

Adams County
Consolidated Annual Performance Evaluation Report (CAPER)



DRAFT
Program Year 2017
July 1, 2017 - June 30, 2018



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

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

The 2017 CAPER is a HUD required document, prepared by the county, which outlines the use of HUD funds, accomplishments, expenditures, beneficiaries, and self-evaluation during the 2017 program year. The 2017 program year ran from July 1, 2017 to June 30, 2018. The 2017 CAPER provides narratives describing how Community Development Block Grant (CDBG), and HOME Investment Partnerships Program (HOME) funds were utilized in program year 2017 to further the goals and objectives as outlined in the county's 2015-2019 Consolidated Plan, as well as 2017 and prior year Annual Action Plans. These funds benefit the Urban County and HOME Consortia areas and residents who meet HUD's definition of low-to-moderate income. The Urban County includes unincorporated Adams County, the Town of Bennett, and the cities of Brighton, Federal Heights and Northglenn. The HOME Consortia includes Adams County and the cities of Thornton and Westminster.

The following accomplishments occurred during the 2017 program year:

CDBG

- Minor Home Repair (MHR) Program – The program assisted 24 homeowners in the Cities of Brighton, Federal Heights, and unincorporated Adams County;
- City of Northglenn Sidewalks and Ramps – Funds were utilized to replace sidewalks and ramps to be compliant with the American Disabilities Act (ADA) in low-to-moderate income neighborhoods in Northglenn. A total of 17,295 people were assisted;
- Centennial Park – Funds were utilized to reconstruct a neighborhood playground/park in the Town of Bennett to improve safety and access to this public facility for approximately 1,965 people;
- City of Federal Heights Code Enforcement – 96 rental homes were inspected for decent, safe, and sanitary living conditions, resulting in 78 corrected violations; and
- Baker School Apartments – Funds were utilized to pay water tap fees for Baker School Apartments, a 142-unit affordable rental housing development in unincorporated Adams County near the Westminster Station. Construction began in early 2018 and is expected to be completed in early 2019.

HOME

- ALTO – With completion in May 2018, ALTO offers 70-units of affordable rental housing located in the City of Westminster within walking distance of the Westminster Station.

During the 2017 program year, the following notable activities began but were not completed by June 30, 2018:

- Berkeley Neighborhood ADA Sidewalks and Ramps – Construction of new sidewalks and ramps to improve overall mobility and accessibility of this long-standing residential neighborhood in southwest unincorporated Adams County adjacent to Regis University and Denver County;

- Jessup Duplexes, Brighton Housing Authority (BHA) – BHA continued the renovation and conversion of six (6) affordable rental duplexes into 3-bedroom fourplexes by finishing the basements. First level units were also remodeled to conform to residential building codes;
- Vistas at Panorama Pointe – Construction began on an affordable housing development in Westminster. When complete in early 2019, the project will offer 69-units of affordable senior rental housing; and
- Baker School Apartments – Construction began in early 2018 on the 142-unit affordable rental housing development in unincorporated Adams County near the Westminster Station; this development will be complete in early 2019.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Construction of New Rental Housing	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	150	0	0.00%	142	0	0.00%
Emergency Housing and Shelter for the Homeless	Homeless	ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	1250	245	19.60%			
Expanding and Preserving Homeownership	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	0	0	0.00%	4	0	0.00%
Expanding and Preserving Homeownership	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	50	40	80.00%			
Homeless Prevention Services	Homeless	HOME: \$ / ESG: \$	Homelessness Prevention	Persons Assisted	60	245	408.33%			
Increase Job Services and Job Creation	Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$ / Section 108 Loan: \$	Jobs created/retained	Jobs	200	0	0.00%			
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	27078	5,415.60%	17295	17295	100.00%

Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	142	0	0.00%
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0				
Preservation of Existing Housing Stock	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	40	63	157.50%	142	0	0.00%
Preservation of Existing Housing Stock	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	140	213	152.14%	24	24	100.00%
Public Facility Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	1986	3,972.00%	0	1965	
Public Facility Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	1538				
Reduction of Slum and Blight	Affordable Housing Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	40	0	0.00%			
Reduction of Slum and Blight	Affordable Housing Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	500	1184	236.80%	0	96	0.00%
Senior and Disability Services and Facilities	Non-Homeless Special Needs	CDBG: \$ / HOME: \$ / ESG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40	0	0.00%			

