Study Session
February 18, 2020

The Arapahoe County Board of County Commissioners typically holds weekly Study Sessions on Monday and Tuesday. Study Sessions (except for Executive Sessions) are open to the public and items for discussion are included on this agenda. Agendas (except for Executive Sessions agendas) are available through the Commissioners’ Office or through the County’s web site at www.arapahoe.gov. Please note that the Board may discuss any topic relevant to County business, whether or not the topic has been specifically noticed on this agenda. In particular, the Board typically schedules time each Monday under “Committee Updates” to discuss a wide range of topics. In addition, the Board may alter the times of the meetings throughout the day, or cancel or reschedule noticed meetings. Questions about this agenda? Contact the Commissioners’ Office at 303-795-4630 or by e-mail at commissioners@arapahoe.gov

Study Session Topics

10:00 A.M. Strategy And Performance Update (WHR)
Manisha Singh, Director, Department of Strategy and Performance

10:30 A.M. *Oil And Gas Regulation Update (WHR)
Update regarding the ongoing process to develop new oil and gas land use/siting regulations in accordance with SB19-181

Request: Information/Direction

Diane Kocis, Energy Specialist, Public Works and Development
Jason Reynolds, Current Planning Manager, Public Works and Development
Jan Yeckes, Planning Division Manager, Public Works and Development
Bryan Weimer, Director, Public Works and Development
Todd Weaver, Director, Finance
Robert Hill, Senior Assistant County Attorney

Documents:

2-18-20 OIL GAS STUDY SESSION BSR 2-10-20.PDF
HEALTH SAFETY PROPOSED RULES TABLE.PDF

Break
1:00 P.M.  *2020 Community Development Block Grant Annual Action Plan (WHR)
Discussion of a request to review the funding recommendations for 2020 Community
Development Block Grant (CDBG) and HOME Investment Partnership (HOME) projects,
as recommended by Community Resources - Housing and Community Development
Services staff, as well as to seek direction from the Board of County Commissioners
regarding the plan to utilize these funds and submit the 2020 Annual Action Plan to the
U.S. Department of Housing and Urban Development (HUD) for review and approval

Request: Information/Direction

Linda Haley, Senior Resources Division Manager, Community Resources
Don Klemme, Director, Community Resources
Todd Weaver, Director, Finance
Tiffany Bleau, Senior Assistant County Attorney

Documents:

2020 ANNUAL ACTION PLAN BSR 2-18-20 STUDY SESSION.PDF
2020 CDBG AND HOME PROJECT SUMMARIES.PDF

2:00 P.M.  Calendar Updates (WHR)
BoCC Administrative Supervisor

2:45 P.M.  BOCC Updates (WHR)
Board of County Commissioners

4:00 P.M.  *Drop In (WHR)
Board of County Commissioners

1. Sheriff’s Office Specialty Compensation Update
   Discussion of a request for approval for a few changes being requested by the Sheriff’s
   Office on the Specialty Pay practice regarding the Mounted Unit

Request: Information/Direction

Dusty Sash, Total Compensation Manager, Human Resources
Patrick Hernandez, Director, Human Resources
Todd Weaver, Director, Finance
Ron Carl, County Attorney

Documents:

BSR 2020 SO SPECIALTY PAY UPDATES.PDF

4:20 P.M.  *Executive Session (WHR)
Executive Study Session and County Attorney Administrative Meeting [Section 24-6-402
(4)(b)C.R.S.](As required by law, specific agenda topics will be announced in open
meeting prior to the commencement of the closed and confidential portion of this session)
(WHR)

Ron Carl, County Attorney

* To Be Recorded As Required By Law
WHR - West Hearing Room

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If you need special accommodations, contact the Commissioners’ Office at 303-795-4630 or Relay
Study Session
February 18, 2020

Study Session Topics

Strategy And Performance Update (WHR)
Manisha Singh, Director, Department of Strategy and Performance

*Oil And Gas Regulation Update (WHR)
Update regarding the ongoing process to develop new oil and gas land use/siting regulations in accordance with SB19-181.

Request: Information/Direction
Diane Kocis, Energy Specialist, Public Works and Development
Jason Reynolds, Current Planning Manager, Public Works and Development
Jan Yeckes, Planning Division Manager, Public Works and Development
Bryan Weimer, Director, Public Works and Development
Todd Weaver, Director, Finance
Robert Hill, Senior Assistant County Attorney

*2020 Community Development Block Grant Annual Action Plan (WHR)
Discussion of a request to review the funding recommendations for 2020 Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) projects, as recommended by Community Resources - Housing and Community Development Services staff, as well as to seek direction from the Board of County Commissioners regarding the plan to utilize these funds and submit the 2020 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) for review and approval.

Request: Information/Direction
Linda Haley, Senior Resources Division Manager, Community Resources
Don Klemme, Director, Community Resources
Todd Weaver, Director, Finance
Tiffanie Bleau, Senior Assistant County Attorney

Calendar Updates (WHR)

*Drop In (WHR)

Sheriff’s Office Specialty Compensation Update
Discussion of a request for approval for a few changes being requested by the Sheriff’s Office on the Specialty Pay practice regarding the Mounted Unit.

Request: Information/Direction
Dusty Sash, Total Compensation Manager, Human Resources
Patrick Hernandez, Director, Human Resources
Todd Weaver, Director, Finance
Ron Carl, County Attorney

*Executive Session (WHR)
Executive Study Session and County Attorney Administrative Meeting [Section 24-6-402 (b) C.R.S.] (As required by law, specific agenda topics will be announced in open meeting prior to the commencement of the closed and confidential portion of this session)

Ron Carl, County Attorney

To Be Recorded As Required By Law

Colorado 711.
Please contact our office at least 3 days in advance to make arrangements.
Request for Direction and Staff Recommendation
The purpose of this Board Summary Report (BSR) and Study Session is to provide a status update to BoCC regarding the on-going process to develop new oil and gas land use/siting regulations in accordance with SB19-181. This update will discuss public feedback and staff input, as well as fire district input regarding health and safety issues and mitigations of those issues related to oil and gas facilities. Staff will also offer recommendations for mitigating those impacts.

Background
Public Works and Development staff are continuing to work on proposed regulations governing the siting and surface impacts of new oil and gas development in unincorporated Arapahoe County consistent with a county’s authority under SB19-182. Staff has been directed to adopt a balanced approach for new oil and gas rules that considers the interests of both operators and citizens in accordance with the County’s authority under SB19-181 via previous study sessions in 2019.

Based on staff recommendations from eight years of stakeholder comments and concerns, plus initial stakeholder outreach in Fall 2019 that included meetings with concerned citizens, mineral rights owners, State officials and regulators, other Front Range local government representatives, industry representatives, homebuilders and developers, emergency responders, utilities representatives and pipeline company representatives, staff identified three primary areas for consideration: Quality of Life, Health and Safety, and Process Improvement.
As a continuation of the stakeholder involvement process, staff conducted two open houses in January and posted an online survey. Sixty five percent of the 796 respondents to the oil and gas online survey identified Health and Safety as their primary area of concern for oil and gas development.

**Links to Align Arapahoe**

These matters link to the Align Arapahoe goal for Safe Communities and Quality of Life for Arapahoe County citizens who will be impacted by neighboring large-scale oil and gas facilities and to the goal of Fiscal Responsibility for a balanced approach that will allow the industry to operate successfully in Arapahoe County.

**Discussion**

In response to SB19-181, Staff is proposing to amend the Land Development Code for oil and gas land use applications and is in the process of seeking input and suggestions from citizen and industry stakeholders. Staff is also continuing to review other jurisdictions’ oil and gas rules or Operator Agreements. Staff has identified nine topics to potentially mitigate Health and Safety impacts for those living near oil and gas operations. Those mitigations are:

- Lightning mitigation
- Storage of firefighting water and foam near the sites
- Emergency Response Plans submitted with the initial applications
- Coordinated operator training with emergency responders
- Reporting of chemicals use/stored on site
- Complete reporting of incidents and spills
- Setbacks (new wells to existing structures)
- Reverse setbacks (new structures next to existing wells)
- Setbacks from plugged and abandoned wells

Staff has attached a table summarizing the above nine health and safety topics and how they are currently regulated or not currently regulated by the state, current County MOU, other jurisdictions, etc.. The attached table also summarizes some of the citizen stakeholder input received before, during and after the stakeholder open houses on the topic of Health & Safety.

A discussion of the proposed mitigations follows.

**Lightning:**

Lightning strikes to tanks are the most common cause of oil and gas facility fires. A tank fire can cause surrounding tanks to catch fire. The burning of tank hydrocarbons present in both the crude oil tanks and the produced water tanks results in a thick, toxic smoke, often near ground level, that can impact nearby residents. Bennett-Watkins Fire Rescue (BWFR) responds to tank fires at a frequency of every other year in the fire district’s 323 square-mile service area, which includes both Arapahoe County and Adams County.

**Storage of Firefighting Foam and Water Near Sites:**
In addition to requiring lightning mitigation, BWFR and Sable-Altura Fire District request support from operators related to the provision and storage of water and foam near multi-well pads so that they can effectively respond to fires more rapidly with the proper supplies nearby.

**Emergency Response Plans (ERPs):**
Many historical oil and gas applications have not included ERPs at the time of application. Some operators have provided ERPs after a facility has been in production for months and the plans are not always site-specific. Our emergency responders (fire districts and Sheriff Office) recommend that an initial ERP be submitted at the time of application and an enhanced, more detailed ERP be provided after GIS data is available from the newly constructed pads and roads.

**Coordinated Training:**
Currently, the County has no requirement for coordinated training with operators and emergency responders. Coordinated training has become more important with multi-well pads. Our fire districts and OEM have recommended that coordinated training commence before the drilling phase begins and then reoccur semi-annually. Coordinated training can potentially include more than one operator at a time. It’s also important to note that FEMA training is a requirement for County staff Operators’ staff do not always have FEMA training.

**Reporting of all chemicals stored on site:**
Under SARA (the Superfund Amendments Reauthorization Act) Title III, certain hazardous materials stored at sites above a regulatory threshold quantity must be reported to the local jurisdiction’s emergency manager. For reporting simplification and for the protection of our emergency responders, the County should require operators to provide a list of all chemicals used on site during all phases of development and then update the list as inventories change.

