HOME funds as well as any program income funds that are anticipated/received during the year. Activities are to be determined upon receipt of HOME applications throughout the year.</p>
7	Project Name	HOME: CHDO Projects
	Target Area	County-Wide City of Thornton City of Westminster
	Goals Supported	Preservation of Existing Housing Stock
	Needs Addressed	Housing Needs Seniors and other Prioritized Populations
	Funding	HOME: \$112,345
	Description	HOME projects related to CHDO requirements are to be determined.
	Target Date	2/28/2017

	Estimate the number and type of families that will benefit from the proposed activities	As of February 2016, Adams County Community Development has received an application to complete an eligible CHDO project for 2016.
	Location Description	TBD
	Planned Activities	TBD
8	Project Name	HOME: Westminster
	Target Area	City of Westminster
	Goals Supported	Construction of New Rental Housing
	Needs Addressed	Housing Needs Seniors and other Prioritized Populations Community and Economic Development Needs
	Funding	HOME: \$704,589
	Description	City of Westminster has \$704,589.15 in prior years HOME funding. City of Westminster is in the planning stages of constructing a new affordable housing project on 71st and Federal. City of Westminster has allocated \$400,000 in HOME funds to said project. The remaining \$304,589.15 in HOME funds have not been allocated to a specific activity to date.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	<ul style="list-style-type: none"> • 71st & Federal will consist of 70 low-to-very low income units. • There are no other planned activities to date.
	Location Description	City of Westminster <ul style="list-style-type: none"> • 71st & Federal • Other activities to be determined

	Planned Activities	71st & Federal is currently in the planning stages. The objective is to construct a new affordable housing project on 71st and Federal. City of Westminster is contributing \$400,000 and Adams County is contributing \$400,000 to this project. City of Westminster has a remaining \$304,589.15 in HOME funding. City of Westminster has not allocated these funds to date.
9	Project Name	HOME: Thornton
	Target Area	City of Thornton
	Goals Supported	Construction of New Rental Housing Youth Services and Facilities for At-Risk Children
	Needs Addressed	Housing Needs Seniors and other Prioritized Populations
	Funding	HOME: \$148,970
	Description	Housing in the City of Thornton
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	TBA
	Location Description	City of Thornton
	Planned Activities	City of Thornton is in the planning stages with Habitat for Humanity to provide funding for constructing a new affordable housing duplex or two single family homes in Thornton. City of Thornton is proposing to allocate \$50,000 to Habitat for Humanity. City of Thornton is proposing to fund \$10,000 to Shiloh House to provide foster care security deposits. City of Thornton is in the planning stages with ACHA to provide funding for constructing a new affordable housing project on 104th and Colorado. The amount of funding is to be determined.

10	Project Name	HOME: Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	HOME: \$74,897
	Description	Adams County will retain 10% of 2016 HOME funding for Adams County Community Development staff.
	Target Date	2/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	NA
	Planned Activities	Adminster 2016 HOME Projects.
11	Project Name	ESG
	Target Area	County-Wide
	Goals Supported	Emergency Housing and Shelter for the Homeless
	Needs Addressed	Homelessness
	Funding	ESG: \$146,341
	Description	ESG funding will be allocated to Almost Home, Arising Hope, and Growing Home. These local organizations provide emergency shelter, homelessness prevention, and a domestic violence shelter. Adams County Community Development will retain 7.5% (\$10,975.58)of the total allocation for administrative expenses.Adams County Community Development will retain 7.5% of ESG funding for Adams County Community Development administration.
	Target Date	2/28/2018

Estimate the number and type of families that will benefit from the proposed activities	ADD DATA
Location Description	County-Wide
Planned Activities	<p>Almost Home (\$25,000) will provide essential shelter operations for homeless shelter: rent, utilities, insurance, and maintenance; Motel vouchers; Case management; Salary for data entry into the required Homeless Management Integration System.</p> <p>Arising Hope (\$26,826) will provide essential shelter operations for domestic violence shelter; Clinical classes; and Prevention.</p> <p>Growing Home (\$76,214) will provide essential services through the day center and emergency shelter; Assist with community connections; Case management: life skills self-sufficiency training, parenting and partnership skills, and a bilingual Family Support Coordinator; and Provide rental and utility assistance.</p>

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

Adams County encompasses approximately 1,183.6 square miles. It extends 72 miles west to east, and 18 miles north to south. It is adjacent to Denver and is one of the five counties that make up the Denver metropolitan area. All of Colorado's interstate highways (I-25, I-70, and I-76) and their associated loops (I-225, I-270) converge in Adams County. In addition, US Highways 36, 287, 6 and 85 also trek through the county. E-470 completes the connection from C-470 in the south, through Denver International Airport and finally to I-25.

Adams County, which historically has been agricultural in nature, has undergone a development typical to counties in close proximity to a major metropolitan city. Urbanization has occurred most rapidly in the western part of the county, due to the proximity to the urban core of Denver. The eastern sections, with the exception of the Towns of Bennett and Strasburg, are comprised mainly of farms, rangeland, and wide-open spaces. The Town of Bennett has experienced historic growth throughout the last year and has developed a strategic plan for growth largely due to its proximity to Front Range Airport as well as downtown Denver.

Cities within the geographic county include Arvada, Aurora, Brighton, Commerce City, Federal Heights, Northglenn, Strasburg, Thornton and Westminster and the Town of Bennett. Adams County has a diverse mix of large, suburban communities, smaller towns, and rural farming communities that have an extensive range and mix of housing, commercial enterprises and public services.

Adams County does not plan to target funds to "geographic priority" areas, however, allocations have been made to specific communities throughout Adams County for projects that are local priorities. The following communities receive allocations of CDBG funds based upon their total populations and low income populations, and apply to Adams County to use the funds within their own communities based on local priorities and needs: Town of Bennett, Unincorporated Adams County, and the Cities of Brighton, Federal Heights, and Northglenn.

The communities of Thornton and Westminster receive direct CDBG allocations from HUD, and are part of the Adams County HOME consortium. Consortium members are allocated a set aside of HOME funds for projects within their communities, and Adams County allocates the remaining HOME funds. ESG funding is allocated by Adams County to homeless providers who serve the entire county.

Geographic Distribution

Target Area	Percentage of Funds
County-Wide	51
City of Thornton	
City of Federal Heights	7
City of Northglenn	21
City of Commerce City	0
Town of Bennett	1
City of Brighton	20
City of Westminster	

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Local jurisdictions have an agreement with Adams County to distribute a portion of the CDBG funds to local governments, based on population and low income population. CDBG funding allocations can be made up to the amounts in the agreement, if the local governments have eligible projects each year. Applications for funding are made to Adams County, and reviewed for eligibility within the CDBG and HOME program guidelines.

Discussion

Not required - NA

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

Adams County will fund many affordable housing project, including homeowner rehabilitation, new construction of affordable rental units, TBRA, rehabilitation of affordable rental units, homeless prevention activities, emergency shelter operations, and long term supported housing for victims of domestic violence.

One Year Goals for the Number of Households to be Supported	
Homeless	261
Non-Homeless	138
Special-Needs	20
Total	419

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	76
Rehab of Existing Units	85
Acquisition of Existing Units	0
Total	166

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

Adams County Housing Authority (ACHA) has undertaken comprehensive rehabilitation of public housing units owned by the authority. No additional rehabilitation is needed at this property. The Brighton Housing Authority is in the process of disposing of their public housing units and replacing them with new affordable rentals.