Senior and Disability Services and Facilities	Non-Homeless Special Needs	CDBG: \$ / HOME: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	8	70	875.00%			
Youth Services and Facilities for At-Risk Children	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	0	0.00%			
Youth Services and Facilities for At-Risk Children	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				

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

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

The 2015-2019 Con Plan identified housing, community and economic development, and seniors and other prioritized populations as high priority needs in Adams County. CDBG funds were allocated in alignment with the most significant needs identified in the Con Plan. These priorities, activities, and accomplishments were completed during the 2017 program year as follows:

Housing:

- Minor Home Repair Program - 24 homes, using 2016 and 2017 CDBG funds, received essential home repairs in Federal Heights, Brighton, and unincorporated Adams County. The remainder of the 2017 funding will be fully expended during the 2018 program year; and
- Code Enforcement - City of Federal Heights was awarded 2016 CDBG funds for its Rental Inspection Program, which provided 96 inspections resulting in 78 improvements for safe, sanitary, and healthy living conditions for low-to-moderate income renters.

Seniors and other Prioritized Populations:

- Minor Home Repair Program – 11 of the 24 homes assisted in program year 2017 were occupied by elderly households. Additionally, 5 of the households assisted were under 30% AMI.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME	ESG
White	23	4	0
Black or African American	0	1	0
Asian	1	0	0
American Indian or American Native	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
Total	24	5	0
Hispanic	9	2	0
Not Hispanic	15	3	0

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

Narrative

During the 2017 program year, Adams County reported racial and ethnicity accomplishments on the CDBG minor home repair program. HOME accomplishments include Alto's five (5) HOME assisted units.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,394,480	\$1,602,955
HOME	HOME	\$1,078,588	\$484,809

Table 3 - Resources Made Available

Narrative

In 2017, Adams County's primary goal was to continue its past and present initiative to spearhead CDBG activities and meet its timeliness obligations. The county continued its goal to expend prior year resources and a large percentage of its 2017 funds. On May 1, 2018, the county had a timeliness ratio of 0.76, thus exceeding its 1.5 ratio goal. The allowable twenty percent (20%) of 2017 CDBG funds were committed to program administration. The attached CDBG Financial Summary (PR-26) provides details on the CDBG expenditures.

During the 2017 program year, unexpected HOME Program Income (PI) was received due to payoffs from a former deferred rehabilitation loan program and from the First Time Homebuyers Program (FTHB). Adams County projected \$200,000 in HOME PI in the 2017 AAP but received approximately \$93,200, which will be allocated to a HOME activity identified in the 2018 AAP, Crossing Pointe North. Additionally, the allowable ten percent (10%) of 2017 HOME funds were committed to program administration.

As of 2016, the county no longer receives ESG funding, as it is allocated directly to the State of Colorado to administer to Adams County eligible recipients, should they apply to the State for these funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Brighton	10	10	Municipality
City of Commerce City	0	0	Municipality
City of Federal Heights	6	6	Municipality
City of Northglenn	13	13	Municipality
City of Thornton	16	16	Municipality
City of Westminster	0	0	Municipality
County-Wide	55	55	Adams County provides services throughout the entire county.
Town of Bennett	0	0	Municipality

Table 4 – Identify the geographic distribution and location of investments

Leveraging

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

During the 2016 program year, City of Westminster provided over \$800,000 in development incentives for Alto, reflected below. Adams County encourages applicants to work with the applicable local jurisdictions to provide matching contributions in the form of development incentives for HOME activities. At this time, the county or local jurisdictions have not used publicly owned land for leveraging.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$1,708,740
2. Match contributed during current Federal fiscal year	\$0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$1,708,740
4. Match liability for current Federal fiscal year	\$80,113
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$1,628,628

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
N/A	N/A	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME Program Income and MBE/WBE Report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
203,159	93,202	11,107	0	307,478

Table 7 – Program Income

MBE/WBE Report

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	711,197	0	0	0	422,118	289,079
Number	7	0	0	0	3	4
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	711,157	251,323	459,834			
Number	7	1	6			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	171	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	171	0

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	142	0
Number of households supported through Rehab of Existing Units	29	24
Number of households supported through Acquisition of Existing Units	0	0
Total	171	0

Table 12 – Number of Households Supported

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

The differences between the goals and outcomes addressed below are specific to the goals and outcomes addressed in the 2017 AAP under the section AP-55.

