



# FY2023 YEAR FOUR ANNUAL ACTION PLAN

City of Fort Collins • Social Sustainability Department  
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22-24186 | Auxiliary aids and services are available for persons with disabilities. V/TDD: 711

## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The City of Fort Collins, Colorado is submitting its Fiscal Year 2023 (FY23) Annual Action Plan. The Plan has been prepared according to HUD requirements. The Plan will govern the City's investment of federal funds for persons experiencing homelessness, housing, and non-housing community development activities for the Program Year.

#### **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.

High priority needs identified in the FY23 Annual Action Plan include both housing and non-housing community development, persons experiencing homelessness, and special population needs. The City of Fort Collins developed and managed a robust Citizen Participation process to solicit stakeholder and resident input on priority needs. The City has integrated that Citizen Participation process with research on the scope of those needs. The City's 2020-2024 Consolidated Plan, Economic Health Strategic Plan, Social Sustainability Strategic Plan, Social Sustainability Gaps Analysis, Housing Affordability Policy Study, and Housing Strategic Plan all provide data and recommendations for City actions to address the needs of both affordable housing and non-housing community development needs.

Through funding and other actions, the City will seek to address the following specific priority needs:

##### **Increase affordable housing inventory.**

- Rental units constructed: 2 6-bedroom homes at L'Arche; 4 units to be identified
- Ownership units constructed: 4 household housing units (Habitat for Humanity Harmony Cottages)

##### **Affordable housing preservation.**

- Rental units rehabilitated: 15 household housing units (Villages, Ltd. Plum Street Rehabilitation); 4 units to be identified

## **Housing and services for persons who are homeless.**

- Public service activities other than Low/Moderate Income Housing Benefit: 160 Persons Assisted (Family Housing Network Shelter Programs)
- Homeless Person Overnight Shelter: 542 Persons Assisted (Catholic Charities Samaritan House and Crossroads Safehouse)

### **3. Evaluation of past performance**

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

Overall, during the last five-year reporting period for Consolidated Annual Performance Evaluation Reports (CAPERs) the City has received satisfactory reviews regarding its performance in meeting goals set forth in the Five-Year Consolidated Plan and each year's Annual Action Plan. Additionally, HUD continues to conclude that the City of Fort Collins is administering its programs in a manner consistent with the applicable regulatory requirements. Review and conclusions are based solely on information available to HUD, and do not constitute a comprehensive evaluation or approval of specific activities. The positive performance evaluations reflected progress made towards goals considered by HUD to be worthwhile and necessary community improvements. Updated research and analysis of community needs, as well as fresh citizen input, has supported the continuation of goal setting and outcomes similar to previous plans. The City of Fort Collins has responded to all technical assistance provided as a part of any HUD review and evaluation.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Throughout the process, the public was invited to participate through multiple modes, including the local newspaper, the City's website, and through nonprofit and other service providers—especially those connected to marginalized populations and/or protected classes. Other community partners involved in affordable housing efforts, homelessness prevention/intervention, and community development activities were consulted as part of this Plan's development. This year, the Social Sustainability Department collaborated with an internal engagement team to update the Public Notice Partners engagement contact list to be more inclusive and diverse, and now distributes Public Notices to more than 45 partner contacts across the community. The City followed the HUD required Citizen Participation Plan for all efforts related to this Plan's development.

### **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.

Comments received at the Public Hearing, during the 30-day Public Review Period for the Competitive Process, and responses to notice of funding decision are attached. Seven individuals, most representatives from community nonprofit organizations, attended the Annual Action Plan public hearing. Input received was generally supportive of the process.

Any additional comments received during the public review period will be added before submittal to HUD.

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

No comments were not accepted.

**7. Summary**

The final City of Fort Collins FY23 Annual Action Plan is being submitted to the U.S. Department of Housing and Urban Development (HUD) by the August 16 regulatory deadline.

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

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

Describe the agency/entity 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	Fort Collins	Social Sustainability Department
HOME Administrator	Fort Collins	Social Sustainability Department

**Table 1 – Responsible Agencies**

### Narrative (optional)

The Fort Collins Social Sustainability Department allocates federal Housing and Urban Development (HUD) CDBG and HOME funds, and local City of Fort Collins funding to housing and human service agencies to meet the needs of low- and moderate-income citizens. The department also implements policies promoting and supporting self-sufficiency for low- to moderate-income citizens.

### Consolidated Plan Public Contact Information

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Fort Collins maintains a robust and ongoing public participation process for all work/program items benefiting from community conversation and input. Social Sustainability regularly consults and coordinates with affordable housing providers, homeless service providers, human service agencies, and the local Continuum of Care. Input from partners is reflected in our day-to-day operations, programs and projects. The City continuously seeks to improve communication strategies with impacted stakeholders, underrepresented groups, and those in legally protected classes. The City is actively engaged with One Voice for Housing, a network of housing advocates working toward speaking about housing with one voice – recognizing the importance of messaging in communications. In order to engage a diverse cross section of the community, Public Notices for citizen input opportunities are sent directly to providers serving underrepresented groups, including the public library, Museo de las Tres Colonias, Northside Aztlan Community Center, Salud Health Clinic, Colorado Health Network, SummitStone Health Partners, La Familia/The Family Center, Colorado State University, Disabled Resource Services, homeless service providers and shelters, advocacy groups, local churches, boards, business associations, nonprofits, and affordable housing providers. Public Hearings are currently being held online. Additional public input opportunities for the Annual Action Plan are identified in Table 4.

### **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(I))**

In 2021, the City adopted a Housing Strategic Plan encompassing the entire housing spectrum and leading with equity. The Housing Strategic Plan includes 26 strategies and avenues for addressing the ongoing housing challenges in our community.

Social Sustainability Department staff work closely with public and assisted housing providers, as well as private and government health, mental health, and service agencies to distribute HUD and City grant funding; identify high priority housing and social service needs that can be addressed by the City; assess the impact of current efforts and programs to meet needs; and plan for future programs, projects, and activities to address housing and community development needs. This informal structure, with good communication, has been extremely valuable through the pandemic years.

The City is advised by two boards related to the work of the Social Sustainability Department. The Human Services and Housing Funding Board advises City Council on grant applications to support the affordable housing and human service needs in the City. The Affordable Housing Board advises City Council on matters related to affordable housing in Fort Collins and assists with preparing the City’s Affordable Housing Strategic Plan.

The City continues to build a comprehensive, formalized approach to supporting community members experiencing homelessness through support of initiatives such as the Housing First, Rapid Re-housing programs, resource and housing navigation, and Outreach Fort Collins. City representatives are also actively involved in the two-county effort toward providing a Coordinated Access Housing Placement System as well as serving on the governing board for the Northern Colorado Continuum of Care, which was recognized by HUD as its own continuum of care in January 2020.

In 2016, the City initiated NoCo Housing Now, which has since grown to become a regional work group that explores regional housing solutions and provides multiple opportunities to learn from regional colleagues each year. This group is active in legislative review and in data collection and analysis. An SSD staff person is on the steering committee and the Chamber of Commerce hosts and staffs the program.

In 2022, staff attended a convening by the Colorado Health Foundation to catalyze a conversation on the many intersections of health and housing. This builds on the work of the Colorado Department of Health and Environment's grant funded Home2Health project (2019-2021). This in-depth community exploration of health and housing provided critical feedback that was incorporated into the Housing Strategic Plan.

**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 Northern Colorado Continuum of Care (NoCO CoC) members represent nonprofit service providers, emergency services, and State and local government. The Social Sustainability Department's Director participates on the governing board for the NoCO CoC and additional City staff are engaged with the NoCO CoC on varying levels, including serving on subcommittees. The NoCO CoC is focused on long-term planning and addressing the needs of homelessness on a policy level, coordinating the point in time count, and working to meet the requirements of the McKinney-Vento Homeless Assistance Act. The NoCO CoC has implemented the Homeless Management Information System (HMIS) and measures the effectiveness of agencies funded through the McKinney Vento funding streams. The NoCO CoC continues to work with area healthcare providers, homeless services providers, and other care institutions to establish coordinated discharge planning processes. The annual Point in Time (PIT), spearheaded by the NoCO CoC, is a community-wide effort to gather critical data on both sheltered and unsheltered persons experiencing homelessness.

The City also works closely with service providers that track long-term homeless individuals and the regional Coordinated Assessment and Housing Placement System (CAHPS). Several agencies, including Housing Catalyst, have implemented a vulnerability index (VI-SPDAT) to assess which people are at the highest risk if they remain homeless. It is used to prioritize individuals for housing placement when units become available and is the primary tool used by CAHPS. The NoCO CoC will add a second staff position,

the System Improvement Manager, in 2023, who will coordinate closely with the City of Fort Collins and other partners.

**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**

The City of Fort Collins does not receive ESG funding.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**



**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Housing Catalyst
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Monthly meetings between City and Housing Catalyst. Lead authorship on AAP PHA section. Anticipated outcomes are implementation of shared housing goals, decreasing duplication and inefficiencies.
2	<b>Agency/Group/Organization</b>	Northern Colorado Health Sector Partnership
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Education Health Agency Regional organization Planning organization Services-Mental and Behavioral Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City is actively involved with Larimer County Behavioral Health Services, formerly known as Northern Colorado Health Sector Partnership, and a City Council person is a member of the Behavioral Health Policy Council and they (along with the SSD Director) participates in quarterly Council meetings. The desired outcome is to align community goals with their initiatives and best practices. Social Sustainability's strategic plan is aligned with the key collaboration areas of public health care education, coordination of a larger behavioral health solution for the area, and increasing workforce skills relative to diversity awareness. Additionally, the SSD Director is a member of the Larimer County Regional Opioid Abatement Council which is allocating funding from opioid settlements to the focus areas of: care coordination, school-based prevention programs, harm reduction, and mental health co-responders.
3	<b>Agency/Group/Organization</b>	Homeward Alliance
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Homeward Alliance and the City maintain an ongoing partnership to coordinate additional cold weather homeless shelter services and are working together toward extreme heat day shelter options as well. The City funds ongoing services provided by HWA via their day center, the Murphy Center.
4	<b>Agency/Group/Organization</b>	Outreach Fort Collins
	<b>Agency/Group/Organization Type</b>	Services-homeless Services - Broadband Internet Service Providers

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City was part of the founding board of Outreach Fort Collins (OFC) and has provided ongoing resource support to OFC. The City continues in an advisory role and uses this partnership to better understand the homeless population of Fort Collins and their needs. This partnership informs the City's response to homelessness issues.

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

No Agency Types were intentionally withheld from any of the City's public engagement and consultation processes.

### 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	Northern Colorado Continuum of Care	Goals are complementary and mutually supportive, based on active communication, and City representation on the Northern Front Range Continuum of Care.
Housing Strategic Plan	City of Fort Collins	Goals are complementary and mutually supportive, based on active communication, stakeholder input, available resourcing and capacity, and decision-maker prioritization.
Social Sustainability Department Strategic Plan	City of Fort Collins	Goals are complementary and mutually supportive, based on active communication, stakeholder input, available resourcing and capacity, and decision-maker prioritization.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

See Broadband and Climate Change Resilience attachment.

## **AP-12 Participation – 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**

Social Sustainability staff has followed the City’s Citizen Participation Plan to engage the public and interested parties in decision-making during the Competitive Process and development of the Annual Action Plan. The Competitive Process includes outreach for applications, public notices, application review and recommendations made by a resident volunteer board, a 30-day public review period, and approval by City Council, which includes a public hearing. The Annual Action Plan is developed in coordination with the Competitive Process, and engagement for the Plan includes a public hearing with a presentation explaining the Competitive Process and its funding sources, applications received, and strategic plan inputs; public notices in the local newspaper as well as posted online and emailed to public notice partners serving special populations; and a 30-day public review period.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Notice	Nonprofit agencies and affordable housing providers	Notice of open application period was emailed directly to 150 nonprofit professionals and notice was posted on the Social Sustainability Department webpage and the Competitive Process webpage. Attendance/Response: 53 applications received	43 human services applications and 6 housing applications received. 4 CDBG renewal applications received.	No comments not accepted	<a href="https://www.fcgov.com/socialsustainability/competitive-process">fcgov.com/socialsustainability/competitive-process</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Public Notice for Public Hearing. Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to service providers and Public Notice Partners serving special populations.</p> <p>Annual Action Plan 2023</p>	N/A	No comments not accepted	<p>fcgov.com/socialsustainability ; fcgov.com/events</p> <p>15</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Annual Action Plan development Public Hearing, March 28, Notice was placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage and City of Fort Collins online Community Calendar of Events. Notices were emailed directly to service providers, and Public Notice Partners serving special populations. Attendance/Response: 7 agency representatives and community members</p>	<p>One participant had concerns about funding the City Forestry Tree Removal application. Comments in attachments.</p> <p>Annual Action Plan 2023</p>	No comments not accepted	<p>fcgov.com/socialsustainability; fcgov.com/events</p> <p>16</p>



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Public service provider clients, nonprofit agencies, and affordable housing providers	<p>Housing Applicant Presentations to HSHF Board and Affordable Housing Board, March 29, 2023. Notices were emailed directly to applicants. Notice was posted on the Social Sustainability Department webpage, City of Fort Collins online Community Calendar of Events, and the HSHF Board webpage. Attendance/Response: 6 Housing applicants provided presentations. 16 agency staff members attended, 1 unaffiliated public attended.</p>	No comments or feedback received	No comments not accepted	<p>fcgov.com/events; fcgov.com/socialsustainability/competitive-process; fcgov.com/cityclerk/community-development.php</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Affordable housing providers	Affordable Housing Board (AHB) Meeting to rank housing projects, April 6, 2023. Public Meeting. 4 agency staff members attended, 3 unaffiliated public attended.	All applications worthy of funding. The Board prioritized projects that served more people or created more units. Two attendees gave announcements . Included in attachments.	No comments not accepted	<a href="https://www.fcgov.com/events/">https://www.fcgov.com/events/</a>

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)
6	Public Meeting	Public service provider clients, nonprofit agencies, and affordable housing providers	<p>HSHF Board Regular Meeting to review human service projects and develop follow-up questions for applicants, April 5, 2023. Notice was posted on the City of Fort Collins online Community Calendar of Events, and the HSHF Board webpage.</p> <p>Attendance/Response: 0 agency staff member attended, 0 unaffiliated public attended.</p>	No comments received	No comments not accepted	<p><a href="https://fcgov.com/events">fcgov.com/events</a>;</p> <p><a href="https://fcgov.com/socialsustainability/competitive-process">fcgov.com/socialsustainability/competitive-process</a>;</p> <p><a href="https://fcgov.com/cityclerk/community-development.php">fcgov.com/cityclerk/community-development.php</a></p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Meeting	Nonprofit agencies and affordable housing providers that applied for Competitive Process funding	<p>HSHF Board Deliberations April 25-26, 2023. Notices were emailed directly to applicants. Notice was posted on the Social Sustainability Department webpage, City of Fort Collins online Community Calendar of Events, and the HSHF Board webpage.</p> <p>Attendance/Response: 10 agency staff members attended, 0 unaffiliated public attended.</p>	Email responses from agency staff following the deliberation meeting and funding award announcements with general notes of gratitude, along with some requests for further insights and information about their recommended funding amounts.	No comments not accepted	<p>fcgov.com/events;</p> <p>fcgov.com/socialsustainability/competitive-process;</p> <p>fcgov.com/cityclerk/community-development.php</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Competitive Process Public Review Period, May 6-June 6. Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to service providers and Public Notice Partners serving special populations. Attendance/Response : TBD</p>	<p>Emails received in support of recommended funding allocations.</p>	<p>No comments not accepted</p>	<p>fcgov.com/socialsustainability</p>

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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)
9	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Competitive Process Public Hearing, Council Approval, June 6, 2023.</p> <p>Simultaneous notification with Public Review Period. Notice was placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage and City of Fort Collins online Community Calendar of Events. Notices were emailed directly to service providers, and Public Notice Partners serving special populations.</p> <p>Attendance/Response</p>	<p>Grant recipients expressed gratitude for funding allocations during public comment. Meeting minutes attached.</p> <p>Annual Action Plan 2023</p>	No comments not accepted	<p>fcgov.com/socialsustainability</p> <p>fcgov.com/events;</p> <p>fcgov.com/socialsustainability/competitive-process;</p> <p>fcgov.com/cityclerk/community-development.php</p> <p>22</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
10	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Annual Action Plan Public Review Period June 19-July 20. Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to Public Notice Partners serving special populations. Attendance/Response: None</p> <p>Annual Action Plan 2023</p>	No comments received	No comments not accepted	<p>fcgov.com/socialsustainability</p> <p>23</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	Public Notice	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Annual Action Plan Substantial Amendment Public Review Period August 26-September 25. Ads/notices were placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage. Notices were emailed directly to Public Notice Partners serving special populations. Attendance/Response: None</p> <p>Annual Action Plan 2023</p>	No comments received	No comments not accepted	<p>fcgov.com/socialsustainability</p> <p>24</p>



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
12	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Public service provider clients, nonprofit agencies, and affordable housing providers</p>	<p>Annual Action Plan Substantial Amendment Public Hearing September 13, 2023.</p> <p>Simultaneous notification with Public Review Period. Notice was placed in local newspaper in English and Spanish, and ADA/Title VI compliant. Notice was posted on the Social Sustainability Department webpage and City of Fort Collins online Community Calendar of Events. Notices were emailed directly to service providers, and Public Notice Partners serving special populations</p>	<p>Participants asked clarifying questions during hearing and were generally in support of the changes.</p> <p>Annual Action Plan 2023</p>	No comments not accepted	25

**Table 4 – Citizen Participation Outreach**



## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The City's goal in allocating funding is to enhance the community's sustainability by addressing needs among our citizens who are income-challenged. Stabilized households increase neighborhood quality. That, in turn, leads to a healthier, more vibrant Fort Collins. Each spring, through the Competitive Process, the City of Fort Collins allocates federal and local funds to eligible affordable housing, community development, human services, and related activities. The provision for an optional fall Competitive Process accommodates any unspent or recycled funds.

The two general activity categories used to move forward successful funding proposals are:

- **Housing:** Acquisition and construction of affordable housing projects, including land purchase, housing rehabilitation, certain soft costs related to affordable housing development, and homebuyer assistance programs are priorities. Properties must be located in Fort Collins.
- **Public Service:** Nonprofit agencies serving a majority of people (51% or more) whose income is 80% or below the Area Median Income (AMI) and living in the City of Fort Collins.

Funds are allocated to nonprofit agencies, affordable housing providers, and other entities serving Fort Collins residents, a majority of which are low-and moderate-income households. Federal dollars leverage additional funds in many of the projects completed as part of the Consolidated Plan. Since these funds are limited, they are often only a portion of the funds our partners utilize to complete a project. By requiring partners to leverage these funds with other resources, the City of Fort Collins can maximize the impact of these funds in meeting its priority goals. Additionally, the City contributes Affordable Housing Fund (AHF) and Human Services Program (HSP) monies from the City's General Fund and Keep Fort Collins Great tax (KFCG) to further the goals of the Consolidated Plan and provide required match to the HOME program. Available amounts vary with budget cycles and economic conditions. Only federally funded projects are reported in the Annual Action Plan.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,107,281	53,860	33,636	1,194,777	1,107,281	For CDBG, proposals must meet one of the three national objectives: 1) benefit low- and moderate-income persons, 2) aid in the prevention or elimination of slums or blight, and/or 3) meet community development needs having a particular urgency. Fort Collins funds public service, housing, and public facilities activities with CDBG.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	669,292	206,806	80,000	956,098	669,292	Acquisition and construction of affordable housing projects, including land purchase, housing rehabilitation, certain costs related to affordable housing development, and homebuyer assistance programs.

**Table 5 - Expected Resources – Priority Table**

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

HOME and CDBG funds are leveraged in Fort Collins with the Affordable Housing Fund (AHF) and Human Services Program (HSP) dollars. HSP funds are used to support priority human services needs in Fort Collins that do not receive CDBG. These funds are also distributed through the annual Competitive Process. In FY23 36 human service organizations will receive HSP funds, while Kechter Homes development of homeownership units on a Land Bank property (54 townhomes), will be funded with AHB only. A portion (\$800,000) of the City's HOME ARP funds were allocated in the Competitive Process to CARE Housing's Heartside Hill development. This project will provide 71 affordable rental units, 4 of which will be funded with HOME ARP. The Heartside Hill apartments are part of a larger affordable housing campus, which will include the L'Arche group homes, as well as outdoor play areas, gathering spaces, and community gardens. The campus also plans to offer affordable childcare, workforce assistance, behavioral health services, and shared community space.

Recipients of CDBG, HOME, HOME ARP, AHF, and HSP also leverage City-allocated funds with many other local, state, and federal sources. Sources of leverage include debt, Low Income Housing Tax Credits, State of Colorado HOME funds and State Housing Development Grant funds, Federal Home Loan Bank Board funding (FHLBB) grants, United Way funding, and other foundation and donation funding. By encouraging applicants to leverage CDBG and HOME funds with as many other sources as possible, the City is able to provide funding to projects serving more residents of Fort Collins. Social Sustainability Department staff track all HOME eligible match funds to ensure the 25% match requirement 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**

The City of Fort Collins has a land bank program that currently holds four parcels totaling about 40 acres for the future development of affordable housing. Two parcels have been sold to develop affordable housing. The City is currently partnering with a developer and a community land trust to build 54 permanently affordable for-sale townhomes on one of the parcels sold. This project is under construction with a 2023 expected completion date.

The Land Bank Program holds two options for the purchase of additional land. The 2023 budget provided funds to exercise one of these options which will purchase 5 acres of land in the northeast quadrant of the City. The other option's term runs through 2026. The Social Sustainability Department will submit a budget request for funding to exercise this option in the 2025 budget.

The Downtown Development Association partnered with the local housing authority, Housing Catalyst, by providing land under a 99-year lease for 79 units of work force housing that opened in January 2023. These two partners are looking for more ways to leverage publicly owned land.

**Discussion**

Staff, the Human Services and Housing Funding Board, and the Affordable Housing Board (housing applications) review all funding proposals. Housing applicants are invited to make presentations about their projects to both boards. Funding recommendations are made and provided to City Council, which considers the recommendations at a public meeting and makes final funding allocation decisions. Staff then works with grantees on additional due diligence items and contract execution.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase the supply of affordable housing units	2020	2024	Affordable Housing	City-wide	Increase affordable housing inventory	CDBG: \$582,754 HOME: \$200,000	Rental units constructed: 6 Household Housing Unit Homeowner Housing Added: 4 Household Housing Unit
2	Preserve existing affordable housing	2020	2024	Affordable Housing	City-wide	Affordable housing preservation	CDBG: \$210,831 HOME: \$689,169	Rental units rehabilitated: 19 Household Housing Unit
3	Provide emergency sheltering and services	2020	2024	Homeless	City-wide	Housing and services for persons who are homeless	CDBG: \$115,420	Public service activities other than Low/Moderate Income Housing Benefit: 160 Persons Assisted Homeless Person Overnight Shelter: 542 Persons Assisted
4	Provide housing stabilization services	2020	2024	Non-Housing Community Development	City-wide	Prevent homelessness	CDBG: \$54,316	Homelessness Prevention: 43 Persons Assisted



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Provide administrative support to federal programs	2020	2024	Administration	City-wide	Increase affordable housing inventory Affordable housing preservation Housing and services for persons who are homeless Prevent homelessness Services for low- and moderate-income populations	CDBG: \$231,456 HOME: \$66,929	

Table 6 – Goals Summary

## Goal Descriptions

1	Goal Name	Increase the supply of affordable housing units
	Goal Description	Increase both rental and ownership housing with the following priorities: mixed-income housing, permanent supportive housing, and/or housing with co-location of services (case management, childcare, etc.). Prioritize projects serving special populations including people experiencing homelessness, families, seniors, unaccompanied youth, people with disabilities, and people with very low incomes. May include construction, acquisition, change of use, downpayment assistance, etc.
2	Goal Name	Preserve existing affordable housing
	Goal Description	Includes rehabilitation of existing units, acquisition to prevent conversion to market rate, mobile home preservation, and ownership supports such as emergency repairs, energy efficiency upgrades, and accessibility modifications.

3	<b>Goal Name</b>	Provide emergency sheltering and services
	<b>Goal Description</b>	Support projects that provide services or shelter and/or residency programs for individuals and families experiencing homelessness, including comprehensive case management for long-term stabilization.
4	<b>Goal Name</b>	Provide housing stabilization services
	<b>Goal Description</b>	Includes eviction and homelessness prevention services such as diversion, reunification, housing counseling, short- and long-term financial assistance (rent, utilities, etc.), comprehensive case management, service coordination, and supportive services.
5	<b>Goal Name</b>	Provide administrative support to federal programs
	<b>Goal Description</b>	Provide administrative support to CDBG and HOME Programs.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

In spring 2023, the City of Fort Collins held a competitive application process to allocate HUD resources, and City of Fort Collins Affordable Housing Fund (AHF) dollars and Human Service Program (HSP) monies for the 2022 Program Year. Available federal funding included the 2022 allocation of CDBG and HOME funds from HUD, CDBG and HOME Program Income, and unspent CDBG and HOME funds from prior years. Funding was allocated to housing and public service projects serving a broad range of Fort Collins residents.

#### Projects

#	Project Name
1	FY23 CDBG Program Administration
2	FY23 HOME Program Administration
3	Rehabilitation and Land Acquisition
4	Habitat for Humanity: Harmony Cottages
5	L'Arche: L'Arche Homes
6	Housing Catalyst: Plum Street Rehabilitation
7	Catholic Charities: Samaritan House
8	Crossroads Safehouse: Domestic Violence Emergency Shelter
9	Family Housing Network: Shelter Programs
10	Neighbor to Neighbor: Homelessness Prevention

Table 7 - Project Information

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

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	FY23 CDBG Program Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units Preserve existing affordable housing Provide emergency sheltering and services Provide housing stabilization services
	<b>Needs Addressed</b>	Increase affordable housing inventory Affordable housing preservation Housing and services for persons who are homeless Prevent homelessness Services for low- and moderate-income populations
	<b>Funding</b>	CDBG: \$231,456
	<b>Description</b>	CDBG FY23 EN (20%) \$221,456 The City of Fort Collins will use FY23 CDBG and 20% of any CDBG PI received during the FY23 Program Year to administer the CDBG program. Eligible Activity [CDBG]: CFR 570.206. CDBG Matrix Code: 21A General Program Administration.
	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	222 Laporte Ave, Fort Collins, CO 80522
	<b>Planned Activities</b>	Program administration
2	<b>Project Name</b>	FY23 HOME Program Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units Preserve existing affordable housing Provide administrative support to federal programs
	<b>Needs Addressed</b>	Increase affordable housing inventory Affordable housing preservation
	<b>Funding</b>	HOME: \$66,929
	<b>Description</b>	HOME FY23 EN (10%) \$66,929. The City of Fort Collins will use 10% of FY23 HOME funds, plus 10% of any HOME PI received during the FY23 Program Year to administer the HOME program. [HOME]: 24 CFR 92.207 Administration and Planning Costs

	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	222 Laporte Ave, Fort Collins, CO 80522
	<b>Planned Activities</b>	Program administration
<b>3</b>	<b>Project Name</b>	Rehabilitation and Land Acquisition
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units Preserve existing affordable housing
	<b>Needs Addressed</b>	Increase affordable housing inventory Affordable housing preservation
	<b>Funding</b>	CDBG: \$282,754
	<b>Description</b>	\$282,754 CDBG FY23 EN. Funds will be used to support eligible CDBG activities for LMI households, including rehabilitation of existing affordable rental units and/or land acquisition in support of new affordable rental units. National Objective LMC. Eligible Activity: 24 CFR 570.201(a) Matrix Code: 01, Acquisition of Property; 24 CFR 570.202 Rehabilitation, Matrix Code: 14B, Low/Mod Housing Rehab, Multi-Unit Residential
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 low-income households
	<b>Location Description</b>	Varied
	<b>Planned Activities</b>	Rehabilitation and/or land acquisition
<b>4</b>	<b>Project Name</b>	Habitat for Humanity: Harmony Cottages
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units
	<b>Needs Addressed</b>	Increase affordable housing inventory
	<b>Funding</b>	HOME: \$200,000

	<b>Description</b>	\$100,394 HOME CHDO, \$99,606 HOME PI/Prior year Construction of 4 new ownership single family homes. Harmony Cottages includes 44 single-family attached homes (duplex units) and 4 single-family detached homes. The neighborhood includes green open space, a pocket park and playground, attached garages, small yards, and courtyards. All homes have appropriate solar orientation and roofs available for solar collectors. Homes are designed with high-quality building envelopes to ensure low energy demand. National Objective [HOME]: 24 CFR 92.206 (a)(1) New Construction Costs
	<b>Target Date</b>	10/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 low-income households
	<b>Location Description</b>	Harmony Road and Taft Hill Road, Fort Collins, 80526
	<b>Planned Activities</b>	Development hard costs for new construction
5	<b>Project Name</b>	L'Arche: L'Arche Homes
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase the supply of affordable housing units
	<b>Needs Addressed</b>	Increase affordable housing inventory
	<b>Funding</b>	CDBG: \$400,000
	<b>Description</b>	\$400,000 CDBG FY23 Purchase of land, water tap fees and utility connection costs to support the construction of two 6-bedroom homes for low-income individuals and people with intellectual and developmental disabilities. National Objective LMC. Eligible Activity: 24 CFR 570.201(a) Acquisition, 570.201(c) Site Improvements 12, Low/Mod Housing
	<b>Target Date</b>	12/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	12 low-income individuals
	<b>Location Description</b>	6501 Brittany Street, Fort Collins, CO 80525
	<b>Planned Activities</b>	Land acquisition and off-site infrastructure costs in support of housing
6	<b>Project Name</b>	Housing Catalyst: Plum Street Rehabilitation

	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Preserve existing affordable housing
	<b>Needs Addressed</b>	Affordable housing preservation
	<b>Funding</b>	CDBG: \$110,831 HOME: \$689,169
	<b>Description</b>	\$110,831 CDBG FY23, \$501,969 HOME FY23, \$187,200 HOME PI/Prior Year funds Rehabilitation of 15 one-bedroom rental units. Renovations include elevator upgrades, updating community areas including flooring, paint, lighting, radon mitigation, boiler upgrade, and enhanced accessibility. Exterior renovations include siding, trim, paint, gutters and drainage, and exterior lighting. Site work will include more usable community space, upgraded irrigation, landscaping and fencing, and parking lot resurfacing. Units will have new cabinets, countertops, appliances, tubs or showers, sinks, and toilets, flooring, lighting, and paint. National Objective LMC. Eligible Activity: 24 CFR 570.202 Rehabilitation, Matrix Code: 14B, Low/Mod Housing; [HOME]: 24 CFR 92.206 (a)(2) Rehabilitation Costs
	<b>Target Date</b>	11/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 low-income households
	<b>Location Description</b>	2155 W. Plum Street, Fort Collins, CO 80521
	<b>Planned Activities</b>	Construction, materials and rehabilitation costs
7	<b>Project Name</b>	Catholic Charities: Samaritan House
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide emergency sheltering and services
	<b>Needs Addressed</b>	Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$52,618
	<b>Description</b>	\$52,618 CDBG FY23 Catholic Charities Shelter provides shelter, food, case management, resource navigation, benefits application assistance, and transitional housing help in support of persons experiencing homelessness. Funding will partially cover the salaries and benefits for direct service staff. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 03T Operating Costs of Homeless Programs.



