



**Board of County Commissioners**

**Eva J. Henry - District #1**  
**Charles "Chaz" Tedesco - District #2**  
**Emma Pinter - District #3**  
**Steve O'Dorisio - District #4**  
**Mary Hodge - District #5**

**PUBLIC HEARING AGENDA**

NOTICE TO READERS: The Board of County Commissioners' meeting packets are prepared several days prior to the meeting. This information is reviewed and studied by the Board members to gain a basic understanding, thus eliminating lengthy discussions. Timely action and short discussion on agenda items does not reflect a lack of thought or analysis on the Board's part. An informational packet is available for public inspection in the Board's Office one day prior to the meeting.

**THIS AGENDA IS SUBJECT TO CHANGE**

**Tuesday**  
**July 23, 2019**  
**9:30 AM**

**1. ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. MOTION TO APPROVE AGENDA**

**4. AWARDS AND PRESENTATIONS**

- A.** Proclamation of July 24-30, 2019 as PD Aerospace Week

**5. PUBLIC COMMENT**

**A. Citizen Communication**

**A total of 30 minutes is allocated at this time for public comment and each speaker will be limited to 3 minutes. If there are additional requests from the public to address the Board, time will be allocated at the end of the meeting to complete public comment. The chair requests that there be no public comment on issues for which a prior public hearing has been held before this Board.**

**B. Elected Officials' Communication**

**6. CONSENT CALENDAR**

- A.** List of Expenditures Under the Dates of July 8-12, 2019
- B.** Minutes of the Commissioners' Proceedings from July 16, 2019
- C.** Resolution Approving the Adams County Head Start Year Five of Five Continuation Grant Application for 2019-2020  
(File approved by ELT)

- D.** Resolution Approving the Adams County 2019 Annual Action Plan  
(File approved by ELT)
- E.** Resolution Approving an Amendment to the Action Plan for the  
Neighborhood Stabilization Program for Adams County  
(File approved by ELT)
- F.** Resolution Approving Development Agreement between Adams County and  
TruStile Doors, LLC  
(File approved by ELT)
- G.** Resolution Appointing Tim Bradsby to the Workforce Development Board  
as a Business Sector/Healthcare Representative  
(File approved by ELT)
- H.** Resolution Appointing William Dowling to the Workforce Development  
Board as a Wagner Peyser Representative  
(File approved by ELT)
- I.** Resolution Appointing Londell Jackson to the Workforce Development  
Board as a Business Sector Representative  
(File approved by ELT)
- J.** Resolution Appointing Erika Rodriguez to the Workforce Development  
Board as a Labor Representative  
(File approved by ELT)
- K.** Resolution Appointing Erika Sidles to the Workforce Development Board  
as a Business Sector Representative  
(File approved by ELT)

## **7. NEW BUSINESS**

### **A. COUNTY MANAGER**

- 1.** Resolution Approving Change Order One to the Agreement between  
Adams County and Whitestone Construction Services for the  
Government Center Employee Parking Lot Drainage Repairs  
(File approved by ELT)

### **B. COUNTY ATTORNEY**

## **8. ADJOURNMENT**

**AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE**

## **Proclamation**

### **“PD Aerospace Week”**

**July 24-30, 2019**

**Whereas**, aerospace is a burgeoning industry across the globe serving to advance our understanding of interplanetary science; and

**Whereas**, the State of Colorado is a national leader in aerospace with the second highest number of space-related jobs in America; and

**Whereas**, Adams County continues to work towards advancements in this critical economic engine with a Site Operator’s License for Colorado Air and Space Port; and

**Whereas**, the county has signed a letter of intent with Japanese Aerospace company PD Aerospace to operate their space vehicle, Pegasus, at Colorado Air and Space Port; and

**Whereas**, leadership from PD Aerospace will arrive this week for an operational and site evaluation at Colorado Air and Space Port; and

**Now, Therefore, Be It Resolved That**, the Board of Commissioners of the County of Adams, State of Colorado, proclaims July 24-July 30, 2019 as

### **“PD Aerospace Week”**

in Adams County, and encourages residents to recognize the positive impact of the aerospace industry and PD Aerospace.

*In witness whereof, we have set our hands and caused the seal of the county to be affixed July 23, 2019.*

**County of Adams**  
**Net Warrant by Fund Summary**

<b>Fund Number</b>	<b>Fund Description</b>	<b>Amount</b>
1	General Fund	1,412,661.43
4	Capital Facilities Fund	59,475.45
5	Golf Course Enterprise Fund	13,110.27
6	Equipment Service Fund	138,362.40
7	Stormwater Utility Fund	14,539.00
13	Road & Bridge Fund	307,478.52
19	Insurance Fund	594,436.88
20	Developmentally Disabled	504,211.33
24	Conservation Trust Fund	782.00
27	Open Space Projects Fund	3,841.14
28	Open Space Sales Tax Fund	58,638.20
31	Head Start Fund	23,850.02
34	Comm Services Blk Grant Fund	22,280.64
35	Workforce & Business Center	5,670.01
43	Colorado Air & Space Port	120,507.19
50	FLATROCK Facility Fund	4,243.23
94	Sheriff Payables	10,080.00
		<u>3,294,167.71</u>

## Net Warrants by Fund Detail

1General Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00005373	320525	ARIAS REBECCA M	07/09/19	2,751.00
00005374	37193	CINA & CINA FORENSIC CONSULTIN	07/10/19	26,250.00
00005376	418678	CONVERCENT INC	07/10/19	14,894.00
00005377	884035	SEKI SHINSUKE	07/11/19	4,000.00
00005386	378404	CARUSO JAMES LOUIS	07/12/19	8,200.00
00005388	465183	PITNEY BOWES BANK	07/12/19	16,000.00
00738895	260281	ADAMS COUNTY YOUTH INITIATIVE	07/08/19	20,000.00
00738896	433987	ADCO DISTRICT ATTORNEY'S OFFIC	07/08/19	688.16
00738898	12012	ALSCO AMERICAN INDUSTRIAL	07/08/19	107.69
00738899	714456	ALTA LANGUAGE SERVICES INC	07/08/19	590.00
00738900	881061	ANSTINE JULIE ANN	07/08/19	19.00
00738901	50314	APEX SOFTWARE	07/08/19	2,720.00
00738902	498573	ARBORFORCE LLC	07/08/19	12,930.00
00738903	5907	AURORA SENTINEL	07/08/19	90.00
00738904	219183	BALL FRANK J	07/08/19	19.00
00738905	37424	BC SERVICES INC	07/08/19	19.00
00738906	673295	BODIE ENGER LAW TRUST	07/08/19	19.00
00738907	38496	BROWN CHRISTINE N	07/08/19	125.00
00738909	726898	CA SHORT COMPANY	07/08/19	23,750.00
00738910	882056	CAZENAVE RYAN	07/08/19	75.00
00738914	80146	COLO DEPT OF PUBLIC HEALTH & E	07/08/19	40.00
00738915	7612	COLO SUPREME COURT	07/08/19	25.00
00738916	881063	COLON ILIANA	07/08/19	19.00
00738917	14990	COMMUNITY PET HOSPITAL	07/08/19	455.68
00738918	40374	COSTAR REALTY INFORMATION INC	07/08/19	3,981.97
00738919	852368	CREAMER BRANDON	07/08/19	500.00
00738920	422244	DEBELL MALINDA MARIE	07/08/19	100.00
00738921	881275	DIAZ DELEON ARACELI	07/08/19	19.00
00738922	34567	DILL JERRY	07/08/19	100.00
00738923	370160	EIDE BAILLY LLP	07/08/19	14,525.00
00738924	881057	ESCAMILLA RYAN LEE	07/08/19	19.00
00738926	57888	FRANCY LAW FIRM, PLLC	07/08/19	19.00
00738927	57888	FRANCY LAW FIRM, PLLC	07/08/19	19.00
00738928	57888	FRANCY LAW FIRM, PLLC	07/08/19	19.00
00738930	881058	GRANDPAS WORLD	07/08/19	19.00
00738931	881065	GUZMAN GALINDO ANDREA	07/08/19	19.00

## Net Warrants by Fund Detail

1General Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738933	866174	HARRIS KOCHER SMITH	07/08/19	882.50
00738934	118579	HARTNAGLE CAROL ANN	07/08/19	100.00
00738935	882057	HEREDIA MARIA	07/08/19	75.00
00738936	486419	HIGH COUNTRY BEVERAGE	07/08/19	624.00
00738937	8721	HILL & ROBBINS	07/08/19	1,769.08
00738938	727825	HOLMES JAMES KENNETH	07/08/19	100.00
00738939	358482	HOLST AND BOETTCHER	07/08/19	19.00
00738940	203978	HOWSE KATHRYN	07/08/19	200.00
00738941	852545	JDT SERVICES LLC	07/08/19	8,043.00
00738942	170763	JONES EYI	07/08/19	588.00
00738943	855131	KEMP KIRK L	07/08/19	250.00
00738944	870005	KNUCKLES ROBERT E	07/08/19	350.00
00738945	882046	LABOTO MONIQUE	07/08/19	75.00
00738949	262991	MACKEY BRIANNA L	07/08/19	100.00
00738951	881060	MARTINEZ MARLENE	07/08/19	19.00
00738952	42663	MAXEY KEITH	07/08/19	250.00
00738953	881059	MCCOY ELIZABETH M	07/08/19	19.00
00738954	881054	MCCREIGHT KEVIN LEE	07/08/19	19.00
00738955	869649	MEYER TONYA L	07/08/19	600.00
00738956	230952	MILLER COHEN PETERSON YOUNG P.	07/08/19	19.00
00738957	173917	MULLIGAN CAROLYN	07/08/19	125.00
00738958	570347	NELSON AND KENNARD	07/08/19	19.00
00738959	881055	ONTIVEROS MARISOL	07/08/19	19.00
00738960	172146	PARKS JERRY	07/08/19	150.00
00738961	881056	PARRISH ALEXANDRIA LEIGH	07/08/19	56.00
00738962	71065	PEREZ WALDEMAR P	07/08/19	100.00
00738963	176327	PITNEY BOWES	07/08/19	1,152.54
00738964	118582	PRADO AL JR	07/08/19	200.00
00738965	42970	PROFESSIONAL SIGN LANGUAGE INT	07/08/19	17.08
00738966	263724	RED HAWK FIRE & SECURITY	07/08/19	1,536.00
00738967	430098	REPUBLIC SERVICES #535	07/08/19	54.45
00738969	882055	RODARTE ALYSSA	07/08/19	75.00
00738970	881064	RUIZ DE VINASPRE JORGE A	07/08/19	19.00
00738972	882050	SANCHEZ PATRICIA D	07/08/19	75.00
00738973	882054	SANTISTEVAN ANGIE	07/08/19	75.00
00738974	36706	SCOTT CONTRACTING INC	07/08/19	1,000.00

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00738975	26297	SENIORS RESOURCE CENTER INC	07/08/19	51,074.69
00738976	13538	SHRED IT USA LLC	07/08/19	312.63
00738977	226456	SIMON HARRY L	07/08/19	19.00
00738978	262997	SMITH DOUGLAS PHD	07/08/19	650.00
00738979	25335	STANLEY CONVERGENT SECURITY S	07/08/19	726.52
00738980	42818	STATE OF COLORADO	07/08/19	24,663.44
00738981	709320	STATE-WIDE LOCK & SAFE INC	07/08/19	186.80
00738982	243343	STENGER AND STENGER	07/08/19	38.00
00738984	66264	SYSTEMS GROUP	07/08/19	710.00
00738985	881062	THIESSEN GLORIA DENISE	07/08/19	66.00
00738986	270589	TOP HAT FILE AND SERVE	07/08/19	19.00
00738987	37005	TOSHIBA BUSINESS SOLUTIONS	07/08/19	75.00
00738988	1094	TRI COUNTY HEALTH DEPT	07/08/19	302,923.66
00738989	122941	TRI-COUNTY HEALTH DEPT	07/08/19	6,111.00
00738998	7436	VAHLING DELBERT A	07/08/19	200.00
00738999	882045	VASQUEZ HOPE	07/08/19	75.00
00739000	737980	WOLD ARCHITECTS AND ENGINEERS	07/08/19	32,177.08
00739001	13822	XCEL ENERGY	07/08/19	501.68
00739015	660874	iPROMOTEu.COM	07/09/19	6,493.89
00739017	91631	ADAMSON POLICE PRODUCTS	07/09/19	8,120.67
00739021	13160	BRIGHTON CITY OF (WATER)	07/09/19	1,483.67
00739022	13160	BRIGHTON CITY OF (WATER)	07/09/19	730.23
00739023	13160	BRIGHTON CITY OF (WATER)	07/09/19	11,259.16
00739024	13160	BRIGHTON CITY OF (WATER)	07/09/19	131.08
00739025	491853	CENTER POINT ENERGY SERVICES R	07/09/19	1,303.84
00739026	491853	CENTER POINT ENERGY SERVICES R	07/09/19	1,019.02
00739027	491853	CENTER POINT ENERGY SERVICES R	07/09/19	767.79
00739028	491853	CENTER POINT ENERGY SERVICES R	07/09/19	7,887.60
00739029	37266	CENTURY LINK	07/09/19	90.95
00739030	37266	CENTURY LINK	07/09/19	205.39
00739031	770362	CESARE INC	07/09/19	595.50
00739032	9902	CHEMATOX LABORATORY INC	07/09/19	1,395.00
00739034	862228	COBLACO SERVICES INC	07/09/19	350.00
00739035	209334	COLO NATURAL GAS INC	07/09/19	54.97
00739036	656568	COMMERCIAL VEHICLE TRAINING CE	07/09/19	1,065.00
00739038	248103	DS WATERS OF AMERICA INC	07/09/19	597.16

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00739039	671123	FOUND MY KEYS	07/09/19	1,043.50
00739040	12689	GALLS LLC	07/09/19	881.15
00739041	13565	INTERMOUNTAIN REA	07/09/19	27.19
00739042	77611	KD SERVICE GROUP	07/09/19	7,087.77
00739043	6058	LANDAUER INC	07/09/19	958.20
00739046	51274	MCDONALD YONG HUI V	07/09/19	5,130.00
00739047	729564	METRO TRANSPORTATION PLANNING	07/09/19	3,192.55
00739048	93018	MURPHY RICK	07/09/19	3,054.50
00739050	16428	NICOLETTI-FLATER ASSOCIATES	07/09/19	2,625.00
00739053	12691	PEARL COUNSELING ASSOCIATES	07/09/19	16,073.00
00739054	45133	PPS INTERIORS	07/09/19	7,879.00
00739057	837076	PSYCHOLOGICAL DIMENSIONS	07/09/19	1,150.00
00739058	8866	RED ROCKS COMMUNITY COLLEGE	07/09/19	285,219.85
00739059	6275	ROCKY MTN INFO NETWORK	07/09/19	250.00
00739060	472626	SAFEWARE INC	07/09/19	12,568.98
00739061	46792	SECURE HORIZONS	07/09/19	1,650.00
00739063	13932	SOUTH ADAMS WATER & SANITATION	07/09/19	898.45
00739065	599714	SUMMIT FOOD SERVICE LLC	07/09/19	457.79
00739067	666214	TYGRETT DEBRA R	07/09/19	294.00
00739068	240959	UNITED HEALTHCARE	07/09/19	7,850.00
00739070	1007	UNITED POWER (UNION REA)	07/09/19	25,668.05
00739071	1007	UNITED POWER (UNION REA)	07/09/19	69.21
00739072	1007	UNITED POWER (UNION REA)	07/09/19	93.91
00739073	1007	UNITED POWER (UNION REA)	07/09/19	102.40
00739074	1007	UNITED POWER (UNION REA)	07/09/19	1,348.51
00739075	1007	UNITED POWER (UNION REA)	07/09/19	5,345.42
00739076	1007	UNITED POWER (UNION REA)	07/09/19	896.18
00739077	1007	UNITED POWER (UNION REA)	07/09/19	20.99
00739078	1007	UNITED POWER (UNION REA)	07/09/19	6,466.58
00739079	1007	UNITED POWER (UNION REA)	07/09/19	63.39
00739080	1007	UNITED POWER (UNION REA)	07/09/19	7,958.94
00739081	1007	UNITED POWER (UNION REA)	07/09/19	451.27
00739082	1007	UNITED POWER (UNION REA)	07/09/19	22,531.21
00739087	725336	US CORRECTIONS LLC	07/09/19	5,008.00
00739089	28574	VERIZON WIRELESS	07/09/19	302.10
00739090	13822	XCEL ENERGY	07/09/19	91.80



## Net Warrants by Fund Detail

1General Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739091	13822	XCEL ENERGY	07/09/19	63.85
00739092	13822	XCEL ENERGY	07/09/19	51.99
00739093	13822	XCEL ENERGY	07/09/19	142.35
00739094	13822	XCEL ENERGY	07/09/19	129.84
00739095	13822	XCEL ENERGY	07/09/19	60.13
00739096	13822	XCEL ENERGY	07/09/19	109.87
00739097	13822	XCEL ENERGY	07/09/19	48.43
00739098	13822	XCEL ENERGY	07/09/19	11,154.83
00739099	13822	XCEL ENERGY	07/09/19	941.05
00739100	13822	XCEL ENERGY	07/09/19	137.04
00739101	13822	XCEL ENERGY	07/09/19	830.38
00739102	13593	KAISER PERMANENTE	07/09/19	9,750.00
00739104	46792	SECURE HORIZONS	07/09/19	1,650.00
00739124	35974	ADAMS COUNTY TREASURER	07/10/19	2,548.74
00739129	54337	BOTTOMLINE TECHNOLOGIES INC	07/10/19	2,600.00
00739130	6331	COLO ASSESSORS ASSN	07/10/19	115.00
00739131	5050	COLO DIST ATTORNEY COUNCIL	07/10/19	75.00
00739132	5050	COLO DIST ATTORNEY COUNCIL	07/10/19	28.95
00739133	5050	COLO DIST ATTORNEY COUNCIL	07/10/19	3,584.90
00739134	64269	COLUMBIA SANITARY SERVICE INC	07/10/19	6,300.00
00739138	25579	ENTRAVISION COMMUNICATIONS	07/10/19	3,500.01
00739141	438625	GOVERNOR'S OFFICE OF IT	07/10/19	2,237.22
00739142	565398	GREER, AMY	07/10/19	2,227.50
00739143	294059	GROUND SERVICE COMPANY	07/10/19	4,736.00
00739144	248101	HP DIRECT	07/10/19	49,426.06
00739145	883624	HUDDLESTON JOHN	07/10/19	615.00
00739146	479165	IDEMIA IDENTITY & SECURITY USA	07/10/19	4,958.00
00739147	32276	INSIGHT PUBLIC SECTOR	07/10/19	14,488.58
00739149	874076	KYGOFM	07/10/19	1,315.00
00739152	13912	MORGAN COUNTY SHERIFF	07/10/19	7.50
00739155	574170	SCHULTZ PUBLIC AFFAIRS LLC	07/10/19	4,333.33
00739156	13538	SHRED IT USA LLC	07/10/19	917.70
00739159	45300	VISION SOLUTIONS INC	07/10/19	4,478.61
00739161	365681	GETTY IMAGES (US) INC	07/10/19	4,100.00
00739163	304526	ALGER PATRICIA	07/11/19	100.00
00739164	491318	AMERICAN EAGLE DISTRIBUTING	07/11/19	552.00

## Net Warrants by Fund Detail

1General Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739165	3020	BENNETT TOWN OF	07/11/19	1,500.00
00739166	3020	BENNETT TOWN OF	07/11/19	76.12
00739167	47314	BOGAN JOAN	07/11/19	150.00
00739170	647801	CML SECURITY LLC	07/11/19	13,333.33
00739173	13299	CSU UNIVERSITY RESOURCE CTR	07/11/19	116.80
00739174	56025	DISCOUNT PLUMBING SERVICES INC	07/11/19	679.23
00739177	23828	FRANKLIN COVEY	07/11/19	7,050.00
00739178	783632	GAM ENTERPRISES INC	07/11/19	6,795.43
00739179	173919	GARDEA STEPHEN PAUL	07/11/19	200.00
00739180	486419	HIGH COUNTRY BEVERAGE	07/11/19	3,654.65
00739182	701501	KDVR FOX31	07/11/19	8,000.00
00739183	289628	KUSA	07/11/19	6,905.00
00739184	701505	KWGN LLC	07/11/19	7,000.00
00739185	883611	LEBLANC CODY MICHAEL	07/11/19	200.00
00739186	707905	MCDONALD WATERPROOFING & RESTO	07/11/19	4,520.00
00739187	286453	MCLEAN ELISSA	07/11/19	2,500.00
00739188	414586	MEAD BRIAN A	07/11/19	600.00
00739189	620196	MEANS BRANDON	07/11/19	100.00
00739190	93320	MILE HIGH TREE CARE INC	07/11/19	2,000.00
00739191	13719	MORGAN COUNTY REA	07/11/19	63.03
00739192	354724	MSDSOONLINE INC	07/11/19	9,599.00
00739193	884021	OAKLEAF STUDIOS	07/11/19	150.00
00739194	181778	POST ERIN	07/11/19	187.50
00739196	48059	RADIO RESOURCE INC	07/11/19	78.00
00739197	643019	REPUBLIC NATIONAL DISTRIBUTING	07/11/19	622.00
00739198	58530	RYAN & COMPANY INC	07/11/19	14,952.00
00739200	883610	SEXTON JOHN D	07/11/19	400.00
00739201	33604	STATE OF COLORADO	07/11/19	55.20
00739203	13949	STRASBURG SANITATION	07/11/19	1,607.17
00739204	293662	SUMMIT LABORATORIES INC	07/11/19	480.00
00739209	46796	WESTMINSTER CITY OF	07/11/19	6,106.40
00739210	712817	WHITESTONE CONSTRUCTION SERVIC	07/11/19	30,210.00
00739211	13822	XCEL ENERGY	07/11/19	68.37
00739212	13822	XCEL ENERGY	07/11/19	3,311.68
00739213	13822	XCEL ENERGY	07/11/19	223.21
00739214	13822	XCEL ENERGY	07/11/19	1,346.15

## Net Warrants by Fund Detail

1General Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739215	13822	XCEL ENERGY	07/11/19	5,594.53
00739216	13822	XCEL ENERGY	07/11/19	15,880.01
00739217	13822	XCEL ENERGY	07/11/19	1,704.78
00739218	13822	XCEL ENERGY	07/11/19	17,057.49
00739219	13822	XCEL ENERGY	07/11/19	102.13
00739220	13822	XCEL ENERGY	07/11/19	83.72
00739221	13822	XCEL ENERGY	07/11/19	151.97
00739222	13822	XCEL ENERGY	07/11/19	39.48
00739223	13822	XCEL ENERGY	07/11/19	129.97
00739225	678293	ZOE TRAINING & CONSULTING	07/11/19	4,148.50
00739241	433987	ADCO DISTRICT ATTORNEY'S OFFIC	07/12/19	816.40
00739242	883765	ATKINS CHRIS	07/12/19	75.00
00739243	88421	BLUE WATER PROMOTIONS	07/12/19	7,000.00
00739244	347304	BRANDED IMAGE APPAREL	07/12/19	2,109.00
00739247	883758	CARDENAS MARIA	07/12/19	75.00
00739248	883761	CARDONA JUANA	07/12/19	75.00
00739253	327250	CINTAS CORPORATION NO 2	07/12/19	215.17
00739256	171565	CORDOVA GILBERT	07/12/19	1,200.00
00739259	883759	ESTRADA GRISELDA	07/12/19	75.00
00739260	809485	HAGGERTY BRIAN	07/12/19	65.00
00739261	14991	HELTON & WILLIAMSEN PC	07/12/19	637.30
00739262	79260	IDEXX DISTRIBUTION INC	07/12/19	94.47
00739263	852545	JDT SERVICES LLC	07/12/19	900.00
00739266	214066	LOMBARDI LANA	07/12/19	75.00
00739267	883762	LUCERO JOANN	07/12/19	75.00
00739269	883792	MARQUEZ MARIE	07/12/19	400.00
00739270	637831	MCCREARY RAPHAEL	07/12/19	65.00
00739271	13591	MWI VETERINARY SUPPLY CO	07/12/19	3,918.99
00739272	883766	NIETO LINDA	07/12/19	950.00
00739273	13774	NORTH PECOS WATER & SANITATION	07/12/19	40.94
00739274	42881	NORTHGLENN CITY OF	07/12/19	56.00
00739275	883609	OLIVAS SAENZ MARISELA	07/12/19	70.00
00739276	883618	ORTIZ JESSE	07/12/19	115.00
00739277	884023	PADILLA ALONDRA	07/12/19	400.00
00739278	720230	PHILLIPS PET FOOD & SUPPLIES	07/12/19	605.40
00739279	725956	PRUDENTIAL OVERALL SUPPLY	07/12/19	110.56

## Net Warrants by Fund Detail

1General Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739280	14246	RIVERDALE GOLF COURSE	07/12/19	2,457.02
00739281	134250	SAGE TELECOMMUNICATIONS CORP	07/12/19	200.00
00739282	883770	SALAZAR STEPHANIE	07/12/19	400.00
00739284	810316	TRELOAR TARA A	07/12/19	65.00
00739286	702804	WOLFE SANDRA KAY	07/12/19	65.00
00739287	338508	WRIGHTWAY INDUSTRIES INC	07/12/19	144.25
00739288	13822	XCEL ENERGY	07/12/19	53.88
00739289	13822	XCEL ENERGY	07/12/19	58.42
00739290	13822	XCEL ENERGY	07/12/19	260.46
<b>Fund Total</b>				<b>1,412,661.43</b>

County of Adams  
Net Warrants by Fund Detail

<u>4</u>		<u>Capital Facilities Fund</u>			
<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>	
00739064	740359	STANTEC ARCHITECTURE INC	07/09/19	59,475.45	
Fund Total				59,475.45	

## Net Warrants by Fund Detail

5Golf Course Enterprise Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738908	9822	BUCKEYE WELDING SUPPLY CO INC	07/08/19	26.00
00738929	804964	GRAINGER	07/08/19	192.66
00738946	4748	LITTLE VALLEY NURSERIES INC	07/08/19	242.40
00738991	1007	UNITED POWER (UNION REA)	07/08/19	98.46
00738992	1007	UNITED POWER (UNION REA)	07/08/19	3,796.84
00738993	1007	UNITED POWER (UNION REA)	07/08/19	69.50
00738994	1007	UNITED POWER (UNION REA)	07/08/19	4,060.47
00738995	1007	UNITED POWER (UNION REA)	07/08/19	3,349.36
00738996	1007	UNITED POWER (UNION REA)	07/08/19	30.72
00738997	1007	UNITED POWER (UNION REA)	07/08/19	1,133.14
00739002	13822	XCEL ENERGY	07/08/19	110.72
<b>Fund Total</b>				<b>13,110.27</b>

## Net Warrants by Fund Detail

6Equipment Service Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738925	346750	FACTORY MOTOR PARTS	07/08/19	7,789.41
00738947	94481	LONGMONT FORD	07/08/19	8,077.64
00738971	16237	SAM HILL OIL INC	07/08/19	44,568.30
00739055	324769	PRECISE MRM LLC	07/09/19	5,520.00
00739154	16237	SAM HILL OIL INC	07/10/19	11,729.29
00739158	790907	THE GOODYEAR TIRE AND RUBBER C	07/10/19	4,020.55
00739199	16237	SAM HILL OIL INC	07/11/19	11,426.96
00739226	90670	4 RIVERS EQUIPMENT	07/11/19	6,880.25
00739265	27626	JOHN ELWAY CHEVROLET	07/12/19	38,350.00
<b>Fund Total</b>				<b>138,362.40</b>

County of Adams  
Net Warrants by Fund Detail

<u>7</u>		<u>Stormwater Utility Fund</u>			
<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>	
00738932	381414	HAMPDEN PRESS INC	07/08/19	4,539.00	
00739224	883640	XCEL ENERGY SERVICES	07/11/19	10,000.00	
			<b>Fund Total</b>	<b>14,539.00</b>	



## Net Warrants by Fund Detail

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**Road & Bridge Fund**

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738897	100083	ALDERMAN BERNSTEIN	07/08/19	637.50
00738913	465316	CLAYTON AND COMPANY INC	07/08/19	7,500.00
00738950	881500	MACLENNAN RUSSELL D	07/08/19	400.00
00739018	12012	ALSCO AMERICAN INDUSTRIAL	07/09/19	308.47
00739019	49497	BFI TOWER ROAD LANDFILL	07/09/19	1,605.25
00739020	852372	BOWMAN CONSTRUCTION SUPPLY	07/09/19	3,126.66
00739033	2305	COBITCO INC	07/09/19	170.09
00739056	556555	PREMIER PORTABLES	07/09/19	350.00
00739066	790907	THE GOODYEAR TIRE AND RUBBER C	07/09/19	309.00
00739088	158184	UTILITY NOTIFICATION CENTER OF	07/09/19	687.28
00739126	13074	ALBERT FREI & SONS INC	07/10/19	12,593.41
00739127	9507	ALLIED RECYCLED AGGREGATES	07/10/19	24,585.28
00739128	49497	BFI TOWER ROAD LANDFILL	07/10/19	3,619.25
00739139	534975	EP&A ENVIROTAC INC	07/10/19	153,660.00
00739140	212385	GMCO CORPORATION	07/10/19	72,434.29
00739148	506641	JK TRANSPORTS INC	07/10/19	2,857.50
00739150	320028	MATRIX DESIGN GROUP	07/10/19	7,740.00
00739153	320135	OLSON INSTRUMENTS INC	07/10/19	12,475.00
00739160	7872	VULCAN INC	07/10/19	752.68
00739245	8909	BRANNAN SAND & GRAVEL COMPANY	07/12/19	1,666.86
<b>Fund Total</b>				<b>307,478.52</b>

## Net Warrants by Fund Detail

19Insurance Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00005382	37223	UNITED HEALTH CARE INSURANCE C	07/11/19	236,189.04
00005383	37223	UNITED HEALTH CARE INSURANCE C	07/11/19	98,667.21
00005384	760692	OPTUM BANK	07/11/19	500.50
00005385	760692	OPTUM BANK	07/12/19	159.50
00005387	423439	DELTA DENTAL OF COLO	07/12/19	47,258.56
00739037	13663	DELTA DENTAL PLAN OF COLO	07/09/19	15,374.89
00739062	46792	SECURE HORIZONS	07/09/19	18,123.20
00739069	240959	UNITED HEALTHCARE	07/09/19	36,595.69
00739103	13593	KAISER PERMANENTE	07/09/19	88,468.42
00739105	46792	SECURE HORIZONS	07/09/19	18,123.20
00739106	37507	UNITED HEALTHCARE	07/09/19	2,798.40
00739107	240958	UNITED HEALTHCARE	07/09/19	14,605.20
00739108	11552	VISION SERVICE PLAN-CONNECTICU	07/09/19	375.92
00739109	11552	VISION SERVICE PLAN-CONNECTICU	07/09/19	3.81
00739208	11552	VISION SERVICE PLAN-CONNECTICU	07/11/19	17,193.34
<b>Fund Total</b>				<b>594,436.88</b>

County of Adams  
Net Warrants by Fund Detail

<u>20</u>		<u>Developmentally Disabled</u>			
<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>	
00739051	3313	NORTH METRO COMMUNITY SERVICES	07/09/19	504,211.33	
			<b>Fund Total</b>	<b>504,211.33</b>	

County of Adams  
Net Warrants by Fund Detail

<u>24</u>		<u>Conservation Trust Fund</u>			
<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>	
00739285	1574	WEST ADAMS SOIL CONSERVATION	07/12/19	782.00	
			<b>Fund Total</b>	<b>782.00</b>	

County of Adams  
Net Warrants by Fund Detail

27      Open Space Projects Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739151	320028	MATRIX DESIGN GROUP	07/10/19	3,841.14
Fund Total				3,841.14

County of Adams  
Net Warrants by Fund Detail

28      Open Space Sales Tax Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738968	881762	RICARDO FLORES MAGON ACADEMY	07/08/19	23,638.20
00739246	43146	BRIGHTON CITY OF	07/12/19	5,000.00
00739268	46295	MAPLETON PUBLIC SCHOOLS	07/12/19	30,000.00
Fund Total				58,638.20

## Net Warrants by Fund Detail

31Head Start Fund

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738911	37266	CENTURY LINK	07/08/19	104.76
00738912	37266	CENTURY LINK	07/08/19	403.31
00738948	694101	LOYA GARCIA TANIA MARILYN	07/08/19	27.50
00738990	13047	UNISON HOUSING PARTNERS	07/08/19	4,961.00
00739249	37266	CENTURY LINK	07/12/19	143.17
00739250	37266	CENTURY LINK	07/12/19	368.17
00739252	327914	CESCO LINGUISTIC SERVICE INC	07/12/19	131.27
00739254	612089	COMMERCIAL CLEANING SYSTEMS	07/12/19	4,007.00
00739255	248029	COMMUNITY REACH CENTER FOUNDAT	07/12/19	6,515.84
00739257	881716	CRISIS PREVENTION INSTITUTE IN	07/12/19	7,188.00
<b>Fund Total</b>				<b>23,850.02</b>

County of Adams  
Net Warrants by Fund Detail

<u>34</u>		<u>Comm Services Blk Grant Fund</u>			
<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>	
00739162	258636	ADAMS COUNTY FOOD BANK	07/11/19	4,659.79	
00739176	689894	ETHIOPIAN COMMUNITY DEVELOPMEN	07/11/19	1,880.21	
00739195	189016	PROJECT ANGEL HEART	07/11/19	15,740.64	
Fund Total				22,280.64	



## Net Warrants by Fund Detail

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Workforce & Business Center

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739016	252050	ADAMS COUNTY HUMAN SERVICES	07/09/19	7.42
00739044	881718	LEWIS HERNANDEZ ELISABETH R	07/09/19	25.00
00739045	37541	MARTINEZ VICTORIA	07/09/19	20.00
00739049	725411	MYRICK KATHIE	07/09/19	20.00
00739052	881993	ORTEGA MARCOS	07/09/19	25.00
00739135	1483	COMPUTER SYSTEMS DESIGN	07/10/19	4,800.00
00739137	650729	ELEMENTS	07/10/19	254.29
00739240	252050	ADAMS COUNTY HUMAN SERVICES	07/12/19	398.40
00739251	152461	CENTURYLINK	07/12/19	39.90
00739258	883880	DUENEZ RAMIREZ CHRISTOPHER	07/12/19	80.00
<b>Fund Total</b>				<b>5,670.01</b>

## Net Warrants by Fund Detail

43Colorado Air & Space Port

<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00005375	709816	CITY SERVICEVALCON LLC	07/10/19	17,769.70
00005381	80249	OFFEN PETROLEUM INC	07/11/19	1,591.34
00739125	799145	ADVANCED SCIENCES AND TECHNOLO	07/10/19	35,205.36
00739136	556579	DBT TRANSPORTATION SERVICES LL	07/10/19	1,185.00
00739157	25335	STANLEY CONVERGENT SECURITY S	07/10/19	16,956.73
00739168	852482	CLEARWAY ENERGY GROUP LLC	07/11/19	2,923.48
00739175	13410	EASTERN SLOPE RURAL TELEPHONE	07/11/19	202.97
00739181	204737	JVIATION INC	07/11/19	21,861.25
00739205	80267	SWIMS DISPOSAL	07/11/19	298.75
00739206	93074	SYSCO DENVER	07/11/19	1,994.10
00739207	24681	VAN DIEST SUPPLY CO	07/11/19	1,131.40
00739264	26418	JOHN DEERE COMPANY	07/12/19	17,839.36
00739283	93074	SYSCO DENVER	07/12/19	1,547.75
<b>Fund Total</b>				<b>120,507.19</b>

## Net Warrants by Fund Detail

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FLATROCK Facility Fund

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<u>Warrant</u>	<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00738983	41889	SUNSTATE EQUIPMENT CO LLC	07/08/19	2,307.25
00739083	1007	UNITED POWER (UNION REA)	07/09/19	102.94
00739084	1007	UNITED POWER (UNION REA)	07/09/19	55.13
00739085	1007	UNITED POWER (UNION REA)	07/09/19	1,606.88
00739086	1007	UNITED POWER (UNION REA)	07/09/19	170.16
00739202	33604	STATE OF COLORADO	07/11/19	.87
<b>Fund Total</b>				<hr/> <b>4,243.23</b>

County of Adams  
Net Warrants by Fund Detail

<b>94</b>		<b>Sheriff Payables</b>			
<u>Warrant</u>		<u>Supplier No</u>	<u>Supplier Name</u>	<u>Warrant Date</u>	<u>Amount</u>
00739169		95935	CLERK OF THE COUNTY COURT	07/11/19	4,660.00
00739171		92474	COLO DEPT OF HUMAN SERVICES	07/11/19	4,950.00
00739172		44915	COLO JUDICIAL DEPT	07/11/19	470.00
<b>Fund Total</b>					<b>10,080.00</b>

County of Adams  
Net Warrants by Fund Detail

Grand Total 3,294,167.71

County of Adams  
Vendor Payment Report

<u>99800</u>	<u>All Ofc Shared Direct</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Postage & Freight					
	ADAMS COUNTY HUMAN SERVICES	00035	956051	341817	07/10/19	398.40
					Account Total	398.40
					Department Total	398.40

County of Adams  
Vendor Payment Report

<u>2051</u>	<u>ANS - Administration</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Animal Control/Shelter					
	OLIVAS SAENZ MARISELA	00001	956181	341965	07/11/19	70.00
	ORTIZ JESSE	00001	956182	341965	07/11/19	115.00
					Account Total	185.00
					Department Total	185.00

County of Adams  
Vendor Payment Report

<u>4306</u>	<u>Cafe</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Snack Bar Supplies					
	SYSCO DENVER	00043	955999	341727	07/09/19	687.33
	SYSCO DENVER	00043	956000	341727	07/09/19	1,306.77
	SYSCO DENVER	00043	956154	341947	07/11/19	1,547.75
					Account Total	3,541.85
					Department Total	3,541.85



County of Adams  
Vendor Payment Report

<u>4</u>	<u>Capital Facilities Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	STANTEC ARCHITECTURE INC	00004	955922	341608	07/08/19	59,475.45
					Account Total	59,475.45
					Department Total	59,475.45

**County of Adams**  
**Vendor Payment Report**

<u>43</u>	<u>Colorado Air &amp; Space Port</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	ADVANCED SCIENCES AND TECHNOLO	00043	956073	341753	07/10/19	35,205.36
	CITY SERVICEVALCON LLC	00043	956068	341819	07/10/19	17,769.70
	DBT TRANSPORTATION SERVICES LL	00043	956076	341753	07/10/19	1,185.00
	JOHN DEERE COMPANY	00043	956224	342099	07/12/19	16,157.68
	JOHN DEERE COMPANY	00043	956224	342099	07/12/19	1,681.68
	JVIATION INC	00043	956149	341946	07/11/19	21,861.25
	STANLEY CONVERGENT SECURITY S	00043	956074	341753	07/10/19	11,161.72
	STANLEY CONVERGENT SECURITY S	00043	956075	341753	07/10/19	5,795.01
					Account Total	110,817.40
					Department Total	110,817.40

County of Adams  
Vendor Payment Report

<u>1033</u>	<u>Community Transit</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Community Transit Services					
	SENIORS RESOURCE CENTER INC	00001	955832	341552	07/05/19	51,074.69
					Account Total	51,074.69
					Department Total	51,074.69

County of Adams  
Vendor Payment Report

<u>2055</u>	<u>Control/Enforcement</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Medical Services					
	COMMUNITY PET HOSPITAL	00001	955811	341413	07/03/19	203.68
	COMMUNITY PET HOSPITAL	00001	955812	341413	07/03/19	252.00
					Account Total	455.68
					Department Total	455.68

**County of Adams**  
**Vendor Payment Report**

<u>1041</u>	<u>County Assessor</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Education & Training					
	COLO ASSESSORS ASSN	00001	955873	341560	07/05/19	115.00
					Account Total	115.00
	Maintenance Contracts					
	APEX SOFTWARE	00001	955806	341387	07/03/19	2,720.00
	COSTAR REALTY INFORMATION INC	00001	955659	341234	07/02/19	3,981.97
					Account Total	6,701.97
	Other Professional Serv					
	ADAMS COUNTY TREASURER	00001	956012	341751	07/09/19	2,548.74
	SHRED IT USA LLC	00001	955977	341701	07/09/19	917.70
					Account Total	3,466.44
					Department Total	10,283.41

**County of Adams**  
**Vendor Payment Report**

<u>2031</u>	<u>County Coroner</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Medical Services					
	CARUSO JAMES LOUIS	00001	956183	341974	07/11/19	8,200.00
	CINA & CINA FORENSIC CONSULTIN	00001	955981	341708	07/09/19	26,250.00
					Account Total	34,450.00
	Other Professional Serv					
	ARIAS REBECCA M	00001	955599	341115	07/01/19	945.00
	ARIAS REBECCA M	00001	955600	341115	07/01/19	1,806.00
					Account Total	2,751.00
					Department Total	37,201.00

County of Adams  
Vendor Payment Report

<u>4302</u>	<u>CASP Administration</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Water/Sewer/Sanitation					
	SWIMS DISPOSAL	00043	955997	341727	07/09/19	298.75
					Account Total	298.75
					Department Total	298.75

**County of Adams**  
**Vendor Payment Report**

<u>4304</u>	<u>CASP Operations/Maintenance</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Diesel					
	OFFEN PETROLEUM INC	00043	955982	341720	07/09/19	1,591.34
					Account Total	1,591.34
	Gas & Electricity					
	CLEARWAY ENERGY GROUP LLC	00043	955983	341722	07/09/19	1,153.40
	CLEARWAY ENERGY GROUP LLC	00043	955984	341722	07/09/19	720.33
	CLEARWAY ENERGY GROUP LLC	00043	955985	341722	07/09/19	527.31
	CLEARWAY ENERGY GROUP LLC	00043	955986	341722	07/09/19	522.44
					Account Total	2,923.48
	Herbicides					
	VAN DIEST SUPPLY CO	00043	956002	341727	07/09/19	472.70
	VAN DIEST SUPPLY CO	00043	956003	341727	07/09/19	294.00
					Account Total	766.70
	Pesticides					
	VAN DIEST SUPPLY CO	00043	956001	341727	07/09/19	364.70
					Account Total	364.70
	Telephone					
	EASTERN SLOPE RURAL TELEPHONE	00043	955987	341722	07/09/19	202.97
					Account Total	202.97
					Department Total	5,849.19