- Production of new units - Currently underway. Baker School Apartments construction is projected to be completed in early 2019 resulting in 142 affordable family units.
- Rehab of existing units – Adams County nearly met its goal to provide 25 homeowners with MHR assistance by providing work to 24 homes. The county continues to operate its MHR program with two dedicated staff members taking in new applications and reviewing eligibility for the program on a daily basis.
- Rehab of existing units - Currently underway, Community Resources Housing Development Corporation's acquisition/rehab program is currently searching for homes (4 units) to purchase and renovate, then subsequently to be sold to qualified low-moderate income homebuyers.

Discuss how these outcomes will impact future annual action plans.

Adams County is on track for reaching its proposed goals as outlined in the 2017 AAP by the end of 2019. The delay is due to construction of new rental housing typically taking a number of years to complete. The county knows that affordable housing is a critical issue and is in the process of implementing the Balanced Housing Plan and Needs Assessment (BHPNA), which will help to inform the 2019 AAP.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	3	0
Low-income	9	2
Moderate-income	12	3
Total	24	5

Table 13 – Number of Households Served

Narrative Information

All HOME and CDBG activities benefit low-to-moderate income individuals who are income-qualified using HUD's annually established income guidelines for Adams County. The table above, which outlines the number of households served, is only a representation of CDBG and HOME projects completed within the 2017 program year (July 1, 2017 to June 30, 2018), which benefited homeowners through the MHR Program (CDBG) and Alto's five (5) HOME assisted units.

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

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

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

The county has two (2) primary organizations that supports and who have strong presence in the community that reach out and assess the needs of the homeless. These agencies include Almost Home and Growing Home who are located in various areas of the county and provide numerous services to those in- need as assistance. Such services include emergency shelter for homeless. Educational, job training and life skill classes are also provided to assist in reducing and ending homelessness.

Almost Home can accommodate up to 6 families who can stay for up to 45 days. During their stay, each family attends weekly classes, receives case management and must show progress in reestablishing their self-sufficiency.

Growing Home's wrap-around approach serves the whole family with intensive support to overcome immediate and long-term obstacles. It strengthens families during times of crisis by offering food, shelter, healthcare, and homeless prevention assistance. Their early childhood interventions nurture children from birth through age 8 with evidence-based programs that help prepare young kids for kindergarten and keep older kids on the path to school success. Its Blocks of Hope neighborhood initiative is enlisting an entire community to join forces toward its common goal to transform lives. Growing Home is a leading anti-poverty organization in the county, offering a rich-pipeline of programs for children and families.

Addressing the emergency shelter and transitional housing needs of homeless persons

The number of people experiencing homelessness in Adams County, especially those in camps along the Clear Creek and the South Platte River, has grown over the past several years, prompting the county to re-examine its approach to addressing this issue. As a result of increasing public concern, the county Manager's Office and members of the Board of County Commissioners reached out to the Burnes Center on Poverty and Homelessness (BC) to assist in this re-examination. In February 2017, BC presented An Assessment of Adams County's Efforts to Address Homelessness. In response to the Assessment, the county has created the Homelessness Outreach Liaison Division.

The Homelessness Outreach Liaison is responsible for assisting in the coordination, creation, implementation, and oversight of services and programs for citizens dealing with homelessness. This division is responsible for developing effective strategies to address housing and homelessness solutions and utilizing resources available at the county, state, and federal levels. Further, it develops and maintains collaborative relationships and partnerships with public and private agencies, advocates, and local officials to increase awareness of the issue and to create solutions to reduce homelessness. The Poverty Reduction & Neighborhood Outreach Manager and team are in the process of evaluating a comprehensive effort to address homelessness through interdepartmental , regional coordination, and Metropolitan Denver Homeless Initiative (MDHI) coordination.

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

Many formerly homeless families remain in a vulnerable state and case management services play a critical role at this stage. Case management services include:

- Job development programs focusing on a client's employment objectives and long-term goals;
- Plans and/or enrollment in furthering education or training;
- Budgeting classes;
- Strategy for self-sufficiency; and
- Twelve-step recovery programs and other support groups in the community for maintaining sobriety.