	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	400 individuals and families experiencing homelessness
	<b>Location Description</b>	460 Linden Center Dr, Fort Collins, CO 80524
	<b>Planned Activities</b>	Emergency evening and overnight shelter, meals, and supportive services
<b>8</b>	<b>Project Name</b>	Crossroads Safehouse: Domestic Violence Emergency Shelter
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide emergency sheltering and services
	<b>Needs Addressed</b>	Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$44,132
	<b>Description</b>	\$44,132 CDBG FY23 Crossroads Safehouse provides shelter and supportive services for victims of domestic violence and their children. Funding will partially cover the salaries and benefits for family advocates and facilities services. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 05G Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking; National Objective: LMC.
	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	142 households
	<b>Location Description</b>	421 Parker St, Fort Collins, CO 80525
	<b>Planned Activities</b>	Temporary shelter, including basic needs, crisis intervention, safety planning, resource identification, and victim advocacy services for victims of domestic violence.
<b>9</b>	<b>Project Name</b>	Family Housing Network: Shelter Programs
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide emergency sheltering and services
	<b>Needs Addressed</b>	Housing and services for persons who are homeless
	<b>Funding</b>	CDBG: \$18,670

	<b>Description</b>	\$18,670 CDBG FY23 FHN provides overnight shelter at host faith congregations, meals, day shelter, and case management to families experiencing homelessness. Funding will assist with salaries and benefits for direct service staff. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 03T Operating Costs of Homeless Programs.
	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 households experiencing homelessness
	<b>Location Description</b>	1606 S. Lemay Ave. Suite 103, Fort Collins, CO 80525
	<b>Planned Activities</b>	Emergency day and overnight shelter, meals, supportive services, and case management.
<b>10</b>	<b>Project Name</b>	Neighbor to Neighbor: Homelessness Prevention
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Provide housing stabilization services
	<b>Needs Addressed</b>	Prevent homelessness
	<b>Funding</b>	CDBG: \$54,316
	<b>Description</b>	\$54,316 CDBG FY23 Neighbor to Neighbor will provide direct client assistance in the form of emergency and first month's rent and indirect expenses associated with administering the program. The programs help low-income households evaluate and access affordable housing options, access rent assistance, and receive supportive services. National Objective: LMC. Eligible Activity: 24 CFR 570.201(e) Public Services. Matrix Code: 05Q Subsistence Payments
	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	43 low-income households
	<b>Location Description</b>	1550 Blue Spruce Drive, Ft. Collins, CO 80524
	<b>Planned Activities</b>	Homeless prevention programming and direct assistance

## **AP-50 Geographic Distribution – 91.220(f)**

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

The City of Fort Collins does not target funds to specific geographies within the City. Funds are allocated based upon need, priorities, and goals.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City-wide	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

N/A—no geographic priority areas.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Fort Collins has developed the following annual goals for supporting low- and moderate-income households with housing, based upon the Housing Needs and Market Analysis sections of the Consolidated Plan, the proposed projects from local housing providers, and the capacity of local agencies and programs to serve Fort Collins households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	27
Special-Needs	2
Total	29

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	10
Rehab of Existing Units	19
Acquisition of Existing Units	0
Total	29

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

**Homeless:** There are no housing projects specifically for people experiencing homelessness this fiscal year. Mason Place, Fort Collins' second Permanent Supportive Housing development, was funded in FY18 and is in operation.

**Non-Homeless:** L'Arche is constructing 2 six-bedroom single family homes at Heartside Hill development. Units will be rented by the bedroom, with 50% being dedicated for persons with disabilities. Expected completion end of 2024. Habitat for Humanity is constructing 4 new affordable single family ownership homes at Harmony Cottages, expected completion October 2024. Villages, Ltd. is rehabilitating 15 rental units at their Plum Street complex, expected completion November 2024. The remaining balance of FY23 funding will be allocated in support of eligible CDBG Housing projects (rehabilitation or land acquisition in support of housing) in the Spring of 2024.



## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Housing Catalyst is the Public Housing Authority for the City of Fort Collins. The agency is in the process of repositioning its public housing portfolio through HUD’s Section 18 program. Housing Catalyst has already repositioned more than half of its portfolio.

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

Throughout several phases in 2022 and 2023, Housing Catalyst plans to sell 44 public housing units to Elevation Community Land Trust, a Denver-based organization specializing in affordable home ownership. ECLT will renovate the homes prior to making them available to qualified individuals for purchase. Current residents of public housing units slated to be sold will be eligible for Housing Choice Vouchers (Section 8) and offered relocation assistance.

Housing Catalyst also plans to redevelop 11 public housing units, a project that will add 49 affordable rental homes to the agency’s portfolio. The new rental homes would target residents making between 30% and 80% of the area median income, with a target average of 55% AMI. All current residents of these public housing units were offered Housing Choice Vouchers (Section 8) and relocation assistance. Construction is anticipated to begin in Summer 2023.

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

Public housing residents have been engaged and involved in the disposition process. Housing Catalyst has educated current public housing residents on the benefits of receiving Housing Choice Vouchers, including greater choice and mobility and homeownership opportunities.

Public housing residents remain eligible for JumpStart, the HUD Family Self Sufficiency program. The program supports participants in achieving their educational, employment, and financial goals while allowing them to build an escrow account that can be used toward a down payment on a home purchase.

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

Housing Catalyst has been designated a “High Performer” by HUD for the last two decades.

### **Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City has made homelessness central in its Social Sustainability Department (SSD) Strategic Plan. The plan reflects a coordinated effort between City agencies, local service providers, and community organizations to address homelessness. Network providers are trained to implement best practices, such as permanent supportive housing, rapid rehousing, and Housing First principles.

### **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 City provides financial and coordination support to agencies that provide outreach, shelter, and service provision. Strategies for reaching and serving people experiencing homelessness include:

- Conduct the annual PIT count to gather critical data on persons experiencing homelessness, spearheaded by the Northern Colorado Continuum of Care.
- Service providers will continue to track long-term homeless individuals and coordinate with the regional Coordinated Assessment and Housing Placement System (CAHPS) to assess individuals, find housing options, ensure supportive services, and provide supports for housing retention.
- Homeless service providers will continue to use the VI-SPDAT to assess who is at highest risk if they remain homeless and prioritize individuals for housing placement.
- The City will continue to support Homeward Alliance and the Murphy Center, the one-stop-shop for service access for people experiencing or at-risk of homelessness.
- Homeward Alliance will continue to provide clothing, tents, survival gear, food, and personal care items.
- The Murphy Center will be opening an on-site medical clinic to provide increased access to medical care, including preventive care, sick visits, and vaccinations.
- The City will continue to support Outreach Fort Collins (OFC), an on-the-street team that builds relationships with community members experiencing homelessness, service providers, businesses, and City services to address and de-escalate disruptive behaviors in their service area.
- Through their Mental Health Response Team (MHRT), Police Services will continue to help families and individuals in crisis access appropriate community services and increase the safety of those individuals and officers who encounter them.
- Through the newly-created Homeless Outreach and Proactive Engagement (HOPE) Team, Police Services will increase direct relationship-building with people experiencing homelessness and enhance the ability for people to access services and resources within the community.
- OFC, Homeward Alliance, and SummitStone Health will continue to maintain and distribute the

Homeless Resource Guide, which lists information and bus routes for 40+ organizations that provide services to people experiencing homelessness.

- The City's Special Agency Sessions (SAS) will continue to support people experiencing homelessness who have received a quality-of-life violation (Camping, Trespass, Open Container, etc.). Defendants can receive case management and alternative sentencing in lieu of a fine or jail time.
- The City, NoCO CoC, and other partner agencies will continue to utilize the Built for Zero framework to address racial disparities across the homelessness system.
- The new Lived Experience Advisory Council, a County-wide Council made up of 100% people with current or past lived experience of homelessness, will serve in an advisory role for homelessness programs across the county.

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

The City of Fort Collins provides financial and resource support to housing and homeless service providers and collaborates with the network of providers to ensure that emergency shelter and transitional housing opportunities are available to residents experiencing homelessness. Several types of housing have been established and more are under development to help those in need. The types of facilities and services available in Fort Collins include emergency shelters, overflow shelters, transitional housing, rapid rehousing and permanent supportive housing.

#### **Shelter**

- Catholic Charities' Samaritan House offers year-round emergency overnight shelter for women and families and residential/transitional program beds for men, women, families, and veterans.
- The Fort Collins Rescue Mission (FCRM) provides year-round emergency shelter and residential/transitional program beds for men.
- Family Housing Network (FHN) provides overnight- and day- shelter and meals to families experiencing homelessness through a network of faith-based partners.
- Crossroads Safehouse provides secure shelter, advocacy, legal assistance, rapid rehousing, and education for victims of domestic violence.
- The City has a winter overflow shelter plan including Seasonal Overflow Shelters (SOS) at remote locations. Catholic Charities and Fort Collins Rescue Mission also add capacity at their community shelters during the winter months.
- The City has an Emergency Weather Shelter Activation Plan to help people find shelter during extreme winter weather events.
- The City has an Extreme Heat Response plan to help people find daytime shelter during extreme heat events, to be piloted in summer 2023.

#### **Transitional Housing**



- The Family Housing Network (FHN) operates Sherwood House, a transitional housing program for seven families. Sherwood House, two homes linked together by a shared community space, opened in summer 2021 and has consistently been at capacity since. FHN collaborates closely with Catholic Charities' Samaritan House to move families from emergency shelter into transitional housing as space becomes available.

## **Permanent Housing**

- The Social Sustainability Department Strategic Plan (SSDSP), the Housing Strategic Plan (AHSP), and the Consolidated Plan all have goals related to increasing the supply of affordable housing, including permanent supportive housing.
- The City and its partners are involved in veterans' homelessness intervention initiatives at the State level and use a Coordinated Assessment and Housing Placement System (CAHPS) in the northern Colorado region.
- The City supports Permanent Supportive Housing projects through local and federal funding, fee waivers, and other incentives.
- Housing Catalyst operates Mason Place, 60 units of Permanent Supportive Housing (PSH) and Redtail Ponds, 60 units of PSH.
- SummitStone Health Partners provides scattered site Permanent Supportive Housing.

**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**

There are significant challenges to decreasing the length of time homeless for households in Fort Collins, primarily due to the cost of housing and shortage of available affordable units. However, the City supports a variety of initiatives aimed at limiting the amount of time people experience homelessness.

- The City provides operating funds to agencies that help people experiencing homelessness make the transition to permanent housing and independent living. Agencies, including Housing Catalyst, Neighbor to Neighbor, SummitStone Health Partners, and Crossroads Safehouse provide permanent housing (including rapid rehousing and permanent supportive housing).
- Housing Catalyst developed and manages Redtail Ponds, a Permanent Supportive Housing (PSH) project that provides supportive services, life skills, case management, and counseling to its residents. Forty units target formerly homeless individuals, and twenty units are available for those who fall within the 30-50% Area Median Income (AMI) range. Housing Catalyst's second 60-unit Permanent Supportive Housing community, Mason Place, opened in 2021.
- Family Housing Network and Homeward Alliance received American Rescue Plan Act funds via

the City to support Rapid Rehousing programs and provide rent assistance to families and individuals.

- Volunteers of America (VOA) serves veterans and their families with homelessness prevention and rapid re-housing services through a Supportive Services for Veteran Families (SSVF) program called Back Home. This program serves 135 clients annually with rapid rehousing and homeless prevention services. They also offer a program called Colorado Rapid Rehousing Re-Entry (COR3) which currently serves and can house up to 52 formerly incarcerated individuals per year. Referrals are received through the Department of Corrections and our Coordinated Entry System.

**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 Fort Collins Social Sustainability Department Strategic Plan (SSDSP) and the Consolidated Plan both emphasize the need to support organizations that provide homelessness prevention services, cost of living reductions, and expand the supply of permanent supportive and affordable rental housing units.

- The Social Sustainability Department's Director is a board member for the Northern Colorado Continuum of Care which works with area healthcare providers, homeless services providers, and other care institutions to establish coordinated discharge planning processes. Partners involved in addressing discharge planning include the Larimer County Detention Center, UCHHealth, the Larimer County Foster Care System, SummitStone Health Partners, Housing Catalyst, and others. An increased focus on preventing homelessness post-discharge at the State and federal levels has helped increase awareness of this issue.
- Housing Catalyst administers 25 Frequent User System Engagement (FUSE) program vouchers for the Colorado Division of Housing (DOH). FUSE is a proven model which identifies frequent users of jails, shelters, hospitals and/or other crisis public services and provides them supportive housing.
- Housing Catalyst's Resident Services team serves residents of all Housing Catalyst's affordable rental communities. Four resident service coordinators support residents in maintaining stable housing. In 2022, more than 400 residents were referred to the Resident Services team for health/mental health resources, financial literacy, conflict mediation, or self-sufficiency programming. Of those referrals, 121 residents received ongoing support from Resident Services.
- The City provides funding to the Northern Colorado Coordinated Assessment & Housing Placement System (CAHPS) which provides assessment, navigation, case management and wrap-around services to house and retain housing for people on the by-name list.

- As of December 2022, Housing Catalyst’s two Permanent Supportive Housing (PSH) communities (Redtail Ponds and Mason Place) have served 234 total residents. Primarily, residents are selected through CAHPS from an assessed list of homeless persons most in need of PSH. Of those residents, 80 were veterans and 160 experienced chronic homelessness. 83 percent of residents reported two or more disabilities, including mental health disorders, alcohol use disorders, drug use disorders, chronic health conditions, and physical or developmental disabilities. Housing Catalyst provides onsite services for all residents through partnerships with service providers to support residents in remaining stably housed.
- In 2022, Housing Catalyst administered voucher assistance to 1,794 households. Vouchers administered by the agency include 243 Mainstream vouchers, 174 Veterans Affairs Supportive Housing (VASH) vouchers, 50 Family Unification Program (FUP) vouchers, 6 Foster Youth to Independence (FYI) vouchers, and 25 Emergency Housing Vouchers. More than 100 people moved out of homelessness with voucher assistance in 2022.
- In January 2023, the U.S. Department of Housing and Urban Development awarded Housing Catalyst an additional \$430,776 in funding for Mainstream vouchers. Housing Catalyst received 30 additional Mainstream vouchers totaling \$326,776, along with \$104,000 in Extraordinary Administrative Fees (EAF) funding. EAF funding is used to support used to support the housing search and lease up process for eligible applicants, as well as easing costs related to the retention, recruitment, and support of participating property owners.
- Housing Catalyst works with Catholic Charities and the Larimer County Criminal Justice Division to house individuals experiencing homelessness at Single Room Occupancy properties.
- continued below...

## Discussion

- Housing Catalyst works with Catholic Charities and the Larimer County Criminal Justice Division to house individuals experiencing homelessness at Single Room Occupancy properties.
- Housing Catalyst expanded its rent tracking pilot in partnership with the Colorado Housing and Finance Authority (CHFA). The program aims to help residents build credit by reporting timely rent payments to consumer reporting agencies.
- In Summer 2023, Housing Catalyst plans to build on the success of its 2022 summer enrichment program by offering “Camp Catalyst,” an enrichment opportunity for school-aged residents of the Village on Horsetooth. The goal is to mitigate learning loss and increase academic engagement among residents in grades 3-5.
- The City’s Utilities department provides a reduced rate for those with higher electricity usage due to medically necessary equipment, partners with Energy Outreach Colorado to provide energy bill assistance and weatherization, and offers a reduced rate program to customers who receive LEAP. The program helps connect low-income customers with efficiency programs and education to help them save more on their utility bills and have increased comfort in their homes.
- The City funds a variety of human service programs with City dollars that aid in homelessness

prevention. These include, but are not limited to:

- The Matthews House Empowering Youth Program which supports youth transitioning out of foster care and/or the juvenile justice system. The Murphy Center, a one-stop-shop assistance location for community members at risk of or currently experiencing homelessness, including case management and resource navigation. Neighbor to Neighbor's housing and financial counseling, and rent assistance. Catholic Charities Senior Services, which offers case management and financial assistance for at-risk seniors. Colorado Health Network (Northern Colorado Access Point) provides clients with utilities and rent assistance. Disabled Resource Services (DRS) provides clients housing navigation and utilities and rent assistance. Crossroads Safehouse provides comprehensive case management, legal support, self-sufficiency programming, and emergency shelter for victims of domestic violence and abuse. Project-Self-Sufficiency which provides comprehensive support and promote self-sufficiency. Family Housing Network provides housing counseling, a day center, rapid rehousing, and transitional housing.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

In 2021, the City adopted a Housing Strategic Plan encompassing the entire housing spectrum and leading with equity. It specifically incorporates the prior approved 2015-2019 Affordable Housing Strategic Plan (AHSP) priorities, which aimed at retaining and growing the City's affordable housing inventory. The Housing Strategic Plan includes 26 strategies and avenues for addressing the ongoing housing challenges in our community. While the new plan is broader in reach, the City continues to work under the guidance of the goals and strategies included in the AHSP for housing targeting affordable income ranges.

This new Plan envisions that everyone has healthy stable housing they can afford. The City identified the greatest challenges to achieving that vision as:

- Price escalation impacts everyone, and disproportionately impacts BIPOC (Black, Indigenous and People of Color) and low-income households.
- There are not enough affordable places available for people to rent or purchase, or what is available and affordable isn't the kind of housing people need.
- The City does have tools to encourage affordable housing, but the current amount of funding and incentives for affordable housing are not enough to meet the goals.
- Job growth continues to outpace housing growth.
- Housing is expensive to build, and the cost of building new housing will likely continue to increase over time.
- It is difficult to predict the lasting effects of COVID-19 and the impacts of the pandemic.
- Housing policies have not consistently addressed housing stability and healthy housing, especially for people who rent.

**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**

To work on overcoming the challenges identified above, and to mitigate the high cost of development, the City is pursuing the following strategies:

- Continue to provide federal and City funds to affordable housing developers to produce new and preserve existing affordable housing. Subsidy enables developers to produce rent-restricted units at below market rates.
- Housing stability funding, such as rent assistance and housing navigation, was provided during

the pandemic with CARES and CDBG-CV funding and is an anticipated use of HOME-ARP funding the City has received.

- Expanding funding sources. A dedicated sales tax was passed in 2015, providing \$4 million over 10 years to be used for affordable housing construction and/or preservation. As this funding sunsets in 2025, the City is discussing other potential dedicated local housing funding sources. The City plans to seek funding available through Proposition 123, which created a housing funding source at the state level. This funding requires municipalities to set a baseline of affordable housing and commit to a 3% annual increase in affordable housing units over a three-year period.
- Refine and expand development incentives. The City is currently pursuing housing-related changes to Land Use Code (LUC) regulations to remove barriers to affordable housing development, increase housing supply across the spectrum, and improve housing variety and choice. In conjunction with the adoption of the new Housing Strategic Plan, City Council appropriated \$290,000 to implement housing-related changes to the City's LUC. This work will likely result in new incentives for affordable housing development, revision of standards that currently limit permitted densities and allow for new types of housing, as well as reorganize the Code for better usability.
- The City seeks to increase partnerships with local employers to provide workforce housing. The City has several projects with Elevation Community Land Trust (ECLT), a state-wide philanthropy-funded land trust, with the mission of providing permanently affordable homeownership opportunities. ECLT is buying public housing units and converting them to permanently affordable for-sale homes. ECLT will also buy the Kechter Townhomes and sell individual homes to qualifying buyers.
- Strategically releasing the City's Land Bank properties for development of affordable rental and ownership housing. Partnerships with developers aim to maximize the resource of the Land Bank parcels for affordable housing development and reinvest proceeds from the sale of existing parcels into new land holdings. The City is currently working with a developer to build 54 townhomes for sale to families making no more than 80% AMI, in partnership with ECLT.
- The City created an Internal Housing Task Force to seek enterprise-wide efforts to promote and incentivize affordable housing. The City added an Affordable Housing Executive team, and an Ad Hoc Council Committee on Housing was convened from early 2020 through April 2021.
- A benefit of the COVID-19 pandemic was multiple levels of government worked together to have a coordinated approach to response and recovery. The City has been active in passing recovery funds to community partners through granting procedures already in place. ARPA funding has been committed to the Capital needs of two new affordable housing developments and provides emergency response, such as eviction prevention assistance. Additionally, a collaborative group led by Homeward Alliance with representation from the City and County were awarded a state-level ARPA grant to develop a regional homelessness strategic plan.

## **Discussion:**

The City has finished a major rework of its comprehensive plan, City Plan. City Plan is more housing-focused than earlier iterations because the lack of housing inventory at all price points is causing stress in a continuing climate of price escalation. The Housing Strategic Plan is a component of City Plan. The City conducted a Land Use Code audit to identify ways to remove barriers to the construction of housing options. Now staff and consultants are working on a Land Use Code redraft starting with a focus on Housing issues. The City continues to look at ways to provide additional incentives and land use code modifications to promote the production of affordable housing. These include:

- Examine the feasibility of restructuring permit, plan check, and capital expansion fee structures to ensure equitability and appropriateness as related to the proportionate impact on the construction of smaller units. This policy would incentivize developers to build smaller units and new housing types.
- Explore the pros and cons of reducing the minimum standards for lot sizes (minimum house size has already been reduced).
- Consider other regulatory policies that could promote the provision of rental housing for those with low- and very-low-incomes. This strategy may include ways to reduce barriers to the use of accessory dwelling units.
- Strategies for addressing fair housing concerns including providing education and hosting training events.
- Evaluating occupancy restrictions and considering process improvements for extra occupancy approvals.
- Exploring the adoption of a rental housing registration program combined with improved complaint-based rental inspections to support stable, habitable rental housing.

The City plans to use the policy tools above to lessen regulatory and policy impacts on affordable housing development, while expanding the resource base needed to increase the production and preservation of the affordable housing inventory in the City.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City uses a holistic approach to address housing, employment, and supportive service needs of low-income and underserved populations. In its Social Sustainability (SSDSP) and Economic Health (EHSP) Department Strategic Plans, the City has developed goals, strategies and actions to address the issues faced by community members living in poverty. Both plans share the theme area Community Prosperity. This theme acknowledges the potential, contributions, and value of all Fort Collins’ residents. When we each do better, we all do better—and our community is more sustainable as a result. The way to reduce poverty is to increase prosperity.

The EHSP Community Prosperity section contains four overarching goals: Close the skills gap and increase career pathways; Diversify employment opportunities; Provide resources that enhance the ability of existing business to succeed; and Increase youth engagement in workforce and talent development. Strategies emphasize partnerships with educational institutions, businesses, and collaborators such as the Larimer County Workforce Center and focus on underserved and disadvantaged populations. Economic Health has partnered regionally to develop NoCo Works to foster collaboration for workforce and talent development in Larimer and Weld Counties. NoCo Works brings together industry leaders, educational institutions, community organizations, and other key partners to implement sustainable workforce development initiatives. The Economic Health Office maintains relationships with various sector partnerships across Northern Colorado. These industry-led organizations collaborate to address the challenges and opportunities specific to their respective sectors. The healthcare, manufacturing, hospitality, construction, and nonprofit sectors have all established partnerships in Northern Colorado. The Economic Health Office recently launched the Multicultural Business & Entrepreneur Center (MBEC) to support underserved businesses. The center is supported by two Spanish-bilingual business specialists with a plan to hire another to support BIPOC, women, and veteran entrepreneurs. A mini support grant of \$1,500 is also available for MBEC customers for technical assistance, marketing, and infrastructure opportunities. For Fort Collins ([forfortcollins.com](http://forfortcollins.com)) also supports this work through storytelling and opportunities to showcase the benefits of supporting local business. The site highlights local ambassadors who represent our business community to share the support local message. These businesses range in size, industry, and demographics.

The SSDSP goals for Community Prosperity include: Close the skills gap and increase career pathways in the community; Support early and secondary education to improve opportunities for life success; Support programs and initiatives providing residents with affordable, quality, caregiving services; Support area financial literacy initiatives, and Balance land uses to support a healthy economy. Strategies include collaboration with City departments and community partners, supporting community initiatives, and funding human service organizations that support these goals. Financial support includes CDBG, HOME, and City funds.

In addition to Community Prosperity, the Social Sustainability Department’s Strategic Plan includes



sections on Housing, Community Wellness, and Equity and Inclusion. Strategies in the Plan address the broad spectrum of barriers faced by persons and households in poverty, and work to build resources and address barriers. Priority areas include early childhood education/school readiness, workforce development, accessible healthcare, equitable transportation provision, and affordable childcare. By leveraging City-owned assets and investing in community partners, SSD is leading efforts to expand access, affordability and workforce capacity in the early childhood education and childcare sector.

### **Actions planned to address obstacles to meeting underserved needs**

The City provides technical and financial support to organizations that address underserved needs. The City is increasing the supply of affordable rental housing, and supporting emergency housing and shelter providers, domestic violence shelters, and supportive services agencies. It will act to preserve existing affordable housing inventory through acquisition and rehabilitation. Through CDBG and City Human Services Program funding, the City supports services that improve the living conditions of community members who have fewer resources and opportunities.

In 2016, the City and partners started Outreach Fort Collins (OFC), an organization that has outreach workers on the streets to connect at-risk persons to resources. OFC sees over 700 people experiencing homelessness annually. They provide community engagement, service provider contacts and service coordination. In 2021, OFC expanded to north Fort Collins, and in 2022, the City increased funding for expansion to midtown in Q3 2022. In 2022, OFC made 11,096 contacts, including 1,310 community calls, engagement with 989 unique clients, and 1,266 connections through immediate needs, education, and resources.

The City also assisted the Murphy Center in expanding their hours and services year-round, which had positive impacts throughout the community. The City also provided funding to Homeward Alliance for Rapid Rehousing Programs, case management, and resource navigation.

The City partnered with UCHHealth and SummitStone Health Partners to implement co-responders in the Police Department, called Mental Health Response Teams (MHRT), that provide crisis intervention as appropriate on police calls. A second MHRT team was added in 2022. In 2023, Police Services created an additional team, Homeless Outreach & Proactive Engagement (HOPE), to build stronger relationships with people experiencing homelessness and homeless service providers. The City supports the County in expanding behavioral health services in Fort Collins. The new Behavioral Health facility, Longview, is under construction and will open November 2023. Services will include 24/7 behavioral health urgent care, care coordination, substance use treatment with medication, withdrawal management, crisis stabilization unit, and on-site pharmacy and lab.

The City continues to deploy responsive funding to increase community capacity for affordable, accessible and quality childcare, including partnerships to reduce tuition costs for families needing childcare, and strengthening retention strategies for childcare employees. The City's Recreation Department continues to provide licensed childcare services to the community, including sliding scale spots for income qualified families.

In 2020, the Northern Colorado Continuum of Care (NoCO CoC) was formed. The City provides annual funding for operations of the NoCO CoC and has members on the Governing Board and general

membership.

In 2021, the City adopted its Housing Strategic Plan which sets out a vision that everyone in Fort Collins has healthy, stable housing they can afford. It identified the seven greatest challenges to this vision as well as 26 strategies that are prioritized as first steps. The Plan includes an adaptive approach to implementation that ensures we stay in learning mode as we test what works, and what does not, as we strive toward the plan's vision. Seventeen strategies are already underway with 6 complete. Specific strategies currently include LUC changes, sustainable revenue sources, possible changes to the occupancy ordinance, and consideration of a rental registration program.

The City will continue to be a partner in local conversations and initiatives focused on the needs of underserved populations, including sponsoring and facilitating regional conversations on homelessness and affordable housing and participating in the national and statewide efforts to end veteran homelessness.

### **Actions planned to foster and maintain affordable housing**

The City continues to implement strategies in the Housing Strategic Plan. This requires City Council to engage in policy work that affects affordable housing directly and indirectly. For instance, City Council passed a new Land Development Code (LDC) in November 2022 that would have removed some code barriers to the development of certain types of housing and added specific new affordable housing incentives designed to motivate market rate developers to produce mixed-income developments. In response to a successful petition to send the LDC to voters, City Council repealed the new code. Continued public engagement is scheduled on this topic through most of 2023.

The City funds the development and preservation of affordable housing through the annual Competitive Grant Process. There were six applications for housing funding including a request from the City's Forestry Department to provide tree removal grants to low-income residents when the cost of tree removal puts their housing at risk.

The City provides technical assistance to housing providers resulting in partnerships to preserve or increase affordable housing stock. In 2023, ECLT began to sell rehabilitated homes they purchased from the public housing portfolio, preserving the housing as affordable for generations of income qualified homebuyers.

Annually, the City assigns its Private Activity Bond (PAB) allocation to issuers for Affordable Housing new construction and rehabilitation. This tax-exempt bond capacity is required to utilize the 4% Low Income Housing Tax Credit financing with which most under-market rental housing is developed. In 2023 Housing Catalyst has requested PAB capacity for their pipeline of projects including innovative projects combining rehabilitation with new construction and a development proposal for a project in the northeast quadrant. CARE Housing has also sought PAB cap to offset increased costs for Heartside Hill. The PAB committee supports these requests and City Council will consider them in June.

Larimer County has published a 5-year strategic plan including a housing goal. The City and County are

working together to use ARPA funding for community impact. This funding has been key to response and recovery efforts. Both entities provided financial support to the conversion of a privately owned mobile home community to a nonprofit ownership model where the residents control the nonprofit. Both entities provided financial support to a community land trust project on a Land Bank parcel that will provide ownership opportunities for 54 townhomes to be sold for under \$300,000.

The City rezoned another mobile home community to the Manufactured Home Communities (MHC), a new zone designed to preserve the use of these properties. There are now 7 MHC with this zoning.

Some of the strategies in the Housing Strategic Plan are designed to foster and maintain housing stability and the preservation of affordable housing through conversions to cooperative ownership, or by agreements from landlords who accept public benefits. Also, the Plan seeks opportunities for mission-aligned partners to acquire market rate housing and add affordability restrictions. Extensive public engagement continues to be conducted on housing policy work. The relationships formed through the Home 2 Health grant initiative, funded by the Colorado Department of Public Health and Environment, were foundational to Plan development and continue to assist the City in implementing the Plan through an equity lens.

The City is also monitoring activity at the State and Federal levels that could affect land use regulations and that could provide new funding opportunities.

### **Actions planned to reduce lead-based paint hazards**

The City adheres to requirements that all buildings built prior to January 1, 1978 have a lead hazards assessment when federal funds will be used to purchase or rehabilitate the property. As a condition of assistance, the property must have lead screening and if lead is detected, the project must include lead hazard containment or abatement in accordance with HUD's Lead Rule Compliance Advisor. In addition, the City follows the EPA regulations which require that any federally funded organization doing an activity which causes disruption of lead while doing work, use only EPA-certified workers and follow procedures to minimize the spread of lead. Lead hazards in public housing units and other units of Housing Catalyst (Fort Collins' PHA) have been stabilized and/or removed in previous years during rehabilitations of these units.

### **Actions planned to reduce the number of poverty-level families**

Actions planned for FY23 to reduce the number of families in poverty include financial support and collaboration to increase community capacity. Some of the target strategies include:

- Utilize budgeted funds to provide additional capacity and availability of quality affordable childcare.
- Coordinate pandemic recovery funds in partnership with community programs that serve vulnerable populations.

- Implement policy changes recommended through the Housing Strategic Plan, particularly strategies that enhance the City's ability to incentivize Affordable Housing rental and ownership projects.
- Provide Human Service funding to nonprofit partners in the community to help working families preserve, support, and stabilize their families.
- Participate on the Northern Colorado Continuum of Care Governing Board to assist with prioritization and funding of permanent supportive housing projects, supportive services, and other prioritized programs/projects identified by the Northern Colorado Continuum of Care that will stabilize the lives of people experiencing homelessness in Fort Collins.
- Participation in Built for Zero program which underscores disparities of people experiencing homelessness by black, indigenous, and people of color households and provides processes and practices to improve homelessness programs and improvements in homelessness systems to address and minimize disparities.
- Create and launch a public-facing dashboard to communicate the results of a recently completed baseline equity study, which will allow staff and community partners to align resources and strategic priorities to proactively advance equitable outcomes for all, including those related to socioeconomic status.
- Continue to utilize a racial equity rapid response team to help project managers embed equity considerations into their work. Outcomes from that effort have helped on several projects, including providing and analysis of sliding-scale customer pay rates for utility services.

### **Actions planned to develop institutional structure**

In acting as an individual organization, and in collaboration with other community partners, the City of Fort Collins takes its community leadership role seriously in addressing community challenges and meeting needs. The City serves as funder, collaborator, and convener for a variety of frameworks and initiatives. The City will continue to participate as a convener and partner in community-wide efforts to form plans addressing both ongoing and emerging challenges low-income community members face (e.g., homelessness, stable housing, health and behavioral health care, and affordable childcare).

More specifically, the Social Sustainability Department was created to build formal institutional structure around addressing community needs. Additionally, low-income and vulnerable residents benefit from the services provided by a number of high performing public and nonprofit agencies supported financially and operationally by the City. Those entities deliver a variety of housing and non-housing community development activities. The City will continue to take a proactive approach in bringing community-based organizations together to ensure excellent service, thoughtful coordination, and innovative, evidence-based approaches in delivering housing and support services to low-income community members.

The City will provide ongoing technical assistance and financial resources, ensuring that community organizations have the capacity and the necessary human and physical assets to execute their mission in

the most effective way. The City will continue to use a robust investment decision process to ensure there is no unnecessary service duplication and that providers work together cooperatively to develop service plans addressing identified needs.

The City will continue to update its Social Sustainability Department Strategic Plan, as needed, to provide an ongoing blueprint for the community to follow in both assessing performance and understanding the actions the City will take in addressing identified needs. We will also utilize the great work of the Housing Strategic Plan to advance housing choice and availability, monitor progress and further identify challenges. Through its monitoring and risk assessment processes, the City will gather data and information on expenditures, outcomes and numbers served, so that it can continue to make effective and strategic use of its limited funding and resources.