Actions planned during the next year to address the needs to public housing

No needs have been determined to date.

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

ACHA values the input of its residents. The Resident Advisory Board, made up of residents of ACHA properties, meets quarterly to discuss ACHA's priorities and property improvements. ACHA's Board of Commissioners includes a seat for an Adams County resident of low-income housing; currently this seat is held by a resident of an ACHA property. Annually, ACHA surveys all residents of its properties to get feedback across a wide array of topics pertaining to resident housing. Additionally, during the planning stage of any future developments, ACHA will solicit input from residents of its existing properties and area residents for design and programming.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable, PHA is not designated as troubled.

Discussion

Not required - NA

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Adams County works with local homeless providers to reduce and end homelessness throughout Adams County.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The County has identified Homelessness as a priority need. The County has laid out homeless assistance and homeless prevention goals which will address the needs. The County administers a variety of housing and non-housing community development resources which are used to support the efforts of a broad based community network of service providers which provide homeless assistance in the County and the municipalities. Through its planned goals, the County will support the continuum of services needed by both unsheltered homeless and formerly homeless in emergency housing. Service providers supported by the County provide outreach and case management which assess individual needs and links them with the continuum of services available in the County.

Addressing the emergency shelter and transitional housing needs of homeless persons

There is a shortage of emergency and transitional housing in the County. There is little public support for creation of mass shelters. The County and service providers have resorted to a rapid re-housing approach to find shelter for those with no shelter options. Because of the lack of affordable rental units, service providers often have to refer households needing emergency shelter or transitional housing to housing providers in surrounding jurisdictions. The County is taking a proactive approach to addressing the shortage of affordable units by working with non-profit and private developers to encourage new developments that would add to the affordable housing inventory. The County is working with existing homeless providers to increase the number of beds and transitional housing opportunities available through existing homeless providers. The County will be meeting and coordinating with municipal governments to identify development opportunities in their jurisdictions and will be supportive of new affordable developments that municipalities bring forth.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Because of the shortage of transitional units in the County, it is often difficult to move homeless persons into permanent housing. If service providers are unable to place a household in permanently affordable housing in Adams County, they work with housing and service providers in surrounding jurisdictions to find suitable housing. Because of the shortage of both emergency and transitional housing, service providers employ a strategy to either place homeless households outside the County or provide the necessary financial assistance to keep them in their current housing. If the household obtains stable housing, the service providers funded by the County will provide the necessary supportive services to assist that family in maintaining stability and moving toward independence. The supportive services continue so that the formerly homeless households have less chance of experiencing another episode of homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The County funds and supports the local network of service providers which provide homeless prevention services to households in danger of homelessness. By using a prevention strategy, service providers are better able to help that household maintain stability in their housing. In order to maintain stability, financial assistance for rent, mortgage, utility and other household necessities is provided. The programs also provide case management and referral services to assist that family in overcoming the challenges that brought them to the brink of homelessness. ESG funds are used to fund homeless prevention activities throughout the County.

Discussion

Not required - NA

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

The major barrier to the development of affordable housing in Adams County is the cost of land coupled with impact fees that are applied to new development. Communities heavily rely upon the fees charged for water and sewer lines that serve new development, and it is difficult for those municipalities to defer or waive these charges. Some communities have adopted inclusionary housing ordinances, which require developers to allocate a portion of their housing projects as "affordable" to lower income households. While Adams County does not have an inclusionary housing policy for unincorporated development, it may begin to explore such a policy.

Affordable housing developers operating within the county have well-developed plans and schedules for acquisition, new construction, and priority areas. Developers must review and prioritize those areas wherein development is most cost-effective because of funding constraints and the increased competition for State and tax credit funds. ACCD understands the anticipated gap in development and is working within communities throughout the county to attract new developers and community development agencies that have not previously worked within the area.

ACCD and its community housing partners will continue to identify opportunities to address the barriers to affordable housing, particularly the high cost of impact fees and land acquisition. ACCD can use its HOME funds to help defray some of the development costs that are incurred at the beginning of a project. In addition, HOME funding can be used to assist in the acquisition of land for housing development, where appropriate.

ACCD facilitates partnerships to increase and improve affordable housing opportunities throughout the County. Partnerships are fostered through ACCD sponsored public events, training opportunities and quarterly cities meetings. This initiative has resulted in shared visions, regional discussions, and new partnerships, and the streamlining of similar/same activities throughout the various cities.

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

ACCD understands the anticipated gap in development and is working within communities throughout the County to attract new developers and community development agencies that have not previously

Discussion

Not required - NA

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

Introduction

Actions planned to address obstacles to meeting underserved needs

Adams County is a large county and is difficult to adequately deliver services to both urban and rural constituencies. The mixture of urban and rural land throughout the county poses both service delivery and service recipient challenges. Many of the core agencies are located in the more urban portions of the county which makes service delivery in the eastern and northern rural portions of the county difficult. The lack of adequate transportation and service providers in the rural areas are a hindrance to meeting the needs of the underserved throughout the county.

One of the major problems associated with meeting the needs of the underserved is the levels of funding. In today's economy, more and more county residents are requesting services, which places strains on the county's capacity to adequately provide appropriate care.

One of the areas of weakness that Adams County continues to face is a fully functional referral system. This can be attributed to the recent funding uncertainties within all federally-funded areas (TANF, Food Stamps, Medicaid, etc.) and the vast geographic parameters of service-delivery agencies. ACCD is working to increase the availability of information for both service-providers and residents. Due to the lack of funding available for information sharing techniques, the process is slower than anticipated. Despite the lack of funds, the county and local service-delivery agencies strive to increase the availability of information online, to minimize the number of unassisted referrals.

Actions planned to foster and maintain affordable housing

Adams County has made new construction of affordable rental housing, home buyer assistance, and preservation of existing affordable housing priorities for HOME and CDBG funds. HOME and CDBG funds may be used to construct new rental housing, preserve existing affordable rental housing, provide TBRA, purchase and rehabilitate older rental units, and provide assistance to low and moderate income homebuyers. Adams County works with the local housing authorities, nonprofit housing agencies and private developers to expand and preserve the affordable housing stock throughout the county.

Actions planned to reduce lead-based paint hazards

The local Housing Authorities and other Section 8 provider agencies strictly adhere to the Housing Quality Standards (HQS) for public housing and section 8 tenants, and the Lead Safe Housing Rule.

Housing Authorities will not allow Section 8 tenants to rent units with lead hazards that are not mitigated by the landlord. In addition, all units owned and purchased and rehabilitated by the housing authorities are mitigated for lead.

Grantees receiving HOME or CDBG funds to purchase and renovate properties which contain lead-based paint are responsible for paying for and coordinating detection and mitigation of lead hazards within the property.

The Adams County Minor Home Repair program tests for lead hazards when conducting rehabilitation, and achieve clearance from certified inspectors when the rehabilitation is complete. All work is completed in accordance with the Lead Safe Housing Rule.

Actions planned to reduce the number of poverty-level families

ACCD works with the Adams County Workforce and Business Center, the ACCD Advisory Council, municipalities, and community agencies to identify the emergent employment needs of the low income population and develop appropriate responses to these needs. The Workforce and Business Center provides routine classes and training to enhance the skills of the emerging labor force. ACCR can also identify qualified and interested business owners, potential business owners and small business owners, as well as those interested in learning a new trade, all of which will foster a comprehensive Section 3 list for future projects. Housing authorities and housing providers are engaged to identify those residents in need of training and/or interested in participating with the Section 3 initiative.