**Incident Reporting:**
Staff recommends reporting of all oil and gas incidents, to include but not limited to releases of any kind or quantity of fluids or chemicals, as well as fires, explosions, lightning strikes, electrocution, falls, fatal accidents, chemical exposures and other health-related issues. While some Arapahoe County operators report spills/releases beyond State threshold quantities and other incidents to the COGCC, these reports don’t necessarily get filed with the appropriate Arapahoe County staff or the fire districts. Often incidents are not reported by operators, and the emergency responders are informed of incidents by neighboring residents. Even if incidents are deemed minor by the operator, it is important that our emergency responders be informed.

**Setbacks:**
Staff see setbacks as a tool to address Health/Safety and Quality of Life concerns, as such staff is recommending a setback of 1,000 feet from oil and gas pad boundaries to existing homes for safety reasons. As described above, fires and other emergencies require adequate space for emergency responders to work, and the thick, toxic smoke from a single tank fire can migrate over 1,000 feet from the pad, potentially inhibiting breathing for nearby residents. Adams County adopted a 1,000-foot setback from the edge of the parcel where the pad is located (which may exceed our recommendation of 1,000 feet from the pad boundary). The Emergency Response Guidebook used
by emergency responders nationwide also recommends a setback of 1,000 feet. Staff does not consider this proposed setback unreasonable because 97% of the Niobrara wells drilled in the last 9 years in Arapahoe County were located at least 1,000 feet from the nearest residence. Citizen stakeholder input on setbacks ranged from 1,000 feet to 2 miles on the basis of the safety of the surrounding communities, and industry feedback expressed a preference to follow the State’s setback, which is 500 feet.

Reverse Setbacks and Setbacks from Plugged and Abandoned Wells:
A reverse setback is the distance between an existing oil and gas facility and new residential construction. Based on conversations with emergency services providers, Public Works & Development staff are recommending a minimum of 1,000 feet of separation between new homes and existing oil and gas equipment. The fire districts recommend a minimum reverse setback of 500, given that fires can require a greater radius for responders to work.

Setbacks from Plugged and Abandoned Wells:
The majority consensus of homebuilders and developers stakeholder input was that no setback be imposed for new home construction near oil and gas equipment, citing a potential loss of revenue for space that would not be developed. Some of this stakeholder group suggested that homebuyers of property adjacent to an oil and gas facility sign a waiver against potential future claims related to well pad safety issues.

Public Works and Development staff recommends a smaller reverse setback for new home construction from plugged and abandoned wells. Plugged and abandoned wells do not incur the same risks as active wells: there are generally no hydrocarbons present, and the well bore has been at least partially filled with concrete to prevent leakage. COGCC staff recommend a 250-foot setback that would allow sufficient room for workover equipment to reenter a well.

Here is a brief summary of how other jurisdictions are addressing these health/safety issues, as well as whether or not the issues are addressed by COGCC rules.

• Lightning Mitigation: Weld County provided a Condition of Approval on a COGCC permit to include lightning mitigation and upgrade as new technology becomes available. COGCC does not require lightning mitigation.

• Storage of Firefighting Foam and Water near pads: Aurora requires that operators provide funding for foam and foam equipment but does not specify the storage location. COGCC does not regulate emergency response matters. COGCC considers this a local government matter.

• Emergency Response Plans: Broomfield requires an ERP prior to drilling. COGCC considers this a local government matter.
• Disclosure of Chemicals Used/Stored: Broomfield requires a list of chemicals used or stored onsite. COGCC does not regulate chemical registries on non-Federal lands.

• Setbacks: Adams County requires a 1,000-foot setback and does not allow drilling in residential areas. They also specify a 500-foot setback from buried infrastructure and floodways. Broomfield requires a case-by-case quantitative risk assessment to establish setbacks. COGCC has not updated their requirement for a 500-foot setback measured from a proposed well to the nearest wall of the nearest occupied structure. That state setback can be decreased by petition.

• Reverse Setbacks: Commerce City is proposing a minimum reverse setback of 1,000 feet for new construction near an existing well. Adams County allows a new home to be constructed within 300 feet of an existing well if the property owner submits a waiver acknowledging the existence of the facility. Thornton is proposing a 500-foot setback from well pads to proposed main buildings. Thornton is also proposing a rule to prohibit home construction within 50 feet of a plugged and abandoned well. COGCC rules do not address reverse setbacks as they are a local jurisdiction matter; however, COGCC staff recommend a minimum setback of 250 feet from a plugged and abandoned well to new home construction to allow sufficient room for workover equipment.

Staff recommends the following Health and Safety mitigation measures be included in the new regulations based on input from emergency service providers, staff research, and what other jurisdictions are regulating.

• Lightning:
  o Staff recommends that Operators be required to install the latest lightning mitigation technology.  o Staff recommends that the regulations also require Operators to upgrade Lightning mitigation measures as technology evolves and becomes available.

• Storage of Firefighting Foam and Water Near Pad Sites:
  o Staff recommends that Operators be required to store firefighting foam and water, of a type and quantity approved by the appropriate fire district near multi-well pads. Staff would also recommend providing for an administrative waiver of this requirement if the facilities do not have tanks and are hooked into a pipeline that receives all the facility’s liquids.

• Emergency Response Plans (ERPs):
  o Staff recommends that Operators be required to submit a preliminary ERP at the time of application based on the County ERP template. Detailed ERPs must be submitted prior to the commencement of drilling, when GIS data is available after pad and access road construction

• Setbacks:
  o Staff recommends that Operators be required to maintain a 1,000-foot setback from the edge of the well pad to the nearest home. Current State regulations measure the setback to the closest well; however, the entire pad can have an impact on nearby
properties because the pad can contain storage tanks, combustors, and other appurtenances that are closer to the nearest home than the well(s).

- **Reverse Setbacks:**
  - Staff recommends a minimum 1000-foot reverse setback to allow emergency responders to respond safely to a home fire with sufficient room for the 200-footlong fire hoses. The fire districts indicate that a 1,000-foot setback would be less likely to have safety issues.
  - Staff recommends a minimum setback of 250 feet from a plugged and abandoned well to allow access for operators’ workover rigs, should they decide to reenter the well for replugging or to recomplete, based on a COGCC recommendation. The height of the rig mast can be nearly 200 feet and the rule of thumb is to allow enough room for the mast to fall over.

It is important to note that staff will continue to use the evaluation criteria already presented at previous study sessions for any draft rules:

- Impact on the Public
- Alignment with State Rules
- Best Management Practices
- Industry Impact
- Impact to County Resources

**Alternatives**

Staff is requesting feedback from the Board on the information presented and specific direction on the following:

1) Should the County require lightning mitigation using best currently available technologies at oil and gas facilities and approved by the fire districts?
2) Should the County require storage of firefighting foam and water near multi-well oil and gas facilities with tanks onsite?
3) Should Emergency Response Plans be required at the time of initial application submittal and finalized after GIS data for the associated pad and access road is available?
4) Should coordinated training between operators and emergency responders be required prior to drilling?
5) Should operators be required to report all chemicals used and stored on oil and gas facilities to emergency responders to promote the safety of responders and workers during an emergency response?
6) Should operators be required to report all facility incidents to the Local Government Designee and emergency responders, to include spills, releases, fires, explosions, lightning strikes, falls, fatal accidents, chemical exposures and other health-related issues?
7) Should the County require a minimum setback of 1,000 feet measured from the edge of the well pad to the nearest residence?
8) Should the County require minimum reverse setbacks? Staff has prepared the table below with Pros and Cons of different reverse setbacks ranging between 40 and 1,000 feet.

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
<th>Pros</th>
<th>Cons</th>
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</thead>
<tbody>
<tr>
<td>Option 1. 40’ Reverse</td>
<td>Provide a minimum reverse setback of 40’ from the pad to the new resident</td>
<td>□ Maximizes the amount of developable property next to wells</td>
<td>□ Provides minimal setback to residents</td>
</tr>
<tr>
<td>Setback</td>
<td></td>
<td>□ Provides minimal setback to residents</td>
<td>□ Safety and exposure to fire/smoke</td>
</tr>
<tr>
<td>Option 2. 250’ Reverse</td>
<td>Provide a minimum reverse setback of 250’ from the pad to the new resident</td>
<td>□ Increased setback from Option #1 COGCC staff recommends</td>
<td>□ Provides minimal setback to residents</td>
</tr>
<tr>
<td>Setback</td>
<td></td>
<td>□ Allows room for 200-foot fire hoses.</td>
<td>□ Safety and exposure to fire/smoke</td>
</tr>
<tr>
<td>Option 3. 350’ Reverse</td>
<td>Provide a minimum reverse setback of 350’ from the pad to the new resident</td>
<td>□ Increased setback from Option #1 &amp; 2 Possible Compromise</td>
<td>□ Provides less setback than if residential building existed prior to well</td>
</tr>
<tr>
<td>Setback</td>
<td></td>
<td>□ Allows room for 200-foot fire hoses.</td>
<td>□ Developer/Builder/Landowners likely objection</td>
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<td></td>
<td>□ Possibly large enough area to coordinate open space requirements</td>
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<tr>
<td>Option 4. 1000’ Reverse</td>
<td>Provide a minimum reverse setback of 1,000’ from the pad to the new resident</td>
<td>□ Matches the normal setback requirements recommended for safety</td>
<td>□ Likely Developer/Builder/ Landowners objection</td>
</tr>
<tr>
<td>Setback</td>
<td></td>
<td>□ Provides same safety provisions as normal setback</td>
<td></td>
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</tbody>
</table>
Fiscal Impact
Depending on the specific changes adopted, it is likely that some financial impact will occur for the County due to additional plan review that would be required from approved or pending land development for new well applications and for proximity to approved and existing oil and well facilities for land development applications. However, this will be explored further when the updated code is drafted.

Concurrence
PWD Staff is in support of continuing this process with additional study sessions and continued public outreach. The County Attorney’s Office has reviewed this BSR and the staff evaluation.

Additional Documentation
Oil & Gas Online Survey Results Report to be sent separately after the survey closes.