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

The City has structured its Social Sustainability Department's mission and role to serve as the convener and navigator for collective plans and actions to ensure that the efforts and resources directed at underserved populations and housing needs are utilized in the most efficient manner possible. Staff members participate in a number of community-wide committees and initiatives which enhance coordination between service and housing providers. In terms of federal framework and funding, the Northern Colorado Continuum of Care (NoCO CoC) is the vehicle used for addressing the various needs and challenges of persons experiencing homelessness and at-risk populations. The City convenes coordinating meetings between housing providers, including Housing Catalyst and other nonprofit housing agencies, to ensure those receiving housing benefits can also access needed social services, and to advance efforts toward greater self-sufficiency for community members who are low-income. The Social Sustainability Department oversees two citizen advisory committees within the City's Boards and Commissions. The Human Services and Housing Funding Board (previously known as the CDBG Commission) and the Affordable Housing Board work, in part, to monitor community issues and provide an additional avenue for soliciting citizen and agency input. They help the City better coordinate housing activities with public service efforts to ensure that gaps for underserved populations are being addressed. The City also actively participates in regional housing coalitions. A founder and steering committee member of the NoCo Housing Now regional collaboration, this group provides education, networking and advocacy opportunities across county lines. New this year is One Voice for Housing, a collaborative communications strategy being created by multiple mission-aligned partners.

### **Discussion:**

## Program Specific Requirements

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

#### Introduction:

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.

#### 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
<b>Total Program Income:</b>	<b>0</b>

#### 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(l)(2)**

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

HOME funds are not being used for other forms of investment beyond those identified in Section 92.205.

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:

The City's complete resale/recapture guidelines and policy are included as an attachment. The City uses the Recapture guidelines for homes purchased using down-payment assistance, as outlined in 92.254. For the development of home ownership units, the City has implemented the Resale guidelines, as outlined in 92.254.

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:

Homeownership Resale Guidelines: The HOME Resale Guidelines have been implemented for housing developed with HOME funds. This method is used for the homes developed by Habitat for Humanity to keep them affordable to low-income households for twenty years. At the time the home is developed, the developer signs a 20-year Affordable Restrictive Covenant with the City. The Covenant requires the home remain owner-occupied for the affordability period, be sold to an income eligible household, and that the maximum purchase price not exceed certain limits based on a calculation of the number of bedrooms and the maximum amount an eligible household could borrow with current FHA loans. The City of Fort Collins utilizes a Promissory Note and Deed of Trust to enforce the resale requirement. The City implements the Fair Return obligation by calculating the repayment of the City loan to be the net proceeds from the sale of the property less the costs of any improvements the homeowner has made to the property. If there are no net proceeds from the sale, no repayment is required. Net proceeds is defined as the sales price minus the superior loan repayment and any closing costs incurred by the buyer.

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:

The City does not plan to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funding this year.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).
6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).
7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).



## Attachments

## Citizen Participation Comments

1. Competitive Process Opening Request For Proposals
  - 1.1. Competitive Process Webpage
2. AAP Public Hearing 1 Notice
  - 2.1. Public Notice Affidavit
  - 2.2. Hearing Calendar Notice
  - 2.3. Hearing Webpage Notice
  - 2.4. Hearing Presentation
  - 2.5. Hearing Attendance and Comment
3. Board Meetings (Public)
  - 3.1. March 8 Human Services and Housing Funding Board (HSHF) Meeting Minutes
  - 3.2. March 29 Joint Housing Presentation meeting minutes (HSHF & Affordable Housing Board)
  - 3.3. April 5 HSHF Application Review Meeting Minutes
  - 3.4. April 6 Affordable Housing Board (AHB) Meeting Minutes
  - 3.5. April 25 HSHF Housing & CDBG Deliberations Meeting Minutes
  - 3.6. April 26 HSHF Human Services Deliberations Meeting Minutes
4. Competitive Process (CP) Funding Recommendations Public Notice
  - 4.1. CP Funding Recommendations Public Notice Affidavit
  - 4.2. CP Funding Recommendations Email to Partners
  - 4.3. CP Funding Recommendations Webpage Notice
  - 4.4. CP Funding Recommendations Email for Council Meeting Public Hearing
  - 4.5. June 6 Council Meeting/Public Hearing 2 Approval of Competitive Process Meeting Minutes with Public Comment
5. AAP Public Review Period Public Notice
  - 5.1. AAP Public Review Period Public Notice Order Confirmation
  - 5.2. AAP Public Review Period Webpage Notice
  - 5.3. AAP Public Notice of Public Review Period Email to Partners

**REQUEST FOR PROPOSALS**  
**City of Fort Collins Spring 2023 Competitive Process**  
**Involving Federal & Local Funding for**  
**Affordable Housing and Human Services Activities**

As part of the City's Spring Competitive Process for allocating federal and local funds, the City of Fort Collins is currently accepting applications for the use of FY2023 federal Community Development Block Grant (CDBG) and HOME monies, totaling an estimated \$1.4 million dollars. Approximately \$900,000 in local City Human Services Program (HSP) monies, and over \$500,000 in Affordable Housing Fund (AHF) dollars will also be available for eligible projects.

Depending on the submittal category, funds may be used for affordable housing, community development and human services projects, and related activities. Applications will be evaluated for their alignment with the Social Sustainability Department's guiding plans, including the City's Consolidated Plan, the Housing Strategic Plan, and the Social Sustainability Strategic Plan. Funds will be allocated to nonprofit agencies, affordable housing providers, and other entities serving a majority of Fort Collins persons who are low and moderate income. Women and Minority Owned Business Enterprises are especially encouraged to apply. Successful applicants are expected to show verifiable actions in efforts to employ low-income persons or persons from low-income neighborhoods for positions needed as a result of funding awards. Funds are not available for individuals or other funders. Eligible proposals are reviewed on a competitive basis by the City's citizen Human Services and Housing Funding Board, with that group's recommendations being forwarded to City Council for final funding allocations.

The City of Fort Collins will continue with an online, web-based application and review process for the Spring 2022 Competitive Process. **Pre-applications will be accepted online from Tuesday, January 10 through Wednesday, January 25.** Visit [fcgov.com/socialsustainability/competitiveprocess](https://fcgov.com/socialsustainability/competitiveprocess) to apply. Successful pre-applicants will receive notification of eligibility to proceed with a full application within 3 days.

Optional technical assistance is available. Technical assistance is highly encouraged for first time applicants.

**The deadline for final submittals is Monday, February 13, 2023.**

Further information regarding the Competitive Process may be obtained at: City of Fort Collins, Social Sustainability Department, 222 Laporte Avenue, Fort Collins CO 80521, by calling 970-221-6757, or on the web at [fcgov.com/socialsustainability/competitiveprocess](https://fcgov.com/socialsustainability/competitiveprocess).

The City of Fort Collins will make reasonable accommodations for access to City services, programs and activities and will make special communication arrangements for persons with disabilities. All venues for participation in this process are fully accessible. Please call 970-416-4254 for assistance. Auxiliary aids and service aids are available for persons with disabilities. V/TDD: Dial 711 for Relay Colorado to call 970-221-6757. All materials or translators are available in Spanish or other languages on request. Please call 970-416-4254 or email [titlesix@fcgov.com](mailto:titlesix@fcgov.com).

**SOLICITUD DE PROPUESTAS**  
**Proceso competitivo de la Ciudad de Fort Collins, primavera del 2023**  
**Concerniente a financiamiento del gobierno federal y local para**  
**Viviendas Económicas y Actividades de Servicios Humanitarios**

Como parte del proceso competitivo de asignación de fondos federales y locales correspondiente a la primavera, la Ciudad de Fort Collins está aceptando solicitudes para usar los fondos federales de la subvención en bloque para el desarrollo comunitario, *Community Development Block Grant* (CDBG, por sus siglas en Inglés) y del programa *HOME* para el año fiscal 2023, un equivalente aproximado de \$1.5 millones de dólares. También hay otros fondos disponibles para proyectos que reúnan las condiciones: un monto adicional de aproximadamente de \$900,000 del programa local de servicios humanitarios de la ciudad, *Human Services Program* (HSP, por sus siglas en inglés), y del programa para mantener la grandeza de Fort Collins, y más de \$500,000 dólares provenientes del fondo para viviendas económicas, *Affordable Housing Fund* (AHF, por sus siglas en inglés).

Dependiendo de la categoría solicitada, los fondos pueden usarse para viviendas económicas, desarrollo comunitario y proyectos de servicios humanitarios, y actividades relacionadas. Las solicitudes se evaluarán según su alineación con los planes que guían el Departamento de Sustentabilidad Social, incluyendo el Plan Consolidado de la Ciudad, el Plan Estratégico de Vivienda, y el Plan Estratégico de Sustentabilidad Social. Los fondos serán asignados a agencias sin fines de lucro, proveedores de viviendas económicas y a otras entidades cuyos servicios estén dirigidos mayoritariamente a personas de bajos y moderados recursos de Fort Collins. Se anima especialmente a que los negocios y las empresas pertenecientes a mujeres y personas de grupos minoritarios soliciten estos fondos. Los solicitantes seleccionados deberán tener pruebas verificables de sus esfuerzos por contratar personas de bajos recursos o personas de comunidades de bajos recursos para los puestos de trabajo que resulten del financiamiento otorgado. Los fondos no estarán disponibles para individuos, u otras entidades proveedoras de fondos. Las propuestas elegibles serán revisadas de manera competitiva por la Junta de Financiamiento de Servicios Humanos y Vivienda de la ciudad, y las recomendaciones de ese grupo serán enviadas al Ayuntamiento para la asignación final de fondos.

La Ciudad de Fort Collins continuará el proceso digital de remisión y evaluación de solicitudes en línea, para el Proceso Competitivo de Primavera del año 2023. **Se aceptarán solicitudes preliminares en línea desde el jueves 10 de enero hasta el miércoles 25 de enero.** Favor de dirigirse a [fcgov.com/socialsustainability/competitiveprocess](https://fcgov.com/socialsustainability/competitiveprocess) para completar la solicitud. Los solicitantes preseleccionados del proceso de solicitud preliminar recibirán una notificación de cualificación para proceder con el trámite de solicitud formal durante el curso de 3 días.

Se ofrecerá asistencia técnica opcional. La asistencia técnica es altamente recomendada para las personas que soliciten por primera vez.

**La fecha límite para la presentación de propuestas es el lunes 13 de febrero de 2023.**

Puede obtener más información sobre el Proceso Competitivo en: City of Fort Collins, Social Sustainability Department, 222 Laporte Avenue, Fort Collins CO 80521; llamando al teléfono 970-221-6757, o en la red: [fcgov.com/socialsustainability/competitiveprocess](https://fcgov.com/socialsustainability/competitiveprocess).

La Ciudad de Fort Collins hará acomodos razonables para facilitar el acceso a servicios, programas y actividades de la ciudad y hará arreglos especiales de comunicación para personas con discapacidades. Todos los sitios designados para la participación en este proceso son completamente accesibles. Para solicitar ayuda, llame al 970-416-4254. Hay equipos de asistencia y servicio disponibles para personas con discapacidad. V/TDD: Marque 711 para que Relay Colorado llame al 970-221-6757. Los materiales informativos y el servicio de intérpretes están disponibles en español y en otros idiomas. Si usted necesita información en español o en otro idioma por favor solicítelo llamando al 970-416-4254 o enviando un correo electrónico a [titlesix@fcgov.com](mailto:titlesix@fcgov.com).



## City Funding for Affordable Housing & Human Services

The City of Fort Collins' 2023 Competitive Grant Process for allocating federal and City funds to affordable housing and human service projects/programs has closed. The Human Services & Housing Funding Board will deliberate funding recommendations on April 25-26 and awards will be announced by City Council in June.

The opportunity to apply for funding in the next grant cycle will open in January 2024.



### Competitive Process Basics

[Click here to view the Competitive Process Basics](#)



### Grant Application Guides

Available in January 2024



### Apply For Funding

Available in January 2024



### Eligibility Quiz

[Click here to determine eligibility](#)



### Plans, Reports, Resources & Downloads

Available in January 2024



### Public Notice

[Click here to view the 2023 Competitive Process Public Notice](#) - [English](#) - [Spanish](#)



**CITY OF FORT COLLINS SOCIAL SUSTAINABILITY DEPARTMENT  
ANNUAL ACTION PLAN: NOTICE OF PUBLIC HEARING**

This notice includes information on the Public Hearing for the FY23 Annual Action Plan (AAP), and locations and ways for citizens to provide input. Because the City of Fort Collins is the recipient of federal funds for housing and community development activities, this notice and hearing are required for submission of the FY23 AAP to the U.S. Department of Housing and Urban Development (HUD).

**An online Public Hearing will be held on Tuesday March 28 from 10:00–11:00 a.m., details and link available at [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability). The City of Fort Collins Draft FY23 Annual Action Plan will also be available for public review when complete.**

The Annual Action Plan identifies immediate actions proposed for the coming year and contributes to the more comprehensive Five-Year Consolidated Plan. The Annual Action Plan addresses housing and community development priorities and needs, homelessness issues, and the needs of special populations. It also identifies funding sources to be applied to each project. The hearing will provide information on the proposed projects and funding sources.

Copies of this Public Hearing notice will be distributed to approximately 50 partner entities serving a significant population of persons in legally protected classes (persons in a racial/ethnic minority, persons with disabilities, female heads-of-households, etc.), persons in a special population (at-risk youth, etc.), persons in a federal "Presumed Benefit" category (abused spouses, persons with HIV/AIDS, persons experiencing homelessness, etc.), or persons who may otherwise have barriers to public participation.

Written comments may be submitted to the City of Fort Collins, Social Sustainability Department, located at 222 Laporte Avenue (mailing address: PO Box 580, Fort Collins, CO 80522) or via [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com). For further information, contact the City's Social Sustainability Department at 970-221-6734. Citizens may also arrange to meet with staff to personally express their views.

The City of Fort Collins will make reasonable accommodations for access to City services, programs and activities and will make special communication arrangements for persons with disabilities. All venues for participation in this process are fully accessible. Please call 970-232-0512 for assistance. **For interpretation services, please submit your request by March 21. Request form is available at [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability).** Auxiliary aids and service aids are available for persons with disabilities. V/TDD: Dial 711 for Relay Colorado to call 970-221-6734. This information is available in Spanish or other language at no cost to persons who would like this information translated to or communicated in Spanish or other language. Please

call 970-232-0512 or [titlesix@fcgov.com](mailto:titlesix@fcgov.com) to make a request for information in other languages.

**DEPARTAMENTO DE SOSTENIBILIDAD SOCIAL DE LA CIUDAD DE FORT COLLINS  
PLAN DE ACCIÓN ANUAL: AVISO DE AUDIENCIA PÚBLICA**

Este aviso incluye información sobre la Audiencia Pública para el Plan de Acción Anual FY23 (AAP, por sus siglas en inglés), y los lugares y las maneras en que los ciudadanos pueden proveer sus comentarios. Ya que la Ciudad de Fort Collins recibe fondos federales para vivienda y para actividades de desarrollo de la comunidad, este aviso y la audiencia son necesarios para la presentación del Plan de Acción Anual del año fiscal 2023 al Departamento de Vivienda y Desarrollo Urbano (HUD, por sus siglas en inglés).

**Se celebrará una Audiencia Pública en línea el martes 28 de marzo, 10:00 a 11:00 a.m., los detalles y el enlace están disponibles en [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability). El Borrador del Plan de Acción Anual del año fiscal 2023 de la Ciudad de Fort Collins estará disponible para la revisión pública cuando esté completo.**

El Plan de Acción Anual identifica las acciones inmediatas propuestas para el próximo año y también contribuye a un más detallado Plan Estratégico de Cinco Años (Plan Consolidado). El Plan de Acción Anual atiende las prioridades y necesidades de vivienda y desarrollo de la comunidad, personas en situación de sinhogarismo y las necesidades de grupos especiales. Este plan también identifica las fuentes de financiamiento que se aplicarán a cada proyecto. La audiencia proporcionará información sobre los proyectos propuestos y las fuentes de financiación.

Copias de este aviso de la Audiencia Pública serán colocadas en aproximadamente 50 entidades que sirven a un número significativo de personas pertenecientes a grupos legalmente protegidos (personas en una minoría racial o étnica, personas con discapacidades, madres solteras, etc.), personas pertenecientes a grupos especiales (jóvenes en riesgo, etc.), personas pertenecientes a una clasificación federal de "Beneficios Automáticos" (víctimas de abuso conyugal, personas con VIH/SIDA, personas en situación de sinhogarismo, etc.), o personas que puedan tener barreras adicionales para la participación pública.

Los comentarios escritos pueden ser remitidos al Departamento de Sostenibilidad Social de la Ciudad de Fort Collins, localizado en 222 Laporte Ave (dirección postal: PO Box 580, Fort Collins, CO 80522) o a través de [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com). Para más información, comuníquese con el Departamento de Sostenibilidad Social de la Ciudad al 970-221-6734. Los ciudadanos también pueden hacer una cita para expresar sus opiniones en persona a un miembro de personal.



La Ciudad de Fort Collins hará las adaptaciones razonables para el acceso a servicios, programas y actividades de la ciudad y hará aquellos arreglos especiales de comunicación para personas con discapacidades. Todos los sitios para la participación en este proceso son completamente accesibles. Para más ayuda, sírvase llamar al 970-232-0512. **Para los servicios de interpretación, envíe su solicitud antes del 21 de marzo. El formulario de solicitud está disponible en [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability).** Hay disponibilidad de equipos de asistencia para discapacitados. V/TDD: Marque 711 para que Relay Colorado llame al 970-221-6734. Esta información está disponible en español u otro idioma sin costo para la persona que le gustaria esta información traducida o comunicada en español u otro idioma. Favor llame al 970-232-0512 o a [titlesix@fcgov.com](mailto:titlesix@fcgov.com) para solicitar información en otros idiomas.

Account #: FTC-217277

# FORT COLLINS COLORADOAN

Invoice Text

CITY OF FORT COLLINS SOCIAL SUSTAINABILITY DEI

STATE OF COLORADO  
COUNTY OF LARIMER  
AFFIDAVIT OF PUBLICATION

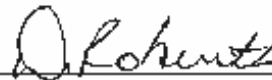
DIANNE TJALKENS  
CITY OF FC-CDBG-LEGAL  
222 LAPORTE AVE

FORT COLLINS CO 80521

I, being duly sworn, deposes and says that said is the legal clerk of the Fort Collins Coloradoan; that the same is a daily newspaper of general circulation and printed and published in the City of Fort Collins, in said county and state; that the notice or advertisement, of which the annexed is a true copy, has been published in said daily newspaper and that the notice was published in the regular and entire issue of every number of said newspaper during the period and time of publication of said notice, and in the newspaper proper and not in a supplement thereof; that the publication of said notice was contained in the issues of said newspaper dated on

03/09/23

that said Fort Collins Coloradoan has been published continuously and uninterruptedly during the period of at least six months next prior to the first publication of said notice or advertisement above referred to; that said newspaper has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879, or any amendments therein; and that said newspaper is a daily newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

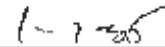


Legal Clerk

Subscribed and sworn to before me, within the County of Brown, State of Wisconsin this  
9th of March 2023.



Notary Public



Notary Expires

KATHLEEN ALLEN  
Notary Public  
State of Wisconsin

Legal No. 0005621914

Affidavit Prepared  
Thursday, March 9, 2023 4:18 am

Alt# 0005621914  
P O :

**This is not an invoice**  
# of Affidavits:1

**CITY OF FORT COLLINS SOCIAL  
SUSTAINABILITY DEPARTMENT  
ANNUAL ACTION PLAN: NOTICE OF  
PUBLIC HEARING**

This notice includes information on the Public Hearing for the FY23 Annual Action Plan (AAP), and locations and ways for citizens to provide input. Because the City of Fort Collins is the recipient of federal funds for housing and community development activities, this notice and hearing are required for submission of the FY23 AAP to the U.S. Department of Housing and Urban Development (HUD).

An online Public Hearing will be held on Tuesday, March 28, from 10:00-11:00 a.m., details and link available at [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability). The City of Fort Collins Draft FY23 Annual Action Plan will also be available for public review; when complete, the draft document will be available on the City's website at [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability).

The Annual Action Plan identifies immediate actions proposed for the coming year and contributes to the more comprehensive Five-Year Consolidated Plan. The Annual Action Plan addresses housing and community development activities and needs, homelessness issues, and the needs of special populations. It also identifies funding sources to be applied to each project. The hearing will provide information on the proposed projects and funding sources.

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Written comments may be submitted to the City of Fort Collins, Social Sustainability Department, located at 214 Roberts Avenue (mailing address: PO Box 500, Fort Collins, CO 80521) or via [dis@cityoffortcollins.com](mailto:dis@cityoffortcollins.com). For further information, contact the City's Social Sustainability Department at 970-221-6734. Citizens may also arrange to meet with staff to personally express their views.

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**DEPARTAMENTO DE  
SOSTENIBILIDAD SOCIAL DE LA  
CIUDAD DE FORT COLLINS  
PLAN DE ACCIÓN ANUAL: AVISO DE  
AUDIENCIA PÚBLICA**

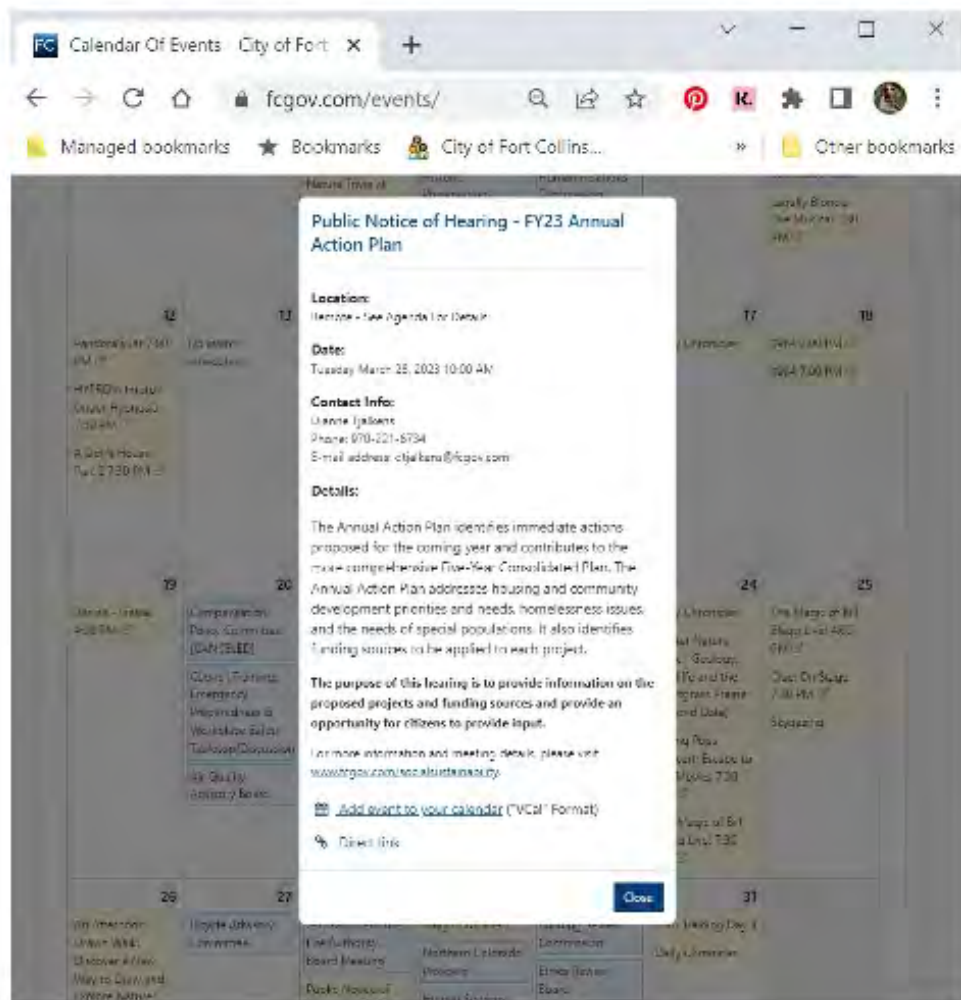
Este aviso incluye información sobre la Audiencia Pública para el Plan de Acción Anual FY23 (AAP), por sus sitios en inglés, y los lugares y los métodos en que las ciudadanas pueden proveer sus comentarios. Ya que la Ciudad de Fort Collins recibe fondos federales para vivienda y para actividades de desarrollo de la comunidad, este aviso y la audiencia son necesarios para la presentación del Plan de Acción Anual del año fiscal 2023 al Departamento de Vivienda y Desarrollo Urbano (HUD), por sus sitios en inglés.

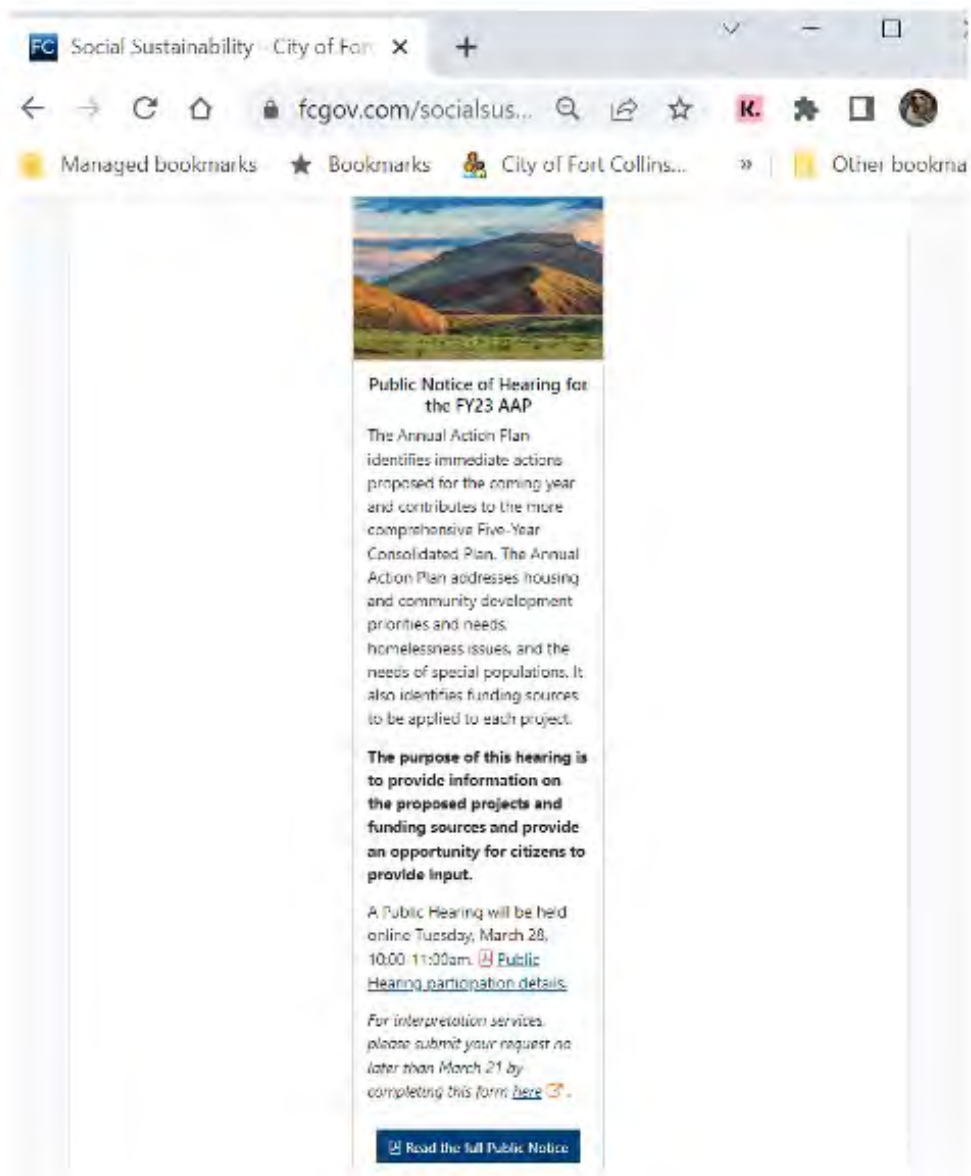
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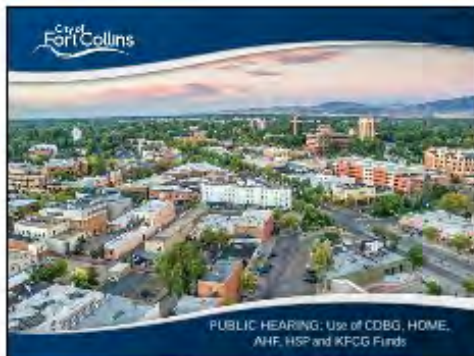
El Plan de Acción Anual identifica los recursos disponibles, propone los años de calendario que se van a utilizar y se establece el calendario de actividades. El Plan de Acción Anual establece las prioridades y necesidades de vivienda y desarrollo de la comunidad, personas en situación de vulnerabilidad y las necesidades de grupos especiales. Este plan también identifica los fuentes de financiamiento que se utilizarán y la gestión de la audiencia para obtener información sobre los proyectos propuestos y los temas de financiación.

Los comentarios recibidos pueden ser enviados al Departamento de Sostenibilidad Social de la Ciudad de Fort Collins, 16011000 en 222 LaPorte Ave (edificación postal: PO Box 50, Fort Collins, CO 98522) o a través de [disf@co.fortcollins.com](mailto:disf@co.fortcollins.com). Para más información, comuníquese con el Departamento de Sostenibilidad Social de la Ciudad al 970-221-8734. Lee comentarios también pueden ser vistos y/o por el editor sus opiniones en persona e un miembro del personal.

0003623914  
Contributor  
March 9, 2022



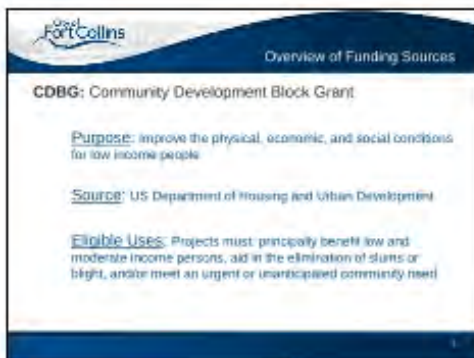




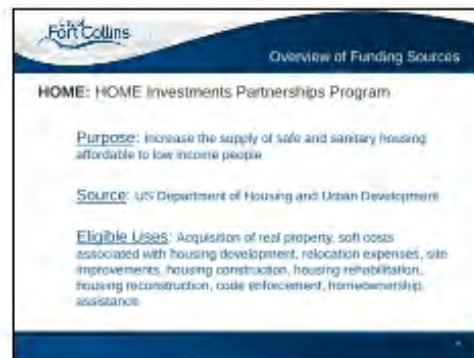
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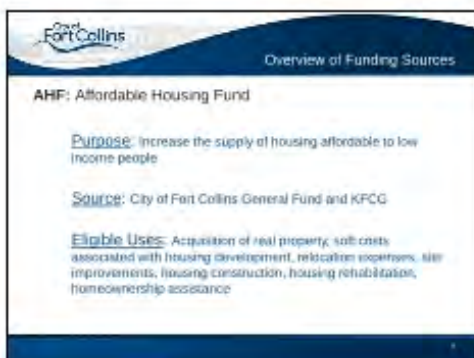
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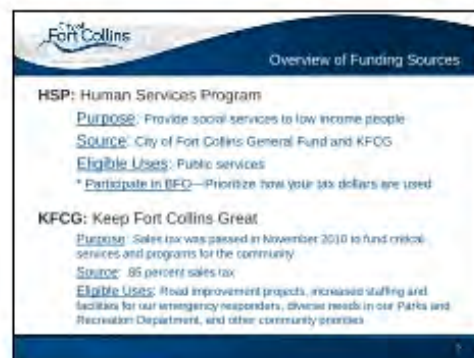
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**City of Fort Collins**

Inputs into Decision Making Process

**Social Sustainability Strategic Plan**

Three Areas:

- Community Well-being:** Access and opportunities for optimal physical and mental health for all community members.
- Equity and Inclusion:** Acknowledging, inclusive community where all residents feel welcome, valued, safe, and connected.
- Community Prosperity:** All community members have access to resources for stability and self-sufficiency.
- Housing:** All citizens have access to quality housing that is affordable to them and meets their needs.