The Adams County Housing Authority provides self-sufficiency services to residents of their housing units and clients of the Section 8 voucher program. The FSS program has a proven track record of helping residents gain the skills necessary to move themselves out of poverty.

Homeless providers funded through the ESG program also provide clients with self-sufficiency case management services and referrals so that households have the ability to earn higher incomes, and reduce their chances of re-entering the cycle of homelessness.

Actions planned to develop institutional structure

ACCD is the lead agency in both the CDBG Urban County and the HOME Consortia.

Adams County's Urban County consists of:

- Town of Bennett
- City of Brighton
- City of Federal Heights
- City of Northglenn

Every three years, these jurisdictions are re-invited to renew their Intergovernmental Agreement with the county. Each of them receives a percentage of the county's CDBG allocation. As the lead agency ACCD monitors each jurisdiction's projects to ensure they meet national objectives, eligibility, and compliance. In addition to the Urban County jurisdictional proportional allocation, ACCD targets a percentage of its CDBG funding to community agencies. All projects are assessed through an application process for appropriateness and eligibility.

Adams County leads a HOME Consortia with the City of Westminster and the City of Thornton. A percentage of the county's annual HOME allocation is reserved to each of these municipalities based on a formula determined and posted annually by HUD. ACCD also provides portions of its HOME application to:

- Community Development Housing Organizations (CHDO's) (15% requirement)
- Local Housing Authorities
- Non-profit housing developers
- For-profit developers
- First-time homebuyers
- Existing homeowners

Adams County has increased CHDO qualification strategies to align with the 2013 HOME Final Rule amendments and HUD best practices. Adams County is also in the process of seeking and certifying new CHDOs throughout the county for the purposes of expanding the county's capacity to undertake projects. Housing development agencies operating within the county are fairly small and perform minimal development activities.

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

Adams County will continue efforts to provide technical assistance to community partners as part of its coordination between public and private housing and social service agencies, as well as encouraging sub-recipients to work together to leverage resources and knowledge. ACCD is working with other County departments to determine the highest and best use of all funding received by the division. ACCD continues to work with Planning and Development, Transportation, Human Services, Workforce Business Center, and various other partners to strengthen the delivery of services to all areas of the County.

Discussion

Not required - NA

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%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Adams County uses CSBG and Human Service Grant Funds to leverage ESG and CDBG funding to support the efforts of homeless and special needs population providers. Adams County housing

developers and providers use a variety of leveraged resources to construct and rehabilitate housing units, including private debt, Low Income Housing Tax Credits (LIHTC), State of Colorado HOME funds, private grants, Federal Home Loan Bank grant funds, and other resources. ACCD and Urban County Cities meet to discuss the most efficient distribution of HOME and CDBG funds throughout the County, to ensure that resources are used to create the highest benefit possible to Adams County residents.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Adams County housing providers will use the recapture requirements to ensure affordability of the new homeownership units created throughout the county in accordance with the HOME rule. The recapture provisions include a HOME written agreement between Adams County and HOME assisted homebuyer constituting a mortgage and a lien document reducing the HOME investment amount to be recaptured on a pro rata basis for the time the homeowner has owned and occupied the housing measured against the affordability period which shall be based on the direct HOME subsidy provided. The recapture provisions will ensure the HOME funds invested by Adams County are recouped during the affordability period and remain with the homeownership program established. The amount recaptured will

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Adams County housing providers must adhere to the affordability requirements as set forth in 24 CFR Part 92.254 (a) (4) based on the per unit direct HOME subsidy a on a pro-rata basis per the recapture provision. This period of affordability will be set by the applicable period in the HOME rule.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Adams County does not utilize HOME funds to refinance existing debt of multi-family housing so 24 CFR 92.206 (b) does not apply.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

Please see the attached ESG Program Guidelines which are the written standards for providing ESG assistance.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The CoC is in the process of a pilot system but it has not been fully rolled out to the entire network.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

A Notice of Funding Availability is posted in several local papers, posted online and emailed to over 500 email addresses of various partners, community officials and elected officials. A public meeting is held to discuss grant requirements. An application is provided to all interested parties and is made available online. Once applications are submitted, they receive an initial review by staff for completeness and eligibility. All applications are given to the Community & Neighborhood Resources Advisory Council for review and scoring. Any application deemed ineligible, is still provided to all council members and noted as ineligible and the reasons why. At a regularly scheduled meeting, applications are discussed and scored. Funding recommendations are then voted on and given to the staff. Staff conveys to the Board of County Commissioners the recommendations of the Advisory Council. Once final approval is received from the BOCC, award announcements are made.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Adams County does not meet the homeless participation requirement. Adams County is currently working with the CoC to incorporate those that are homeless or formerly homeless in these processes.

5. Describe performance standards for evaluating ESG.

Adams County is currently working with the CoC to determine what performance standards will be put in place.

Discussion

A presentation to the BoCC regarding

2016 Annual Action Plan and ESG Recommendations

Adams County Community Development

March 8, 2016



Annual Action Plan

- Required by HUD to qualify for CDBG, HOME and ESG funds
- Discusses how funds will be used in PY2016
- Mandatory 30-day public comment period
- Anticipated BoCC hearing
- Submittal to HUD by April 18, 2016

Annual Action Plan

1. Adopts specific actions for PY 2016 in accordance with 2015 - 2019 Consolidated Plan;
2. Identifies CDBG, HOME & ESG projects for PY 2016 to address community and housing needs;
3. Allows for the opportunity to reallocate and reprogram funds from previous year; and
4. Allows an opportunity for the public to provide input into how funds will be used

AAP – Major Elements

- Expected Resources (including prior years)
- Annual Goals and Objectives
- Projects that will be Funded that Year
 - Descriptions
 - Funding amounts
 - Outcomes
- Affordable Housing Production Goals
- Homeless and other Special Needs Activities
- Barriers to Affordable Housing

2016 HUD Allocations

CDBG:	\$1,147,371 17% Administration \$562,837 in reprogrammed funds
HOME:	\$748,971 10% Administration
ESG:	\$146,341 7.5% Administration

AAP – Projects - CDBG

Jurisdiction	Project Description	Project Amount	Priority Type
City of Northglenn	ADA Sidewalks	\$205,347	Infrastructure
City of Brighton	Minor Home Repair	\$186,363	Housing
City of Federal Heights	Code Enforcement	\$58,000	Infrastructure
City of Federal Heights	Minor Home Repair	\$14,878	Housing
Town of Bennett	Neighborhood Park	\$306,000	Public Facilities
Adams County Transportation Department	ADA Sidewalks	\$475,000	Infrastructure
Adams County Community Development	Minor Home Repair	\$180,000	Housing
Total CDBG Projects		\$1,425,588	
Housing Needs Assessment*		\$45,000	
17% ACCD Administration		\$195,053	
TOTAL		\$1,665,641	