County of Adams  
Vendor Payment Report

<u>1022</u>	<u>CLK Elections</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Destruction of Records					
	SHRED IT USA LLC	00001	955580	341104	07/01/19	34.20
					Account Total	34.20
	Maintenance Contracts					
	PITNEY BOWES	00001	955576	341104	07/01/19	1,152.54
					Account Total	1,152.54
	Subscrip/Publications					
	AURORA SENTINEL	00001	955578	341104	07/01/19	90.00
					Account Total	90.00
					Department Total	1,276.74

**County of Adams**  
**Vendor Payment Report**

<u>1023</u>	<u>CLK Motor Vehicle</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Destruction of Records					
	SHRED IT USA LLC	00001	955579	341104	07/01/19	139.47
	SHRED IT USA LLC	00001	955581	341104	07/01/19	138.96
					Account Total	278.43
	Maintenance Contracts					
	RED HAWK FIRE & SECURITY	00001	955577	341104	07/01/19	1,536.00
					Account Total	1,536.00
	Office Furniture					
	PPS INTERIORS	00001	955598	341119	07/01/19	7,879.00
					Account Total	7,879.00
	Operating Supplies					
	ALSCO AMERICAN INDUSTRIAL	00001	955571	341104	07/01/19	26.89
	ALSCO AMERICAN INDUSTRIAL	00001	955572	341104	07/01/19	17.19
	ALSCO AMERICAN INDUSTRIAL	00001	955573	341104	07/01/19	26.89
	ALSCO AMERICAN INDUSTRIAL	00001	955574	341104	07/01/19	19.53
	ALSCO AMERICAN INDUSTRIAL	00001	955575	341104	07/01/19	17.19
					Account Total	107.69
					Department Total	9,801.12

County of Adams  
Vendor Payment Report

<u>1021</u>	<u>CLK Recording</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Operating Supplies					
	STATE-WIDE LOCK & SAFE INC	00001	955582	341104	07/01/19	186.80
					Account Total	186.80
					Department Total	186.80

**County of Adams**  
**Vendor Payment Report**

<u>951016</u>	<u>CSBG</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Education & Training					
	ETHIOPIAN COMMUNITY DEVELOPMEN	00034	955954	341625	07/08/19	665.00
					Account Total	665.00
	Grants to Other Instit					
	ADAMS COUNTY FOOD BANK	00034	955953	341625	07/08/19	4,659.79
	PROJECT ANGEL HEART	00034	955952	341625	07/08/19	15,740.64
					Account Total	20,400.43
	Travel & Transportation					
	ETHIOPIAN COMMUNITY DEVELOPMEN	00034	955954	341625	07/08/19	1,215.21
					Account Total	1,215.21
					Department Total	22,280.64

County of Adams  
Vendor Payment Report

<u>6021</u>	<u>CT- Trails- Plan/Design Const</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Operating Supplies					
	WEST ADAMS SOIL CONSERVATION	00024	956094	341827	07/10/19	782.00
					Account Total	782.00
					Department Total	782.00

County of Adams  
Vendor Payment Report

<u>20</u>	<u>Developmentally Disabled</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	NORTH METRO COMMUNITY SERVICES	00020	955920	341608	07/08/19	504,211.33
					Account Total	504,211.33
					Department Total	504,211.33

**County of Adams**  
**Vendor Payment Report**

<u>1051</u>	<u>District Attorney</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Business Meetings					
	COLO DIST ATTORNEY COUNCIL	00001	955989	341723	07/09/19	28.95
					Account Total	28.95
	Contract Employment					
	GREER, AMY	00001	955990	341723	07/09/19	2,227.50
					Account Total	2,227.50
	Education & Training					
	COLO DIST ATTORNEY COUNCIL	00001	955988	341723	07/09/19	75.00
	COLO SUPREME COURT	00001	955729	341283	07/02/19	25.00
					Account Total	100.00
	Interpreting Services					
	PROFESSIONAL SIGN LANGUAGE INT	00001	954338	339836	06/14/19	11.20
	PROFESSIONAL SIGN LANGUAGE INT	00001	954339	339836	06/14/19	5.88
					Account Total	17.08
	Operating Supplies					
	TOSHIBA BUSINESS SOLUTIONS	00001	955730	341283	07/02/19	75.00
					Account Total	75.00
	Other Communications					
	GOVERNOR'S OFFICE OF IT	00001	956005	341723	07/09/19	2,237.22
					Account Total	2,237.22
	Other Professional Serv					
	MORGAN COUNTY SHERIFF	00001	955992	341723	07/09/19	7.50
					Account Total	7.50
	Witness Fees					
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	955728	341283	07/02/19	196.57
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	955728	341283	07/02/19	80.49
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	955728	341283	07/02/19	153.71
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	955728	341283	07/02/19	119.49
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	955728	341283	07/02/19	61.26
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	955728	341283	07/02/19	76.64
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	956113	341857	07/10/19	65.52
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	956113	341857	07/10/19	94.02
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	956113	341857	07/10/19	73.53

County of Adams  
Vendor Payment Report

<u>1051</u>	<u>District Attorney</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	ADCO DISTRICT ATTORNEY'S OFFIC	00001	956113	341857	07/10/19	583.33
					Account Total	1,504.56
					Department Total	6,197.81



County of Adams  
Vendor Payment Report

<u>7041</u>	<u>Economic Development Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Grants to Other Instit					
	ADAMS COUNTY YOUTH INITIATIVE	00001	955807	341390	07/03/19	12,500.00
	ADAMS COUNTY YOUTH INITIATIVE	00001	955808	341390	07/03/19	7,500.00
					Account Total	20,000.00
					Department Total	20,000.00

County of Adams  
Vendor Payment Report

<u>99500</u>	<u>Employment First</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Printing External					
	ADAMS COUNTY HUMAN SERVICES	00035	955742	341360	07/03/19	7.42
					Account Total	7.42
					Department Total	7.42

**County of Adams**  
**Vendor Payment Report**

<u>6</u>	<u>Equipment Service Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	FACTORY MOTOR PARTS	00006	955911	341600	07/08/19	7,789.41
	JOHN ELWAY CHEVROLET	00006	956208	342099	07/12/19	38,350.00
	LONGMONT FORD	00006	955910	341600	07/08/19	8,077.64
	PRECISE MRM LLC	00006	955923	341608	07/08/19	5,520.00
	SAM HILL OIL INC	00006	955909	341600	07/08/19	17,456.82
	SAM HILL OIL INC	00006	955912	341600	07/08/19	10,900.38
	SAM HILL OIL INC	00006	955913	341600	07/08/19	16,211.10
	SAM HILL OIL INC	00006	956046	341753	07/09/19	1,836.24
	SAM HILL OIL INC	00006	956047	341753	07/09/19	570.08
	SAM HILL OIL INC	00006	956048	341753	07/09/19	7,514.86
	SAM HILL OIL INC	00006	956049	341753	07/09/19	1,808.11
	SAM HILL OIL INC	00006	956152	341946	07/11/19	11,426.96
	THE GOODYEAR TIRE AND RUBBER C	00006	956050	341753	07/09/19	4,020.55
	4 RIVERS EQUIPMENT	00006	956153	341946	07/11/19	6,880.25
					Account Total	138,362.40
					Department Total	138,362.40

County of Adams  
Vendor Payment Report

<u>9243</u>	<u>Extension - Family &amp; Consumer</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Other Communications					
	VERIZON WIRELESS	00001	955747	341362	07/03/19	41.15
					Account Total	41.15
					Department Total	41.15

County of Adams  
Vendor Payment Report

<u>9240</u>	<u>Extension - Horticulture</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Other Communications					
	VERIZON WIRELESS	00001	955747	341362	07/03/19	41.15
					Account Total	41.15
					Department Total	41.15

County of Adams  
Vendor Payment Report

<u>9241</u>	<u>Extension- Administration</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Other Communications					
	VERIZON WIRELESS	00001	955747	341362	07/03/19	96.35
					Account Total	96.35
					Department Total	96.35

**County of Adams**  
**Vendor Payment Report**

<u>9244</u>	<u>Extension- 4-H/Youth</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Operating Supplies					
	CSU UNIVERSITY RESOURCE CTR	00001	955955	341643	07/08/19	116.80
	POST ERIN	00001	955956	341643	07/08/19	187.50
					Account Total	304.30
	Other Communications					
	VERIZON WIRELESS	00001	955747	341362	07/03/19	41.15
	VERIZON WIRELESS	00001	955747	341362	07/03/19	41.15
	VERIZON WIRELESS	00001	955747	341362	07/03/19	41.15
					Account Total	123.45
					Department Total	427.75

County of Adams  
Vendor Payment Report

<u>1014</u>	<u>Finance</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Travel & Transportation					
	HUDDLESTON JOHN	00001	956008	341743	07/09/19	615.00
					Account Total	615.00
					Department Total	615.00



County of Adams  
Vendor Payment Report

<u>50</u>	<u>FLATROCK Facility Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Colorado Sales Tax Payable					
	STATE OF COLORADO	00050	955976	341698	07/09/19	.87
					Account Total	.87
					Department Total	.87

**County of Adams**  
**Vendor Payment Report**

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<u>1091</u>	<u>FO - Administration</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Rental					
	BENNETT TOWN OF	00001	955995	341726	07/09/19	1,500.00
					Account Total	1,500.00
	Consultant Services					
	HELTON & WILLIAMSEN PC	00001	956180	341964	07/11/19	637.30
					Account Total	637.30
	Gas & Electricity					
	Energy Cap Bill ID=9662	00001	955842	341554	06/19/19	137.04
	Energy Cap Bill ID=9665	00001	955843	341554	06/19/19	54.97
	Energy Cap Bill ID=9684	00001	955844	341554	06/20/19	830.38
	Energy Cap Bill ID=9685	00001	955845	341554	06/21/19	91.80
					Account Total	1,114.19
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9702	00001	956136	341939	07/02/19	76.12
					Account Total	76.12
					Department Total	3,327.61

**County of Adams**  
**Vendor Payment Report**

<u>1075</u>	<u>FO - Administration Bldg</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	Energy Cap Bill ID=9666	00001	955838	341554	06/20/19	27.19
	Energy Cap Bill ID=9707	00001	956130	341939	07/01/19	63.03
					Account Total	90.22
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9703	00001	956131	341939	07/01/19	1,607.17
	REPUBLIC SERVICES #535	00001	955799	341384	07/03/19	54.45
					Account Total	1,661.62
					Department Total	1,751.84

County of Adams  
Vendor Payment Report

<u>1114</u>	<u>FO - District Attorney Bldg.</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	Energy Cap Bill ID=9678	00001	955857	341554	06/24/19	6,466.58
	Energy Cap Bill ID=9692	00001	955858	341554	06/25/19	129.84
					Account Total	6,596.42
	Maintenance Contracts					
	MILE HIGH TREE CARE INC	00001	955998	341726	07/09/19	1,000.00
					Account Total	1,000.00
					Department Total	7,596.42

**County of Adams**  
**Vendor Payment Report**

<u>2090</u>	<u>FO - Flatrock Facility</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	SUNSTATE EQUIPMENT CO LLC	00050	955805	341384	07/03/19	2,307.25
					Account Total	2,307.25
	Gas & Electricity					
	Energy Cap Bill ID=9669	00050	955867	341554	06/27/19	102.94
	Energy Cap Bill ID=9687	00050	955868	341554	06/26/19	109.87
	Energy Cap Bill ID=9693	00050	955869	341554	06/26/19	48.43
	Energy Cap Bill ID=9699	00050	955870	341554	06/27/19	55.13
	Energy Cap Bill ID=9700	00050	955871	341554	06/27/19	1,606.88
	Energy Cap Bill ID=9701	00050	955872	341554	06/27/19	170.16
					Account Total	2,093.41
					Department Total	4,400.66

## Vendor Payment Report

<u>1077</u>	<u>FO - Government Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	COLO DEPT OF PUBLIC HEALTH & E	00001	955795	341382	07/03/19	40.00
	STANLEY CONVERGENT SECURITY S	00001	955804	341384	07/03/19	726.52
					Account Total	766.52
	Gas & Electricity					
	Energy Cap Bill ID=9689	00001	955841	341554	06/25/19	941.05
					Account Total	941.05
	Maintenance Contracts					
	SUMMIT LABORATORIES INC	00001	955996	341726	07/09/19	480.00
					Account Total	480.00
					Department Total	2,187.57

**County of Adams**  
**Vendor Payment Report**

<u>1070</u>	<u>FO - Honnen/Plan&amp;Devel/MV Ware</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	SYSTEMS GROUP	00001	955800	341384	07/03/19	170.00
					Account Total	170.00
	Gas & Electricity					
	Energy Cap Bill ID=9710	00001	956123	341939	06/24/19	68.37
	Energy Cap Bill ID=9711	00001	956124	341939	06/24/19	3,311.68
	Energy Cap Bill ID=9716	00001	956125	341939	06/24/19	223.21
	Energy Cap Bill ID=9720	00001	956126	341939	07/01/19	1,346.15
	XCEL ENERGY	00001	955803	341384	07/03/19	501.68
					Account Total	5,451.09
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9670	00001	955834	341554	06/20/19	898.45
					Account Total	898.45
					Department Total	6,519.54

**County of Adams**  
**Vendor Payment Report**

<u>1071</u>	<u>FO - Justice Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	Energy Cap Bill ID=9667	00001	955835	341554	06/20/19	1,019.02
	Energy Cap Bill ID=9672	00001	955836	341554	06/24/19	25,668.05
	Energy Cap Bill ID=9676	00001	955837	341554	06/24/19	69.21
					Account Total	26,756.28
	Maintenance Contracts					
	MILE HIGH TREE CARE INC	00001	955998	341726	07/09/19	1,000.00
					Account Total	1,000.00
					Department Total	27,756.28



**County of Adams**  
**Vendor Payment Report**

<u>2009</u>	<u>FO - Sheriff Maintenance</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	Energy Cap Bill ID=9686	00001	955859	341554	06/20/19	7,887.60
	Energy Cap Bill ID=9691	00001	955860	341554	06/25/19	60.13
	Energy Cap Bill ID=9695	00001	955861	341554	06/27/19	63.39
	Energy Cap Bill ID=9696	00001	955862	341554	06/27/19	7,958.94
	Energy Cap Bill ID=9697	00001	955863	341554	06/27/19	451.27
	Energy Cap Bill ID=9698	00001	955864	341554	06/27/19	22,531.21
					Account Total	38,952.54
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9674	00001	955865	341554	06/14/19	11,259.16
	Energy Cap Bill ID=9680	00001	955866	341554	06/14/19	131.08
					Account Total	11,390.24
					Department Total	50,342.78

County of Adams  
Vendor Payment Report

<u>1072</u>	<u>FO - West Service Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	Energy Cap Bill ID=9714	00001	956127	341939	06/27/19	5,594.53
					Account Total	5,594.53
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9704	00001	956128	341939	06/20/19	865.70
	Energy Cap Bill ID=9705	00001	956129	341939	06/20/19	1,856.80
					Account Total	2,722.50
					Department Total	8,317.03

County of Adams  
Vendor Payment Report

<u>1076</u>	<u>FO-Adams County Service Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	SYSTEMS GROUP	00001	955801	341384	07/03/19	340.00
					Account Total	340.00
	Gas & Electricity					
	Energy Cap Bill ID=9681	00001	955839	341554	06/20/19	767.79
	Energy Cap Bill ID=9683	00001	955840	341554	06/24/19	11,154.83
					Account Total	11,922.62
					Department Total	12,262.62

County of Adams  
Vendor Payment Report

<u>1069</u>	<u>FO-Animal Shelter Maintenance</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	Energy Cap Bill ID=9682	00001	955833	341554	06/20/19	1,303.84
					Account Total	1,303.84
					Department Total	1,303.84

County of Adams  
Vendor Payment Report

1112	FO-Sheriff HQ/Coroner Building	Fund	Voucher	Batch No	GL Date	Amount
	Gas & Electricity					
	Energy Cap Bill ID=9688	00001	955854	341554	06/25/19	142.35
					Account Total	142.35
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9673	00001	955855	341554	06/14/19	1,483.67
	Energy Cap Bill ID=9675	00001	955856	341554	06/14/19	730.23
					Account Total	2,213.90
					Department Total	2,356.25

**County of Adams**  
**Vendor Payment Report**

<u>1</u>	<u>General Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Colorado Sales Tax Payable					
	STATE OF COLORADO	00001	955975	341698	07/09/19	55.20
					Account Total	55.20
	Received not Vouchered Clrg					
	ADAMSON POLICE PRODUCTS	00001	955627	341143	07/01/19	110.00
	ADAMSON POLICE PRODUCTS	00001	955628	341143	07/01/19	101.54
	ADAMSON POLICE PRODUCTS	00001	955629	341143	07/01/19	311.00
	ADAMSON POLICE PRODUCTS	00001	955630	341143	07/01/19	127.68
	ADAMSON POLICE PRODUCTS	00001	955631	341143	07/01/19	25.00
	ADAMSON POLICE PRODUCTS	00001	955651	341143	07/01/19	431.85
	ADAMSON POLICE PRODUCTS	00001	955633	341143	07/01/19	431.85
	ADAMSON POLICE PRODUCTS	00001	955634	341143	07/01/19	431.85
	ADAMSON POLICE PRODUCTS	00001	955635	341143	07/01/19	431.85
	ADAMSON POLICE PRODUCTS	00001	955652	341143	07/01/19	833.70
	ADAMSON POLICE PRODUCTS	00001	955637	341143	07/01/19	187.50
	ADAMSON POLICE PRODUCTS	00001	955638	341143	07/01/19	115.00
	ADAMSON POLICE PRODUCTS	00001	955769	341285	07/03/19	235.72
	ADAMSON POLICE PRODUCTS	00001	955769	341285	07/03/19	196.13
	ADAMSON POLICE PRODUCTS	00001	955770	341285	07/03/19	288.46
	ADAMSON POLICE PRODUCTS	00001	955770	341285	07/03/19	3,861.54
	ALTA LANGUAGE SERVICES INC	00001	955907	341600	07/08/19	590.00
	AMERICAN EAGLE DISTRIBUTING	00001	956148	341946	07/11/19	552.00
	BOTTOMLINE TECHNOLOGIES INC	00001	956061	341753	07/10/19	2,600.00
	CA SHORT COMPANY	00001	955906	341600	07/08/19	23,750.00
	CHEMATOX LABORATORY INC	00001	955639	341143	07/01/19	1,395.00
	CML SECURITY LLC	00001	956150	341946	07/11/19	13,333.33
	COLO DIST ATTORNEY COUNCIL	00001	956021	341753	07/09/19	3,584.90
	COLUMBIA SANITARY SERVICE INC	00001	956037	341753	07/09/19	300.00
	COLUMBIA SANITARY SERVICE INC	00001	956038	341753	07/09/19	2,000.00
	COLUMBIA SANITARY SERVICE INC	00001	956038	341753	07/09/19	4,000.00
	CONVERCENT INC	00001	956077	341831	07/10/19	14,894.00
	EIDE BAILLY LLP	00001	955914	341600	07/08/19	5,850.00
	EIDE BAILLY LLP	00001	955915	341600	07/08/19	8,675.00
	ENTRAVISION COMMUNICATIONS	00001	956036	341753	07/09/19	3,500.01
	FOUND MY KEYS	00001	955734	341285	07/02/19	480.00

**County of Adams**  
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<u>1</u>	<u>General Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	FOUND MY KEYS	00001	955735	341285	07/02/19	563.50
	FRANKLIN COVEY	00001	956157	341946	07/11/19	7,050.00
	GALLS LLC	00001	955640	341143	07/01/19	414.62
	GALLS LLC	00001	955641	341143	07/01/19	185.85
	GALLS LLC	00001	955642	341143	07/01/19	280.68
	GAM ENTERPRISES INC	00001	956159	341946	07/11/19	5,714.98
	GAM ENTERPRISES INC	00001	956160	341946	07/11/19	473.40
	GAM ENTERPRISES INC	00001	956161	341946	07/11/19	269.55
	GAM ENTERPRISES INC	00001	956162	341946	07/11/19	162.00
	GAM ENTERPRISES INC	00001	956163	341946	07/11/19	175.50
	GETTY IMAGES (US) INC	00001	956110	341850	07/10/19	4,100.00
	GROUNDS SERVICE COMPANY	00001	956013	341753	07/09/19	3,820.00
	GROUNDS SERVICE COMPANY	00001	956015	341753	07/09/19	197.00
	GROUNDS SERVICE COMPANY	00001	956017	341753	07/09/19	719.00
	HARRIS KOCHER SMITH	00001	955890	341600	07/08/19	882.50
	HIGH COUNTRY BEVERAGE	00001	955917	341600	07/08/19	624.00
	HIGH COUNTRY BEVERAGE	00001	956147	341946	07/11/19	3,654.65
	HILL & ROBBINS	00001	955888	341600	07/08/19	1,769.08
	HP DIRECT	00001	956054	341753	07/10/19	12,678.80
	HP DIRECT	00001	956055	341753	07/10/19	6,339.40
	HP DIRECT	00001	956056	341753	07/10/19	7,608.40
	HP DIRECT	00001	956057	341753	07/10/19	6,339.40
	HP DIRECT	00001	956058	341753	07/10/19	3,781.26
	HP DIRECT	00001	956059	341753	07/10/19	6,339.40
	HP DIRECT	00001	956060	341753	07/10/19	6,339.40
	IDEMIA IDENTITY & SECURITY USA	00001	956065	341753	07/10/19	4,958.00
	IDEXX DISTRIBUTION INC	00001	956209	342099	07/12/19	94.47
	INSIGHT PUBLIC SECTOR	00001	956062	341753	07/10/19	8,896.00
	INSIGHT PUBLIC SECTOR	00001	956063	341753	07/10/19	5,592.58
	JDT SERVICES LLC	00001	955905	341600	07/08/19	8,043.00
	KD SERVICE GROUP	00001	955763	341285	07/03/19	507.38
	KD SERVICE GROUP	00001	955764	341285	07/03/19	553.28
	KD SERVICE GROUP	00001	955765	341285	07/03/19	1,029.58
	KD SERVICE GROUP	00001	955766	341285	07/03/19	133.50
	KD SERVICE GROUP	00001	955767	341285	07/03/19	450.90
	KD SERVICE GROUP	00001	955767	341285	07/03/19	1,124.14

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<u>1</u>	<u>General Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	KD SERVICE GROUP	00001	955768	341285	07/03/19	2,859.24
	KD SERVICE GROUP	00001	955771	341285	07/03/19	429.75
	KDVR FOX31	00001	956170	341946	07/11/19	8,000.00
	KUSA	00001	956166	341946	07/11/19	1,750.00
	KUSA	00001	956167	341946	07/11/19	755.00
	KUSA	00001	956168	341946	07/11/19	4,400.00
	KWGN LLC	00001	956169	341946	07/11/19	7,000.00
	KYGOFM	00001	956022	341753	07/09/19	1,315.00
	LANDAUER INC	00001	955643	341143	07/01/19	958.20
	MATRIX DESIGN GROUP	00001	956018	341753	07/09/19	3,298.49
	MATRIX DESIGN GROUP	00001	956018	341753	07/09/19	542.65
	MCDONALD YONG HUI V	00001	955739	341285	07/02/19	5,130.00
	MSDSOONLINE INC	00001	956165	341946	07/11/19	9,599.00
	MURPHY RICK	00001	955738	341285	07/02/19	3,054.50
	MWI VETERINARY SUPPLY CO	00001	956210	342099	07/12/19	248.11
	MWI VETERINARY SUPPLY CO	00001	956211	342099	07/12/19	323.41
	MWI VETERINARY SUPPLY CO	00001	956212	342099	07/12/19	36.00
	MWI VETERINARY SUPPLY CO	00001	956213	342099	07/12/19	489.80
	MWI VETERINARY SUPPLY CO	00001	956214	342099	07/12/19	2,279.95
	MWI VETERINARY SUPPLY CO	00001	956215	342099	07/12/19	114.01
	MWI VETERINARY SUPPLY CO	00001	956216	342099	07/12/19	63.63
	MWI VETERINARY SUPPLY CO	00001	956216	342099	07/12/19	136.38
	MWI VETERINARY SUPPLY CO	00001	956217	342099	07/12/19	80.00
	MWI VETERINARY SUPPLY CO	00001	956218	342099	07/12/19	147.70
	NICOLETTI-FLATER ASSOCIATES	00001	955752	341285	07/03/19	1,725.00
	NICOLETTI-FLATER ASSOCIATES	00001	955752	341285	07/03/19	200.00
	NICOLETTI-FLATER ASSOCIATES	00001	955752	341285	07/03/19	225.00
	NICOLETTI-FLATER ASSOCIATES	00001	955752	341285	07/03/19	475.00
	PEARL COUNSELING ASSOCIATES	00001	955644	341143	07/01/19	7,790.00
	PEARL COUNSELING ASSOCIATES	00001	955736	341285	07/02/19	2,625.00
	PEARL COUNSELING ASSOCIATES	00001	955737	341285	07/02/19	5,658.00
	PHILLIPS PET FOOD & SUPPLIES	00001	956219	342099	07/12/19	280.75
	PHILLIPS PET FOOD & SUPPLIES	00001	956219	342099	07/12/19	324.65
	PRUDENTIAL OVERALL SUPPLY	00001	956221	342099	07/12/19	55.28
	PRUDENTIAL OVERALL SUPPLY	00001	956222	342099	07/12/19	55.28
	RADIO RESOURCE INC	00001	956151	341946	07/11/19	78.00



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<u>1</u>	<u>General Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	REPUBLIC NATIONAL DISTRIBUTING	00001	956146	341946	07/11/19	622.00
	RYAN & COMPANY INC	00001	956158	341946	07/11/19	14,952.00
	SAFEWARE INC	00001	955748	341285	07/03/19	429.00
	SAFEWARE INC	00001	955748	341285	07/03/19	404.34
	SAFEWARE INC	00001	955773	341285	07/03/19	998.89
	SAFEWARE INC	00001	955750	341285	07/03/19	1,997.78
	SAFEWARE INC	00001	955751	341285	07/03/19	8,738.97
	SCHULTZ PUBLIC AFFAIRS LLC	00001	956070	341753	07/10/19	4,333.33
	STATE OF COLORADO	00001	955892	341600	07/08/19	727.30
	STATE OF COLORADO	00001	955892	341600	07/08/19	64.51
	STATE OF COLORADO	00001	955894	341600	07/08/19	12,289.45
	STATE OF COLORADO	00001	955894	341600	07/08/19	1,016.49
	STATE OF COLORADO	00001	955895	341600	07/08/19	2,716.20
	STATE OF COLORADO	00001	955895	341600	07/08/19	329.98
	STATE OF COLORADO	00001	955897	341600	07/08/19	4.52
	STATE OF COLORADO	00001	955897	341600	07/08/19	.78
	STATE OF COLORADO	00001	955898	341600	07/08/19	82.35
	STATE OF COLORADO	00001	955898	341600	07/08/19	12.79
	STATE OF COLORADO	00001	955900	341600	07/08/19	6,233.08
	STATE OF COLORADO	00001	955900	341600	07/08/19	1,142.09
	STATE OF COLORADO	00001	955901	341600	07/08/19	28.61
	STATE OF COLORADO	00001	955901	341600	07/08/19	15.29
	SYSTEMS GROUP	00001	955904	341600	07/08/19	200.00
	TRI COUNTY HEALTH DEPT	00001	955884	341600	07/08/19	302,923.66
	TYGRETT DEBRA R	00001	955645	341143	07/01/19	294.00
	US CORRECTIONS LLC	00001	955646	341143	07/01/19	2,202.00
	US CORRECTIONS LLC	00001	955650	341143	07/01/19	691.00
	US CORRECTIONS LLC	00001	955648	341143	07/01/19	691.00
	US CORRECTIONS LLC	00001	955772	341285	07/03/19	1,424.00
	VISION SOLUTIONS INC	00001	956064	341753	07/10/19	4,478.61
	WHITESTONE CONSTRUCTION SERVIC	00001	956164	341946	07/11/19	31,800.00
	WOLD ARCHITECTS AND ENGINEERS	00001	955886	341600	07/08/19	15,326.68
	WOLD ARCHITECTS AND ENGINEERS	00001	955887	341600	07/08/19	16,850.40
	WRIGHTWAY INDUSTRIES INC	00001	956223	342099	07/12/19	144.25
	ZOE TRAINING & CONSULTING	00001	956155	341946	07/11/19	4,133.50
	ZOE TRAINING & CONSULTING	00001	956155	341946	07/11/19	15.00

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<u>1</u>	<u>General Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
					Account Total	716,306.74
	Retainages Payable					
	WHITESTONE CONSTRUCTION SERVIC	00001	956164	341946	07/11/19	1,590.00-
					Account Total	1,590.00-
					Department Total	714,771.94

**County of Adams**  
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<u>5026</u>	<u>Golf Course- Maintenance</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Equipment Rental					
	BUCKEYE WELDING SUPPLY CO INC	00005	955819	341482	07/04/19	26.00
					Account Total	26.00
	Gas & Electricity					
	UNITED POWER (UNION REA)	00005	955824	341482	07/04/19	3,796.84
	UNITED POWER (UNION REA)	00005	955825	341482	07/04/19	69.50
	UNITED POWER (UNION REA)	00005	955826	341482	07/04/19	4,060.47
	UNITED POWER (UNION REA)	00005	955828	341482	07/04/19	30.72
	UNITED POWER (UNION REA)	00005	955829	341482	07/04/19	1,133.14
	XCEL ENERGY	00005	955830	341482	07/04/19	110.72
					Account Total	9,201.39
	Grounds Maintenance					
	LITTLE VALLEY NURSERIES INC	00005	955822	341482	07/04/19	242.40
					Account Total	242.40
	Repair & Maint Supplies					
	GRAINGER	00005	955821	341482	07/04/19	8.96-
					Account Total	8.96-
	Vehicle Parts & Supplies					
	GRAINGER	00005	955820	341482	07/04/19	201.62
					Account Total	201.62
					Department Total	9,662.45

County of Adams  
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<u>5021</u>	<u>Golf Course- Pro Shop</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	UNITED POWER (UNION REA)	00005	955823	341482	07/04/19	98.46
	UNITED POWER (UNION REA)	00005	955827	341482	07/04/19	3,349.36
					Account Total	3,447.82
					Department Total	3,447.82

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<u>9252</u>	<u>GF- Admin/Org Support</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Consultant Services					
	SEKI SHINSUKE	00001	956178	341959	07/11/19	4,000.00
					Account Total	4,000.00
					Department Total	4,000.00

County of Adams  
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<u>31</u>	<u>Head Start Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	CESCO LINGUISTIC SERVICE INC	00031	956206	342099	07/12/19	131.27
	COMMERCIAL CLEANING SYSTEMS	00031	956207	342099	07/12/19	4,007.00
					Account Total	4,138.27
					Department Total	4,138.27

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<u>1079</u>	<u>Human Services Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	TRI-COUNTY HEALTH DEPT	00001	955796	341382	07/03/19	6,111.00
					Account Total	6,111.00
	Gas & Electricity					
	Energy Cap Bill ID=9708	00001	956132	341939	06/28/19	15,880.01
	Energy Cap Bill ID=9709	00001	956133	341939	06/27/19	1,704.78
	Energy Cap Bill ID=9715	00001	956134	341939	06/28/19	17,057.49
					Account Total	34,642.28
	Water/Sewer/Sanitation					
	Energy Cap Bill ID=9706	00001	956135	341939	06/20/19	3,383.90
					Account Total	3,383.90
					Department Total	44,137.18

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<u>935119</u>	<u>HHS Grant</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Rental					
	ADAMS CTY HOUSING AUTHORITY AC	00031	955542	341072	07/01/19	4,961.00
	COMMUNITY REACH CENTER FOUNDAT	00031	955945	341623	07/08/19	6,515.84
					Account Total	11,476.84
	Education & Training					
	CRISIS PREVENTION INSTITUTE IN	00031	955946	341623	07/08/19	7,188.00
					Account Total	7,188.00
	HS Parent Activity Expenses					
	LOYA GARCIA TANIA MARILYN	00031	955539	341072	07/01/19	27.50
					Account Total	27.50
	Telephone					
	CENTURY LINK	00031	955537	341072	07/01/19	104.76
	CENTURY LINK	00031	955538	341072	07/01/19	403.31
	CENTURY LINK	00031	955943	341623	07/08/19	143.17
	CENTURY LINK	00031	955944	341623	07/08/19	368.17
					Account Total	1,019.41
					Department Total	19,711.75



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<u>8613</u>	<u>Insurance - UHC EPO Medical</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Administration Fee					
	UNITED HEALTHCARE	00019	955935	341620	07/08/19	157.41
					Account Total	157.41
	Claims					
	UNITED HEALTH CARE INSURANCE C	00019	956102	341840	07/10/19	236,189.04
	UNITED HEALTH CARE INSURANCE C	00019	956103	341840	07/10/19	98,667.21
					Account Total	334,856.25
	Insurance Premiums					
	UNITED HEALTHCARE	00019	955935	341620	07/08/19	192.39
					Account Total	192.39
					Department Total	335,206.05

County of Adams  
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8607	Insurance - UHC HDHP	Fund	Voucher	Batch No	GL Date	Amount
	Administration Fee					
	OPTUM BANK	00019	956104	341843	07/10/19	170.50
	OPTUM BANK	00019	956105	341843	07/10/19	159.50
	OPTUM BANK	00019	956106	341843	07/10/19	159.50
	OPTUM BANK	00019	956107	341843	07/10/19	11.00
	OPTUM BANK	00019	956177	341955	07/11/19	159.50
					Account Total	660.00
					Department Total	660.00

County of Adams  
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<u>19</u>	<u>Insurance Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Retiree Med - Kaiser					
	KAISER PERMANENTE	00019	955941	341620	07/08/19	88,468.42
					Account Total	88,468.42
	Retiree Med - Pacificare					
	SECURE HORIZONS	00019	955928	341617	07/08/19	18,123.20
	SECURE HORIZONS	00019	955938	341620	07/08/19	18,123.20
					Account Total	36,246.40
					Department Total	124,714.82

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<u>8614</u>	<u>Insurance- Delta Dental</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Administration Fee					
	DELTA DENTAL OF COLO	00019	956122	341614	07/10/19	26,471.16
	DELTA DENTAL OF COLO	00019	956122	341614	07/10/19	186.00
					Account Total	26,657.16
	Ins Premium Dental-Delta					
	DELTA DENTAL PLAN OF COLO	00019	955930	341617	07/08/19	15,374.89
					Account Total	15,374.89
	Self-Insurance Claims					
	DELTA DENTAL OF COLO	00019	955925	341614	07/08/19	20,601.40
					Account Total	20,601.40
					Department Total	62,633.45

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<u>8615</u>	<u>Insurance- UHC Retiree Medical</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Administration Fee					
	UNITED HEALTHCARE	00019	955947	341620	07/08/19	1,049.40
	UNITED HEALTHCARE	00019	955947	341620	07/08/19	52.47
					Account Total	1,101.87
	AARP RX					
	UNITED HEALTHCARE	00019	955942	341620	07/08/19	14,605.20
					Account Total	14,605.20
	Insurance Premiums					
	UNITED HEALTHCARE	00019	955947	341620	07/08/19	1,282.60
	UNITED HEALTHCARE	00019	955947	341620	07/08/19	64.13
					Account Total	1,346.73
	UHC_MED					
	UNITED HEALTHCARE	00019	955926	341617	07/08/19	36,595.69
					Account Total	36,595.69
					Department Total	53,649.49

County of Adams  
Vendor Payment Report

8623	Insurance- Vision	Fund	Voucher	Batch No	GL Date	Amount
	Ins. Premium-Vision					
	VISION SERVICE PLAN-CONNECTICU	00019	955936	341620	07/08/19	3.81
					Account Total	3.81
	Self-Insurance Claims					
	VISION SERVICE PLAN-CONNECTICU	00019	956109	341846	07/10/19	17,193.34
					Account Total	17,193.34
					Department Total	17,197.15

County of Adams  
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<u>1019</u>	<u>Mailroom &amp; Dock</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Postage & Freight					
	PITNEY BOWES BANK	00001	956145	341945	07/11/19	16,000.00
					Account Total	16,000.00
					Department Total	16,000.00

County of Adams  
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<u>1132</u>	<u>MM&amp;R-Parking Lots</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	MCDONALD WATERPROOFING & RESTO	00001	955994	341726	07/09/19	4,520.00
					Account Total	4,520.00
					Department Total	4,520.00



County of Adams  
Vendor Payment Report

6202	Open Space Tax- Grants	Fund	Voucher	Batch No	GL Date	Amount
	Grants to Other Instit					
	BRIGHTON CITY OF	00028	956114	341863	07/10/19	5,000.00
	MAPLETON PUBLIC SCHOOLS	00028	956116	341863	07/10/19	30,000.00
	RICARDO FLORES MAGON ACADEMY	00028	955757	341365	07/03/19	23,638.20
					Account Total	58,638.20
					Department Total	58,638.20

**County of Adams**  
**Vendor Payment Report**

<u>1111</u>	<u>Parks Facilities</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Building Repair & Maint					
	DISCOUNT PLUMBING SERVICES INC	00001	955993	341726	07/09/19	679.23
					Account Total	679.23
	Buildings					
	CESARE INC	00001	955814	341417	07/03/19	394.25
	CESARE INC	00001	955815	341417	07/03/19	201.25
	COBLACO SERVICES INC	00001	955816	341417	07/03/19	350.00
					Account Total	945.50
	Gas & Electricity					
	Energy Cap Bill ID=9663	00001	955846	341554	06/27/19	93.91
	Energy Cap Bill ID=9664	00001	955847	341554	06/27/19	102.40
	Energy Cap Bill ID=9668	00001	955848	341554	06/27/19	1,348.51
	Energy Cap Bill ID=9671	00001	955849	341554	06/27/19	5,345.42
	Energy Cap Bill ID=9677	00001	955850	341554	06/27/19	896.18
	Energy Cap Bill ID=9679	00001	955851	341554	06/27/19	20.99
	Energy Cap Bill ID=9690	00001	955852	341554	06/24/19	63.85
	Energy Cap Bill ID=9694	00001	955853	341554	06/24/19	51.99
	Energy Cap Bill ID=9712	00001	956137	341939	06/24/19	102.13
	Energy Cap Bill ID=9713	00001	956138	341939	06/24/19	83.72
	Energy Cap Bill ID=9717	00001	956139	341939	06/25/19	151.97
	Energy Cap Bill ID=9718	00001	956140	341939	06/24/19	39.48
	Energy Cap Bill ID=9719	00001	956141	341939	06/24/19	129.97
					Account Total	8,430.52
					Department Total	10,055.25

**County of Adams**  
**Vendor Payment Report**

<u>1015</u>	<u>People Services</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Insurance Premiums					
	KAISER PERMANENTE	00001	955940	341620	07/08/19	9,750.00
	SECURE HORIZONS	00001	955929	341617	07/08/19	1,650.00
	SECURE HORIZONS	00001	955939	341620	07/08/19	1,650.00
	UNITED HEALTHCARE	00001	955927	341617	07/08/19	7,850.00
					Account Total	20,900.00
	Tuition Reimbursement					
	JONES EYI	00001	955817	341423	07/03/19	588.00
	MCLEAN ELISSA	00001	956144	341942	07/11/19	2,500.00
					Account Total	3,088.00
					Department Total	23,988.00

County of Adams  
Vendor Payment Report

<u>5011</u>	<u>PKS- Administration</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Operating Supplies					
	ARBORFORCE LLC	00001	955753	341365	07/03/19	12,930.00
					Account Total	12,930.00
					Department Total	12,930.00

**County of Adams**  
**Vendor Payment Report**

<u>5010</u>	<u>PKS- Fair</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Fair Expenses-General					
	ALGER PATRICIA	00001	956101	341749	07/10/19	100.00
	BLUE WATER PROMOTIONS	00001	956120	341867	07/10/19	7,000.00
	BOGAN JOAN	00001	956096	341643	07/10/19	150.00
	BROWN CHRISTINE N	00001	955680	341258	07/02/19	125.00
	CORDOVA GILBERT	00001	956121	341867	07/10/19	1,200.00
	CREAMER BRANDON	00001	955681	341258	07/02/19	500.00
	DEBELL MALINDA MARIE	00001	955682	341258	07/02/19	100.00
	DILL JERRY	00001	955683	341258	07/02/19	100.00
	GARDEA STEPHEN PAUL	00001	955957	341643	07/08/19	200.00
	HARTNAGLE CAROL ANN	00001	955684	341258	07/02/19	100.00
	HOLMES JAMES KENNETH	00001	955685	341258	07/02/19	100.00
	HOWSE KATHRYN	00001	955678	341258	07/02/19	200.00
	KEMP KIRK L	00001	955686	341258	07/02/19	250.00
	KNUCKLES ROBERT E	00001	955687	341258	07/02/19	350.00
	LEBLANC CODY MICHAEL	00001	956098	341749	07/10/19	200.00
	MACKEY BRIANNA L	00001	955679	341258	07/02/19	100.00
	MAXEY KEITH	00001	955688	341258	07/02/19	250.00
	MEAD BRIAN A	00001	956100	341749	07/10/19	600.00
	MEANS BRANDON	00001	956097	341749	07/10/19	100.00
	MEYER TONYA L	00001	955689	341258	07/02/19	600.00
	MULLIGAN CAROLYN	00001	955690	341258	07/02/19	125.00
	OAKLEAF STUDIOS	00001	956099	341749	07/10/19	150.00
	PARKS JERRY	00001	955691	341258	07/02/19	150.00
	PEREZ WALDEMAR P	00001	955693	341258	07/02/19	100.00
	PRADO AL JR	00001	955694	341258	07/02/19	200.00
	SEXTON JOHN D	00001	956009	341749	07/09/19	400.00
	SMITH DOUGLAS PHD	00001	955695	341258	07/02/19	650.00
	VAHLING DELBERT A	00001	955696	341258	07/02/19	200.00
					Account Total	14,300.00
	Liquor Sales					
	NIETO LINDA	00001	956088	341827	07/10/19	300.00
					Account Total	300.00
	Operating Supplies					
	CINTAS CORPORATION NO 2	00001	956115	341863	07/10/19	215.17