13

**City of Fort Collins**

Questions/Contact

**Questions?**

Too shy to ask now? Contact me later:  
 Dianne Tjalkens  
 Grants Program Administrator  
[dtjalkens@cityofcc.com](mailto:dtjalkens@cityofcc.com)  
 970-221-6734

14

3/28/23 Annual Action Plan Public Hearing

Attendance:

Alea Rodriguez  
Charlie Williams, Catholic Charities  
Jack Yeager, individual community member  
Jerry Gavaldon, Board President, Museo de las Tres Colonias  
Dustin Barrington, L'Arche Homes  
Kelli Pryor, Northern Colorado Continuum of Care  
Tammy Breeding

Comments:

One attendee expressed concern about the City Forestry Tree Removal program application for low-income homeowners. He expressed desire that the City Forestry department cover the cost of that program with their department budget. He is concerned that this program's application is stretching the scope of the affordable housing funding, and would like the funds diverted to another project/program.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR MEETING

March 8, 2023 at 5:30 PM

1200 Raintree Drive, Fort Collins – Foxtail 1 Meeting Room

#### 1. CALL TO ORDER

- At 5:37 PM the meeting was called to order by Josh Johnson.

#### 2. ROLL CALL

- Board Members Present
  - Josh Johnson, Chair
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Michaela Ruppert
  - Erma Woodfin
  - Mike Nielsen
  - Mike Kulisheck
  - Pat Hastings
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Guests Present
  - None

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Josh Johnson explained that the grant funding protocol would be moved up and discussed after the approval of minutes. No other changes were made to the agenda.

#### 4. PUBLIC PARTICIPATION

None.

#### 5. APPROVAL OF MINUTES – February 8, 2023 Regular Meeting

Olga Duvall moved to approve the February 8, 2023 meeting minutes as presented. Erma Woodfin seconded approval. Approved 8-0.

Following initial approval, Josh Johnson moved to amend the February minutes to include the vote that the Board Chair could make nominations and seconds for approval during the competitive funding process. Pat Hastings seconded. Approved 8-0.

#### 6. UNFINISHED BUSINESS

None.

3/8/2023 – MINUTES

Page 1

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

#### 7. NEW BUSINESS

##### a. Grant Funding Protocol

- Adam Molzer went over the protocol that provides guidance as to how the Board members are expected to approach the Human Service Deliberations that take place in April.
- In 2022, there was a shift in the allocation of Community Development Block Grant (CDBG) Federal Funds where applicants applied for a 3-year grant award and the distributed funds were awarded by percentage. Since these applications were approved in 2022, there will not be any new proposals until 2025. However, the Board will be asked to vote on renewal applications in April. To inform voting, the Board will be presented with a staff summary of the 4 programs and their performance over the past 6 months.
- Josh Johnson made a motion to follow the funding protocol as presented for the 2023 Competitive Funding Process. Pat Hastings seconded. Approved 8-0.

#### 8. LEARNING SERIES PRESENTATION

##### Affordable Housing – Beth Rosen, City of Fort Collins – Grants Compliance & Policy Manager

- Beth Rosen, Grants Compliance & Policy Manager at the City of Fort Collins, joined the Human Services and Housing Funding Board members for a presentation regarding the City's housing goals and the evaluation of housing proposals entering the competitive grant process's alignment with those goals. The presentation offered insight into the different components of a project proposal, including but not limited to the income of the populations being served, funding history, debt service ratio, and total City subsidy per unit. Several board members followed up with clarifying questions for Beth Rosen.
- Adam Molzer informed the Board that Housing Deliberations would take place on Tuesday, April 25. During this deliberation, the Board is asked to rank the proposed housing programs and projects (rather than make specific funding recommendations) in a process facilitated by Beth Rosen and himself.
- Beth Rosen informed the Board that there will likely be enough funding to fully fund all housing projects this year. The Board discussed the various reasons why it remained pertinent for each organization to present their housing projects to the Board and for the Board to engage in the ranking process.
- Per Adam Molzer's request, Beth Rosen provided an update on HOME-ARP funds pertaining to future supportive services funding.

#### 9. BOARD MEMBER REPORTS

Olga Duvall shared information about a Zoom Meeting hosted by the League of Women's Voters from 7pm-9pm on April 20. The meeting will feature a panel of presenters discussing affordable housing, some of which are applicants for the City's Housing Grants.

#### 10. STAFF REPORTS

- Adam Molzer informed the Board of a change in leadership in an organization that is a current recipient of a Human Service Grant.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

- 2023 ARPA funding contracts are being finalized. Over \$1 million for COVID recovery activities has been awarded to childcare programs, social service organizations, and homelessness programs in the community.
- All Board members now have access to ZoomGrants and can view all housing and human service proposals in full.
- Adam Molzer outlined what the Board can expect during the next Human Services and Housing Funding Board Meeting, which will be a joint work session with the Affordable Housing Board.

#### 11. NEXT MEETING

Wednesday, March 29, 2023 | 5:30 PM | Location: ZOOM

#### 13. ADJOURNMENT

Josh Johnson adjourned meeting at 7:17 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 5, 2023.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services and Housing Funding Board & Affordable Housing Board JOINT WORK SESSION

March 29, 2023 at 5:30 PM  
Remote/ZOOM

### 1. CALL TO ORDER

- At 5:34 PM the meeting was called to order by Josh Johnson.

### 2. ROLL CALL

- Human Services and Housing Funding Board Members Present:
  - Josh Johnson, Chair
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Erma Woodfin
  - Michaela Ruppert
  - Mike Nielsen
  - Pat Hastings
- Human Services and Housing Funding Board Members Excused:
  - Mike Kulischeck
- Affordable Housing Board Members Present:
  - John Singleton, Chair
  - Jennifer Bray
  - Sheila Seaver-Davis
  - Stefanie Berganini
- Affordable Housing Board Members Absent:
  - Ed Hermesen
- Affordable Housing Board Members Recusing from Discussions (present):
  - Kristin Fritz
  - Bob Pawlikowski
- Staff Members Present:
  - Adam Molzer, Staff Liaison, Human Services and Housing Funding Board – City of Fort Collins
  - Sue Beck-Ferkiss, Staff Liaison, Affordable Housing Board – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Meaghan Overton, Social Sustainability – City of Fort Collins
  - Hannah Tinklenberg, Social Sustainability – City of Fort Collins – Joined in Progress
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Presenters:
  - City of Fort Collins Forestry Division – Carrie Tomlinson, Christine Holtz, Freddie Haberecht, Ralph Zentz
  - CARE Housing – Kim Iwanski, Steve Kuehneman, Tatiana Zentner
  - Housing Catalyst – Carly Johansson, Cathy Mathis, Kristin Fritz, Preston Nakayama
  - Elevation Community Land Trust – Stefka Fanchi
  - Habitat for Humanity – Kristin Candella
  - L'Arche Fort Collins – Dustin Barrington, Jennifer Pfister, Tammy Breeding

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services and Housing Funding Board & Affordable Housing Board JOINT WORK SESSION

- Public Attendees:
  - Bob Pawlikowski, Dustin Barrington, Kristin Fritz

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

### 3. AGENDA REVIEW

Adam Molzer reviewed agenda. The Boards accepted the agenda without modification.

### 4. INTRODUCTIONS

The members of both Boards (Affordable Housing Board & Human Services and Housing Funding Board) and City of Fort Collins staff introduced themselves.

### 5. AFFORDABLE HOUSING APPLICANT PRESENTATIONS WITH Q&A

Beginning at 5:45pm, the six (6) affordable housing applicants conducted presentations for the AHB and HSHFB members, each followed by question-and-answer periods.

- City of Fort Collins Forestry Division – Homeowner Tree Removal Assistance Program
- CARE Housing – Heartside Hill
- Villages Ltd – 2155 West Plum
- Elevation Community Land Trust – Kechter Townhomes
- Habitat for Humanity – Harmony Cottages
- L'Arche Fort Collins – L'Arche Homes at Heartside Hill

### 6. NEW BUSINESS

a. Preliminary Review and Discussion of Affordable Housing Proposals

- Adam Molzer began by iterating that the discussion goal of the evening will be a "high-level," collaborative discussion to review the six (6) funding applications for affordable housing. The primary goal is to gather individual contributions from both groups to gain a better understanding of the perspectives each group brings to the subject matter.
- The Boards discussed two linked housing projects (CARE Housing and L'Arche Fort Collins) and inquired how each project would be impacted if the other was not funded. Beth Rosen advised the Boards to direct this question to CARE Housing since they are the lead developer.
- The Boards discussed several recommendations for changes they may like to see in the Forestry project pilot proposal. The Boards also decided they would like further clarification on whether the program would apply to both owner-occupied units and renters. If the program would apply to renters, they wanted further clarification on how this would be managed.
- The Boards noted that two proposals were seeking funding due to increasing water fees in Fort Collins and wondered if anything could be done to incentivize water districts to lower costs for affordable housing projects. Sue Beck-Ferkiss explained that both the City and the County are currently having conversations

# MINUTES

CITY OF FORT COLLINS • ROARDS AND COMMISSIONS



## Human Services and Housing Funding Board & Affordable Housing Board JOINT WORK SESSION

with water districts regarding increasing water costs, but that it is difficult to incentivize since affordable housing is not the mission of the water districts.

- The Boards asked what the limitations were on City departments asking for funds from another City department. Beth Rosen explained that if a department sees a community need that serves low-income residents and does not have allocated funds in their budget to fulfill the need, they may request funds from other departments.

### 7. BOARD MEMBER REPORTS

None.

### 8. STAFF REPORTS

- Sue Beck-Ferkiss shared that next Thursday, April 6, the Affordable Housing Board would be doing their ranking of the affordable housing projects and providing written recommendations to the Human Services and Housing Funding Board. Beth Rosen will be joining this meeting to provide guidance on the process.
- Adam Molzer informed the Human Services and Housing Funding Board that he would be sending out a short questionnaire to identify any projects that may require more discussion at next week's meeting on Wednesday, April 5.
- Adam Molzer also shared that Jacob Castillo started at the City on March 20<sup>th</sup> as the new Chief Sustainability Officer.

### 9. NEXT MEETING

- a. Affordable Housing Board
  - Thursday, April 6, 2023 | 4:00pm | Online/Remote via Zoom
- b. Human Services & Housing Funding Board
  - Wednesday, April 5, 2023 | 5:30pm | 222 Laporte Avenue – Colorado River Room

### 13. ADJOURNMENT

Josh Johnson adjourned meeting at 9:19 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 5, 2023.

City of Fort Collins Staff Liaison:

DocuSigned by:  
  
63C8D1A72C0AC4D5  
Adam Molzer

Minutes were finalized and approved by the Affordable Housing Board on April 6, 2023.

City of Fort Collins Staff Liaison:

DocuSigned by:  
  
52D91177C8F48055  
Sue Beck-Ferkiss



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR MEETING

April 5, 2023 at 5:30 PM

222 Laporte Ave, Fort Collins – Colorado River Meeting Room, First Floor

#### 1. CALL TO ORDER

- At 5:40 PM the meeting was called to order by Olga Duvall.

#### 2. ROLL CALL

- Board Members Present
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Erma Woodfin
  - Michaela Ruppert
  - Mike Kulisheck
  - Mike Nielsen
  - Pat Hastings – joined in progress
- Board Members Excused
  - Josh Johnson, Chair
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Social Sustainability – City of Fort Collins
- Guests Present
  - None

For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. PUBLIC PARTICIPATION

None.

#### 5. APPROVAL OF MINUTES – March 8, 2023 Regular Meeting & March 29, 2023 Joint Work Session

Erma Woodfin motioned to approve the March 8, 2023 meeting minutes as presented. Mike Nielsen seconded. Approved 7-0.

Erma Woodfin motioned to approve the March 29, 2023 meeting minutes as presented. Mike Nielsen seconded. Mike Kulisheck abstained due to absence at the March 29 meeting. Approved 6-0.

#### 6. BOARD MEMBER REPORTS

None.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### REGULAR BOARD MEETING

#### 7. STAFF REPORTS

- There is one vacancy on the HSHF Board that has been vacant since January. The Clerk's Office is currently accepting applications for the position.
- On April 25, the Board will convene for Affordable Housing Deliberations, as well as to discuss the renewal of the four projects that were approved in 2022 for CDBG Public Service funds. Prior to this meeting, City of Fort Collins staff will prepare a staff summary that outlines each project's progress for the Board to discuss and review.
- Board member scoring of the Human Service Proposals are due at 9am on Monday, April 24.

#### 8. UNFINISHED BUSINESS

None.

#### 9. NEW BUSINESS

- a. Follow-Up Discussion of Affordable Housing Proposals
  - On March 28, Dianne Tjalkens hosted the HUD Annual Action Plan Public Hearing online. One community member expressed concern about the City of Fort Collins Forestry Tree Removal application for low-income homeowners, stating that the Forestry Department should cover the cost of this program with their own department budget. The resident was concerned that this project is not within the scope of affordable housing and would like the funds diverted to a different project or program.
  - The Affordable Housing Board will be conducting their ranking process of the Affordable Housing projects on Thursday, April 6. This process is not determinative, and the results will be summarized by City Staff and distributed to the Human Services and Housing Funding Board in mid-April for them to use as a resource.
  - The Board asked Adam Molzer how much funding was available for both the Affordable Housing and Human Services proposals. There is approximately \$900,000 for Human Services (excluding the multi-year CDBG Public Service funds). With federal HOME-ARP funds included, there is \$4.2 million available for Affordable Housing.
- b. Preliminary Review and Discussion of Human Services Proposals
  - Board members considered each proposal and developed a list of questions to send to the applicants.

#### 10. OTHER BUSINESS

None.

#### 11. NEXT MEETINGS

Tuesday, April 25, 2023 | 5:30 PM | Location: Fort Collins Senior Center, 1200 Raintree Drive, Foxtail 1 Room  
Wednesday, April 26, 2023 | 4:00 PM | Location: 222 Laporte Avenue - Colorado River Room

#### 13. ADJOURNMENT

Olga Duvall adjourned meeting at 8:06 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on April 26, 2023.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## AFFORDABLE HOUSING BOARD

### REGULAR MEETING

April 6, 2023, 4:00-6:00pm

Online via Zoom

#### CALL TO ORDER

At 4:01 PM the meeting was called to order by John Singleton.

#### 1. ROLL CALL

- **Board Members Present:** John Singleton, Ed Hermisen, Jennifer Bray, Stefanie Berganini, and Sheila Seaver-Davis (joined in progress). Bob Pawlikowski and Kristin Fritz recused themselves from discussion.
- **Staff Members Present:**
  - Sue Beck-Ferkiss, Staff Liaison – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Tamra Leavenworth, Minutes – City of Fort Collins
- **Council Liaison Present:** Susan Gutowsky
- **Guests Present:**
  - Anais Campbell
  - Dustin Barrington
  - Lisa Cunningham
  - Marilyn Heller
  - Tammy Breeding

#### 2. AGENDA REVIEW – No changes.

#### 3. CITIZEN PARTICIPATION

- Marilyn Heller – Member of the League of Women's Voters announced the League of Women's Voters Affordable Housing Team Presentations that will be held on Zoom Thursday, April 20 from 7pm-9pm. The presentation will also be recorded and uploaded to the League of Women's Voters website.
- Anais Campbell – Adult Advocate at the Arc of Larimer County – an organization that supports individuals with intellectual and developmental disabilities. Anais works with individuals struggling to find and obtain affordable housing. Anais attended the meeting to include The Arc of Larimer County in the conversation around affordable housing, and to learn more about what is currently happening with affordable housing in the City of Fort Collins.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## AFFORDABLE HOUSING BOARD

### REGULAR MEETING

#### 4. APPROVAL OF MINUTES

**Stefanie Berganini** motioned to approve the March 29 Joint Work Session with the Human Services and Housing Funding Board. **Jennifer Bray** seconded. Approved 4-0.

**Bob Pawlikowski** and **Kristin Fritz** did not vote due to their recusal from the work session.

**Ed Hermesen** abstained due to absence at the March 29 joint work session.

**Bob Pawlikowski** motioned to approve the March 2 Regular Meeting Minutes.

**Kristin Fritz** seconded. Approved 7-0.

#### 5. NEW BUSINESS

##### A. Board Discussion on Community Engagement

- The Board discussed the importance of focusing on increasing community engagement in 2023, which includes increasing awareness about projects the Board is working on and policies related to affordable housing in Fort Collins. The Board also discussed ways in which they can gather more community feedback so that these perspectives can be integrated into the Board's decisions.
- Several ideas were discussed, including but not limited to community education, partnering with organizations involved in affordable housing projects, making the Board's activities more easily accessible to the public, publishing affordable housing pieces in local publications, creating QR codes to be posted in public spaces, and creating an online form where community members can share their thoughts and opinions with the Board.
- **John Singleton** suggested that the Affordable Housing Board attend the Land Use Code Event that will be held at the Lincoln Center on May 6 so they can be available to answer community questions.

##### B. 2023 Spring Competitive Process – Ranking of Affordable Housing Applications

- **Beth Rosen**, Grants Compliance & Policy Manager at the City of Fort Collins, joined the Affordable Housing Board members for a presentation regarding the City's housing goals and the evaluation of housing proposals entering the competitive grant process's alignment with those goals. The presentation offered insight into the different components of a project proposal, including but not limited to the income of the populations being served, funding history, debt service ratio, and total City subsidy per unit. **Beth Rosen** reminded the Board that although the Board engages in ranking the Affordable Housing Applications, they do not make funding recommendations. Several board members followed up with clarifying questions for **Beth Rosen**.
- Board members engaged in discussion and agreed on the following:
  - All applications are for great projects that deserve funding support.
  - Some board members prioritized projects that provided more units and/or were able to serve a greater number of residents.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## AFFORDABLE HOUSING BOARD

### REGULAR MEETING

- The board expressed their appreciation for the variety of projects submitted this year. Noting that non-traditional projects (such as L'Arche Homes at Heartside Hill and the Homeowner Tree Removal Assistance Program) provided a more holistic view of housing needs and supports, and broadened the scope of what it means to provide equitable housing. The Board hopes to receive more project proposals like this in future years.
- Applications ranked in order of priority:
  - CARE Housing – Heartside Hill
  - Elevation Community Land Trust – Kechter Townhomes
  - Villages Ltd – 2155 West Plum
  - Habitat for Humanity – Harmony Cottages
  - L'Arche Fort Collins – L'Arche Homes at Heartside Hill
  - City of Fort Collins Forestry Division – Homeowner Tree Removal Assistance Program

**Jennifer Bray motioned to recommend the current rankings and for the Board Chair to send the rankings and comments to the Human Services and Housing Funding Board. Stefanie Berganini seconded. Approved 5-0.**

**Bob Pawlikowski and Kristin Fritz abstained.**

#### 6. BOARD MEMBER REPORTS

None.

#### 7. OTHER BUSINESS

None.

#### 8. ADJOURNMENT

**Meeting adjourned at 6:11 P.M.**

Minutes were finalized and approved by the Affordable Housing Board on May 4, 2023.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

**DRAFT**

### SPECIAL MEETING

April 25, 2023 at 5:30 PM

1200 Raintree Dr, Fort Collins – Foxtail 1 Meeting Room

#### 1. CALL TO ORDER

- At 5:45 PM the meeting was called to order by Josh Johnson.

#### 2. ROLL CALL

- Board Members Present
  - o Josh Johnson, Chair
  - o Olga Duvall, Vice Chair
  - o Christine Koepnick
  - o Erma Woodfin
  - o Michaela Ruppert
  - o Mike Kulisheck
  - o Mike Nielsen
  - o Pat Hastings
- Staff Members Present
  - o Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - o Beth Rosen, Social Sustainability – City of Fort Collins
  - o Hannah Tinklenberg, Social Sustainability – City of Fort Collins
  - o Tamra Leavenworth, Social Sustainability – City of Fort Collins
  - o Sue Beck-Ferkiss, Social Sustainability – City of Fort Collins
  - o Dianne Tjalkens, Social Sustainability – City of Fort Collins
- Community Members in Attendance
  - o Kim Iwanski, CARE Housing
  - o Dustin Barrington, L'Arche Fort Collins
  - o Linda Drees, L'Arche Fort Collins
  - o Lori Kempter, Crossroads Safehouse

Due to the duration and extent of the housing preliminary grant review, the summary of the meeting reflected in the minutes below may not include all details of the HSHF-Board's discussion. For further information, details and insight, and audio recording, resources are available by contacting the HSHF-Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. PUBLIC PARTICIPATION

Guests from the public introduced themselves. No additional public comments.

#### 5. BOARD MEMBER REPORTS

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# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

None.

#### 6. STAFF REPORTS

- The Wednesday, April 26<sup>th</sup> meeting will begin at 4:00pm to deliberate funding for the human services grant applications.

#### 7. UNFINISHED BUSINESS

None.

#### 8. NEW BUSINESS

- a. Deliberations to Formulate Funding Recommendations – CDBG Public Services (renewal funding)
  - Beth Rosen provided a brief overview of the CDBG Public Service funds to the Board, explaining that since these awards were originally allocated in FY22, then FY23 is the first year the Board must consider and vote on renewal funding. CDBG Public Service funds are distributed to organizations that provide emergency sheltering and services or provide housing stabilization services. The funds are distributed in percentages (of the eligible CDBG funding total for Public Service) over a 5-year period.
  - Beth Rosen gave an overview of each organization's funding request, what the funds will be used for, how many clients will be served, and the organization's progress over the last year. Several board members followed up with clarifying questions for Beth Rosen and Hannah Tinklenberg.
  - Olga Duvall motioned to approve the 2023 CDBG Public Service funding recommendations at the percentages presented. Mike Nielsen seconded. Approved 8-0.
  - The CDBG Public Service funds will be renewed for FY23 as follows:
    - Catholic Charities – Samaritan House Fort Collins Shelter – \$52,618 (31% of available funding)
    - Crossroads Safehouse – Domestic Violence Emergency Shelter Advocacy – \$44,132 (26% of available funding)
    - Family Housing Network of Fort Collins, Inc. – Family Housing Network Shelter Program – \$18,670 (11% of available funding)
    - Neighbor to Neighbor, Inc. – N2N Housing Solutions – Direct Rental Assistance – \$54,316 (32% of available funding)
- b. Deliberations to Formulate Funding Recommendations – Affordable Housing
  - The Affordable Housing Board's rankings of the housing proposals were presented.
  - A total of 6 proposals were submitted, requesting \$2.8 million total for housing projects and programs. Adam Molzer explained that the Board would first vote to support funding for each project, then rank each project in order of priority.
  - Beth Rosen provided an overview of the funding considerations and reviewed the Housing Strategic Plan goals, encouraging Board members to consider how each project relates to these goals when making their decisions.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

- Olga Duvall motioned to approve funding for HO-1 CARE Housing. Josh Johnson seconded. Approved 8-0.
- The Board engaged in discussion about HO-2 City of Fort Collins Forestry Department. They discussed several conditions that could be added to the contract to ensure the program operates smoothly and equitably. The Board also discussed other funding possibilities the Forestry Department could pursue in future years to assess the project's financial sustainability.
- Josh Johnson motioned to support funding for HO-2 City of Fort Collins Forestry Division with the condition that funding is only applied to owner-occupied primary residences and that they serve a minimum of 20 households with the funds. Olga Duvall seconded. Approved 8-0.
- Olga Duvall motioned to approve funding for HO-3 Elevation Community Land Trust. Michaela Ruppert seconded. Approved 8-0.
- Pat Hastings motioned to approve funding for HO-4 Habitat for Humanity. Erma Woodfin seconded. Approved 8-0.
- The Board engaged in discussion about HO-5 L'Arche Fort Collins – expressing concerns about the program's commitment to diversity, equity, and inclusion, and readiness to proceed.
- Olga Duvall motioned to approve funding for HO-5 L'Arche Fort Collins. Pat Hastings seconded. Approved 6-1-1. Erma Woodfin abstained.
- Josh Johnson motioned to approve funding for HO-6 Villages, Ltd. Mike Nielsen seconded. Approved 8-0.
- Erma Woodfin motioned to adopt the Affordable Housing Board's prioritized ranking of projects. Olga Duvall seconded. Josh Johnson proposed a friendly amendment to move HO-2 City of Fort Collins Forestry Division to Priority #5 and HO-5 L'Arche Fort Collins to Priority #6. Erma Woodfin and Olga Duvall accepted the friendly amendment. The final priority ranking list was presented as follows:

Priority #1 – HO-1: CARE Housing – Heartside Hill

Priority #2 – HO-3: Elevation Community Land Trust – Kechter Townhomes

Priority #3 – HO-6: Villages, Ltd. – 2155 W. Plum

Priority #4 – HO-4: Fort Collins Habitat for Humanity – Harmony Cottages

Priority #5 – HO-2: City of Fort Collins Forestry Division – Tree Removal Pilot Program

Priority #6 – HO-5: L'Arche Fort Collins – L'Arche Housing

Motion to pass the FY23 prioritization as presented passed 8-0.

Housing projects are ranked in priority order. If a project receives funding through the City from another source and/or withdraws their proposal, the funding recommendation will be withdrawn, and funds will be made available to the next eligible, prioritized project.

### 9. OTHER BUSINESS

None.

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# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

**10. NEXT MEETING**

Wednesday, April 26, 2023 | 4:00 PM | Location: 222 Laporte Avenue – Colorado River Room

**13. ADJOURNMENT**

Josh Johnson adjourned meeting at 7:57 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on \_\_\_\_\_

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

**DRAFT**

### SPECIAL MEETING

April 26, 2023 at 4:00 PM

222 Laporte Ave, Fort Collins – Colorado River Room

Additional viewing option via Zoom

#### 1. CALL TO ORDER

- At 4:09 PM the meeting was called to order by Josh Johnson.

#### 2. ROLL CALL

- Board Members Present
  - Josh Johnson, Chair
  - Olga Duvall, Vice Chair
  - Christine Koepnick
  - Erma Woodfin
  - Michaela Ruppert
  - Mike Kulisheck
  - Mike Nielsen
  - Pat Hastings
- Staff Members Present
  - Adam Molzer, Staff Liaison, Social Sustainability – City of Fort Collins
  - Javier Echeverría Díaz, Sustainability Service Area – City of Fort Collins
  - Beth Rosen, Social Sustainability – City of Fort Collins
  - Amanda McGimpsey, Social Sustainability – City of Fort Collins
- Community Members in Attendance
  - Nathan Shaw, Vindeket Foods
  - Dustin Barrington, L'Arche Fort Collins
  - Jane Barber, Disabled Resource Services
  - Sharlene Johnson, Food Bank for Larimer County (online)
  - Katie Dockery, Exceptional Kids (online)
  - Kelli Pryor, United Way of Weld County (online)
  - Emma

Due to the duration and extent of the human services preliminary grant review, the summary of the meeting reflected in the minutes below may not include all details of the HSHF Board's discussion. For further information, details and insight, and video recording, resources are available by contacting the HSHF Board staff liaison.

#### 3. AGENDA REVIEW

Adam Molzer reviewed the agenda. The Board accepted the agenda without modification.

#### 4. PUBLIC PARTICIPATION

Guests from the public introduced themselves. No additional public comments.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

5. **APPROVAL OF MINUTES** – April 5, 2023 Regular Meeting  
Olga Duvall moved to approve the April 5, 2023 meeting minutes as presented. Erna Woodfin seconded. Josh Johnson abstained due to absence at the April 5 meeting. Approved 7-0.
6. **BOARD MEMBER REPORTS**  
None.
7. **STAFF REPORTS**  
None.
8. **UNFINISHED BUSINESS**  
None.
9. **NEW BUSINESS**
  - a. **Deliberations to Formulate Funding Recommendations – Human Services**

Adam Molzer provided a review of the goals of deliberation and the methods used to evaluate each Board member's scorecard. Javier Echeverria Diaz provided the Board members with a brief overview of the data analysis process, explaining that each Board member's scorecard was reviewed for accuracy and deviations. In his evaluation, Javier noted that all members' scores were well-balanced throughout the applications from high to low scores. No adjustments were necessary.

Deliberations protocol has Board members begin at the top of the ranking list, with each proposal open to further discussion. Funding recommendations will be made with a first and second motion, and friendly amendments are permitted.

Adam Molzer noted that funding recommendations will go before Council in June and the grant cycle will begin October 2023. Adam presented the Board with the available funding amount (\$907,977) and provided an overview of the ranking spreadsheet.

**HS-18: Homeward Alliance – Family Services Programs**  
Motion by Josh Johnson to fund at \$35,000. Seconded by Pat Hastings. Approved 7-0-1. Christine Koepnick abstained.

**HS-34: The Family Center/La Familia – Family Support Services**  
Motion by Olga Duvall to fund at \$42,700. Seconded by Mike Nielsen. Approved 8-0.

**HS-19: Homeward Alliance – Murphy Center**  
Motion by Pat Hastings to fund at \$32,000. Seconded by Michaela Ruppert. Approved 7-0-1. Christine Koepnick abstained.

**HS-5: CASA of Larimer County – Family Connections at Harmony House**  
Motion by Josh Johnson to fund at \$36,000. Seconded by Olga Duvall. Approved 8-0.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

**HS-4: CASA of Larimer County – Court Appointed Special Advocates**

Motion by Olga Duvall to fund at \$35,000. Seconded by Erma Woodfin. Approved 8-0.

Adam Molzer provided an update of funds: remaining balance is ~\$727,000.

**HS-40: United Way of Weld County – Coordinated Assessment and Housing Placement System**

Motion by Olga Duvall to fund at \$21,000. Seconded by Josh Johnson. Approved 8-0.

**HS-3: Boys & Girls Club of Larimer County – Boys & Girls Clubs of Larimer County**

Motion by Pat Hastings to fund at \$31,000. Seconded by Michaela Ruppert. Approved 8-0.

**HS-8: ChildSafe Colorado – Child Abuse Treatment Program**

Motion by Erma Woodfin to fund at \$40,000. Seconded by Mike Nielsen. Approved 8-0.

**HS-31: Teaching Tree Early Childhood Learning Center – Childcare Scholarships for Low-Income Families**

Motion by Mike Kulisheck to fund at \$54,000. Seconded by Josh Johnson. Approved 8-0.

**HS-24: Neighbor to Neighbor – N2N Rent Assistance Coordination**

Motion by Josh Johnson to fund at \$42,000. Seconded by Michaela Ruppert. Approved 8-0.

**HS-27: Respite Care – Childcare Scholarships for Low-Income Families**

Motion by Mike Kulisheck to fund at \$25,500. Seconded by Olga Duvall. Approved 8-0.

**HS-26: Project Self-Sufficiency – Project Self-Sufficiency**

Motion by Erma Woodfin to fund at \$21,000. Seconded by Michaela Ruppert. Approved 8-0.

**HS-2: Alianza NORCO – Bilingual Navigation Services Program**

Motion by Olga Duvall to fund at \$17,000. Seconded by Erma Woodfin. Approved 8-0.

**HS-33: The Crawford Childhood Advocacy Center – Fighting Child Sexual Abuse & Maltreatment**

Motion by Michaela Ruppert to fund at \$17,000. Seconded by Christine Koepnick. Approved 8-0.

**HS-35: The Matthews House – Youth and Family Center**

Motion by Josh Johnson to fund at \$30,000. Seconded by Michaela Ruppert. Approved 8-0.

**HS-17: Food Bank for Larimer County – Fort Collins Kids Cafe**

Motion by Pat Hastings to fund at \$22,000. Seconded by Josh Johnson. Approved 8-0.

**HS-43: Volunteers of America – Home Delivered Meals Program**

Motion by Mike Kulisheck to fund at \$24,000. Seconded by Olga Duvall. Approved 8-0.

**HS-23: Meals on Wheels for Fort Collins – Meal Delivery Program**

Motion by Mike Nielsen to fund at \$31,000. Seconded by Mike Kulisheck. Approved 8-0.

**HS-39: United Way of Larimer County – Larimer Child Care Fund**

Motion by Erma Woodfin to fund at \$20,000. Seconded by Christine Koepnick. Friendly amendment by Pat Hastings to fund at \$23,000. Accepted by Erma Woodfin and Christine Koepnick. Approved 8-0.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

#### HS-37: The Salvation Army – Rent and Utilities Assistance

Motion by Mike Kulisheck to fund at \$19,000. Seconded by Erma Woodfin. Approved 8-0.

Adam Molzer provided an update of funds: remaining balance is ~\$309,777.

#### HS-7: Children's Speech and Reading Center – Childhood Communication

Motion by Pat Hastings to fund at \$16,000. Seconded by Michaela Ruppert. Approved 8-0.

#### HS-10: Disabled Resource Services – Disability Services for Independence

Motion by Michaela Ruppert to fund at \$25,000. Seconded by Olga Duvall. Approved 8-0.

#### HS-41: Vindeket Foods – Vindeket Market

Motion by Pat Hastings to fund at \$18,000. Seconded by Michaela Ruppert. Friendly amendment by Mike Kulisheck to fund at \$19,500. Accepted by Pat Hastings and Michaela Ruppert. Approved 8-0.