*Housing Needs Assessment will be paid for with Administration dollars

AAP – Projects – HOME

Agency	Project Description	Project Amount
ACHA	2016 First Time Home Buyer Program	\$92,685.18
ACHA	71 st & Federal (Adams County/Westminster – 50/50)	\$800,000
Shiloh House	Foster Care Security Deposits (Thornton)	\$10,000
Habitat for Humanity	New Affordable Housing (Thornton)	\$50,000
CHDO	Affordable Housing Project (TBD)	\$112,345.65
ACCD	Affordable Housing Project (TBD)	\$107,709.87
ACCD	HOME Administration	\$74,897.10 (10%)

ESG – Not Recommending

- Administrative Cost Burden - \$10,975
- Lack of ACCD Capacity
- Cannot use other HUD Admin. Funding
- Extensive Training & Program Requirements
- Intensive Subrecipient Oversight
- State ESG available for 2016

Next Steps

- March 12 – April 12, 2016 – Public Comment Period
- April 12, 2016 – BoCC Public Hearing;
- April 18, 2016 - Submit AAP to HUD
- Post HUD Approval
 - Contracts with Subgrantees executed
 - Environmental Clearances
 - Agreement between HUD & County executed July 2016
 - Projects funded in August 2016

AAP – Projects – ESG

Agency	Project Description	Project Amount
Almost Home	Essential shelter operations for homeless shelter: rent, utilities, insurance, and maintenance; Motel vouchers; Case management; Salary for data entry into the required Homeless Management Integration System	\$25,000
Arising Hope	Essential shelter operations for domestic violence shelter; Clinical classes; and Prevention.	\$26,826
Growing Home	Essential services through the day center and emergency shelter; Assist with community connections; Case management: life skills self-sufficiency training, parenting and partnership skills, and a bilingual Family Support Coordinator; and Provide rental and utility assistance.	\$76,214
Access Housing	ACCD is not recommending funding to Access Housing.	\$ -
ACCD	ESG Administration	\$10,975.58 (7.5%)



STUDY SESSION AGENDA ITEM

DATE: March 8, 2016
SUBJECT: The District Plan
FROM: Abel Montoya
AGENCY/DEPARTMENT: Office of Long Range Strategic Planning
ATTENDEES: Abel Montoya, Rachel Bacon, Lori Wisner, consultants from Logan Simpson and Two Forks Collective
PURPOSE OF ITEM: Information / Update
STAFF RECOMMENDATION: Information

BACKGROUND:

Adams County and the City of Brighton are jointly studying the south sub area of Brighton encompassing 5,000 acres bounded by I-76 to the East, Hwy 85 to the West, Bromley lane to the North, and E-470 to the south.

Adams County and the City of Brighton partnered to draft the District Plan to study the feasibility of preserving farmland in southern Brighton that remains valuable for food production, while allowing for a range of development opportunities that consider the most efficient and sustainable use of the land.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Office of Long Range Strategic Planning, Parks, City of Brighton

ATTACHED DOCUMENTS:

Links to: Public Review Draft of The District Plan and 3 What's the Latest with the District Plan videos

- Public Review Draft of The District Plan (which is currently out on referral):
<http://www.districtplan.org/document/district-plan-public-review-draft>
- What's the Latest with the District Plan Video, Part 1: https://youtu.be/74OXY_D9G2M
- What's the Latest with the District Plan Video, Part 2:
<https://www.youtube.com/watch?v=rbyX2uRgS6w&feature=youtu.be>
- What's the Latest with the District Plan Video, Part 3:
<https://www.youtube.com/watch?v=GVpDvrblGMU&feature=youtu.be>

Executive Summary

PowerPoint

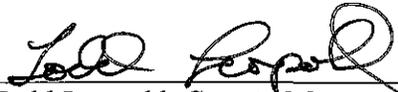
FISCAL IMPACT:

Either mark X if there is no fiscal impact or provide the following information for the recommended action:

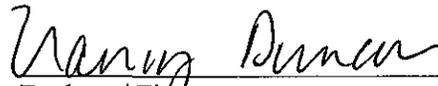
Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$
Annual operating costs:	\$
Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Nancy Duncan
Budget / Finance



Raymond H. Gonzalez, Deputy County Manager

Ed Finger, Deputy County Manager



DISTRICT PLAN

Adams County, Colorado and the City of Brighton, Colorado

PLAN SUMMARY | FEBRUARY 2016

Adams County and the City of Brighton partnered to draft the District Plan to study the feasibility of preserving farmland in southern Brighton that remains valuable for food production, while allowing for a range of development opportunities that consider the most efficient and sustainable use of the land.

This plan helps decision-makers guide investment in the area for compatible residential, commercial, and industrial development, as well as farmland conservation, and local food and agritourism promotion.

DISTRICT VISION

The District has been in a state of transition since E-470 opened in 2003, making the area more accessible and developable, threatening its farming heritage, the local food economy, and the buffer that farmland provides between Brighton and the Denver region.

Although some development is desirable, thoughtful and proactive coordination are necessary to ensure the South Platte River's prime farmland will remain a southern gateway to Brighton, balancing a mix of neighborhoods with small and medium-sized farms. Rural uses, such as farming, food processing, and clustered housing on 1-2 acre lots, will be focused in the County. Urban uses, such as multifamily, mixed use, and neighborhood commercial developments, will be encouraged in the City.

The Fulton Ditch trail network will tie destinations together – farm stands, farm-to-table restaurants, pick-your-own farms, a historic farm and special events venue, bed and breakfasts, working lands, and food storage and processing facilities – from the South Platte River to Barr Lake. Properly developed and preserved, the District will retain its status as a hub of local foods, enhance the local food economy, become a tourist destination for food connoisseurs, promoting the distinctive image of a freestanding community that grows a significant portion of the region's produce.



Adams County
Office of Long Range
Strategic Planning
www.adcogov.org
720-523-6863



City of Brighton
Community
Development
www.brightonco.gov
303-655-2000

To view the entire plan, please visit
districtplan.org

ENGAGING THE COMMUNITY

City and County staff and their consultants held five neighborhood meetings in five months to present area strengths and weaknesses, a market study about the local food economy, water rights information, and case studies. These meetings allowed concerned citizens to voice their preferences for farmland conservation and various development options.

Throughout the process, study sessions with City and County Planning Commissioners, Brighton City Council Members, and the Board of County Commissioners offered additional insight into community values. This plan considers the aspirations of everyone who participated and attempts to balance the livelihoods of all who are affected, by encouraging a thoughtful transition of the area.



OUTREACH

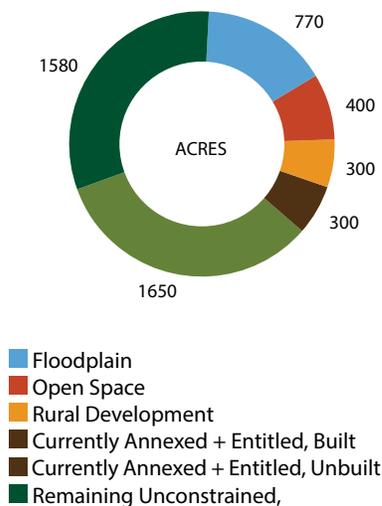
- Sent 1600 postcards to properties in and near the area on two separate occasions
- Newspaper ads
- Press releases
- Posters placed in the community
- Posting on DistrictPlan.org and Brighton’s websites, YouTube and city channels
- Insert into Brighton’s Utility bills
- Special Spanish Speaking outreach including dual translation posters and postcards, community outreach by Hispanidad, dual translation at neighborhood and public hearing meetings, Spanish radio ads