Reviewed by
Jan Yeckes, Planning Division Manager
Jason Reynolds, Current Planning Program Manager
Robert Hill, Senior Assistant County Attorney
Bryan Weimer, Director of Public Works and Development Director
Todd Weaver, Finance Director, Finance Department

Copied
Chuck Haskins, Engineering Services Division Manager
John Christofferson, Deputy County Attorney
Ron Carl, County Attorney
<table>
<thead>
<tr>
<th>H&amp;S Rule Topic</th>
<th>State/Federal Regulation</th>
<th>Current MOU Provisions</th>
<th>Proposed Language</th>
<th>Explanation/Details</th>
<th>What others are doing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lightning</td>
<td>None, although a permit for a well in Weld County did require non-specific lightning mitigation measures.</td>
<td>None</td>
<td>Operator shall install lightning mitigation for all pads with tanks.</td>
<td>Lightning strikes to tanks is the primary reason for well pad fires. Not an unusual occurrence. Often adjoining tanks also catch fire. Thick toxic smoke can impact nearby residents.</td>
<td>Weld County put a COA on a well permit for lightning mitigation and upgrades as new technology becomes available.</td>
</tr>
<tr>
<td>Emergency Response Plans (ERPs)</td>
<td>COGCC guidance document and limited language relating to spills near water. Some spills below threshold levels are not &quot;reportable&quot;.</td>
<td>Operator will provide ERP to address all potential emergencies and provide a copy of the plan to all emergency providers. The timing of the ERP submittal is not specified.</td>
<td>Operator shall provide ERP at the time of initial application.</td>
<td>Historically staff has not received ERPs until the facility has been in the production stage for several months. Staff proposes to provide operators with an ERP template for the initial application and then require a detailed ERP when GIS data is available for the installed pad and access roads.</td>
<td>Broomfield requires an ERP prior to drilling.</td>
</tr>
<tr>
<td>Coordinated Training</td>
<td>None</td>
<td>None</td>
<td>Operator shall conduct coordinated training exercises with local emergency responders before drilling commences.</td>
<td>Coordinated training will be site specific. Different sites could have difference circumstances. Several operators can participate in coordinated training at a time if their sites do not have unusual circumstances and if approved by the fire district and OEM.</td>
<td>No other jurisdictions require coordinated training. This measure was recommended by the County’s emergency responders.</td>
</tr>
<tr>
<td>Reporting of Chemicals Used/Stored On Site</td>
<td>Federal regulations require reporting of all chemicals stored on site above specific thresholds. Reports need to be filed with the local emergency manager.</td>
<td>None</td>
<td>Operator shall provide the County with a list of chemicals to be used/stored on site. The list shall be updated when the inventory changes.</td>
<td>Emergency responders need to know which chemicals are stored/used on site before responding to an incident for their safety, as well as the safety of the operator’s personnel.</td>
<td>Broomfield requires a list of chemicals used or stored onsite.</td>
</tr>
<tr>
<td>Incident Reporting</td>
<td>COGCC 300 series and COGCC Form 19</td>
<td>Any spill or release that is reportable to the Commission shall be simultaneously reported to the County. Operator will submit copies of any Form 19 filed with the Commission to the County LGD.</td>
<td>Operator shall notify the LGD, fire district and OEM of all incidents. COGCC reportable limits not applicable. County does not need a copy of the Form 19. County staff can use the COGCC database after being notified of the incident.</td>
<td>Not all incidents/spills have been reported to the LGD and OEM and fire district have not received any reports.</td>
<td>Adams County requires accident and incident reporting + incident investigation. Aurora requires incident reporting to the City. Broomfield requires incident reporting and operators to pay for equipment and supplies necessary to respond to an incident at their facilities.</td>
</tr>
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<td>Foam and Water Storage</td>
<td>None</td>
<td>None</td>
<td>Operator must store water and foam for each pad at distance specified by the fire district on a case-by-case basis. Foam shall not contain PFAS.</td>
<td>PFAS applied to the surface are known to contaminate shallow groundwater.</td>
<td>Aurora requires operators to provide funding for foam and foam equipment but does not specify the storage location nor the presence of PFAS.</td>
</tr>
<tr>
<td>Setbacks</td>
<td>500’ measured from the well to the nearest wall of the nearest residence.</td>
<td>None</td>
<td>Operator shall provide for a minimum setback of 1,000 feet measured from the edge of the well pad to the nearest residence.</td>
<td>On the basis of safety and response to well site incidents, fire districts recommend a minimum setback of 1,000 feet. Staff feels that the 1,000 foot setback is best measured from the edge of the pad, as impacts can be related to the presence of tanks and other pad equipment that can be closer to residents than the well(s).</td>
<td>Adams County requires a 1,000 foot setback and does not allow drilling in residential areas. They also specify a 500 foot setback from buried infrastructure and floodways. Broomfield requires a case-by-case quantitative risk assessment to establish setbacks.</td>
</tr>
<tr>
<td>Reverse Setback (setback for new construction from existing oil &amp; gas wells)</td>
<td>None</td>
<td>None</td>
<td>New homes shall not be constructed within a 1,000’ radius of an existing well.</td>
<td>1,000’ of separation is recommended by the fire districts. Commerce City is proposing a minimum reverse setback of 350 feet for new construction near an existing well. Adams County allows a new home to be constructed within 300 feet of an existing wells if the property owners submits a waiver acknowledging the existence of the facility. Thornton is proposing a 500 foot setback from well pads to proposed main buildings.</td>
<td>Commerce City is proposing a minimum reverse setback of 350 feet for new construction near an existing well. Adams County allows a new home to be constructed within 300 feet of an existing wells if the property owners submits a waiver acknowledging the existence of the facility. Thornton is proposing a 500 foot setback from well pads to proposed main buildings.</td>
</tr>
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<td>Setback From P&amp;A Wells (plugged and abandoned)</td>
<td>None</td>
<td>None</td>
<td>A minimum of 250’.</td>
<td>250’ is recommended by COGCC because that separation would allow sufficient room for any oil and gas equipment to access the well.</td>
<td>Thornton is proposing a rule to prohibit home construction within 50 feet of a plugged and abandoned well.</td>
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<tr>
<td>Water Quality</td>
<td>COGCC Rule 609</td>
<td>Our MOU provides for anyone within a ½ mile radius can request a one-time baseline water sample. All other wording in the MOU refers to COGCC’s Rule 609 provisions.</td>
<td>County may require sampling and analysis of subsequent samples, after the well(s) are in the production phase between 12 -18 months and between 5-6 years.</td>
<td>Arapahoe County has no documented cases of groundwater contamination but once an aquifer is contaminated, remediation can only improve the level of contamination to a limited extent. Knowing that contamination exists could enable the County to warn downgradient users.</td>
<td>Adams County and Aurora require additional analyses above COCC requirements. Boulder and Broomfield require more than 4 sample locations and a greater frequency of sampling than COGCC’s requirements. Broomfield requires a Water Quality Control Plan.</td>
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<td>Air Quality</td>
<td>CDPHE Air Quality Control Rules</td>
<td>None</td>
<td>Operators are required to control odors at all well pads during all phases of development. Drilling and recompletion pits are not allowed. Operators will use closed loop drilling technology. County may require monitoring or sampling at well pads for contaminants of concern as part of complaint resolution.</td>
<td>Crestone is already using low-odor drilling mud. Most operators are already planning to participate in Project Canary. Real-time monitoring data from Project Canary will be provided to the County LGD</td>
<td>Broomfield requires baseline air quality sampling. Broomfield requires the use of closed loop drilling. Broomfield has spent $1.6 million on air quality monitoring. They have instituted well permit fees to offset the cost of monitoring. Broomfield’s proposed rules: Require monitoring and sampling for each phase within 500’ of the pad. Require green completion practices. Requirement for low emissions diesel and natural gas engines</td>
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<td>Current MOU Provisions</td>
<td>Proposed Language</td>
<td>Explanation/Details</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------</td>
<td>------------------------</td>
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<td>--------------------</td>
<td></td>
</tr>
<tr>
<td>Electric drilling rigs</td>
<td></td>
<td></td>
<td></td>
<td>No flaring at wellsites except during upset conditions.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>More frequent leak detection inspections.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Require ambient air quality monitoring with CDC and EPA integrated risk information systems.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>More restrictive guidelines for air toxins (e.g. BTEX).</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Odor control.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Net reduction in volatile compounds that could involve plugging of older wells.</td>
<td></td>
</tr>
</tbody>
</table>

**Suggested Rules from Open Houses Participants**

<table>
<thead>
<tr>
<th>What others are doing</th>
<th>What others are doing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electric drilling rigs</td>
<td>None</td>
</tr>
<tr>
<td>No flaring at wellsites except during upset conditions</td>
<td>None</td>
</tr>
<tr>
<td>More frequent leak detection inspections</td>
<td>None</td>
</tr>
<tr>
<td>Require ambient air quality monitoring with CDC and EPA integrated risk information systems</td>
<td>None</td>
</tr>
<tr>
<td>More restrictive guidelines for air toxins (e.g. BTEX)</td>
<td>None</td>
</tr>
<tr>
<td>Odor control</td>
<td>None</td>
</tr>
<tr>
<td>Net reduction in volatile compounds that could involve plugging of older wells</td>
<td>None</td>
</tr>
</tbody>
</table>

**Prohibit certain chemicals from fracking fluids**

<table>
<thead>
<tr>
<th>Suggested Rules from Open Houses Participants</th>
<th>Suggested Rules from Open Houses Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>Adams County prohibits certain chemicals from fracking fluids.</td>
</tr>
<tr>
<td>Under consideration by CDPHE</td>
<td>Broomfield conducts baseline air quality sampling.</td>
</tr>
<tr>
<td>Under consideration by CDPHE</td>
<td>Broomfield conducts baseline air quality sampling.</td>
</tr>
<tr>
<td>CDPHE</td>
<td>Broomfield has spent $1.6 million on air quality monitoring. They have instituted permit fees to offset the cost of monitoring.</td>
</tr>
</tbody>
</table>

**Conduct baseline air sampling prior to construction of the pad**

<table>
<thead>
<tr>
<th>Suggested Rules from Open Houses Participants</th>
<th>Suggested Rules from Open Houses Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>Adams County prohibits certain chemicals from fracking fluids.</td>
</tr>
<tr>
<td>None</td>
<td>Broomfield conducts baseline air quality sampling.</td>
</tr>
<tr>
<td>None</td>
<td>Broomfield has spent $1.6 million on air quality monitoring. They have instituted permit fees to offset the cost of monitoring.</td>
</tr>
</tbody>
</table>

**Monitor and sample air contaminates**

<table>
<thead>
<tr>
<th>Suggested Rules from Open Houses Participants</th>
<th>Suggested Rules from Open Houses Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDPHE</td>
<td>Broomfield has spent $1.6 million on air quality monitoring. They have instituted permit fees to offset the cost of monitoring.</td>
</tr>
<tr>
<td>Operator shall install real-time monitoring equipment at each Tier 2 well pad (see Tier descriptions below).</td>
<td>Most operators are already planning to participate in Project Canary. Real-time data will be provided to the County Environmental Manager.</td>
</tr>
<tr>
<td>Most operators are already planning to participate in Project Canary. Real-time data will be provided to the County Environmental Manager.</td>
<td>Most operators are already planning to participate in Project Canary. Real-time data will be provided to the County Environmental Manager.</td>
</tr>
</tbody>
</table>