While many homeless persons and families access mainstream resources on an individual basis, local providers and advocates work in varying capacities to influence program implementation, funding priorities, and the coordination of service delivery. Programs in place to assist homeless persons are:

- Medicaid: Homeless service providers screen clients for Medicaid eligibility and refer for enrollment when appropriate;
- Children's Health Insurance Program: For children not eligible for Medicaid, the State administers the Children's Health Insurance Program, which provides low-cost health, dental, and vision coverage to children in low wage families;
- Temporary Aid for Needy Families (TANF): Administered by the Adams County Community Support Service Division provides funding to eligible families while enrolled into a self-sufficiency program;
- Food Assistance Program: Administered by the Adams County Community Support Service Division, this program is a supplement to the household's nutritional needs for the month. Eligibility is based upon the household's income, resources, household size, and shelter costs. Benefits are given to eligible households through the Colorado Quest Card. Certain food assistance recipients will be referred to the Employment First Program for assistance in employment and training needs; and
- Workforce Investment Act: The Adams County Workforce & Business Center receives funding to provide training and job placements. The Workforce & Business Center also works with the Adams County Housing Authority to provide a job development program for homeless clients. The Housing Authority administers the distribution of vouchers to clients referred by Workforce & Business Center counselors.

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

Adams County collaborates with the MDHI, the Denver Metro Continuum of Care (CoC), to ensure the most efficient and effective services to reduce homelessness in the seven-county region. MDHI coordinates the development of the Adams County continuum of care strategy, prepares the application to HUD, and funds programs. The MDHI Advisory Board is composed of homeless and formerly homeless persons and members from government agencies, non-profit organizations and homeless advocacy organizations. Drawing on information provided by staff, members of the public and the Advisory Board, MDHI sets policies for the organization, including policies related to the development of the continuum.

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

Actions taken to address the needs of public housing

The programs coordinated by the Unison Housing Partners (UHP) and Brighton Housing Authority (BHA) remain the primary providers of affordable housing in the county for households in the lowest income categories. The only other alternative is federally subsidized housing. UHP and BHA manage and maintain conventional public housing developments throughout the county and several scattered site developments. Both UHP and BHA own and operate public housing units, senior and disabled affordable units, and administer tenant and project-based Section 8 vouchers. The county supports these agencies by providing HOME funds to obtain and maintain affordable properties.

Adams County works together with UHP and BHA to address housing issues. The county is working toward solidifying strategies in 2018 by implementing the BHPNA.

Brighton Housing Authority (BHA) is in the process of completing rehabilitation of three duplexes (6 units) and adding basement units, which will ultimately double the density of existing affordable housing. Construction is expected to be completed by late 2018.

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

UHP encourages public housing residents to become more involved in management and participation in homeownership through public outreach, including in person and on its website. With the latter, UHP encourages eligible individuals to attend housing counseling sessions and workshops. UHP's Housing Counseling program offers a full range of services to individuals and families designed to assist them in resolving their housing-related issues and to help them to understand the responsibilities of tenancy and homeownership. UHP owns one public housing establishment that offers 42 1-bedroom units for seniors and the disabled. Through the ownership and management of this establishment, UHP interacts with residents closely to learn more about their needs and how to structure their services.

BHA maintains an active webpage regarding its public housing and wait lists, if any. The organization works closely with Colorado Housing and Finance Authority to direct those that are interested in homeownership to attend one of CHFA's housing counseling workshops.

Actions taken to provide assistance to troubled PHAs

To the county's knowledge, both UHP and BHA have not shown any indications of being "troubled".

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

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

In 2015, the county adopted its Analysis of Impediments to Fair Housing Choice which also included a summary of the barriers to affordable housing. With a reorganization of county departments in, the Community and Economic Development Department was created thus breaking down a lot of silos in order to share information and speed up the development review process. As such, the Development Review division began working closely with the county to include them in developer discussions in order to encourage the inclusion of affordable housing in prospective projects. As a result, many developers became knowledgeable about HOME funds and were interested in developing projects to include affordable housing. The county is statutorily precluded from requiring affordable housing in any development project. As a result, the county lobbied state legislation for many months in 2015 to put an inclusionary housing bill before the House and Senate. While the bill passed in the House, it unfortunately did not pass the Senate.

Mid-July 2017, the county ratified the Balanced Housing Plan and Needs Assessment (BHPNA). The BHPNA is an in-depth analysis of the barriers to housing as a whole and a plan to effectively address identified barriers. The BHPNA and Implementation Plan will demonstrate how the county plans to address missing middle housing and density issues, among other strategies.

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

Adams County is a large county, making it 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 urban portions of the county, which complicates service delivery in the eastern and northern rural regions. The lack of adequate transportation and service providers in the rural areas are a hindrance to meeting the needs of the underserved throughout the entirety of the county.