LAND DEVELOPMENT MARKET

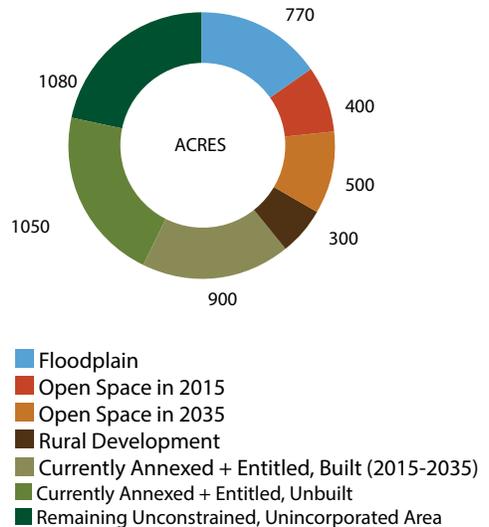
A market assessment prepared for the Be Brighton Comprehensive Plan Update estimated future demand for residential and non-residential uses. The pie chart below represents the existing commitments and constraints within the 5,000-acre study area. Nearly two-fifths of the study area is already annexed and entitled by the City of Brighton (1,950 acres). Most of the market demand for residential and commercial uses will be accommodated in these already annexed and entitled areas, which will build out over the next 30 years.

The County and City open space programs have funding capacity to add 250 acres or more each decade to the 400 acres already conserved. By 2035, nearly 20% of the study area could be designated open space / farmland. This leaves much of the unconstrained, unprotected land for future development, which may not experience direct development pressures for several decades; however County and City preservation efforts will create a market for these lands.

EXISTING COMMITMENTS AND CONSTRAINTS

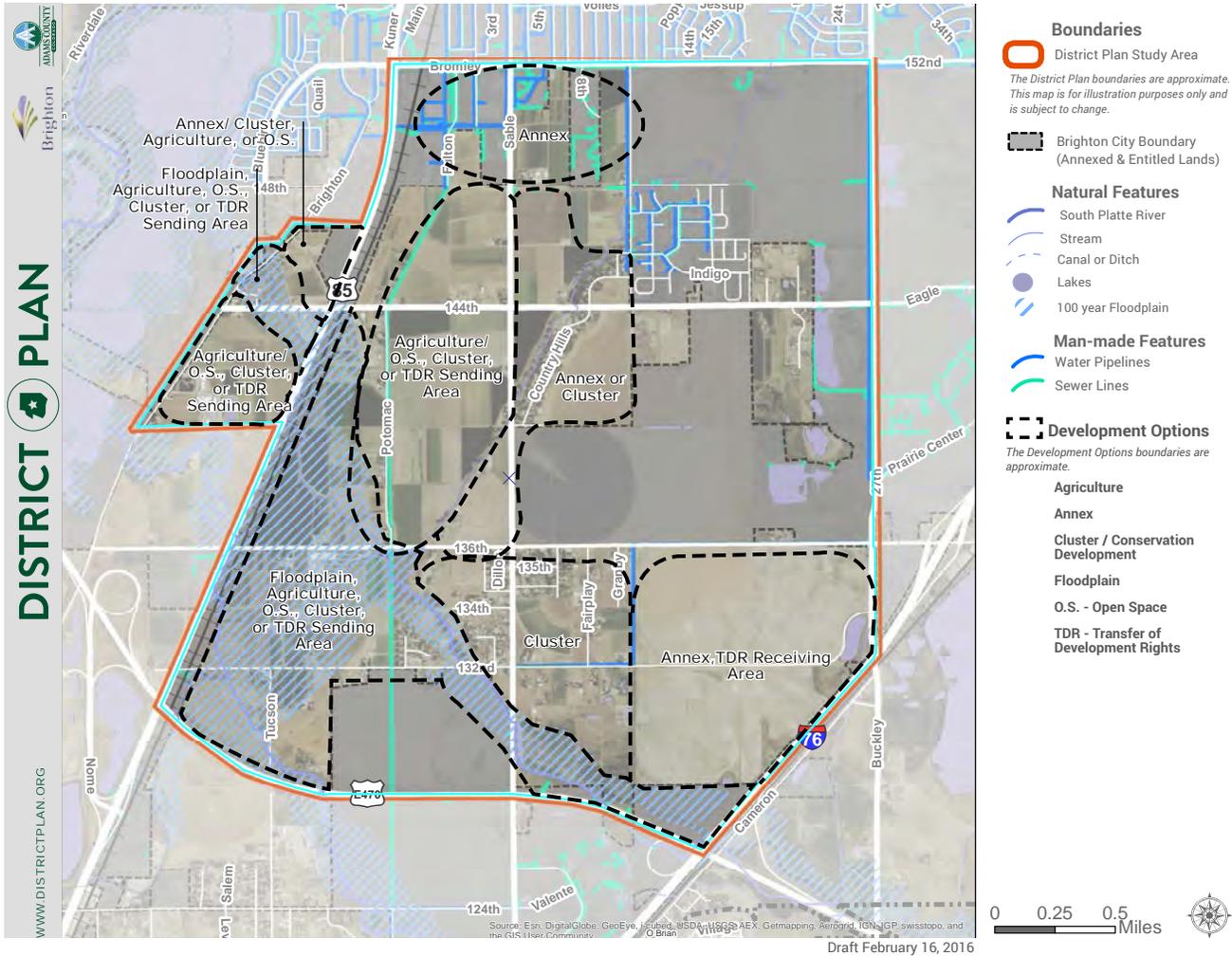


FUTURE DEMAND (2035)



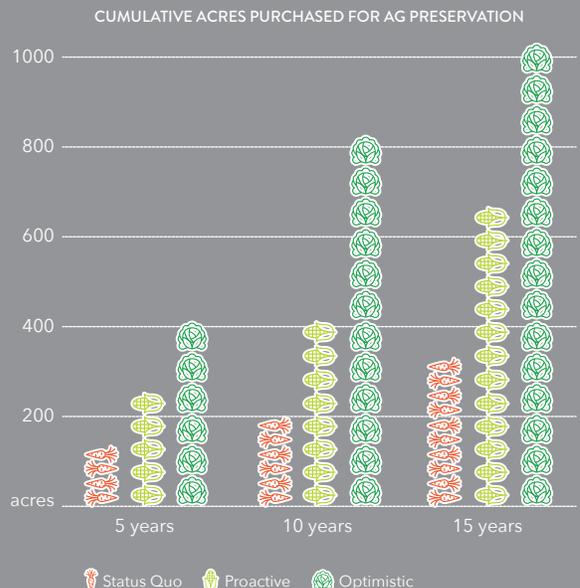
EXPANDING LANDOWNER OPTIONS

The Landowner Options Map outlines the conservation and development options most likely to be appropriate for each unincorporated area due to infrastructure availability, proximity to the City of Brighton boundary, and existing environmental constraints such as the 100-year floodplain. These are in addition to rural residential and agricultural uses presently available through current County zoning, with the intent of broadening flexibility for landowners to make the highest and best use of their land within the bounds of the public health, safety, and welfare. Complimenting each of these five options is an invigorated local food system designed to increase the profitability of farm properties. Each of these options and potential uses is further described in Chapter 3, which includes a Future Land Use Map and use table.