**County of Adams**  
**Vendor Payment Report**

<u>5010</u>	<u>PKS- Fair</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
					Account Total	215.17
	Regional Park Rentals					
	ATKINS CHRIS	00001	956078	341827	07/10/19	75.00
	CARDENAS MARIA	00001	956080	341827	07/10/19	75.00
	CARDONA JUANA	00001	956081	341827	07/10/19	75.00
	CAZENAVE RYAN	00001	955754	341365	07/03/19	75.00
	ESTRADA GRISELDA	00001	956082	341827	07/10/19	75.00
	HEREDIA MARIA	00001	955755	341365	07/03/19	75.00
	LABOTO MONIQUE	00001	955756	341365	07/03/19	75.00
	LOMBARDI LANA	00001	956084	341827	07/10/19	75.00
	LUCERO JOANN	00001	956085	341827	07/10/19	75.00
	MARQUEZ MARIE	00001	956086	341827	07/10/19	400.00
	NIETO LINDA	00001	956087	341827	07/10/19	650.00
	PADILLA ALONDRA	00001	956117	341863	07/10/19	400.00
	RODARTE ALYSSA	00001	955758	341365	07/03/19	75.00
	SAGE TELECOMMUNICATIONS CORP	00001	956092	341827	07/10/19	200.00
	SALAZAR STEPHANIE	00001	956093	341827	07/10/19	400.00
	SANCHEZ PATRICIA D	00001	955759	341365	07/03/19	75.00
	SANTISTEVAN ANGIE	00001	955760	341365	07/03/19	75.00
	SCOTT CONTRACTING INC	00001	955761	341365	07/03/19	1,000.00
	VASQUEZ HOPE	00001	955762	341365	07/03/19	75.00
					Account Total	4,025.00
	Special Events					
	RIVERDALE GOLF COURSE	00001	956091	341827	07/10/19	2,457.02
					Account Total	2,457.02
	Uniforms & Cleaning					
	BRANDED IMAGE APPAREL	00001	956079	341827	07/10/19	2,109.00
					Account Total	2,109.00
					Department Total	23,406.19

County of Adams  
Vendor Payment Report

<u>5015</u>	<u>PKS- Grounds Maintenance</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Maintenance Contracts					
	NORTHGLENN CITY OF	00001	956089	341827	07/10/19	56.00
					Account Total	56.00
					Department Total	56.00

County of Adams  
Vendor Payment Report

<u>5012</u>	<u>PKS- Regional Complex</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	XCEL ENERGY	00001	956095	341827	07/10/19	53.88
					Account Total	53.88
					Department Total	53.88



**County of Adams**  
**Vendor Payment Report**

<u>5016</u>	<u>PKS- Trail Ranger Patrol</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Gas & Electricity					
	XCEL ENERGY	00001	956118	341863	07/10/19	58.42
	XCEL ENERGY	00001	956119	341863	07/10/19	260.46
					Account Total	318.88
	Machinery					
	JDT SERVICES LLC	00001	956083	341827	07/10/19	900.00
					Account Total	900.00
	Water/Sewer/Sanitation					
	NORTH PECOS WATER & SANITATION	00001	956090	341827	07/10/19	40.94
					Account Total	40.94
					Department Total	1,259.82

County of Adams  
Vendor Payment Report

1089	PLN- Boards & Commissions	Fund	Voucher	Batch No	GL Date	Amount
	Other Professional Serv					
	HAGGERTY BRIAN	00001	956173	341953	07/11/19	65.00
	MCCREARY RAPHAEL	00001	956171	341953	07/11/19	65.00
	TRELOAR TARA A	00001	956174	341953	07/11/19	65.00
	WOLFE SANDRA KAY	00001	956172	341953	07/11/19	65.00
					Account Total	260.00
					Department Total	260.00

County of Adams  
Vendor Payment Report

<u>8624</u>	<u>Retiree-Vision</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Ins. Premium-Vision					
	VISION SERVICE PLAN-CONNECTICU	00019	955933	341620	07/08/19	375.92
					Account Total	375.92
					Department Total	375.92

**County of Adams**  
**Vendor Payment Report**

<u>13</u>	<u>Road &amp; Bridge Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	ALBERT FREI & SONS INC	00013	956026	341753	07/09/19	8,181.60
	ALBERT FREI & SONS INC	00013	956031	341753	07/09/19	4,411.80
	ALLIED RECYCLED AGGREGATES	00013	956025	341753	07/09/19	4,804.04
	ALLIED RECYCLED AGGREGATES	00013	956039	341753	07/09/19	19,781.24
	BFI TOWER ROAD LANDFILL	00013	956024	341753	07/09/19	1,285.25
	BFI TOWER ROAD LANDFILL	00013	956027	341753	07/09/19	779.75
	BFI TOWER ROAD LANDFILL	00013	956032	341753	07/09/19	1,554.25
	BRANNAN SAND & GRAVEL COMPANY	00013	956225	342099	07/12/19	1,013.46
	BRANNAN SAND & GRAVEL COMPANY	00013	956225	342099	07/12/19	653.40
	EP&A ENVIROTAC INC	00013	956035	341753	07/09/19	153,660.00
	GMCO CORPORATION	00013	956040	341753	07/09/19	10,716.69
	GMCO CORPORATION	00013	956041	341753	07/09/19	16,897.44
	GMCO CORPORATION	00013	956042	341753	07/09/19	10,545.92
	GMCO CORPORATION	00013	956043	341753	07/09/19	10,545.92
	GMCO CORPORATION	00013	956044	341753	07/09/19	13,182.40
	GMCO CORPORATION	00013	956045	341753	07/09/19	10,545.92
	JK TRANSPORTS INC	00013	956033	341753	07/09/19	2,205.00
	JK TRANSPORTS INC	00013	956034	341753	07/09/19	652.50
	MATRIX DESIGN GROUP	00013	956029	341753	07/09/19	7,740.00
	OLSON INSTRUMENTS INC	00013	956030	341753	07/09/19	12,475.00
	VULCAN INC	00013	956023	341753	07/09/19	752.68
					Account Total	292,384.26
					Department Total	292,384.26

County of Adams  
Vendor Payment Report

94	Sheriff Payables	Fund	Voucher	Batch No	GL Date	Amount
	Brain Trust					
	COLO DEPT OF HUMAN SERVICES	00094	955978	341698	07/09/19	4,950.00
					Account Total	4,950.00
	Family Friendly Fee					
	COLO JUDICIAL DEPT	00094	955980	341698	07/09/19	470.00
					Account Total	470.00
	State Surcharge					
	CLERK OF THE COUNTY COURT	00094	955979	341698	07/09/19	4,660.00
					Account Total	4,660.00
					Department Total	10,080.00

County of Adams  
Vendor Payment Report

<u>7</u>	<u>Stormwater Utility Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Deposits Payable					
	XCEL ENERGY SERVICES	00007	956156	341948	07/11/19	10,000.00
					Account Total	10,000.00
	Received not Vouchered Clrg					
	HAMPDEN PRESS INC	00007	955902	341600	07/08/19	4,539.00
					Account Total	4,539.00
					Department Total	14,539.00

County of Adams  
Vendor Payment Report

<u>2008</u>	<u>SHF - Training Academy</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Sheriff Academy Fees					
	RED ROCKS COMMUNITY COLLEGE	00001	955788	341376	07/03/19	285,219.85
					Account Total	285,219.85
					Department Total	285,219.85

**County of Adams**  
**Vendor Payment Report**

<u>2011</u>	<u>SHF- Admin Services Division</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Membership Dues					
	ROCKY MTN INFO NETWORK	00001	955789	341376	07/03/19	250.00
					Account Total	250.00
	Operating Supplies					
	DS WATERS OF AMERICA INC	00001	955797	341376	07/03/19	423.32
	DS WATERS OF AMERICA INC	00001	955798	341376	07/03/19	173.84
					Account Total	597.16
	Other Professional Serv					
	PSYCHOLOGICAL DIMENSIONS	00001	955787	341376	07/03/19	475.00
					Account Total	475.00
					Department Total	1,322.16



**County of Adams**  
**Vendor Payment Report**

<u>2015</u>	<u>SHF- Civil Section</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Sheriff's Fees					
	ANSTINE JULIE ANN	00001	955516	340988	06/28/19	19.00
	BALL FRANK J	00001	955534	341065	06/30/19	19.00
	BC SERVICES INC	00001	955535	341065	06/30/19	19.00
	BODIE ENGER LAW TRUST	00001	955505	340988	06/28/19	19.00
	COLON ILIANA	00001	955518	340988	06/28/19	19.00
	DIAZ DELEON ARACELI	00001	955536	341065	06/30/19	19.00
	ESCAMILLA RYAN LEE	00001	955512	340988	06/28/19	19.00
	FRANCY LAW FIRM, PLLC	00001	955498	340988	06/28/19	19.00
	FRANCY LAW FIRM, PLLC	00001	955502	340988	06/28/19	19.00
	FRANCY LAW FIRM, PLLC	00001	955503	340988	06/28/19	19.00
	GRANDPAS WORLD	00001	955513	340988	06/28/19	19.00
	GUZMAN GALINDO ANDREA	00001	955520	340988	06/28/19	19.00
	HOLST AND BOETTCHER	00001	955504	340988	06/28/19	19.00
	MARTINEZ MARLENE	00001	955515	340988	06/28/19	19.00
	MCCOY ELIZABETH M	00001	955514	340988	06/28/19	19.00
	MCCREIGHT KEVIN LEE	00001	955509	340988	06/28/19	19.00
	MILLER COHEN PETERSON YOUNG P.	00001	955508	340988	06/28/19	19.00
	NELSON AND KENNARD	00001	955507	340988	06/28/19	19.00
	ONTIVEROS MARISOL	00001	955510	340988	06/28/19	19.00
	PARRISH ALEXANDRIA LEIGH	00001	955511	340988	06/28/19	56.00
	RUIZ DE VINASPRE JORGE A	00001	955521	340988	06/28/19	19.00
	SIMON HARRY L	00001	955506	340988	06/28/19	19.00
	STENGER AND STENGER	00001	955500	340988	06/28/19	19.00
	STENGER AND STENGER	00001	955501	340988	06/28/19	19.00
	THIESSEN GLORIA DENISE	00001	955517	340988	06/28/19	66.00
	TOP HAT FILE AND SERVE	00001	955499	340988	06/28/19	19.00
					Account Total	578.00
					Department Total	578.00

County of Adams  
Vendor Payment Report

<u>2075</u>	<u>SHF- Commissary Fund</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Other Communications					
	CENTURY LINK	00001	955783	341376	07/03/19	205.39
					Account Total	205.39
	Other Professional Serv					
	METRO TRANSPORTATION PLANNING	00001	955786	341376	07/03/19	3,192.55
					Account Total	3,192.55
					Department Total	3,397.94

County of Adams  
Vendor Payment Report

<u>2016</u>	<u>SHF- Detective Division</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Other Communications					
	CENTURY LINK	00001	955782	341376	07/03/19	90.95
					Account Total	90.95
					Department Total	90.95

County of Adams  
Vendor Payment Report

<u>2071</u>	<u>SHF- Detention Facility</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Operating Supplies					
	SUMMIT FOOD SERVICE LLC	00001	955790	341376	07/03/19	457.79
					Account Total	457.79
	Other Professional Serv					
	COMMERCIAL VEHICLE TRAINING CE	00001	955784	341376	07/03/19	1,065.00
	PSYCHOLOGICAL DIMENSIONS	00001	955787	341376	07/03/19	675.00
					Account Total	1,740.00
					Department Total	2,197.79

County of Adams  
Vendor Payment Report

<u>2081</u>	<u>SHF- Donated Programs</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Special Events					
	iPROMOTEu.COM	00001	955785	341376	07/03/19	6,493.89
					Account Total	6,493.89
					Department Total	6,493.89

County of Adams  
Vendor Payment Report

<u>3032</u>	<u>Transportation Bridges</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Infrastruc Rep & Maint					
	MACLENNAN RUSSELL D	00013	955616	341099	07/01/19	400.00
					Account Total	400.00
					Department Total	400.00

County of Adams  
Vendor Payment Report

<u>3056</u>	<u>Transportation CIP</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Land					
	ALDERMAN BERNSTEIN	00013	955569	341099	07/01/19	637.50
	CLAYTON AND COMPANY INC	00013	955568	341099	07/01/19	7,500.00
					Account Total	8,137.50
					Department Total	8,137.50

**County of Adams**  
**Vendor Payment Report**

<u>3031</u>	<u>Transportation Opers &amp; Maint</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Community Events					
	BFI TOWER ROAD LANDFILL	00013	955961	341691	07/09/19	325.25
	BFI TOWER ROAD LANDFILL	00013	955962	341691	07/09/19	1,280.00
					Account Total	1,605.25
	Culverts					
	BOWMAN CONSTRUCTION SUPPLY	00013	955963	341691	07/09/19	3,126.66
					Account Total	3,126.66
	Gravel & Recycled Material					
	ALBERT FREI & SONS INC	00013	956031	341753	07/09/19	.01
					Account Total	.01
	Operating Supplies					
	ALSCO AMERICAN INDUSTRIAL	00013	955969	341691	07/09/19	86.77
	ALSCO AMERICAN INDUSTRIAL	00013	955970	341691	07/09/19	73.90
	ALSCO AMERICAN INDUSTRIAL	00013	955971	341691	07/09/19	73.90
	ALSCO AMERICAN INDUSTRIAL	00013	955972	341691	07/09/19	73.90
					Account Total	308.47
	Road Oil					
	COBITCO INC	00013	955967	341691	07/09/19	104.85
	COBITCO INC	00013	955968	341691	07/09/19	65.24
					Account Total	170.09
	Water/Sewer/Sanitation					
	PREMIER PORTABLES	00013	955959	341691	07/09/19	350.00
	THE GOODYEAR TIRE AND RUBBER C	00013	955960	341691	07/09/19	309.00
					Account Total	659.00
					Department Total	5,869.48



County of Adams  
Vendor Payment Report

<u>3055</u>	<u>Transportation Streets Program</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Traffic Signal Maintenance					
	UTILITY NOTIFICATION CENTER OF	00013	955964	341691	07/09/19	194.54
	UTILITY NOTIFICATION CENTER OF	00013	955965	341691	07/09/19	299.62
	UTILITY NOTIFICATION CENTER OF	00013	955966	341691	07/09/19	193.12
					Account Total	687.28
					Department Total	687.28

County of Adams  
Vendor Payment Report

<u>97800</u>	<u>Wagner-Peyser</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Telephone					
	CENTURYLINK	00035	956052	341817	07/10/19	39.90
					Account Total	39.90
					Department Total	39.90

County of Adams  
Vendor Payment Report

<u>35</u>	<u>Workforce &amp; Business Center</u>	<u>Fund</u>	<u>Voucher</u>	<u>Batch No</u>	<u>GL Date</u>	<u>Amount</u>
	Received not Vouchered Clrg					
	COMPUTER SYSTEMS DESIGN	00035	956020	341753	07/09/19	4,800.00
	ELEMENTS	00035	956069	341753	07/10/19	254.29
					Account Total	5,054.29
					Department Total	5,054.29

County of Adams  
Vendor Payment Report

97500	WIOA YOUTH OLDER	Fund	Voucher	Batch No	GL Date	Amount
	Supp Svcs-Incentives					
	DUENEZ RAMIREZ CHRISTOPHER	00035	956053	341817	07/10/19	80.00
	LEWIS HERNANDEZ ELISABETH R	00035	955746	341360	07/03/19	25.00
	MARTINEZ VICTORIA	00035	955743	341360	07/03/19	20.00
	MYRICK KATHIE	00035	955744	341360	07/03/19	20.00
	ORTEGA MARCOS	00035	955745	341360	07/03/19	25.00
					Account Total	170.00
					Department Total	170.00

County of Adams  
Vendor Payment Report

Grand Total 3,294,167.71



## **Board of County Commissioners Minutes of Commissioners' Proceedings**

**Eva J. Henry - District #1**  
**Charles "Chaz" Tedesco - District #2**  
**Emma Pinter - District #3**  
**Steve O'Dorisio - District #4**  
**Mary Hodge - District #5**

**Tuesday  
July 16, 2019  
9:30 AM**

### **1. ROLL CALL**

#### **Rollcall**

**Present:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

**Excused:** 1 - Commissioner Tedesco

### **2. PLEDGE OF ALLEGIANCE**

### **3. MOTION TO APPROVE AGENDA**

**A motion was made by Commissioner Hodge, seconded by Commissioner Henry, that this Agenda be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

### **4. AWARDS AND PRESENTATIONS**

### **5. PUBLIC COMMENT**

#### **A. Citizen Communication**

**A total of 30 minutes is allocated at this time for public comment and each speaker will be limited to 3 minutes. If there are additional requests from the public to address the Board, time will be allocated at the end of the meeting to complete public comment. The chair requests that there be no public comment on issues for which a prior public hearing has been held before this Board.**

## **B. Elected Officials' Communication**

### **6. CONSENT CALENDAR**

**A motion was made by Commissioner Henry, seconded by Commissioner Pinter, that this Consent Calendar be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

- A.** List of Expenditures Under the Dates of July 1-5, 2019
- B.** Minutes of the Commissioners' Proceedings from July 9, 2019
- C.** Resolution Approving Right-of-Way Agreement between Adams County and Roller Investment Co., LLC, for a Utility Easement Necessary for the York Street Improvements Project - York Street from East 78th Avenue to Highway 224 (File approved by ELT)
- D.** Resolution Approving Right-of-Way Agreement between Adams County and 74th Avenue Limited Partnership, for a Utility Easement Necessary for the York Street Improvements Project - York Street from East 78th Avenue to Highway 224 (File approved by ELT)
- E.** Resolution Approving Right-of-Way Agreement between Adams County and Rafael Mendoza and Florence Mendoza, for a Utility Easement Necessary for the York Street Improvements Project - York Street from East 78th Avenue to Highway 224 (File approved by ELT)
- F.** Resolution Approving Amendment to Intergovernmental Agreement between Adams County and the Colorado Department of Human Services for Funding Wendy's Wonderful Kids (File approved by ELT)
- G.** Resolution Approving Abatement Petitions and Authorizing the Refund of Taxes for Account Numbers R0013611, R0177663, R0177664, R0177665 and R0177666 (File approved by ELT)

### **7. NEW BUSINESS**

#### **A. COUNTY MANAGER**

1. Resolution Approving Notice of Renewal with CoreCivic, Inc., for Community Corrections Program Services  
(File approved by ELT)

**A motion was made by Commissioner Henry, seconded by Commissioner Hodge, that this New Business be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

2. Resolution Approving Amendment Three to the Agreement between Adams County and CoreCivic, Inc., for the Adams County Opportunity Center Lease  
(File approved by ELT)

**A motion was made by Commissioner Hodge, seconded by Commissioner Pinter, that this New Business be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

## **B. COUNTY ATTORNEY**

**Motion to Adjourn into Executive Session Pursuant to C.R.S. 24-6-402(4)(b) for the Purpose of Receiving Legal Advice Regarding Oil and Gas**

**A motion was made by Commissioner Pinter, seconded by Commissioner Hodge, that this Executive Session be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

**Excused:** 1 - Commissioner Tedesco

## **8. LAND USE HEARINGS**

### **A. Cases to be Heard**

1. RCU2018-00034 American Tower Brighton  
(File approved by ELT)

**A motion was made by Commissioner Hodge, seconded by Commissioner Pinter, that this Land Use Hearing be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge



2. PLT2018-00028 Broncucia Minor Subdivision  
(File approved by ELT)  
**A motion was made by Commissioner Hodge, seconded by Commissioner Pinter, that this Land Use Hearing be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

3. PRC2018-00023 Meadows Home Development / Box Elder Creek Ranch  
PUD Amendment and Rezone  
(File approved by ELT)  
**A motion was made by Commissioner Henry, seconded by Commissioner Pinter, that this Land Use Hearing be approved. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Henry, Commissioner Pinter, Commissioner O'Dorisio, and Commissioner Hodge

## **9. ADJOURNMENT**

**AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE**



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Adams County Head Start Year Five of Five Continuation Grant application for 2019-2020
<b>FROM:</b> Herb Covey, Interim Director of Human Services Department
<b>AGENCY/DEPARTMENT:</b> Human Services Department
<b>HEARD AT STUDY SESSION ON:</b> N/A
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners Approves the resolution approving the Adams County Head Start Year Five of Five Continuation Grant application for 2019-2020

### **BACKGROUND:**

Adams County Head Start (ACHS) is submitting a Year Five of Five Continuation Grant application for November 1, 2019 - October 31, 2020. The Grant amount is \$4,444,615. These funds are being made available through the U.S. Department of Health and Human Services, Administration for Children and Families (ACF). This grant requires Adams County Head Start to provide a 20% match of in-kind totaling \$1,111,154 which will be obtained through volunteer time, state, and private funding, and donated goods and services. The total amount is \$5,555,769. The grant application is due to the Administration for Children and Families on July 26, 2019.

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Human Services Department Head Start and the U.S. Department of Health and Human Services

### **ATTACHED DOCUMENTS:**

Resolution attached  
BOCC Letter  
Five of Five Continuation Grant Application  
Adams County Head Start Training Plan  
Adams County Head Start Self-Assessment Action Plan

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center**

	<b>Object Account</b>	<b>Subledger</b>	<b>Amount</b>
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	<b>Object Account</b>	<b>Subledger</b>	<b>Amount</b>
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

**New FTEs requested:** ☐ YES ☒ NO

**Future Amendment Needed:** ☐ YES ☒ NO

**Additional Note:**

**RESOLUTION APPROVING THE ADAMS COUNTY HEAD START YEAR  
FIVE OF FIVE CONTINUATION GRANT APPLICATION FOR 2019 - 2020**

**WHEREAS**, Adams County has a five year federal grant from the U. S. Department of Health and Human Services, Administration for Children and Families (“ACF”) for the Adams County Head Start Program; and,

**WHEREAS**, by means of the attached application Adams County Head Start wishes to apply for the Year Five of Five Continuation Grant; and,

**WHEREAS**, the funds are being made available through “ACF” to Head Start programs.

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners, County of Adams, State of Colorado, that the Adams County Head Start Year Five of Five Continuation Grant application be approved.

**BE IT FURTHER RESOLVED**, that the Chair is authorized to execute said application on behalf of Adams County.



July 23, 2019

Mark Heinert  
Office of Head Start, Region VIII  
Administration for Children & Families  
999 18<sup>th</sup> Street, South Terrace, Ste 499  
Denver, CO 80202

Re: Approval of Adams County Head Start U.S. Department of Health & Human  
Services Year Five of Five Continuation Grant application for 2019-2020  
(November 1, 2019 – October 31, 2020); 08CH010252

Dear Mr. Heinert,

As the Authorized Representative and Certifying Officer of the Adams County Board of County Commissioners on behalf of ACHS, I am writing to confirm that during a regularly scheduled Public Hearing session the Adams County Board of County Commissioners, ACHS governing board, approved the Adams County Head Start Year Five of Five Continuation Grant application for 2019-2020 (November 1, 2019 – October 31, 2020).

Sincerely,

Steve O'Dorisio  
Board of County Commissioners

BOARD OF COUNTY COMMISSIONERS

Eva J. Henry  
DISTRICT 1

Charles "Chaz" Tedesco  
DISTRICT 2

Emma Pinter  
DISTRICT 3

Steve O'Dorisio  
DISTRICT 4

Mary Hodge  
DISTRICT 5

**ADAMS COUNTY HEAD START YEAR FIVE OF FIVE CONTINUATION  
GRANT APPLICATION FOR 2019 - 2020  
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## **Section I. PROGRAM DESIGN AND APPROACH TO SERVICE DELIVERY**

### **SUB-SECTION A: Goals**

#### **PROGRAM GOALS: MEASURABLE OBJECTIVES, EXPECTED OUTCOMES, CHALLENGES, AND REVISIONS**

Program outcomes for the 2018 – 2019 school year are compared to last year's outcomes due to the decrease in the number of children now served. Adams County Head Start (ACHS) serves 256 children, 193 less than in years one and two of the grant cycle. This change impacted the baselines for some of the program objectives.

***Program Goal 1: Adams County Head Start (ACHS) will enhance comprehensive services to maximize children's potential to enter kindergarten with a successful academic and social emotional foundation.***

***Objective 1: Providing professional development for teaching staff to increase instructional support in their teaching practices will result in 64% of our teachers demonstrating a positive increase in their CLASS scores from fall to spring annually.***

This year education staff received refresher CLASS training on all domains for skill enhancement in classroom environment practices. The education manager and quality assurance manager attended a two day CLASS training leading to attaining their certification in the CLASS assessment tool.

The program exceeded its goal for the *Instructional Support* domain. A total of 68.75% of classrooms demonstrated a positive increase from fall to spring, exceeding the 64% goal by nearly five percent. Eleven out of 16 classrooms showed increases in this domain. The ACHS overall average (4.28) exceeded the national average (3.00) by a large margin (1.28). Agency-wide average CLASS scores also increased in each dimension in the *Instructional Support*



domain by the following scores: Concept Development (+.60), Quality of Feedback (+.57), and Language Modeling (+.18).

In the *Classroom Management* domain, 8 out of 16 classrooms (50%) improved their scores from fall to spring, with the total program average (5.87) for spring slightly exceeding the national average (5.83). Further, *Emotional Support* domain averages were in the high range for 15 out of 16 (94%) classrooms.

The challenges in the 2018-2019 school year were mainly in staffing. One classroom had a long-term substitute for the entire year. Two other classrooms lost their lead teacher mid-year; one passed away and the other pursued a different opportunity. In addition, the education program manager position was vacant from October until January. These challenges are being addressed through concentrated efforts to hire education staff, retain quality staff, and work with the education coach to create a responsive schedule for the 2019-2020 school year while adding one CLASS goal in the *Instructional Support* domain for every teacher.

This objective may be improved by comparing the measure from the current year scores to the previous years' or to a certain score above the national Head Start average. This suggestion could provide a clearer understanding of teacher growth in enhancing classroom environment in the long-term.

***Objective 2: Increase exposure to family literacy by participating in the Families and Fathers Reading Every Day (FFRED) program resulting in determining the baseline in year one of five; from year two through five, the program will experience: a 10% increase on # of reading hours at home; a 5 % increase in # of books given to families by Head Start; and a 10% increase in the # of families reading to their children at home.***

Objectives two and three were merged in 2015-2016. See outcomes under objective three.

***Objective 3: Promote the importance of parent involvement in building their child's literacy and vocabulary skills. Parent participation data from the first grant year in literacy and vocabulary knowledge will be used to identify a baseline of our HS family community. The parent participation baseline will increase by 3% annually.***

Family participation continues to be significant although there was a decrease this year. One thousand three hundred and ninety-five (1,395) family members participated in reading time with their children, generating 1,891 hours. Participants received one book per week, with a total of 974 Fathers and Families Reading Every Day (FFRED) books distributed. Compared to the 2017- 2018 year 1,578 family members read with their children, generated 2,250 hours and 741 FFRED books were distributed. This year's parent participation in FFRED decreased by 11.6% and reading time decreased by 16%; books given to families increased by 24%. The decrease in parent participation could be due to volunteer hours not being consistently submitted by parents.

This year's Cultural Literacy Festival (CLF) took place in May. Children engaged in a myriad of activities that focused on book themes to enhance early childhood literacy. Additionally, families had the opportunity to participate in a book swap. A total of 253 adults and children attended CLF, and compared to last year, attendance decreased by 26%. Weather, graduation ceremonies, and scheduling the event after school ended for the year could have contributed to lower attendance. Next year, the event is scheduled in early May to avoid conflicts with graduation ceremonies and to have it during the school year in hopes that attendance will increase.

Over 3,700 books were checked out by families who participated in the Lending Library program. A total of 2,240 preschool literacy books were checked out to increase the likelihood of student-family engagement in literacy and having access to a variety of books. In the 2018-

2019 program year the Home-to-School Connection literacy program gave a book to each family monthly to increase children's literacy and vocabulary skills. The Home-to-School Connection literacy involvement generated 301.75 hours and 171 family members participated. Additionally, other homework and family projects accrued 910.25 hours with a total of 164 participants. These projects included activities based on the monthly family literacy book. Beyond just reading the book, the Creative Curriculum (CC) studies also focused on family activities based on the identified book. For example, the book "Curious George Builds a Tree House" was given out to each child. Several parents completed family activities related to the book, such as building their own family tree or making a tree house. The book and activities supported the CC lesson on trees. This allows for classroom learning to be extended and supported at home.

In the fall of 2018, 72 four-year-olds scored below the widely held expectations for literacy according to the Teaching Strategies GOLD (TSG) developmental assessment tool. By the spring of 2019, 60 of these children either met or exceed the widely held expectations for literacy according to TSG. Implementing consistent literacy efforts through the FFRED, MRMF, Home-to-School Connection literacy, Lending Library, and other family projects has produced positive literacy outcomes for children.

***Objective 4: The health and nutrition area will strengthen the follow-up process in place for children who have been identified at high risk for health/nutritional needs as evidenced by initiating the follow-up process through the following steps: Provide screening form with necessary follow-up to parent day of screening; Create a COPA referral for that child within 5 business days after screening; Case note all communication with family regarding necessary follow-up; If amenable with family, establish a FPA goal based on referral and necessary follow-up if necessary appointment with referred specialist is not complete within one month of referral notification; and Expecting a 5% annual increase in the completion of hearing, vision and dental referrals from baseline established 2015-2016.***

Out of 179 children with sensory and dental screening referrals during the 2018-2019 school year, 51 did not complete the necessary follow-up care. They either terminated from the program (20) or are transitioning to kindergarten (31) and their care was not completed by June 2019. There were 159 children needing further follow-up care after adjusting for children who dropped. Out of 159 children, 118 children (74%) completed sensory and dental care through the early screening process by June 2019. There was a 6% increase of children receiving follow-up care; however, the program did not meet the goal for a 10% increase in completed referrals by June 2019. Nineteen children with open referrals are returning to the program for the 2019-2020 school year (17 dental and 2 vision). These families will receive all necessary follow-up care in the 2019-2020 school year and the Health Specialists (HS) will offer to create a family partnership agreement goal for health needs. Families with children transitioning to kindergarten (31) continue to be monitored and encouraged to complete all follow-up care during June and July.

Dental exams were provided in early September and a final round was performed in April. This allowed families time to receive needed care from their dental homes in May and June. The When families do not tend to their child's health needs within the two month period, the HS proposes the family to make a goal around this need. This year four families agreed to a Family Partnership Agreement (FPA) and they received support from the HS and Family Service Specialists (FSS) to address dental needs. All these families verbalized barriers and developed a plan for their children to receive the recommended care.

Incomplete referrals continue to reflect similar reasons as previous years: the child dropping

out of the program; medical/dental providers not having appointment times available that corresponded to the schedule of the family's availability; the appointment needing to be scheduled at a much later time after the referral was given to the parents; and parents choosing not to follow up on the referral even after receiving support and guidance regarding the importance surrounding their child's medical/dental care.

Lastly, the established protocol for documentation of referrals provided to families after the initial screening process is complete was enhanced. The health team is tracking all referrals provided to parents via case noting indicating the date the family received it. This was changed to establish a better tracking and follow-up mechanism in one specific area of the database. It also improved understanding of the family's ability to receive follow-up care and provided more timely support and advocacy. Additionally, the health team is able to more easily identify and work with the family to establish an FPA early in the process for the child to receive medical care.

***Objective 5: Provide parents with a minimum of three annual group based parent education sessions on developmental and social-emotional topics. The baseline for parent attendance will be established in year one and a 3% annual growth is expected.***

Nine parent education sessions on social emotional and development topics were offered. There was a decrease in parent attendance. Last year 95 participated in at least one of six parent workshops and this year 83 attended at least one of nine educational opportunities. Parent participation decreased by 12.6% even though the number of parent education opportunities increased. During Parent Cafes in November, March, and April the mental health consultants presented topics related to managing challenging behaviors and the social emotional aspect of

transitioning to kindergarten. A total of 47 parents attended.

Workshops for parents on special education topics were offered in September, January, and April and five parents participated. In October and April parents connected and relaxed with their children through creative movements, songs, stories, and games in the Family Yoga workshops offered by a licensed pre-school yoga teacher. Parents learned about the benefits of mindfulness and yoga practice, including how it helps increase focus, self-regulation, emotional expression, and mind and body connection. Thirty one (31) individuals (parents and children) participated. The program will offer Family Yoga workshops next year at centers during the Parent Cafés in the month of March.

Adams County Head Start is currently evaluating the parent engagement paradigm and looking into potential new approaches that align more with the new generation being served, their hierarchy of needs, and more modern technological avenues for parents to access educational opportunities.

***Objective 6: Identify teaching staff needs related to mental health and special education. The education and support areas will work closely to coordinate training for staff.***

Professional development needs for the education staff were identified by the special education and support services program supervisor. The sources used to identify these needs included the Teaching Pyramid Observational Tool (TPOT), teachers' feedback gathered in monthly collaborative meetings, teacher surveys, and monthly professional development meetings with the education manager. After identifying the needs, the special education and support services program supervisor and education manager incorporated trainings.

The Special Education and Support Services department provided ten trainings/educational

opportunities on behavioral health, behavioral management, and classroom support for the teaching staff. They received two full-day trainings on the Incredible Years (IY) Dinosaur School Curriculum; a curriculum that strengthens social-emotional and academic competencies; such as understanding and communicating feelings, using effective problem-solving strategies, managing anger, practicing friendship skills as well as appropriate behavior. Three other trainings were offered by the mental health consultants on creating trauma-informed schools by fostering resilient attachment; identifying trauma's impact on early child development; and offering mindfulness tools for educators.

Five additional educational opportunities were provided through the Resilient Educator's Group for education staff to explore topics related to compassion fatigue, secondary stress, self-care and resiliency. Participants reported the following as most helpful: having the opportunity to talk about feelings and to speak up without being judged; having the freedom to reflect and hear others in a professional, safe, and confidential space; and having an avenue where they can learn skills to improve as a person. The group met monthly and employee attendance increased this year. Staff evaluation feedback was very positive and teachers expressed their desire to continue with the group. Next year eight Resilient Educator's Group meetings are scheduled.

**Objective 7:** *Align professional development needs with each area to maximize ACHS's quality of services.*

Adams County Head Start paid tuition for teachers pursuing educational advancement. Seven education staff successfully completed college courses. By the end of the school year, two staff members received a baccalaureate in arts or baccalaureate in science, and one attained an Early Childhood Director's certificate.

Family services staff received two special education and mental health trainings; the first on how to navigate through the mental health and special education process in ACHS, the second was on secondary trauma and self-care, strategies for long-term health. All FSSs received a refresher course on the Family Development Credential in August and another is scheduled for August 2019.

Both the HSs and the FSSs attended training on tobacco education and cessation provided by the American Lung Association of Colorado and participated in One Step, their incentive program. The incentive was a gift card for the FSS or HS who had the most documented conversations with families regarding second and third hand smoke as well as understanding the individual's willingness to change their behavior(s) surrounding smoking. The process also included the provision of appropriate referral and/or resources that assist and support the family in decreasing their risk of lung disease. Last year training was provided for the teams on tobacco cessation for families. In September, the family services and health teams received training, initiating the intervention process of identifying children at risk for second and third hand smoke exposure. They received information on resources available in Colorado, and how to begin conversations in the MI manner using strategies that may help staff understand the family member's willingness to change their behavior(s) around tobacco use in order to make a healthier environment and reduce their child's risk for exposure to tobacco smoke.

Additionally, the program's database was utilized to document families with increased tobacco exposure and whether or not counseling was provided. After conducting an audit to assess implementation and taking into consideration children at higher risk with asthma; a



sample size of 12 children diagnosed with asthma was selected. Six (50%) of the children had adults who verbalized smoking. Four of the six (66%) adults verbalized smoking outside. However, data indicated that no counseling on tobacco cessation/reduction or information on how to reduce second and third hand smoke was documented. Next year, the program will work toward applying MI skills with families surrounding tobacco education and recognizing and providing support around substance abuse issues. Moving forward, the partnership with the American Lung Association of Colorado will continue and they will provide One Step training to site teams at center meetings. Family Services and Health staff will provide family counseling using MI principles on making healthy behavioral changes to reduce such risks in children. As a team, they will work on supporting families in developing healthier practices surrounding tobacco use; including cessation. Additionally, ACHS will continue to participate in their incentive program, provided funding is still available.

Training organizations, such as Community Reach have agreed to incorporate principles of MI when training on substance abuse as well as mental health first aid. Health and Family Services teams are to develop vignettes mirroring Motivational Interviewing (MI) interactions with parents to be used by the trainer providing the MI refresher in 2020. These will help assess gaps and best practices with other options/suggestions on ways to improve MI use.

The health team was trained on managing challenging behaviors and navigating through the mental health and special education process. In April, they attended training on secondary trauma and self-care strategies for the long-term provided by the mental health consultant.

The nutrition supervisor attended the Child Nutrition Conference in April 2019. She

increased her knowledge in the new Food Buying Guide and learned of new resources on menu analysis and portioning, in conjunction with utilizing appropriate-sized dinnerware. The nutrition supervisor is implementing the new information on the Food Buying Guide and menu analysis to increase nutritional content and add more variety to menus for the 2019-2020 school year.

Additionally, she attended a train-the-trainer session and the knowledge she gained will help her provide more engaging trainings and increase the team's knowledge of nutrition and CACFP principles through interactive games. She will be implementing these concepts with her team and developing more engaging training around CACFP regulations, food safety/sanitation and nutrition.

One HS completed seven college courses, totaling 21 credits, at Colorado State University Global toward a baccalaureate in Healthcare Administration and Management. One HS received a scholarship to attend the prestigious Aspen Ideas: Health conference in June 2019. This renowned conference tackles critical community health issues surrounding social determinants of health. The HS will apply this knowledge in family advocacy, ultimately increasing her ability to advocate and improve family health outcomes.

Adams County provides numerous trainings for employees at no cost to the program. For example, training on cultural humility was provided in an all day session. In addition, certificate programs are offered for Organizational Professionalism and Organizational Leadership. Other classes on skill building, cultural awareness, and wellness trainings are also available. Adams County provided an eight-week program called The New You, focusing on health and wellness. Scheduling was accommodated for education staff to participate in the New You. A total of 10

individuals from ACHS attended the eight week health program. The county also implemented the “LEAD Reads” for staff to expand their learning through books.

***Objective 8: Enhance case management efforts across the program through the implementation of motivational interviewing and stages of change frameworks in addition to improving the current case management process. The program will develop an action plan with timelines to track and measure progress and identify necessary changes.***

The program continues to use case management and MI as fundamental philosophies to identify family needs, their priorities, and meeting the family where they are to help them achieve their goals. In 2018-2019 the entire health team attended two trainings on MI provided by the Motivational Interviewing Network of Trainers (MINT) that enhanced MI skills. This allowed the team to provide effective case management through a more client-centered approach leading to skillfully having conversations around families’ values and impact on future behavior change.

In 2018-2019 the health team continued to use case notes documented in SOAP formatting (Subjective, Objective, Assessment and Plan) as a mechanism to measure the health specialist’s ability to utilize MI skills effectively in the referral process regarding families receiving the necessary medical and dental care for their child’s health and wellbeing. Within the case noting format, HSs identify current barriers to receiving necessary care for the child’s health needs as well as the family’s willingness to accept support in making behavioral changes and achieving positive health outcomes.

In 2018-2019 the HNM performed a total of four MI documentation audits to assess accurate use of MI. The increase in auditing identified specific improvements needed in three areas of case note documentation in order to assess if MI skills are adequately employed.

The first three case note audits included a random 10% sample of referrals made in the selected months. In order to establish if MI skills were employed, data was collected on whether or not the HS covered the topics/questions in the table below with parents of children needing treatment. Audit outcomes are depicted in the table below.

Month	10% audited	Parent willingness to receive follow-up care for child	Any barriers parent has verbalized in not receiving care	Support +/-or advocacy Health Specialist provided to family based on where family is at in their process
November	10 (103 referrals in process)	40%	40%	60%
December	5 (57 referrals in process)	40%	60%	60%
February	7 (65 referrals in process)	70%	57%	43%

Results indicated approximately 50% of the parents were asked about their willingness to receive follow-up care. Fifty-two percent were asked if there were barriers keeping them from completing the care and 54% received support and/or advocacy to aid the family in receiving necessary care. Outcomes led to a discussion on baseline numbers, how to further standardize the process, and reviewing case noting examples. The health team did not thoroughly understand the three aforementioned elements required in their documentation. As a result of the audit process discussion, the health team had a better understanding of what specific documentation was needed and what warrants evidence of MI skills in effective change management for families in regard to completing their child's follow-up care.

The last audit was completed in June 2019. Outcomes indicated 50% of “in process” and “incomplete” referrals were reviewed for the determined three elemental aspects of MI as stated above. The metrics are outlined on the table below.

Month	50% audited	Parent willingness to receive follow-up care for child	Any barriers parent has verbalized in not receiving care	Support +/-or advocacy Health Specialist provided to family based on where family is at in their process
June	23 (47 referrals in process/incomplete)	74%	52%	61%
Average of Nov., Dec., and Feb.	22 total referrals	50%	52%	54%

The June MI audit on case noting reflected a 24% improvement in the HS’s ability to identify parent willingness to change. The amount of support/advocacy provided to parents also increased by an additional 7%. There was no change in understanding barriers the parent may have in completing necessary care.