**More water sampling**

<table>
<thead>
<tr>
<th>Suggested Rules from Open Houses Participants</th>
<th>Suggested Rules from Open Houses Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>COGCC Rule 609</td>
<td>Adams County and Aurora require additional analyses above COGCC requirements. No other jurisdiction requires more than 4 sample locations or a greater frequency of sampling than COGCC’s requirements.</td>
</tr>
<tr>
<td>Anyone within a ½ mile radius can request a one-time baseline water sample. All other wording in the MOU refers to COGCC’s Rule 609 provisions.</td>
<td>County may require sampling and analysis of subsequent samples, after the well(s) are in the production phase for between 1-2 years and 5-6 years.</td>
</tr>
<tr>
<td>County may require sampling and analysis of subsequent samples, after the well(s) are in the production phase for between 1-2 years and 5-6 years.</td>
<td>Arapahoe County has no documented cases of water contamination resulting from oil &amp; gas operations. However, contaminants move slowly in groundwater and if contamination is discovered in a subsequent sampling event, more than the 4 samples required by COGCC may be helpful. Down gradient users could be notified. Historical</td>
</tr>
<tr>
<td>Arapahoe County has no documented cases of water contamination resulting from oil &amp; gas operations. However, contaminants move slowly in groundwater and if contamination is discovered in a subsequent sampling event, more than the 4 samples required by COGCC may be helpful. Down gradient users could be notified. Historical</td>
<td>Arapahoe County has no documented cases of water contamination resulting from oil &amp; gas operations. However, contaminants move slowly in groundwater and if contamination is discovered in a subsequent sampling event, more than the 4 samples required by COGCC may be helpful. Down gradient users could be notified. Historical</td>
</tr>
<tr>
<td>H&amp;S Rule Topic</td>
<td>State/Federal Regulation</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>Injection wells are not safe; Quality of injection water should be tested.</td>
<td>COGCC and EPA</td>
</tr>
<tr>
<td>Radioactive waste is generated by fracking</td>
<td>COGCC</td>
</tr>
<tr>
<td>Emergency access routes should be available for any pads near subdivisions with one-way in, one-way out.</td>
<td>None</td>
</tr>
<tr>
<td>Aurora Reservoir water quality should be tested.</td>
<td>None</td>
</tr>
<tr>
<td>Diverse transit options to reduce the need for fossil fuels.</td>
<td>None</td>
</tr>
<tr>
<td>Keep oil &amp; gas in the ground and develop solar and wind.</td>
<td>COGCC</td>
</tr>
<tr>
<td>Can the fire district provide adequate response?</td>
<td>None</td>
</tr>
<tr>
<td>E-W alternative to Quincy</td>
<td>N/A</td>
</tr>
<tr>
<td>H&amp;S Rule Topic</td>
<td>State/Federal Regulation</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>Pave Jewell west of Watkins Rd</td>
<td>N/A</td>
</tr>
<tr>
<td>Require additional methane leak testing</td>
<td>CDPHE</td>
</tr>
<tr>
<td>Emergency evacuation plans should be tested with the residents.</td>
<td>None</td>
</tr>
<tr>
<td>Measure relevant chemicals in well water and interactions between them.</td>
<td>COGCC Rule 609 and the COGCC Sampling &amp; Analysis Plan</td>
</tr>
</tbody>
</table>

Notes:

Tier 1: Well pads with fewer than 4 wells and/or greater than ⅛ mile from the nearest home. Pads with greater than 4 wells proposed one mile or more from residential structures would also qualify as Tier 1.

Tier 2: Well pads with 4 or more wells and/or less than 1,500 feet from the nearest home.
Board Summary Report

Date: February 5, 2020

To: Board of County Commissioners

Through: Don Klemme, Community Resources Department Director

From: Linda Haley, Housing and Community Development Division Manager

Subject: Community Development Block Grant Annual Plan

Direction/Information
The purpose of this Board Summary Report is to review the funding recommendations for 2020 Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) projects, as recommended by Community Resources – Housing and Community Development Services (HCDS) Staff, as well as to seek direction from the Board of County Commissioners (BOCC) regarding the plan to utilize these funds and submit the 2020 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) for review and approval.

Background
The Arapahoe County CDBG program started in 1992 and now operates as an Urban County Consortium, which consists of Deer Trail, Englewood, Glendale, Greenwood Village, Littleton and Sheridan. As an entitlement community, Arapahoe County receives CDBG funds annually from HUD on a formula basis related to our population and demographics, particularly low-to-moderate income residents. In addition to administering the County CDBG Program, Arapahoe County HCDS staff also administers the City of Centennial’s CDBG funds. Centennial is designated as a separate entitlement community.

The 2020 CDBG applications were released on September 9, 2019 and due by November 22, 2019. A total of 17 applications were received requesting $1,287,693.00 in assistance. The number of applications does not include City of Centennial applications for use of their entitlement funds, or in-house projects proposed by HCDS staff.

Unfortunately, at this time, we do not know the actual 2020 allocation from HUD, but we anticipate receiving an amount similar to the 2019 entitlement allocation. Assuming level funding, we anticipate receiving funding at, or near, $1,503,155 for both Arapahoe County and Centennial CDBG Entitlements, $1,150,587 and $352,568, respectively, as well as $674,419 for Arapahoe County HOME Entitlement funds (Centennial doesn’t receive HOME funds).
With respect to the 2020 applications, HCDS Staff reviewed, scored and ranked all the applications based on an evaluation matrix that includes components such as reasonable quantifiable goals, measurable community impact, addressing an unmet need, serving low-to-moderate income residents, cost reasonableness and effectiveness, leveraged funds, organizational resources and efficacy, SMART goals, staff experience, past performance, community support and consistency with County goals and priorities, specifically the Consolidated Plan.

**Discussion**
Due to the fact that HUD has not released the 2020 CDBG allocations, HCDS staff has prepared funding recommendations assuming level funding based on the 2019 allocations of $1,150,587 and $352,568 for Arapahoe County and City of Centennial CDBG, respectively, as well $674,419 for Arapahoe County HOME. The balance of uncommitted funds from prior grant years is also factored into the evaluation and recommendations.

Each of the participating Urban County jurisdictions receive a portion of the CDBG award as a set-aside allocation. Each jurisdiction is then provided the opportunity to direct their funds to specific projects. The set aside amounts are as follows:

<table>
<thead>
<tr>
<th>COMMUNITY</th>
<th>ALLOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deer Trail</td>
<td>$10,000</td>
</tr>
<tr>
<td>Englewood</td>
<td>$135,000</td>
</tr>
<tr>
<td>Glendale</td>
<td>$20,000</td>
</tr>
<tr>
<td>Greenwood Village</td>
<td>$10,000</td>
</tr>
<tr>
<td>Littleton</td>
<td>$135,000</td>
</tr>
<tr>
<td>Sheridan</td>
<td>$22,500</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$332,500</strong></td>
</tr>
</tbody>
</table>

The set-aside funding requests from Urban County Consortium Members are as follows:

<table>
<thead>
<tr>
<th>Community</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deer Trail</td>
<td>Street &amp; Sidewalk Improvement Project</td>
<td>$200,000</td>
</tr>
<tr>
<td>Englewood</td>
<td>Energy Efficient Englewood (E3)</td>
<td>$115,000</td>
</tr>
<tr>
<td>Englewood</td>
<td>Family Tree House of Hope Staffing</td>
<td>$20,000</td>
</tr>
<tr>
<td>Littleton</td>
<td>South Bannock Street Sidewalk</td>
<td>$114,750</td>
</tr>
<tr>
<td>Littleton</td>
<td>Doctors Care</td>
<td>$20,250</td>
</tr>
</tbody>
</table>

* Glendale, Greenwood Village and Sheridan did not submit applications for 2020 or requests for the use of their set-aside allocations.
The CDBG program has spending limits for Administrative Costs (20%) and Public Service Projects (15%), which cannot be exceeded. The HOME program has a spending limit for Administrative Costs (10%), which cannot be exceeded. Based on these restrictions, only 15% of the total CDBG award from HUD may be spent on Public Service Projects, plus 15% of the prior year program income. Only 20% of the total CDBG award from HUD may be spent on Administrative costs. Based on our agreement with the City of Centennial, a maximum of 18% of the City of Centennial award may be spent on Administrative costs, as opposed to the 20% deducted from the County CDBG award. Only 10% of the total HOME award from HUD may be spent on Administrative costs. The remaining balance after deducting Administrative costs and Public Service projects is available for Public Facility and Public Infrastructure projects, which includes Housing projects (applies to Centennial and County programs).

The following table describes the amount of funds anticipated to be available for 2020 based on the aforementioned program details and restrictions, and our estimate of near level funding from 2019 to 2020, including the estimated amount available for each type of project:

<table>
<thead>
<tr>
<th>2020 Arapahoe County CDBG Entitlement (Estimate)</th>
<th>$1,158,469</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arapahoe County Public Service – 15%</td>
<td>$172,588.05</td>
</tr>
<tr>
<td>Arapahoe County Public Service Increase via Program Income (PI)</td>
<td>$18,303.42</td>
</tr>
<tr>
<td>Arapahoe County Public Service Total – (15% + PI)</td>
<td>$190,891.47</td>
</tr>
<tr>
<td>Arapahoe County Public Facilities and Infrastructure</td>
<td>$747,881.55</td>
</tr>
<tr>
<td>Arapahoe County CDBG Carryover – Anticipated</td>
<td>$105,580.17</td>
</tr>
<tr>
<td>Arapahoe County Public Facilities and Infrastructure Total</td>
<td>$853,461.72</td>
</tr>
<tr>
<td>Arapahoe County Administration – 20%</td>
<td>$230,220.56</td>
</tr>
<tr>
<td><strong>Total Arapahoe County CDBG Funds for 2020</strong></td>
<td><strong>$1,274,573.98</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2020 City of Centennial CDBG Entitlement (Estimate)</th>
<th>$372,105.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Centennial Public Service – 15%</td>
<td>$52,885.20</td>
</tr>
<tr>
<td>City of Centennial Public Facilities and Infrastructure</td>
<td>$236,220.56</td>
</tr>
<tr>
<td>City of Centennial CDBG Carryover – Anticipated</td>
<td>$446,117.17</td>
</tr>
<tr>
<td>City of Centennial Public Facilities and Infrastructure Total</td>
<td>$682,337.73</td>
</tr>
<tr>
<td>City of Centennial Administration – 18%</td>
<td>$63,462.24</td>
</tr>
<tr>
<td><strong>Total Centennial CDBG Funds for 2020</strong></td>
<td><strong>$818,222.17</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2020 Arapahoe County HOME Entitlement (Estimate)</th>
<th>$674,419</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arapahoe County HOME Carryover – Anticipated</td>
<td>$719,399</td>
</tr>
<tr>
<td>Arapahoe County HOME Projects</td>
<td>$750,000</td>
</tr>
<tr>
<td>Arapahoe County HOME Administration – 10%</td>
<td>$67,441.90</td>
</tr>
<tr>
<td><strong>Total Arapahoe County HOME Funds for 2019</strong></td>
<td><strong>$1,393,818</strong></td>
</tr>
</tbody>
</table>
The following table outlines the 2020 CDBG Applications/Projects and HCDS Staff recommendations for Arapahoe County funding:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Project</th>
<th>Type</th>
<th>Request</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Arapahoe County Housing &amp; Community Development</td>
<td>Emergency Homeowner Assistance (Rehab)</td>
<td>HS</td>
<td>$-</td>
<td>$150,000</td>
</tr>
<tr>
<td>Brothers Redevelopment Inc.</td>
<td>Home Modification &amp; Repair Program(HMR)</td>
<td>HS</td>
<td>$150,000</td>
<td>$150,000</td>
</tr>
<tr>
<td>Brothers Redevelopment, Inc.</td>
<td>Paint-A-Thon Program (PAT)</td>
<td>HS</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>City of Englewood</td>
<td>Energy Efficient Englewood (E3)</td>
<td>HS</td>
<td>$115,000</td>
<td>$115,000</td>
</tr>
<tr>
<td>GRID Alternatives</td>
<td>Energy for All Program</td>
<td>HS</td>
<td>$150,000</td>
<td>$150,000</td>
</tr>
<tr>
<td>City of Littleton</td>
<td>South Bannock Street Sidewalk Reconstruction</td>
<td>PI</td>
<td>$114,750</td>
<td>$114,750</td>
</tr>
<tr>
<td>Family Tree</td>
<td>GOALS Capital Project</td>
<td>PF</td>
<td>$199,500</td>
<td>$199,500</td>
</tr>
<tr>
<td>TLC Meals on Wheels</td>
<td>Facility Improvements</td>
<td>PF</td>
<td>$68,580</td>
<td>$68,580</td>
</tr>
<tr>
<td>Town of Deer Trail</td>
<td>Street &amp; Sidewalk Improvement Project</td>
<td>PI</td>
<td>$200,000</td>
<td>$0</td>
</tr>
<tr>
<td>* Arapahoe County Housing &amp; Community Development</td>
<td>Emergency Rent/Mortgage Assistance</td>
<td>PS</td>
<td>$-</td>
<td>$56,776</td>
</tr>
<tr>
<td>Colorado Youth for Change</td>
<td>Colorado Reading Corps</td>
<td>PS</td>
<td>$19,500</td>
<td>$0</td>
</tr>
<tr>
<td>Doctors Care</td>
<td>Connection to Health Coverage and Health Care Initiative</td>
<td>PS</td>
<td>$25,000</td>
<td>$20,250</td>
</tr>
<tr>
<td>Family Promise of Greater Denver</td>
<td>HOME Program Manager</td>
<td>PS</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Family Tree, Inc.</td>
<td>House of Hope Staffing</td>
<td>PS</td>
<td>$30,163</td>
<td>$20,250</td>
</tr>
<tr>
<td>Integrated Family Community Services (IFCS)</td>
<td>Homeless Prevention</td>
<td>PS</td>
<td>$40,000</td>
<td>$35,000</td>
</tr>
<tr>
<td>* Project Angel Heart</td>
<td>Home-Delivered Meals * Centennial Funding @ $12,885</td>
<td>PS</td>
<td>$62,700</td>
<td>$27,115</td>
</tr>
<tr>
<td>Senior Hub</td>
<td>Rural Meals on Wheels</td>
<td>PS</td>
<td>$16,500</td>
<td>$16,500</td>
</tr>
<tr>
<td>Sunshine Home Share Colorado</td>
<td>Home Share Expansion Project</td>
<td>PS</td>
<td>$16,000</td>
<td>$0</td>
</tr>
<tr>
<td>* TLC Meals on Wheels</td>
<td>TLC Meals on Wheels * Centennial Funding @ $40,000</td>
<td>PS</td>
<td>$50,000</td>
<td>$0</td>
</tr>
<tr>
<td>Total Request and Recommendation (HS/PF/PI)</td>
<td></td>
<td></td>
<td>$1,012,830</td>
<td>$812,830</td>
</tr>
<tr>
<td>* Arapahoe County Housing &amp; Community Development</td>
<td></td>
<td></td>
<td>$-</td>
<td>$56,776</td>
</tr>
<tr>
<td>Colorado Youth for Change</td>
<td></td>
<td></td>
<td>$19,500</td>
<td>$0</td>
</tr>
<tr>
<td>Doctors Care</td>
<td></td>
<td></td>
<td>$25,000</td>
<td>$20,250</td>
</tr>
<tr>
<td>Family Promise of Greater Denver</td>
<td></td>
<td></td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Family Tree, Inc.</td>
<td></td>
<td></td>
<td>$30,163</td>
<td>$20,250</td>
</tr>
<tr>
<td>Integrated Family Community Services (IFCS)</td>
<td></td>
<td></td>
<td>$40,000</td>
<td>$35,000</td>
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<tr>
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<td></td>
<td></td>
<td>$62,700</td>
<td>$27,115</td>
</tr>
<tr>
<td>Senior Hub</td>
<td></td>
<td></td>
<td>$16,500</td>
<td>$16,500</td>
</tr>
<tr>
<td>Sunshine Home Share Colorado</td>
<td></td>
<td></td>
<td>$16,000</td>
<td>$0</td>
</tr>
<tr>
<td>* TLC Meals on Wheels</td>
<td></td>
<td></td>
<td>$50,000</td>
<td>$0</td>
</tr>
<tr>
<td>Total Request and Recommendation (PS)</td>
<td></td>
<td></td>
<td>$274,863</td>
<td>$190,891</td>
</tr>
</tbody>
</table>

Total Requests and Recommendations $1,287,693 $1,003,721

Notes: Key Abbreviations: HS = Housing, PF = Public Facility, PI = Public Infrastructure, PS = Public Service
* Indicates projects included in the Contingency Plan on page 6. These projects may be increased or decreased based on the actual HUD allocation as further described in the Contingency Plan.
The following table outlines the 2020 CDBG Applications Centennial and HCDS Staff are recommending for Centennial funding:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Project</th>
<th>Type</th>
<th>Request</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Centennial</td>
<td>Housing/Public Facility/Public Infrastructure Improvements</td>
<td>HS/PF/PI</td>
<td>$-</td>
<td>$446,117.17</td>
</tr>
<tr>
<td>Total Request and Recommendation (HS/PF/PI)</td>
<td>$-</td>
<td>$446,117.17</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
* Project Angel Heart         | Home-Delivered Meals                         | PS         | $62,700 | $12,885        |
* TLC Meals on Wheels          | TLC Meals on Wheels                          | PS         | $40,000 | $40,000        |
| Total Request and Recommendation (PS) | $102,700 | $52,885    |
| Total Requests and Recommendations | $102,000 | $499,002.17 |

Notes: Key Abbreviations: HS = Housing, PF = Public Facility, PI = Public Infrastructure, PS = Public Service

* Indicates projects included in the Contingency Plan on page 6. These projects may be increased or decreased based on the actual HUD allocation as further described in the Contingency Plan.

City of Centennial will finalize and approve their CDBG Entitlement funds through City Council approval. The Centennial recommendations are presented here in order to receive prior BOCC approval to proceed if approved by City Council. Additional projects outside of these recommendations would be presented to the BOCC for review and approval.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Project</th>
<th>Type</th>
<th>Request</th>
<th>Recommendation</th>
</tr>
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<td>Multi-Family Development - To Be Determined</td>
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<td>Total Requests and Recommendations</td>
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Notes: Key Abbreviations: HS = Housing, PF = Public Facility, PI = Public Infrastructure, PS = Public Service

Additional HOME applications and requests are anticipated during the 2020 Grant Year and will be brought before the BOCC for review and approval once finalized and reviewed by HCDS staff.
Based on the aforementioned CDBG funding recommendations, Arapahoe County will award up to a total of $1,003,721 in CDBG funds and utilize 20% of the grant for administration (estimated at $230,220.56), and the City of Centennial will award up to a total of $499,002.17 in CDBG funds and utilize 18% of the grant for administration (estimated at $63,462.24). In addition, Arapahoe County will award up to $750,000 in HOME funds and utilize 10% of the grant for administration (estimated at $67,441.90). HCDS staff will present specific HOME project requests, applications, and recommendations to the BOCC after they are received and reviewed. As previously indicated, these amounts are contingent upon the actual HUD allocation.

Discussion – Contingency Plan

Due to the fact that HUD has not announced the 2020 CDBG and HOME Entitlement Allocations at the time of this report, HCDS staff has prepared the following CDBG contingency plans to adjust our funding recommendations in the event of a substantial increase or decrease in funding.

Under our contingency plan, we are requesting BOCC approval for HCDS staff discretion to adjust the funding amounts only for the projects identified with an asterisk (*) in the tables above and outlined below, including the following:

- Three public service projects (PS projects capped at 15% of the total CDBG grant)
  - Arapahoe County Housing & Community Development – Emergency Rent/Mortgage Assistance: +/- $56,776 (initial recommendation)
    - This project will be designated to receive the balance of PS funds not committed to the other recommended projects up to, and including, an amount equal to the balance of funds to reach the 15% threshold, which includes program Income.
  - Project Angel Heart – Home-Delivered Meals: +/- County $27,115/Centennial $12,885 joint funding (initial recommendation)
    - This project will be designated to receive the balance of Centennial PS funds after fully funding the TLC project at $40,000, which would subsequently adjust the County/Centennial joint funding amounts.
  - TLC Meals on Wheels: $40,000 Centennial funding (initial recommendation)
    - This project will be fully funded with Centennial PS funds. However, a substantial decrease in HUD allocations may necessitate the County adding to Centennial funding so the total funding equals $40,000.