Discussion: The Board expressed their appreciation for the ways in which this organization addresses both hunger and food waste.

#### HS-29: Sexual Assault Victim Advocate Center – Sexual Assault Victim Services

Motion by Erma Woodfin to fund at \$26,000. Seconded by Mike Kulisheck. Approved 8-0.

#### HS-1: A Little Help – A Little Help for Older Adults in Fort Collins

Motion by Josh Johnson to fund at \$24,000. Seconded by Mike Nielsen. Approved 8-0.

Adam Molzer provided an update of funds: remaining balance is ~\$199,000.

Adam Molzer called for a short break at 5:24 PM and the meeting resumed at 5:51 PM.

#### HS-15: Family Housing Network – Sherwood House - Bridge Housing

Motion by Olga Duvall to fund at \$15,000. Seconded by Pat Hastings. Approved 8-0.

#### HS-9: Crossroads Safehouse – Bringing Justice Home

Motion by Erma Woodfin to fund at \$15,000. Seconded by Olga Duvall. Approved 8-0.

#### HS-12: Elderhaus Adult Day Program – Direct Care for Residents Living with Disabilities

Motion by Mike Kulisheck to fund at \$30,000. Seconded by Josh Johnson. Approved 8-0.

#### HS-21: Larimer County Partners

Motion by Olga Duvall to fund at \$15,000. Seconded by Michaela Ruppert. Approved 8-0.

#### HS-22: McBackpack – McBackpack Program

Motion by Josh Johnson to fund at \$15,000. Seconded by Olga Duvall. Friendly amendment by Erma Woodfin to fund at \$17,000 was declined. The motion fails 4-4. Opposed by Michaela Ruppert, Pat Hastings, Mike Kulisheck, and Erma Woodfin.

Adam Molzer provided an update that if McBackpack were funded at \$15,000, the remaining balance would be ~\$112,500.

Motion by Mike Kulisheck to fund at \$18,000. Seconded by Erma Woodfin. Friendly amendment by Mike Nielsen to fund at \$16,500 was declined. The motion fails 3-5. Opposed by Josh Johnson, Olga

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

Duvall, Christine Koepnick, Pat Hastings, and Mike Nielsen.

Motion by Pat Hastings to fund at \$16,700. Seconded by Erma Woodfin. Approved 8-0.

Discussion: The Board discussed the important role of this program in the community since it provides children who may depend on school meals on the weekdays with food for the weekends. Some Board members felt it was unfair to fund this project higher than the median when higher-ranked projects received a lower percentage of funds.

#### **HS-6: Catholic Charities – Senior Services Samaritan House Fort Collins**

Motion by Josh Johnson to fund at \$32,000. Seconded by Michaela Ruppert. Approved 8-0.

Adam Molzer reminded the Board that 12 programs remained to be discussed and provided an update of funds: remaining balance is ~\$75,577.

#### **HS-25: Plan de Salud del Valle – Primary Health Care Services in Fort Collins**

Motion by Pat Hastings to fund at \$0. Seconded by Josh Johnson. Approved 7-1. Opposed by Erma Woodfin.

Discussion: Board members noted that City funding would make up only a small portion of this organization's total budget and that the funds could have a greater impact on another organization or program.

#### **HS-36: The Quarter Project – The Quarter Project of Northern Colorado**

Motion by Pat Hastings to fund at \$15,000. Seconded by Olga Duvall. Approved 6-1-1. Opposed by Mike Kulisheck. Erma Woodfin abstained.

Discussion: Some Board members felt funds could be better utilized by organizations addressing urgent needs in the community. Other Board members argued for the long-term investment of this program, stating the importance of the educational STEM opportunities it provides to children who may not otherwise have access. The Board also discussed the importance of balancing fund distribution to support both urgent needs and long-term investments in the community.

#### **HS-28: Rocky Mountain Youth Medical & Nursing Consultants – Health & Wellness Centers**

Motion by Josh Johnson to fund at \$15,000. Seconded by Erma Woodfin. There is a 4-4 tie, and the motion fails. Opposed by Olga Duvall, Michaela Ruppert, Pat Hastings, and Mike Kulisheck.

Motion by Olga Duvall to fund at \$0. Seconded by Mike Kulisheck. Approved 6-2. Opposed by Christine Koepnick and Erma Woodfin.

Discussion: Some Board members expressed concern that this program serves a smaller number of clients than others and that funding could go further elsewhere. The Board also noted the importance of this program since it helps provide healthcare services to children from underserved communities within the Poudre School District.

#### **HS-42: Volunteers of America – Handyperson Program**

Motion by Olga Duvall to fund at \$15,000. Seconded by Josh Johnson. Approved 8-0.

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

#### **HS-13: Ensign Skills Center – Low Vision Rehabilitation Care and Support Services**

Motion by Michaela Ruppert to fund at \$15,000. Seconded by Olga Duvall. Approved 8-0.

#### **HS-14: Exceptional Kids – HighPointe Services**

Motion by Olga Duvall to fund at \$15,000. Seconded by Pat Hastings. Approved 5-3. Opposed by Christine Koepnick, Michaela Ruppert, and Erma Woodfin.

Discussion: Board members noted that City dollars would not be able to fully fund this project, but that they could be used as a down payment. Adam Molzer explained that the organization would have until September 2024 to use the funds and if they were not able to, they would have to forfeit the funds, which would be reallocated into the 2025 grant cycle.

Adam Molzer provided an update of funds: remaining balance is ~\$15,577.

#### **HS-32: The Arc of Larimer County – Transition Opportunity Scholarship Fund**

Motion by Pat Hastings to fund at \$15,000. Seconded by Olga Duvall. The motion fails 2-6. Opposed by Josh Johnson, Christine Koepnick, Michaela Ruppert, Mike Nielsen, Mike Kulisheck, and Erma Woodfin.

Discussion: Board members in support of this project argued that it would be the first of its kind in Northern Colorado and offer educational opportunities to individuals who would otherwise not have access. Board members in opposition noted that it serves the lowest number of clients of all applicants and that students would be required to secure additional funding elsewhere since the program doesn't guarantee full scholarships.

#### **HS-28: Rocky Mountain Youth Medical & Nursing Consultants – Health & Wellness Centers**

Motion by Josh Johnson to fund at \$15,000. Seconded by Erma Woodfin. Approved 7-1. Opposed by Olga Duvall.

#### **HS-32: The Arc of Larimer County – Transition Opportunity Scholarship Fund**

Motion by Josh Johnson to fund at \$0. Seconded by Mike Nielsen. Approved 7-1. Opposed by Pat Hastings.

#### **HS-16: Feeding Our Community Ourselves – Community Meals**

Motion by Olga Duvall to fund at \$0. Seconded by Christine Koepnick. Approved 8-0.

#### **HS-38: The Vegetable Connection – Feeding the Families**

Motion by Michaela Ruppert to fund at \$0. Seconded by Mike Kulisheck. Approved 8-0.

#### **HS-11: Early Childhood Council of Larimer County – Professional Development Scholarships for ECE**

Motion by Pat Hastings to fund at \$0. Seconded by Mike Nielsen. Approved 8-0.

#### **HS-30: Sproutin Up – Cooking and Lunch Programs**

Motion by Josh Johnson to fund at \$0. Seconded by Michaela Ruppert. Approved 7-0-1. Olga Duvall abstained.

#### **HS-20: L'Arche Fort Collins – L'Arche Fort Collins**

Motion by Erma Woodfin to fund at \$0. Seconded by Christine Koepnick. Approved 8-0.



# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Human Services & Housing Funding Board

### SPECIAL MEETING

Adam Molzer provided an update of funds: remaining balance is \$577.

#### **HS-34: The Family Center/La Familia – Family Support Services**

Motion by Olga Duvall to fund at \$43,277. Seconded by Michaela Ruppert. Approved 8-0.

#### **Slate Proposals:**

Motion by Pat Hastings to adopt the recommended funding slate for Human Services true dollars and percentages as discussed and presented. Seconded by Erma Woodfin. Approved 8-0.

Adam Molzer applauded the Board members for the work achieved in Housing and Human Services over the last few months and weeks.

#### **10. OTHER BUSINESS**

Adam Molzer shared that a 360-review of the grant recommendation process will be presented at the next regular meeting on May 10, 2023.

#### **11. NEXT MEETING**

Wednesday, May 10, 2023 | 5:30 PM | Location: Zoom/Online

#### **13. ADJOURNMENT**

Josh Johnson adjourned the meeting at 7:12 PM.

Minutes were finalized and approved by the Human Services & Housing Funding Board on \_\_\_\_\_



<div> <div>Public Comment Solicited on City Funding Recommendations for Affordable Housing, Human Services and CDBG Public Services</div> <div> <p>Se solicitan comentarios del público sobre las Recomendaciones de Financiamiento de la Ciudad para Viviendas Asequibles y Servicios Humanos</p> <p>Public comment is being solicited by the City of Fort Collins for the Spring 2023 Competitive Process funding cycle. Recommendations were made on April 25-26, 2023, by the Human Services and Housing Funding Board. The funding recommendations involve use of federal CDBG and HOME funds, and the City's Affordable Housing Fund (AHF) and Human Services Program (HSP) monies for community development, human services and affordable housing activities in our community.</p> <p>La Ciudad de Fort Collins solicita comentarios del público para el ciclo de financiamiento del Proceso Competitivo de la primavera del 2023. Recomendaciones fueron hechas el 25-26 de abril, 2023, por la junta de financiación de vivienda y servicios humanos. Las recomendaciones de financiamiento implican el uso de los fondos federales CDBG y de VIVIENDA, así como dinero del Fondo de la Ciudad para la Vivienda Económica (AHF, por sus siglas en inglés) y el Programa de Servicios Humanos (HSP, siglas en inglés) de la Ciudad para el desarrollo comunitario, servicios sociales y las actividades de viviendas asequibles en nuestra comunidad.</p> <p>This notice includes a list of entities that may receive funding, information about the opportunity for public comment, and information about a City Council meeting where the recommendations will be considered.</p> <p>Esta notificación incluye una lista de entidades que pueden recibir financiamiento, información acerca de la oportunidad para comentarios del público e información acerca de una reunión del Consejo de la Ciudad en donde se considerarán las recomendaciones.</p> </div> </div>	<div> <div>Spring 2023 Competitive Process – Housing</div> <div> <div>HO-1</div> <div> <div>Agency</div> <div>CARE Housng</div> </div> <div> <div>Project</div> <div>Heartside Hill</div> </div> <div> <div>Requested</div> <div>\$800,000</div> </div> <div> <div>Recommended</div> <div>\$800,000</div> </div> </div> <div> <div>HO-2</div> <div> <div>Agency</div> <div>City Forestry</div> </div> <div> <div>Project</div> <div>Tree Removal</div> </div> <div> <div>Requested</div> <div>\$100,000</div> </div> <div> <div>Recommended</div> <div>\$100,000</div> </div> </div> <div> <div>HO-3</div> <div> <div>Agency</div> <div>ECLT</div> </div> <div> <div>Project</div> <div>Kechter Home</div> </div> <div> <div>Requested</div> <div>\$500,000</div> </div> <div> <div>Recommended</div> <div>\$500,000</div> </div> </div> <div> <div>HO-4</div> <div> <div>Agency</div> <div>Habitat for Humanity</div> </div> <div> <div>Project</div> <div>Harmony Cottages</div> </div> <div> <div>Requested</div> <div>\$200,000</div> </div> <div> <div>Recommended</div> <div>\$200,000</div> </div> </div> <div> <div>HO-5</div> <div> <div>Agency</div> <div>L'Arche</div> </div> <div> <div>Project</div> <div>L'Arche Homes</div> </div> <div> <div>Requested</div> <div>\$400,000</div> </div> <div> <div>Recommended</div> <div>\$400,000</div> </div> </div> <div> <div>HO-6</div> <div> <div>Agency</div> <div>Villages, Ltd.</div> </div> <div> <div>Project</div> <div>Plum Rehab</div> </div> <div> <div>Requested</div> <div>\$800,000</div> </div> <div> <div>Recommended</div> <div>\$800,000</div> </div> </div> </div>	<div> <div>Spring 2023 Competitive Process – Human Services &amp; CDBG Public Services</div> <div> <div>CDBG-1</div> <div> <div>Agency</div> <div>Catholic Charities</div> </div> <div> <div>Project</div> <div>Samaritan House Shelter</div> </div> <div> <div>Requested</div> <div>\$62,618 (31% of CDBG Public Service Funds)</div> </div> <div> <div>Recommended</div> <div>\$62,618 (31% of CDBG Public Service Funds)</div> </div> </div> <div> <div>CDBG-2</div> <div> <div>Agency</div> <div>Crossroads Safehouse</div> </div> <div> <div>Project</div> <div>Domestic Violence Emergency Shelter Advocacy</div> </div> <div> <div>Requested</div> <div>\$44,132 (26% of CDBG Public Service Funds)</div> </div> <div> <div>Recommended</div> <div>\$44,132 (26% of CDBG Public Service Funds)</div> </div> </div> <div> <div>CDBG-3</div> <div> <div>Agency</div> <div>Family Housing Network</div> </div> <div> <div>Project</div> <div>Shelter Programs</div> </div> <div> <div>Requested</div> <div>\$18,670 (11% of CDBG Public Service Funds)</div> </div> <div> <div>Recommended</div> <div>\$18,670 (11% of CDBG Public Service Funds)</div> </div> </div> <div> <div>CDBG-4</div> <div> <div>Agency</div> <div>Family Housing Network</div> </div> <div> <div>Project</div> <div>Shelter Programs</div> </div> <div> <div>Requested</div> <div>\$18,670 (11% of CDBG Public Service Funds)</div> </div> <div> <div>Recommended</div> <div>\$18,670 (11% of CDBG Public Service Funds)</div> </div> </div> </div>	<div> <div>Requested</div> <div>\$30,000</div> </div> <div> <div>Recommended</div> <div>\$17,000</div> </div> <div> <div>HS-3</div> <div> <div>Agency</div> <div>Boys &amp; Girls Club</div> </div> <div> <div>Project</div> <div>Boys &amp; Girls Club</div> </div> <div> <div>Requested</div> <div>\$50,000</div> </div> <div> <div>Recommended</div> <div>\$31,000</div> </div> </div> <div> <div>HS-4</div> <div> <div>Agency</div> <div>CASA</div> </div> <div> <div>Project</div> <div>Court Appointed Special Advocates</div> </div> <div> <div>Requested</div> <div>\$72,000</div> </div> <div> <div>Recommended</div> <div>\$35,000</div> </div> </div> <div> <div>HS-5</div> <div> <div>Agency</div> <div>CASA</div> </div> <div> <div>Project</div> <div>Family Connections at Harmony House</div> </div> <div> <div>Requested</div> <div>\$64,000</div> </div> <div> <div>Recommended</div> <div>\$36,000</div> </div> </div> <div> <div>HS-6</div> <div> <div>Agency</div> <div>Catholic Charities</div> </div> <div> <div>Project</div> <div>Senior Services</div> </div> <div> <div>Requested</div> <div>\$73,000</div> </div> <div> <div>Recommended</div> <div>\$32,000</div> </div> </div> <div> <div>HS-7</div> <div> <div>Agency</div> <div>Children's Speech &amp; Reading Center</div> </div> <div> <div>Project</div> <div>Childhood Communication</div> </div> <div> <div>Requested</div> <div>\$20,000</div> </div> <div> <div>Recommended</div> <div>\$16,000</div> </div> </div> <div> <div>HS-8</div> <div> <div>Agency</div> <div>ChildSafe</div> </div> <div> <div>Project</div> <div>Child Abuse Treatment Program</div> </div> <div> <div>Requested</div> <div>\$64,500</div> </div> <div> <div>Recommended</div> <div>\$40,000</div> </div> </div> <div> <div>HS-9</div> <div> <div>Agency</div> <div>Crossroads Safehouse</div> </div> <div> <div>Project</div> <div>Bringing Justice Home</div> </div> <div> <div>Requested</div> <div>\$25,000</div> </div> <div> <div>Recommended</div> <div>\$15,000</div> </div> </div> <div> <div>HS-10</div> <div> <div>Agency</div> <div>Disabled Resource Services</div> </div> <div> <div>Project</div> <div>Disability Services for Independence</div> </div> <div> <div>Requested</div> <div>\$35,000</div> </div> <div> <div>Recommended</div> <div>\$25,000</div> </div> </div> <div> <div>HS-11</div> <div> <div>Agency</div> <div>Early Childhood Council</div> </div> <div> <div>Project</div> <div>Scholarships for Early Childhood Education</div> </div> <div> <div>Requested</div> <div>\$37,900</div> </div> <div> <div>Recommended</div> <div>\$0</div> </div> </div> <div> <div>HS-12</div> <div> <div>Agency</div> <div>Elderhaus</div> </div> <div> <div>Project</div> <div>Residents Living with Disabilities</div> </div> <div> <div>Requested</div> <div>\$60,000</div> </div> <div> <div>Recommended</div> <div>\$30,000</div> </div> </div> <div> <div>HS-13</div> <div> <div>Agency</div> <div>Ensign Skills Center</div> </div> <div> <div>Project</div> <div>Low Vision Rehabilitation Care</div> </div> <div> <div>Requested</div> <div>\$25,000</div> </div> <div> <div>Recommended</div> <div>\$15,000</div> </div> </div> <div> <div>HS-14</div> <div> <div>Agency</div> <div>Exceptional Kids</div> </div> <div> <div>Project</div> <div>HighPointe Services</div> </div> <div> <div>Requested</div> <div>\$50,000</div> </div> <div> <div>Recommended</div> <div>\$15,000</div> </div> </div> <div> <div>HS-15</div> <div> <div>Agency</div> <div>Family Housing Network</div> </div> <div> <div>Project</div> <div>Sherwood House</div> </div> <div> <div>Requested</div> <div>\$20,000</div> </div> <div> <div>Recommended</div> <div>\$15,000</div> </div> </div> <div> <div>HS-16</div> <div> <div>Agency</div> <div>Feeding Our Community Ourselves</div> </div> <div> <div>Project</div> <div>Community Meals</div> </div> <div> <div>Requested</div> <div>\$18,000</div> </div> <div> <div>Recommended</div> <div>\$0</div> </div> </div> <div> <div>HS-17</div> <div> <div>Agency</div> <div>Food Bank</div> </div> <div> <div>Project</div> <div>Fort Collins Kids Café</div> </div> <div> <div>Requested</div> <div>\$35,000</div> </div> <div> <div>Recommended</div> <div>\$22,000</div> </div> </div>
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Final Publication Date  
5/4/2023

Email Address  
rurbach@localiq.com

Ad Number  
GCI1056169

Publication  
Coloradoan

Special Requests  
Attn: Dianne Tjalkens

Market  
Fort Collins

Delivery Method  
Email

Number of Affidavits Needed  
1

Customer Name  
City Of Fc-Cdbg-Legal

Customer Phone Number  
(970) 221-6757

Customer Address  
PO Box 580  
Fort Collins, CO 80522

Account Number (If Known)  
217272

Customer Email  
dtjalkens@fcgov.com

Your Name  
Rose Urbach

Attention: 217272

# FORT COLLINS COLORADOAN

STATE OF COLORADO

IN ASS. AFFIDAVIT OF PUBLICATION

COUNTY OF LARIMER )

CITY OF FORT COLLINS LEGAL  
PO BOX 588  
FORT COLLINS, CO 80522  
ATTN: DIANNE TALKENS

I, being duly sworn, deposes and says that said is the legal clerk at the Fort Collins Coloradoan, that the same is a daily newspaper of general circulation and printed and published in the City of Fort Collins, in said county and state; that the notice or advertisement, of which the annexed is a true copy, has been published in said daily newspaper, and that the notice was published in the regular and entire issue of every number of said newspaper during the period and time of publication of said notice, and in the newspaper proper and not in a supplement thereof; that the publication of said notice was contained in the issue of said newspaper on

5/4/2023

that said Fort Collins Coloradoan has been published continuously and uninterruptedly during the period of at least six months next prior to the first publication of said notice or advertisement above referred to, and said newspaper has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879, or any amendments thereof, and that said newspaper is a daily newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

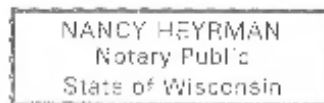
Legal Clerk

Subscribed and sworn to before me, within the County of Brown,  
State of Wisconsin this 4th day of May, 2023.

Notary Public

Notary Expires

Adm : GC1056169  
P D : PUBLIC NOTICE  
# of Affidavits :1



Legal No. GC1056169

\*Indicates Prepared  
on 5/4/2023

Project Name	Project Number	Project Description	Project Status	Project Manager	Project Sponsor	Project Budget	Project Start Date	Project End Date	Project Completion Date
Project A	1000001	Project A Description	Completed	John Doe	John Doe	\$1,000,000	2020-01-01	2020-12-31	2020-12-31
Project B	1000002	Project B Description	In Progress	Jane Smith	Jane Smith	\$2,000,000	2021-01-01	2021-12-31	2021-12-31
Project C	1000003	Project C Description	On Hold	Mike Johnson	Mike Johnson	\$500,000	2022-01-01	2022-12-31	2022-12-31
Project D	1000004	Project D Description	Completed	Sarah Lee	Sarah Lee	\$750,000	2020-06-01	2020-09-30	2020-09-30
Project E	1000005	Project E Description	In Progress	David Kim	David Kim	\$1,500,000	2021-03-01	2021-06-30	2021-06-30
Project F	1000006	Project F Description	On Hold	Emily White	Emily White	\$300,000	2022-03-01	2022-06-30	2022-06-30
Project G	1000007	Project G Description	Completed	Chris Brown	Chris Brown	\$900,000	2020-03-01	2020-06-30	2020-06-30
Project H	1000008	Project H Description	In Progress	Alex Green	Alex Green	\$1,200,000	2021-06-01	2021-09-30	2021-09-30
Project I	1000009	Project I Description	On Hold	Mia Black	Mia Black	\$400,000	2022-06-01	2022-09-30	2022-09-30
Project J	1000010	Project J Description	Completed	Noah Gray	Noah Gray	\$600,000	2020-09-01	2020-12-31	2020-12-31
Project K	1000011	Project K Description	In Progress	Olivia Blue	Olivia Blue	\$1,100,000	2021-09-01	2021-12-31	2021-12-31
Project L	1000012	Project L Description	On Hold	Liam Red	Liam Red	\$250,000	2022-09-01	2022-12-31	2022-12-31
Project M	1000013	Project M Description	Completed	Ava Purple	Ava Purple	\$800,000	2020-12-01	2021-03-31	2021-03-31
Project N	1000014	Project N Description	In Progress	Ethan Yellow	Ethan Yellow	\$1,300,000	2021-12-01	2022-03-31	2022-03-31
Project O	1000015	Project O Description	On Hold	Sophia Pink	Sophia Pink	\$350,000	2022-12-01	2023-03-31	2023-03-31
Project P	1000016	Project P Description	Completed	Lucas Brown	Lucas Brown	\$700,000	2020-11-01	2021-02-28	2021-02-28
Project Q	1000017	Project Q Description	In Progress	Isabella Green	Isabella Green	\$1,400,000	2021-11-01	2022-02-28	2022-02-28
Project R	1000018	Project R Description	On Hold	Mason Blue	Mason Blue	\$200,000	2022-11-01	2023-02-28	2023-02-28
Project S	1000019	Project S Description	Completed	Charlotte Red	Charlotte Red	\$950,000	2020-10-01	2021-01-31	2021-01-31
Project T	1000020	Project T Description	In Progress	Benjamin Yellow	Benjamin Yellow	\$1,600,000	2021-10-01	2022-01-31	2022-01-31
Project U	1000021	Project U Description	On Hold	Abigail Purple	Abigail Purple	\$450,000	2022-10-01	2023-01-31	2023-01-31
Project V	1000022	Project V Description	Completed	Henry Green	Henry Green	\$650,000	2020-10-01	2021-01-31	2021-01-31
Project W	1000023	Project W Description	In Progress	Madison Blue	Madison Blue	\$1,700,000	2021-10-01	2022-01-31	2022-01-31
Project X	1000024	Project X Description	On Hold	Christopher Red	Christopher Red	\$300,000	2022-10-01	2023-01-31	2023-01-31
Project Y	1000025	Project Y Description	Completed	Chloe Yellow	Chloe Yellow	\$850,000	2020-09-01	2021-01-31	2021-01-31
Project Z	1000026	Project Z Description	In Progress	Daniel Purple	Daniel Purple	\$1,800,000	2021-09-01	2022-01-31	2022-01-31
Project AA	1000027	Project AA Description	On Hold	Grace Pink	Grace Pink	\$220,000	2022-09-01	2023-01-31	2023-01-31
Project AB	1000028	Project AB Description	Completed	Robert Brown	Robert Brown	\$720,000	2020-08-01	2021-01-31	2021-01-31
Project AC	1000029	Project AC Description	In Progress	Victoria Green	Victoria Green	\$1,900,000	2021-08-01	2022-01-31	2022-01-31
Project AD	1000030	Project AD Description	On Hold	William Blue	William Blue	\$380,000	2022-08-01	2023-01-31	2023-01-31
Project AE	1000031	Project AE Description	Completed	Oliver Red	Oliver Red	\$680,000	2020-07-01	2021-01-31	2021-01-31
Project AF	1000032	Project AF Description	In Progress	Sophia Yellow	Sophia Yellow	\$1,550,000	2021-07-01	2022-01-31	2022-01-31
Project AG	1000033	Project AG Description	On Hold	Thomas Purple	Thomas Purple	\$280,0			

[illegible]

**From:** [Dianne Tjalkens](#)  
**Bcc:**  
**Subject:** City of Fort Collins Notice of Public Review  
**Date:** Thursday, May 04, 2023 4:50:00 PM  
**Attachments:** [CF Recommendesias Public Notice.pdf](#)  
[image001.png](#)

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Hello Partners,

You are receiving this email because you are part of a network connected to those community members who benefit from City grants, or who have been underrepresented in the City's public input processes.

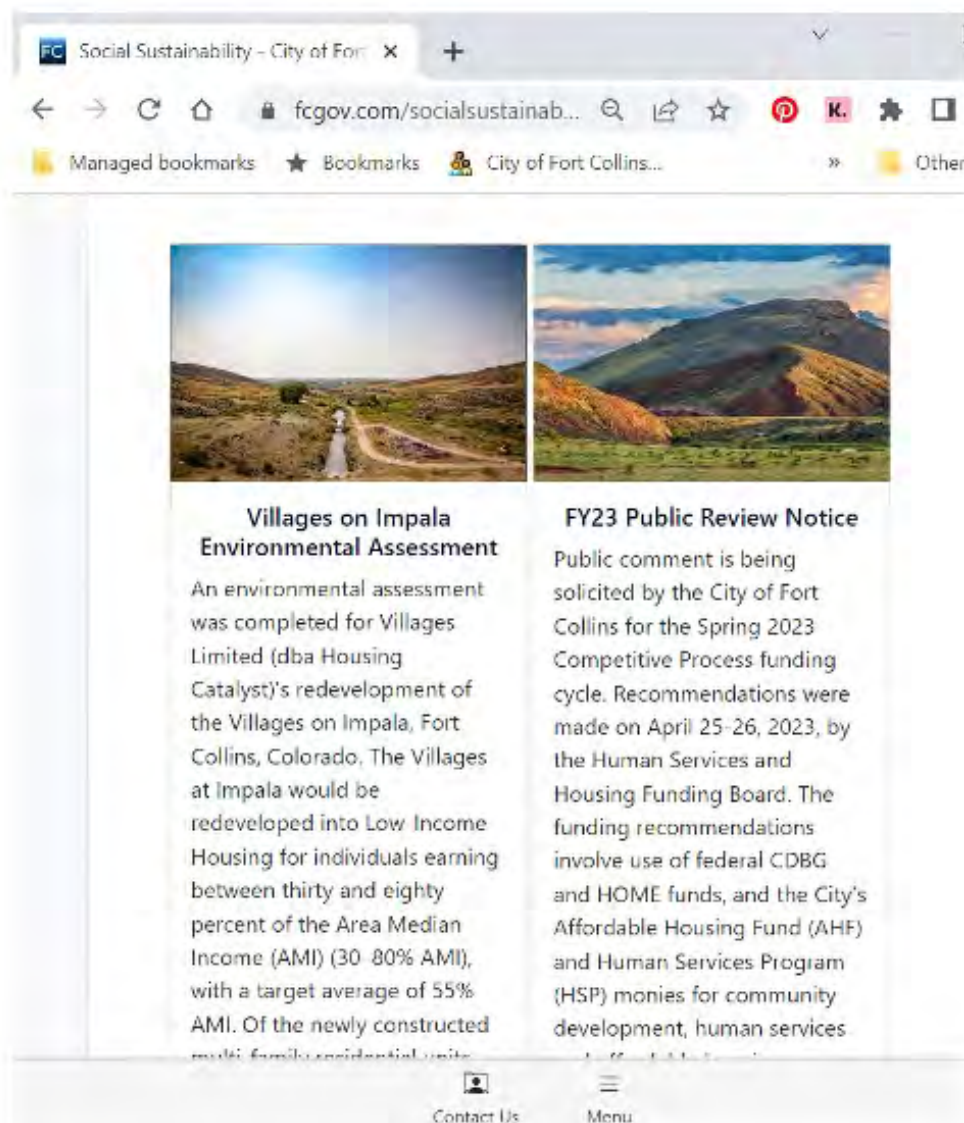
Please help your clients participate in this engagement opportunity by sharing the attached Public Notice of Public Review Period.

*What this notice is about:*

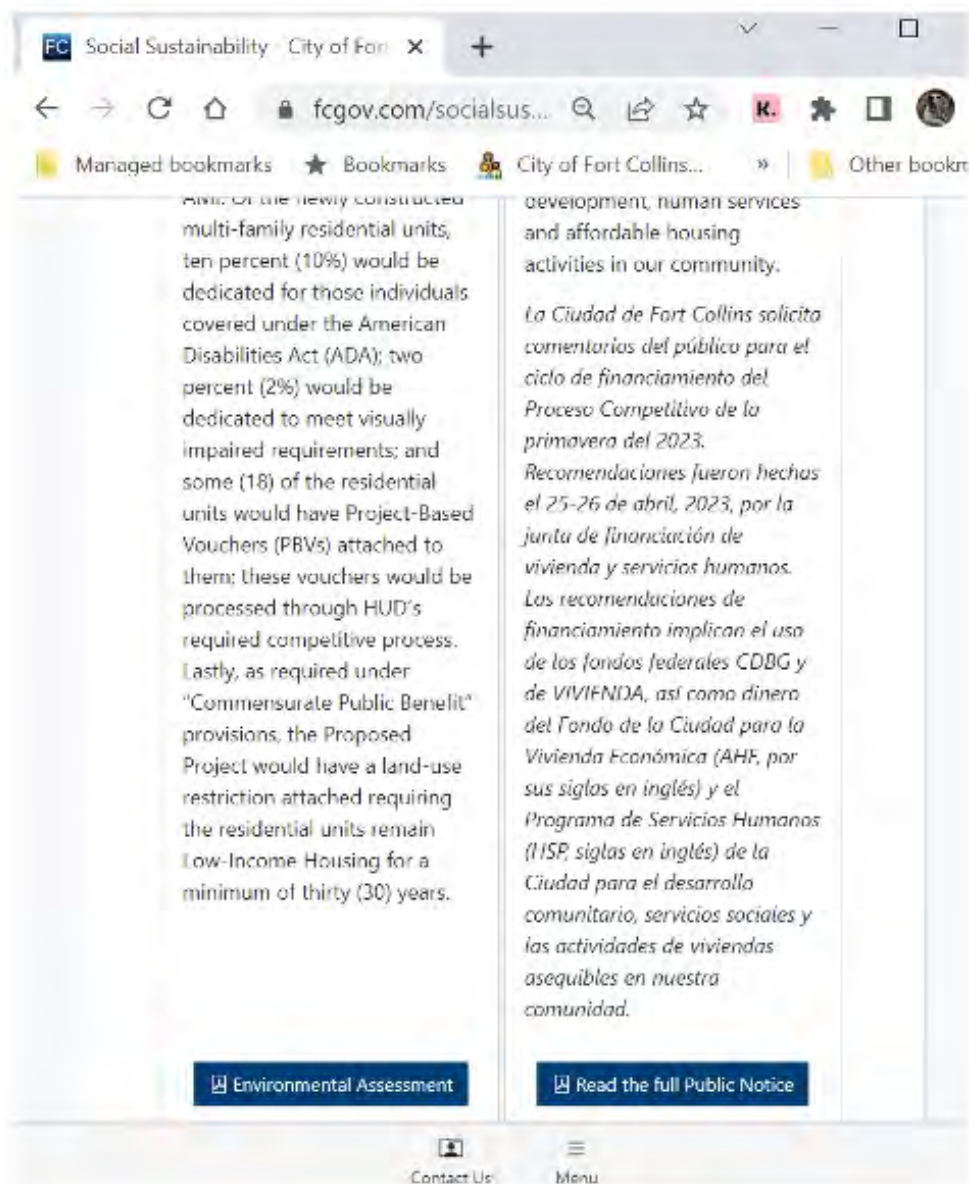
- Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The City also invests over \$1 million towards these goals.
- Each Spring a citizen board reviews proposals from affordable housing developers and human service providers and makes funding recommendations to Council. The recommendations are included in the attachment.
- There is a 30-day public review period running through June 6. Comments can be submitted to [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com) or [amolzer@fcgov.com](mailto:amolzer@fcgov.com).
- On June 6 Council will take action on the recommendations. We encourage you and your participants to attend the Public Hearing at the Council meeting to have your voices heard.
- **For details, read the attached public notice** (in English and Spanish).