With increased understanding moving into the 2019-2020 school year, the HNM developed a guidance sheet for each HS to aid them in ensuring these three targeted MI statements are asked of each family during conversations discussing referral completion. In August the team will determine when to start having discussions with parents on following-up for children’s care to provide enough time for scheduling appointments with providers. Additionally, a more descriptive cover letter is accompanying referrals to stress diagnostic and treatment expectations. This provides earlier intervention and provision of targeted support to improve positive outcomes and complete required health care. The cover letter summarizes the following:

- The importance of diagnostic and treatment steps of the Early Periodic Screening and Diagnostics Table (EPSDT)
- A deadline is noted indicating when follow-up should be completed for the specific referral
- If follow-up care cannot be scheduled according to the deadline indicated; parents will be encouraged to contact their HS to support with the child's care coordination

In 2018-2019 the family services team participated in two half-day advanced MI trainings. A refresher on advanced concepts of communication and change talk, motivational stages, principles of MI, and the benefits of MI was provided to FSSs and family services leadership. With this knowledge and skills, the FSSs have been able to provide effective case management for families. The program continues to track MI use through the case note technique called Data Assessment and Plan (DAP). Data Assessment and Plan refresher trainings have taken place during family services supervision meetings. This school year, a case note audit was completed by the family services leadership team. During the audit, 20% of files from each site were assessed to identify whether DAP was being implemented in case notes. The results indicated that all staff is using the appropriate format. Going forward, the family services team will receive refresher training on DAP in August 2019 and will discuss DAP during supervisions to ensure continued proper use of the technique. The family services leadership will continue to conduct DAP audits for proper use and consistency.

***Program Goal 2: Adams County Head Start will strengthen the transition process to the local school system for children and families so that Head Start children succeed in kindergarten and beyond. Goal 2 Expected Outcome: Parents know how to navigate the school system to ensure their children's needs are shared with the local school system and addressed.***

***Objective 1: 100% of families will understand their child's developmental progress***

***throughout the school year and will be informed of the progress their child has made to meet expectations set for children starting kindergarten. The content shared with families includes developmental progress discussions, sharing of portfolios, and TS GOLD information; parents will receive information of the school district's general entry to kindergarten developmental expectations; families will receive developmentally appropriate activities that help maintain and strengthen children's developmental skills during the summer months before entering kindergarten.***

Parents received kindergarten transition information in various ways throughout the year at Parent Café's, teacher home visits, parent-teacher conferences, and at kindergarten transition events. In the spring of 2019, there were 249 children with enough TSG data to be analyzed. Out of 249 children, 89% of children were either meeting or exceeding expectations set by TSG at the end of the school year.

Parent-teacher conferences took place in the spring to discuss the individualized developmental progress children made throughout the school year. A TSG report was generated to discuss outcomes in the fall and spring during the parent-teacher conferences for each family. In the 2018-2019 program year, individual monthly classroom newsletters were developed and tailored for each child. These newsletters indicate the child's developmental progress in meeting goals developed by the teacher and parent. Teachers provide suggestions and activities parents can engage with their child at home that promote learning to reach developmental goals.

***Objective 2: HS parents will learn about the school options available to them including their home school and other options. A 10% increase on the following is expected by year five of the grant. The baseline being the outcomes generated from the previous year's data; Number of parents attending the Kinder Transition parent cafe; Number of parents who selected a school for their child before the program year ends; Number of transition packets given to parents containing information about the school and an identified point of contact for future questions.***

Out of 302 children enrolled, 167 are of age to transition to kindergarten. One-hundred and forty-three children stayed until the end of the school year. Ninety-nine percent of the parents who had the 143 children selected an elementary school prior to the school year ending. Out of the 167 children of age to transition, 24 children left prior to the school year's end and only two of those parents selected a school.

An important component the program uses to support families whose children are transitioning to kindergarten is to provide them with Kindergarten Orientation. Parents learned about the school districts' guidelines on what their child needs to know to be ready for kindergarten and the options offered by the school districts' Choice program. Choice is an event that provides a window of time where school districts offer families the opportunity to register their child at a school other than their designated school. The orientation packets included a school calendar, school contact information, and other documentation needed for registration.

Kindergarten transition was the topic of the January Parent Café with a total of 30 parents attending; it is unknown if all thirty parents were all families transitioning to kindergarten. Attendance to the meeting had a 39% decrease from last year. All other parents who did not attend the Kindergarten Transition meeting received the information by the FSS in one-on-one meetings. Twenty-four parents did not get the packets because children left the program prior to the end of the year. Out of the 24, 14 left prior to the Kindergarten Transition Parent Café. Out of the remaining 10 families who did not get a packet/information, three parents attended the café before leaving the program. A total of four parents did not receive packets/information. Reasons as to why they did not receive the information were not documented in case notes by the



FSSs. To address this tracking deficiency, the area plans to include these items in the FSSs annual tracking report.

**Objective 3:** In collaboration with the school districts the education leadership will establish kindergarten developmental expectations. After year one, these meetings will take place annually and an annual debriefing meeting at the end of each program year will be held to identify how the process can be strengthened by the collaboration.

This objective was omitted before the start of the 2016-2017 program year and its omission was reported in last year's grant application.

**Objective 4:** *The receiving school is aware of the child's needs and the parent has the necessary health/nutritional documentation in place before school starts. This successful transition will be measured by Establishing a relationship with school district RNs/Health Clerks; Number of parents with children who have health/nutritional needs contacted by the Health Specialist to provide guidance and support through the transition process will increase by 5% annually where baseline is established 2015-2016; and The number of parent contacts, case management support provided by the health team, and number of children who left the program with the necessary documentation needed by the school to address their health/nutritional needs will be 85% annually.*

The program missed the 85% benchmark by 1% due to five children terminating prior to selecting a school. In 2018-2109 the program guided families on collaborating with the chosen school district health and nutrition teams to aid them in the kindergarten transition process for their child's medical/dietary needs. There were 31 children transitioning with health/nutrition needs. Twenty-six children's parents chose schools and five of the 31 dropped from the program before selecting a school.

Prior to the child starting kindergarten, families received necessary paperwork to provide their chosen school. The packet contained the chosen school's health and nutrition contact information, blank health care and special diet forms, as well as other necessary medical information. This was provided to 100% of families (26) whose children remained in the

program until the end of the year. In June, 26 families were contacted by an HS to ensure they were able to contact their chosen school and did not have additional needs to finalize their child's health care and nutrition process at the transitioning school. Last year, five out of 20 families (25%) had chosen a school and successfully contacted the appropriate health or nutrition office in the school by mid-June. This year one out of 26 families did not select a school and is awaiting placement. Out of 25 families who have chosen a school, six (24%) have successfully contacted the school and provided all necessary health/nutrition paperwork. One family asked for copies of their health and nutrition paperwork previously provided and these were sent. Seven families (28%) stated they will contact their chosen school and take care of all health/nutrition paperwork submission at that time. A total of 12 families verbalized not needing additional health/nutrition support or advocacy in the kindergarten transition process. Follow-up will continue until the end of July.

Most families are unaware of the dietary accommodation guidelines available in the public schools. Consequently, they don't make the necessary requests to meet their child's religious/cultural needs. The health team worked with each family on how to advocate for their child's special dietary needs (religious restrictions surrounding specific foods, etc.) not covered by a required Health Care Plan. Parents were given forms and received information on allowable dietary requests that can be submitted to the public schools.

***Objective 5: HS children with special developmental and/or mental health needs successfully transition to the receiving school(s) as measured by an annual increase of 3% of parents making at least one contact with school personnel to discuss their child's individual needs after the baseline number is set in year one of five.***

Based on criteria set by ACHS, 20 out of 25 students receiving special education services

and/or mental health support successfully transitioned to kindergarten this year, using the criteria below; surpassing the 3% anticipated annual increase from the 66% baseline. However, there was no increase in comparison with the previous school year (20 successful transitions out of 23). The criteria used to identify a successful transition were:

- formal enrollment took place
- receiving school obtained a copy of the Individualized Education Plan (IEP) paperwork
- parent/guardian knew the school district and their child's home school
- a school was selected
- parent had the opportunity to contact/meet a representative of the school
- parent expressed feeling confident that the transition to kindergarten was successful

The efforts to facilitate and support students transitioning to kindergarten grew from only supporting students with an IEP or behavior plan to include students were monitored during the last three months of the school year due to their need for additional classroom support. The team successfully assisted 34 students out of 53 during their transition process. This represents 66% of the students from the special needs caseload transitioning to kindergarten. Additionally, 14 transition meetings took place with receiving schools for children monitored for developmental growth due to a lack of or minimum progress on a specific developmental area. Some challenges with this process were children transitioning to another county/state, parents unable to report the name of the school their child was transitioning to, and lack of response from parents/school representatives.

***Objective 6: Provide the professional development necessary and implement monitoring processes to assess the transition efforts. The process will be monitored by the Area***

***Implementation Action Plan quarterly.***

The family services area received kindergarten transition training and information at FSS staff meetings beginning in August when the area's timeline for kindergarten transition was presented to them. Throughout the year, monthly transition tasks were reviewed at each meeting. In August and February the family services area received training on kindergarten transition covering the Head Start Performance Standards (HSPS), the kindergarten process, and necessary documents to ensure compliance and completeness. The health area received kindergarten transition process training in March.

The special education and support services program supervisor provided an orientation in August for the education, family services, and health staff members to stress the importance of working as a team in supporting families whose children have an IEP and/or behavioral support plans for a successful transition to kindergarten. During the collaborative meetings in March and April the education and family services teams also received a second training reviewing the transition plan process for each student going to kindergarten and the supportive roles and responsibilities of each team member during this process. The plan for next year is to continue strengthening the process currently in place.

***Program Goal 3: Enhance family wellbeing through individualized support by meeting families where they are. Goal 3 Expected Outcome: By focusing on being more family-centered , ACHS will provide individualized, culturally responsive, and relevant services for the family that will maximize the assistance ACHS can provide for each family's needs in support of self-reliance beyond HS.***

***Objective 1: Gather more information about families during the enrollment process and throughout the program year that will be used in collaboration with all ACHS areas to adequately support families. In year one, all ACHS areas will develop an integrated process and pilot the coordination of the multi-disciplinary team's roles and responsibilities in the***

***development of family goals. The implementation and enhancement of the process will take full effect starting year two.***

The Family Strengths and Priorities Assessment and the Family Referral tool continues to be used as a pre and post survey to assess family needs and improvement in getting these met at the end of the year. Pre-assessment questions were completed by families at enrollment and the post-assessment in April and May. Currently, the data is being aggregated and results will be included in the 2019-2020 grant application along with the 2019-2020 results.

The family goal planning process continues to involve other areas. Initial contact with the family is accomplished by the family services team to assess if the family is interested in establishing a goal. Sometimes other departments, such as the health or special education and support services areas might identify a family that is struggling to receive the necessary support for their child. At this time, the staff supporting the family during this specific situation is the first to identify barriers and assess the family's willingness to receive necessary assistance. As a result, the opportunity to set a goal with the family is presented to the parents, and then, the FSS tracks family progress toward accomplishing the mutually established goal.

This year the special education and support services department performed pre and post surveys to assess parent knowledge, understanding, participation, engagement, and potential needs regarding their child's IEP process. The data gathered at pre survey showed parents' level of knowledge at entry into the program. Data collected at post survey indicated if the parents had any growth on the knowledge, understanding, and engagement during the IEP process of their children after attending the program. Eight parents participated in the pre survey and 19 in the post survey; only four parents participated in both surveys. The outcomes of the pre and post

surveys of these four parents indicate that they learned more about this process after being in the program. A barrier encountered as part of the pre-survey process was a weak tracking system used at pre-survey. The department is in the process of identifying possible solutions.

The post survey data showed that the eight parents out of the 19 expressed a growth of 5 (in a scale of 1-5, with 5 indicating maximum growth) in their knowledge and understanding of their child's IEP process. Seven out of the same 19 parents scored their growth at a 4. The survey also asked families about their level of satisfaction with the process and the support received from the special education and mental health team. Fifteen out of 19 (79%) post survey participants responded having received maximum support and four (21%) scored their satisfaction at a 4. At post survey, parents expressed the need for more training on how to support their child with an IEP at home.

**Program Goals - Challenges and Revisions:** No changes in this section.

**School Readiness Goals (SRGs):** No changes were made to the ACHS School Readiness Goals during the year. The goals and outcomes are outlined in the table above.

Adams County Head Start School Readiness Goals			
<b><u>Social and Emotional Development</u></b> Children will: <ul style="list-style-type: none"> <li>Engage in and maintain positive adult-child relationships and interactions.</li> <li>Engage in and maintain positive peer relationships and interactions</li> <li>Display levels of attention, emotional regulations, and behavior in the classroom that are appropriate to the situation and the supports available</li> <li>Learn and internalize (follow) classroom rules, routines, and directions</li> <li>Develop and display a sense of self, confidence in their abilities, and a strong identity that is rooted in their family and culture.</li> </ul>	<b><u>Language and Literacy</u></b> Children will: <ul style="list-style-type: none"> <li>Use and comprehend increasingly complex and varied vocabulary:</li> <li>Use and comprehend oral language for conversation and communication:</li> <li>Identify and discriminate the sounds within words as separate from the word itself.</li> <li>Use and understand print as a system of visible marks that represent the sounds within words and words themselves</li> <li>Engage with literature in developmentally appropriate ways.</li> <li>Children who are Dual Language Learners will demonstrate increased competency in their home language while developing proficiency in English.</li> </ul>	<b><u>Cognition and Mathematics</u></b> <ul style="list-style-type: none"> <li>Children will use math regularly and in everyday routines to count, compare, relate, identify patterns and problem solve.</li> </ul>	<b><u>Physical Well-Being and Motor Development</u></b> Children will: <ul style="list-style-type: none"> <li>Demonstrate control of large muscles for movement, navigation, and balance</li> <li>Demonstrate control of small muscles for such purposes as using utensils, self-care, building, writing, and manipulation.</li> <li>Identify and practice healthy and safe habits.</li> </ul>

*Table 1. Percentage of Spring 2019 TSG Scores Meeting or Exceeding Widely Held Expectations for Four Year Old Students*

Developmental Domains	Goal expectation is 90%
Social-Emotional	87.4%
Physical	87.4%
Language	84.6%
Cognitive	86.7%
Literacy	89.5%
Math	83.9%

Table 1 shows the percentage of students in the four year old group that met or exceeded expectations in the specific developmental domains measured by TSG. These percentages, while very high (85-89%) did not reach the 90% goal. There are some possible explanations for the lower-than-expected spring scores. Full-day trainings were provided for the CC studies, TSG,

and online resources. This extensive training, combined with the year-long coaching in TSG and CC may have had an impact by leading to greater accuracy in TSG scores. This could also suggest that, in past years, scores may have been unintentionally inflated.

The first full cycle of CC's newest version was implemented in 2018-2019. The widely known 'implementation dip' in assessment scores could have occurred. This is defined as lower assessment scores during the first-year implementation of a new curriculum, explained by the fact that teachers are new to the curriculum and not yet proficient at using, preparing, and teaching it. This could have led to assessment score inflation, especially for a severely at-risk population and with over 13% of enrolled children with IEPs. Future goals should consider the possibility that the present year's scores reflect a more accurate assessment of students' developmental levels.

Adams County Head Start recognizes the importance of family engagement in school readiness. A school readiness survey was given to all ACHS parents both at the beginning and the end of the 2018-2019 program year. In fall, 261 parents filled out the survey, and in spring, 251 parents were able to complete it.

*Table 1* shows the average score for each survey question and the growth from fall to spring, if any. The responses were coded as follow: Never= 1, Sometimes= 2, and Always= 3. The table shows that there were improvements in all 15 scores from fall to spring. Question 7- *I help my child spell his/her name-*, had the highest improvement (0.38).

*Table 1. Survey Response Averages and Positive Change from fall to spring*

Question	Fall average	Spring average	Positive Change
Q1. When reading books to my child we talk about the pictures.	2.67	2.77	0.10
Q2. I teach my child how to calm down when they get upset.	2.76	2.80	0.04



Q3. My child and I go to the library.	1.86	1.90	0.04
Q4. I teach my child to take turns and share when playing with others.	2.84	2.89	0.05
Q5. I teach my child to wash their hands and brush their teeth.	2.93	2.94	0.01
Q6. I teach my child how to zip, button, and put on their shoes by themselves.	2.70	2.77	0.07
Q7. I help my child spell his/her name.	2.27	2.65	0.38
Q8. I help my child find shapes and colors in our environment.	2.50	2.65	0.15
Q9. I help my child put his/her own things away where they belong when finished.	2.72	2.81	0.09
Q10. I help my child recognize their name	2.62	2.80	0.18
Q11. I help my child practice saying their name, remembering their address, birthday, and phone number.	2.10	2.31	0.21
Q12. I talk with my child about the weather and or seasonal changes.	2.44	2.57	0.13
Q13. I help my child use pencils, crayons, paint, markers, glue, and scissors.	2.68	2.73	0.05
Q14. I encourage my child to run, jump, climb, dance, and move to music.	2.87	2.90	0.03
Q15. I provide opportunities to explore numbers and patterns such as helping setup the table.	2.54	2.65	0.09
Average	2.57	2.68	0.11

These questions were posed to parents to try to determine if the program had a positive influence on parenting practices related to school readiness factors. The average fall scores for 11 of the 15 questions trended very high (above. 2.5), with three rated the highest (2.0 to 2.5), and one score in the middle range (1.83- “My child and I go to the library”). This trend toward higher scores indicated that parents rated themselves high to very high on nearly every question. Nonetheless, the spring responses showed that most parents also indicated an improvement from the beginning to the end of the program year. This suggests that ACHS had a positive effect on parents’ abilities in each category. Although survey responses from the participant’s behavior are not fully reliable, the data does suggest a positive correlation between a family’s involvement in the program and overall improvement in the amount and quality of school readiness activities in the home.

The program implemented literacy efforts to increase parent involvement in their child's learning through building a stronger school readiness foundation for children by providing books on problem-solving concepts, social-emotional, and imagination topics. This fall and spring ACHS continued a ten-week family literacy class utilizing the Motherread/Fatheread (MRFR) curriculum which complements the dialogic reading already implemented in the classrooms. The focus of the curriculum is teaching parents how to enhance literacy skills while reading to their children. The fall class was in English and had ten enrollees, with four completing the program. The spring class was in Spanish. Five parents enrolled and three finished the program. As a component of MRFR participants complete a pre and post assessment to gauge their level in family literacy and how they read to their child. According to the post assessments, all participants experienced growth across every area. Adams County Head Start plans to implement two MRFR classes, one in the fall and one in the spring.

**Program Goals - Challenges and Revisions:** No changes in this section.

#### **SUB-SECTION B: Service Delivery**

**Service and Recruitment Area Updates:** No major changes or updates have occurred.

**Needs of Children and Families Updates:** No major changes or updates have occurred. Please see Attachment F for the Annual Report.

**Chosen Program Option(s) and Funded Enrollment Slots Updates:**

The program received additional funding from the Office of Head Start (OHS) to increase the number of classrooms offering 1020 hours of instruction; therefore, next year, the program plans to offer seven classrooms with this option. Classes will take place Monday through Friday with

occasional no-school days to accommodate training, parent/teacher conferences, home visits, and planning. During the 2018 – 2019 school year daily class sessions were 6.5 hours long, starting next year; daily class hours will increase to 7. The other eight full day classrooms are to be in session Monday through Thursday for 128 days, which meets the HSPS 1302.21 (c)(2)(i) that states at least 128 days per year if operating four days per week. Additional days are incorporated to accommodate for unexpected, unplanned no-school days thus ensuring duration requirements are met.

The 1020 duration classrooms encountered a few obstacles, among the most challenging, was providing coverage in order to give teachers sufficient time for weekly lesson planning, administrative tasks, analyzing children's data, attending trainings, etc. Teacher assistants supported in the 1020 classrooms providing lunch, a.m., and p.m. breaks. They will continue to support in the 1020 classrooms; however the expectation is to use them sparingly. With additional approved duration funding, two new classroom aides will replace some hours previously covered by teacher aides.

The need for full day sessions is reflected in the community needs assessment, parent requests, and maintaining full enrollment. It is imperative to secure additional funds for this option. To ensure sustainability for full day sessions, ACHS continues identifying and securing additional funds. The program recognizes a percentage of the cost for full day sessions will come from the OHS and the rest from other funding sources, as these become available, in order to sustain high quality full day sessions.

***Requesting an Enrollment Reduction Request-*** does not apply

***Requesting a Conversion-*** does not apply.

**Centers and Facilities Updates:** Unfortunately, securing classroom space continues to be a challenge. Two centers are extremely crowded. They should be housing three classrooms and currently have four. The lack of space takes a toll on staff morale. The program continues to look for other options.

**Eligibility, Recruitment, Selection, Enrollment, and Attendance Updates:** In September 2019, one slot exceeded the 30 day vacancy threshold. For the remainder of the school year, all slots remained in compliance and were filled within the 30 days.

During the months of December, January, and February the 85% mandated attendance percentage was not met. The top absence reasons were ill children and inclement weather.

The program's selection criteria did not have any changes this year and was approved by Policy Council and the BOCC, see Attachment C.

**Education and Child Development Updates:**

The CC, IY, Zoo-phonics, Kids Play Math, and the Culture of Wellness Program (COWP) are streamlined to improve consistency and effectiveness. The most up-to-date version of CC was implemented in all 16 classrooms, with six new CC studies applied throughout the year.

The program received an IY grant to continue training and coaching the education team on classroom management and curriculum implementation. Newly hired education staff will be trained on both components. Two lead teachers and the education manager obtained their IY Coach Certification this year, making them reliable coaches to support other education staff. An additional two lead teachers started the coaching certification program. Adams County Head

Start, in partnership with Invest in Kids (IIK), plans to expand the number of certified peer coach staff who will help sustain the use of the IY curriculum long-term. For 2019-2020, the third element of the IY, the parenting program, will be implemented through funding provided by IIK.

For the second year in a row, TPOT was used to assess teacher implementation of behavior-based strategies. The mental health team used the pre and post classroom observation tool with the education team. The pre observation process took place during the fall where the mental health team conducted 16 observations and 16 lead teacher interviews to measure teacher's implementation of the 3-Tiered Pyramid Model practices supporting children's social competence and preventing challenging behaviors. This tool has the same framework used in the IY program, seamlessly aligning with curriculum component of the program. The TPOT outcomes identified strengths, opportunities for professional growth, and red flags to consider for potential professional improvement.

The TPOT post observation process took place in the spring. In summary, when comparing the pre and post observations some of the most improved areas, with an increase of 15%, were observed in the process of teaching children to express emotions; from 85% in the fall of 2018 to a 100% in the spring of 2019. The process of teaching problem-solving also showed improvement, going from 87% in the fall to 100% in the spring. The mental health team will continue utilizing the pre and post TPOT next year and the special education and support services supervisor, in collaboration with the education manager, will continue analyzing and utilizing this data to support the education staff with their professional improvement.

**Health Updates:**

The health and family services teams will work with the American Lung Association around tobacco cessation and changing behaviors surrounding second/third hand smoke (incorporating MI conversations with families). The health team will specifically focus on families with children who have asthma and FSSs will work with all others. As needed, HSs will connect with families that do not have asthma; or in partnership with the FSSs.

Last year, the health area developed two videos with the assistance from the county's Communications department. One video targeted ACHS families to build parent awareness on early screening practices and why this is such an important piece to detect health issues early in the child's education process. This video is used during parent orientation with a pre and post test in order to evaluate the effectiveness of this type of education for the ACHS's parent population. The second video is used as a training component and is on family-style meals. The video is now on the county's web-based training platform where staff can view and take a post test on it. This training is required for CACFP and becomes part of the recorded trainings applied to the staff member's professional development.

For 2019-2020, the program is partnering with many community organizations, such as Women, Infants and Children, Children's Hospital of Colorado, Salud Health Clinic, Kids First Health, COWP, etc. to offer a half-day Family Health Symposium for ACHS families and Adams County Human Services clients with pre-school children on November 8<sup>th</sup> in an effort to provide health education and community resources for families. Two hands-on workshops on nutrition and physical activity are scheduled and the video made for ACHS parents on the

importance of health screenings will be displayed. Pre and post data from completed surveys on the video will be collected and analyzed to help determine if this medium is an effective way to provide information to families and whether or not to continue developing educational videos for parents on other topics.

A more robust Employee Health Program was developed through a partnership with COWP. Some activities employees participated in were a walking challenge, mindfulness, resistance training, healthy recipes that increase fruit and vegetable consumption, and a healthy bingo challenge. On average, there was 35% participation among center staff. Based on center participation in all challenges, the center with the greatest amount of participation throughout the year won a healthy tossed salad lunch in May. This center consistently had 80% participation for all challenges throughout the year.

#### **Family and Community Engagement Updates:**

A new partnership was developed with the Children's Museum of Denver. They sponsored a free family night for all ACHS families. All families who attended received an annual pass to the museum at no charge. Adams County Head Start will continue to hold this event in collaboration with the Children's Museum of Denver.

#### **Services for Children with Disabilities Updates:**

This program year there was an increase in the number of students participating in dual enrollment. Children with an IEP, whose parents previously expressed difficulties transporting them from the program to the school district's preschool classrooms, received transportation through the district to get the benefits of Head Start, then special educational services at the

school district. Only one parent out of thirty-six families who qualified for special education services declined. Adams County Head Start also supported families in finding other therapeutic services that met family needs when the public-school option was not a good fit. This year the program established collaboration with Solace Pediatric Home Healthcare. Through this agency a few students on an IEP qualified to receive additional therapy services at home and in the Head Start classroom.

**Transition Updates:** No major changes have occurred.

**Services to Enrolled Pregnant Women Updates:** It is not applicable.

**Transportation Updates:** No changes or updates have occurred.

## **SUB-SECTION C: Governance, Organizational and Management Structures**

### **Governance Updates**

*Structure* - No changes have been made in this area.

*Processes* - No changes have been made in this area.

*Relationships*- No changes have been made in this section.

### **Human Resources Management Updates**

*Current Organizational Chart* –The organizational chart reflects the addition of positions approved through the duration application including classroom aides, health specialist, and an education supervisor. Please reference the organizational chart on Attachment H (i).

*Criminal Background Checks System* - No changes have been made in this area.

*New Hire, Consultants, and Contractors, and Volunteer Orientation* - No changes have been made in this area.



*Program Staff Training and Professional Development Key Features-* A few key implementations took place regarding staff training and professional development. Please see goal 1, objective 7's narrative for updates related to this section.

For the upcoming school year, the education coach will use seven coaching cycles. She will begin the year working with every lead teacher on TSG fidelity and CC implementation, followed by multiple rounds of coaching throughout the year with every lead teacher. The coach will assist lead teachers in three goals related to CC, CLASS, manager recommended. In addition, one coaching cycle will focus solely on assistant teachers to improve the quality of teacher/child interactions.

Adams County continues to provide high quality training opportunities for Head Start staff. A focus to strengthen and enhance the leadership skills of supervisors, managers, and staff that are interested in moving to a leadership position was introduced. Numerous leadership trainings are offered along with Cultural Humility, Cultural Competence, Toastmasters, Emotional Intelligence, and Journey to Wellness.

Additionally, the Buell Foundation Fellowship program selected a staff member to receive their scholarship for an Early Childhood Leadership Program Certification through a partnership from the Buell Foundation, the University of Colorado, and Clayton Early Learning Center. The quality assurance manager was one of twenty fellows that were selected out of over 100 applicants. She started the program in the summer of 2019 and will complete the certification in the summer of 2020.

*Criminal Background Checks System* – No updates at this time.

*New Hire, Consultants, and Contractors, and Volunteer Orientation* - No updates at this time.

**Program Management and Quality Improvement Updates:**

*Program Oversight Systems Key Features-* The program's self-assessment outcomes identified the need to enhance current monitoring and tracking systems. These are included in the program's self-assessment action plan (see Attachment A) and in the training plan for next year. Several audits were conducted and monitored throughout the program year to assess program improvement, ability to meet requirements, and data fidelity. The efforts identified some systemic weaknesses and addressed them as they surfaced. Ongoing program auditing is embedded in the program's systemic framework to enhance overall monitoring and tracking efforts. Additionally, this program year, a safety committee developed and piloted the program's lockdown drills and, after some enhancements, the program has finalized these drills.

*Program Continuous Improvement Key Features* - Key features of the program's continuous improvement included staff input opportunities through their participation in self-assessment, center meetings, the continuous improvement committee, and strategic planning. Additionally, an ample variety of professional development was provided for staff to enhance their current skills and acquire new ones.

Goal/objective outcomes, audits, monthly monitoring reports, classroom observations, staff input, parent surveys and debriefings, FPA outcomes, child developmental outcomes, CLASS scores, PIR data, self-assessment action plan, HSPS, and state regulations were used to develop the training plan. Trainings are designed to provide staff the knowledge and skills needed for serving children and families. See Attachment E for ACHS's Training Plan. Additionally, new

ACHS staff participates in a employee orientation where the program's policies and procedures are reviewed.

Strategic planning took place with stakeholders including Policy Council members, staff, parents, leadership, and providers. Several tools were utilized to gather information for future program improvements; from clicker evaluations, surveys, group-based discussions, staff input and data analysis. Staff, parents, and Policy Council members also participated in the program's annual self-assessment, an ongoing continuous improvement tool, focusing on the program's five-year goals (see Attachment G), external evaluations, and ERSEA.

*Management Budget and Staffing System Key Features-* The program has experienced challenges with staffing for the 1020 classrooms. For detailed information, please refer to the *Chosen Program Option(s) and Funded Enrollment Slots* sections of this application.

## **Section II. BUDGET AND BUDGET JUSTIFICATION NARRATIVE**

### **Financial and Property Management and Internal Controls**

Adams County Head Start annually reviews SOPs to ensure all existing HSPS and Code of Federal Regulations (CFR) are met. These procedures support internal controls to effectively manage grant funds, property, and other assets. As a program under Adams County, there are several systems in place for checks and balances. These systems include standard procedures from the Adams County Attorney's office, Board of County Commissioners (BOCC), Finance, Purchasing, and Payroll departments. The Purchasing Department has a thorough system for purchases, based on the monetary amounts for services, equipment, and or supplies that require authorizations from various levels of management for approval.

Adams County Head Start internal controls include procedures that address cost principles; the Davis-Bacon Act; disposition of equipment and facilities; general ledger; how to manage ACHS property; purchase requests; holding periodic cost projections, budgeting, and budget variance. Adams County Head Start is not currently requesting funds for purchase, construction, or major renovations of facilities.

### **Equipment Purchases over \$5,000**

Adams County Head Start abides by the C.F.R part 75.439(b)(2) rules. Adams County Head Start has an SOP on purchasing equipment costing \$5,000 or more. The SOP states that in the event ACHS would like to purchase equipment costing \$5,000 or more, an approval by Policy Council is required followed by a request sent to the OHS for written approval.

In addition, Adams County has a procedure for the procurement of materials, equipment, services, and supplies over \$5,000. A documented request of at least three quotes is required for purchases ranging from \$5,000 to \$50,000. A formal solicitation including a public advertisement or a sole source justification is required for purchases over \$50,000.

Adams County Head Start does not currently have requests for equipment over \$5,000.

### **Funding Sources**

Adams County Head Start's full year budget from November 1, 2019 to October 31, 2020 is \$5,755,769. The funding sources include the requested amount from the Office of Head Start Program Operations (OHSPPO), OHS Training and Technical Assistance (TTA), and the United States Department of Agriculture (USDA). Non-federal share in-kind contributions include Adams County contribution, Temple Buell grant, Colorado Pre-school Program (CPP) funds,

Adams County cost allocations plan, Colorado Department of Human Services through IIK (CDHS), and parent and community (non-paid) volunteers. The funding sources are listed below in detail.

The requested amount from the OHSPO is \$4,444,615 (\$4,395,808 for PA 22 and \$48,807 for PA 20). Office of Head Start Program Operations funds will be used for personnel salary and benefits, supplies, contracts, and other expenses. Office of Head Start TTA funds will be used for travel and training. Administrative costs will not exceed 15% of the budget. Below is a description of the costs by object class category within SF-425A Section B-6.

The USDA provides up to \$200,000 for reimbursement of food (breakfast, lunch, and snacks) for children, food supplies, and a portion of the nutrition staff salary/benefits.

The non-federal in-kind contribution of \$1,111,154 is attained through Adams County, Temple Buell grant, CPP funds, Adams County cost allocations plan, CDHS, and parent and community (non-paid) volunteers.

Adams County provides \$50,000 towards salary and benefits.

The Temple Buell grant award of \$25,000 will be used for CC supplies. Creative Curriculum will enhance classroom instruction. These systems will give teachers the tools to gather data to individualize each child's developmental outcomes and school readiness.

Colorado Preschool Program funds of \$496,000 will be used toward teacher and paraprofessional salaries/benefits and classroom supplies.

Adams County cost allocations plan of \$414,513 provides services to staff that directly benefit the Head Start program.

Colorado Department of Human Services funds of \$31,769 will fund the three components of IY program.

Parent and community volunteers (non-paid) \$93,872 will provide services in the classroom actively participate in children's literacy development and bring expertise to family and children through presentations and trainings.

### **Object Class Category (a) Personnel**

**Salaries** – (see Attachment H (ii)) ACHS has 72.5 staff members. The total cost for salaries is \$2,924,744. Salary cost of \$2,528,330 is being requested from OHSPPO. United State Department of Agriculture will contribute \$20,505 for salary costs. In-kind contributions of \$367,729 include Adams County's \$34,407, the state's CPP of \$333,322 and Adams County's cost allocations plan of \$8,180.

#### *Child Health and Development Personnel*

- The total cost for program managers and content area experts is \$389,563. The USDA funds will cover \$3,408 and \$386,155 is being requested from the OHSPPO. Program managers and content area experts include the health and nutrition manager, nutrition supervisor, education manager, three education supervisors, and one education coach.
- The total cost for education personnel is \$1,303,220. Colorado Preschool Program funds will cover \$333,322 and \$969,898 is being requested from the OHSPPO. Education personnel include 16 teachers, 16 teacher assistants, and 11 classroom aides.
- Family childcare personnel incur \$0 as there are no employees in this section.
- Home visitors incur \$0 as there are no employees in this section.

- The total cost for health services is \$125,391 which is being requested from the OHSPO.

Health services include three health specialists.

- The total cost for nutrition services personnel is \$65,052. The USDA funds will cover \$17,097, Adams County will fund \$11,500 and \$36,455 is being requested from the OHSPO. Nutrition services personnel include one lead cook and two assistant cooks.

#### *Special Education and Support Services Personnel*

- The total cost is \$118,279 for the special education support services program supervisor and support services specialist. The total of \$108,270 is being requested from the OHSPO and \$10,009 is covered by Adams County.

#### *Family and Community Partnership Personnel*

- The total cost for program manager and content area expert is \$121,910 which is being requested from the OHSPO. Program manager and content area expert include one family services manager and one family services supervisor.
- The total cost for other family and community partnership personnel is \$329,784 which is being requested from the OHSPO. Other family and community partnership personnel include seven family services specialists.

#### *Program Design and Management Personnel*

- Total salary cost for the executive director is \$163,607. The executive director works approximately 5% of the time with the Head Start team totaling up to \$8,180. In-kind contribution of \$8,180 will be paid by Adams County cost allocations plan and \$0 is being

requested from the OHSPPO. The executive director is the Adams County Human Services Department director.

- The total cost for the Head Start director (administrator) is \$104,309 which is being requested from the OHSPPO.
- The quality assurance manager incurs a total cost of \$85,146 which is being requested from the OHSPPO.
- Staff development incurs \$0 as there are no employees in this section.
- Managers are included in specialized areas.
- The total cost for clerical personnel is \$104,435 and is being requested from the OHSPPO. Clerical personnel include one data management specialist and one administrative coordinator.
- The total cost is \$71,327 for fiscal personnel. Adams County funds will cover \$12,898 and \$58,429 is being requested from the OHSPPO. Fiscal personnel include one fiscal grants analyst.

#### *Other Personnel*

- The total cost for maintenance personnel is \$98,148 which is being requested from the OHSPPO. Maintenance personnel include one facilities supervisor and one maintenance/bus driver.
- Transportation personnel incur \$0 as there are no employees in this section. Bus driver is included with maintenance personnel.

**Cost of Living Adjustments** as awarded by the OHS.



## **Object Class Category (b) Fringe Benefits**

Benefits provided to employees include health, dental, vision, life insurance, long term disability, FICA, worker's compensation, Medicare, unemployment, Adams County retirement plan, and Adams County Wellness benefit. The total estimated cost for benefits is based on the most recent factors as provided by the Payroll Department (see Attachment H (iii)). The total cost for all benefits is \$1,202,378. Benefits cost of \$1,027,360 is being requested from OHSPPO. United States Department of Agriculture will contribute \$15,174 for benefits costs. In-kind contributions of \$159,844 include Adams County's of \$14,719 and the state's CPP of \$145,125. The allocated funds are explained below.

### *Health Insurance*

The annual estimated cost for health insurance is based on last year's rate as provided by the Payroll Department is \$627,278. Medical insurance cost of \$528,866 is being requested from the OHSPPO. United States Department of Agriculture will contribute \$10,787 for medical costs. In-kind contributions of \$87,625 include Adams County's of \$7625 and the state's CPP of \$80,000. The breakdown is as follows:

- Single coverage incurs an average annual cost of \$13,369. The employee's average annual contribution is \$6197 and the remaining annual average cost of \$7172 is being requested from the OHSPPO.
- Two-party coverage incurs an average annual cost of \$27,298. Average annual contribution by employee is \$12,244 and the remaining annual average cost of \$15,054 is being requested from the OHSPPO.

- Family coverage incurs an average annual cost of \$38,454. Average annual contribution by employee is \$16,803 and the remaining annual average cost of \$21,651 is being requested from the OHSPO.

#### *Dental Insurance*

Dental insurance estimated annual cost is based on last year's rate as provided by the Payroll Department is \$20,429. The dental insurance cost of \$17,793 is being requested from the OHSPO. United States Department of Agriculture will contribute \$144 for dental costs. In-kind contributions of \$2,492 include Adams County's \$241 and the state's CPP of \$2,251. The breakdown is as follows:

- Single coverage incurs an average annual cost of \$501. The average annual contribution by employee is \$100 and the remaining annual average cost of \$401 is being requested from the OHSPO.
- Two-party coverage incurs an average annual cost of \$946. The average annual contribution by employee is \$189 and the remaining annual average cost of \$757 is being requested from the OHSPO.
- Family coverage incurs an average annual cost of \$1,446. The average annual contribution by employee is \$289 and the remaining annual average cost of \$1,157 is being requested from the OHSPO.

#### *Vision Insurance*

The estimated annual cost for vision insurance is based on the last year's rate as provided by the Payroll Department which is \$3,786. The vision insurance cost of \$3,297 is being requested

from the OHSPO. United States Department of Agriculture will contribute \$27 for dental costs. In-kind contributions of \$462 include Adams County's \$45 and the state's CPP of \$417.

The breakdown is as follows:

- Single coverage incurs an annual cost of \$78. The annual contribution by employee is \$18 and the remaining annual cost of \$60 is being requested from the OHSPO.
- Two-party coverage incurs an annual cost of \$192. The annual contribution by employee is \$45 and the remaining annual cost of \$147 is being requested from the OHSPO.
- Family coverage incurs an annual cost of \$345. The annual contribution by employee is \$82 and the remaining annual cost of \$263 is being requested from the OHSPO.

*Life Insurance, Long-Term Disability, FICA, Worker's Compensation and Medicare*

The estimated annual cost is based on the most recent rate as provided by the Payroll Department is \$264,703. The cost of \$228,897 is being requested from the OHSPO. United States Department of Agriculture will contribute \$2,221 for Life Insurance, Long-Term Disability, FICA, Worker's Compensation and Medicare costs. In-kind contributions of \$33,585 include Adams County's \$3,461 and the state's CPP of \$30,124.

*Adams County Retirement Plan*

The estimated annual cost for the Adams County Retirement Plan, based on last year's rate, as provided by the Payroll Department, is \$259,581. The retirement plan cost of \$225,028 is being requested from the OHSPO. United States Department of Agriculture will contribute \$1,825 for retirement plan costs. In-kind contributions of \$32,728 include Adams County's contribution of \$3,062 and the state's CPP of \$29,666.

### *Adams County Wellness Benefit*

The estimated annual cost for the Adams County Wellness, based on last year's rate, as provided by the Payroll Department, is \$26,601. Adams County wellness cost of \$23,479 is being requested from the OHSP. United States Department of Agriculture will contribute \$170. In-kind contributions of \$2,952 include Adams County's contribution of \$285 and the state's CPP contribution of \$2,667.

### **Object Class Category (c) Travel**

Travel funds needed for ACHS are included in the OHS TTA section which includes regional conferences. This section is where ACHS budgets to send employees, parents, and volunteers to conferences. The total cost for regional conferences is \$3,500. In addition, state and national conferences are also budgeted in this section. The total cost for state and national conferences is \$8,000. The total amount requested by OHS TTA is \$11,500 for travel.

### **Object Class Category (d) Equipment**

Equipment requests \$0 as there is no need at this time.

### **Object Class Category (e) Supplies**

Supplies needed for ACHS include classroom, office, health and safety, and "other" supplies. The total annual cost for supplies is \$233,637. The total amount requested from the OHSP is \$190,210. In-kind contributions of \$43,427 include Adams County's \$874, the state's CPP of \$17,553, and Temple Buell grant of \$25,000. The breakdown is as follows:

- The total cost for classroom supplies is \$64,453. CPP will provide \$17,553 and \$46,900 is being requested from the OHSP. Classroom supplies are for education,

health, disability, nutrition, and family services. Examples include books, paper, pencils, crayons, markers, reading materials, learning activities, toothbrushes, homework projects, toothpaste, supplies for special needs, and literacy materials for children and their families.