- Two public facility/public infrastructure/housing projects
  - Arapahoe County Housing & Community Development – Emergency Homeowner Assistance (Rehab) +/- County Program Income (initial recommendation)
- This project will be designated to receive the balance of HS/PF/PI funds not committed to the other recommended projects plus 85% of program income received during the grant year.
  - City of Centennial – Public Facility/Public Infrastructure Improvements/Housing: +/- $446,117.17 Centennial funding (initial recommendation)
- This project will be designated to receive the balance of Centennial HS/PF/PI funds not committed to other recommended projects including an amount up to the initial recommendation of $446,117.17.

Given our estimated level funding for the 2020 CDBG Entitlements Award, combined with our funding recommendations, the balance of uncommitted funds would be held in reserve for future projects that meet the needs of the County, and/or supplemental assistance to existing projects, if necessary and approved by the BOCC.

The Three Projects Not Recommended for Funding, Include:

1. **Colorado Youth for Change – Colorado Reading Corps ($19,500):** HCDS staff is in support of the Colorado Youth for Change project. However, services to address affordable housing and homeless prevention are a top priority given the housing market and HCDS staff is recommending emergency rental assistance receive a large portion of our public service funds in 2020.

2. **Sunshine Home Share Colorado – Home Share Expansion Project ($16,000):** Sunshine Home Share received a $10,000 and $16,000 CDBG in 2018 and 2019 respectively. Although, home sharing is a valuable program that provides a creative solution to the affordable housing crisis, matching home providers with home seekers, HCDS staff would prefer to allocate resources to emergency rental assistance. Providing Sunshine Home Share with a CDBG in 2018 helped them apply for, and receive additional grants and foundation funds that are providing additional opportunities for organizational growth and expansion.

3. **Town of Deer Trail – Street and Sidewalk Improvement Project ($200,000):** The Town of Deer Trail completed a similar CDBG funded project ($176,835) in 2017/2018 that required significant input and project management support from Arapahoe County Public Works staff. Given the small annual set-aside allocation for Deer Trail ($10,000) HCDS staff is recommending we partner with Arapahoe County public works and the Town of Deer Trail to apply for a future project to utilize multiple years of funding and address local needs.

**Links to Align Arapahoe**
CDBG funds link to Align Arapahoe in each of the three goals, Service First, Fiscal Responsibility and Quality of Life. By design, the CDBG program and our funding decisions start with analyzing the needs of the community and providing goods, services and housing that are consistent with those needs of our residents and communities. Through our funding awards, Arapahoe County
is demonstrating a commitment to providing quality services to our residents. By awarding CDBG funds to entities (municipalities, non-profits and affordable housing developers) who complete community development projects, Arapahoe County is making a responsible fiscal impact that addresses the needs of our communities and residents and demonstrates our role as good stewards of public funds. The overall goal of the CDBG program is to develop viable communities and support low- and moderate income residents, thereby improving our residents’ overall quality of life.

**Alternatives**
The BOCC may recommend an alternative distribution of funds.

**Fiscal Impact**
The CDBG and HOME programs are entitlement programs awarded and distributed by the Department of Housing and Urban Development. Therefore, the allocation and use of these funds will not impact Arapahoe County general funds.

**Concurrence**

**Attorney Comments**

**Reviewed By:**
Jeremy Fink, Community Development Administrator
Liana Escott, Community Development Administrator
Linda Haley, Housing and Community Development Division Manager
Don Klemme, Community Resources Department Director
Janet Kennedy, Finance Department Director
Tiffanie Bleau, Assistant County Attorney
This report contains a summary of the recommended projects for use of 2020 Arapahoe County and City of Centennial Community Development Block Grant (CDBG) funds, as well as recommended projects for use of 2020 HOME funds. Each project includes a brief background, project description, funding request, funding recommendation, projected number of persons served, community priority level, project budget, funding sources, national objective, and national outcome.
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Background: Arapahoe County Housing & Community Development Division is permitted by HUD program regulations to allocate up to 20% of the CDBG award and up to 10% of the HOME award on eligible program administration costs. The current agreement and contract with the City of Centennial to administer the City of Centennial CDBG entitlement funds allows the County to allocate up to 18% of the Centennial CDBG award on eligible program administration costs.

Project Description: Arapahoe County Housing & Community Development Services (HCDS) staff will allocate 20% of Arapahoe County CDBG funds, 18% of City of Centennial CDBG funds, and 10% of Arapahoe County HOME funds for eligible program administration costs from the 2020 HUD Entitlement Award. Administration funds include eligible expenses consistent with program regulations. The actual amounts will be determined once the 2020 entitlement awards are announced. In order to provide estimates on the amount of funds allocated to administration costs, level funding from 2019 to 2020 is used as a base projection. Any increase or decrease to the actual CDBG and HOME entitlement award will be reflected accordingly based on the aforementioned percentages.

Projected Amounts:

Arapahoe County CDBG Administration $230,220 (20% of County Entitlement)

Arapahoe County-City of Centennial CDBG Administration: $63,462 (18% of City Entitlement)

Arapahoe County HOME Administration $67,441 (10% of Entitlement)
Background: Emergency home repairs can be a stressful situation for any homeowners, but it presents a more daunting scenario for low to moderate-income homeowners without the financial means to adequately address vital repairs and replacements. Based on the age of the housing stock in many Arapahoe County communities, repairing and replacing expensive components of a home are becoming more frequent. Residents owning and occupying older single-family homes in many communities have expressed a need and desire for financial support to assist with the high cost of things like replacing main sewer lines and other vital components and appliances. The immediate and urgent need to replace a home’s main sewer line can be upwards of $8,000 to $15,000, which can be out of reach, financially, for many homeowners. Providing financial support to assist with these emergency repairs and replacements will ensure residents can remain housed in a safe and healthy environment without taking on, or leveraging debt and other resources needed to age in place in the comfort and familiarity of their own home.

Project Description: Arapahoe County Housing and Community Development Services (HCDS) Staff is proposing to establish an emergency homeownership assistance program to provide financial assistance to low to moderate-income (LMI) residents (up to 80% Adjusted Median Income (AMI)) to address specific eligible repair and/or replacement projects. The eligible items will address basic adequate housing standards and health and safety issues with a primary focus on sewer line repairs and replacements, but will also include vital home components that meet program eligibility requirements like HVAC systems (boilers and furnaces), water heaters, and plumbing and electrical systems. The primary intent of the proposed project is to provide assistance for sewer line repairs and replacements from single-family homes to city main lines, but additional emergency repairs/replacements will also be eligible on a case-by-case basis. The proposed project is not specifically limited, or named a sewer line repair and replacement project, so additional emergency services may be provided when the need and circumstances align with program eligibility.

Amount Requested: Balance of Funds from approved projects plus GY2020 Program Income
Amount Recommended: Designated to receive the Balance of Funds + Program Income

Number of Persons Served (County): TBD based on funding
Number of Persons Served (Centennial): TBD based on funding
Priority Need: High – Direct Homeownership Assistance – Rehab

Project Budget: Estimated at $8,000 - $10,000 per household
Funding Sources: CDBG – County

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Affordability
**Background:** Brothers Redevelopment, Inc. (BRI) was established in 1971 to provide safe, affordable, accessible housing and housing services for Colorado’s low-income, elderly and disabled residents. BRI has worked with countless agency, supporters and volunteers to serve nearly 90,000 households across Colorado. In 1981, BRI was certified by the U.S. Department of Housing and Urban Development as a comprehensive housing counseling agency. Following certification BRI has continued to promote, preserve and protect homeownership. Brothers Redevelopment, Inc. BRI has numerous housing programs, including Home Modification and Repair, Paint-A-Thons, Neighborhood Caretakers program, asset management of 576 affordable housing units, construction and development of affordable housing, and housing counseling for homebuyers, default mortgages (foreclosures), and reverse mortgage counseling. Arapahoe County has funded BRI housing programs in the past, including the Help for Homes and Home Modification and Repair programs, and funding this request will continue the ongoing partnership.

**Project Description:** BRI’s Housing Modification and Repair (HMR) project will make home repairs, free of charge, for low-income residents that cannot afford to pay the cost of market-rate repairs. Since low-income homeowners often delay, or altogether forgo, home repairs in favor of other pressing needs, the services offered by BRI help to address this issue, enabling homeowners to spend money on other important costs beside home repairs. The 2020 HMR application is proposing to serve the following clients/households: 7 LMI households through no-cost home repairs that add address and remedy conditions that pose a threat to homeowners’ health and safety; 10 LMI households through no-cost modifications to accommodate mobility and accessibility changes; 5 LMI households through no-cost sewer line repairs.

**Amount Requested:** $150,000 (75% of Project Budget)

**Amount Recommended:** $150,000 (Full Funding)

**Number of Persons Served (County):** 22 Households

**Number of Persons Served (Centennial):** 0 Households

**Priority Need:** High – Direct Homeownership Assistance - Rehab

**Project Budget:** $199,500

**Funding Sources:** General Funds, Grants, Fundraising and CDBG

**National Objective Category:** Provide Decent Affordable Housing

**National Outcome Category:** Affordability
Background: Brothers Redevelopment, Inc. (BRI) was established in 1971 to provide safe, affordable, accessible housing and housing services for Colorado’s low-income, elderly and disabled residents. BRI has worked with countless agency, supporters and volunteers to serve nearly 90,000 households across Colorado. In 1981, BRI was certified by the U.S. Department of Housing and Urban Development as a comprehensive housing counseling agency. Following certification BRI has continued to promote, preserve and protect homeownership. Brothers Redevelopment, Inc. BRI has numerous housing programs, including Home Modification and Repair, Paint-A-Thons, Neighborhood Caretakers program, asset management of 576 affordable housing units, construction and development of affordable housing, and housing counseling for homebuyers, default mortgages (foreclosures), and reverse mortgage counseling. Arapahoe County has funded BRI housing programs in the past, including the Help for Homes and Home Modification and Repair programs, and funding this request will continue the ongoing partnership.

Project Description: BRI’s Paint-A-Thon (PAT) project is a volunteer driven program that will provide no-cost services including lead-based paint remediation (if and when applicable), exterior home painting, minor landscaping, light tree trimming, light exterior home repairs and yard debris removal for low-income seniors and disabled homeowners. The 2020 program year will be the 41st year of the PAT program at Brothers, which served 21 households (10 through CDBG) in Arapahoe County last year. The 2020 PAT program is anticipated to serve 7 households, of which typically 4 would involve lead based paint remediation.