AGRICULTURAL LAND AND WATER CONSERVATION RECOMMENDATIONS

This graphic provides an estimate of how many acres including water shares could be purchased applying fee-simple acquisition within the City and County funding possibilities. Land protection efforts in the District will be guided by the vision and practical realities outlined in the District Plan. In the interim, its success will be dependent on the willingness of landowners who wish to keep some or all of their land in agriculture or by selling or donating land rights to protect their property.



KEY SUPPORT SYSTEMS: LAND MANAGEMENT & GROWING A LOCAL FOOD SYSTEM

The broader scope of Adams County and Brighton's proposed land preservation efforts will require the need to surround farms with supportive infrastructure and require new management approaches. For the short term, the Agricultural Land Preservation Sub-Committee should be leveraged, since it is positioned to make policy recommendations for next steps. Over time the committee would advise County and City officials as they devise a long-term organizational structure. Initially the sub-committee would be formalized and recognized by both Adams County and Brighton, members of the committee would be appointed by both the County Commission and the City Council, and funded by both entities.

The preservation of farmland also requires a connection to consumers who will purchase products from local farmers and local food businesses, which could help promote agritourism.

Adams County and Brighton agree with the recommendation to fund a full-time equivalent body dedicated to developing the programs and marketing plan necessary to support building a more robust local food system. Funding for marketing and programming efforts will be derived from existing department budgets and various grants. Larger marketing initiatives may be funded through existing lodging tax funds. This position may be funded for a two-year evaluation period, with the goal the position will be self-sustained with grant funding thereafter.



PLAN RECOMMENDATIONS/ NEXT STEPS:

Both Adams County and Brighton are committed to the preservation of agricultural lands in the District Area. Increasing efforts to protect farmland will require a long-term strategy. Some of the immediate next steps in this process include:

1. Adams County and Brighton will commit to an annual joint budget of \$1.5M for preserving agricultural lands within the District. These funds will derive from a combination of existing Open Space sales tax and matching GOCO grant funds.
2. Adams County and Brighton will develop an evaluation matrix for agricultural land preservation opportunities to include:
 - Prioritize lands that inherently help maintain agricultural operations and wildlife habitat.
 - Define goals around water resources to sustain agricultural production and address future municipal need.
 - Focus on USDA designated prime agricultural lands that are contiguous to optimize farming efficiencies.
 - Where possible, focus on existing view sheds.
 - Assess existing and future transportation constraints.
3. Create a revolving fund to ensure a portion of property tax funds from the District area are allocated for reinvestment and future land acquisition.
4. Adams County and Brighton will jointly enhance the Ag-Land Preservation sub-committee and appoint key members.
5. As part of the plan, Adams County and Brighton support the recommendation that a new, full-time employee dedicated to local food system programming and marketing efforts will be beneficial. This position is proposed to be funded equally by both jurisdictions for two years, with the goal of the position to be self-sustaining via grant funds thereafter.
6. Contemplate the release of a request for qualifications or proposals to meet the objectives of the District Plan.
7. Amend Adams County regulations and standards to help implement the Local District Plan in regards to transfer of development rights (TDR), and other design related amendments.
8. Adams County and the City of Brighton will explore other opportunities to work together to implement the District Plan's strategies, actions and recommendations.

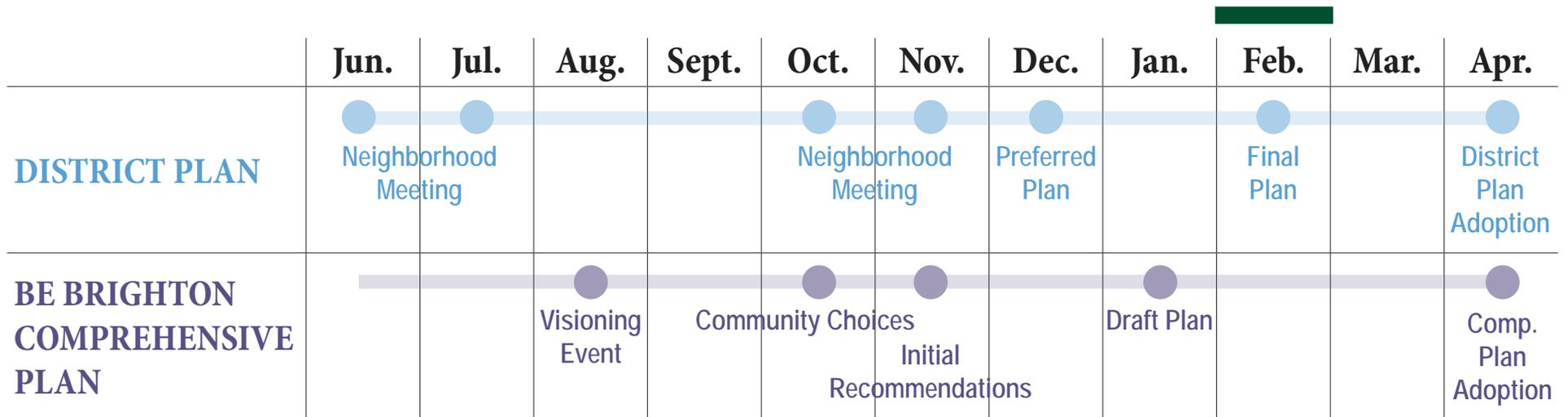
DISTRICT PLAN

BOCC MEETING | MARCH 8, 2016



SCHEDULE

Where we are in the process.



SCHEDULE | DISTRICT PLAN

	SEP 2015	OCT 2015	NOV 2015	DEC 2015	JAN 2016	FEB 2016	MAR 2016	APR 2016		
TASKS	PROJECT INITIATION		EXISTING CONDITIONS ANALYSIS & MARKET STUDY		OPPORTUNITIES ANALYSIS & ALTERNATIVES		DRAFT PLAN & RECOMMENDATIONS		FINAL PLAN REVIEW & ADOPTION	
STAKEHOLDERS + WORKING GROUPS	Working Groups Workshop 10/19	Stakeholder Interviews	Ag Land Preservation Subcommittee 11/4	Working Groups Workshop 11/9	Working Groups Workshop 12/7	One-on-One Meetings with Property Owners 1/12 & 1/13				
GENERAL PUBLIC		Neighborhood Meeting #1 10/26	Neighborhood Meeting #2 11/16	Neighborhood Meeting #3 12/14		Neighborhood Meeting #4 2/22	Neighborhood Meeting #5 2/29			
ADAMS COUNTY LEADERSHIP	Planning Commission Study Session 10/22	Board of County Commissioners Study Session 10/27		Planning Commission Study Session 12/10	Board of County Commissioners Study Session 12/15	Board of County Commissioners Study Session 1/5	Planning Commission Study Session 2/11	Board of County Commissioners Study Session 3/8	Planning Commission Adoption Hearing 3/24	Board of County Commissioners Ratification Hearing 4/5
CITY OF BRIGHTON LEADERSHIP		City Council Update 10/13	Planning Commission & City Council Study Session 11/10	Planning Commission & City Council Study Session 12/8		Planning Commission & City Council Study Session 1/26	Planning Commission & City Council Study Session 2/23	Planning Commission Study Session 3/8	Planning Commission Hearing & City Council Study Session 3/22	City Council Hearing 4/5

HOW TO USE THE DISTRICT PLAN VS. BE

DISTRICT PLAN

- Identify future land development opportunities
- Identify how agricultural lands will be preserved
- Review next steps