- The total cost for office supplies is \$30,194. Adams County will provide \$874 and \$29,320 is being requested from the OHSPPO. Office supplies will be used by staff.
- The total cost for health and safety materials and medical supplies is \$49,210 which is being requested from the OHSPPO. Health and safety materials and medical supplies include first aid supplies and lead and anemia testing supplies.
- The total cost for the teacher CC supplies is \$50,828. The Temple Buell grant will provide \$25,000 and \$25,828 is being requested from OHSPPO.
- The total cost for “other” supplies is \$38,952 which is being requested from the OHSPPO. “Other” supplies include laundry services, cleaning supplies, miscellaneous institutional supplies, and supplies for field trips that do not fit under office, classroom, health and safety materials, and medical supplies.

#### **Object Class Category (f) Contractual**

Adams County Head Start contracts with many companies and organizations to provide health, mental health, dental, nutrition, translation, and janitorial services. The total cost of contractual services is \$463,267. The USDA will provide \$164,321 and \$298,946 is being requested from the OHSPPO. The breakdown is as follows:

- Administrative services incur \$0 as there are no costs associated with contractual costs.

- Adams County Head Start does not currently have any single item in “contractual” costing more than \$150,000.
- The total cost for health services is \$64,000 which is being requested from the OHSPPO. The health services contract will be with Children’s Hospital, which will provide nursing consultation services, staff training, and supervision on health issues. Additionally, medical clinics will provide health screenings and immunizations to ACHS children who do not have insurance.
- The total cost for dental services is \$50,000 which is being requested from the OHSPPO. The dental service contract with Salud Family Health Centers provides dental check-ups, sealants for children’s teeth, and direct services to children.
- The total cost for mental health services is \$80,000 and is being requested from the OHSPPO. Mental health services include Denver Children’s Advocacy Center which provides mental health services to ACHS staff, children, and families.
- The total cost for food service supplies is \$184,321. The USDA will provide \$164,321 and \$20,000 is being requested from the OHSPPO. Food services contracts include Sysco, Andrews Food Service, and Meadow Gold. They provide food supplies for breakfast, lunch, and snack for children and food for parent meetings, PC meetings, and family activity events.
- The total cost for translation and interpretation services is \$34,946 and is being requested from the OHSPPO. The translation and interpretation services contract is with Cesco

Linguistic Services. Cesco provides on-site interpretation and written translation. They will also translate documents for personal identifiable information (HSPS 1303C).

- Janitorial services at all non-county owned facilities. The Janitorial services contract is with Commercial Cleaning Systems. The total costs for service is \$50,000 which is being requested from the OHSPPO.
- Child transportation services incur \$0 as there are no associated contractual costs.
- Training and technical assistance incur \$0 as there are no associated contractual costs.
- Family childcare services incur \$0 as there are no associated contractual costs.
- Delegate agency costs incur \$0 as there are no associated contractual costs.

#### **Object Class Category (g) Construction**

- There are no costs associated with our program in this area.

#### **Object Class Category (h) Other**

Adams County Head Start incurs many other costs that do not fit in the above categories. The total cost for “other” is \$851,167. The total in-kind contribution is \$500,205 which includes \$406,333 from the Adams County cost allocation plan, \$93,872 from volunteers, and \$350,962 is being requested from the OHSPPO. These other costs are outlined and broken down as follows:

- Lease agreements include five different classroom locations (see Attachment H (iv)). The total cost for lease agreements is \$159,895 and is being requested from the OHSPPO.
- Mortgage – There are no costs associated with our program in this area.

- Utilities and telephone costs include cell phone, internet service, water, gas, electricity, sewer, and sanitation. The total cost for utilities and telephone is \$34,852 which is being requested from the OHSPO.
- Building and child liability insurance –Child liability insurance is covered by the county’s insurance policy. The total costs for insurance are \$34,114. In-kind contribution of \$34,114 will be given by Adams County cost allocations plan and \$0 is being requested from the OHSPO.
- Building maintenance/repair and other occupancy include all non-county owned facilities, supplies for minor facility and playground repairs, and building repair and maintenance. The total costs for building maintenance/repair and other occupancy is \$47,220 which is being requested from the OHSPO.
- Incidental alterations/renovations – There are no costs to our program for this area.
- Local travel costs include mileage reimbursement, vehicle maintenance and repair, gas and oil. Adams County Head Start uses a mileage reimbursement rate established by the IRS. Currently the rate is \$0.58 per mile. The total cost for local travel is \$17,025 and is being requested from OHSPO.
- Nutrition Services – There are no costs to our program in this area.
- Child Services Consultants – There are no costs to our program in this area.
- Volunteers include parents and guardians who spend time helping with meals, clean up, classroom organization. The program also sends projects home for volunteers to cut, color, or prepare so they can be used in the classroom. All of this time is valued at the



rate of an assistant teacher's salary and benefits. The total in-kind contribution is estimated to be \$93,872.

- Substitutes – There are no costs to our program in this area.
- Parent services include costs associated for parent trainings and PC meetings, and childcare for these meetings. Costs also include meetings supplies. The total cost for parent services is \$37,256 being requested from the OHSPPO.
- Accounting, human resources, and legal services are provided by Adams County. These include costs for accountants, accounts payable clerks, purchasing agents, accounts receivable clerks, payroll technicians, budget specialists, human resources specialists, and training and legal services. The total cost for these services is \$229,565. An in-kind contribution of \$229,565 is provided by Adams County cost allocations plan and \$0 is requested from the OHSPPO.
- Information technology and facility services are provided by Adams County. The total cost for these services is \$142,654. An in-kind contribution of \$142,654 is provided by Adams County cost allocations plan and \$0 is requested from the OHSPPO.
- Publications/advertising/printing include all printing costs for the program. Printed materials include the annual report, staff calendars, parent calendars, parent handbooks, forms, letterhead, and business cards. Total costs for publications/advertising/printing is \$15,256 is being requested from the OHSPPO.

- Other includes the cost for membership dues for the National Head Start Association and the Colorado Head Start Association, licensing fees and postage costs, and lease payments for copiers. The total cost is \$39,458 and is being requested from the OHSPPO.

### **Object Class Category (h) Other Training**

Training and staff development is an important piece of ACHS. Workshops and classes are actively sought to give employees additional knowledge. The total cost for training or staff development is \$80,576. Adams County Head Start is requesting \$37,307 from OHS TTA. The total in-kind contribution for training is \$31,769 provided by CDHS.

Total costs are outlined and broken down as follows:

- Tuition and books for approximately 16 college courses are available to support employees pursuing college degrees. The total cost for tuition and books is \$11,000 which is being requested from the OHSPPO.
- Education staff workshops include language and literacy, CC with fidelity, CLASS, coaching training, TS Gold, and social/emotional development. Total cost for education staff workshops is \$13,557 which is being requested from OHSPPO.
- Pre-service trainings include HSPS training and SOPs training with all staff. The total cost for pre-service training including consultants that facilitate the trainings, is \$3,300 which is being requested from the OHSPPO.
- Staff workshops cover topics such as health, nutrition, cultural diversity, team building, and family and support services. The total cost for staff workshops is \$9,450 and is being

requested from the OHSPO. These workshops include consultant fees and training materials.

- In-kind contribution of \$31,769 in provided by CDHS for the three components of the IY program. The three components are teacher classroom management, dinosaur school, and pre-school basic parent program.
- Adams Count Head Start does not currently have any single item in “other” costing more than \$150,000.

#### **Object Class Category (i) Total Direct Charges**

Total direct charge requested from OHSPO is \$4,395,808. Total direct charge requested from OHS TTA is \$48,807.

#### **Object Class Category (j) Indirect Charges**

Adams County Head Start does not have any indirect charges.

#### **Object Class Category (k) Totals**

Category totals requested from OHSPO is \$4,395,808. Category totals requested from OHS TTA is \$48,807.

Adams County Head Start does not have plans, for this budget year, to make a single item purchase of \$150,000 or more.

Adams County Head Start follows Adams County Capital Assets Policies and Procedures once ACHS takes procession of property or asset. The procedures state that once it is acquired, general accounting creates an asset record in the capital asset module using the JD Edwards software program. This system helps maintain complete and accurate information relating to its

capital assets as required by the Governmental Accounting Standards Board for the purpose of financial presentation in accordance with Generally Accepted Accounting Principles. Once in the system a physical capital asset tag for equipment will be issued with an asset number and bar code. On a rotating base accounting staff conducts an annual inventory review.

#### **ADAMS COUNTY HEAD START NON-FEDERAL MATCH**

Adams County Head Start complies with Federal Statutes, regulations, and the terms and conditions of the Federal Awards CFR75.303. Adams County Head Start monitors to ensure compliance with internal controls. Below are the total contributions that ACHS will use as the non-federal resources.

Total in-kind contribution and non-federal match from donated goods, services and volunteer hours is \$1,111,154.

Donated services provided by the grantee, Adams County Cost allocation plan is \$414,513. The cost allocation plan is used by the county to claim indirect costs as charges against grants. The document is prepared in compliance with 2 CFR Part 200. Consultants prepared the cost allocation plan utilizing a double step-down methodology.

Volunteer time (4,312 hours based on a rate of \$21.77 per hour) is \$93,872. This rate is based on the average teacher assistant's salary and benefits. The projected hours are based on last year's total parent volunteer hours.

Adams County contribution of \$50,000 is a non-federal contribution to Head Start's personnel and based on current salaries.

Temple Buell grant of \$25,000 is a non-federal contribution given to ACHS to purchase

equipment for the program.

Colorado Preschool Program's contribution of \$496,000 is a state, non-federal contribution used on education staff salary and benefits.

IIK gives ACHS an in-kind contribution of \$31,769. This is based on training and material expenses.

**NON-FEDERAL MATCH WAIVER REQUEST-** Not applicable

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CE RT	TIMEFRAME
All Work Areas	HS Performance Standards 1302.92 (b)(2) 1302.47(b)(4)(i)(F) State Licensing 7.702.33C 7.707.32A11 <a href="#">Licensed Child Care Requirements</a> (CCR) 5. Health, safety and nutrition	Staff will improve their ability to recognize/identify signs of child abuse and neglect. Staff will be able to respond appropriately to situations of suspected child maltreatment.	Child Abuse, Neglect, Maltreatment  <b>#1</b>	All ACHS Staff	Internal  Online (PDIS)		X	Pre-Service; August  Post-hire for new employees
All Work Areas	HS Performance Standards 1302.92(a) Licensed CCR 7. Program planning and development	ACHS new employees will understand ACHS's mission, vision, philosophy and goals and how they influence and drive program decisions and service delivery.	ACHS Program Philosophy  <b>#2</b>	New employees	Internal			Post-hire for new employees
All Work Areas	HS Performance Standards 1302.47(b)(4)(g) State Licensing 7.701.100A 7.702.33(D)(01) Licensed CCR	Staff will improve their knowledge of evacuation routes and procedures, which will help ensure effective and efficient responses	Disaster Preparedness and Emergency Response.  FEMA	Center Staff  New employees	Internal  Online (PDIS)		X	September Center Meetings  New Employee Orientation

## ATTACHMENT E

# ADAMS COUNTY HEAD START TRAINING PLAN 2019 - 2020

[illegible]

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
			<ul style="list-style-type: none"> <li>Confidentiality/FERPA</li> </ul> <b>#6</b>				in file	
All Work Areas	HS Performance Standards 1302.47(4)(A)(H)(6)(i) (7)(iii) 1302.47(a)(4)(i)(a) 1302.47(b)(4)(i)(h) State Licensing 7.702.33G 7.702.33(D)(2) Licensed CCR 5. Health, safety and nutrition TCDPH 6 CCR 1010-7 7.10.1	Staff will consistently use proper hand washing and bodily fluid handling techniques. This training covers the definition of standard precautions, ways to control and prevent the spread of infectious diseases, and ways to protect yourself from infectious diseases. It will also cover reasons to exclude children and staff and your exposure control plan specific to your facility.	Standard Precautions <ul style="list-style-type: none"> <li>ACHS Standard Precautions SOP</li> <li>How Sick is Too Sick</li> <li>Illness Logs</li> <li>Reporting Illnesses</li> <li>Safety/Storage of hazardous materials &amp; bio-contaminants</li> <li>Infectious Disease Control</li> </ul> <b>#7</b>	All ACHS Staff  New Employees	Internal		X	Pre-Service; August  Post-hire for new employees



## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
All Work Areas	HS Performance Standard: 1302.90(c)	Service Providers will have increased knowledge of ACHS mission goals, policies & Standard of Conduct	Service Provider Packet  <b>#8</b>	Service Providers, Interns & Volunteers	Internal			September 30  Ongoing
All work areas	ACHS Grant Goal 1 Objective 8 HS Performance Standard: 1302.92(b)(3)	To continue the education of concepts of motivational interviewing and stages of change to support the process of meeting families where they are in regard to behavioral change	Refresher MI Training  <b>#9</b>	Health Specialists  FSS	External	(\$2,000)		May 31
Health and Family Services	HS Performance Standard: 1302.093(b)	Community Reach Center Hyperlink; <a href="https://www.communityreachcenter.org/trainings/">https://www.communityreachcenter.org/trainings/</a>	Mental Health First Aid	Health Specialists FSS Open to all other staff	External		X	December 31
All Work Areas	CACFP Training Requirements	Provide annual refresher course addressing basic childhood nutrition	CACFP Required Training: Meal Patterns • Creditable Foods	All ACHS Staff	Internal			Pre-Service; August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
	<p>HS Performance Standards 1302.47(6)(ii) 1302.47(b)(4)(i)(D)</p> <p>State Licensing 7.702.55</p> <p>Licensed CCR 5. Health, safety and nutrition</p>	<p>information, family-style meals, minimum portion sizes, creditable foods, basic sanitation, meal time atmosphere &amp; review of CACFP's Civil Rights Guide &amp; ROMs.</p>	<ul style="list-style-type: none"> <li>• Minimum Portion Sizes</li> <li>• Record Keeping/Meal Counts</li> <li>• Civil Rights</li> <li>• Food Allergies</li> </ul> <p><b>#10</b></p>					
Fiscal Data Management Nutrition	CACFP Manual Section 5 page 62	Claims submission and review procedures: method of submitting claim information to the sponsoring organization and methods for the sponsoring organization to verify claim accuracy.	CACFP Claims Submission and Review Procedures	Fiscal Grants Analyst Data Management Specialist Nutrition Supervisor Health & Nutrition Manager	Internal			August
Nutrition	CACFP Training Requirements	Food safety and sanitation training for food handlers as it	In depth Food Safety & Sanitation for food handlers	Nutrition Staff	External	(\$150)	X	August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
	HS Performance Standards 1302.47(6)(ii) State Licensing 7.702.55	pertains to their roles and responsibilities	<b>#11</b>					
All Work Areas	HS Performance Standards 1302.46; 1302.50; 1302.93(b); 1302.92 Licensed CCR 1. Child growth and development 5. Health, safety and nutrition 8. Teaching practices COWP MOU	Opportunity is provided for parent involvement of children in food-related activities. Forming community partnerships to provide resources to families and staff.	COWP Collaboration/Partnership <ul style="list-style-type: none"> <li>• Parent Wellness Wrkshp</li> <li>• Physical Activity</li> <li>• Classroom Curriculum</li> <li>• Employee Wellness</li> </ul> <b>#12</b>	Education	External		X	August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
All Work Areas	Continuous Improvement	Staff will have an opportunity to share ideas and develop strategies to work better as a team to achieve program goals and uphold mutually agreed upon values.	Developing & Strengthening Teams  <b>#13</b>	All ACHS Staff	Internal	(\$500)		December 6  May 28
All Work Areas	HS Performance Standards 1302.12(m)(1)(ii) 1302.92(b)	Staff will communicate with children, families, staff and our community in a culturally competent and sensitive manner.	Cultural Diversity & Competence  <b>#14</b>	All ACHS Staff	Internal			May
All Work Areas	HS Performance Standards 1302.92(b)	Increased knowledge of HS services & increased skill level for component areas.	State & National Conferences  <b>#15</b>	ACHS Employees & PC Members	External	(\$8,000)		TBD
All Work Areas	HS Performance Standards 1302.92(b)	Increased knowledge of HS services and increased skill level for component areas.	Regional Conferences  <b>#16</b>	ACHS Employees & PC Members	External	(\$3,500)		TBD Region VIII Conf

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Education – Early Childhood Development	HS Performance Standards 1302.92(c) 1302.92(b)(5)(c)(1)(2)(3) 1302.92 (b)(5) ACHS Goal 1 Objective 1	Improvement in educational practices and teaching methods. Improve knowledge of modern early childhood topics.	Rocky Mountain Early Childhood Conference	Education Manager Education Supervisors Education Coach Teachers	External	(\$3,000)		March
Nutrition	Recommended per CACFP training topics	Increase knowledge surrounding CACFP regulations and network with other programs providing CACFP.	CACFP Conference	Nutrition Supervisor +/-or Cook	External	(\$2,800)		Spring 2020
All Work Areas	HS Performance Standard: 1302.093(b) Licensed CCR 5. Health, safety and nutrition	Staff will increase their knowledge of substance abuse and the impact of substance abuse on children and families. Staff will also understand mandatory reporting surrounding this as well as how to provide resources	Substance Abuse          <b>#17</b>	All ACHS Staff	External			Pre-Service; August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
		within their scope of practice.						
Family Partnerships, Health, Special Education & Support Services, Early Childhood Development	HS Performance Standards 1302.92(b)(5)  ACHS Grant Goal 2	Staff will obtain knowledge of process of Kindergarten transition as it pertains to their roles and responsibilities	Kindergarten Transition  <b>#18</b>	FSS Health Education Staff Support Services	Internal			August  February  April
ACHS Health Staff	HS Performance Standards 1302.92(b)	To assist health staff in acquiring or increasing their knowledge and skills.	College Classes/Continued Education  <b>#19</b>	ACHS Health Staff	External	(\$2,707)		Ongoing
Transportation	HS Performance Standards 1303.72(d) CDE Transportation Regulations	Bus Drivers will safely transport students in school bus and proactively maintain school buses.	Student Transportation Pre-Trip Inspections; Confidentiality; Safety equip/wheel chair lift  <b>#20</b>	Bus Drivers	External			August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Transportation	HS Performance Standards 1303.72(e)	Ed Staff will safely load/unload students on/off the bus and will help ensure the safety of students through proper use of safety restraints and safety equipment as well as bus evacuation procedures.	Education Staff Bus Duties  <b>#21</b>	Education Staff	Internal			August
Child Health and Development	HS Performance Standards 1302.47(4)(C)(D)(7)(iv) 1302.47(v)(4)(i)(c) State Licensing 7.702.52(c)(07)	Staff will properly administer medication to children in the program, provide required documentation and follow mandated labeling requirements.	Medication Administration Skills Training for: <ul style="list-style-type: none"> <li>3 year certification</li> <li>Annual delegation</li> </ul> <b>#22</b>	Health Team; Education staff	External (CHCC/RN) & Online	(\$300)	X	August 5 August 19

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Child Health and Development	HS Performance Standards 1302.47(4)(j) State Licensing 7.702.52B4	Staff will be able to administer First Aid and Infant/Child CPR, which will help ensure the health and safety of students; Staff will also learn how to use the automated external defibrillator (AED)	First Aid & Infant-Child CPR/AED  <b>#24</b>	Center staff Education Teachers, Assistant Teachers, Classroom Aids, FSS staff, Health Staff (2-year certification)	External (50 people)	(\$2,500)	X	August 7
Child Health and Development	State Licensing 7.702.52.B5 7.712.42.E2	PDIS Course Description <a href="https://ecpd.costartstr.org/ets/store/item/?id=5fce4257-bc43-11e8-a99f-0683e33026b0">https://ecpd.costartstr.org/ets/store/item/?id=5fce4257-bc43-11e8-a99f-0683e33026b0</a>	Introduction to CPR and First Aid (Online non-skilled CPR certification)	All staff who are not CPR/FA Certified	Online (PDIS)		X	30 calendar days of employment & renewed every two years
Environmental Health and Safety	HS Performance Standards 1302.46(b)(1)(v)	Parents will learn about appropriate vehicle and pedestrian safety for keeping children safe.	Pedestrian Safety  <b>#25</b>	Parents	Internal			August Ongoing



## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Environmental Health and Safety	State Licensing 7.702.33N (Staff) & 7.702.45C6 (CHCC)	Any staff responsible for the collection, review and maintenance of the child immunization records must complete the CDPHE Immunization Course. This must happen within 30 days of employment and annually.	Immunization  <b>#26</b>	Health Team	Online (PDIS)		X	Within 30 days from employment & Annually Donna (8/2019) Natasha (9/2019) Diana (12/2019) Jamie (3/2020) Leslie (3/2020)
Environmental Health and Safety	HS Performance Standards 1302.47(4)(i)(D)	Staff will obtain knowledge regarding the process to manage allergic and food allergy reactions in order to ensure safety of all children	Prevention & response to emergencies due to food and allergic reactions  <b>#27</b>	Education Staff	Internal			August
Environmental Health and Safety	HS Performance Standards 1302.47(4)(i)(F) State Licensing 7.702.33F 7.707.32A10	Staff will obtain the knowledge of prevention of shaken baby, abusive head trauma	Prevention of shaken baby, abusive head trauma  <b>#28</b>	Education Staff FSS Health Special Education & Support Services	Online (PDIS)		X	August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Environmental Health and Safety	HS Performance Standards 1302.47(4)(i)(B) State Licensing 7.702.3.E 7.707.75G	Staff will obtain the knowledge of prevention of sudden infant death syndrome (SIDS) and use of safe sleeping practices.	Prevention of Sudden Infant Death Syndrome (SIDS) and use of safe sleeping practices	Education Staff Health FSS	Online (PDIS)		X	August
Early Childhood Development	HS Performance Standards: 1302.92(b)(5) State Licensing 7.702.33(K)(L)(1)	Teachers will increase knowledge and practices on effective curriculum implementation and use of data to individualize	Creative Curriculum/TSG  <b>#29</b>	Education Staff	External			August
Early Childhood Development	HS Performance Standards 1302.92(c)	Education staff understanding coaching to fidelity for Creative Curriculum	Creative Curriculum Coaching to Fidelity  <b>#30</b>	Education Manager	External	(\$1,200)		
Early Childhood Development	HS Performance Standards 1302.33 (a)(1),(2),(3),(4),(5),(b)(1), (2),(3),(c)(1),(2),(3),(4)(d) 1302.92(b)(5)	Staff will increase their knowledge of the screening and referral process as well as the Collaborative Meeting Process to identify children with	Special Needs/Mental Health Referral Process  <b>#31</b>	Education Staff FSSs Health Specialists Head Start Parents Mental Health providers	Internal			August September New staff as needed

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
		special needs in a timely manner						
Early Childhood Development	HS Performance Standards 1302.92(b)(5)(c)(1),(2),(3)	Promote positive and proactive teacher classroom management strategies and positive teacher-parent partnerships in order to promote children's social and emotional skills, academic readiness, and to reduce instances of negative behaviors in the classroom.	Incredible Years (Teaching Classroom Management & Dinosaur School)  <b>#32</b>	Education Staff	External	CDHR (\$31,769)	X	Ongoing
Early Childhood Development	HS Performance Standards 1302.92 (b)(5) ACHS Goal 1 Objective 1	Teachers' increase quality interactions with children.	CLASS Refresher  <b>#33</b>	Education Staff	Internal			August  Ongoing

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Early Childhood Development	ACHS Goal 1 Objective 1	Education Supervisors align in fidelity with observation tool (recertification)	CLASS Recertification  <b>#34</b>	Education Supervisors Education Coach Education Manager Quality Assurance Manager	Internal	(\$750)	X	Ongoing
Early Childhood Development	HS Performance Standards 1302.92 (b)(5)	Teachers to increase knowledge on implementing the ASQ and ASQ-E	ASQ  <b>#35</b>	Education Staff	Internal			Ongoing
Early Childhood Development	HS Performance Standards: 1302.32(a)(1)(i) 1302.32(a)(2) Licensing Child Care Requirements(CCR) 2. Child observation and assessment 8. Teaching practices	New Education staff will gain knowledge and practices on effective use of creative Curriculum and Teaching Strategies Gold	Creative Curriculum/TSG  <b>#54</b>	Education Staff Special Education & Support Services Supervisor	External Online courses Implementing Gold (\$150 per Teacher), Creative Curriculum for PS-Daily Resources (\$150 per teacher)	(\$1,500)		July/August and as needed with new Lead Teacher & Assistant Teacher staff

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Early Childhood Development	HS Performance Standards 1302.60 1302.31(a)/(b)(1) Licensing CCR 2. Child observation and assessment 8. Teaching practices	Improve Instructional Support and Overall TSG scores by gaining skills on Inclusive Practices	Inclusive Practices That Support Every Child's Learning and Development #55	Education Staff	External			August
Early Childhood Development	HS Performance Standards 1302.21(b)(2) ACHS SOP Supervision of Children	Teachers learn and renew knowledge on required processes and procedures for supervision of children	Supervision of Children  #56	Education Staff	Internal			Education - August  September Center Meeting  January Center Meeting

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Early Childhood Development & Support Services	HS Performance Standards 1302.45 (a) 1302.45 (b)	Staff will receive a solid foundation to structure prevention and intervention approaches based on philosophy of providing the best possible care, welfare, safety and security for staff and the students they are responsible for-even during crisis situations.	Nonviolent Crisis Intervention Instructor Certification Program	Education Staff Support Services Staff FSSs	External		X	November
ACHS Education Staff	HS Performance Standards 1302.91 Sec. 648A. Staff Qualifications and Development	Increase knowledge of Early Childhood Education & meet mandated requirements for Bachelor's, AA degrees, Director Qualification, CDA requirements, and all other requirements mandated by OHS.	College Classes  <b>#36</b>	ACHS Education Staff	College Courses & text books	(\$11,000)		Ongoing
ERSEA	HS Performance Standards 1302.12	Verify income eligibility to ensure employees	Eligibility & Income Verification; Completion of	Family Services Manager, Family Services	Internal			August 31

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
		responsible for determining & verifying income eligibility are fully aware of all regulations & procedures; to increase understanding of use of Verification Forms as supporting documentation.	Income Verification Forms ensuring proper documentation  <b>#38</b>	Supervisor, FSSs				November 30  February 28  TBD
Family Services and Education Staff	Self Assessment Action Plan	FS and Ed staff will increase their knowledge in ensuring proper completion of the emergency and pick up forms in the child's file and emergency binders in the classroom.	Emergency and pick up forms – ensuring proper completion and updating of the forms.  <b>#39</b>	Family Services  Education	Internal			FS – August  Ed - August
Family Partnerships	HS Performance Standards 1302.52(a) ACHS Goal 3, Objective LRG3-ST01	A trail of documentation regarding contact with parents/guardians on FPA Goals will reflect	Family Partnership Agreements	FSSs, Health Team, Support Services Supervisor,	Internal			September 30

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
		attempts to support families in reaching their goals	<b>#40</b>	Support Services Team				
Family Partnerships	HS Performance Standards Family Partnerships 1301.4 1302.50(b)(1) 1302.50(b)(2) 1302.50(b)(3) 1302.51(a) ACHS Goal 1, Objective 5 1302.46(b)(iii)(iv)	Parents will improve their knowledge and skills to enhance their parenting skills, knowledge, and understanding of the educational and developmental needs and activities of their children and to share concerns about their children with program staff.	Parent Meetings <b>September</b> – Parent Elections/COWP/School Readiness <b>November</b> - Social emotional development and behavior management <b>January</b> – Kindergarten Transition <b>March</b> - Mindfulness and family yoga <b>April</b> –The social/emotional aspect of kindergarten transition  <b>#41</b>	ACHS Parents	Internal  External			Parent Meetings Ongoing September through April April 30



## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Support Services & Family Partnership	HS Performance Standards 1302.46 (a) 1302.46 (b)(1)(iv) 1302.51(b)	Parents will learn strategies and skills that promote children's social competence and reduce behavior problems. The classes will focus on: strengthening parent-child interactions, nurturing relationships, reducing harsh discipline, and fostering parents' ability to promote children's social, emotional, and language development	Incredible Years Parenting Program	Head Start parents Parents/Guardians from Adams County Community	Internal		X	May
Family Partnerships	HS Performance Standards 1302.91(e)(7)	FSSs will have an increased knowledge of a strengths based case management model	Family Development Credential (FDC) Refresher  <b>#42</b>	FSSs	External	(\$1,500)		September

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
Finance	Program Improvement 45CFR75 45CFR75.361	Management staff will increase their understanding of applicable costs for grant funded programs	Cost Principles, suspension debarment, County procedure and retention of fiscal records  <b>#43</b>	Management Team  P-card Holders	Internal			August
Support Services	HS Performance Standards 1302.92(b)(5)	Provide individualized training for teaching staff on classroom management and other topics based on individual professional development needs.	Teaching Staff individualized training on classroom management  <b>#44</b>	Education Staff	External	(\$2,000)		As needed/Ongoing
Support Services	HS Performance Standards 1302.93(b) 1302.92(b)(5)	Education Staff will learn Trauma-Informed Teaching Strategies for Managing Challenging Behavior in the Classroom and other tools that they can use to	Trauma-Informed Teaching Strategies for Managing Challenging Behavior in the Classroom	Education Staff	External	(\$1,000)		August

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CE RT	TIMEFRAME
		promote resilience and emotional competency in the classroom.	<b>#45</b>					
Support Services	HS Performance Standards 1302.92(b)(3)(4) 1302.93(b)	FSS team and Health Team will gain a deeper understanding of the effects of secondary trauma as well as the need for ongoing self-care in educational settings	Secondary Trauma and the Importance of Self-Care in Schools  <b>#46</b>	Family Services Staff & Health Specialist	External	(\$500)		September
Support Services	HS Performance Standards 1302.46(b)(1)(iv) 1302.46(b)(2)(ii)(iii) 1302.62 (a)(1)(b) ACHS Goal 1, Objective 5	Parents will learn about: <ul style="list-style-type: none"> <li>• Key areas of law</li> <li>• Parent rights and responsibilities</li> <li>• The IEP process, including methods for ensuring that IEPs are effective and lead to the desired positive</li> </ul>	Understanding Special Education; basic of IDEA and IEPs  <b>#47</b>	Head Start Families	External	(\$300)		September

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
		outcomes for students						
Support Services	HS Performance Standards 1302.62 (a)(1)(b) ACHS Goal 1, Objective 5	Parents will learn what advocacy means and how to improve their advocacy skills. Parents will also learn how they can make a difference in their community.	Advocacy: skills for effective parent advocacy for children with special education needs  <b>#48</b>	ACHS families	External	(\$300)		May
Support Services	HS Performance Standards 1302.71(b)(1)(2) ACHS Goal 1, Objective 5	Parents will learn about: <ul style="list-style-type: none"> <li>• School choice</li> <li>• Decision consideration</li> <li>• Parent transition activities</li> <li>• School readiness</li> </ul>	Transition from Pre-K to Kindergarten for students with an IEP	ACHS families	External	(\$300)		April

## ATTACHMENT E

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CERT	TIMEFRAME
		<ul style="list-style-type: none"> <li>• Communication between old school and new school</li> <li>• Open enrollment</li> <li>• Types of school</li> <li>• Special Education and kindergarten</li> </ul>	<b>#49</b>					
Quality Assurance	HS Performance Standards 1304.51(1)(iii)	Increase knowledge on data analysis, information quality and using data as the driver for organizational direction.	Topics related to data management and utilizing data for continuous improvement <b>#52</b>	Quality Assurance Manager	External	(\$3,000)		May
Program Governance	HS Performance Standards 1301.5 1302.12(m) Head Start Act: Section 642 c1&2	The Governing Board and Policy Council will increase knowledge about their roles and responsibilities that will help in effective oversight. Overview of Eligibility & Income Verification. Overview of HS	Roles and Responsibilities; Head Start Performance Standards & Head Start ACT; Eligibility & Income Verification <b>#53</b>	AC Governing Board  Policy Council	Internal  Internal			AC Governing Board R&R Annually Eligibility as needed  Policy Council Monthly

ADAMS COUNTY HEAD START  
TRAINING PLAN 2019 - 2020

WORK AREA	JUSTIFICATION	ANTICIPATED OUTCOME	TRAINING TOPIC	WHO WILL ATTEND	DELIVERY METHOD: INTERNAL, EXTERNAL, ONLINE	COST FY20	CE RT	TIMEFRAME
		Performance Standards & Head Start ACT						

This is ACHS’s comprehensive training plan. It is developed annually and is reviewed quarterly by the senior management team. The training plan is based on the results of monitoring visits, monthly monitoring reports, classroom observations, children’s outcome data, staff input, staff professional development plans and the annual self-assessment.

\*Verification of training completion will include agenda and sign sheet; certificates as required.

**Adams County Head Start 2018 - 2019  
Self-Assessment Action Plan**

Quality Improvement Area	Action Plan	Person(s) Responsible	Timeline	Date Accomplished
<b>Family Services Area</b>				
<b>Goal: One Objective: Five</b>	<p>Increase the number of parents attending the parent café.</p> <ol style="list-style-type: none"> <li>1. FSS team will receive specific guidelines outlining expectations for informing and encouraging parent participation; and documentation in COPA.</li> <li>2. FS Supervisor and Manager will work with FSS team in identifying new engagement ideas</li> <li>3. FS team will develop innovative methods of informing parents</li> </ol>	<ol style="list-style-type: none"> <li>1. FS Leadership</li> <li>2. FS Leadership</li> <li>3. FS Team</li> </ol>	<ol style="list-style-type: none"> <li>1. – 2 September 2019; November 2019; January 2020; March 2020; April 2020</li> <li>3. Ongoing throughout the year</li> </ol>	
<b>Eligibility</b>	<p>Establish process for continuous monitoring</p> <ul style="list-style-type: none"> <li>• 1. FS Supervisor will complete an eligibility audit of each file applying for the program</li> <li>• 2. FS Supervisor will audit COPA e-docs quarterly to ensure all documents in file are complete and accurate and will submit to FSM</li> <li>• 3. FSM will monitor audits and perform at least three random audits annually</li> <li>• 4. Audit outcomes are presented in leadership meetings and submitted to QAM monthly</li> <li>• 5. QAM submits audit summary to Administrator</li> <li>•</li> </ul>	<ol style="list-style-type: none"> <li>1. FS Supervisor</li> <li>2. FS Supervisor</li> <li>3. FSM</li> <li>4. FS Manager</li> <li>5. QAM</li> </ol>	<ul style="list-style-type: none"> <li>• 1. Ongoing throughout the year</li> <li>• 2. November 2019; February 2020; May 2020</li> <li>• 3. By May 2020</li> </ul>	
<b>Attendance</b>	<ul style="list-style-type: none"> <li>• 1. FSS will ensure each absence is case noted in COPA case notes</li> <li>• 2. Attendance case note audit will be conducted monthly</li> <li>• 3. Audit outcomes are presented in leadership meetings and submitted to QAM monthly</li> <li>• 4. QAM submits audit summary to Administrator</li> </ul>	<ol style="list-style-type: none"> <li>1. All FSSs</li> <li>2. FS Leadership</li> <li>3. FS Manager</li> <li>4. QAM</li> </ol>	<ul style="list-style-type: none"> <li>• Monthly, August 2019 – May 2020</li> </ul>	

**Adams County Head Start 2018 - 2019  
Self-Assessment Action Plan**

<b>Health and Nutrition Area</b>				
<b>Goal: One Objective: Four</b>	<ul style="list-style-type: none"> <li>• HS Team will screen children within 45/90 (depending upon screening) days and indicate through a group process note when screening results are provided to POC/Guardian.</li> <li>• Results will be recorded in the Medical Record in COPA of each individual child</li> <li>• Specific group case noting must include the following language, "Child was screened for XX, XX &amp; XX; written results provided to POC at p/u 9/10/20XX."</li> </ul>	Each Health Specialist will be responsible for the children they screen	<ul style="list-style-type: none"> <li>• Screening within 45 days of enrollment</li> <li>• Results provided day of screening, or up to 5 business days after screening</li> </ul>	
	<b>All Areas</b>			
<b>Monitoring</b>	<p>Implement ongoing monitoring in all program areas to ensure accurate tracking is occurring for program goals, health and safety, HS Performance Standards and other mandated rules and regulations.</p> <ol style="list-style-type: none"> <li>1. Each department will establish an audit schedule for the program year</li> <li>2. Conduct ongoing audits as outlined in department schedule</li> <li>3. Audit outcomes are presented in leadership meetings and submitted to QAM monthly</li> <li>4. QAM provides monthly summary to Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Area Manager or Supervisor</li> <li>2. Area Manager or Supervisor</li> <li>3. Area Manager or Supervisor</li> <li>4. QAM</li> </ol>	<ol style="list-style-type: none"> <li>1. Aug 30<sup>th</sup></li> <li>2. Ongoing</li> <li>3. Monthly</li> <li>4. Monthly</li> </ol>	
<b>Health and Safety Checklists</b>	<p>Improve Outcomes on Health and Safety Checklists</p> <ol style="list-style-type: none"> <li>1. Include Health and Safety Checklist as topic on Center meeting agenda to ensure topic is addressed regularly</li> <li>2. Include Health and Safety Checklist as topic on Education, Health &amp; Nutrition and FS team meetings agenda to ensure topic is addressed regularly</li> </ol>	<ol style="list-style-type: none"> <li>1. Education Manager</li> <li>2. Area Managers</li> </ol>	<ol style="list-style-type: none"> <li>1. Aug. 30<sup>th</sup></li> <li>2. Ongoing</li> </ol>	





## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> 2019 Annual Action Plan for Community Development Block Grant and HOME Investment Partnerships Program funds
<b>FROM:</b> Jill Jennings Golich, Community & Economic Development Director
<b>AGENCY/DEPARTMENT:</b> Community & Economic Development
<b>HEARD AT STUDY SESSION ON:</b> June 18, 2019
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> Board of County Commissioners approve 2019 AAP and identified projects, and authorize Chair to sign required forms and associated Subgrantee Agreements.

### **BACKGROUND:**

In order for the County to qualify for its annual Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) allocations from the US Department of Housing and Urban Development (HUD), the County must develop and submit an Annual Action Plan (AAP) to HUD. The AAP demonstrates how funds address community needs, supports the goals outlined in the 2015-2019 Adams County Consolidated Plan, and outlines identified projects.

The County developed its 2019 AAP for the Program Year 2019 (July 1, 2019 to June 30, 2020) with the anticipation of receiving \$1,364,927 in CDBG and \$949,905 in HOME funds. In addition to the 2019 funds, the County has programmed prior year resources to projects outlined in the 2019 AAP.

Funds are utilized on projects throughout Adams County within the Urban County and HOME Consortia areas. Urban County areas include the Town of Bennett, unincorporated Adams County, and the cities of Brighton, Northglenn, and Federal Heights. HOME Consortia areas include the cities of Thornton and Westminster and the Urban County areas.

The purpose of the CDBG program is to develop viable urban communities by providing decent housing, suitable living environment, and expanding economic opportunities principally for persons who are considered low-to-moderate income. At a minimum, seventy percent (70%) of CDBG funds must be used to benefit low-to-moderate income individuals or families. Funding is allocated to the County's Urban County members.

The anticipated 2019 CDBG projects include:

Urban County Member*	Project	Funding Amount
Adams County	Sherrelwood ADA Sidewalk and Ramps	\$400,000
Adams County	GRID Alternatives – Solar Installation	\$154,622
Adams County	7401 Broadway	\$308,000
City of Federal Heights	Minor Home Repair	\$23,386
City of Federal Heights	Rental Inspection Program	\$79,701
City of Northglenn	Pedestrian and Bicycle Trail Improvements	\$233,590
City of Brighton	ADA Sidewalks and Ramps	\$186,501
Adams County	Administration (20%)	\$272,985
<b>Total CDBG Projects</b>		<b>\$1,658,785</b>

The purpose of the HOME program is to: expand the supply of permanent, decent, safe, sanitary, and affordable housing; design and implement strategies for achieving an adequate supply of permanent, decent, safe, sanitary, and affordable housing; and provide participating jurisdictions the various forms of federal housing assistance for serving very low- and low-income Americans. HOME funds are allocated to the HOME Consortia members, which include the Urban County areas, and the cities of Thornton and Westminster.

In addition, fifteen percent (15%) of the total 2019 HOME allocation must be awarded to a Community Housing Development Organization (CHDO). An additional five percent (5%) is allowable to be allocated to the CHDO project in the form of CHDO Operating Costs. These operating costs assist the CHDO in carrying out CHDO activities, as well as build organizational capacity.

The anticipated 2019 HOME projects include:

HOME Consortia Member*	Project	Funding Amount
Urban County	Brighton Housing Authority (10 units)	\$400,000
Urban County	7401 Broadway (116 units)	\$316,871
City of Westminster	St. Mark Village (216 units)	\$541,321
Set-Aside	Project	Funding Amount
CHDO Reserve	Harris Park Apartments (24 units)	\$300,000
CHDO Operating	Administrative Costs	\$47,495
Administrative	Community Development Administration (10%)	\$94,991
<b>Total HOME Projects</b>		<b>\$1,700,678</b>

Staff presented and discussed the 2019 AAP with the Board on June 18, 2019 at study session. The 30-day public comment period began on June 19, 2019 and ends at the July 23, 2019 public hearing.

Community & Economic Development recommends the Board approve the 2019 AAP and outlined projects. Further, Community & Economic Development request the Board authorize the Chair to sign required HUD forms for the AAP submission and Subgrantee Agreements for the projects identified in the 2019 AAP, after approval from the County Attorney's Office.

**AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

County Attorney

**ATTACHED DOCUMENTS:**

Resolution  
Draft 2019 AAP

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPROVING THE ADAMS COUNTY 2019 ANNUAL ACTION PLAN

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has designated Adams County (County) as an Urban Entitlement County under the Community Development Block Grant (CDBG) Program; and,

WHEREAS, HUD has designated the County as a Participating Jurisdiction under the HOME Investment Partnerships (HOME) Program; and,

WHEREAS, Adams County has entered into an Urban County cooperative agreements with municipal governments in the County for the purpose of CDBG projects that benefit residents of the Urban County; and,

WHEREAS, Adams County has entered into HOME Consortia cooperative agreements with municipal governments in the County for the HOME Program, which benefits residents of the Urban County and HOME Consortia; and,

WHEREAS, Adams County has been receiving CDBG funds since 1986 and HOME funds since 1992; and,

WHEREAS, Adams County has identified local community development and housing needs and objectives and has prepared the 2019 Annual Action Plan that lists proposed projects to be funded by CDBG and HOME funds; and,

WHEREAS, Adams County has made the proposed 2019 Annual Action Plan and use of funds available for public comment, in accordance with the Adams County Community Development Citizen Participation Plan; and,

WHEREAS, after HUD approves the 2019 Annual Action Plan, the County will be able to expend grant funds upon funding availability and the necessary environmental clearances; and,

WHEREAS, Subgrantee Agreements and Award letters will be prepared to finalize the projects described in the 2019 Annual Action Plan; and,

WHEREAS, the Community Development Manager serves as the designated Authorized Representative to execute non-contractual documents necessary to carry out the 2019 Annual Action Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the Adams County 2019 Annual Action Plan be approved.

BE IT FURTHER RESOLVED, that the Chair is authorized to sign required HUD forms for the Annual Action Plan submission and Subgrantee Agreements associated with the proposed projects outlined in the 2019 Annual Action Plan, after the County Attorney's Office approval.

BE IT FURTHER RESOLVED, that the Director of the Community & Economic Development Department and the Community Development Manager are hereby authorized to sign necessary non-contractual documents to carry out the ongoing projects of the Annual Action Plan.

# Adams County Draft 2019 Annual Action Plan



Program Year  
July 1, 2019 - June 30, 2020



## **Executive Summary**

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

#### **1. Introduction**

An Annual Action Plan (AAP) is required by the U.S. Department of Housing and Urban Development (HUD) from all jurisdictions receiving Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds. The 2019 AAP is Adams County's (County) fifth program year Action Plan for the 2015-2019 Consolidated Plan (Con Plan). It outlines the County's needs, goals, and strategies for the 2019 program year (July 1, 2019 – June 30, 2020) and addresses citizen involvement, including information on available and potential resources. The priorities developed in this plan target a wide range of issues from basic needs, such as the availability of affordable housing for families and individuals, to overall community quality of life issues, such as improving facilities that provide services to low- and moderate- income (LMI) residents

The 2019 AAP was developed in accordance with HUD guidelines 24 Code of Federal Regulations (CFR) Part 91.220. This document represents a cooperative effort between the County, cities of Thornton, Westminster, Northglenn, Federal Heights, Brighton, and Town of Bennett, the public, and housing and service providers. Adams County Community Development administers of the CDBG and HOME programs and works with the Urban County and HOME Consortia members to accomplish the goals in the Consolidated Plan. The Urban County areas consists of the cities of Northglenn, Federal Heights, Brighton, Town of Bennett, and unincorporated Adams County. The HOME Consortia areas include the Urban County areas, as well as the cities of Thornton and Westminster.

#### **2. Summarize the objectives and outcomes identified in the Plan**

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

Adams County has set the below Priorities and Objectives for the term of the Con Plan. These priorities and objectives were discussed with key community members, Urban County members, and used to solicit applications for CDBG and HOME funding for the 2019 program year. The proposed activities for the 2019 program year must align to the Con Plan's Priorities and Objectives outlined below:

## **Priorities & Objectives**

### **Priority: Housing**

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

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

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

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

### **Priority: Community and Economic Development**

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

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

*Objective #3* Invest strategically in neighborhoods to assist in revitalization

### **Priority: Seniors and other Prioritized Populations**

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

*Objective #2* Services available for at-risk children

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

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

*Objective #5* Integration of prioritized populations into the community



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

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

The County maintains positive relationships with organizations and Urban County members responsible for undertaking many of the projects described in the AAP. Past project and program successes with these partners helped shape the County's goals for the 2019 program year. Due to historic commitment deficiencies, the County has been proactively setting the stage to commit and spend prior year resources by prioritizing "shovel ready" projects. The County has also continued to meet its timeliness ratio since 2015 program year. This outcome is a result of the County being committed to ensuring timeliness by choosing realistic and feasible projects that met those goals and objectives defined in the Con Plan. In addition, the County has taken several steps to improve the required monitoring process for Subgrantees and Subrecipients. This has improved the County's communication with all partners and ensures a positive relationship with any compliance issues. The County continues to have ongoing conversations with the HOME Consortia members regarding the County's expectations for long-term monitoring. The County is committed to ensuring compliance with all federal regulations through its monitoring obligations.

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

Summary from citizen participation section of plan.

The County included a variety of outreach efforts to have optimal public input that would inform the AAP. These efforts included service provider/key partner meetings, newspaper notifications, Urban County and HOME Consortia meetings, the County's webpage, and public hearings. Information regarding the proposed 2019 activities was available on the County's website for public comment for more than 30 days. Outreach efforts varied to reach diverse populations and ensure that the input received was insightful and representative of all County residents. It also encouraged the participation of those in specialized populations such as non-English speaking, persons with disabilities, residents of public housing, low-income residents and seniors. Adams County published the draft AAP, solicited input from providers and the public, and held a public hearing to approve the final plan for submittal to HUD.

### **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.

The 2019 AAP public comment period will begin on June 19, 2019 and end July 23, 2019 at the Board of County Commissioners' public hearing.

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

**7. Summary**

DRAFT

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

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

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

Agency Role		Name	Department/Agency
CDBG Administrator		ADAMS COUNTY	Adams County Community Development
HOME Administrator		ADAMS COUNTY	Adams County Community Development
ESG Administrator			Adams County Community Development

**Table 1 – Responsible Agencies**

### Narrative

The County's strives to improve the quality of life for its residents through the management of grant-funded programs for housing, community development, and neighborhood revitalization. The common thread of the funds administered by the County is to benefit low- and moderate-income residents. Eighty percent (80%) of all funds and programs administered by the County directly impact the lives of low- and moderate-income residents. The County continues to opt out of Emergency Services Grant (ESG) funding and allocates those funds to the State of Colorado who administers the grant. With this arrangement, non-profits only have to apply to the State for ESG and are considered a first priority for the County's ESG allocation.

### Consolidated Plan Public Contact Information

Melissa Scheere, Community Development Manager, Community and Economic Development Department  
Adams County Government Center  
4430 S. Adams County Pkwy, Suite W6204  
Brighton, CO 80601  
mscheere@adcogov.org

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

### **1. Introduction**

Adams County worked with a variety of agencies and municipalities that provide services to residents in order to collect data around housing, services and community development needs. Key partner focus groups and interviews were held to collect the data to inform the development of the Con Plan, the AAP, the 2017 Housing Needs Assessment (HNA), and the County's 2018 Balanced Housing Plan (BHP).

To gain a more thorough understanding of the housing situation in Adams County, three focus groups and a series of interviews with community leaders were conducted in late 2016 for the HNA. The County then held additional stakeholder engagement events to shape the BHP. The BHP's purpose is to take the information collected from the HNA and stakeholder input, and present defined goals and outcomes through a multifaceted and collaborative approach. As a result, the following goals were created to further speak to the many barriers in achieving “balanced housing” across a county with a diverse population and housing needs:

- Utilize New and Existing Tools
  - Reduce Constraints to Development
  - Expand Opportunities for Housing
- For more information, the final HNA and BHP can be found at <https://www.adcogov.org/BHP>. The BHP was ratified in July 2018.

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

Adams County works in collaboration with the cities of Westminster and Thornton through the HOME Consortia to distribute HOME funds for eligible projects that create or preserve housing. Adams County also works with local certified Community Housing Development Organizations (CHDOs) and local housing authorities to provide essential services. These organizations include Community Resources and Housing Development Corporation (CRHDC), Unison Housing Partners (UHP), formally Adams County Housing Authority, and the Brighton Housing Authority (BHA).

**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.**

Metro Denver Homeless Initiative (MDHI) works with homeless providers throughout the metro Denver region to coordinate homeless service efforts. In Adams County specifically, MDHI has a VISTA member placement with UHP to assist with coordinating the annual Point-in-Time homeless count. MDHI is

developing a regional coordinated assessment system, building a housing pipeline, and engaging other community partners to provide services to individuals homeless or at risk of becoming homeless throughout the metro Denver region. MDHI staff was consulted during the development of the 2015-2019 Con Plan. Adams County continues to coordinate with homeless providers working in the County to fund programs serving homeless individuals, families, families with children, veterans, youth, and persons at risk of becoming homeless.

In 2017, the Burnes Center presented the results of their study on homelessness in the County to the County to the Board of County Commissioners. The plan provided a number of short- and long-term recommendations. Since then the County has a team dedicated to addressing poverty and homelessness in Adams County.

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

Not applicable.

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

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

1	<b>Agency/Group/Organization</b>	City of Westminster
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed HOME activities.
2	<b>Agency/Group/Organization</b>	City of Thornton
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed HOME activities.
3	<b>Agency/Group/Organization</b>	ADAMS COUNTY HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Affordable Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed HOME activities.

4	<b>Agency/Group/Organization</b>	BRIGHTON HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing 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>	Agency participated in the development of the 2019 AAP by discussing proposed HOME activities.
5	<b>Agency/Group/Organization</b>	Community Resources and Housing Development Corp
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing 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>	Agency participated in the development of the 2019 AAP by discussing proposed CHDO activities.
9	<b>Agency/Group/Organization</b>	CITY OF FEDERAL HEIGHTS
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Minor Home Repair Program
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed CDBG activities.
10	<b>Agency/Group/Organization</b>	City of Brighton
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Seniors and Other Prioritized Populations, Minor Home Repair Program

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed CDBG activities.
11	<b>Agency/Group/Organization</b>	CITY OF NORTHGLENN
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Infrastructure Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed CDBG activities.
12	<b>Agency/Group/Organization</b>	TOWN OF BENNETT
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Public Facility
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the development of the 2019 AAP by discussing proposed CDBG activities.
13	<b>Agency/Group/Organization</b>	ADAMS COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Sustainability, Minor Home Repair Program and Infrastructure Improvements



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Adams County Community and Economic Development Department and the Board of County Commissioners participated in the development of the 2019 AAP by discussing proposed CDBG and HOME activities.
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**Identify any Agency Types not consulted and provide rationale for not consulting**

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Metro Denver Homeless Initiative (MDHI)	Adams County uses the MDHI Point in Time annual homeless count, and other research and coordination efforts to develop plans for serving homeless persons in Adams County.

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

**Narrative**

Not required - NA

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

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

The County included a variety of outreach efforts for citizen participation to provide valuable input included in the AAP. These efforts included service provider/key partner meetings, newspaper notifications, Urban County and HOME Consortia meetings, the County's webpage, and public hearings. The County has also made available information regarding the AAP and related citizen participation process on the County's website. Outreach efforts varied to reach diverse populations to include input that was insightful and representative of all Adams County residents. It also encouraged the participation of those in specialized populations such as non-English speakers, persons with disabilities, residents of public housing, low-income residents and seniors. Adams County encouraged participation by local institutions, members of the Continuum of Care, service providers, special needs providers, nonprofit organizations, and housing developers. This data was then analyzed by staff who incorporated the findings on housing, special needs, and community development into the priority outcomes. By determining the Priorities, the County was able to allocate funds to the appropriate agencies to provide those necessary services. Residents were encouraged to provide comments on the draft AAP through a publicized thirty (30) day public review period. The County publicized the availability of the draft AAP in multiple local newspapers and on the County's webpage on the County's website.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Non-targeted/ broad community	The County utilized its website to continually updates the public on upcoming public hearings, funding allocations, and reports, including the AAP.			<a href="http://www.adcogov.org/community-development">www.adcogov.org/community-development</a>
2	Public Hearing	Non-targeted/ broad community	The AAP Public Hearing on July 23, 2019.			<a href="http://adcogov.legistar.com/calendar.aspx">http://adcogov.legistar.com/calendar.aspx</a>
3	Newspaper Ad	Non-targeted/ broad community	The County published a Notice of Public Hearing and Request for Public Comments on June 19, 2019 in multiple local newspapers.			

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	Urban County Hearings	Urban County Members	Urban County members had public hearings for the proposed 2019 CDBG activities.			

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Adams County's allocation of HUD funds (CDBG and HOME) is determined annually, and only after it receives a formal letter from HUD regarding the amount for each program. CDBG funds are allocated to jurisdictions that are Urban County members with projects in the County. Adams County is a HOME consortia, which includes the cities of Thornton and Westminster, as well as the Urban County areas. HOME funds are allocated to the two Consortia cities, and throughout the year to housing projects within the HOME Consortia and Urban County areas.

Federal dollars leverage additional funds in many of the projects completed as part of the Con Plan. Federal dollars are limited, and agencies completing projects will often utilize other funds to complete projects. The leveraged dollars represent a benefit to all Adams County residents. They stretch the grant funds received by the County, while allowing projects to precede that benefit either the area or a specific clientele. At the same time, it aids the agencies supplying the leveraged funds in meeting their goals. In addition to CDBG and HOME funds, Adams County provides local grants to human service organizations serving the County's low income individuals and families through its Community Enrichment Grant.

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

CDBG prior year resources total \$0 and no Program Income is projected.

HOME Prior Year Resources total \$878,762. Program Income that will be programmed in the 2019 program year is \$44,894 for activities related to HOME approved activities.

## 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	1,364,977	308,000	0	1,672,977	0	Adams County will allocate 2019 CDBG funds to its Urban County members (four local jurisdictions) for their proposed projects.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	949,905	44,894	878,762	1,873,561	0	HOME funds are allocated in Thornton, Westminster (HOME Consortia), and throughout the county. Adams County uses 10% of HOME funds for administration of programs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	0	0	0	0	0	ESG funds are allocated to the State of Colorado.

Table 2 - 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**

County funded projects use a variety of other leveraged funds to cover the total cost of projects. HOME funded projects use Low Income Housing Tax Credit (LIHTC) equity, State of Colorado funds, private equity, and other resources to cover the cost of the development. CDBG typically leverage locally funded projects and/or help support gaps in funding that meet the goals of the Con Plan. Activities funded by HOME will have the required twenty-five (25%) match from previous program years and from fee reductions by local jurisdictions. In order to be considered HOME match, the funding must be a non-federal permanent contribution to affordable housing contributed in an eligible manner and properly documented. Adams County encourages all HOME funded projects to have program funding match.

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

Adams County and local jurisdictions may choose to provide publically held land for housing, community facility, and other eligible HOME and CDBG projects. No specific parcels are being used in the 2019 program year.

**Discussion**

Not required - NA



## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
<b>1</b>	Infrastructure Improvements	2015	2019	Non-Housing Community Development	County-Wide City of Northglenn City of Brighton	Community and Economic Development Needs	CDBG: \$820,091	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13480 Persons Assisted
<b>2</b>	Preservation of Existing Housing Stock	2015	2019	Affordable Housing	County-Wide City of Federal Heights City of Brighton	Housing Needs Community and Economic Development Needs Seniors and other Prioritized Populations	CDBG: \$657,708	Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Rehabilitated: 22 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 625 Household Housing Unit
<b>3</b>	Construction of New Rental Housing	2015	2019	Affordable Housing	County-Wide City of Westminster	Housing Needs Seniors and other Prioritized Populations	HOME: \$841,321	Rental units constructed: 356 Household Housing Unit

**Table 3 – Goals Summary**

#### Goal Descriptions

1	<b>Goal Name</b>	Infrastructure Improvements
	<b>Goal Description</b>	<p>In 2018, the City of Northglenn proposed to install new infrastructure for a bicycle/pedestrian plan in its low to moderate income neighborhoods to improve overall mobility and accessibility for residents to other residential areas as well as connections to neighborhood services in commercial areas and public facilities. The City has requested its 2019 allocation (\$233,590) to be used for the same project, however, it will be used in different low-to-moderate income areas.</p> <p>City of Brighton is proposing to utilize its CDBG allocation (\$186,501) to improve Southern Street for pedestrian and multi-modal connectivity. The project will improve overall mobility and accessibility to the community. The surrounding areas meet the low-to-moderate income requirement.</p> <p>Adams County Public Works is proposing to use a portion of Adams County's CDBG allocation (\$400,000) to provide safe and adequate public improvements in a low-to-moderate income neighborhood, Sherrelwood. Improvements will focus on ADA compliant sidewalks and overall safe connectivity.</p>

<b>2</b>	<b>Goal Name</b>	Preservation of Existing Housing Stock
	<b>Goal Description</b>	<p>The Minor Home Repair (MHR) Program will serve low-to-moderate income homeowners throughout the City of Federal Heights. The program will address essential home repairs to promote decent, safe and sanitary conditions as well as accessibility issues. County staff will administer the MHR program for the City. The City has allocated \$23,386 in CDBG for the MHR program.</p> <p>City of Federal Heights will utilize its remaining CDBG allocation (\$79,701) to continue operating its Rental Inspection Program. The Rental Inspection Program promotes affordable, safe rental housing for its residents by administering a city-wide program to bring rental properties into code compliance.</p> <p>GRID Alternatives will utilize a portion of Adams County CDBG funds (\$154,621) to provide rooftop solar photovoltaic systems on owner occupied low-to-moderate income homes in unincorporated Adams County.</p> <p>Brighton Housing Authority (BHA) will utilize \$400,000 in HOME funds to rehabilitate BHA owned North 5th Avenue and South 18th Avenue duplexes. Rehabilitations will improve site accessibility and energy efficiency to ten (10) units benefiting persons of under 80% AMI. All units are three and four bedroom units.</p>
<b>3</b>	<b>Goal Name</b>	Construction of New Rental Housing
	<b>Goal Description</b>	<p>St. Mark Village is a 216, six (6) building, LIHTC project located at the NW corner of 97th Avenue and Federal Boulevard. The project will be financed with non-competitive private activity bonds issued by CHFA. One hundred percent (100%) of the units in the community will serve families earning at or below 60% AMI.</p> <p>Harris Park Apartments is a 24 unit of senior housing development. The development will offer community space and will be located at 73rd and Lowell Blvd. The project will serve households at or below 80% AMI.</p> <p>7401 Broadway is the County's first land contribution for affordable housing. The existing building is the former Adams County Child and Family Service Center donated to Unison Housing Partners. The office building will be an adaptive reuse into residential units and new walkup units will be constructed. The project will result in 116 units of affordable housing, all serving 70% or less AMI.</p>



## **AP-35 Projects - 91.420, 91.220(d)**

### **Introduction**

Adams County has allocated CDBG and HOME funds to projects in 2019 that meet the County's 2015-2019 Con Plan's Priority Needs and Annual Goals.

CDBG projects include minor home rehabilitation and public infrastructure. Adams County and the cities of Brighton, Northglenn and Federal Heights have prioritized projects in their jurisdictions and will oversee projects within their communities.

HOME projects include the creation of two new affordable housing rental projects.

#	Project Name
1	CDBG: Housing
2	CDBG: Infrastructure
4	CDBG: Administration
5	HOME: Adams County
6	HOME: CHDO
7	HOME Administration
8	HOME: Westminster

**Table 4 – Project Information**

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

Community input from the Urban County members, community organizations, and non-profits determined how the County will allocate priorities described in the Con Plan. Urban County members participate in the Urban County through a formula basis and after receiving their allocation, the County works with each to identify a project that addresses the Con Plan goals and meets the needs of their respective residents. While the current housing market creates barriers to addressing many of the issues contributing to the increase in need for affordable housing, the County continues to improve its working relationships with developers, housing authorities and others to overcome this obstacle. In addition, the County dedicated part of its 2016 CDBG administration costs to the development of the County's 2017 Housing Needs Assessment and 2018 Balanced Housing Plan to address the issues that were raised in the 2015 Analysis of Impediments to Fair Housing Choice.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG: Housing
	<b>Target Area</b>	County-Wide City of Federal Heights
	<b>Goals Supported</b>	Construction of New Rental Housing Preservation of Existing Housing Stock
	<b>Needs Addressed</b>	Housing Needs Seniors and other Prioritized Populations Community and Economic Development Needs
	<b>Funding</b>	CDBG: \$565,708
	<b>Description</b>	The Minor Home Repair (MHR) Program will serve low-to-moderate income homeowners throughout the City of Federal Heights. The program will address essential home repairs to promote decent, safe and sanitary conditions as well as accessibility issues. County staff will administer the MHR program for the City. The City has allocated \$23,386 in CDBG for the MHR program. City of Federal Heights will utilize its remaining CDBG allocation (\$79,701) to continue operating its Rental Housing Inspection Program. The Rental Housing Inspection Program promotes affordable, safe rental housing for its residents by administering a city-wide program to bring rental properties into code compliance. GRID Alternatives will utilize a portion of Adams County CDBG funds (\$154,621) to provide rooftop solar photovoltaic systems on owner occupied low-to-moderate income homes in unincorporated Adams County. 7401 Broadway is the County's first land contribution for affordable housing. The existing building is the former Adams County Child and Family Service Center donated to Unison Housing Partners. The office building will be an adaptive reuse into residential units and new walkup units will be constructed. The project will result in 116 units of affordable housing, all serving 70% or less AMI. CDBG (\$308,000) will be utilized to pay for eligible soft costs.
	<b>Target Date</b>	6/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>The Minor Home Repair (MHR) Program will serve approximately two (2) low-to-moderate income homeowners throughout the City of Federal Heights.</p> <p>The Rental Housing Inspection Program will inspect approximately 625 units in the City of Federal Heights.</p> <p>GRID Alternatives solar installation program will serve approximately 20 low-to-moderate income homeowners throughout unincorporated Adams County.</p> <p>7401 Broadway will result in 116 units of affordable housing, all serving 70% or less AMI.</p>
	<b>Location Description</b>	See above.
	<b>Planned Activities</b>	<p>The Minor Home Repair (MHR) Program will serve low-to-moderate income homeowners throughout the City of Federal Heights. The program will address essential home repairs to promote decent, safe and sanitary conditions as well as accessibility issues. County staff will administer the MHR program for the City. The City has allocated \$23,386 in CDBG for the MHR program.</p> <p>City of Federal Heights will utilize its remaining CDBG allocation (\$79,701) to continue operating its Rental Housing Inspection Program. The Rental Housing Inspection Program promotes affordable, safe rental housing for its residents by administering a city-wide program to bring rental properties into code compliance.</p> <p>GRID Alternatives will utilize a portion of Adams County CDBG funds (\$154,621) to provide rooftop solar photovoltaic systems on owner occupied low-to-moderate income homes in unincorporated Adams County.</p> <p>7401 Broadway is the County's first land contribution for affordable housing. The existing building is the former Adams County Child and Family Service Center donated to Unison Housing Partners. The office building will be an adaptive reuse into residential units and new walkup units will be constructed. The project will result in 116 units of affordable housing, all serving 70% or less AMI. CDBG (\$308,000) will be utilized to pay for eligible soft costs.</p>
<b>2</b>	<b>Project Name</b>	CDBG: Infrastructure
	<b>Target Area</b>	<p>County-Wide</p> <p>City of Northglenn</p> <p>City of Brighton</p>

<b>Goals Supported</b>	Infrastructure Improvements
<b>Needs Addressed</b>	Seniors and other Prioritized Populations Community and Economic Development Needs
<b>Funding</b>	CDBG: \$820,091
<b>Description</b>	In 2018, the City of Northglenn proposed to install new infrastructure for a bicycle/pedestrian plan in its low to moderate income neighborhoods to improve overall mobility and accessibility for residents to other residential areas as well as connections to neighborhood services in commercial areas and public facilities. The City has requested its 2019 allocation (\$233,590) to be used for the same project, however, it will be used in different low-to-moderate income areas. City of Brighton is proposing to utilize its CDBG allocation (\$186,501) to improve Southern Street for pedestrian and multi-modal connectivity. The project will improve overall mobility and accessibility to the community. The surrounding areas meet the low-to-moderate income requirement. Adams County Public Works is proposing to use a portion of Adams County's CDBG allocation (\$400,000) to provide safe and adequate public improvements in a low-to-moderate income neighborhood, Sherrelwood. Improvements will focus on ADA compliant sidewalks and overall safe connectivity.
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The proposed activities will benefit approximately 13,480 low-to-moderate income families.
<b>Location Description</b>	The proposed activities will be undertaken in the City of Federal Heights, the City of Brighton, and the Sherrelwood neighborhood of unincorporated Adams County.



	<b>Planned Activities</b>	<p>In 2018, the City of Northglenn proposed to install new infrastructure for a bicycle/pedestrian plan in its low to moderate income neighborhoods to improve overall mobility and accessibility for residents to other residential areas as well as connections to neighborhood services in commercial areas and public facilities. The City has requested its 2019 allocation (\$233,590) to be used for the same project, however, it will be used in different low-to-moderate income areas.</p> <p>City of Brighton is proposing to utilize its CDBG allocation (\$186,501) to improve Southern Street for pedestrian and multi-modal connectivity. The project will improve overall mobility and accessibility to the community. The surrounding areas meet the low-to-moderate income requirement.</p> <p>Adams County Public Works is proposing to use a portion of Adams County's CDBG allocation (\$400,000) to provide safe and adequate public improvements in a low-to-moderate income neighborhood, Sherrelwood. Improvements will focus on ADA compliant sidewalks and overall safe connectivity.</p>
<b>3</b>	<b>Project Name</b>	CDBG: Administration
	<b>Target Area</b>	County-Wide
	<b>Goals Supported</b>	Preservation of Existing Housing Stock Infrastructure Improvements
	<b>Needs Addressed</b>	Housing Needs Seniors and other Prioritized Populations Community and Economic Development Needs
	<b>Funding</b>	CDBG: \$272,995
	<b>Description</b>	Adams County will retain the allowable twenty percent (20%) of 2019 CDBG funding for Adams County Community Development staff to administer the program.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	

4	<b>Project Name</b>	HOME: Adams County
	<b>Target Area</b>	County-Wide City of Brighton
	<b>Goals Supported</b>	Construction of New Rental Housing Preservation of Existing Housing Stock
	<b>Needs Addressed</b>	Housing Needs
	<b>Funding</b>	HOME: \$716,871
	<b>Description</b>	Brighton Housing Authority (BHA) will utilize \$400,000 in HOME funds to rehabilitate BHA owned North 5th Avenue and South 18th Avenue duplexes. Rehabilitations will improve site accessibility and energy efficiency to ten (10) units benefiting persons of under 80% AMI. All units are three and four bedroom units. 7401 Broadway is the County's first land contribution for affordable housing. The existing building is the former Adams County Child and Family Service Center donated to Unison Housing Partners. The office building will be an adaptive reuse into residential units and new walkup units will be constructed. The project will result in 116 units of affordable housing, all serving 70% or less AMI. HOME funds will assist in the development of project, \$316,871.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Brighton Housing Authority will improve site accessibility and energy efficiency to ten (10) units benefiting persons of under 80% AMI.  7401 Broadway will result in 116 units of affordable housing, all serving 70% or less AMI.
	<b>Location Description</b>	Brighton Housing Authority will improve two sites in the City of Brighton: North 5th Avenue and South 18th Avenue.  Unison Housing Partners will be rehabilitating and creating new rental housing at 7401 Broadway, Denver, CO.

	<b>Planned Activities</b>	<p>Brighton Housing Authority (BHA) will utilize \$400,000 in HOME funds to rehabilitate BHA owned North 5th Avenue and South 18th Avenue duplexes. Rehabilitations will improve site accessibility and energy efficiency to ten (10) units benefiting persons of under 80% AMI. All units are three and four bedroom units.</p> <p>7401 Broadway is the County's first land contribution for affordable housing. The existing building is the former Adams County Child and Family Service Center donated to Unison Housing Partners. The office building will be an adaptive reuse into residential units and new walkup units will be constructed. The project will result in 116 units of affordable housing, all serving 70% or less AMI.</p>
5	<b>Project Name</b>	HOME: CHDO
	<b>Target Area</b>	City of Westminster
	<b>Goals Supported</b>	Construction of New Rental Housing
	<b>Needs Addressed</b>	Housing Needs Seniors and other Prioritized Populations
	<b>Funding</b>	CDBG: \$347,495
	<b>Description</b>	Harris Park Apartments is a twenty four (24) units of senior housing. The development will offer community space and will be located at 73rd and Lowell Blvd. The project will serve households at or below 80% AMI. Additionally, CRHDC will be receiving CHDO Operating funds.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Harris Park Apartments is a twenty four (24) units of senior housing for households at or below 80% AMI.
	<b>Location Description</b>	Harris Park will be located at 73rd and Lowell Blvd. in Westminster, CO.
	<b>Planned Activities</b>	<p>Harris Park Apartments is a twenty four (24) units of senior housing. The development will offer community space and will be located at 73rd and Lowell Blvd. The project will serve households at or below 80% AMI.</p> <p>Additionally, Community Resources &amp; Housing Development Corporation will be receiving CHDO Operating funds.</p>
	<b>Project Name</b>	HOME Administration

6	<b>Target Area</b>	County-Wide
	<b>Goals Supported</b>	Construction of New Rental Housing Preservation of Existing Housing Stock
	<b>Needs Addressed</b>	Housing Needs Seniors and other Prioritized Populations Community and Economic Development Needs
	<b>Funding</b>	HOME: \$94,990
	<b>Description</b>	Adams County will retain ten percent (10%) of 2019 HOME funding for Adams County Community Development staff for HOME program administration. Further, ten percent (10%) of applicable Program Income (PI) from prior year(s) activities will also be used for administration.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
7	<b>Project Name</b>	HOME: Westminster
	<b>Target Area</b>	City of Westminster
	<b>Goals Supported</b>	Construction of New Rental Housing
	<b>Needs Addressed</b>	Housing Needs
	<b>Funding</b>	CDBG: \$541,321
	<b>Description</b>	St. Mark Village is a 216 unit, six (6) building LIHTC project located at the NW corner of 97th Avenue and Federal Boulevard. The project will be financed with non-competitive private activity bonds issued by CHFA. One hundred percent of the units in the community will serve families earning at or below sixty percent (60%) AMI.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	St. Mark Village will consist of 216 units of housing for families at or below 60% AMI.

	<b>Location Description</b>	St. Mark Village will be located at the NW corner of 97th Avenue and Federal Boulevard.
	<b>Planned Activities</b>	St. Mark Village is a 216 unit, six (6) building LIHTC project located at the NW corner of 97th Avenue and Federal Boulevard. The project will be financed with non-competitive private activity bonds issued by CHFA. One hundred percent of the units in the community will serve families earning at or below sixty percent (60%) AMI.

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

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

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

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

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

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

The communities of Thornton and Westminster receive direct CDBG allocations from HUD, and are part of the Adams County HOME consortia. Consortia members are allocated a set-aside of HOME funds for projects within their communities. The remaining HOME funds are allocated by Adams County.

## Geographic Distribution

Target Area	Percentage of Funds
County-Wide	55
City of Thornton	6
City of Federal Heights	4
City of Northglenn	8
City of Commerce City	0
Town of Bennett	1
City of Brighton	7
City of Westminster	19

**Table 5 - Geographic Distribution**

### Rationale for the priorities for allocating investments geographically

In 2019, the Urban County IGA will be recertified for another three (3) year requalification period. CDBG funding allocations can be made up to the amounts in the agreement, if the local governments have eligible projects each year. Applications for funding are made to Adams County, and reviewed for eligibility within the CDBG and HOME program guidelines. Public improvements are made in jurisdictions mentioned throughout the AAP, and must serve low-to-moderate income census tracts.

### Discussion

Not required - NA

## Affordable Housing

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

#### Introduction

Adams County will fund many affordable housing projects, including homeowner rehabilitation and new construction of affordable rental.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	388
Special-Needs	0
Total	388

**Table 6 - 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	356
Rehab of Existing Units	32
Acquisition of Existing Units	0
Total	388

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



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

### **Introduction**

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

The housing authorities have not determined any needs to address at this time.

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

Unison Housing Partners (UHP) values the input of its residents. UHP's Resident Advisory Board, made up of residents who reside at UHP properties, meets quarterly to discuss UHP's priorities and property improvements. The UHP Board is responsible for establishing the policies of the Authority and for oversight of the fiscal and practical implementation of those policies. Members of the Board are appointed by the Adams County Commissioners and serve staggered terms. UHP's Board includes a seat for an Adams County resident of low-income housing; currently this seat is held by a resident of an UHP property. Annually, UHP surveys all residents of its properties to get feedback across a wide array of topics pertaining to resident housing. Additionally, during the planning stage of any future developments, UHP will solicit input from residents of its existing properties and area residents for design and programming.

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

Not applicable, PHA is not designated as troubled.

### **Discussion**

Not required - NA

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

### **Introduction**

The County works with local homeless providers and municipalities to reduce homelessness throughout Adams County and the region. Additionally, the Burnes Center on Poverty and Homelessness in Denver, Colorado conducted a homelessness study in 2016 and provided recommendations for the County to consider in proactively addressing homelessness. In response to the study, Adams County hired a Homelessness Outreach Liaison to convene and coordinate homelessness efforts with community partners and municipalities. The Liaison is actively a) coordinating the Adams County Coalition for the Homeless, b) researching initiatives such as tiny home villages and a workforce program for people currently homeless, and c) working with partners to address homeless encampments, support current services, expand outreach efforts, create a resource navigation network and a coordinated entry system.

### **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 Board has identified homelessness and reducing poverty as priority needs for the County. The County has laid out homeless assistance, homeless prevention goals and is working on implementing its Community Enrichment Plan developed by Human Services. The County administers a variety of housing and non-housing community development resources which are used to support the efforts of a broad based community network of service providers which provide homeless assistance in the County and the municipalities. Service providers supported by the County provide outreach and case management which assess individual needs and links them with the continuum of services available in the County.

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

There is a shortage of emergency and transitional housing in the County. Three of the four current shelters serve families with minor aged children, one shelter serves individuals but is a cold weather shelter and is closed in the summer months (April to October). There is little public support for creation of mass shelters. The County and most shelter providers have resorted to a housing first model and a rapid re-housing approach to find shelter for those with no shelter options. Because of the lack of affordable rental units, service providers often have to refer households needing emergency shelter or transitional housing to housing providers in surrounding jurisdictions. The County is aligning partnerships and resources to address the shortage of affordable units by working with non-profit and private developers, encouraging new developments that would add to the affordable housing inventory. The Homelessness Outreach Liaison is working with existing homeless providers to increase the number of beds and transitional housing opportunities available through existing homeless providers. The Liaison is also meeting and coordinating with municipal governments to identify

development opportunities in their jurisdictions and will be supportive of new affordable developments that municipalities bring forth.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

While some shelters adopted a housing focused approach, it is often difficult to move people experiencing homelessness into permanent housing because of the shortage of transitional units in the County. If shelter and service providers are unable to place a household in permanently affordable housing in Adams County, they work with housing providers in surrounding jurisdictions to find suitable housing. In addition to looking for housing in surrounding jurisdictions, some shelters and service providers have the ability and funds to provide the necessary financial assistance to keep them in their current housing. If the household obtains stable housing, the service providers funded by the County will provide the necessary supportive services to assist that family in maintaining stability and moving toward independence. The supportive services continue so that the formerly homeless households have less chance of experiencing another episode of homelessness.

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

The County funds and supports the local network of service providers which provide homelessness prevention services to households in danger of homelessness. By using a prevention strategy, service providers are better able to help households maintain stability in their housing. In order to maintain stability, financial assistance for rent, mortgage, utility and other household necessities is provided by partner agencies. The programs also provide case management and referral services to assist that family in overcoming the challenges that brought them to the brink of homelessness. The County is partnering with and supporting Colorado Legal Services to target individuals and families on the brink of losing their current housing due to an eviction. Services are provided by appointment at a Westminster Public Library (Irving St.) as well as a walk-in basis at the County Courthouse. Service providers are also working to coordinate and implement a diversion or rapid resolution program for people who may resolve their housing crisis before entering the homelessness service system. The County is also proactively looking at zoning and code to preserve and prevent displacement of current mobile home

communities.

## **Discussion**

Not required - NA

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

### **Introduction**

Over the last decade Adams County has experienced a wide range of economic and demographic transitions. These transitions have led to a county that can pride itself on becoming a desirable destination for those looking to live in a community that is inclusive and that provides lifestyle opportunities that fail to exist in other areas in the seven (7) county Denver Metro region (Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and Jefferson). The County's current housing climate and geographic location have contributed to the County's growing population – fifth largest and second fastest in the region. In addition, a diversity of land uses from dense cities to suburbs and open range-land, gives the County a unique identity aiding in its growth. The resulting pressures of this growth and housing stock demands have pushed housing prices to a point where many residents struggle to either find attainable housing or maintain their housing.

In a proactive effort to create solutions to the County's housing challenges, the County commissioned the 2017 Housing Needs Assessment (HNA). The HNA created a thorough economic and demographic description of the County, including its strengths and challenges as they relate to housing. The HNA identified findings that were then presented to various stakeholders who provided valuable input and possible solutions. This input also helped build the framework for developing the County's 2018 Balanced Housing Plan (BHP). The BHP's purpose is to take the information collected from the HNA and stakeholder input, and present defined goals and outcomes through a multifaceted and collaborative approach. This plan is truly a balanced housing plan as it seeks to build a platform that allows all areas of the County to achieve housing of all types, and meets the needs of the County's diverse and growing population.

BHP provides recommendations on how to address the following findings:

- Finding 1: Housing is less affordable
- Finding 2: Increasing affordability gap at all income levels
- Finding 3: Housing supply is not meeting demand
- Finding 4: Adams County has distinct socioeconomics

**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**

Adams County has identified affordable housing as a high priority and has moved to address this through several planning efforts including the Adams County 2015-2019 Con Plan. Through the development of the HNA and BHP, the county focused on creating a plan that provides a roadmap to

addressing some of the County's housing barriers by focusing on a balance of the housing.

Balanced Housing is achieved by a community's ability to provide a variety of housing choices that reflect an individual's financial and lifestyle needs. By recognizing that housing needs are shaped by access to jobs, education, and amenities, the BHP is designed as a guide for the County as it strives to provide its residents with housing opportunities that meet their needs and achieving a greater quality of life. The BHP was the next step in county-wide recommendations and set forth the following goals and policies:

#### Goals

1. Utilize New and Existing Tools
2. Reduce constraints to development
3. Expand Opportunities

#### Policies

1. Improve and support housing opportunities for all residents in Adams County
2. Foster an environment the promotes "balanced housing"
3. Encourage connection and access between schools and housing
4. Promote the preservation of the County's current housing stock
5. Integrate development practices the increase diversity in housing options

#### **Discussion**

Not required - NA

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

### **Introduction**

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

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

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

One of the areas of weakness that Adams County continues to face is a fully functional referral system. This can be attributed to the recent funding uncertainties within all federally-funded areas (TANF, Food Stamps, Medicaid, etc.) and the vast geographic parameters of service-delivery agencies. The County is working to increase the availability of information for both service-providers and residents. The County and local service-delivery agencies strive to increase the availability of information online, to minimize the number of unassisted referrals. With additional collaboration with the County's public information office, Communications, the County hopes to increase its outreach at community meetings hosted by other departments, public input gained through public hearings, working with senior centers, non-profits who work directly with citizens, and County Poverty Symposiums with regional non-profits addressing the reduction of poverty.

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

Adams County has made new construction of affordable rental housing and preservation of existing affordable housing priorities for receiving HOME and CDBG funds. Adams County works with the local housing authorities, nonprofit housing agencies and private developers to expand and preserve the affordable housing stock throughout the county.

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

The local Housing Authorities, the Minor Home Repair Program, and other Section 8 provider agencies strictly adhere to the Uniform Property Condition Standards (UPCS) for public housing and Section 8 tenants, and the Lead Safe Housing Rule. Housing Authorities will not allow Section 8 tenants to rent units with lead hazards that are not mitigated by the landlord. In addition, all units owned and purchased and rehabilitated by the housing authorities are mitigated for lead.

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

The Adams County Minor Home Repair program requires lead hazard testing when conducting rehabilitation that could involve lead-based paint, and achieve clearance from certified inspectors when the rehabilitation is required per 24 CFR Part 58. All work is completed in accordance with the Lead Safe Housing Rule.

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

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

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

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

The County is the lead agency in both the CDBG Urban County and the HOME Consortia. Adams County's



Urban County consists of:

- Town of Bennett
- City of Brighton
- City of Federal Heights
- City of NorthglennEvery three years, these jurisdictions are re-invited to renew their Intergovernmental Agreement (IGA) with the County. Each of them receives a percentage of the County's CDBG allocation based on a formula allocation (total and low-income populations). As the lead agency, the County monitors each jurisdiction's projects to ensure they meet national objectives, eligibility, and compliance issues such as environmental review clearances. All projects are assessed through an application process for eligibility and feasibility. In addition to the Urban County, Adams County leads a HOME Consortia with the cities of Westminster and Thornton. A percentage of the county's annual HOME allocation is reserved to each of these municipalities based on a formula determined and posted annually by HUD. The County recertified the HOME Consortia and Urban County IGAs for an additional three (3) year period in 2019. The County also provides portions of its HOME allocation to: Community Development Housing Organizations (CHDO's) (15% requirement) Local Housing Authorities Non-profit housing developers For-profit developers Adams County has increased CHDO qualification strategies to align with the 2013 HOME Final Rule amendments and HUD best practices. Adams County will continue to seek and certifying new CHDOs throughout the County for the purposes of expanding the County's capacity to undertake projects. The County also provides operating expenses to certified CHDOs to help increase capacity and administer HOME projects.

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

Adams County will continue efforts to provide technical assistance to community partners as part of its coordination between public and private housing and social service agencies, as well as encouraging sub-recipients to work together to leverage resources and knowledge. The County fosters collaboration between departments to determine the highest and best use of all funding received by the division. These departments include, but not limited to, Public Works, Human Services, Workforce Business Center, and the County Manager's Office and other partners to strengthen the delivery of services to all areas of the County.

### **Discussion**

Not required - NA

## Program Specific Requirements

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

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(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. | 80.00% |

#### 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:

Adams County is not utilizing other forms of investment outside as outlined in CFR 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:

In regard to activities carried out during the 2019 program year (identified in the 2017 AAP), recapture provisions are relevant to the Community Resources and Housing Development Corporation's (CRHDC) proposed HOME activities for low-to-moderate income homebuyers.