Thank you!

\*\*\*\*\*  
**Dianne Tjalkens**  
Pronouns: she/her  
Sr Specialist, Social Sustainability  
[City of Fort Collins](#)  
222 LAPORTE (222 LAPORTE AVE.)  
970-221-6734 office  
[dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com)









**From:** [Adam Molzer](#)  
**Cc:** [Rene Rosen](#); [Dianne Tjalkens](#); [Tamara Leavenworth](#)  
**Subject:** Public Comment - Housing & Human Services Recommendation - June 6  
**Date:** Thursday, June 01, 2023 12:51:47 PM  
**Attachments:** [Council Meeting Agenda - June 6 2023.pdf](#)

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Hello –

On the evening of **Tuesday, June 6, 2023**, the Fort Collins City Council will vote on the Affordable Housing, CDBG Public Service and Human Services funding recommendations made by the Human Services & Housing Funding Board for the Spring 2023 Competitive Process.

Generally, this item is a "consent" item on the agenda and during the public participation period of the Council meeting, individuals from the community will have the opportunity to go before the Council sharing feedback regarding funding and the process.

Anyone interested in sharing their thoughts may participate in this public comment opportunity, should they choose to do so. Public participation can be done live in Council Chambers at City Hall (300 Laporte Ave), by phone, via Zoom, or email. **Advance sign up to participate is necessary:** <https://www.fcgov.com/council/councilcomments>

This short video clarifies the public participation process, which has changed in recent years: [https://youtu.be/DRd\\_SyTj5Cg](https://youtu.be/DRd_SyTj5Cg). If language access services are needed, please contact the City Clerk's Office (970.221.6515).

The Council meeting begins at 6:00pm and the Mayor will invite public comments near the beginning of the agenda. Typically comments of up to 3-minutes are permitted per person, and speakers will be asked to stop if they exceed the allotted time.

Please contact me with any questions. Thanks!

\*\*\*\*\*  
**ADAM MOLZER**  
Human Services Program Manager  
Social Sustainability Department  
[City of Fort Collins](#)  
970-221-6757 office  
\*\*\*\*\*

June 6, 2023

**COUNCIL OF THE CITY OF FORT COLLINS, COLORADO**

**Council-Manager Form of Government**

**Regular Meeting -- 6:00 PM**

**PROCLAMATIONS AND PRESENTATIONS**

**5:00 PM**

**A) PROCLAMATIONS AND PRESENTATIONS**

PP 1. **Declaring the Week of May 21-27, 2023 as Flood Awareness Week.**

PP 2. **Declaring the Week of June 1-7, 2023 as National CPR and AED Awareness Week.**

PP 3. **Declaring the Week of June 4-10, 2023 as Wildfire Awareness and Prevention Week.**

PP 4. **Declaring June 19, 2023 as Juneteenth Independence Day.**

PP 5. **Declaring June 2023 as LGBTQ+ Pride Month.**

Mayor Jeni Arndt presented the above proclamations at 5:00 p.m.

**REGULAR MEETING**

**6:00 PM**

**B) CALL MEETING TO ORDER**

Mayor Jeni Arndt called the regular meeting to order at 6:01 p.m. in the City Council Chambers at 300 Laporte Avenue, Fort Collins, Colorado, with hybrid participation available via the City's Zoom platform.

**C) PLEDGE OF ALLEGIANCE**

Mayor Jeni Arndt led the Pledge of Allegiance to the American Flag.

**D) ROLL CALL**

**PRESENT**

Mayor Jeni Arndt  
Councilmember Susan Gutowsky  
Councilmember Julie Pignataro  
Councilmember Tricia Canonico  
Councilmember Shirley Peel  
Councilmember Kelly Ohlson

**ABSENT**

Mayor Pro Tem Emily Francis

STAFF PRESENT  
City Manager Kelly DiMartino  
City Attorney Carrie Daggett  
Deputy City Clerk Heather Walls

**E) CITY MANAGER'S AGENDA REVIEW**

City Manager Kelly DiMartino provided an overview of the agenda, including:

- Noting Item 15 was pulled from consideration.
- Recommending adoption of the consent calendar minus item 5.
- Noting there is one item for discussion on the agenda.

**F) COMMUNITY REPORTS**

None.

**G) PUBLIC COMMENT ON ANY TOPICS OR ITEMS OR COMMUNITY EVENTS**  
*(Including requests for removal of items from Consent Calendar for individual discussion.)*

Patricia Miller, Executive Director for Alianza NORCO, thanked Council for allocating funding to the organization through the City's Human Services Program and discussed the struggles of immigrants.

Kimberly Chambers, Fort Collins resident, thanked Council for the LGBTQ+ proclamation and flying the Pride flag. She encouraged flying it for the full month of June and requested a change in restroom signage at North Aztlan Recreation Center and other recreation facilities.

Connor Flynn, Fort Collins resident and head of the elections committee for the Fort Collins Chapter of the Democratic Socialists of America, thanked the Councilmembers who supported the minimum wage ordinance and discussed the struggles and realities of minimum wage workers.

Matt Beck, Fort Collins resident, spoke in opposition to the rental registration program stating data does not support the need for the program, which seems to be leading to a more intrusive, mandatory inspection program for the future. He requested implementation of a scaled back program to collect data to determine whether a problem exists.

Laura MacWaters, Fort Collins resident, thanked Council for the LGBTQ+ Pride Month proclamation, announced the Fort Collins Pride Fest on July 15th and Transgender Acceptance Month in the fall, concurred with the comments about restroom signage at recreation facilities, and stated discrimination toward the LGBTQ+ community is unacceptable.

Kaori Keyser, Fort Collins resident and co-chair of the Fort Collins Chapter of the Democratic Socialists of America, expressed disappointment in Council's vote against the minimum wage ordinance stating not all numbers are data. She thanked the Councilmembers who voted in support of the ordinance.

Jerry Gavaldon, Fort Collins resident, announced a model boat sailing event at Sheldon Lake on June 24 and offered compliments to JC Ward and Leo Escalante related to rental registration outreach.

Anne Lance, Executive Director of Teaching Tree Early Childhood Center, thanked Council and the City for continued support of the program and its 350 students. She stated the program provides accessible and affordable childcare to the Fort Collins community.

Van Dougherty, Fort Collins resident and representative of Vape Colorado, discussed the flag signage used to identify the business and stated the City is now requiring them to get a temporary sign permit for the 20 days out of the year, or 6 percent, that small businesses are allowed to advertise with flag or banner style signs. He stated the current Land Use Code temporary sign regulations negatively

impact local small businesses and requested the regulations be revisited during the Land Use Code revision process.

Lori Kempton (remote), Executive Director for Crossroads Safe House, thanked Council and the City for continued support of victims of domestic violence.

Joe Sarr, Executive Regional Director for Catholic Charities, thanked Council and the City for funding for their program.

Mark Houdashelt, Fort Collins resident, requested the formation of a committee or panel to assist residents in getting maximum benefit from the federal infrastructure bill and the inflation reduction act which provide significant incentives for both businesses and individuals to electrify buildings and vehicles. He stated he believes this work will be necessary for the City to reach its 2030 climate goals as natural gas and transportation emissions need be cut by 50 percent to reach those goals.

John Sanderson, Fort Collins resident, encouraged Council to continue to work toward securing future water supply with the Halligan plan.

Elizabeth Hudetz, Fort Collins resident, encouraged Council to support the large emitter tax and read parts of an article regarding the negative effects of the oil and natural gas industry. Additionally, she announced a 'phase out fracking' ballot initiative event this weekend and an event on Father's Day at Avogadro's.

Paul Anderson, Fort Collins resident, commented on family homebuyers versus private equity capitalists and stated the playing field needs to be equalized. He opposed the elimination of the 'you plus two' (U+2) ordinance.

Sarah Dentoni, Fort Collins resident and local landlord, discouraged the adoption of the rental registration program stating it will not increase affordability or housing supply. She expressed specific concern with the information requested as part of the implementation plan.

Mara Johnson, Chief Development Officer at Habitat for Humanity, thanked Council and the City for CDBG funding and provided an example of a family that will benefit from the program.

Laune Pasricha (remote), Fuerza Latina, requested revisions to the rental licensing program, including exemptions or optional registration for owner-occupied rentals and mobile home parks and including equity-based fee waivers or reductions for low- or fixed-income landlords.

Melanie Potyondy (remote), Fort Collins resident, encouraged the City to shift from the use of non-functional turf to more sustainable landscaping projects on City property.

Dolores Williams, Fort Collins resident, expressed disagreement with the rental registration program stating it will not assist those on the verge of homelessness.

Dr. Tim McLemore, Executive Director of Elderhaus, thanked Council and the City for support of the Elderhaus program through the competitive grant process, stated the program is the only adult daycare program for individuals with dementia remaining in the city allowing caregivers to work full-time knowing their loved ones are being well cared for.

Public comment concluded at 6:58 p.m.

#### **H) PUBLIC COMMENT FOLLOW-UP**

Mayor Arndt requested input from staff regarding Mark Houdashelt's comments related to the formation of a committee related to the inflation reduction act funding. Travis Storin, Chief Financial Officer, replied that by repurposing existing staff responsibilities a new City Senior Grants

Administrator position was created, and it has been determined the City will be eligible for clean energy funding and tax credits. Additionally, the City Utilities are working with consultants to seek grants.

Councilmember Pignataro thanked those who spoke regarding Item No. 16, *Public Hearing and Resolution 2023-050 Approving the Programs and Projects that Will Receive Funds from the Federal Community Development Block Grant Program, the HOME Investment Partnerships Program, the City's Affordable Housing Fund, and the City's Human Services Program* and asked about the restroom signage issue mentioned in public comments. City Manager DiMartino replied staff will ensure that issue is addressed.

Councilmember Peel requested staff follow up with Van Dougherty on signage and asked if there is an existing flag policy for City Hall. City Manager DiMartino replied there is an existing administrative policy and this month two flags were requested to be flown: the Pride flag and the Juneteenth flag.

Councilmember Canonico asked when the next meeting will occur regarding updating the City's landscaping policies. City Manager DiMartino replied she would follow up.

Councilmember Ohlson requested follow up regarding John Sanderson's comments related to the Halligan project. City Manager DiMartino replied staff will do so.

#### **I) COUNCILMEMBER REMOVAL OF ITEMS FROM CONSENT CALENDAR FOR DISCUSSION**

Councilmember Peel withdrew Item No. 5, *First Reading of Ordinance No. 076, 2023, Appropriating Prior Year Reserves for the Administration of the Land Use Code Regulations for Designated Areas and Activities of State Interest*, from the Consent Calendar.

#### **J) CONSENT CALENDAR**

- 1. Consideration and Approval of the Minutes of the May 16, 2023 Regular Meeting and the May 23, 2023 Adjourned Meeting.**

*The purpose of this item is to approve the minutes of the May 16, 2023 regular meeting and the May 23, 2023 adjourned meeting.*

**Approved.**

- 2. Second Reading of Ordinance No. 072, 2023, Authorizing the Disposition of a Portion of a Shared Parking Easement and the Execution of an Amendment to the Shared Parking and Access Easement Deed and Agreement.**

*This Ordinance, unanimously adopted on First Reading on May 16, 2023, approves the reduction of a shared parking and access easement previously dedicated to the City and to authorize the execution of an amendment to the agreement that granted such easement. City Code Section 23-111 requires Council authorization to sell, convey, exchange, or otherwise dispose of any and all interests in real property, including easements, owned in the name of the City. The original agreement was to allow for shared parking and access on the property located at the northwest corner of Drake Road and College Avenue for users of the MAX bus line. The goal for amending the shared parking space is to add an additional area for shared parking and additional parking spaces and to revise the original boundary so that it better conforms with proposed development's parking lot layout.*

**Adopted on Second Reading.**

- 3. Second Reading of Ordinance No. 073, 2023, Appropriating Unanticipated Revenue from Larimer County and Authorizing Transfers of Appropriations for the Design and Construction of Connexion into Areas Northwest and Northeast of the Harmony Road and Taft Hill Road Intersection and Related Art in Public Places.**



*This Ordinance, unanimously adopted on First Reading on May 16, 2023, appropriates \$3.58 million from Larimer County and authorizes transfers for the design and construction of Connexion in an area near the Harmony Road and Taft Hill Road intersection. At the June 6, 2023 meeting, Council adopted a Resolution to enter into an Intergovernmental Agreement (IGA) to enable the City and Larimer County to collaborate to provide Connexion broadband communication service within unincorporated Larimer County, including within the City's Growth Management Area. The initial project under the IGA to provide service to this area will establish a cost- and revenue-sharing relationship through which the County will provide \$3.58M to fund the design and construction of the expansion of Connexion service on behalf of the County. Upon appropriation of these funds and completion of this work, approximately 1,000 premises will be connected to Connexion service, and Connexion will thereafter share with the County a portion of the service revenue from these areas, subject to annual appropriation. Subsequent projects will be authorized through similar work orders executed pursuant to the IGA.*

**Adopted on Second Reading.**

4. **First Reading of Ordinance No. 075, 2023, Making Supplemental Appropriation of Unanticipated Grant Revenue and Authorizing Transfers for the Development of a Paratransit Mobile Application and Web Portal.**

*The purpose of this item is to appropriate unanticipated grant revenue awarded to Transfort by the Colorado Department of Transportation ("CDOT"), together with unencumbered Transit Services Fund amounts that will satisfy the grant's local match requirement.*

*Transfort has applied for and been awarded a \$50,000 state grant through CDOT's Office of Innovative Mobility, to be used for the development of a paratransit client web portal and mobile application. This grant requires a \$10,000 local match.*

*This Ordinance appropriates \$50,000 in state grant revenue, and \$10,000 in local match from the Transit Services Fund.*

**Adopted on First Reading.**

5. **First Reading of Ordinance No. 076, 2023, Appropriating Prior Year Reserves for the Administration of the Land Use Code Regulations for Designated Areas and Activities of State Interest.**

*The purpose of this Ordinance is to appropriate general fund dollars to administer the recently adopted 1041 regulations. The 1041 regulations represent a new permitting program for designated activities of statewide interest, including major domestic water, sewage treatment and highway projects.*

**Pulled from Consent. Adopted on First Reading.**

6. **First Reading of Ordinance No. 077, 2023, Appropriating Philanthropic Revenue Received Through City Give for the Carnegie Center for Creativity as Designated by the Donor.**

*The purpose of this item is to request appropriation of \$200,000 in philanthropic revenue received through City Give for the Carnegie Center for Creativity as designated by the donor.*

*In 2019, City Give, a formalized enterprise-wide initiative was launched to create a transparent, non-partisan governance structure for the acceptance and appropriations of charitable gifts.*

**Adopted on First Reading.**

7. **First Reading of Ordinance No. 078, 2023, Appropriating Philanthropic Revenue Received through City Give for Various Programs and Services as Designated by the Donors.**

*The purpose of this item is to request appropriation of \$65,790 in philanthropic revenue received through City Give. These miscellaneous gifts to various City departments support a variety of programs and services and are aligned with both the City's strategic priorities and the respective donors' designation.*

*In 2019, City Give, a formalized enterprise-wide initiative was launched to create a transparent, non-partisan governance structure for the acceptance and appropriations of charitable gifts.*

**Adopted on First Reading.**

- 8. First Reading of Ordinance No. 079, 2023, Making Supplemental Appropriation from the Colorado Division of Criminal Justice Synthetic Opiate Poisoning Investigation and Distribution Interdiction Grant for the Fort Collins Police Services Forensic Services Unit.**

*The purpose of this item is to support Fort Collins Police Services Forensic Services Unit work in prevention and investigation of serious injuries and deaths caused by illegal synthetic opiate poisoning and for disrupting synthetic opiate distribution by appropriating \$255,833 of unanticipated grant revenue from the Colorado Department of Public Safety, Division of Criminal Justice (DCJ).*

**Adopted on First Reading.**

- 9. First Reading of Ordinance No. 080, 2023, Authorizing Transfers of Appropriations for the Northside Aztlan Resilience Hub Project.**

*The purpose of this item is to appropriate supplemental funds for the Northside Aztlan Community Center Resilience Hub Project. Funding originally provided through Ordinance No. 113, 2020, supported the construction of battery storage and upgraded solar equipment at the Northside Aztlan Community Center. Project cost overruns arising from escalation, building code changes and design modifications requires Utilities to transfer \$60,000 from the Utilities Energy Services budget to supplement the Northside Aztlan Resilience Hub capital project budget. This funding transfer utilizes anticipated underspend of lapsing funds to accomplish an objective consistent with the purpose of the project. The project also received \$200,000 in funding from the Colorado Department of Local Affairs.*

**Adopted on First Reading.**

- 10. Items Relating to Sales Tax Code Updates.**

*A. First Reading of Ordinance No. 081, 2023, Amending Article VIII, Article XI and Article XIV of Chapter 15 of the Code of the City of Fort Collins Relating to Pawnbrokers, Secondhand Dealers, and Outdoor Vendors.*

*B. First Reading of Ordinance No. 082, 2023, Amending Article III of Chapter 25 of the Code of the City of Fort Collins Relating to Sales and Use Tax.*

*The purpose of Ordinance A is to amend Chapter 15 of the City Code to include annual renewal dates for pawnbroker and secondhand dealer licenses, to create exemptions from secondhand dealer regulation for flea markets and secondhand furniture stores, and to restrict mobile food truck vendors and pushcart vendors from operating on the renovated portion of Linden Street.*

*The purpose of Ordinance B is to amend Chapter 25 of the City Code concerning sales and use tax. The updates to Chapter 25 include clarifying the process for a taxpayer to obtain a refund or credit for overpayment of tax discovered in an audit, updating licensing to align with Senate Bill 22-032, and the time that a business relocating to Fort Collins will owe use tax on items brought into the City that were purchased while a nonresident.*

***Both Ordinances Adopted on First Reading.***

- 11. First Reading of Ordinance No. 083, 2023, Amending Chapter 23.5 of the Code of the City of Fort Collins Regarding Special Events.**

*The purpose of this item is to update the City Code regarding special event permitting so that it aligns with current standards and practices. The majority of the changes are related to administrative tasks, such as fees, timelines, and permitting authorities. The amendment also includes allowing most of those changes to be handled at the administrative level, with City Manager approval, without coming back to City Council for every change.*

***Adopted on First Reading.***

- 12. First Reading of Ordinance No. 084, 2023, Amending Article IX of Chapter 2 of the Code of the City of Fort Collins Regarding Emergency Management.**

*The purpose of this item is to amend the City Code to reflect updates on how emergency management programming is done and where the responsibility for that programming sits. This includes some updated language changes, as well as authorifies and roles for staff and elected officials during a critical event.*

*At Second Reading of the Ordinance, Council will be asked to consider a Resolution to adopt an updated Emergency Operation Plan (EOP) that supports and is consistent with the requested changes in the City Code.*

***Adopted on First Reading.***

- 13. First Reading of Ordinance No. 085, 2023, Repealing and Reenacting Article II of Chapter 9 of the City Code Regarding Open Fire and Burning Restrictions.**

*The purpose of this item is to update the City Code provisions regarding restrictions on open fires and burning in the City to update references to the International Fire Code, improve defined terms, better describe what activities are or are not permitted during declared Stage 1 and Stage 2 fire restrictions, and provide a mechanism for Poudre Fire Authority to act quickly to postpone previously permitted burns when changes in weather conditions increase the fire danger.*

***Adopted on First Reading.***

- 14. Resolution 2023-048 Authorizing the Assignment of the City's 2023 Private Activity Bond Allocation to Housing Catalyst and Colorado Housing and Finance Authority for CARE Housing to Finance the Construction and Rehabilitation of Affordable Homes.**

*The purpose of this item is to support the new construction and rehabilitation of affordable housing at several locations in the City by assigning the City's 2023 Allocation of Private Activity Bond (PAB) capacity. PAB capacity is required for development projects using 4% Low-Income Housing Tax Credit financing.*

***Adopted.***

- 15. Resolution 2023-049 Authorizing the Execution of an Intergovernmental Agreement Between the City of Fort Collins, Colorado, and the Colorado Department of Transportation for the Maintenance of Traffic Signals, Signs, and Pavement Markings Within Fort Collins and Within the Fort Collins Growth Management Area.**

*The City has a long-standing agreement with the Colorado Department of Transportation (CDOT) to maintain traffic control devices within the City and within the Growth Management Area (GMA). This update increases the amount that CDOT pays to the City for maintenance of signs and*



pavement markings to more accurately reflect actual costs incurred by the City for this work. Under this new intergovernmental agreement (IGA), the amount paid to the City by CDOT will increase from \$217,568 to \$249,648 annually. The term of this IGA is 5 years.

**Withdrawn.**

18. **Public Hearing and Resolution 2023-050 Approving the Programs and Projects that Will Receive Funds from the Federal Community Development Block Grant Program, the HOME Investment Partnerships Program, the City's Affordable Housing Fund, and the City's Human Services Program.**

*The purpose of this item is to approve funding recommendations of the 2023 Spring Cycle of the Competitive Process. This Resolution will complete the 2023 Spring Cycle of the Competitive Process for allocating \$4,180,498 in City financial resources to affordable housing and public facility projects, human service programs and administration of the programs.*

**Adopted.**

#### **END OF CONSENT CALENDAR**

**Councilmember Pignataro moved, seconded by Councilmember Canonico, to approve the recommended actions on Items 1-16, minus items 5 and 15, on the Consent Calendar.**

**The motion carried 6-0.**

#### **K) CONSENT CALENDAR FOLLOW-UP**

None.

#### **L) STAFF REPORTS**

None.

#### **M) COUNCILMEMBER REPORTS**

Councilmember Julie Pignataro

- Attended Memorial Day ceremony.
- Attended bird banding event with the Bird Conservancy of the Rocky Mountains.
- Attended Midtown Business District open house.
- Read a proclamation for BeKind FoCo in Old Town Square which kicked off Kindness Week.
- Attended Open Streets event.

Councilmember Shirley Peel

- Graduated from the Water Literate Leaders program and recommended it to others.
- Participated in a ride along with Officer Kilcoyne of the Hope Team which is dedicated to individuals experiencing homelessness.
- Complimented Assistant City Manager Rupa Venkatesh as an initiator of programs related to homelessness.

Councilmember Tricia Canonico

- Thanked those who participated in the Open Streets Event.
- Thanked Zach Elementary for having her to speak with 4th graders.

Mayor Jeni Arndt

- Visited a Friendship City, in Portugal and visited a wastewater treatment plant and a textile factory which was converted to biofuel.
- Reported on a compliment from Ron Simmons, who classified himself as a frequent Transfort critic, about Charles Beaver, a Transfort driver.

Councilmember Susan Gutowsky

- Attended the Memorial Day celebration, complimented Councilmember Pignataro on her presentation, and discussed an emotional veteran presentation.
- Reported on Open Streets event and speaking with Amber Kelly. She commended staff on moving forward with the program as planned despite rainy weather.

**Clerk's Note: Mayor Arndt called for a break at 7:19 p.m. The meeting resumed at 7:32 p.m.**

**N) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR FOR INDIVIDUAL DISCUSSION**

5. **First Reading of Ordinance No. 076, 2023, Appropriating Prior Year Reserves for the Administration of the Land Use Code Regulations for Designated Areas and Activities of State Interest.**

*The purpose of this Ordinance is to appropriate general fund dollars to administer the recently adopted 1041 regulations. The 1041 regulations represent a new permitting program for designated activities of statewide interest, including major domestic water, sewage treatment and highway projects.*

Councilmember Peel requested clarification on the purpose of the funding. Deputy Planning, Development, and Transportation Director Paul Sizemore explained that a large portion of the appropriation will be reimbursed via billing applicants, and it will be used to fund the third-party consultants who will be completing the reviews. He clarified the \$80,000 is not recoverable and will be used for mapping and additional data improvements for the program.

Councilmember Peel requested clarification on why third-party consultants are being used instead of City staff. Sizemore replied staff does not have the expertise nor bandwidth to complete the reviews given their technical nature and the variable number of projects.

Councilmember Peel stated she will not support the item.

**Councilmember Pignataro moved, seconded by Councilmember Canonico, to adopt on first reading Ordinance No. 076, 2023, Appropriating Prior Year Reserves for the Administration of the Land Use Code Regulations for Designated Areas and Activities of State Interest.**

**Motion carried 5-1.**

**Ayes: Councilmembers Ohlson, Canonico, Pignataro, Gutowsky and Mayor Arndt.**

**Nay: Councilmember Peel.**

**O) CONSIDERATION OF ITEMS PLANNED FOR DISCUSSION**

17. **Items Relating to Housing Strategic Plan Implementation: Rental Housing Registration Program.**

*A. First Reading of Ordinance No. 086, 2023, Amending Chapter 5 of the Code of the City of Fort Collins to adopt a Rental Housing Registration Program as an Implementation Action of the Housing Strategic Plan and the Our Climate Future Plan.*

*B. First Reading of Ordinance No. 087, 2023, Appropriating Prior Year Reserves in the General Fund for the Startup Phase of the Rental Housing Registration Program.*

*The purpose of this item is to consider the adoption of a Rental Housing Registration Program that includes rental registration, improvements to the complaint-based inspection system and software, enhanced mediation, education and outreach, and incentives for voluntary compliance. Additionally, this item asks the Council to consider an off-cycle General Fund appropriation in the amount of \$461,375 (with an anticipated two-year total for 2023-2024 of \$1.1 million) to support the startup and implementation phases of the program. The development of a Rental Housing Registration Program implements policy direction in both the Housing Strategic Plan (2021) and the Our Climate Future Plan (2021):*

- *Housing Strategic Plan, Strategy 20 - Explore the option of a mandated rental license/registry program for long-term rentals and pair with best practice rental regulations.*
- *Our Climate Future Plan, Strategy HAH6 - Explore the option of mandated rental licensing/rental registry with minimum standards for health, safety, stability, and efficiency.*

*If adopted by the Council, staff anticipates the phased rollout of registration will begin in Q3 2024. The period between adoption and implementation will be used to hire and train staff, implement new software, implement improvements to the complaint-based inspection system and mediation program, and conduct education and outreach with landlords, tenants, property managers, and others impacted by the Rental Housing Registration Program. Because the timelines for hiring processes, educational outreach, and software upgrades will impact the overall program implementation timeline, staff will keep City Council updated on the progress of the rollout as milestones are achieved.*

*The proposed Ordinance and supporting AIS before the Council incorporates the components that a consensus of Councilmembers expressed support for bringing forward at April 18, 2023, Council meeting discussion of rental housing. The components of the proposed program include: (1) rental registration; (2) improvements to the existing complaint-based system, including software; (3) enhanced mediation services; and (4) public education and outreach programs.*

*Planning, Development and Transportation Director Caryn Champine stated these ordinances would create a rental registration program and provide the necessary appropriation for staffing and other resources to implement the program if approved. She noted the proactive inspection component has been removed per Council's direction.*

*Housing Manager Meaghan Overton outlined the adopted plans and policies that would be met with the rental registration program, including the Housing Strategic Plan and the Our Climate Future Plan. She noted that while the City maintains a complaint-based rental inspection system to promote safe and healthy housing for renters, feedback from both landlords and tenants has shown that the system needs to be improved to ensure consistency, efficiency, and overall awareness of rental housing minimum standards.*

*Overton provided an overview of the current state of rental housing and discussed how each of the components of the program function today. She noted more than 40 percent of Fort Collins' housing units are renter occupied and the rental vacancy rate has been below 5 percent for many years. She discussed the flaws with the current complaint-based system and noted enhancements to mediation services are an element of the proposed program as is improved outreach and education.*

*Overton outlined the public engagement process that has occurred over the past two years.*

*Neighborhood Services Director Marcy Yoder stated the goal of the program is to improve living conditions for renters without displacement. She outlined the program components that were*

developed through a community-centered approach that includes input from previous engagement efforts, public comments, guidance from Council, and updated input from non-profit partners, renters, and landlords. She detailed the program components and implementation strategies and provided examples of questions that could be asked as part of the rental registration application, including some that will be voluntary. Additionally, Yoder outlined the improvements to the mediation component of the program and detailed its implementation strategies, timeline, and budget structure.

#### PUBLIC COMMENT

Jolianne (no last name given), District 3 resident, stated no data has been presented to support the need for this program and the money it will cost to implement it. She stated the software should first be updated and data should be collected prior to the implementation of an entire new program. She suggested improving the current complaint-based system by allowing the public to access complaint records and results.

Amber Kelley, Fort Collins landlord, suggested this is more like a licensing program than a registration program and stated any program should allow for ongoing collaboration between all parties.

Kaori Keyser spoke in support of the program and stated the education component will be very important to advance the program.

#### COUNCIL DISCUSSION

Councilmember Canonico thanked staff for considering Council's requests. She asked if there is a possibility of excluding mobile home parks or owner-occupied rentals and how that would impact the program financially. Yoder replied, it would be Council's prerogative to allow exceptions. She noted the number of owner-occupied rentals is unknown, but the number of mobile home rentals is low; therefore, there would not likely be a significant financial impact.

Councilmember Pignataro asked how often reports would be provided to Council. Yoder replied that quarterly reports will be provided.

Councilmember Pignataro asked about the purpose of some of the requested information that is optional. Yoder replied staff was seeking some comparative data and the plan was to begin with individuals voluntarily providing some information to see if it adds value.

Councilmember Pignataro asked how data will be protected. Staff replied the software platform will protect the data.

Councilmember Pignataro asked why the property representative must be within 70 miles. Yoder replied staff had the goal of an hour response time; however, the mileage number is easier to quantify.

Councilmember Pignataro asked what would need to happen if the City opted to start mandating upgrades that go beyond minimum habitability into a space of more environmentally-friendly upgrades, for example. Yoder replied additional Council action would be required.

Councilmember Pignataro asked if the mediation program could also be used for landlords with problem tenants. Yoder replied in the affirmative.

Councilmember Pignataro asked if an equity-based fee or fee reduction would be included in the program. Yoder replied that would take an amendment to what is written, and general fund dollars could be used to offset some of those fees. City Attorney Daggett noted provisions allow the City Manager to set fees and provide for fee reductions based on policies in place to promote City objectives.

Mayor Arndt expressed concern about the homeowner rental issue and data collection. She concurred with the exclusion of mobile home parks at the start of the program.

Councilmember Gutowsky requested clarification on registration versus licensing. Holly Coulehan, City Attorney's Office, replied a license would require an applicant to take additional or affirmative steps for issuance; however, a registration may not. She stated there is a great deal of overlap between the two with the way this program is set up, but it would only require an administrative registration with the City.

Councilmember Gutowsky asked about the potential for denial. Coulehan replied the registration language requires that the director shall register the long-term residential dwelling unit if it complies with the minimum rental requirements and there are very few circumstances under which the registration would be denied, including fraud, material misrepresentation, false statements, and failure to comply with the requirements as established in the Code. She noted the failure to register would be a civil infraction which is a \$100 fine for a first offense. Yoder noted landlords will first be contacted with two opportunities to comply with the registration prior to moving to the civil infraction.

Councilmember Gutowsky asked how it is known that 40,000 rentals exist and why registration would be necessary if that number is already known. Yoder replied determining that number was convoluted and may not be accurate, and this program provides a straightforward opportunity to identify rentals.

Councilmember Ohlson concurred with having voluntary compliance. He stated he would like staff to provide some pros and cons for excluding mobile home park rentals and owner-occupied rentals prior to Second Reading.