Amount Requested: $15,000 (75% of Project Budget)
Amount Recommended: $15,000 (Full Funding)

Number of Persons Served (County): 7 Households
Number of Persons Served (Centennial): 0 Households
Priority Need: High – Direct Homeownership Assistance - Rehab

Project Budget: $20,000
Funding Sources: General Funds, Grants, Fundraising and CDBG

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Affordability
Background: The City of Englewood receives a $135,000 set-aside in CDBG funds annually, as established by County Policy, of which $20,250 can be allocated to a Public Service project; Public Service projects are capped at 15% of the annual grant award. The City of Englewood has requested $115,000 be awarded to the Energy Efficient Englewood (E3) program and $20,000 to be allocated towards Family Tree, House of Hope staff costs. The City of Englewood Energy Efficient Englewood (E3) program has been supported with CDBG funds for many years and is currently using a 2019 grant of $115,000 to provide grants to income-qualified homeowners for energy efficiency improvements.

Project Description: Energy Efficient Englewood (E3) is designed to improve energy efficiency by providing grants of up to $8,000 to low and moderate income homeowners. The grants focus on work items that qualify for federal tax credits or other state and local rebate programs, such as: Energy Star appliances, water heaters, furnaces/boilers, windows, insulation, roofing, siding, and refrigerators. The grant requires a 20% match from the homeowner, or secured with a declining deed of trust on the property that is to be forgiven over a five-year period. The entire city is designated as the target area, and eligible applicants must be at or below 80% of the area median income. The 2020 request/application will utilize CDBG funds in the same manner as previous years, awarding grants to income-qualified homeowners within city limits. The project is anticipated to serve roughly 12 homeowners during the course of the grant year, which will provide needed homeowner improvements and preserve the affordable housing stock in the city of Englewood and Arapahoe County.

Amount Requested: $115,000 (73% of Project Budget)
Amount Recommended: $115,000 (Full Funding) City of Englewood Set-Aside

Number of Persons Served (County): 12
Priority Need: High – Direct Homeownership Assistance - Rehab

Project Budget: $156,702
Funding Sources: CDBG and Organizational Funding

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Affordability
GRID ALTERNATIVES
ENERGY FOR ALL PROGRAM

Background: GRID Alternatives is the nation’s largest non-profit solar installer. Their work brings together community partners, job training groups, local governments and utility partners to make clean energy beneficial for everyone. GRID’s Energy for All program provides free rooftop photovoltaic systems for low-income households. This reduces the financial burden of home energy costs and helps to bring diversity to the movement toward sustainable energy. GRID’s approach to install solar electric systems at no cost for low-income households is a community barn-raising model, which offers a triple positive impact: lower energy costs for low-income families, hands-on learning opportunities for solar trainees, and reduction of local greenhouse gas emissions. The program includes workforce development, with an emphasis on providing opportunities for women, veterans, people of color, tribal members, and those from underrepresented communities. Our training in the growing renewable energy sector can help ensure more workers have the needed skills to secure living-wage employment and combat the job loss that the Arapahoe Consolidated Plan identified as a leading cause of homelessness. GRID also encourages clients to contribute sweat equity to their installation, recognizing that involving homeowners and community partners increases the likelihood that people will feel a sense of ownership, work together to improve the quality of life in their local community, and make choices that will benefit the global environment.

Project Description: GRID Alternatives will implement the same strategy and project model used in Thornton since 2015 through their CDBG program. The Energy for All program will help to preserve and modernize the existing affordable housing stock in Arapahoe County by installing free rooftop solar photovoltaic systems on homes owned and occupied by LMI residents. The PV systems have useful lives that exceed 20 years and annual monetary savings will be calculated using industry standard measurements and databases developed and maintained by the National Renewable Energy Lab (NREL) in Golden, CO. In addition to the financial savings for the homeowners, workforce-training hours will also be tracked, as well as the environmental impacts. In total, this project is estimated to serve 15 households.

Amount Requested: $150,000 (91% of Project Budget)
Amount Recommended: $150,000 (Full Funding) County

Number of Persons Served (County): 12
Priority Need: High – Direct Homeownership Assistance - Rehab

Project Budget: $165,000
Funding Sources: CDBG and Organizational Funding

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Affordability
Background: The City of Littleton receives a $135,000 set-aside in CDBG funds annually, as established by County Policy, of which $20,250 can be allocated to Public Service projects and the remainder, $114,750, can be allocated toward a public facility/public infrastructure project. Public Service projects are capped at 15% of the annual grant award. City of Littleton has requested $114,750 be allocated to S. Bannock Street sidewalk reconstruction project that will improve the overall public infrastructure, installing ADA compliant sidewalks that remove existing barriers that restrict the mobility or and accessibility to elderly and handicapped persons.

Project Description: City of Littleton has requested $114,750 in CDBG funds to reconfigure the sidewalk along S. Bannock Street from W. Littleton Boulevard to W. Powers Circle, which is in Census Tract 66.01. The project would reconfigure the existing street/sidewalk to widen the sidewalk to five feet and install ADA compliant curb ramps. The reconfiguration of the sidewalks would provide the low- to moderate-income neighborhood with a more complete and safe public infrastructure that is usable by all residents, regardless of their mobility and satisfy citizens’ requests for improvements in this area.

Amount Requested: $114,750 (100% of Project Budget)
Amount Recommended: $114,750 (Full Funding City of Littleton Set-Aside)

Number of Persons Served (County): 900
Priority Need: High – Public Facilities and Improvements – Streets & Sidewalks

Project Budget: $114,750
Funding Sources: CDBG

National Objective Category: Create Suitable Living Environments
National Outcome Category: Availability/Accessibility
Background: For over three decades, Family Tree has provided innovative, life-changing services designed to end child abuse, domestic violence and homelessness. The mission of Family Tree “is to help people overcome child abuse, domestic violence and homelessness to become safe, strong and self-reliant.” Family Tree’s Generational Opportunities to Achieve Long-term Success (GOALS) program is a two-generation (2-Gen) short-term housing program for families experience homelessness, prioritizing services for households from Arapahoe County and Aurora. Each family residing at GOALS has a private room to be used as a temporary home, offering a safe place while they work with Family Tree and community partners to develop long-term goals for stability and economic independence. The targeted length of residency in the program is up to nine months depending upon unique family needs, with follow-up and support being measured for at least one year after leaving the residential portion of the program.

Project Description: The requested funding will replace the roofs on each of the three buildings (Shenandoah, Phoenix and Evergreen) which house residential, early childhood education and supportive services programs for GOALS participants. In addition, the requested funds will also replace the existing six furnace units, 40-ton capacity condensing unit and water heater for the Shenandoah building. The completion of these capital projects will enable Family Tree to safely, comfortably house, and serve up to 20 families in the program.

Amount Requested: $199,500 (100% of Project Budget)
Amount Recommended: $199,500 (County)

Number of Persons Served (County): 20 families
Priority Need: High – Public Facilities & Homeless Shelters

Project Budget: $199,500
Funding Sources: CDBG

National Objective Category: Create Suitable Living Environments
National Outcome Category: Availability/Accessibility
Background: TLC Meals on Wheels, formerly called Town of Littleton Cares, is a self-governed, private, non-profit 501(C) (3) dedicated to “driving away hunger in South Metro Denver…one meal at a time since 1965.” TLC Meals on Wheels prepares hot lunches each day and volunteers deliver them to clients in Arapahoe County and southeast Jefferson County. The organization’s mission is “to enrich the lives of seniors and others by providing nutritious meals and services that promote dignity, well-being, and independence.” The core operation is to prepare and deliver meals to seniors and persons with disabilities, but an auxiliary operation is to provide nonperishable groceries on a monthly basis to those clients in greatest need, as well as offer additional products and services when available. TLC Meals on Wheels has a long-standing program in Arapahoe County, which has received CDBG funding the past few years. TLC Meals on Wheels is taking ownership of their new facility shortly, after moving from Ames Elementary School.

Project Description: TLC Meals on Wheels is currently leasing their new program facility with the planned acquisition (partially supported by County and Centennial CDBG funds) planned for the late spring/early summer. The proposed facility improvement project will replace the HVAC roof units, including the air unit and water heater. The application by TLC Meals on Wheels to replace these items is due to the short anticipated remaining life of these key components, expected to only have a couple years of useful life remaining. Proactively replacing these items will avoid any potential significant repairs or failures that would force the replacement that could significantly jeopardize their daily operations and limit their services.

Amount Requested: $68,580 (75% of Project Budget)
Amount Recommended: $68,580 (County)

Number of Persons Served (County): 618
Priority Need: High – Public Facilities & Senior & Health Services

Project Budget: $91,400
Funding Sources: CDBG & Organization Funds (Capital Campaign)

National Objective Category: Create Suitable Living Environments
National Outcome Category: Availability/Accessibility
Background: Requests for rental assistance payments have risen over the years and our Housing Specialist position within Arapahoe County HCDS fields more requests for rental assistance than funding is available. Because of the rising housing costs and the associated increase in the number of residents paying more than 30% of their income on housing, HCDS staff is recommending providing additional emergency rent assistance to our Housing Specialist to administer. HCDS will continue to support the Integrated Family Community Services (IFCS) homeless prevention services project that also provides rental assistance, which will provide more than one outlet for rental assistance. The proposed in-house project will also provide mortgage assistance if necessary, which is not provided by IFCS. Combined, these two programs will address a growing community problem and need and provide additional supportive services to further address housing related relief.

Project Description: The purpose of this project is to provide in-house emergency rent and mortgage assistance to low and moderate income (at, below 80% AMI) Arapahoe County residents who are struggling to pay their rent or mortgage, and especially those facing possible eviction due to their inability to pay rent. This program seeks to assist Arapahoe County residents currently housed in order to prevent homelessness. Studies have shown that it is more cost-effective to assist currently housed persons with rental assistance, with the goal of remaining housed, than the alternative of providing services after becoming homeless. The requested Arapahoe County CDBG funding will be administered by our HCDS staff, particularly our Housing Specialist to provide additional rental assistance beyond the scope and income limits of our current program.