CRHDC will acquire and rehabilitate affordable homes and sell to eligible homebuyers. Through this program, the homebuyer will also receive HOME assistance by the reduction of the purchase price of the home through the utilization of HOME funds for acquisition and rehabilitation. Proceeds from the sale of the property to an eligible homebuyer will be returned to the County as program income and revolved back into another home for acquisition and rehabilitation – similar to NSP. The HOME assistance provided to the homebuyer will follow Recapture Provisions as set forth in a Deed of Trust and Promissory Note to reduce/forgive the direct subsidy of the HOME investment on a pro-rata basis for the amount of time the homeowner owned and occupied the housing measured against the affordability period. The period of affordability will be set by the applicable period in the HOME rule based on the direct subsidy amount. Resale provisions will not apply to this activity.

The County will not be participating in the First Time Homebuyer Program (FTHB) program in the 2019 program year; however, it is expected that there will be recapture from FTHB participants who did not meet the affordability period. UHP operated the FTHB program, and adhered to the affordability requirements as set forth in 24 CFR Part 92.254(a)(4) based on the per unit direct HOME subsidy on a pro-rata basis per the recapture provision.

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:

The period of affordability is set by the applicable period in the HOME rule based on the direct subsidy amount to the homebuyer, which will be as outlined in the Deed of Trust and Promissory Note. The direct subsidy amount is determined by the difference in reduced purchase price and market value. The recorded Deed of Trust secures the HOME direct subsidy for the term of the affordability period and references the Promissory Note which outlines the recapture provisions.

Recapture provisions reduce/forgive the HOME investment on a pro-rata basis for the amount of time the homebuyer owned and occupied the housing measured against the affordability period. For example, if \$10,000 in direct subsidy was provided with a five (5) year affordability period and the homeowner sells the home after two (2) years, the affordability period would not be met. The homeowner would then be required to pay 60% of the direct subsidy or \$6,000 in recapture, while \$4,000 is forgiven. If the homeowner refinances and stays in the home, the affordability period is still being met and no payments are due to the County. If the homeowner refinances to take cash out or takes out a home equity loan, the affordability period is not met and the homeowner is

obligated to pay the remaining balance of the loan as outlined above. The County will never recapture more than the unforgiven amount of the direct subsidy.

As part of the County's annual monitoring process, CRHDC will be required to submit annual monitoring documents to ensure continued occupancy.

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:

24 CFR 92.206 does not apply as the County does not utilize HOME funds to refinance existing debt of multi-family housing.

### **Emergency Solutions Grant (ESG)**

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

NA

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

NA

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

NA

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

NA

5. Describe performance standards for evaluating ESG.

NA

NA



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Neighborhood Stabilization Program Action Plan Amendment
<b>FROM:</b> Jill Jennings Golich, Community & Economic Development Director
<b>AGENCY/DEPARTMENT:</b> Community & Economic Development
<b>HEARD AT STUDY SESSION ON</b> June 18, 2019
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> Board of County Commissioners approve the Neighborhood Stabilization Program Action Plan Amendment and identified project, and authorize Chair to sign associated Subgrantee Agreement.

### **BACKGROUND:**

As a requirement of the U.S. Department of Housing and Urban Development (HUD) to qualify for Neighborhood Stabilization Program (NSP) funds, Adams County originally developed and submitted Action Plans for NSP1 and NSP3 to HUD in 2009 and 2011, respectively. The NSP Action Plans demonstrate how NSP funds address community needs in distressed areas of Adams County. Currently, the County's NSP Action Plans require an amendment to commit and expend unobligated NSP funds in accordance with the County's Citizen Participation Plan (CPP).

The purpose of the amendment to the Adams County NSP Action Plan is to allow Adams County to pursue the use of NSP funding for the redevelopment of demolished or vacant properties (also known as "Eligible Use E") to create affordable multifamily housing in the areas specified in the NSP Action Plan.

Harris Park Apartments will utilize the remaining \$1,413,820 in NSP funds. The project will create 24 units of affordable senior housing in the City of Westminster.

Staff presented and discussed the NSP Action Plan Amendment with the Board on June 18, 2019 at study session. The 30-day public comment period began on June 19, 2019 and ends at the July 23, 2019 public hearing.

Community & Economic Development recommends the Board approve the NSP Action Plan Amendment and outlined project. Further, Community & Economic Development requests the Board authorize the Chair to sign Subgrantee Agreements for the identified project, after approval from the County Attorney's Office.

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

County Attorney

**ATTACHED DOCUMENTS:**

Resolution  
NSP Action Plan Amendment

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**



BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPROVING AN AMENDMENT TO THE ACTION PLAN FOR THE  
NEIGHBORHOOD STABILIZATION PROGRAM FOR ADAMS COUNTY

WHEREAS, the federal government, on July 30, 2008, passed the Housing and Economic Recovery Act of 2008 (“Act”), to be administered by the U.S. Department of Housing and Urban Development (HUD); and,

WHEREAS, the Act created the Neighborhood Stabilization Program (NSP) and made funds available to assist in stabilizing neighborhoods highly impacted by foreclosures, abandoned, or vacant properties; and,

WHEREAS, Adams County received NSP 1 and 3 funding from HUD in 2009 and 2011, respectively; and,

WHEREAS, Adams County has identified a project that requires a substantial amendment to the Adams County NSP Action Plan; and,

WHEREAS, the amendment will allow for the use of NSP funding for the redevelopment of demolished or vacant properties, also known as “Eligible Use E”, to create affordable multifamily housing in the areas specified in the NSP Action Plan; and,

WHEREAS, Adams County has made the NSP Action Plan Amendment available to the public for comment, governed by and in accordance with the County’s Citizen Participation Plan; and,

WHEREAS, once HUD accepts the NSP Action Plan Amendment, the County will be able to expend NSP funds contingent upon the necessary environmental clearances and HUD requirements; and,

WHEREAS, the Community & Economic Development Director serves as the designated Authorized Representative to execute the non-contractual documents necessary to carry out the NSP Action Plan Amendment.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the NSP Action Plan Amendment and identified project be approved.

BE IT FURTHER RESOLVED, that the Chair is authorized to sign Subgrantee Agreements for the identified project, after approval from the County Attorney’s Office.

BE IT FURTHER RESOLVED, that the Director of the Community & Economic Development Department and the Community Development Manager are hereby authorized to sign necessary non-contractual documents to carry out the ongoing activities of the NSP Action Plan Amendment.

# Adams County Draft NSP Action Plan Amendment



**Adams County**  
**NSP1 Substantial Amendment**  
**Revised July 23, 2019**

**Jurisdiction(s): Adams County, Colorado**  
**Lead Agency: Adams County**  
**NSP Contact Person: Community Development Manager**  
**Address: 4430 S. Adams County Pkwy., Brighton, CO 80601**  
**Telephone: (720) 523-6200**

***A. AREAS OF GREATEST NEED***

Adams County, Colorado is located in the Denver metropolitan area. The county's current population of nearly 500,000 residents is spread out over 1,182 square miles with the majority of the population concentrated on the western third of the county. The county contains a diverse mix of land uses varying from older first-ring cities and new green-field suburbs to expanses of open rangeland. All or portions of nine municipalities are found in Adams County. The City and County of Denver is contiguous to our southern border.

Roughly 100,000 residents live in unincorporated Adams County with the majority of the population living in the cities of Northglenn, Thornton, Westminster, Brighton, Commerce City, Aurora, Arvada and Federal Heights. The towns of Bennett, Strasburg and Watkins are located in the eastern plains and are predominately agricultural, but rapidly urbanizing communities. All communities with the exception of Commerce City, Thornton, Westminster, Arvada and Aurora (which are their own entitlement communities) participate in the Urban County partnership jurisdiction.

The poverty in Adams County is around 13%. Populations with low-incomes and living in poverty are concentrated in a number of locations throughout the county. These locations are largely found in the southwestern portion of the county including Aurora, Commerce City, the older communities of unincorporated Adams County, and portions of the older neighborhoods of Thornton, Federal Heights, Northglenn and Brighton.

Due to the dramatic levels of foreclosures in Adams County during the Great Recession (2007-2012), Adams County Community Development (ACCD) and other partner agencies such as the Adams County Housing Authority (now known as Unison Housing Partners), city representatives from Northglenn, Thornton, Brighton, Commerce City, various non-profits and the County Public Trustee formed a foreclosure task force towards the end of 2007. The task force began mapping foreclosures, identifying effective strategies and coordinating the marketing of foreclosure prevention workshops implemented by the housing authority.

In recent years, the housing market has improved, resulting in a dramatic decline in the number of foreclosures in Adams County. The current real estate market conditions and NSP eligibility requirements have made it difficult to acquire and rehabilitate single-family homes as the county has done in the past with its NSP funds. Therefore, the county is pursuing new means of developing affordable housing through the acquisition and redevelopment of demolished or vacant properties, as per NSP's Eligible Use E. The need for affordable housing has been identified in the 2017 Adams County Housing Needs Assessment, citing the increasing disparity between incomes housing costs, known as the

“affordability

gap”

([http://www.adcogov.org/sites/default/files/Adams\\_County\\_Housing\\_Needs\\_Assessment\\_11-8%20edit.pdf](http://www.adcogov.org/sites/default/files/Adams_County_Housing_Needs_Assessment_11-8%20edit.pdf)).

Areas throughout the entirety of Adams County are seeing the need for more affordable housing due to an extraordinary lack of supply and high demand. Therefore, it is important to focus any remaining NSP funding on eligible projects within areas of Adams County where the need for affordable housing is considerable. Adams County will use the HUD-provided NSP3 Mapping tool to select projects in Census tracts which meet or exceed the minimum need score.

While the **original** 2008 NSP1 Action Plan identified initial priority areas, the market has changed substantially in the County a decade later. The following will still be considered as areas of greatest needs, as well as any Census tract that meets or exceeds the minimum NSP3 need score.

#### **City of Commerce City**

*For purposes of determining the areas of greatest need within the city’s boundaries, Commerce City used data provided by HUD showing (by census tract and block group) the Estimated Foreclosure Abandonment Risk Scores and the Predicted 18-month Underlying Problem Foreclosure Rates. Commerce City also used Federal Reserve Home Mortgage Disclosure Act (HMDA) data showing the percent of all loans made between 2004 and 2006 that are high cost and USPS data identifying residential addresses that have been vacant for 90 days or longer as of June. Based on that data, Census Tracts 87.03, 87.05, 87.06, 88.01, and 89.01 were identified as the areas with the greatest need where we will target our initial efforts under this program. These census tracts incorporate most of the older, historic part of the city.*

*The above risk factors for northern part of the city (all located within Census Tract 85.12) are slightly lower; however, that area has experienced the highest ratio of foreclosures to existing homes of any area within Adams County. Also, the homes within Census Tract 85.12 are typically priced from \$200,000 to \$900,000, putting them above a reasonable price range for those making an income less than 120%. We are requesting additional funding to target this area through another application, but without additional funding from the State of Colorado, will continue to focus primarily within the census tracts listed in the above paragraph.*

#### **City of Thornton**

*The City of Thornton proposes to use the Neighborhood Stabilization Program (NSP) funds to support neighborhood revitalization efforts in south Thornton. The Thornton City Council has identified neighborhood stabilization in this area as their top priority; this includes addressing the impact of foreclosures and focusing efforts on revitalizing this area, including developing neighborhood groups that work to enhance the visual appeal of the neighborhood, commercial redevelopment and streetscape improvements as follows:*

##### **Neighborhood Target Areas**

*The City of Thornton has chosen neighborhoods bordered by 104th, Washington, 88th, and Welby Road as the target areas for NSP. These include Census Tracts 9101, 9104, 9202, 9204, and 9205. Justification for these areas is based upon the following indicators of destabilization: existing data from the Comprehensive Plan, demographic profiles from the census, foreclosure data provided by ACCD, and areas already identified by the city for neighborhood revitalization.*



### *History of Targeted Area*

*The City of Thornton began as a bedroom community to Denver in April 1953. Hoffman Homes opened three model homes, located just off Washington Street at this time. These homes were developed for GIs returning from the War and wanting to start a family.*

*These homes were attractive, solid brick construction home in a planned community. A young GI could purchase the new home with a low-interest loan guaranteed by the federal government.*

*Today, these homes provide the opportunity for new families to start their life. The City of Thornton would like to bring these homes up to present day building code, thereby continuing to offer young families and adults who fall into the lower income brackets the opportunity to own a home and become a part of the community. Please note that this is not the primary purpose for selecting these neighborhoods. These neighborhoods were selected because they have been identified by the city (through an evaluation process noted above) as areas that are in the greatest need. Some of these homes in the target census tracts have been vandalized, with copper pipes and other basic systems stolen. The City first evaluated data provided by HUD for the LMMI Benefit with Abandonment/Foreclosure Risk Data Set.*

*Five census tracts were identified and had a score of 8-10, indicating areas of greatest need. In addition, the City utilized a variety of internal and external sources to identify areas that the NSP could have the greatest impact in improving neighborhood stabilization including areas identified in the Thornton Comprehensive Plan as a high priority for “renovation and reinvestment”. This study involved an extensive evaluation of many factors including age of housing, housing value per unit, housing value per square foot, ratio of land value to total value, size of houses, occupancy type, median household income, population over age 65, code violations, and a windshield survey – criteria and indicators that are precisely related to neighborhood stabilization. Other issues that place a role in how Thornton identified its target areas include:*

### *Location of Foreclosed Homes*

*The majority of Census Tract 85.21 resides outside of the boundaries of the City of Thornton. In evaluating the foreclosure data as depicted on the map in the original county NSP Action Plan, out of the total housing units of 515, only 56 of the foreclosed homes were in Thornton. This is not a high percentage compared to the other areas that were selected where 109 homes were vacant due to foreclosure.*

### *Higher Incomes in Census Tracts*

*In Census Tract 85.21, based upon the 2000 Census, the average household median income is \$82,565. This income range would not qualify for any of the HUD income guidelines. Using the HUD AMI for a 3-person household which is the average household size in Thornton, gives the following income qualification levels:*

*-120% AMI is \$77,550*

*-50% AMI is \$32,300*

### *Higher Price of Homes in Census Tracts*

*Using MLS data from 12/18/08 and overlaying the locations of foreclosure data, we have provided a sample of the asking price and sold price of homes in Census Tract 85.21:*

*-Springvale Subdivision - \$319,000 / \$308,000*

*-Riverdale Park - \$329,950 / \$320,000*

*-Quebec Riverdale - \$294,900 / \$276,000*

*This is in comparison with the average cost of a home in original Thornton (the targeted areas mentioned above) ranging from \$70,000 to \$100,000.*

### **City of Northglenn**

*Section 2301 (c) (2) of HERA requires that the distribution and use of the NSP funds be in: areas that have the greatest percentage of home foreclosures, that have the highest percentage of homes financed by a subprime mortgage related loans, and that have been identified as likely to face a significant rise in the rate of home foreclosures.*

*These factors were included and used in the analysis of the Northglenn data and are detailed in the above chart. The census tracts are ranked accordingly to the available data. Census Tract 85.05 has the greatest need, followed by 85.07, 93.04, 85.33 and 85.06.*

*The goal in Northglenn is to restore the physical livability of targeted neighborhoods in the above mentioned census tracts. Homes and project sites will be strategically selected with regard to their overall impact on neighborhood stability. Northglenn will spur private investment once there are successful sales that establish spreads available for investment. Also, the rehabilitation and sale of distressed properties to new families will provide assurance to existing homeowners that the City has not forgotten them and is working to stabilize and improve their neighborhoods and property values. This will likely bring about investment by these homeowners in their homes which will also add to the improvement and value of the neighborhood.*

### **Unincorporated Adams County**

*Target areas in unincorporated Adams County include the neighborhoods of Berkeley, Welby, Sherrelwood, Twin Lakes (Perl Mack neighborhood) and Derby. These comprise some of the poorest neighborhoods in Adams County. For the past five years Adams County Community Development has been working with local residents to establish neighborhood organizations to function as conduits for neighborhood-based improvements. These groups will provide valuable vision, leadership and commitment to neighborhood stabilization projects. There are formally recognized neighborhood groups in Berkeley, and Twin Lakes/Perl Mack with leadership contacts established in Sherrelwood. The Derby neighborhood has a high number of foreclosures, abandonment rates and foreclosure rates.*

### **City of Brighton**

*Census Tract 8606 has been identified as having the highest number of foreclosures, rate of foreclosures and risk factors. Although Census Tract 8522 within Brighton has a high incidence of foreclosure, the range of home prices is between \$144,900 and \$324,900. With this area's easy accessibility and lack of overwhelming rehabilitation needs, ACCD plans to focus the NSP funds in more deteriorated areas less likely to rebound without the help of the Neighborhood Stabilization Program.*

### **City of Federal Heights**

*The Economic Development staff from the City of Federal Heights has identified specific projects in adjacent Census Tracts 9318 and 9319 as priority areas where the limited NSP funds will have a higher potential for impact in the neighborhood due to the visibility and exposure of selected properties. Over the five-year period of the NSP, the City of Federal Heights will work within all three*

*census tracts in response to the stabilization needs of the community. Census tract 9319 has been identified as having the highest number of foreclosures, rate of foreclosures and risk factors. Most of the foreclosures in this census tract are mobile homes in private mobile home parks and are more problematic since the mobile homes are subject to repossession. ACCD and Federal Height's staff will seek to identify an appropriate impact strategy in response to this phenomenon.*

## **B. DISTRIBUTION AND USES OF FUNDS**

From 2009-2013, Adams County programmed NSP1 funding toward the acquisition and rehabilitation of single-family housing, home buyer assistance, and multi-family housing rehabilitation. However, the ability to acquire, rehabilitate, and resell properties in Adams County has become increasingly difficult. Adams County is therefore shifting its funding to assist in land acquisition for the creation of affordable multi-family housing that will result in the creation of over 200 affordable rental units.

Adams County's primary goal in utilizing NSP funds is to increase housing options in local communities, targeting the national objective of households at or below 50% of the area median income (AMI). As the single-family housing market grows in Adams County, homeownership is not possible for very-low-income households. Adams County is reacting to the market shift by turning its attention with NSP activities to the multi-family housing market. By using NSP funds to help develop multi-family housing, Adams County hopes to create more housing opportunities for very-low income families.

Adams County has prioritized the use of the NSP funds by first targeting the acquisition of foreclosed properties in neighborhoods with the highest concentration of subprime mortgage loans and at the highest risk of additional foreclosures, as confirmed through data provided by HUD and the county's own data on foreclosures. The initially targeted areas will be in those neighborhoods that meet the criteria above.

The funds will be used in these primary activities, plus administration:

- As a financing mechanism to ensure affordability (soft seconds, interest buy downs, loan guarantees, and/or a loan loss reserve) primarily for families buying units that have been rehabilitated through this program;
- Acquisition/rehabilitation and resale;
- Acquisition/rehabilitation and resale to those families at or below 50% of AMI;
- Acquisition/redevelopment of units that would cost more to rehabilitate than the purchase price;
- Redevelopment of demolished or vacant properties for new construction of multifamily housing;
- Administration of the program which will not exceed 10% of the NSP grant and 10% of any program income.

### **Financing Mechanism**

As defined in the NSP regulations, down payment assistance and/or other financing mechanisms are permissible uses of the NSP funds. It is anticipated that most, if not all of the units acquired/rehabilitated and sold to first-time homebuyers will require some form of gap financing to ensure affordability. Additionally, NSP funds may be used to buy down the interest rate on the first trust deed for the acquisition of properties by income-eligible homebuyers that are not also being rehabilitated. The buy-down option is not anticipated to represent many units.

***Acquisition/Rehabilitation and Resale***

Adams County will acquire and rehabilitate foreclosed, abandoned single family units and sell them to income-eligible first-time homebuyers (individuals and families that have not owned real property in the previous three years). This will be done through a combination of leverages, and partnered and direct purchases. The final sale price will be no greater than the initial acquisition and rehabilitation costs. All acquisitions will be made for at least 5% below an appraised value determined no more than 60 days prior to the date of the offer to purchase with the aggregate of the portfolio of acquisitions made for at least 15% below an appraised value.

Prospective buyers of these homes must be income qualified, not to exceed 120% of the Area Median Income (AMI) as defined by HUD. In addition prospective buyers of these homes will be required to attend both pre-acquisition and post-acquisition homebuyer counseling as provided by the Adams County Housing Authority or another HUD certified housing counseling agency.

***Acquisition/Rehabilitation/Rental***

This activity will consist of rent-to-own units, basic affordable rental units, and multi-family rental units for households earning at or below 50% of AMI. Depending on the pool of applicants for the purchase of the rehabilitated units, there may be some that have adequate income but lack an appropriate credit score to be able to purchase at this time. The Adams County Housing Authority or other designated sub-recipient would take title to the unit, and lease the unit in a rent-to-own scenario. Enrollment with a credit counseling program by a HUD certified agency would be mandatory, and a portion of the rent would be set aside to start collecting as a down payment. All units will be made available at affordable rental rates for households at all income levels up to 120% AMI.

For the required 25% of NSP funds which need to be used to serve individuals and families at or below 50% AMI, Adams County will use the funds in acquisition/ rehabilitation/rental activities primarily to serve families at or below 50% AMI and/or special needs clients when those clients meet the income qualifications defined by the program. These funds will be utilized for acquisition/rehabilitation of multi-family units in partnership with non-profit housing developers. Typically, title to the property would be transferred to a designated agency for sustainable affordable housing such as a nonprofit organization. Where possible, these units will be used to augment the special needs housing categories such as the elderly and the disabled for those who meet the required income qualifications.

***Acquisition/Demolition/Redevelopment***

In certain instances, the condition of specific units may warrant demolition instead of rehabilitation. In such cases where the rehabilitation costs exceed the acquisition costs, staff would consult with the County's Building Officials regarding the structural soundness of the house. If deemed appropriate, demolition would occur. Plans to develop the parcel as an infill unit or units would commence immediately.

***Demolition of Blighted Structures***

Though not a high priority, in particular the first year of this program, it is assumed that some structures will have been vacated and blighted prior to the abandonment. Once deemed blighted in accordance with local law, these structures will be demolished and the land made available to redevelop.

***Land Banking***

Depending on opportunities within the market, Adams County may elect to purchase properties and hold them for a period of up to ten years as per NSP08.03.



### ***Redevelopment of Demolished or Vacant Property for New Construction of Rental Housing***

This activity will seek to provide funding for the redevelopment of demolished or vacant property to be used for the development of multi-family rental housing. All units created will be made available at affordable rental rates for households at all income levels up to 120% AMI. All acquisitions will be made for at least 5% below the appraised value.

For the required 25% of NSP funds which need to be used to serve individuals and families at or below 50% AMI, Adams County will use the funds in acquisition/rehabilitation/rental activities primarily to serve families at or below 50% AMI and/or special needs clients when those clients meet the income qualifications defined by the program. These funds will be utilized for acquisition/rehabilitation of multi-family units in partnership with non-profit housing developers. Typically, title to the property would be transferred to a designated agency for sustainable affordable housing, such as a nonprofit organization. Where possible, these units will be used to augment the special needs housing categories such as the elderly and the disabled for those who meet the required income qualifications.

### ***Administration***

Ten percent, or \$460,211, of the Adams County's NSP allocation can be used for administration purpose. Adams County will make use of the entirety of these funds to contract project-designated staff for the duration of the NSP as well as to cover operational supplies, materials and equipment. It is further anticipated that a 10 percent portion of any program income will be used to cover direct project-related costs incurred by ACCD.

### ***Program Income***

Throughout the five-year program period, Adams County will continually reinvest returned income from the program back into the program. Reinvestment of program income will follow all HUD Neighborhood Stabilization Program objectives as well as addressing the foreclosure and stabilization needs of Adams County at the time of program income return.

Adams County will include program income provisions with all contracts and agreements with sub-grantees as well as participating Adams County cities. This will ensure consistent and transparent administration of NSP program income when applicable. Sub-grantee and participating Adams County cities will be subject to monitoring by Adams County to ensure proper administration and usage of program income.

### ***Distribution of Funds to Sub-recipients***

Adams County's Neighborhood Stabilization Program Amendment was the result of significant interaction between ACCD staff and staff of the municipalities where foreclosure impact has been the highest. ACCD and city staff will continue to function as a committee through which the NSP will be coordinated. In partnership with ACCD staff, city officials will continue to play a key role in the project identification phase, determining the neighborhoods, properties and the scope of work for each project as well as tracking the impact of each project. This NSP Committee will review project proposals from sub-recipients to ensure the proposals are keeping with the NSP objectives, thus decisions related to the NSP with regards to allocations to sub-recipients will be made by the county with significant input from the city staff. Contracts with sub-recipients will be with Adams County.

With regards to the selection process of sub-recipients, ACCD is working with the state of Colorado, Aurora, and the City of Denver to establish common procedures. ACCD will employ a process that is

open, fair and objective. The process will consist of a public notice, an application format that is standardized, with clear selection criteria and screening of applications. The NSP Committee mentioned above (with the county in the lead role) will review each application and make allocation decisions based on specific criteria. Criteria will include but not be limited: to the core competency of each agency, track record in the project area they applying for, financial stability, relevance of the proposal to the target areas and stated county/city priorities, the cost effectiveness of the project and the amount of non-NSP funds leveraged or committed. For other services and contractors, the NSP Committee and its sub-recipients will make use of RFQ and bidding procedures in keeping with county and HUD policy.

### **C. DEFINITIONS AND DESCRIPTIONS**

(1) Definition of “blighted structure” in context of state or local law: Adams County and its partnering cities use the State of Colorado’s definition of blight as found in the Colorado Revised Statutes 31-25-103.

(2) Definition of “affordable rents”: For any NSP-funded rental activity, “affordable rents” shall be defined as 30% of the household’s adjusted income, less utility allowances as adopted by the Adams County Housing Authority for the Section 8 program, as appropriate. The maximum Affordable Rents shall not exceed the Fair Market Rents (FMR) as published annually by the U.S. Department of Housing and Urban Development for each county in Colorado.

(3) To ensure continued affordability ACCD uses the definition of affordable rents, rent schedule and utility allowances, affordability period and continued affordability as provided by HUD in 24 CFR 92.25 sections (a), (c), (e), (f) as well as 92.252(c).

Specifically:

(a) Rent limitation. HUD provides the following maximum HOME rent limits. The maximum HOME rents are the lesser of:

- (1) The fair market rent for existing housing for comparable units in the area as established by HUD under 24 CFR 888.111; or
- (2) A rent that does not exceed 30 percent of the adjusted income of a family whose annual income equals 65 percent of the median income for the area, as determined by HUD, with adjustments for number of bedrooms in the unit. The HOME rent limits provided by HUD will include average occupancy per unit and adjusted income assumptions.

(b) Initial rent schedule and utility allowances. The participating jurisdiction must establish maximum monthly allowances for utilities and services (excluding telephone). The participating jurisdiction must review and approve rents proposed by the owner for units subject to the maximum rent limitations in paragraphs (a) or (b) of this section. For all units subject to the maximum rent limitations in paragraphs (a) or (c) of this section for which the tenant is paying utilities and services, the participating jurisdiction must ensure that the rents do not exceed the maximum rent minus the monthly allowances for utilities and services.

(c) Periods of Affordability. The HOME-assisted units must meet the affordability requirements for not less than the applicable period specified in the following table, beginning after project completion. The affordability requirements apply without regard to the term of any loan or mortgage or the transfer of ownership. They must be imposed by deed restrictions, covenants running with the land, or other mechanisms approved by HUD, except that the affordability restrictions may terminate upon

foreclosure or transfer in lieu of foreclosure. The participating jurisdiction may use purchase options, rights of first refusal or other preemptive rights to purchase the housing before foreclosure or deed in lieu of foreclosure to preserve affordability. The affordability restrictions shall be revived according to the original terms if, during the original affordability period, the owner of record before the foreclosure, or deed in lieu of foreclosure, or any entity that includes the former owner or those with whom the former owner has or had family or business ties, obtains an ownership interest in the project or property.

Rehabilitation or acquisition of existing housing per unit amount of HOME funds:

- \$15,000 per unit and under = 5 years
- \$15,001 to \$40,000 = 10 years
- \$40,001 and above = 15 years
- New construction or acquisition of newly constructed housing = 20 years

(d) Subsequent rents during the affordability period. The maximum HOME rent limits are recalculated on a periodic basis after HUD determines fair market rents and median incomes. HUD then provides the new maximum HOME rent limits to participating jurisdictions. Regardless of changes in fair market rents and in median income over time, the HOME rents for a project are not required to be lower than the HOME rent limits for the project in effect at the time of project commitment.

(4) Describe housing rehabilitation standards that will apply to NSP assisted activities: The NSP funds will use the Adams County standards from its Homeowner Occupied Rehabilitation Program known as the Home Improvement Program.

*Code / Health & Safety Repairs* – The first priority of the Housing Rehab Program is to eliminate, or otherwise “cure” any and all pre-existing Code violations and Health & Safety hazards. Therefore, all rehab projects must correct any pre-existing code deficiencies and/or health & safety related repairs needed. This includes preexisting construction found that was done without permits (room additions, garage conversions, patio additions, etc). All such pre-existing construction must be either brought up to code and obtain approved building permits, or must be demolished, as part of the rehab project.

*Lead Based Paint Hazards* – An additional priority of the Housing Rehabilitation Program is to reduce any lead-based paint hazards present in homes. A Lead-Based Paint test (XRF testing) and a Risk Assessment are required on all rehabilitation projects to identify the existence and scope of any lead-based paint hazards in the home. The standards of “Lead-Based Paint Poisoning Prevention in Federally Owned and Federally Assisted Housing” found at 24 CFR Part 35 apply.

*General Property Improvements* – Once the cost of repairing all code deficiencies, health and safety items, lead-based paint hazards, and termite repairs are totaled up, then any additional program funding may be used to address general property improvements. General property improvements may include a wide variety of items such as painting, replacement of fixtures, replacement of cabinets and vanities, replacement of flooring, etc. General property improvements may NOT include any materials or items that are of a type and quality which exceeds the standards for similar properties in the area, or that far exceed the basic standards of “decent, safe, and sanitary housing.” The minimally acceptable standards may be found at 24 CFR 983.101.

#### **D. LOW INCOME TARGETING**

For the 2008 Neighborhood Stabilization Program, Adams County has received \$4,600,211 to address neighborhood stabilization activities in our community. Adams County will use no less than \$1,150,052.75 of the NSP allocation to cover eligible investments towards eligible activities benefiting individuals and/or families whose incomes do not exceed 50% of area median income. The responsibility of conducting these activities will be shared by all jurisdictions within the entitlement community of Adams County. The primary mechanism by which this will be achieved is through Multi-Family Acquisition/Rehab/Redevelopment/Rental. We will also seek opportunities with Single Family Acquisition/Rehab/Redevelopment.

#### ***E. ACQUISITION AND RELOCATION***

Adams County does intend to address some blight conditions by demolishing and redeveloping vacant and foreclosed residential properties. This activity will be limited and the County estimates that approximately five properties annually will be involved in this activity over the course of the program. It is expected that the density will be increased and throughout the five-year course of this program an estimated 50 families will benefit from this activity. It is also expected that all of the families will be at or below 120% AMI, and that roughly 50% of families will be at or below 50% AMI.

#### ***F. PUBLIC COMMENT (NSP1)***

Adams County Community Development posted the initial plan for a fifteen-day public comment period on Thursday, November 13, 2008 through publication in the local Northglenn-Thornton Sentinel and by posting it to the Adams County website. Public comments received during this time can be viewed in Attachment A.

All public comments were considered before final submission of the amendment to HUD. The Board of County Commissioners ratified the NSP substantial amendment on November 24, 2008.

The First Substantial Amendment to the Action Plan was posted for a fifteen-day public comment period on Thursday, July 8, 2010 through publication in the local Northglenn-Thornton Sentinel and by posting it to the Adams County website. No public comments were received.

An Amendment to the Action Plan was posted for a thirty-day comment period in the Westminster Window and Northglenn-Thornton Sentinel on March 28 and in the Brighton Blade on March 29 and by posting it to the Adams County website. The amendment was passed by on May 1 by the Adams County Board of County Commissioners. No public comments were received.

A third Substantial Amendment to the Action Plan was posted for a thirty-day comment period in the Westminster Window and Northglenn-Thornton Sentinel on December 13, 2018 and by posting it to the Adams County Website. The amendment was passed on July 23, 2019 by the Adams County Board of County Commissioners. No public comments were received.

**Adams County**  
**NSP3 Substantial Amendment**  
**Revised July 23, 2019**

**Jurisdiction(s): Adams County, Colorado**  
**Lead Agency: Adams County**  
**NSP Contact Person: Community Development Manager**  
**Address: 4430 S. Adams County Pkwy., Brighton, CO 80601**  
**Telephone: (720) 523-6200**

***A. Summary of Distribution and Uses of NSP Funds***

Adams County, Colorado is located in the Denver metropolitan area. The county's current population of nearly 500,000 residents is spread out over 1,182 square miles with the majority of the population concentrated on the western third of the county. The county contains a diverse mix of land uses varying from older first-ring cities and new green-field suburbs to expanses of open rangeland. All or portions of nine municipalities are found in Adams County. The City and County of Denver is contiguous to our southern border.

Roughly 100,000 residents live in unincorporated Adams County with the majority of the population living in the cities of Northglenn, Thornton, Westminster, Brighton, Commerce City, Aurora, Arvada and Federal Heights. The towns of Bennett, Strasburg and Watkins are located in the eastern plains and are predominately agricultural, but rapidly urbanizing communities. All communities with the exception of Commerce City, Thornton, Westminster, Arvada and Aurora (which are their own entitlement communities) participate in the Urban County partnership jurisdiction.

The poverty in Adams County is around 13%. Populations with low-incomes and living in poverty are concentrated in a number of locations throughout the county. These locations are largely found in the southwestern portion of the county including Aurora, Commerce City, the older communities of unincorporated Adams County, and portions of the older neighborhoods of Thornton, Federal Heights, Northglenn and Brighton.

Due to the dramatic levels of foreclosures in Adams County during the Great Recession (2007-2012), Adams County Community Development (ACCD) and other partner agencies such as the Adams County Housing Authority (now known as Unison Housing Partners), city representatives from Northglenn, Thornton, Brighton, Commerce City, various non-profits and the County Public Trustee formed a foreclosure task force towards the end of 2007. The task force began mapping foreclosures, identifying effective strategies and coordinating the marketing of foreclosure prevention workshops implemented by the housing authority.

In recent years, the housing market has improved, resulting in a dramatic decline in the number of foreclosures in Adams County. The current real estate market conditions and NSP eligibility requirements have made it difficult to acquire and rehabilitate single-family homes as the county has done in the past with its NSP funds. Therefore, the county is pursuing new means of developing affordable housing through the acquisition and redevelopment of demolished or vacant properties, as per NSP's Eligible Use E. The need for affordable housing has been identified in the 2017 Adams County Housing Needs Assessment, citing the increasing disparity between incomes housing costs, known as the

“affordability

gap”

([http://www.adcogov.org/sites/default/files/Adams\\_County\\_Housing\\_Needs\\_Assessment\\_11-8%20edit.pdf](http://www.adcogov.org/sites/default/files/Adams_County_Housing_Needs_Assessment_11-8%20edit.pdf)).

Areas throughout the entirety of Adams County are seeing the need for more affordable housing due to an extraordinary lack of supply and high demand. Therefore, it is important to focus any remaining NSP funding on eligible projects within areas of Adams County where the need for affordable housing is considerable. Adams County will use the HUD-provided NSP3 Mapping tool to select projects in Census tracts which meet or exceed the minimum need score.

While the **original** 2008 NSP1 Action Plan identified initial priority areas, the market has changed substantially in the County a decade later. The following will still be considered as areas of greatest needs, as well as any Census tract that meets or exceeds the minimum NSP3 need score.

#### **City of Commerce City**

*For purposes of determining the areas of greatest need within the city's boundaries, Commerce City used data provided by HUD showing (by census tract and block group) the Estimated Foreclosure Abandonment Risk Scores and the Predicted 18-month Underlying Problem Foreclosure Rates. Commerce City also used Federal Reserve Home Mortgage Disclosure Act (HMDA) data showing the percent of all loans made between 2004 and 2006 that are high cost and USPS data identifying residential addresses that have been vacant for 90 days or longer as of June. Based on that data, Census Tracts 87.03, 87.05, 87.06, 88.01, and 89.01 were identified as the areas with the greatest need where we will target our initial efforts under this program. These census tracts incorporate most of the older, historic part of the city.*

*The above risk factors for northern part of the city (all located within Census Tract 85.12) are slightly lower; however, that area has experienced the highest ratio of foreclosures to existing homes of any area within Adams County. Also, the homes within Census Tract 85.12 are typically priced from \$200,000 to \$900,000, putting them above a reasonable price range for those making an income less than 120%. We are requesting additional funding to target this area through another application, but without additional funding from the State of Colorado, will continue to focus primarily within the census tracts listed in the above paragraph.*

#### **City of Thornton**

*The City of Thornton proposes to use the Neighborhood Stabilization Program (NSP) funds to support neighborhood revitalization efforts in south Thornton. The Thornton City Council has identified neighborhood stabilization in this area as their top priority; this includes addressing the impact of foreclosures and focusing efforts on revitalizing this area, including developing neighborhood groups that work to enhance the visual appeal of the neighborhood, commercial redevelopment and streetscape improvements as follows:*

##### **Neighborhood Target Areas**

*The City of Thornton has chosen neighborhoods bordered by 104th, Washington, 88th, and Welby Road as the target areas for NSP. These include Census Tracts 9101, 9104, 9202, 9204, and 9205. Justification for these areas is based upon the following indicators of destabilization: existing data from the Comprehensive Plan, demographic profiles from the census, foreclosure data provided by ACCD, and areas already identified by the city for neighborhood revitalization.*



### *History of Targeted Area*

*The City of Thornton began as a bedroom community to Denver in April 1953. Hoffman Homes opened three model homes, located just off Washington Street at this time. These homes were developed for GIs returning from the War and wanting to start a family.*

*These homes were attractive, solid brick construction home in a planned community. A young GI could purchase the new home with a low-interest loan guaranteed by the federal government.*

*Today, these homes provide the opportunity for new families to start their life. The City of Thornton would like to bring these homes up to present day building code, thereby continuing to offer young families and adults who fall into the lower income brackets the opportunity to own a home and become a part of the community. Please note that this is not the primary purpose for selecting these neighborhoods. These neighborhoods were selected because they have been identified by the city (through an evaluation process noted above) as areas that are in the greatest need. Some of these homes in the target census tracts have been vandalized, with copper pipes and other basic systems stolen. The City first evaluated data provided by HUD for the LMMI Benefit with Abandonment/Foreclosure Risk Data Set.*

*Five census tracts were identified and had a score of 8-10, indicating areas of greatest need. In addition, the City utilized a variety of internal and external sources to identify areas that the NSP could have the greatest impact in improving neighborhood stabilization including areas identified in the Thornton Comprehensive Plan as a high priority for “renovation and reinvestment”. This study involved an extensive evaluation of many factors including age of housing, housing value per unit, housing value per square foot, ratio of land value to total value, size of houses, occupancy type, median household income, population over age 65, code violations, and a windshield survey – criteria and indicators that are precisely related to neighborhood stabilization. Other issues that place a role in how Thornton identified its target areas include:*

### *Location of Foreclosed Homes*

*The majority of Census Tract 85.21 resides outside of the boundaries of the City of Thornton. In evaluating the foreclosure data as depicted on the map in the original county NSP Action Plan, out of the total housing units of 515, only 56 of the foreclosed homes were in Thornton. This is not a high percentage compared to the other areas that were selected where 109 homes were vacant due to foreclosure.*

### *Higher Incomes in Census Tracts*

*In Census Tract 85.21, based upon the 2000 Census, the average household median income is \$82,565. This income range would not qualify for any of the HUD income guidelines. Using the HUD AMI for a 3-person household which is the average household size in Thornton, gives the following income qualification levels:*

*-120% AMI is \$77,550*

*-50% AMI is \$32,300*

### *Higher Price of Homes in Census Tracts*

*Using MLS data from 12/18/08 and overlaying the locations of foreclosure data, we have provided a sample of the asking price and sold price of homes in Census Tract 85.21:*

*-Springvale Subdivision - \$319,000 / \$308,000*

*-Riverdale Park - \$329,950 / \$320,000*

*-Quebec Riverdale - \$294,900 / \$276,000*

*This is in comparison with the average cost of a home in original Thornton (the targeted areas mentioned above) ranging from \$70,000 to \$100,000.*

#### **City of Northglenn**

*Section 2301 (c) (2) of HERA requires that the distribution and use of the NSP funds be in: areas that have the greatest percentage of home foreclosures, that have the highest percentage of homes financed by a subprime mortgage related loans, and that have been identified as likely to face a significant rise in the rate of home foreclosures.*

*These factors were included and used in the analysis of the Northglenn data and are detailed in the above chart. The census tracts are ranked accordingly to the available data. Census Tract 85.05 has the greatest need, followed by 85.07, 93.04, 85.33 and 85.06.*

*The goal in Northglenn is to restore the physical livability of targeted neighborhoods in the above mentioned census tracts. Homes and project sites will be strategically selected with regard to their overall impact on neighborhood stability. Northglenn will spur private investment once there are successful sales that establish spreads available for investment. Also, the rehabilitation and sale of distressed properties to new families will provide assurance to existing homeowners that the City has not forgotten them and is working to stabilize and improve their neighborhoods and property values. This will likely bring about investment by these homeowners in their homes which will also add to the improvement and value of the neighborhood.*

#### **Unincorporated Adams County**

*Target areas in unincorporated Adams County include the neighborhoods of Berkeley, Welby, Sherrelwood, Twin Lakes (Perl Mack neighborhood) and Derby. These comprise some of the poorest neighborhoods in Adams County. For the past five years Adams County Community Development has been working with local residents to establish neighborhood organizations to function as conduits for neighborhood-based improvements. These groups will provide valuable vision, leadership and commitment to neighborhood stabilization projects. There are formally recognized neighborhood groups in Berkeley, and Twin Lakes/Perl Mack with leadership contacts established in Sherrelwood. The Derby neighborhood has a high number of foreclosures, abandonment rates and foreclosure rates.*

#### **City of Brighton**

*Census Tract 8606 has been identified as having the highest number of foreclosures, rate of foreclosures and risk factors. Although Census Tract 8522 within Brighton has a high incidence of foreclosure, the range of home prices is between \$144,900 and \$324,900. With this area's easy accessibility and lack of overwhelming rehabilitation needs, ACCD plans to focus the NSP funds in more deteriorated areas less likely to rebound without the help of the Neighborhood Stabilization Program.*

#### **City of Federal Heights**

*The Economic Development staff from the City of Federal Heights has identified specific projects in adjacent Census Tracts 9318 and 9319 as priority areas where the limited NSP funds will have a higher potential for impact in the neighborhood due to the visibility and exposure of selected properties. Over the five-year period of the NSP, the City of Federal Heights will work within all three*



*census tracts in response to the stabilization needs of the community. Census tract 9319 has been identified as having the highest number of foreclosures, rate of foreclosures and risk factors. Most of the foreclosures in this census tract are mobile homes in private mobile home parks and are more problematic since the mobile homes are subject to repossession. ACCD and Federal Height's staff will seek to identify an appropriate impact strategy in response to this phenomenon.*

## **B. HOW FUND USE ADDRESSES MARKET CONDITIONS**

Adams County has historically programmed NSP3 funding (2011-present) toward the acquisition and rehabilitation of single-family housing. Since 2017, the ability to acquire, rehabilitate, and resell properties in Adams County has become increasingly difficult. Adams County is therefore shifting its funding to assist in land acquisition for the creation of affordable multi-family housing.