BRIGHTON COMPREHENSIVE PLAN

- Agricultural Assets - Chapter 2
- Growth / Open Space/ Redevelopment - Chapter 3
- Land Use - Chapter 4
- Market Study/ Survey Results

ENGAGING THE COMMUNITY



MEETINGS

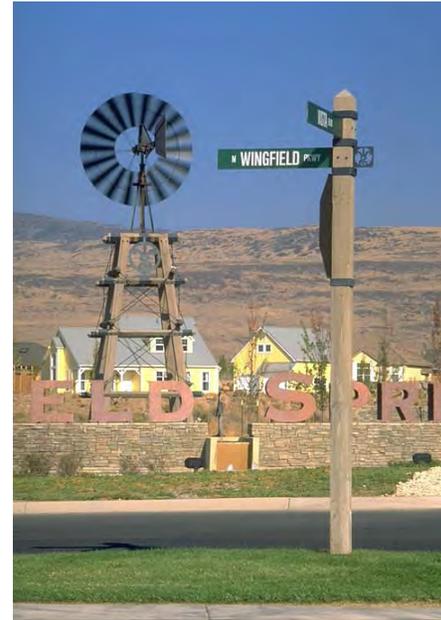
- 7 Neighborhood Meetings
- 3 Working Group Meetings
- One-on-One Landowner Meetings
- Meetings with Stakeholders

COMMUNICATION

- Sent 1600 postcards to properties in and near the area
- Newspaper ads
- Press releases
- Posters placed in the community
- Posting on DistricPlan.org and Brighton's websites, YouTube and city channels
- Special Spanish Speaking outreach including dual translation posters and postcards, community outreach by Hispanidad, dual translation at neighborhood and public hearing meetings, Spanish radio ads

DISTRICT VISION

- Ensure the South Platte River's prime farmland will remain a southern gateway to Brighton
- Balancing a mix of neighborhoods, clustered housing on 1-2 acre lots with small and medium-sized farms.
- Retain rural land uses, such as farming and food processing
- Fulton Ditch trail network will tie destinations together – farm stands, farm-to-table restaurants, pick-your-own farms, a historic farm and special events venue, bed and breakfasts, working lands, and food storage and processing facilities



DISTRICT VISION

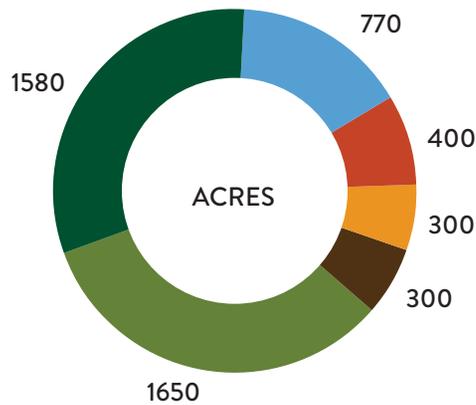
The District will retain its status as a hub of local foods, enhance the local food economy, become a tourist destination for food connoisseurs, promoting the distinctive image of a freestanding community that grows a significant portion of the region's produce.



This sketch illustrates how the area could transition over time, blending boutique and commercial farms with large-lot homes, apartments, commercial development, recreation, and food destinations.

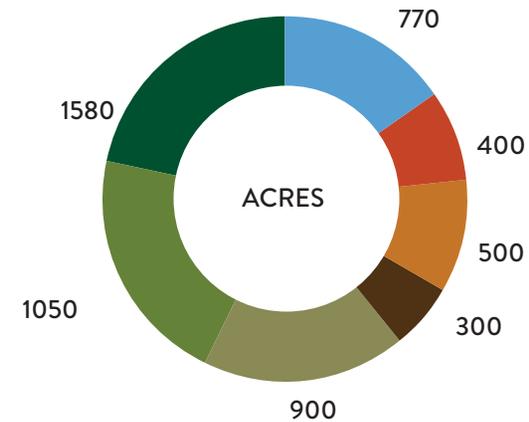
LAND DEVELOPMENT MARKET

EXISTING COMMITMENTS AND CONSTRAINTS



- Floodplain
- Open Space
- Rural Development
- Currently Annexed + Entitled, Built
- Currently Annexed + Entitled, Unbuilt
- Remaining Unconstrained, Unincorporated Area

FUTURE DEMAND (2035)

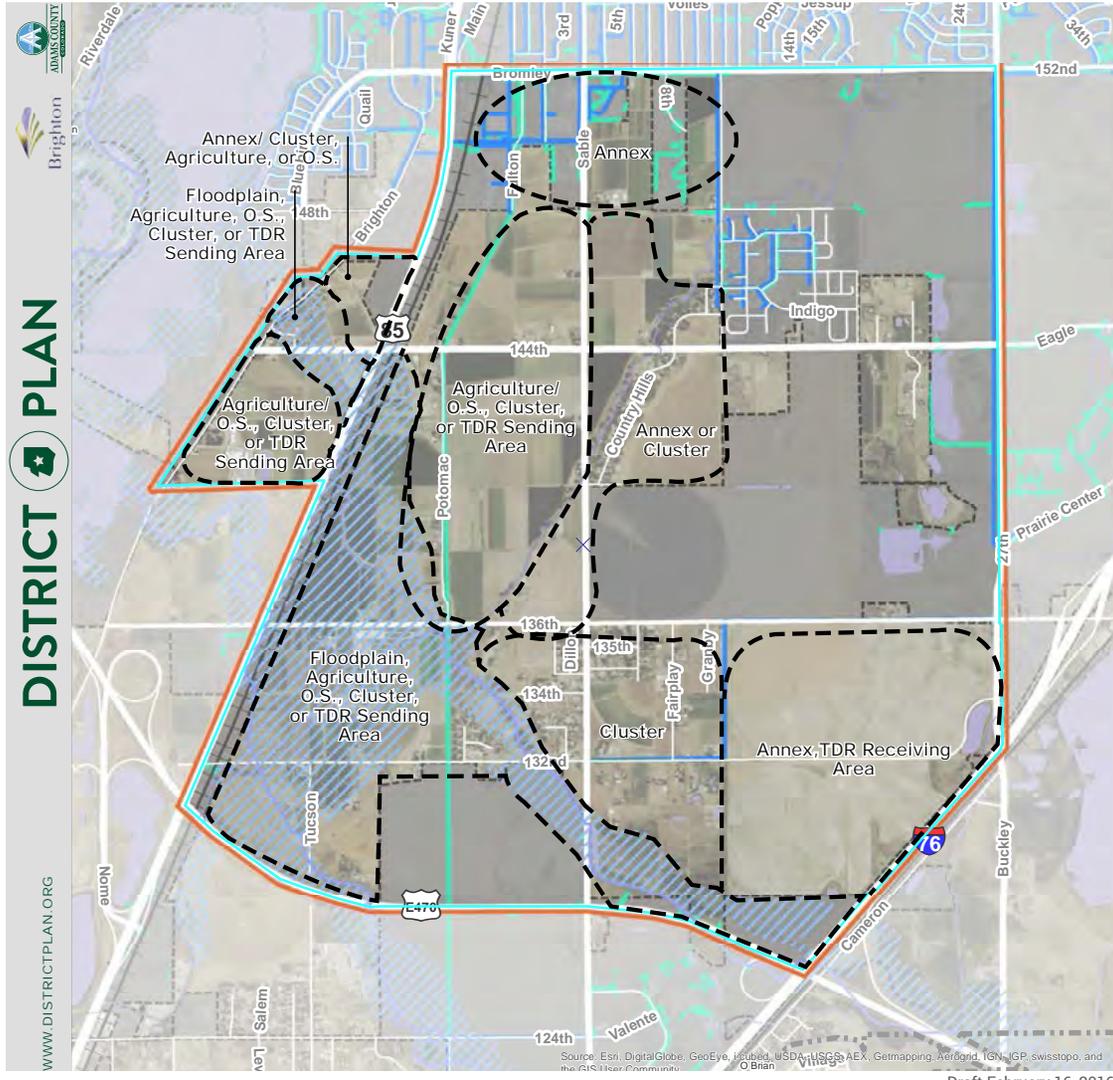


- Floodplain
- Open Space in 2015
- Open Space in 2035
- Rural Development
- Currently Annexed + Entitled, Built (2035)
- Currently Annexed + Entitled, Unbuilt
- Remaining Unconstrained, Unincorporated Area