A major problem associated with meeting the needs of the county's underserved population is 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 the 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. The county continues to increase the availability of information for service-providers to be carried on to residents. Additionally, the county hosts a poverty symposium which will continue to be held semi-annually.

In late 2017, the county opened its new Human Services building which creates a centralized location for residents in need. It is accessible via public transportation and is fully ADA accessible. As a whole, the county has a mission to end poverty by bringing together like-minded organizations to meet this goal. The county also funded \$1,000,000 to the Adams County Foundation, which is a grant program for local non-profit organizations serving worst-case residents in need. The county is also actively pursuing other funding options to add more affordable housing units.

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

The MHR program has implemented stringent policies to ensure lead-based paint hazards are addressed proactively and in compliance with Federal regulations. In compliance with HUD's Lead Safe Housing Rule (24 CFR Part 35) and EPA's Lead Renovation, Repair, and Painting Program Rule (40 CFR Part 745), lead-safe practices are administered for any eligible home constructed prior to 1978. Only lead-certified contractors are solicited to bid for these homes.

Lead-safe practices include providing the family with the Lead Safe Information pamphlet, a "Notice of Presumption" or "Notice of Evaluation" (as applicable), a copy of the final clearance completed by a licensed examiner, and a "Notice of Lead Hazard Reduction"—the required documents for projects receiving rehabilitation assistance between \$0-\$25,000 per unit. A lead hazard screen and/or full risk assessment will also be performed, as necessary, for projects receiving rehabilitation assistance.

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

Adams County Community & Economic Development worked with the Adams County Homelessness Liaison, Adams County Workforce Business Center, local municipalities, and community agencies to identify the emergent employment needs of the low income population and help 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. 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. Homelessness non-profit providers also offer 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 taken to develop institutional structure. 91.220(k); 91.320(j)

Adams County is the lead agency in both the CDBG Urban County and the HOME Consortia. In 2017, Adams County's Urban County consisted of the Town of Bennett, the cities of Brighton, Federal Heights, and Northglenn.

Every three years, these jurisdictions are re-invited to renew their Intergovernmental Agreements with the county. Each of them receives a percentage of the county's CDBG allocation based on a formula percentage of total population and "low/mod income population". As the lead agency, the county administers and monitors each jurisdiction's activities to ensure they meet national objectives, eligibility, and compliance issues. During the 2017 PY, the Urban County and HOME Consortia renewed the Intergovernmental Agreements to continue receiving CDBG and HOME funds for the 2019, 2020, and 2021 PYs.

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 (Annual Share Percentage Report). The county also provided portions of its HOME application to:

- Community Development Housing Organizations (CHDO's) (15% requirement);
- Local Housing Authorities;
- Non-profit housing developers; and
- For-profit developers.

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

Adams County continues its 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 subgrantees to collaborate in leveraging resources and knowledge. The county is working with other county departments to determine the highest priority projects and best use of all funding received by the division. The county continues to work with Planning and Development, Public Works, Human Services, Regional Affairs, Long Range Planning, and various other partners to strengthen the delivery of services to all areas of the county.

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

IMPEDIMENT 1: DEVELOPMENT RELATED FACTORS – Discussed above in addressing barriers to affordable housing.

IMPEDIMENT 2: LACK OF DECENT HOUSING UNITS FOR LOW AND VERY LOW INCOME HOUSEHOLDS – During the 2017 program year, actions to increase decent housing units for low and very low income households are discussed throughout the CAPER. Decent, affordable, and safe housing was a primary focus. The 2018 program year will look forward to increasing the number of affordable rental units located throughout the county with one new large affordable housing development being completed and another under construction.

IMPEDIMENT 3: A LACK OF RAPID REHOUSING OPTIONS AND TRANSITIONAL HOUSING – As of 2016, ESG funding will be directly allocated to the State of Colorado instead of Adams County. Local non-profits can apply for the county's allocation of ESG funding directly from the State.

IMPEDIMENT 4: LOCAL GOVERNMENT AND COUNTY REGULATIONS AND FEES CAN BE IMPEDIMENTS IF THOSE ITEMS LIMIT THE SUPPLY OF DECENT, AFFORDABLE HOUSING – see above in discussion on removing barriers to affordable housing. This is also addressed by the forthcoming ratification of the BHPNA.