Councilmember Peel asked if move out inspections are voluntary. Yoder replied a move out inspection would give tenants the opportunity to provide evidence that the home they just vacated did not meet minimum health and safety standards, after which the property owner would be contacted to either present opposing evidence or allow for an inspection. Coulehan stated probably cause that there are Code violations would be needed to present to the Municipal Court judge for authorizing a warrant to inspect a property. Councilmember Peel suggested photo or video evidence should be required.

Councilmember Peel asked how the data would be used. Coulehan replied public facing data would be aligned with what the Building Department already provides in terms of the Colorado Open Records Act (CORA) available data related to violations. Yoder replied the data will fall under CORA guidelines because it is publicly held; however, people would need to go through the CORA process to access the data.

Councilmember Peel asked about the reasons for denial. Overton replied examples of reasons for denial might be a commercial property that a landlord is attempting to register as a residential rental or lack of compliance with Codes that already exist. She stated habitability would only be addressed on a complaint basis given the proactive inspection component was removed from the program.

Councilmember Peel requested clarification regarding the Building Official's right to inspect a property. Coulehan replied the language indicates the Building Official has the right to inspect a property per the International Property Maintenance Code and Building Code and this program expands that right through the complaint process.

Councilmember Gutowsky asked about the period of time during which the 148 complaints were received and how many were solved through mediation. Overton replied the number was actually the number of inspections over the last seven years that resulted in a violation ranging from one



to 44 different violations that needed to be corrected. She noted the mediation process is not used for habitability issues but for conflicts.

Councilmember Gutowsky asked if the City has any rental properties. Overton replied there are a small number of City-owned rentals and those would be required to participate in the program if within City limits.

Councilmember Pignataro asked about the options for exempting mobile home parks and owner-occupied rentals and including a registration fee sliding scale. City Attorney Daggett outlined options.

***Councilmember Pignataro moved, seconded by Councilmember Canonico, to adopt on first reading Ordinance No. 086, 2023, Amending Chapter 5 of the Code of the City of Fort Collins to adopt a Rental Housing Registration Program as an Implementation Action of the Housing Strategic Plan and the Our Climate Future Plan, modifying Code Section 5-283 in the Ordinance to exclude mobile home parks and owner-occupied rentals from the registration requirement.***

Councilmember Peel expressed concerns related to the information that is required to be provided, the legal boiler plate language in the Ordinance related to imprisonment being a consequence, and the two-week post move out allowance for reporting concerns. Mayor Arndt suggested Councilmember Peel work with staff to come back with amendments for second reading.

Yoder clarified the two-week piece is not in the Code but is a suggestion for implementation.

Councilmember Peel stated she will not support the item on first reading but will look for some compromises on second reading.

Councilmember Ohlson complimented staff on the thoroughness of the presentation. He supported allowing for a period of time after a tenant moves out to file a complaint and concurred photo or video evidence should be required. He requested staff provide pros and cons of the mobile home rental exclusion prior to second reading.

Councilmembers Gutowsky and Canonico also supported allowing for a period of time after move-out for an individual to file a complaint.

Mayor Arndt commended staff and Council for work on this item.

***Motion passed 5-1.***

***Ayes: Councilmembers Canonico, Pignataro, Gutowsky, Ohlson, and Mayor Arndt.  
Nay: Councilmember Peel***

***Councilmember Pignataro moved, seconded by Councilmember Canonico, to adopt on first reading Ordinance No. 087, 2023, Appropriating Prior Year Reserves in the General Fund for the Startup Phase of the Rental Housing Registration Program.***

***Motion passed 6-0.***

**P) OTHER BUSINESS**

- OB 1. **Possible consideration of the initiation of new ordinances and/or resolutions by Councilmembers.**

*(Three or more individual Councilmembers may direct the City Manager and City Attorney to initiate and move forward with development and preparation of resolutions and ordinances not originating from the Council's Policy Agenda or initiated by staff.)*

- OB 2. **Consideration of a motion to call a Special Meeting to be held immediately following the Council Work Session scheduled for June 13, 2023, to conduct mid-year reviews for Council's direct report employees.**

*Councilmember Pignataro moved, seconded by Councilmember Gutowsky, pursuant to Section 2-29(a) of the City Code, that the Council call a special meeting of the Council to take place on Tuesday, June 13, 2023, to be held immediately following the 6:00 p.m. Council Work Session, in the Colorado River Room at 222 Laporte Avenue, Fort Collins, for the purpose of considering a motion to go into Executive Session to conduct the mid-year reviews of the three Council direct-report employees.*

*The motion carried 6-0.*

- OB 3. **Consideration of a motion to cancel the Tuesday, July 4, 2023, Regular Council meeting:**

*Councilmember Pignataro moved, seconded by Councilmember Canonico, pursuant to City Code Section 2-28(a), that Council cancel its regular meeting of July 4, 2023, in light of the Fourth of July holiday.*

*The motion carried 6-0.*

**Q) ADJOURNMENT**

There being no further business before the Council, the meeting was adjourned at 9:13 p.m.



  
Mayor

ATTEST:

  
Chief Deputy City Clerk

**CITY OF FORT COLLINS SOCIAL SUSTAINABILITY DEPARTMENT  
ANNUAL ACTION PLAN:  
NOTICE OF PUBLIC REVIEW PERIOD AND PUBLIC HEARING**

This notice includes information on the public review period for the FY23 Annual Action Plan (AAP), and locations and ways for citizens to provide input. Because the City of Fort Collins is the recipient of federal funds for housing and community development activities, this document is required for submission to the U.S. Department of Housing and Urban Development (HUD).

**The City of Fort Collins Draft FY23 Annual Action Plan will be available for public review June 19–July 20, 2023. The draft document will be available on the City’s website at [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability).**

The Annual Action Plan identifies immediate actions proposed for the coming year, and contributes to the more comprehensive Five-Year Consolidated Plan. The Annual Action Plan addresses housing and community development priorities and needs, homelessness issues, and the needs of special populations. It also identifies funding sources to be applied to each project.

Copies of this public review period notice will be distributed to partner entities serving a significant population of persons in legally protected classes (persons in a racial/ethnic minority, persons with disabilities, female heads-of-households, etc.), persons in a special population (at-risk youth, etc.), persons in a federal “Presumed Benefit” category (abused spouses, persons with HIV/AIDS, persons experiencing homelessness, etc.), or persons who may otherwise have barriers to public participation.

Written comments on the FY23 Annual Action Plan may be submitted to the City of Fort Collins, Social Sustainability Department, located at 222 Laporte Avenue (mailing address: PO Box 580, Fort Collins, CO 80522) or via [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com). For further information, contact the City’s Social Sustainability Department at 970-221-6734. Citizens may also arrange to meet with staff to personally express their views.

The City of Fort Collins will make reasonable accommodations for access to City services, programs and activities and will make special communication arrangements for persons with disabilities. All venues for participation in this process are fully accessible. Please call 970-232-0512 for assistance. Auxiliary aids and service aids are available for persons with disabilities. V/TDD: Dial 711 for Relay Colorado to call 970-221-6734. This information is available in Spanish or other language at no cost to persons who would like this information translated to or communicated in Spanish or other language. Please call 970-232-0512 or [titlesix@fcgov.com](mailto:titlesix@fcgov.com) to make a request for information in other languages.



**DEPARTAMENTO DE SOSTENIBILIDAD SOCIAL DE LA CIUDAD DE FORT COLLINS**  
**PLAN DE ACCIÓN ANUAL:**  
**AVISO DEL PERIODO DE REVISIÓN PÚBLICA Y AUDIENCIA PÚBLICA**

Este aviso incluye información sobre el período de revisión pública para el Plan de Acción Anual FY23 (AAP, por sus siglas en inglés), y los lugares y las maneras en que los ciudadanos pueden proveer sus comentarios. Ya que la Ciudad de Fort Collins recibe fondos federales para vivienda y para actividades de desarrollo de la comunidad, se requiere que este documento sea remitido al Departamento de Vivienda y Desarrollo Urbano (HUD, por sus siglas en inglés).

**El Borrador del Plan de Acción Anual del año fiscal 2023 de la Ciudad de Fort Collins estará disponible para la revisión pública desde el 19 de junio hasta el 20 de julio, 2023. El borrador del documento estará disponible en el sitio web de la ciudad en [www.fcgov.com/socialsustainability](http://www.fcgov.com/socialsustainability).**

El Plan de Acción Anual identifica las acciones inmediatas propuestas para el próximo año y también contribuye a un más detallado Plan Estratégico de Cinco Años (Plan Consolidado). El Plan de Acción Anual atiende las prioridades y necesidades de vivienda y desarrollo de la comunidad, personas en situación de sinhogarismo y las necesidades de grupos especiales. Este plan también identifica las fuentes de financiamiento que se aplicarán a cada proyecto.

Copias de este aviso del periodo de revisión pública serán colocadas en entidades que sirven a un número significativo de personas pertenecientes a grupos legalmente protegidos (personas en una minoría racial o étnica, personas con discapacidades, madres solteras, etc.), personas pertenecientes a grupos especiales (jóvenes en riesgo, etc.), personas pertenecientes a una clasificación federal de "Beneficios Automáticos" (víctimas de abuso conyugal, personas con VIH/SIDA, personas en situación de sinhogarismo, etc.), o personas que puedan tener barreras adicionales para la participación pública.

Los comentarios escritos sobre el Plan de Acción Anual del Año Fiscal 2023 pueden ser remitidos al Departamento de Sostenibilidad Social de la Ciudad de Fort Collins, localizado en 222 Laporte Ave (dirección postal: PO Box 580, Fort Collins, CO 80522) o a través de [dtjalkens@fcgov.com](mailto:dtjalkens@fcgov.com). Para más información, comuníquese con el Departamento de Sostenibilidad Social de la Ciudad al 970-221-6734. Los ciudadanos también pueden hacer una cita para expresar sus opiniones en persona a un miembro de personal.

La Ciudad de Fort Collins hará las adaptaciones razonables para el acceso a servicios, programas y actividades de la ciudad y hará aquellos arreglos especiales de comunicación para personas con discapacidades. Todos los sitios para la participación

en este proceso son completamente accesibles. Para más ayuda, sírvase llamar al 970-232-0512. Hay disponibilidad de equipos de asistencia para discapacitados. V/TDD: Marque 711 para que Relay Colorado llame al 970-221-6734. Esta información está disponible en español u otro idioma sin costo para la persona que le gustaría esta información traducida o comunicada en español u otro idioma. Favor llame al 970-232-0512 o a [titlesix@fcgov.com](mailto:titlesix@fcgov.com) para solicitar información en otros idiomas.

**CONFIRMATION**

**FORT COLLINS  
COLORADOAN**

1300 Riverside Ave.  
Fort Collins, CO 80524

CITY OF FC-CDBG-LEGAL  
222 LAPORTE AVE  
FORT COLLINS CO 80521-

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FTC-217272	0005737408	Dianne	public notice	\$93.62	Invoice	\$0.00	\$93.62
<u>Sales Rep:</u> KTheodore		<u>Order Taken:</u> KTheodore		<u>Order Created:</u> 06/16/2023			
		<u>Product</u>	<u># Iss</u>	<u>Start Date</u>	<u>End Date</u>		
		FTC-Coloradoan.com	1	06/16/2023	06/16/2023		
		FTC-The Coloradoan	1	06/16/2023	06/16/2023		

\* ALL TRANSACTIONS CONSIDERED PAID IN FULL UPON CLEARANCE OF FINANCIAL INSTITUTION

CITY OF FORT COLLINS SOCIAL  
SUSTAINABILITY DEPARTMENT  
ANNUAL ACTION PLAN  
NOTICE OF PUBLIC REVIEW  
PERIOD AND PUBLIC HEARING

This notice includes information on how a filer obtains approval for the 2022 Joint Election Plan (JEP), and how to file and where for citizens to provide input. Because the City of Fort Collins is the recipient of federal funds for housing and community development activities, this document is required for circulation to the U.S. Department of Housing and Urban Development (HUD).

The City of Fort Collins Draft FY08 Annual Action Plan will be available for public review June 19-July 20, 2007. The draft document will be available on the City's website at [www.fcpaw.com/rocin5.usinfoability](http://www.fcpaw.com/rocin5.usinfoability).

The Global Action Plan centers two medium-term goals, expected for the coming years, and contributes to the more comprehensive First Year - Consolidative Plan. The Global Action Plan addresses housing and community development priorities and needs, to be achieved in such a way that the needs of special populations are also being met. Funding sources are allocated to each project.

Codes of this more "middle" period are less likely to refer to women and less likely to contain a significant number of women in leadership positions. In fact, the codes of the "middle" period are more likely to refer to persons with distinctive "male" traits, such as "strong," "cold," "hard," or "sensible" (Table 10). While the codes in the federal "Presidential" series are related to groups, persons with military, nursing, agricultural, health, business, etc., or persons who may have served have earned no public mention.

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DEPARTAMENTO DE  
SOSTENIBILIDAD SOCIAL DE LA  
CIUDAD DE FORT COLLINS  
PLAN DE ACCION ANUAL  
AVISO DEL PERIODO DE REVISIÓN  
PÚBLICA Y AUDIENCIA PÚBLICA

Esta seção também proporciona acesso ao perfil de revistas publicas para o Portal de Acesso Aberto (PAA) (2007), que auxilia o acesso em inglês, para aqueles que necessitam ler em sua língua materna, podendo acessar os textos originais. No que se refere ao Portal Global, serão fornecidos bases de dados e artigos de acesso gratuito de acordo com o conteúdo, e também, a possibilidade de acesso aos textos completos de artigos de acesso aberto, disponibilizados no Portal de Acesso Aberto de Medicina e Saúde (PAA) (2007), em sua língua materna.

El Memorial del Plan de Acción Anual del año fiscal 2023 de la Ciudad de Fort Collins estará disponible para la revisión pública desde el 15 de junio hasta el 30 de julio, 2023. El Memorial del documento estará disponible en el sitio web de la ciudad en [www.fortcollins.gov/development](https://www.fortcollins.gov/development).

El Plan de Acción para la erradicación de la pobreza, mediante la creación de empleos, para el período 1993-1995, establece como una de las acciones a desarrollar la capacitación de los jóvenes en el área de informática, en el marco de la estrategia de desarrollo humano, en el Plan Nacional de Informática. El Plan de Acción establece como una de las acciones a desarrollar la capacitación de los jóvenes en el área de informática, en el marco de la estrategia de desarrollo humano, en el Plan Nacional de Informática.

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## Announcements

### Notice of Public Review: FY23 Annual Action Plan

This notice includes information on the public review period for the FY23 Annual Action Plan (AAP) and details locations and ways for citizens to provide input. Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The City also invests nearly \$1.5 million toward these goals. Each Spring a citizen commission reviews proposals from affordable housing developers and human service providers and makes funding recommendations to Council. Council has approved the Fiscal Year 2023 funding allocations.

Specifications for the allocations are contained in the FY23 Annual Action Plan (AAP) which must be approved by the U.S. Department of Housing and Urban Development (HUD).

There is a 30-day public review period happening June 13 through July 20. For details, read the attached public notice (in English and Spanish).

[View Full Public Notice](#)

[Read the FY23 AAP \(Draft\)](#)

**From:** [Dianne Tjalkens](#)  
**Bcc:**  
**Subject:** Public Notice of Public Review Period  
**Date:** Friday, June 16, 2023 10:30:00 AM  
**Attachments:** [image001.png](#)  
[AAP FY23 Public Notice.pdf](#)

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### Hello Partners!

**You are receiving this email because you are part of a network connected to those community members who benefit from City grants, or have been underrepresented in the City's public input processes.**

*Please help your clients participate in this engagement opportunity by posting and sharing the attached Public Notice of Public Review Period.*

What this notice is about:


Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The City also invests nearly \$1.3 million towards these goals. Each Spring a citizen board called the Human Services and Housing Funding (HSHF) Board reviews proposals from affordable housing developers and human service providers and makes funding recommendations to Council. The HSHF Board meetings are public meetings.

**Council has approved the Fiscal Year 2023 funding allocations.** Specifics on the allocations are contained in the **FY23 Annual Action Plan**, which must be approved by the U.S. Department of Housing and Urban Development (HUD).

There is a 30-day public review period happening June 19 through July 20. For details, read the attached public notice (in English and Spanish). The draft FY23 Annual Action Plan is available online at <https://www.fcgov.com/socialsustainability/>. During the 30-day public review period, community members have a chance to comment on the federal funding allocations.

**We encourage you and your participants to review the draft FY23 Annual Action Plan, to see how federal dollars are being allocated in our community.**

**Thank you for your time!**

  
Dianne Tjalkens

Pronouns: she/her  
Sr. Specialist, Social Sustainability  
City of Fort Collins  
222 LAPORTE (222 LAPORTE AVE.)  
970-221-6734 office  
[dtj@fortcollins.gov](mailto:dtj@fortcollins.gov)





#### **Substantial Amendment Public Participation**

1. Public Notice
2. Email to Partners
3. Calendar Posting
4. Webpage Posting
5. Public Hearing

**CONFIRMATION**

**FORT COLLINS  
COLORADOAN**

1300 Riverside Ave.  
Fort Collins, CO 80524

CITY OF FC-CDBG-LEGAL  
222 LAPORTE AVE  
FORT COLLINS CO 80521

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FTC-217272	0085805472	Dianne	public works	\$96.65	Invoice	\$0.00	\$96.65

<u>Sales Rep:</u> KTheodore	<u>Order Taken:</u> KTheodore	<u>Order Created:</u> 08/21/2023
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FTC-Coloradoan.com	1	08/23/2023	08/23/2023
FTC-The Coloradoan	1	08/23/2023	08/23/2023

\* ALL TRANSACTIONS CONSIDERED PAID IN FULL UPON CLEARANCE OF FINANCIAL INSTITUTION

08/24/2023

CITY OF FORT COLLINS SOCIAL  
SUSTAINABILITY DEPARTMENT  
ANNUAL ACTION PLAN 5  
REVISIONS  
NOTICE OF PUBLIC REVIEW  
PERIOD AND PUBLIC HEARING

[illegible]

The City of Fort Collins Draft FY08 Annual Action Plan Subordinate Amendment will be available for public review August 26-September 05.  
The Council Action Plan Subcommittee will

The **Annals of Eastern Plains** is the first 100 middle-income journal prepared for the coming year, and contributes to the more comprehensive **Five Year** **Score** later this year. The **Annals of Eastern Plains** addresses housing and community development activities and needs, homelessness, is unique and the needs of each country. More than 100 articles funding sources to be applied to each project. The **Annals of Eastern Plains** is a publication that removes an individual's ability and ends a project for a new nation. It is a publication and land acquisition.

An online Public Hearing will be held on Wednesday, November 18 from 11:30 a.m. to 12:30 p.m. on the following URL: [www.consolidatedcouncil.ca](http://www.consolidatedcouncil.ca). The draft document will be available on the EIR's Web site at [www.consolidatedcouncil.ca](http://www.consolidatedcouncil.ca).

Each of these 12 review panels and public review panels will be organized and coordinated with a written briefing plan and a handbook of policies in hand. A new letter, dated February 1, 1992, will inform all participating persons with disabilities that we are looking for feedback on the handbook and the review process. The handbook will be available in accessible format in a central Resource Center, January 1993. We are working with HHS/ASD, ASIDE, and the National Health Council to make the handbook available in accessible format and to make it available to the public.

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DEPARTAMENTO DE  
SOSTENIBILIDAD SOCIAL DE LA  
CIUDAD DE FORT COLLINS  
PLAN DE ACCIÓN ANUAL  
ENMIENDA SUSTANCIAL:  
AVISO DEL PERIODO DE REVISIÓN  
PÚBLICA Y AUDIENCIA PÚBLICA

[illegible]

El Plan de Acción Social de la UPR, impulsado mediante diversas comisiones, prevé la creación de un instituto nacional de promoción del idioma. El Plan Estratégico de la UPR para el Bilingüismo (Uguz, 1999) establece la creación de un "Instituto de Bilingüismo" y la creación de un "Centro de Estudios de Bilingüismo". El Plan de Acción Social de la UPR, impulsado mediante diversas comisiones, prevé la creación de un instituto nacional de promoción del idioma. El Plan Estratégico de la UPR para el Bilingüismo (Uguz, 1999) establece la creación de un "Instituto de Bilingüismo" y la creación de un "Centro de Estudios de Bilingüismo".

Received 22 July 2012  
 Accepted 22 July 2012  
 Published online 22 July 2012

**From:** [Dianne Tielkens](#)  
**Subject:** FY23 Annual Action Plan Amendment Public Notice  
**Date:** Thursday, August 24, 2023 10:46:00 AM  
**Attachments:** [image001.png](#)  
[AAP Amendment PRP PH Public Notice.pdf](#)

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**Hello Partners!**

**You are receiving this email because you are part of a network connected to those community members who benefit from City grants, or have been underrepresented in the City's public input processes.**

*Please help your clients participate in this engagement opportunity by posting and sharing the attached Public Notice of Public Review Period and Public Hearing.*

What this notice is about:

Each year the City receives about \$1.5 million in federal funds for affordable housing, community development and human services. The Annual Action Plan (AAP) identifies immediate actions proposed for the coming year that will use these funds, and contributes to the comprehensive Five-Year Consolidated Plan. The AAP addresses housing and community development priorities and needs, homelessness issues, and the needs of special populations. It also identifies funding sources to be applied to each project.

We are making an amendment to the FY23 AAP that was previously published for public review. The Amendment removes an ineligible activity and adds a project for housing rehabilitation and land acquisition.

**The City of Fort Collins Draft FY23 Annual Action Plan Substantial Amendment will be available for public review August 26–September 25. Read the draft amendment at [fcgov.com/socialsustainability/](https://fcgov.com/socialsustainability/).**

The City is holding an **online Public Hearing on September 13, 11:30am-12:30pm**, to provide information about the proposed changes and to solicit input from our community. Join the Public Hearing [here](#). For more details, read the attached public notice (in English and Spanish).

**Thank you for your time!**

\*\*\*\*\*  
**Dianne Tjalkens**

Pronouns: she/her

Sr Specialist, Social Sustainability

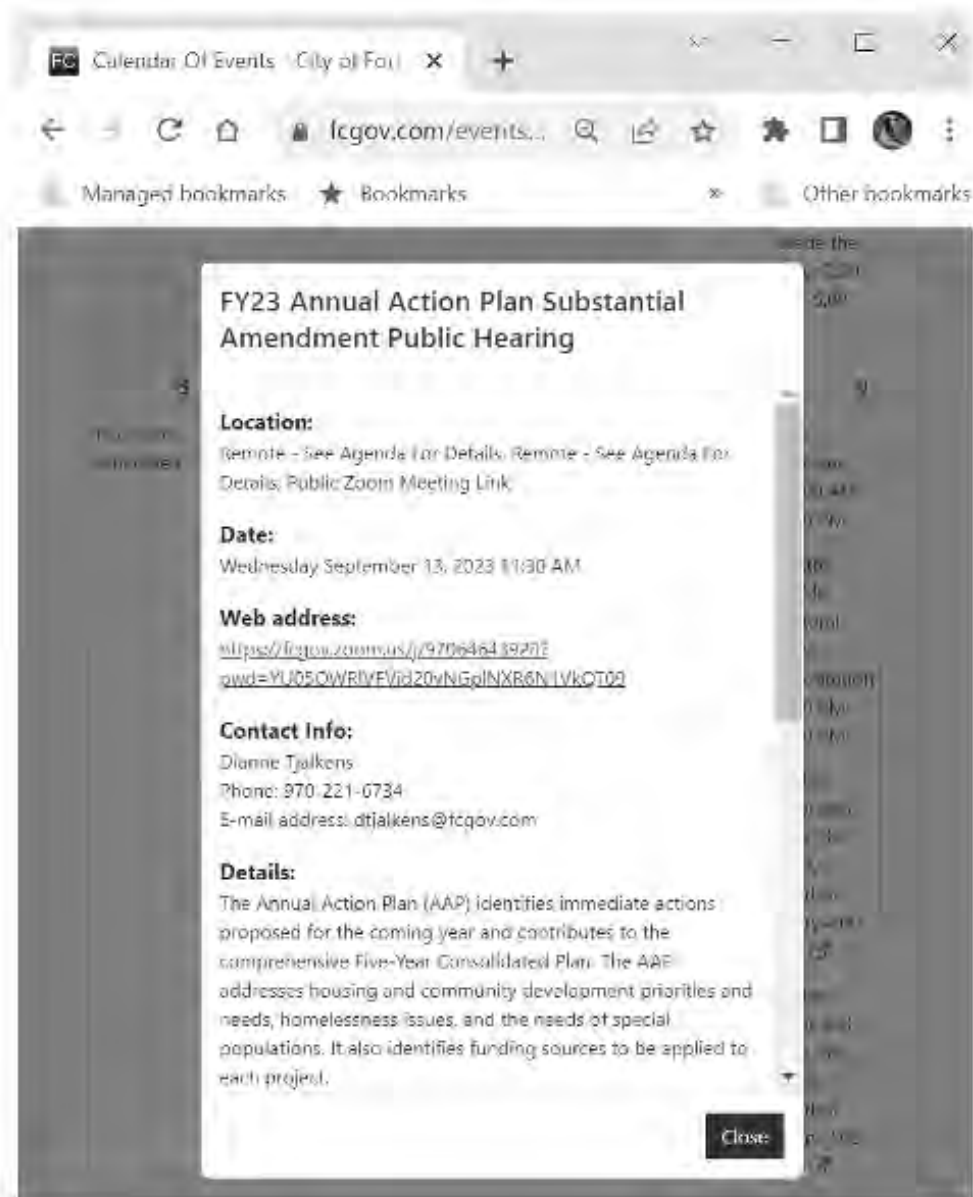
City of Fort Collins

222 LAPORTE (222 LAPORTE AVE.)

970-221-6734 office

[dtjalkens@focgov.com](mailto:dtjalkens@focgov.com)





## FY23 Annual Action Plan Substantial Amendment Public Hearing

**The purpose of this hearing is to provide information on an amendment to the AAP. The amendment removes an ineligible activity and adds a project for housing rehabilitation and land acquisition.**

Topic: FY23 AAP Substantial Amendment Public Hearing

Time: Sep 13, 2023 11:30 AM Mountain Time (US and Canada)  
Meeting Start

11:00 AM Mountain Time (US and Canada) Waiting Room  
Open

Join Zoom Meeting

<https://fcgov.zoom.us/j/97064643928?pwd=YU05OWRIVEVld20vNGpINXR6N1VhQT09>This link opens in a new browser tab

Meeting ID: 970 6464 3928

Passcode: fy23AAP!

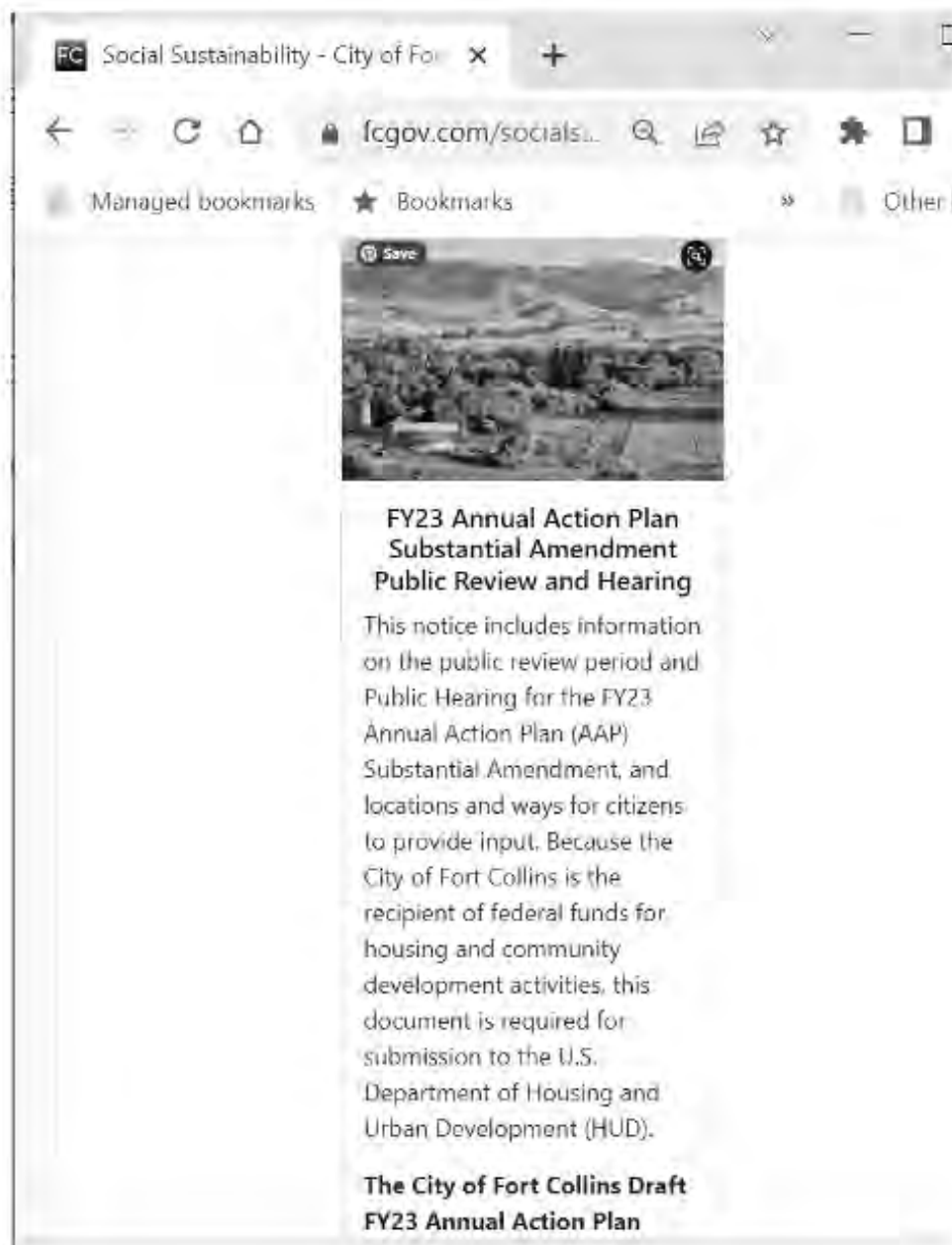
**For more information, visit [fcgov.com/socialsustainability](https://fcgov.com/socialsustainability)**

 [Add event to your calendar \("VCal" Format\)](#)

Close








**The City of Fort Collins Draft  
FY23 Annual Action Plan  
Substantial Amendment will  
be available for public review  
August 26–September 25.**

The Annual Action Plan identifies immediate actions proposed for the coming year, and contributes to the more comprehensive Five-Year Consolidated Plan. The Annual Action Plan addresses housing and community development priorities and needs; homelessness issues, and the needs of special populations. It also identifies funding sources to be applied to each project. The Amendment removes an ineligible activity and adds a project for housing rehabilitation and land acquisition.

An online Public Hearing will be held on Wednesday, September 13 from 11:30 a.m.-12:30 p.m.

**Zoom Public Hearing Link**  
**[here.](#)** 

This link opens in a new browser tab. The draft document is linked below.

Este aviso incluye información sobre el período de revisión pública y la Audiencia Pública para el Plan de Acción Anual FY23 (AAP, por sus siglas en inglés) Enmienda Sustancial, y los lugares y las maneras en que los ciudadanos pueden proveer sus comentarios. Ya que la Ciudad de Fort Collins recibe fondos federales para vivienda y para actividades de desarrollo de la comunidad, se requiere que este documento sea remitido al Departamento de Vivienda y Desarrollo Urbano (HUD, por sus siglas en

Urbano (HUD, por sus siglas en inglés).

**El Borrador del Plan de Acción Anual Enmienda Sustancial del año fiscal 2023 de la Ciudad de Fort Collins estará disponible para la revisión pública desde el 26 de agosto hasta el 25 de septiembre.**

El Plan de Acción Anual identifica las acciones inmediatas propuestas para el próximo año y también contribuye a un más detallado Plan Estratégico de Cinco Años (Plan Consolidado). El Plan de Acción Anual atiende las prioridades y necesidades de vivienda y desarrollo de la comunidad, personas en situación de sinhogarismo y las necesidades de grupos especiales. Este plan también identifica las fuentes de financiamiento que se aplicarán

financiamiento que se aplicarán a cada proyecto. La Enmienda elimina una actividad no elegible y agrega un proyecto para la rehabilitación de viviendas y la adquisición de terrenos.

Se celebrará una Audiencia Pública en línea el miércoles 13 de septiembre, 11:30 a.m. a 12:30 p.m., **Zoom Link la Audiencia Pública [here](#).** El borrador del documento está vinculado a continuación.

Fort Collins Department of Social Sustainability is inviting you to a scheduled Zoom meeting.