“New demand will likely only absorb a small amount of already annexed and entitled areas over the next 10 to 20 years. What should the remaining unincorporated owners do in the meantime?”

EXPANDING LANDOWNER OPTIONS

- Current Zoning
- Local Food Systems
- Transfer of Development Rights (TDR)
- Agricultural Land and Water Conservation
- Cluster/Conservation Development
- Apply for Annexation



Boundaries

- District Plan Study Area
- The District Plan boundaries are approximate. This map is for illustration purposes only and is subject to change.*
- Brighton City Boundary (Annexed & Entitled Lands)

Natural Features

- South Platte River
- Stream
- Canal or Ditch
- Lakes
- 100 year Floodplain

Man-made Features

- Water Pipelines
- Sewer Lines

Development Options

The Development Options boundaries are approximate.

- Agriculture
- Annex
- Cluster / Conservation Development
- Floodplain
- O.S. - Open Space
- TDR - Transfer of Development Rights

DISTRICT PLAN

WWW.DISTRICTPLAN.ORG

Source: Esri, DigitalGlobe, GeoEye, iSat, USDA, USGS, AEX, Getmapping, Aerotri, IGN, JP, swisstopo, and the GIS User Community



Draft February 16, 2016

AG LAND AND WATER RECOMMENDATIONS

Estimate of how many acres, including water shares, could be purchased applying fee-simple acquisition within the existing budget. Two more proactive strategies are presented provided additional funds could be procured.

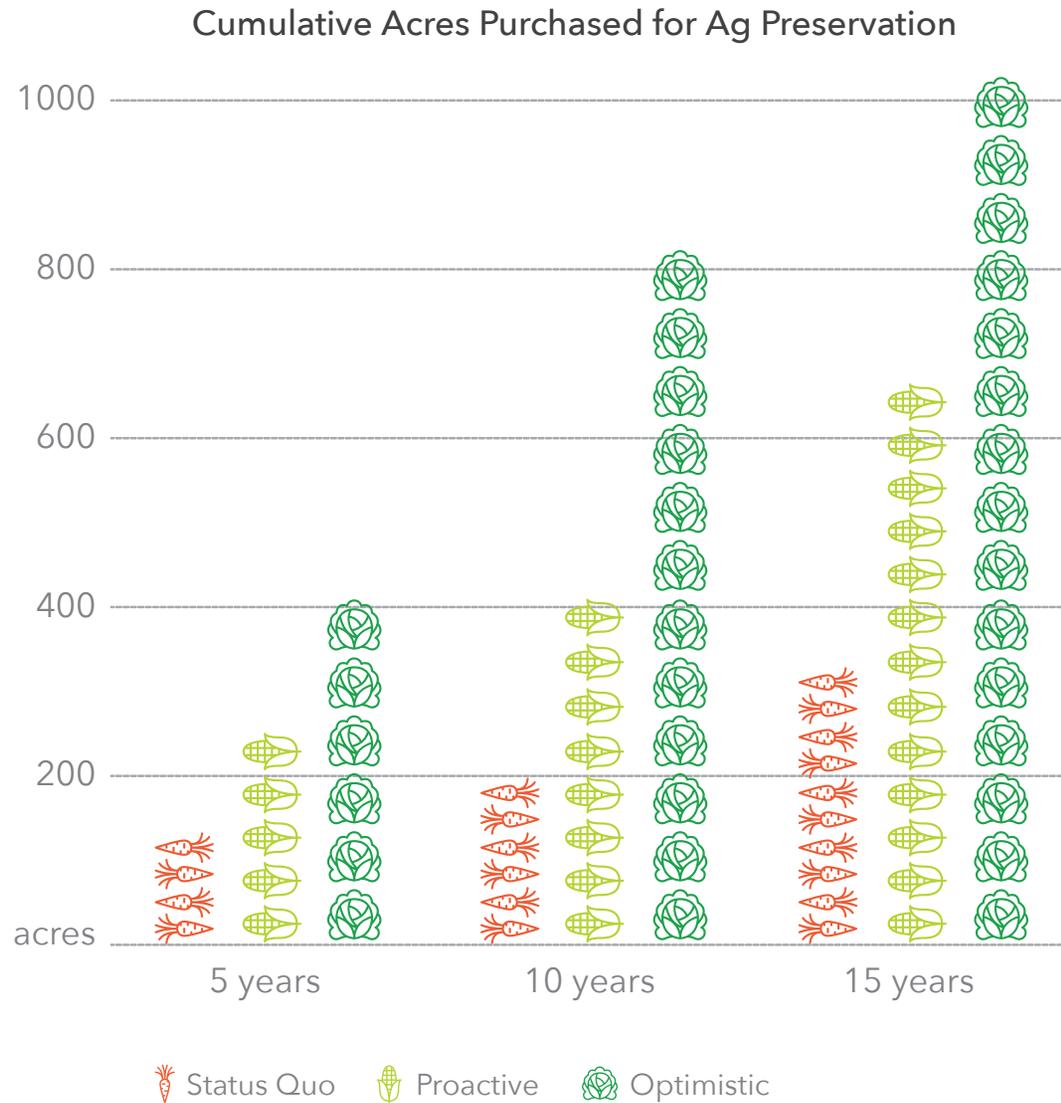
Annual Purchase Options	Status Quo	Proactive	Optimistic
Funds available (in millions)	\$1	\$1.5	\$2.5
Average Acres Purchased	27	40	67
Approx. number of water shares needed for vegetable production*	10	15	24
Excess Water Shares	8	12	20

Minimum equal contribution from City & County open space for a total of \$500K with matching GOCO funds for a total of \$1M

Both City and County open space may agree to contribute matching funds in excess of \$250K-each, which would increase the amount of matching funds provided by GOCO. Additional funds could come from eligible grants and/or possible public/private partnerships.

*Vegetables – 16” of irrigation water per acre per year (1.33 acre feet per year) = 0.34 shares per year per acre =4 shares/10 acres

AG LAND AND WATER RECOMMENDATIONS



KEY SUPPORT SYSTEMS: LAND MANAGEMENT AND GROWING A LOCAL FOOD SYSTEM



Farms



Cottage Food
Industries



CSAs



Farmers Market



Community
Gardens



Food Processing



Wellness Programs



Small Farms



School Gardens

Adams County & Brighton Planning
& Open Space Departments

Ag-Land Preservation
Sub-Committee

Local Food Systems Program
and Marketing Development