IMPEDIMENT 5: UNDERSTANDABLE FAIR HOUSING INFORMATION IS DIFFICULT TO OBTAIN FOR CONSUMERS, REALTORS, LENDERS AND OTHER HOUSING PROVIDERS – Adams County has been proactively completing the BHPNA and IP which is anticipated to be adopted by the county in July 2018. The primary goal of the plan is to address and adopt policies relating to attainable housing. These actions along with others discussed throughout the CAPER, will bring together like-minded organizations to increase affordable housing in Adams County. In addition, the county works closely with its subgrantees to ensure delivery of essential information to its consumers, realtors, lenders, and other housing providers, where applicable.

CR-40 - Monitoring 91.220 and 91.230

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

During the 2015 program year, Adams County identified that the historic monitoring process was in need of being reevaluated. In January 2016, the county created a new monitoring process and executed the new procedures during the 2016 and 2017 program years. The county conducts its monitoring process through four types of monitoring of its Subgrantees/Subrecipients as outlined below:

- Individual Monitoring – Includes ongoing contact with the Subrecipients/Subgrantees to provide guidance in order to prevent potential issues and ensure compliance with Federal regulations.
- Desktop Monitoring – Completed on an ongoing basis while the project is still open and completed annually after closeout. This includes review of Subrecipients/Subgrantees quarterly or annual reports, financial audits, and compliance with CDBG and HOME and crosscutting Federal regulations. This type of monitoring enables the county to analyze information such as accomplishments and expenditures and compliance with Federal regulations, which, in turn, helps determine the need for additional technical assistance or future on-site visits. This monitoring also ensures that completed activities continue to be used for the same purpose and continue to benefit eligible populations. The review of reports is completed on a quarterly basis for current projects, and annually for previously funded projects that are required to continue to benefit low and moderate income populations. If Davis Bacon is applicable to the project, the payrolls are reviewed on an ongoing basis until the project is fully completed.
- On-site Monitoring – All activities are monitored on-site upon final payment. As a standard, Adams County will conduct subsequent on-site monitoring every three years until the compliance or affordability period is met. However, depending on the results of the desktop and/or on-site monitoring, the county will monitor more frequently if there is an indication of instability in the Subrecipient/Subgrantee. The monitoring consists of interviews with key staff and a review of pertinent records. The county also conducted on-site Davis Bacon interviews for any construction project that took place during the 2017 program year.
- Drawdown Requests – County staff reviewed draw down requests and supporting documents for compliance with all reporting requirements and to verify the Subrecipient/Subgrantee is requesting reimbursement for approved purchases as outlined in the contract. This process is completed through a three-tiered review by staff.

In addition to the above, if an activity is subject to Section 3 of the Housing and Urban Development Act or required to report on Minority or Women Owned Businesses (MBE/WBE) utilized, Adams County provides additional information, technical assistance, and forms. County staff discusses the requirements applicable to the regulations with both the Subgrantee and subcontractor during the RFP process, pre-construction meetings, Davis Bacon interviews, and post completion technical assistance.

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

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

The county's Citizen Participation Plan requires that the CAPER be made available for public review and comment for a minimum of fifteen (15) days. A Public Notice announcing the CAPER availability for public review and comment was published in local newspapers Brighton Blade and Northglenn-Thornton Sentinel. It was published on October 24 and 25, 2018, respectively, and advised the public that comments on the CAPER would be taken through November 13, 2018 when it is presented to the Board of County Commissioners at a public hearing. The notice was also published on the Adams County webpage (<http://www.adcogov.org/announcements-and-latest-news>) as well as the county's website under the Public Hearing announcements (www.adcogov.org). Residents also had the opportunity to speak at the public hearing at the Adams County Government Center. Adams County Government Center is fully accessible to persons with disabilities.

Adams County is prepared to take comments from non-English speaking and hearing impaired residents at any time. Interpretation is available through a translation service if a person calls or comes into the county who does not speak English. Hearing impaired individuals have access to teletypewriter (TTY) relay service through the phone companies. Should a non-English speaking person or hearing impaired person want to attend the public hearing, staff will arrange translation, if given advanced notice.

CR-45 - CDBG 91.520(c)

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

In recent years, Adams County recognized and rose to the challenge of raising the bar in service excellence. In 2017, the county vowed to continue its momentum with improvement of its internal processes. The county accomplished a tremendous amount of work since 2015 and continues to work toward improving its internal goals of maximizing CDBG and HOME to its fullest potential.