Topic: Public Hearing FY23 AAP  
Public Notice and Substantial  
Amendment

Time: Sep 13, 2023 11:00 AM  
Mountain Time (US and  
Canada)

---

Join Zoom Meeting

<https://fcgov.zoom.us/j/97064643928?pwd=YU05OWRlVFVld20vNGpINXR6N1Vkd0909>

Meeting ID: 970 6464 3928

Passcode: fy23AAP!

---

One tap mobile

+17209289299,,97064643928#  
US (Denver)

+12532158782,,97064643928#  
US (Tacoma)

---

Dial by your location


- +1 720 928 9299 US  
(Denver)
- +1 253 215 8782 US  
(Tacoma)
- +1 346 248 7799 US  
(Houston)
- +1 312 626 6799 US

(11:00am-12:00pm)


- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)

Meeting ID: 970 6464 3928

Find your local number:

<https://fcgov.zoom.us/j/aesDfLlfOz> 

 [View Full Public Notice](#)  
(English and Spanish)

 [Read the FY23 AAP Substantial Amendment \(Draft\)](#)



**Public Hearing, September 13, 2023**

**Attendance:** Annette Zacharias, Executive Director, Family Housing Network  
Tim Pierz, Program Manager, Catholic Charities

**Program:** Presentation provided on Competitive Process, sources of funds, and updates made since the first Annual Action Plan Public Review Draft (removal of Tree Removal Program from CDBG funding, and addition of Rehabilitation and Land Acquisition project).

**Comments:** Participants were curious about the changes being made but had no comments or concerns regarding the changes.

## Grantee Unique Appendices

### Broadband

In Fort Collins 22.5% of households earning less than \$20,000/yr do not have any internet access. There are 1831 households that only have a smartphone for internet access, and another 1640 with no computer. As more job and services are available online (such as healthcare, education, and job search activities) equitable access to high-speed, reliable internet service becomes critical. The City is building out Connexion (utility-level broadband) which will be available to all residents, businesses, and organizations in the city within the next year. More than 90% of the community already has access. Broadband access supports community members, local businesses, job growth, education, energy technology, health care and other public services. The City offers reduced rates to income-qualified households.

The City includes broadband requirements in underwriting criteria for housing projects receiving City and federal dollars. Unless the project can demonstrate undue financial burden on the project, or that it would fundamentally alter the nature of the program/activity, all new construction and substantial rehabilitation of housing with more than four rental units must include installation of broadband.

### Resiliency/Climate Hazards

The natural hazards from climate change most likely to impact Fort Collins are extreme temperatures, wildfire smoke, flood, and reduced water availability and quality. These hazards may impact all residents, but people living in older, less-efficient homes or within a floodplain are at greater risk. Less efficient homes have higher heating and cooling costs and provide less protection from poor air quality caused by wildfire smoke or pollution. In Fort Collins, the older homes are generally concentrated in higher income block groups, though there are also opportunities for rehabilitation in the southeast quadrant.

Making homes as efficient as possible is the best way to protect residents from the negative health impacts of smoke and extreme heat/cold. The City and its partners have implemented programs to assist with weatherization, utility costs, and energy-efficiency upgrades for lower-income households. The City helps households replace less efficient water fixtures; offers free energy, water and irrigation assessments; and offers reduced water, stormwater, and electric rates for income-qualified households.

The City has a comprehensive stormwater and floodplain management program that focuses on reducing flood risk to the entire community. This program includes a Floodplain Management Public Information Committee, comprised of interdepartmental staff and external stakeholders. Fort Collins is one of the highest rated communities nationwide (Class 2) based on FEMA's Community Rating System. Since 1995, the City has spent \$100 million on stormwater improvement projects. However, there are still over 1000 structures in the 100-year floodplain, with over half in the Old Town Drainage Basin. Urban flooding is an issue in Old Town as well, where stormwater systems are undersized. Some older areas on the west side of Fort Collins have homes that were not elevated or protected when constructed adjacent to small stream channels. Many improvements have been made and the City's Master Drainage

Plan identifies additional capital projects. Community outreach about flood risks and safety includes a mailer to all property owners and occupants in the floodplain with information on flood safety, flood warning, property protection, flood insurance, etc.; education in schools; booths at community events; outreach to realtors and homeless service providers; flood awareness videos; and bus bench messaging.

The City leads an emergency weather response team that activates additional shelter for people experiencing homelessness during extreme cold weather conditions and is developing a response plan for extreme heat and hazardous air quality events in partnership with multiple City departments, the Larimer County Department of Health and Environment and with consultation from the National Oceanic and Atmospheric Administration (NOAA) and the Colorado Climate Center. The extreme heat response plan will be piloted in summer 2023.



## APPENDIX: Resale and Recapture Policy

## RESALE AND RECAPTURE POLICIES

Participating Jurisdictions (PJs) undertaking HOME-assisted homebuyer activities, including any projects funded with HOME Program Income (PI), must establish written resale and/or recapture provisions that comply with HOME statutory and regulatory requirements. These provisions must also be set forth in the PJ's Consolidated Plan. The written resale and/or recapture provisions that a PJ submits in its annual Action Plan must clearly describe the terms of the resale and/or recapture provisions, the specific circumstances under which these provisions will be used (if more than one set of provisions is described), and how the PJ will enforce the provisions for HOME-funded ownership projects. HUD reviews and approves the provisions as part of the annual Action Plan process.

The purpose of this section is to provide the "resale" and "recapture" policies used by the City of Fort Collins in its HOME assisted ownership programs. As stated above, HOME requires that PJs utilize resale and/or recapture provisions to ensure continued affordability for low- to moderate-income homeowners and as a benefit to the public through the wise stewardship of federal funds.

The City of Fort Collins has two programs which use HOME funds to assist homeowners or homebuyers:

1. Home Buyer Assistance (HBA) - new homebuyers;
2. Acquisition and Development - developers of new ownership housing

### Resale

This option ensures that the HOME-assisted units remain affordable over the entire affordability period. The Resale method is used in cases where HOME funding is provided directly to a developer to reduce development costs, thereby, making the price of the home affordable to the buyer. Referred to as a "Development Subsidy," these funds are not repaid by the developer to the PJ, but remain with the property for the length of the affordability period.

Specific examples where the City of Fort Collins would use the resale method include:

1. providing funds for the developer to acquire property to be developed or to acquire affordable ownership units;
2. providing funds for permit fees, construction materials and labor.

### The City of Fort Collins Resale Policy

**Notification to Prospective Buyers.** The resale policy is explained to the prospective homebuyer(s) prior to signing a contract to purchase the HOME-assisted unit. The prospective homebuyer(s) sign an acknowledgement that they understand the terms and conditions applicable to the resale policy as they have been explained. This document is included with the executed sales contract. (See attached Notification for Prospective Buyers)

**Enforcement of Resale Provisions.** The resale policy is enforced through the use of a Restrictive Covenant signed by the homebuyer at closing. The Restrictive Covenant will specify:

1. the length of the affordability period (based on the dollar amount of HOME funds invested in the unit; either 5, 10, or 20 years);
2. that the home remain the Buyer's principal residence throughout the affordability period; and
3. the conditions and obligations of the Owner should the Owner wish to sell before the end of the affordability period, including;
  - a. the Owner must contact the City of Fort Collins in writing if intending to sell the home prior to the end of the affordability period;
  - b. The subsequent purchaser must be low-income as defined by HOME, and occupy the home as his/her new purchaser's primary residence for the remaining years of the affordability period. (However, if the new purchaser receives direct assistance through a HOME-funded program, the affordability period will be re-set according to the amount of assistance provided); and
  - c. The sales price must be affordable to the subsequent purchaser; affordable is defined as limiting the Principal, Interest, Taxes and Insurance (PITI) + utilities amount to no more than 38% of the new purchaser's gross monthly income.

**Fair Return on Investment.** The City of Fort Collins will administer its resale provisions by ensuring that the Owner receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair Return on Investment means the total homeowner investment which includes the total cash contribution plus the approved capital improvements credits as described below:

1. The amount of the down payment;
2. The cost of any capital improvements, documented with receipts, provided by the homeowner, including but not limited to:
  - a. Any additions to the home such as a bedroom, bathroom, or garage;
  - b. Replacement of heating, ventilation, and air conditioning systems;
  - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid for directly by the Owner and





which were not installed through a federal, state, or locally-funded grant program; and

- d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

**Note:** All capital improvements must be inspected by the City and must have been completed by certified contractors and all required building permits obtained.

3. The value of the owners investment will be calculated using the **Housing Price Index (HPI)** Calculator of the Federal Housing Finance Agency. The change in HPI from the original purchase price to the time of sale will be applied to the value of the owners investment, so that the value of the improvements is increased or decreased by the amount of increase or decrease in the housing market overall. Calculator is currently located at <http://www.fhfa.gov/DataTools/Tools/Pages/HPI-Calculator.aspx>. The calculation shall be performed for the Fort Collins, CO Metropolitan Statistical Area.
4. If the market price that provides a fair return to the initial homebuyer is too high to be affordable for a subsequent eligible buyer, the City, at its discretion may provide additional direct HOME subsidy to the subsequent buyer. Such consideration will only be given after the owner has demonstrated they've made all reasonable attempts to sell the unit, including reducing the purchase price by the amount of the initial HOME investment.

*It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his/her investment because the home sold for less or the same price as the original purchase price.*

**Affordability to a Range of Buyers.** The City will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 60percent to no greater than 80 percent Area Median Income (AMI).

Maximum sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 38 percent of the targeted Buyer's annual gross income. This is the maximum amount the targeted household can Finance with a 30-year, 97% loan Market Interest Rate. The Sales Price for a two-bedroom unit shall be based upon the targeted households total gross income equaling the 3 person 80% Area Median Income (AMI) in Fort Collins as determined by the U.S. Department of Housing and Urban Development Income Limits ("HUD") and the Sales Price for a three bedroom unit shall be based upon the targeted household's total income equaling the 4 person 80% Area Median Income for Fort Collins as determined by the HUD. As such, all other unit configurations should be calculated based on 1.5 persons per bedroom, rounded down to the nearest whole number (e.g. 4 bedroom = 6 people, 1 bedroom = 1 person). Each such sales price is subject to increase with respect to sales occurring in the year(s) following the year of this Agreement by the increase, if any, in the 3 and 4 person, respectively, Area Median Income for the City of Fort Collins as determined by the HUD for the year in which the closing actually occurs.



#### **Approval of Sales Price and Eligible Buyer:**

If an Owner desires to sell the Property, the Owner contact the City at least five (5) days prior to listing the Property and receive approval for a proposed listing price that in accordance with the affordability restrictions.

After receiving approval of the proposed listing price, the selling Owner may list the Property for sale with a real estate agent or broker licensed in the State of Colorado or the selling Owner may market the Property as a so-called "for sale by owner," and may enter into a contract for the sale of the Property upon such terms and conditions as the selling Owner, in the selling Owner's sole discretion, deems acceptable, provided, however, that:

1. the purchase price shall not exceed the Maximum Purchase Price;
2. the selling Owner must believe in good faith that the purchaser is an Eligible Buyer and that the purchase price does not exceed the Maximum Purchase Price; and
3. the contract must state as a contingency that the purchaser will submit the application described below to the City within three (3) days after contract acceptance, and that the selling Owner's obligations under the contract are expressly contingent upon the City's determination that the purchaser is an Eligible Buyer and that the purchase price does not exceed the Maximum Purchase Price.

For FY 2020 -21, the affordable sales price shall not exceed \$330,000 for a 3-bedroom home, based on the price which would be affordable to a 4-person household at 80 percent AMI at current home mortgage interest rates.

**Example:** A home with a 20-year affordability period was purchased four years ago by a person (the "original homeowner") who now wishes to sell. The original homeowner's purchased through Habitat for Humanity, with an original mortgage of \$200,000 at 0% interest for 30 years, and has made payments for 120 months. The current mortgage balance is \$166,000. The principal amount paid down so far is \$34,000.

Calculating Fair Return on Investment:

**Down payment:** The original homeowner was required to put down \$1,000 earnest money at the signing of the sales contract.

**Cost of Capital Improvements:** The original homeowner had a privacy fence installed four years ago at the cost of \$1,500 and has receipts to document the improvement. A visual inspection confirmed the fence is still in place.

**Percentage of Change:** The original purchase price for the home was \$250,000 and the amount of developer subsidy was \$50,000, thus requiring the 20-year affordability period.

For the purposes of using the Federal Housing Finance Agency's Housing Price Index





calculator, the home was purchased in the 1st Quarter of 2016, and will be calculated using the most current quarter available, 1<sup>st</sup> Quarter 2020. Using the Housing Price Index calculator, the average appreciation in value was 24%.

*Calculating the Fair Return to the Original Owner:*

Downpayment:	\$ 1,000
Capital Improvements:	\$ 1,500
<u>Principal Paid:</u>	<u>\$34,000</u>
Total owner investment:	\$36,500
X 24%	<u>\$ 8,760</u>
<b>Fair Return on Investment</b>	<b>\$45,260</b>

In order to realize a fair return to the original homeowner, the sales price must be set to allow for net proceeds of \$45,260 after calculating all loan payoff amounts and sales expenses paid by the seller.

Repayment of purchase loan (senior lien)	\$166,000
HOME Repayment upon Resale	\$ 50,000
Fair Return on Investment	\$45,260
<b>Required Sales proceeds</b>	<b>\$261,260</b>
6% (sellers paid sales expenses)	\$13,635
<b>Fair Return Minimum Sales Prices</b>	<b>\$276,935</b>

*Affordability for a Range of Buyers.* If the original homeowner sets the sales price above \$277,000 to get a fair return on investment, and if current (2020) assumptions are used for front/back ratios, interest rates, insurance, taxes, etc., a the pool of eligible buyers could include purchasers that qualify for a purchase price between \$277,000 - \$330,000, depending on current market demand and conditions.

If the subsequent homeowner does not require any HOME subsidy to purchase the home, the affordability period would end in 10 years at which time the subsequent homeowner could sell to any buyer at any price.

**Recapture**

Under HOME recapture provisions financial assistance must be repaid if it is provided directly to the buyer or the homeowner. Upon resale the seller may sell to any willing buyer at any price. The written agreement and promissory note will disclose the net proceeds percentage if any that will be allotted to the homebuyer and what proceeds will return to the PJ. Once the HOME funds are repaid to the PJ, the property is no longer subject to any HOME restrictions. The funds returned to the PJ may then be used for other HOME-eligible activities.

**The City of Fort Collins Recapture Policy**

The City of Fort Collins will use the recapture policy on HOME funded Home Buyer Assistance Program (HBA).



The (HOME) federal assistance will be provided in the form of a 0% interest, deferred payment loan, which is repaid with a 5% service fee of the total amount borrowed. The fully executed (by all applicable parties) and dated Written Agreement, Promissory Note and Deed of Trust will serve as the security for these loans. The Deed of Trust will also be recorded with the Public Trustee of Larimer County, CO.

The repayment of the HBA loan is made solely from the net proceeds of sale of the Property (except in the event of fraud or misrepresentation by the Borrower described in the Promissory Note).

**Recapture Calculation.** The City of Fort Collins will calculate the recapture amount and add this to the existing payoff balance of the HBA loan. The entire payoff balance must be paid to City of Fort Collins before the homebuyer receives a return. The recapture amount is limited to the net proceeds available from the sale.

Appraised Value of Property or Sales Price (whichever is less)		\$
Original Senior Lien Note Amount	(-)	\$
Any reasonable and customary sales expenses paid by the Borrower in connection with the sale (Closing costs)	(-)	\$
<b>Net proceeds</b>		\$
HBA Original Note Amount	(-)	\$
Equity to Borrower/Seller	=	\$

Net proceeds consist of the sales prices minus loan repayment, other than HOME funds, and closing costs. If the net proceeds of the sale are insufficient to fully satisfy the amounts owed on the Promissory Note, the City of Fort Collins may not personally seek or obtain a deficiency judgment or any other recovery from the Borrower/Seller. If there are no net proceeds the City of Fort Collins will receive no share of net proceeds.

However, in the event of an uncured Default, the City of Fort Collins may, at its option, seek and obtain a personal judgment for all amounts payable under the Note. This right shall be in addition to any other remedies available to the City of Fort Collins. If there are insufficient funds remaining from the sale of the property and the City recaptures less than or none of the recapture amount due, the City must maintain data in each individual HBA file that documents the amount of the sale and the distribution of the funds.

This will document that:

1. There were no net sales proceeds; or
2. The amount of the net sales proceeds was insufficient to cover the full amount due; and
3. No proceeds were distributed to the homebuyer/homeowner.

Other than the actual sale of the property, if the homebuyer or homeowner



breaches the terms and conditions for any other reason, e.g. no longer occupies the property as his/her/their principal residence, the full amount of the loan is immediately due and payable.

If Borrower/Seller is in Default, the City may send the Borrower/Seller a written notice stating the reason Borrower/Seller is in Default and telling Borrower/Seller to pay immediately:

- (i) the full amount of Principal then due on this Note,
- (ii) all of the City's costs and expenses reimbursable. Recovery against the Borrower/Seller responsible for the fraud or misrepresentation is not limited to the proceeds of sale of the Property, but may include personal judgment and execution thereon to the full extent authorized by law.

#### **Affordability Periods**

HOME Program Assistance Amount	Affordability Period in Years
<b>\$1,000 - \$14,999.99</b>	<b>5</b>
<b>Over \$15,000 *</b>	<b>20</b>

\*City of Fort Collins

A HOME Written Agreement, Note and Deed of Trust will be executed by the Borrower and the City of Fort Collins that accurately reflects the resale or recapture provisions before or at the time of sale.

#### **City of Fort Collins Refinancing Policy**

In order for new executed subordination agreement to be provided to the senior first lien holder, the senior first lien refinance must meet the following conditions:

1. The new senior first lien will reduce the monthly payments to the homeowner, thereby making the monthly payments more affordable; or
2. Reduce the loan term;
3. The new senior lien interest rate must be fixed for the life of the loan (Balloon or ARM loans are ineligible);
4. No cash equity is withdrawn by the homeowner as a result of the refinancing actions;
5. The City will, at its discretion, agree to accept net proceeds in the event of a short sale to avoid foreclosure; and
6. Only if the borrower meets the minimum requirements to refinance, the City can re-subordinate to the first lienholder.

#### **The refinancing request will be processed according to the following procedure:**

1. Submit a written request to the City of Fort Collins to verify the minimum refinancing requirements with one month in advance from the expected closing;



2. If applicable, the City of Fort Collins, will issue a subordination agreement prior to the closing date.
3. If written permission is not granted by the City of Austin allowing the refinance of the Senior Lien, the HBA Loan will become immediately due and payable prior to closing the refinance.
4. Home Equity loans will trigger the repayment requirements of the HBA loans. The HBA Notes must be paid off no later than when the Home Equity Loan is closed and funded.
5. The HBA Notes must be paid-in-full in order for the City of Fort Collins to execute a release of Deed of Trust.





- ❑ Be single-family, modest housing;
- ❑ Be acquired by a low-income family as its principal residence, and
- ❑ Meet affordability requirements for a specific period of time as determined by the amount of assistance provided.

**Eligible Buyer:** means a natural person, family or household with a (1) Maximum Gross Annual Income that is no more than 80% of the Area Median Income for Fort Collins, and (2) whose proposed Monthly Housing Expense(s) (principal, interest, taxes, insurance, utilities, HOA expense) for a Maximum Loan at the Market Interest Rate does not exceed 38% of the Maximum Gross Annual Income adjusted to a monthly income. This definition of Eligible Buyer is to be used solely to calculate the maximum income level of buyers eligible to purchase the Property and shall not be construed as in any way limiting the type of lending program or loan terms (except that such terms or conditions shall not be predatory) which an Eligible Buyer may accept to finance the purchase of the Property. A person, family or household who at the time of purchase qualified as an Eligible Buyer shall continue to be deemed so qualified until such time as the Property is Transferred. The following is the method of determining an Eligible Buyer and a hypothetical example of the determination of the Maximum Purchase Price, based on the identified assumptions and estimates:

**Capital improvement:** means additions to the property that increases its value or upgrades the facilities. These include upgrading the heating and air conditioning system, upgrading kitchen or bathroom facilities, adding universal access improvements, or any other permanent improvement that would add to the value and useful life of the property. The costs for routine maintenance are excluded.

**Direct HOME subsidy:** is the amount of HOME assistance, including any program income that enabled the homebuyer to buy the unit. The direct subsidy includes down payment, closing costs, interest subsidies, or other HOME assistance provided directly to the homebuyer. In addition, direct subsidy includes any assistance that reduced the purchase price from fair market value to an affordable price.

**Market Interest Rate:** means the Fannie Mae yield on 30-year mortgage commitments (priced at par) for delivery within thirty (30) days, rounded up to the nearest .125 of 1.00% as of the first business day of the month (printed in the Wall Street Journal).



**Maximum Sales Price:** Every Transfer of the Property by an Owner to a purchaser shall be for a purchase price which does not exceed the Maximum Purchase Price determined as follows: Sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 38 percent of the new Buyer's annual gross income. This is the maximum amount an eligible buyer can Finance with a 30-year, 96.5% loan at Market Interest Rate. The Sales Price for a two-bedroom unit shall be based upon the Eligible Buyer's total gross income equaling the 3 person 80% Area Median Income (AMI) in Fort Collins as determined by the U.S. Department of Housing and Urban Development Income Limits ("HUD") and the Sales Price for a three bedroom unit shall be based upon the Eligible Buyer's total income equaling the 4 person 80% Area Median Income for Fort Collins as determined by the HUD. Each such sales price is subject to increase with respect to sales occurring in the year(s) following the year of this Agreement by the increase, if any, in the 3 and 4 person, respectively, Area Median Income for the City of Fort Collins as determined by the HUD for the year in which the closing actually occurs.

Example: 2020 3-person Household Income Limit = \$67,750 80% AMI

1. Maximum Annual Gross Income of Eligible Buyer: The Area Median Income ("AMI") as determined by U.S. Department of Housing and Urban Development Income Limits ("HUD").
2. Monthly Housing Expense:  $38\% (\$67,750/12 \times .38) = \$2,145$

**Assumptions:**

Initial Sales Price	
2 Bedroom Unit:	\$330,000.00
FHA Loan Amount (96.5%):	\$318,450.00
Interest Rate:	4%

**Monthly Housing Expenses:**

Monthly Principal and Interest:	\$ 1,443.00
Est. Monthly H.O.A. Dues	75.00
Est. Utilities (gas, electric, water & sewer)	150.00
Est. Property Insurance	85.00
Est. Monthly Real Estate Taxes	190.00
Est. Mortgage Insurance	196.00
Total Monthly Housing Expenses:	\$ 2,144

**Net proceeds:** are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

**Recapture:** The recapture provisions are established at §92.253(a)(5)(ii), permit the original homebuyer to sell the property to any willing buyer during the period of affordability while the PJ is able to recapture all or a portion of the HOME-assistance provided to the original homebuyer.



#### INFORMATION FOR PROSPECTIVE BUYERS

##### The Twenty-Year Affordability Period & The Agreement of Restrictive Covenant

I understand that because a certain amount of federal funds were used by [Developer Name] to develop the property at \_\_\_\_\_, the federal government requires that certain restrictions apply to the occupancy or re-sale of this home for a period of twenty years. I understand that during that twenty-year period, those requirements will be enforced through a legally-enforceable document called "Agreement of Restrictive Covenant."

Please  
Initial  
Below

If I choose to purchase this home, at the time the home is sold to me, I will sign an Agreement of Restrictive Covenant, and it will be filed in the Official Public Records of the Larimer County Clerk's Office. The requirements of the Agreement of Restrictive Land are:

- \_\_\_\_\_ • That I must occupy the home as my principal residence during the twenty-year period in which the Restrictive Covenant is in effect;
- \_\_\_\_\_ • If I wish to sell the Property before the end of that period, I am required to sell it to a subsequent buyer whose total household income is **at or below 80% of the Fort Collins Area Median Family Income** in effect for the year I wish to sell the home.
- \_\_\_\_\_ • The sales price must be set such that I receive a **fair return** which shall be defined as:
  - i. The amount of any cash contributions including the down payment and principal payments made;
  - ii. The cost of any capital improvements, documented with receipts, and including but not limited to:
    - a. Any additions to the home such as a bedroom, bathroom, or garage;
    - b. Replacement of heating, ventilation, and air conditioning systems;
    - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid for directly by the Owner and which were not installed through a federal, state, or locally-funded grant program; and
    - d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.
- \_\_\_\_\_ • The sales price must be set so that the monthly principal, interest, taxes and insurance to be paid by the subsequent buyer **will not exceed 38% of that subsequent buyer's monthly household income.**
- \_\_\_\_\_ • I will notify the City of Fort Collins in writing so that I may be assisted with the compliance of this federal regulation.

I/We acknowledge having received this information about the federal requirements involved if I/we decide to purchase this home.

Signature

Date

Signature

Date

## Grantee SF-424's and Certification(s)

DocuSign Envelope ID: 6E99FD26-8B6C-42DB-9D8D-B1260440B077

**CDBG Packet**

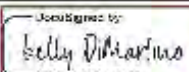


View Burden Statement

OMB Number: 4045-0034  
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>		
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>
B. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text"/>		
* b. Employer/ taxpayer Identification Number (EIN/TIN): <input type="text"/>		* c. UEI: <input type="text"/>
d. Address:		
* Street1: <input type="text"/>		
Street2: <input type="text"/>		
* City: <input type="text"/>		
County/Parish: <input type="text"/>		
* State: <input type="text"/>		
Province: <input type="text"/>		
* Country: <input type="text"/>		
* Zip / Postal Code: <input type="text"/>		
e. Organizational Unit:		
Department Name: <input type="text"/>		Division Name: <input type="text"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/> * First Name: <input type="text"/>		
Middle Name: <input type="text"/>		
* Last Name: <input type="text"/>		
Suffix: <input type="text"/>		
Title: <input type="text"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text"/>		Fax Number: <input type="text"/>
* Email: <input type="text"/>		

<b>Application for Federal Assistance SF-424</b>		
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>City or County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p></p> <p>Type of Applicant 3: Select Applicant Type:</p> <p></p> <p>* Other (specify):</p> <p></p>		
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>		
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14-0118</p> <p>CFDA Title:</p> <p>HOME INVESTMENT PROGRAM</p>		
<p>* 12. Funding Opportunity Number:</p> <p>8-20-HC-08-0000</p> <p>* Title:</p> <p>HOME INVESTMENT PROGRAM</p>		
<p>13. Competition Identification Number:</p> <p></p> <p>Title:</p> <p></p>		
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p></p> <p><a href="#">Add Attachment</a> <a href="#">Upload Attachment</a> <a href="#">View Attachments</a></p>		
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>HOME INVESTMENT PROGRAM</p>		
<p>Attach supporting documents as specified in agency instructions.</p> <p><a href="#">Add Attachments</a> <a href="#">Delete Attachments</a> <a href="#">View Attachments</a></p>		

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="CO-004"/>	* b. Program/Project: <input type="text" value="CO-004"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="06/01/2023"/>	* b. End Date: <input type="text" value="08/30/2024"/>
18. Estimated Funding (\$):	
* a. Federal:	<input type="text" value="5,000,000.00"/>
* b. Applicant:	<input type="text" value=""/>
* c. State:	<input type="text" value=""/>
* d. Local:	<input type="text" value=""/>
* e. Other:	<input type="text" value="55,000.00"/>
* f. Program Income:	<input type="text" value="45,000.00"/>
* g. TOTAL:	<input type="text" value="5,000,000.00"/>
19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text" value=""/> .	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes" provide explanation and attach:	
<input type="text" value=""/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties (U.S. Code, Title 18, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value=""/>	* First Name: <input type="text" value="Sally"/>
Middle Name: <input type="text" value=""/>	
* Last Name: <input type="text" value="DeNardino"/>	
Suffix: <input type="text" value=""/>	
* Title: <input type="text" value="Office Manager - City of Fort Collins"/>	
* Telephone Number: <input type="text" value="970 416 0023"/>	* Fax Number: <input type="text" value=""/>
* Email: <input type="text" value="sally.denardino@cityoffortcolls.org"/>	
* Signature of Authorized Representative:	* Date Signed: <input type="text" value="9/26/2023"/>
	

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards of agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
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7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

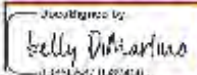
Previous Edition Usable

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



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955 as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Authorized by:  Kelly DiMartino JESSIE ILANCO	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Birmingham	6/27/2023

SF-424D (Rev. 7-97) Back

## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

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

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

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

Executed by:  
  
\_\_\_\_\_  
Signature of Authorized Official

6/27/2023

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Title

### **Specific Community Development Block Grant Certifications**

The Entitlement Community certifies that:

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

**Community Development Plan** – Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** – It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** – It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2023 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

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

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

<small>(Doc. Signed by)</small>  <small>(Printed Name)</small>	6/27/2023
Signature of Authorized Official	Date

City Manager \_\_\_\_\_  
Title \_\_\_\_\_



**OPTIONAL Community Development Block Grant Certification**

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

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

<small>Doc. Signed by:</small>  <small>Signature of Authorized Official</small>	<small>6/27/2023</small> <small>Date</small>
--	---

City Manager  
\_\_\_\_\_  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

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

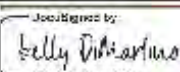
## HOME Packet

View Burden Statement

OMB Number: 4045-0034  
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision
		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>
B. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text"/>		
* b. Employer/ taxpayer Identification Number (EIN/TIN): <input type="text"/>		* c. UEI: <input type="text"/>
d. Address:		
* Street1: <input type="text"/>		
Street2: <input type="text"/>		
* City: <input type="text"/>		
County/Parish: <input type="text"/>		
* State: <input type="text"/>		
Province: <input type="text"/>		
* Country: <input type="text"/>		
* Zip / Postal Code: <input type="text"/>		
e. Organizational Unit:		
Department Name: <input type="text"/>		Division Name: <input type="text"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/> * First Name: <input type="text"/>		
Middle Name: <input type="text"/>		
* Last Name: <input type="text"/>		
Suffix: <input type="text"/>		
Title: <input type="text"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text"/>		Fax Number: <input type="text"/>
* Email: <input type="text"/>		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>City or County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p></p> <p>Type of Applicant 3: Select Applicant Type:</p> <p></p> <p>* Other (specify):</p> <p></p>	
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14.100</p> <p>CFDA Title:</p> <p>HOME INVEST</p>	
<p>* 12. Funding Opportunity Number:</p> <p>24-00-HC-00-0200</p> <p>* Title:</p> <p>HOME INVEST &amp; REPAIR OF HOMES</p>	
<p>13. Competition Identification Number:</p> <p></p> <p>Title:</p> <p></p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p></p> <p><a href="#">Add Attachment</a> <a href="#">Upload Attachment</a> <a href="#">View Attachments</a></p>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>2023 Annual Action Plan</p>	
<p>Attach supporting documents as specified in agency instructions.</p> <p><a href="#">Add Attachments</a> <a href="#">Delete Attachments</a> <a href="#">View Attachments</a></p>	

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* a. Start Date: <input type="text" value="06/01/2023"/>	* b. End Date: <input type="text" value="08/30/2024"/>
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* c. State:	<input type="text" value=""/>
* d. Local:	<input type="text" value=""/>
* e. Other:	<input type="text" value="85,000,000"/>
* f. Program Income:	<input type="text" value="226,506,000"/>
* g. TOTAL:	<input type="text" value="1,257,000,000"/>
19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text" value=""/> .	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
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<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value=""/>	* First Name: <input type="text" value="Saulin"/>
Middle Name: <input type="text" value=""/>	
* Last Name: <input type="text" value="DeNardine"/>	
Suffix: <input type="text" value=""/>	
* Title: <input type="text" value="Chief Manager, City of Fort Collins"/>	
* Telephone Number: <input type="text" value="970 416 1023"/>	Fax Number: <input type="text" value=""/>
* Email: <input type="text" value="saulin@co.fortcolls.co"/>	
* Signature of Authorized Representative:	* Date Signed: <input type="text" value="7/26/2023"/>
	

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
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- Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards of agency directives.
- Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
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- Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
- Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

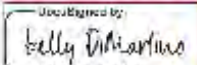
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955 as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Documented by:  Kelly DiMartino 00000000000000000000	City Manager
APPLICANT ORGANIZATION City of Springfield, MA	DATE SUBMITTED 6/27/2023

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## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4653) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

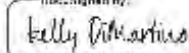
**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

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

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

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

(Doc. Signed by:  
  
Signature of Authorized Official

5/27/2023

Date

City Manager

Title

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** – If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

**Subsidy layering** – Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

DocuSigned by:

Kelly Martine

6/27/2023

DocuSigned by:

Signature of Authorized Official

Date

City Manager

Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

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