Adams County's primary goal in utilizing NSP funds is to increase housing options in local communities, targeting the national objective of households at or below 50% of the area median income (AMI). As the single-family housing market grows in Adams County, homeownership is not possible for very-low-income households. Adams County is reacting to the market shift by turning its attention with NSP activities to the multi-family housing market. By using NSP funds to help develop multi-family housing, Adams County hopes to create more housing opportunities for very-low income families.

Adams County has prioritized the use of the NSP funds by first targeting the acquisition of foreclosed properties in neighborhoods with the highest concentration of subprime mortgage loans and at the highest risk of additional foreclosures, as confirmed through data provided by HUD and the county's own data on foreclosures. The county will use HUD's NSP3 Mapping Tool (<https://www.hudexchange.info/resource/669/nsp3-mapping-tool/>) to determine the NSP needs score for each target area. NSP projects will be in those neighborhoods that meet the criteria above.

The funds will be used in these primary activities, plus administration:

- As a financing mechanism to ensure affordability (soft seconds, interest buy downs, loan guarantees, and/or a loan loss reserve) primarily for families buying units that have been rehabilitated through this program;
- Acquisition/rehabilitation and resale;
- Acquisition/rehabilitation and resale to those families at or below 50% of AMI;
- Acquisition/redevelopment of units that would cost more to rehabilitate than the purchase price;
- Redevelopment of demolished or vacant properties for new construction of multifamily housing;
- Administration of the program which will not exceed 10% of the NSP grant and 10% of any program income.

### **Financing Mechanism**

As defined in the NSP regulations, down payment assistance and/or other financing mechanisms are permissible uses of the NSP funds. It is anticipated that most, if not all of the units acquired/rehabilitated and sold to first-time homebuyers will require some form of gap financing to ensure affordability. Additionally, NSP funds may be used to buy down the interest rate on the first trust deed for the acquisition of properties by income-eligible homebuyers that are not also being rehabilitated. The buy-down option is not anticipated to represent many units.

### ***Acquisition/Rehabilitation and Resale***

Adams County will acquire and rehabilitate foreclosed, abandoned single family units and sell them to income-eligible first-time homebuyers (individuals and families that have not owned real property in the previous three years). This will be done through a combination of leverages, and partnered and direct purchases. The final sale price will be no greater than the initial acquisition and rehabilitation costs. All acquisitions will be made for at least 5% below an appraised value determined no more than 60 days prior to the date of the offer to purchase with the aggregate of the portfolio of acquisitions made for at least 15% below an appraised value.

Prospective buyers of these homes must be income qualified, not to exceed 120% of the Area Median Income (AMI) as defined by HUD. In addition prospective buyers of these homes will be required to attend both pre-acquisition and post-acquisition homebuyer counseling as provided by the Adams County Housing Authority or another HUD certified housing counseling agency.

### ***Acquisition/Rehabilitation/Rental***

This activity will consist of rent-to-own units, basic affordable rental units, and multi-family rental units for households earning at or below 50% of AMI. Depending on the pool of applicants for the purchase of the rehabilitated units, there may be some that have adequate income but lack an appropriate credit score to be able to purchase at this time. The Adams County Housing Authority or other designated sub-recipient would take title to the unit, and lease the unit in a rent-to-own scenario. Enrollment with a credit counseling program by a HUD certified agency would be mandatory, and a portion of the rent would be set aside to start collecting as a down payment. All units will be made available at affordable rental rates for households at all income levels up to 120% AMI.

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Adams County will include program income provisions with all contracts and agreements with sub-grantees as well as participating Adams County cities. This will ensure consistent and transparent administration of NSP program income when applicable. Sub-grantee and participating Adams County cities will be subject to monitoring by Adams County to ensure proper administration and usage of program income.

#### ***Distribution of Funds to Sub-recipients***

Adams County's Neighborhood Stabilization Program Amendment was the result of significant interaction between ACCD staff and staff of the municipalities where foreclosure impact has been the highest. ACCD and city staff will continue to function as a committee through which the NSP will be coordinated. In partnership with ACCD staff, city officials will continue to play a key role in the project identification phase, determining the neighborhoods, properties and the scope of work for each project as well as tracking the impact of each project. This NSP Committee will review project proposals from sub-recipients to ensure the proposals are keeping with the NSP objectives, thus decisions related to the NSP with regards to allocations to sub-recipients will be made by the county with significant input from the city staff. Contracts with sub-recipients will be with Adams County.

With regards to the selection process of sub-recipients, ACCD is working with the state of Colorado, Aurora, and the City of Denver to establish common procedures. ACCD will employ a process that is open, fair and objective. The process will consist of a public notice, an application format that is standardized, with clear selection criteria and screening of applications. The NSP Committee mentioned above (with the county in the lead role) will review each application and make allocation decisions based on specific criteria. Criteria will include but not be limited: to the core competency of each agency, track record in the project area they applying for, financial stability, relevance of the proposal to the target areas and stated county/city priorities, the cost effectiveness of the project and the amount of non-NSP funds leveraged or committed. For other services and contractors, the NSP Committee and its sub-recipients will make use of RFQ and bidding procedures in keeping with county and HUD policy.

### ***C. ENSURING CONTINUED AFFORDABILITY***

Adams County uses affordability periods set forth in 24 CFR 92.252(a), (c) (e) and (f), and 92.254. NSP-assisted housing must meet the affordability requirements for not less than the applicable period specified as follows, beginning after project completion:

- \$15,000 per unit and under = 5 years
- \$15,001 to \$40,000 = 10 years
- \$40,001 and above = 15 years
- New construction = 20 years

### ***D. DEFINITION OF BLIGHTED STRUCTURE***

(1) Definition of “blighted structure” in context of state or local law: Adams County and its partnering cities use the State of Colorado’s definition of blight as found in the Colorado Revised Statutes 31-25-103.

### ***E. DEFINITION OF AFFORDABLE RENTS***

Rents that are the lesser of the Housing Choice Voucher (Section 8) Fair Market Rents periodically established by the U.S. Department of Housing and Urban Development, or rents which are 30 percent of adjusted income for households up to 120% of Area Median Income, minus tenant paid utilities.

### ***F. HOUSING REHABILITATION/NEW CONSTRUCTION STANDARDS***

Any entity receiving funds where housing rehabilitation is proposed will be required to verify that they have adopted written Rehabilitation Standards.

All construction projects assisted with NSP funds must meet local codes, rehabilitation standards, ordinances, and zoning ordinances.

Additionally, the following requirements apply to housing receiving NSP3 funding for new construction:

- Buildings up to three stories must be designed to meet the standard for Energy Star Qualified New Homes.

- Buildings of mid- or high-rise multifamily housing must be designed to meet American Society of Heating, Refrigeration, and Air-Conditioning Engineers (ASHRAE) Standard 90.1-2004, Appendix G plus 20 percent.
- Water efficient toilets, showers, and faucets must be installed.
- Where relevant, the housing should be improved to mitigate the impact of disasters (e.g., earthquake, hurricane, flooding, fires).

#### ***G. VICINITY HIRING***

The locations of the funded projects/activities were determined through the course of the selection process described above. The locations for each planned activity are areas of greatest need. Vicinity hiring requirements will be compiled with and detailed in conjunction with the Section 3 provisions of procurement materials for each project.

#### ***H. PROCEDURES FOR PREFERENCES FOR AFFORDABLE RENTAL DEV.***

Narratives in sections “Summary of Distribution and Uses of NSP Funds” and “How Fund Use Addresses Market Conditions” above detail the procedures for preferences for Adams County’s NSP3 funds. All affordable rental development will be reviewed using Adams County’s NSP application.

#### ***I. GRANTEE CONTACT INFORMATION***

Community Development Manager  
4430 S. Adams County Parkway  
Brighton, CO 80007  
720-523-6200



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Development Agreement for the TruStile Doors, LLC
<b>FROM:</b> Jill Jennings Golich, Community and Economic Development Department
<b>AGENCY/DEPARTMENT:</b> Community and Economic Development
<b>HEARD AT STUDY SESSION ON:</b> N/A
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners approves a resolution to adopt a Development Agreement for the site and public improvements for the TruStile Doors, LLC.

### **BACKGROUND:**

TruStile Doors, LLC, a Colorado company, has requested to enter into an agreement with Adams County to install public and/or private improvements, in support of the TruStile Door Development located at 1111 E 71<sup>st</sup> Avenue. Exhibit B of the Development Agreement (DA) describes the public improvements required during construction of the development. The public improvements include:

- Construct curb, gutter and sidewalk adjacent to the Trustile site.
- Remove and replace and/or mill and overlay asphalt roadway section in E. 71<sup>st</sup> Ave from the Washington Street to the east property line of the TruStile site.
- Install 24-inch RCP storm sewer, with inlets and, stub-outs to south side of roadway, in E. 71<sup>st</sup> Ave
- Install water quality hydrodynamic separator in E. 71<sup>st</sup> Ave for the treatment of stormwater in E. 71<sup>st</sup> Ave.
- Install storm sewer pipe and outfall across State Highway 224 to allow for storm sewer outfall from Trustile site and E. 71<sup>st</sup> Ave,
- Install traffic signal(s) and pedestrian crossing facilities at the intersection of Washington Street and E. 71<sup>st</sup> Ave.
- All other public improvements shown on the approved construction drawings.

As a requirement of the Development Agreement, the Developer shall furnish to the County a performance bond, releasable only by the County, to guarantee compliance with this Agreement. Said collateral shall be in the initial amount of one million two hundred forty three thousand and four hundred and thirty five dollars (\$1,243,435).

**AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Community and Economic Development, Public Works Department, County Attorney.

**ATTACHED DOCUMENTS:**

Resolution approving the Development Agreement for the TruStile Doors, LLC.

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

**Additional Note:**



RESOLUTION APPROVING DEVELOPMENT AGREEMENT BETWEEN ADAMS  
COUNTY AND TRUSTILE DOORS, LLC

WHEREAS, it is provided by resolution of the Board of County Commissioners, County of Adams, that where designated the Developer shall have entered into a written agreement with the County to install public and/or private improvements, and to deed land for public purposes or right-of-way or submit cash-in-lieu; and,

WHEREAS, on September 11, 2018, the Board of County Commissioners, in Case No. RCU2018-00021, TruStile Doors, LLC, approved a rezoning to allow a change in zoning from A-1 to I-1; and,

WHEREAS, the Developer has provided collateral to meet the terms of the agreement; and,

WHEREAS, the Adams County Community and Economic Development Department recommends approval of the attached Development Agreement for TruStile Doors, LLC, Case No. SIA2019-00002.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the Development Agreement between Adams County and TruStile Doors, LLC, a copy of which is attached hereto and incorporated herein by this reference, be approved.

BE IT FURTHER RESOLVED that the Chair of the Board of County Commissioners be authorized to execute said Agreement on behalf of the County of Adams, State of Colorado.

## DEVELOPMENT AGREEMENT

THIS AGREEMENT is made and entered into by and between the County of Adams, State of Colorado, hereinafter called "County," and TruStile Doors, LLC, located at 1780 E. 66<sup>th</sup> Avenue, Denver, CO, 80229, hereinafter called "Developer."

WITNESSETH:

WHEREAS, Developer is the owner of real property in the County of Adams, State of Colorado, as described in Exhibit "A" attached hereto, and by this reference made a part hereof.

WHEREAS, it is provided by resolution of the Board of County Commissioners, County of Adams, that where designated the Developer shall have entered into a written agreement with the County to install public and/or private improvements, and to deed land for public purposes or right-of-way.

NOW, THEREFORE, in consideration of the foregoing, the parties hereto promise, covenant, and agree as follows:

1. **Engineering Services.** Developer shall furnish, at its own expense, all engineering and other services in connection with the design and construction of the improvements described and detailed on Exhibit "B" attached hereto, and by this reference made a part hereof.
2. **Drawings and Estimates.** The Developer shall furnish drawings and cost estimates for all improvements described and detailed on Exhibit "B" for approval by the County. Upon request, the Developer shall furnish one set of reproducible "as built" drawings and a final statement of construction costs to the County.
3. **Construction.** Developer shall furnish and construct, at its own expense and in accordance with drawings and materials approved by the County, the improvements described and detailed on Exhibit "B".
4. **Time for Completion.** Improvements shall be completed according to the terms of this agreement within "construction completion date" appearing in Exhibit "B". The Director of Community and Economic Development Department may for good cause grant extension of time for completion of any part or all of improvements appearing on said Exhibit "B". Any extension greater than 180 days may be approved only by the Board of County Commissioners. All extensions of time shall be in written form only.
5. **Guarantee of Compliance.** Developer shall furnish to the County a cash escrow deposit or other acceptable collateral, releasable only by the County, to guarantee compliance with this agreement. Said collateral shall be in the amount of \$1,249,084.00, including twenty percent (20%) to cover administration and five percent (5%) per year for the term of the Agreement to cover inflation. Upon dedication of required right-of-way, completion of said improvements constructed according to the terms of this agreement, and preliminary acceptance by the Director of Public Works in accordance with section 5-02-05-01 of the County's Development Standards and Regulations, the collateral shall be released. Completion of said improvements shall be determined solely by the County, and a reasonable part of said collateral, up to 20%, may be retained to guarantee maintenance of public improvements for a period of one year from the date of completion.

No Certificate of Occupancy for any building permits shall be issued until said collateral is furnished in the amount required and in a form acceptable to the Board of County Commissioners, and the improvements described in Exhibit "B" have been preliminarily accepted by the Department of Public Works.

6. **Acceptance and Maintenance of Public Improvements.** All improvements designated "public" on Exhibit "B" shall be public facilities and become the property of the County or other public agencies upon acceptance. During the period of one year from and after the acceptance of public improvements, the Developer shall, at its own expense, make all needed repairs or replacement due to defective materials or workmanship which, in the opinion of the County, becomes necessary. If, within ten (10) days of written notice to the Developer

from the County requesting such repairs or replacements, the Developer has not undertaken with due diligence to make the same, the County may make such repairs or replacements at the Developer’s expense. In the case of an emergency such written notice may be waived.

- 7. **Successors and Assigns.** This agreement shall be binding upon the heirs, executors, personal representatives, successors, and assigns of the Developer, and shall be deemed a covenant running with the real property as described in Exhibit “A” attached hereto.
- 8. **Improvements and Dedication.** The undersigned Developer hereby agrees to provide the following improvements, and to dedicate described property.

A. **Improvements.**

Public Improvements:

- Construct curb, gutter and sidewalk adjacent to the TruStile site.
- Remove and replace and/or mill and overlay asphalt roadway section in E 71<sup>st</sup> Ave from the Washington Street to the east property line of the TruStile site.
- Install 24-inch RCP storm sewer, with inlets and, stub-outs to south side of roadway, in E 71<sup>st</sup> Ave
- Install water quality hydrodynamic separator in E 71<sup>st</sup> Ave for the treatment of stormwater in E 71<sup>st</sup> Ave.
- Install storm sewer pipe and outfall across State Highway 224 to allow for storm sewer outfall from TruStile site and E 71<sup>st</sup> Ave,
- Install traffic signal(s) and pedestrian crossing facilities at the intersection of Washington Street and E 71<sup>st</sup> Ave.
- All other public improvements shown on the approved construction drawings.

The improvements shall be constructed in accordance with all County requirements and specifications in accordance with the approved plans and time schedule as indicated in Exhibit “B”.

- B. **Public dedication of land for right-of-way purposes or other public purpose.** Upon approval of this agreement by the Board of County Commissioners, the Developer hereby agrees to convey by Quitclaim Deed to the County of Adams the following described land for right-of-way or other public purposes:

Five (5) feet of frontage along the southern boundary of the property shall be dedicated to Adams County for additional right-of-way for E. 71<sup>st</sup> Avenue ROW as shown on plans.

TruStile Doors, LLC

By: \_\_\_\_\_  
Scott Schmid, CEO

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_, by \_\_\_\_\_.

My commission expires:\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
Notary Public

APPROVED BY resolution at the meeting of \_\_\_\_\_, 2019.

Collateral to guarantee compliance with this agreement and construction of public improvements shall be required in the amount of \$1,249,084.00. No Certificate of Occupancy shall be issued for any building permits until said collateral is furnished in the amount required and in a form acceptable to the Board of County Commissioners.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, COLORADO

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Chair

**EXHIBIT A**

**Legal Description:**

THOSE PORTIONS OF BLOCKS 11 AND 14, NORTH SIDE GARDENS SITUATED IN THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 3 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF ADAMS, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 2;

THENCE NORTH 89°32'21" EAST, ALONG THE NORTH LINE OF THE NORTHWEST QUARTER OF SAID SECTION 2 A DISTANCE OF 659.41 FEET TO THE NORTHWEST CORNER OF SAID BLOCK 11.

THENCE SOUTH 00°01'46" EAST, ALONG THE WEST LINE OF SAID BLOCK 11 A DISTANCE OF 19.69 FEET TO A POINT ON THE STATE OF COLORADO DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY PARCEL NO. 414 AS RECORDED AT RECEPTION NO. C0405028 OF THE RECORDS OF THE ADAMS COUNTY CLERK AND RECORDER AND THE POINT OF BEGINNING; THENCE SOUTH 60°05'19" EAST, ALONG THE SOUTH LINE OF SAID RIGHT-OF-WAY PARCEL NO. 414 A DISTANCE OF 31.64 FEET;

THENCE SOUTH 85°12'57" EAST, CONTINUING ALONG SAID SOUTH LINE A DISTANCE

OF 138.10 FEET TO THE EAST LINE OF THE WEST HALF OF THE WEST HALF OF SAID BLOCK 11 AND THE SOUTHWEST CORNER OF THE STATE OF COLORADO DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY PARCEL NO. 415 AS RECORDED AT RECEPTION NO. C0405026, OF THE RECORDS OF THE ADAMS COUNTY CLERK AND RECORDER;

THENCE SOUTH 82°12'47" EAST, ALONG THE SOUTH LINE OF SAID RIGHT-OF-WAY PARCEL NO. 415 A DISTANCE OF 166.57 FEET TO THE WEST LINE OF THE EAST HALF OF SAID BLOCK 11 AND THE SOUTHWEST CORNER OF THE STATE OF COLORADO DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY PARCEL NO. 414A AS RECORDED AT RECEPTION NO. C0405028 OF THE RECORDS OF THE ADAMS COUNTY CLERK AND RECORDER;

THENCE SOUTH 79°36'24" EAST, ALONG THE SOUTH LINE OF SAID RIGHT-OF-WAY PARCEL NO. 414A A DISTANCE OF 167.72 FEET;

THENCE SOUTH 75°41'50" EAST, CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY A DISTANCE OF 170.43 FEET TO THE WEST LINE OF SAID BLOCK 14 AND THE SOUTHWEST CORNER OF THE STATE OF COLORADO DEPARTMENT OF TRANSPORTATION

RIGHT-OF-WAY PARCEL NO. 411A AS RECORDED AT RECEPTION NO. C0430148 OF THE RECORDS OF THE ADAMS COUNTY CLERK AND RECORDER;

THENCE SOUTH 72°24'05" EAST, ALONG THE SOUTH RIGHT-OF-WAY OF SAID PARCEL

NO. 411A A DISTANCE OF 467.06 FEET TO THE WEST LINE OF THE EAST 195 FEET OF SAID BLOCK 14 AND THE WEST LINE OF THAT PROPERTY DESCRIBED IN BOOK 1660 PAGE 435 OF THE RECORDS OF THE ADAMS COUNTY CLERK AND RECORDER;

THENCE SOUTH 00°01'05" WEST, ALONG THE WEST LINE OF THE EAST 195 FEET OF SAID BLOCK 14 AND THE WEST LINE OF SAID PROPERTY DESCRIBED IN BOOK 1660 AT PAGE 435 A DISTANCE OF 351.05 FEET TO THE NORTH RIGHT-OF-WAY LINE OF EAST 71ST AVENUE; THENCE SOUTH 89°32'36" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE A DISTANCE OF 1105.00 FEET TO THE SOUTHWEST CORNER OF SAID BLOCK 11;

THENCE NORTH 00°01'46" WEST, ALONG THE WEST LINE OF SAID BLOCK 11 A DISTANCE OF 623.35 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 561,206 SQUARE FEET, OR 12.884 ACRES, MORE OR LESS.



**EXHIBIT B**

**Public Improvements: East 71<sup>st</sup> Avenue**

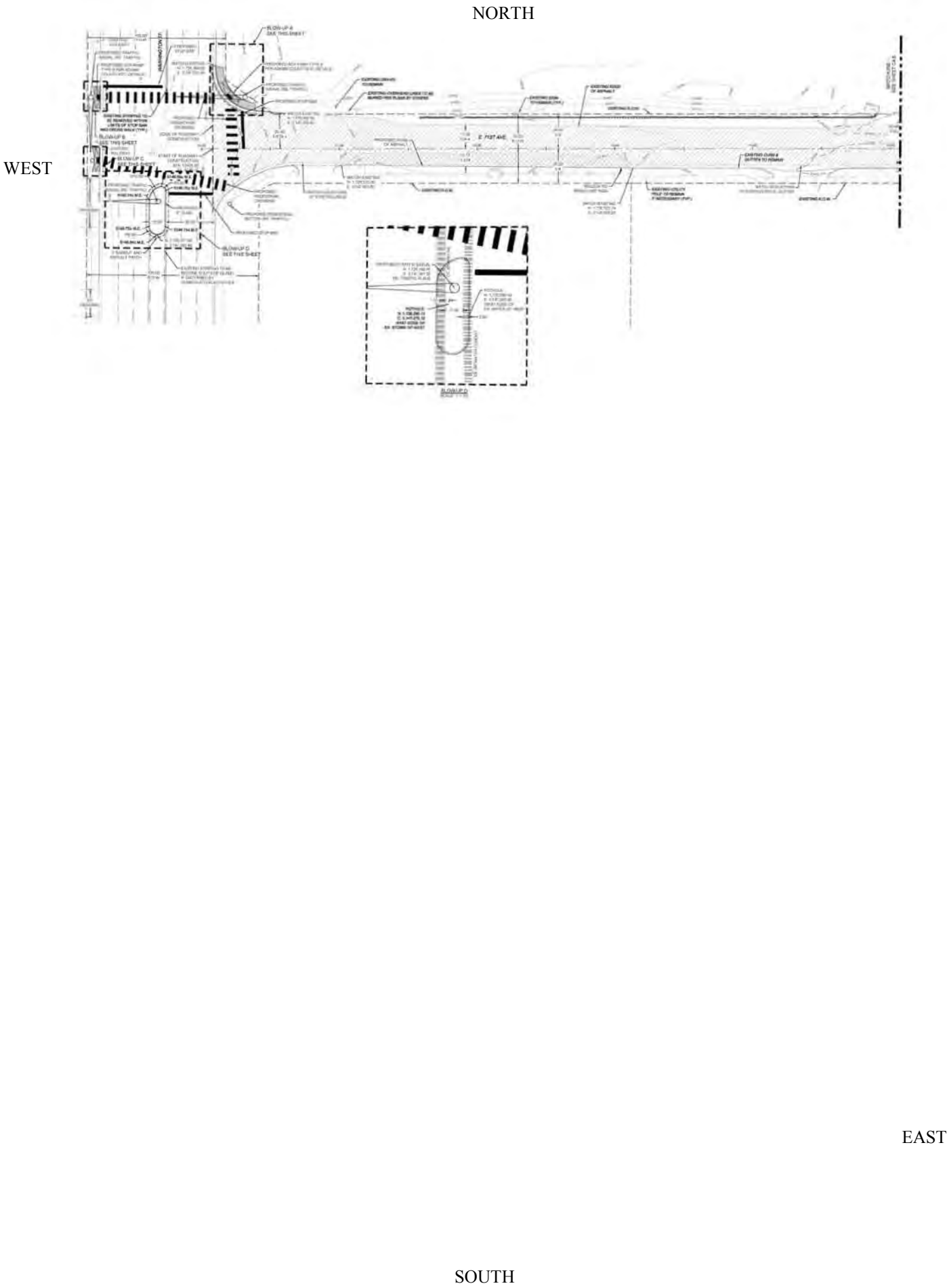
<u>Description</u>	<u>Est Qty</u>	<u>Unit</u>	<u>Est Unit Cost</u>	<u>Est Cost</u>
<b>ROADWAY</b>				
Traffic Signal (Washington and 71st)	1	LS	\$325,000.00	\$ 325,000
6" Curb and Gutter w/ 5' attached walk (North side of 71st in front of Trustile)	962	LF	\$42.00	\$ 40,404
6" Curb and Gutter w/ 5' attached walk (71st and Washington)	81	LF	\$42.00	\$ 3,402
6" Curb and Gutter (71st and Washington, traffic island)	83	LF	\$16.00	\$ 1,328
ADA Curb Ramps (71st & Washington)	6	EA	\$2,500.00	\$ 15,000
ADA Curb Ramps (North side of 71st in front of Trustile)	4	EA	\$2,500.00	\$ 10,000
Demo & Prep Existing 71st Ave for Full-Depth Asphalt	4400	SY	\$40.25	\$ 177,100
Full-Depth Asphalt (71st Ave)	2750	TON	\$57.60	\$ 158,400
2" Mill (71st west of Trustile)	1984	SY	\$5.25	\$ 10,416
4.5" Overlay Asphalt (71st west of Trustile)	775	TON	\$57.60	\$ 44,640
1' Gravel Shoulder	1500	LF	\$2.50	\$ 3,750
Tie In Existing Driveway	7	EA	\$2,250.00	\$ 15,750
<b>Sub Total Roadway</b>				<b>\$ 805,190</b>
<b>STORM</b>				
18" RCP	94	LF	\$70.00	\$ 6,580
24" RCP	1038	LF	\$87.00	\$ 90,306
30" RCP	254	LF	\$104.00	\$ 26,416
30" FES	1	EA	\$2,375.00	\$ 2,375
Low Tailwater Basin, Outfall to Clear Creek	1	EA	\$5,000.00	\$ 5,000
SingleType 13 Curb or Valley Inlet (71st in front of Trustile)	2	EA	\$3,000.00	\$ 6,000
Double Type 13 Curb Combo Inlet (71st in front of Trustile)	4	EA	\$5,400.00	\$ 21,600
Storm Plug	4	EA	\$750.00	\$ 3,000
4' Storm Manhole (ROW and Trustile)	1	EA	\$3,600.00	\$ 3,600
5' Storm Manhole	1	EA	\$4,200.00	\$ 4,200
Contech CDS Unit	1	EA	\$25,000.00	\$ 25,000
<b>Sub Total Storm</b>				<b>\$ 194,077</b>
<b>Total Roadway &amp; Storm</b>				<b>\$ 999,267</b>
<b>Administration per SIA</b>	20%			\$ 199,853
<b>Inflation per SIA</b>	5%			\$ 49,963
<b>TOTAL PUBLIC IMPROVEMENT COST</b>				<b>\$ 1,249,084</b>

**Construction Completion Date:** December 31, 2019

Initials or signature of Developer:\_\_\_\_\_

\_\_\_\_\_

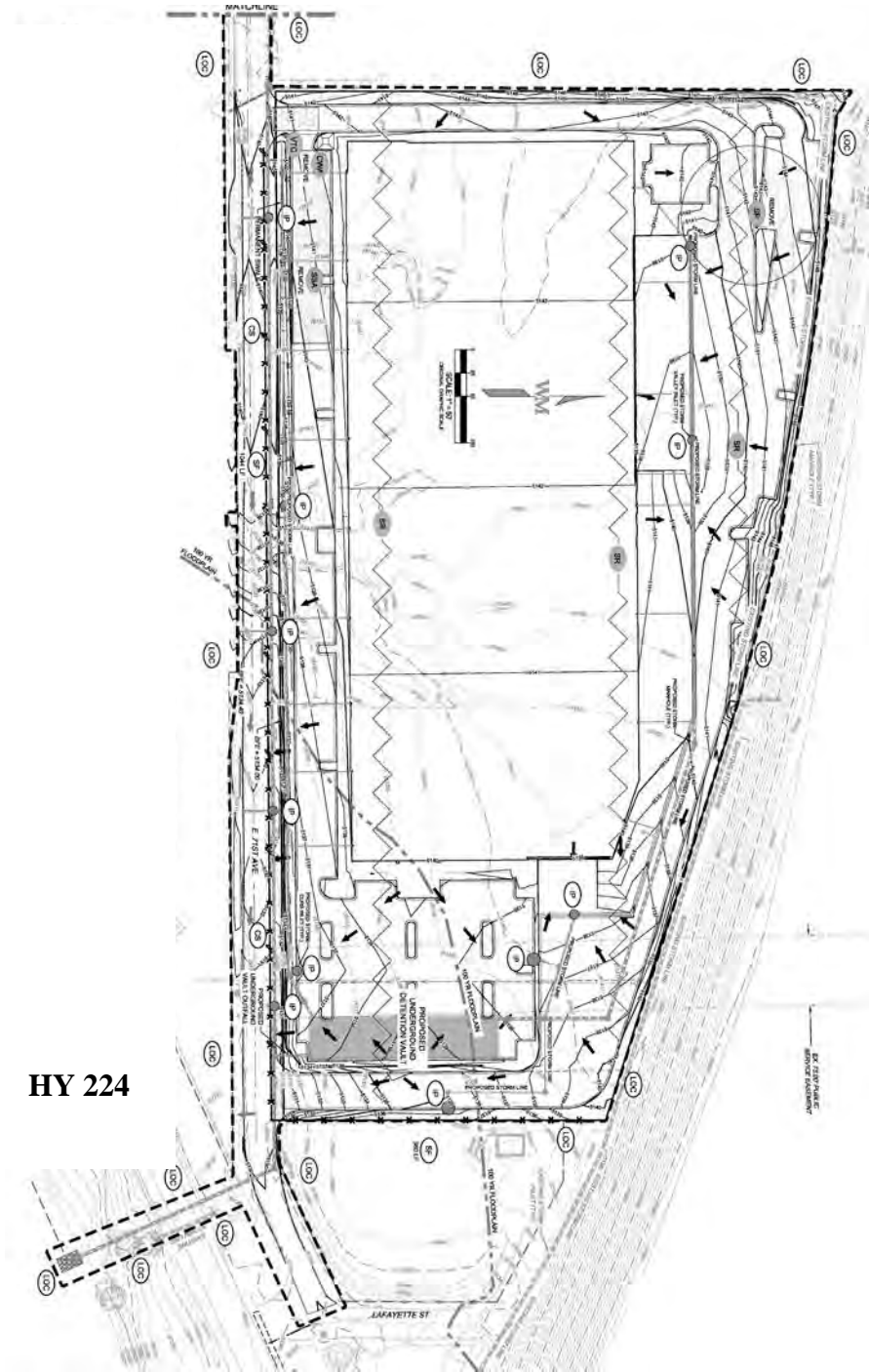
## Public Improvements





Extent of All East 71<sup>st</sup> Ave. Improvements

WASHINGTON  
STREET





## **PUBLIC HEARING AGENDA ITEM**

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Boards and Commissions Appointments
<b>FROM:</b> Katie Burczek
<b>AGENCY/DEPARTMENT:</b> BoCC
<b>HEARD AT STUDY SESSION ON:</b> July 16, 2019 during AIR
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners appoints the below board members to their respective boards.

### **BACKGROUND:**

#### **Appoint the following to the Workforce Development Board:**

Tim Bradsby  
William Dowling  
Londell Jackson  
Erika Rodriguez  
Erika Sidles

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

### **ATTACHED DOCUMENTS:**

Resolutions

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

**New FTEs requested:** ☐ YES ☐ NO

**Future Amendment Needed:** ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPOINTING TIM BRADSBY TO THE WORKFORCE DEVELOPMENT  
BOARD AS A BUSINESS SECTOR/HEALTHCARE REPRESENTATIVE

WHEREAS, a vacancy currently exists for a member for the Workforce Development Board;  
and,

WHEREAS, Tim Bradsby has expressed an interest in serving on the Workforce Development  
Board; and,

WHEREAS, the Board of County Commissioners have reviewed all candidates deemed  
qualified; and,

WHEREAS, the Board of County Commissioners selected Tim Bradsby to fill this vacancy as a  
Business Sector/Healthcare representative.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of  
Adams, State of Colorado, that Tim Bradsby shall be appointed as a member of the Workforce  
Development Board as a Business Sector/Healthcare representative for the term as listed below:

Tim Bradsby

Term Expires  
July 01, 2021



## **PUBLIC HEARING AGENDA ITEM**

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Boards and Commissions Appointments
<b>FROM:</b> Katie Burczek
<b>AGENCY/DEPARTMENT:</b> BoCC
<b>HEARD AT STUDY SESSION ON:</b> July 16, 2019 during AIR
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners appoints the below board members to their respective boards.

### **BACKGROUND:**

#### **Appoint the following to the Workforce Development Board:**

Tim Bradsby  
William Dowling  
Londell Jackson  
Erika Rodriguez  
Erika Sidles

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

### **ATTACHED DOCUMENTS:**

Resolutions

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

**New FTEs requested:** ☐ YES ☐ NO

**Future Amendment Needed:** ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPOINTING WILLIAM DOWLING TO THE WORKFORCE  
DEVELOPMENT BOARD AS A WAGNER PEYSER REPRESENTATIVE

WHEREAS, a vacancy currently exists for a member for the Workforce Development Board; and,

WHEREAS, William Dowling has expressed an interest in serving on the Workforce Development Board; and,

WHEREAS, the Board of County Commissioners have reviewed all candidates deemed qualified; and,

WHEREAS, the Board of County Commissioners selected William Dowling to fill this vacancy as a Wagner Peyser representative.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that William Dowling shall be appointed as a member of the Workforce Development Board as a Wagner Peyser representative for the term as listed below:

William Dowling

Term Expires  
July 23, 2022



## **PUBLIC HEARING AGENDA ITEM**

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Boards and Commissions Appointments
<b>FROM:</b> Katie Burczek
<b>AGENCY/DEPARTMENT:</b> BoCC
<b>HEARD AT STUDY SESSION ON:</b> July 16, 2019 during AIR
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners appoints the below board members to their respective boards.

### **BACKGROUND:**

#### **Appoint the following to the Workforce Development Board:**

Tim Bradsby  
William Dowling  
Londell Jackson  
Erika Rodriguez  
Erika Sidles

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

### **ATTACHED DOCUMENTS:**

Resolutions



**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPOINTING LONDELL JACKSON TO THE WORKFORCE  
DEVELOPMENT BOARD AS A BUSINESS SECTOR REPRESENTATIVE

WHEREAS, a vacancy currently exists for a member for the Workforce Development Board; and,

WHEREAS, Londell Jackson has expressed an interest in serving on the Workforce Development Board; and,

WHEREAS, the Board of County Commissioners have reviewed all candidates deemed qualified; and,

WHEREAS, the Board of County Commissioners selected Londell Jackson to fill this vacancy as a Business Sector representative.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that Londell Jackson shall be appointed as a member of the Workforce Development Board as a Business Sector representative for the term as listed below:

Londell Jackson

Term Expires  
January 30, 2020



## **PUBLIC HEARING AGENDA ITEM**

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Boards and Commissions Appointments
<b>FROM:</b> Katie Burczek
<b>AGENCY/DEPARTMENT:</b> BoCC
<b>HEARD AT STUDY SESSION ON:</b> July 16, 2019 during AIR
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners appoints the below board members to their respective boards.

### **BACKGROUND:**

#### **Appoint the following to the Workforce Development Board:**

Tim Bradsby  
William Dowling  
Londell Jackson  
Erika Rodriguez  
Erika Sidles

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

### **ATTACHED DOCUMENTS:**

Resolutions

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPOINTING ERIKA RODRIGUEZ TO THE WORKFORCE  
DEVELOPMENT BOARD AS A LABOR REPRESENTATIVE

WHEREAS, a vacancy currently exists for a member for the Workforce Development Board; and,

WHEREAS, Erika Rodriguez has expressed an interest in serving on the Workforce Development Board; and,

WHEREAS, the Board of County Commissioners have reviewed all candidates deemed qualified; and,

WHEREAS, the Board of County Commissioners selected Erika Rodriguez to fill this vacancy as a Labor representative.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that Erika M Rodriguez shall be appointed as a member of the Workforce Development Board as a Labor representative for the term as listed below:

Erika Rodriguez

Term Expires  
January 30, 2021



## **PUBLIC HEARING AGENDA ITEM**

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Boards and Commissions Appointments
<b>FROM:</b> Katie Burczek
<b>AGENCY/DEPARTMENT:</b> BoCC
<b>HEARD AT STUDY SESSION ON:</b> July 16, 2019 during AIR
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners appoints the below board members to their respective boards.

### **BACKGROUND:**

#### **Appoint the following to the Workforce Development Board:**

Tim Bradsby  
William Dowling  
Londell Jackson  
Erika Rodriguez  
Erika Sidles

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

### **ATTACHED DOCUMENTS:**

Resolutions

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☒. If there is fiscal impact, please fully complete the section below.

**Fund:****Cost Center:**

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPOINTING ERIKA SIDLES TO THE WORKFORCE DEVELOPMENT  
BOARD AS A BUSINESS SECTOR REPRESENTATIVE

WHEREAS, a vacancy currently exists for a member for the Workforce Development Board;  
and,

WHEREAS, Erika Sidles has expressed an interest in serving on the Workforce Development  
Board; and,

WHEREAS, the Board of County Commissioners have reviewed all candidates deemed  
qualified; and,

WHEREAS, the Board of County Commissioners selected Erika Sidles to fill this vacancy as a  
Business Sector representative.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of  
Adams, State of Colorado, that Erika Sidles shall be appointed as a member of the Workforce  
Development Board as a Business Sector representative for the term as listed below:

Erika Sidles

Term Expires  
July 23, 2022





## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> July 23, 2019
<b>SUBJECT:</b> Government Center Employee Parking Drainage Repairs
<b>FROM:</b> Raymond H. Gonzales, County Manager Alisha Reis, Deputy County Manager Benjamin Dahlman, Finance Director Susan Borup, Deputy Finance Director Jen Tierney Hammer, Procurement and Contracts Supervisor
<b>AGENCY/DEPARTMENT:</b> Facilities and Fleet Management Department
<b>HEARD AT STUDY SESSION ON:</b>
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners approves Change Order One to the construction agreement with Whitestone Construction Services, for the Government Center Employee Parking Drainage Repairs.

### **BACKGROUND:**

In December of 2018, Whitestone Construction Services was awarded a construction agreement to repair the drainage issues in the employee parking lot and install EVSE units at the Adams County Government Center in the amount of \$204,769.40. Whitestone Construction Services proceeded to perform their work per the original drawings and after several failed compaction tests in preparation of the concrete drainage pan, due to a combination of the weather and current soil conditions, compaction levels were not able to be reached. The County adjusted the design to a buried piped system to fix the drainage issues and achieve a more natural finished product. The EVSE units will not be affected by the changes and are now complete.

It is recommended to approve Change Order One to the construction agreement with Whitestone Construction Services in the amount of \$130,000.00 for a total agreement value of \$334,769.40. The total agreement amount will remain within the original budget amount of \$340,000.00.

### **AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Facilities and Fleet Management Department

### **ATTACHED DOCUMENTS:**

Resolution

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

<b>Fund: 1</b>
<b>Cost Center: 1077</b>

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			<hr/>

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:	9015	10771807	\$340,000.00
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			<hr/>

New FTEs requested: ☐ YES ☐ NO

Future Amendment Needed: ☐ YES ☐ NO

**Additional Note:**

BOARD OF COUNTY COMMISSIONERS FOR  
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPROVING CHANGE ORDER ONE TO THE AGREEMENT BETWEEN ADAMS  
COUNTY AND WHITESTONE CONSTRUCTION SERVICES FOR THE GOVERNMENT CENTER  
EMPLOYEE PARKING LOT DRAINAGE REPAIRS

WHEREAS, on December 11, 2018, Whitestone Construction Services was awarded a construction agreement to repair the drainage issues in the employee parking lot and install EVSE units at the Adams County Government Center; and,

WHEREAS, due to unforeseen circumstances a design change was needed to fully correct the drainage issues and achieve a more natural looking finished product; and,

WHEREAS, Whitestone Construction Services has agreed to provide the additional construction services in the not to exceed amount of \$130,000.00 for a total agreement price of \$334,769.40.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that Change Order One to the agreement with Whitestone Construction Services for the Government Center Employee Parking Drainage Repairs is hereby approved.

BE IT FURTHER RESOLVED, that the Chair is hereby authorized to sign said Change Order One with Whitestone Construction Services after negotiation and approval as to form is completed by the County Attorney's Office.