During the 2015 program year many historic issues were uncovered and addressed including, but not limited to, revamping CDBG policies and procedures, improving city partnerships, applications, contracts, and file management. The county continued to fine tune process improvements and monitoring strategies in program year 2017. As staff continues to improve, Adams County will be increasingly effective in properly directing funds to activities that have the greatest impact on the community's quality of life.

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

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

In 2016, Adams County set out to restructure the HOME monitoring policies and procedures as outlined in CR-40. County staff researched and gathered pertinent information (i.e. affordability period, management companies, number of home-assisted units, etc.) and established a matrix of properties in order to systematically conduct monitoring on all applicable activities. There are twenty three (23) affordable rental housing projects subject to program compliance, including two (2) former HOME properties that recently used NSP funds to keep the properties solvent during the affordability period. During the 2017 program year, county staff conducted 10 on-site inspections:

- 227 N. 7th Ave. – Tenant files did not include language identifying HOME unit designation. A revised lease or a HOME addendum was requested, and the issues were corrected to satisfaction.
- 1481 W. 71st Pl. – Upon inspection of tenant files, staff found missing applications, lack of HOME designation notification, and missing tenant release consent forms. Additionally, the tenants did not have HOME addenda in their lease documents. These issues were corrected to satisfaction.
- Alto – Final construction inspection resulted in no findings or concerns.
- Creekside Place Apartments - No findings or concerns.
- Libretto Apartments – Tenant files did not include language identifying HOME unit designation. A revised lease or a HOME addendum was requested, and the issues were corrected to satisfaction.
- Orchard Hill Apartments – No findings or concerns.
- Renaissance 88 Apartments – No findings or concerns.
- Residences at Panorama Pointe – Policies and procedures for property maintenance were not furnished for the monitoring. The property owner later produced these documents to satisfaction.
- Springbrook Apartments – No findings or concerns.
- Village of Yorkshire – No findings or concerns.
- Westchester Apartments – Missing tenant files, which were corrected. Additionally, financials and policies and procedures for asset management were not furnished, which was later produced to satisfaction.

During the 2017 Program Year, the county completed its monitoring goals and according to its schedule of all HOME projects. All HOME monitorings are completed and all are on a schedule for future monitorings during the applicable affordability periods. Additionally, staff has provided extensive technical assistance to all property owners/managers and they are aware of their annual obligations (i.e. rent rolls, financial audits, affirmative marketing plan, etc.) for desktop monitorings. They are also aware of on-site monitorings which will take place at a minimum of every three years. Lastly, the county emphasizes property owners to keep the county apprised of any changes in management, financial concerns or conditions which would make the property not in compliance with HOME rules.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.
92.351(b)**

As part of the underwriting and subsidy layering review, Adams County requires all HOME applicants to provide the agency's affirmative marketing plan. Without a complete and compliant affirmative marketing plan, the county will not approve the underwriting and will not move the project forward for Board approval. The county will provide technical assistance as needed, but all HOME projects must have an approved affirmative marketing plan. Furthermore, as part of the HOME monitoring, the county annually requests and reviews HOME recipients affirmative marketing plan to ensure HOME compliance.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The county received approximately \$93,200 in HOME Program Income (PI) during 2017. Adams County carried forward program income received in 2017 to activities in the 2018 AAP.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing).
91.320(j)**

Adams County has implemented a more robust underwriting and subsidy layering review and will not commit HOME funds nor recommend projects to the Board of County Commissioners unless an applicant has secured all necessary funding. In line with this approach, and to continue fostering and maintaining affordable housing in Adams County. Multifamily projects typically require LIHTC, thus, the county works closely with the developers in coordinating efforts for project feasibility. Additionally, the county is in the process of developing a local Housing Trust Fund (HTF), a specific strategy outlined in the BHP, with local funds to further support affordable housing. The HTF will be launched in second or third quarter of 2019.

CR-60 - ESG 91.520(g) (ESG Recipients only)

This section of the CAPER is not applicable as the county did not accept ESG funds in PY 2017.

CR-65 - Persons Assisted

This section of the CAPER is not applicable as the county did not accept ESG funds in PY 2017.

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

This section of the CAPER is not applicable as the county did not accept ESG funds in PY 2017.

CR-75 – Expenditures

This section of the CAPER is not applicable as the county did not accept ESG funds in PY 2017.

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