Amount Requested: $56,776 (100% of Project Budget)
Amount Recommended: $56,776 (Partial Funding)

Number of Persons Served (County): 50 Households
Number of Persons Served (Centennial): 5 Households
Priority Need: High – Subsistence Payments

Project Budget: $50,776
Funding Sources: CDBG

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Affordability
**DOCTORS CARE**

**CONNECTION TO HEALTH COVERAGE AND HEALTH CARE INITIATIVE**

**Background:** Doctors Care provides access to affordable healthcare, through a coalition of health care providers, to the medically underserved in South Metro Denver. Doctors Care is a private, nonprofit organization established to provide accessible medical services and improve the health of low-income residents of Arapahoe, Douglas and Elbert counties. The program offers medical care through an extensive network of physicians and hospitals who agree to treat eligible patients at significantly reduced fees. Doctors Care is then able to pass along those savings onto its low-income patients via a sliding-fee scale. Approximately fifty-four percent of Doctors Care patients live in Arapahoe County.

**Project Description:** The City of Littleton has requested $20,250 of their entitlement funds be awarded to Doctors Care – Connection to Health Coverage and Health Care Initiative. Funding will be used to offer a total of 1,400 hours of services between certified Health Coverage Guides and trained Patient Navigators in providing assistance to a total of roughly 325 Arapahoe County residents. Gaining health coverage, along with navigation support leads to patient self-empowerment and to more preventative care, which results in a healthier individual. Health Coverage Guides provide one-on-one assistance with enrollment in either Medicaid or a subsidized plan on Connect for Health Colorado. Clients are also provided services to assist them in identifying and overcoming barriers to accessing health care, e.g. finding a primary care physician and understanding insurance coverages, terminology and billing. In summary, this project provides health care support and guidance to underserved residents of Arapahoe County with the underlying goal of increasing access to affordable health care.

**Amount Requested:** $25,000 (12.5% of project costs)
**Amount Recommended:** $20,250 – (Partial Funding - City of Littleton Set-Aside)
**Number of Persons Served (County):** 325
**Priority Need:** High – Health Services

**Project Budget:** $200,000
**Funding Sources:** General and Operating Funds, CDBG

**National Objective Category:** Create Suitable Living Environments
**National Outcome Category:** Availability/Accessibility
Background: Family Promise of Greater Denver is a 501(c)(3) non-profit organization, independently affiliated with a national organization founded in 1988 and comprised of 171 affiliates in 41 states (www.familypromise.org). This model brings diverse communities together to address family homelessness by providing shelter and hospitality in church facilities. Family Promise of Greater Denver began serving homeless families in November of 1997 with ten host congregations and four support congregations. Currently, there are two rotations with 22 host congregations, 42 support congregations and 2 civic groups. The mission of Family Promise of Greater Denver is “to enable an interfaith and community response to homeless families by providing shelter, meals, comprehensive assistance and encouragement toward self-reliance in an atmosphere of warmth and hospitality.” Family Promise utilizes various day sites to provide case management, referrals, counseling, housing and employment assistance at various shelter locations to provide meals, evening and overnight support and transportation to and from their locations.

Project Description: Family Promise will be awarded separate Arapahoe County Home Investment Partnership Act (HOME) funds for a Tenant Based Rental Assistance (TBRA) program. The CDBG funds requested will partially fund a HOME Program Manager, who will work with landlords to secure housing for families and then provide case management to those families for the duration of time they are eligible for the TBRA program. The end goal is for the family to be self-sufficient at the conclusion of their rental assistance program. The major obstacle Family Promise families now face is affordable housing. By combining TBRA funding and Case Management, this project will help foster a better relationship between clients and Family Promise, beyond the typical sixty day program, providing a better opportunity for families to achieve self-sufficiency.

Amount Requested: $15,000 (59% of Project Budget)
Amount Recommended: $15,000 (Full Funding)

Number of Persons Served (County): 8 Households
Number of Persons Served (Centennial): 0
Priority Need: High – Homeless Services

Project Budget: $22,500
Funding Sources: CDBG

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Availability/Accessibility
Background: For over three decades, Family Tree has provided innovative, life-changing services designed to end child abuse, domestic violence and homelessness. The mission of Family Tree “is to help people overcome child abuse, domestic violence and homelessness to become safe, strong and self-reliant.” House of Hope, a 24-hour residential shelter located in Englewood, opened in 2001 to provide homeless female-headed families of Arapahoe County with safe shelter and a broad range of services. The shelter and case management enables residents to stabilize their housing situation while learning skills that will assist them in becoming self-sufficient. House of Hope accommodates up to 35 women and children at any given time, with a targeted stay of 90 days, providing families with safe and secure shelter as they pursue long-term affordable housing.

Project Description: The City of Englewood has requested $20,000 of their set-aside be allocated to Family Tree - House of Hope Staffing. House of Hope provides client-centered case management to help families meet their self-sufficiency goals and rely heavily on staff to assist clients with meeting those goals. Case managers are responsible for interviews and needs assessments, which help the case managers develop a collaborative plan for self-sufficiency. In addition, the case manager provides ongoing support and guidance focused on employment, housing and other pressing needs. The request for 2020 funds will partially support the current staff position of a full-time case manager. By providing a full-time case manager, House of Hope is able to support an average of 35 persons per night with coordinated services that help stabilize families and move them toward self-sufficiency faster. Because case management services are available 24 hours a day, residents have more opportunity to address pressing needs and issues as they arise, and their presence, day and night, provides an added level of supervision and security. Case managers are an integral component of the services offered by Family Tree at House of Hope and funding this request will ensure the case manager position will be staffed in 2020.

Amount Requested: $30,163 (6% of project budget)
Amount Recommended: $20,250 (Partial Funding - City of Englewood Set-Aside)

Number of Persons Served (County): 41
Priority Need: High – Homeless Services

Project Budget: $543,016
Funding Sources: Organizational Funding & CDBG

National Objective Category: Provide Decent Affordable Housing
National Outcome Category: Availability/Accessibility
**Background:** Inter-Faith Community Services (IFCS) provides basic human services and enrichment programs to low- to moderate-income residents using community resources. The organization strives to support its clients in every phase of their climb to self-sufficiency and success. In doing so, IFCS operates under the philosophy of “a hand up, not a hand out,” which is demonstrated by staff respecting the dignity of each client. One of IFCS’s main goals is homeless prevention and the organization utilizes a number of programs to address this issue, including financial assistance and transitional and off-site housing. Although the organization may be best known for food and clothing banks, it offers a wide-range of services and programs that assist with everything from children clothing and school supplies to senior programs that assist with medical expenses and grocery shopping. IFCS has been at the forefront of community based efforts to address unmet basic human needs in the South Metro Denver since 1964, becoming the largest emergency and continual support system in South Metro Denver.

**Project Description:** The purpose of this project is to provide emergency rent assistance to extremely low-income and very low-income Arapahoe County residents who are struggling to pay rent and/or facing eviction. This program seeks to assist Arapahoe County residents currently housed in order to prevent homelessness. Studies have shown that it’s more cost-effective to assist currently housed persons with rental assistance, with the goal of remaining housed, than the alternative of providing services after becoming homeless. With funds from the State of Colorado’s Homeless Prevention Activities Program (HPAP), FEMA’s Emergency Food and Shelter Program (EFSP), and the requested Arapahoe County CDBG, Integrated hopes to keep approximately 33 Arapahoe County households housed in 2020.

**Amount Requested:** $40,000 (42% of Project)
**Amount Recommended:** $35,000 (Partial Funding)

**Number of Persons Served (County):** 100 (33 Households)
**Priority Need:** High – Subsistence Payments

**Project Budget:** $93,735
**Funding Sources:** Organizational Funding, CDBG, HPAP, EFSP

**National Objective Category:** Provide Decent Affordable Housing
**National Outcome Category:** Affordability
Background: For over 20 years, Project Angel Heart (PAH) has been preparing and home-delivering individually modified meals, free of charge, to people living with life-threatening illnesses. While proper nutrition is important to everyone, it is absolutely critical for those living with life threatening illness, because they often have limited ability to absorb nutrients, decreased appetites, nausea, decreased energy and other complications. While poor and improper nutrition can be catastrophic for patients, balanced nutritious meals can provide the energy and response needed to battle illnesses. Because of this dichotomy, PAH is dedicated to promoting the health, dignity and self-sufficiency of people living with life-threatening illnesses with care and compassion. Project Angel Heart provides nutrient-dense, medically appropriate meals, modified as necessary to meet diagnosis-based dietary restrictions. Project Angel Heart’s singular goal is to improve their clients’ nutritional status, thereby strengthening their ability to fight their disease and improve their quality of life.

Project Description: The proposed 2020 project providing home-delivered meals in Arapahoe County is a continuous and ongoing project that has received CDBG funds in previous years. Each week meals are prepared and packaged in-house, and a week’s worth of frozen meals are delivered on Saturday to each client’s home by volunteers. As previously noted, the meals are provided free of charge. All meals are individually tailored to ensure they meet client’s needs and restrictions. No other meal program in Colorado is able to accommodate medically necessitated diet restrictions, making PAH a valuable public service provider. The 2020 project is projected to serve 170 Arapahoe County residents living with life-threatening illness, alleviating barriers to accessing and preparing healthy food that meets their needs and dietary restrictions.

Amount Requested: $62,700 (10% of Project)
Amount Recommended: $40,000 (Partial Funding – County & Centennial Split)

Number of Persons Served (County): 170
Number of Persons Served (Centennial): 42
Priority Need: High – Health Services

Project Budget: $608,676
Funding Sources: Organizational Funding & CDBG

National Objective Category: Create Suitable Living Environments
National Outcome Category: Availability/Accessibility
Background: The Senior Hub, Inc. is a senior services agency offering support and referrals to older adults primarily in the North Denver Metro area, but also serving seniors in Aurora and the rural eastern I-70 corridor. The mission of The Senior Hub “is to advance the quality of life for older adults through advocacy, community partnerships and a variety of direct services planned to sustain an independent, healthy aging experience.” Senior Hub has a long-standing program in rural Arapahoe County, which has received CDBG funding the past few years. The funding request will enable the organization to continue serving rural Arapahoe County residents.

Project Description: The Senior Hub’s Rural Meals on Wheels program provides nutritious meals to, and regular monitoring of, homebound older adults in rural Arapahoe County. The program helps maintain and improve the nutritional levels of rural older adults in Bennett, Strasburg, Watkins, Byers and Deer Trail. Meals are subsidized for low-income persons when grant funding permits. The Rural Meals on Wheels program is the only such program meeting the needs of older adults in these communities. Volunteers deliver frozen meals once a week and an alternative “Market Basket” is an available option, which provides 10 frozen meals plus fresh fruits and vegetables, milk, bread, cereals, dried fruits, crackers, peanut butter and canned goods. In addition to providing meals and food, the organization responds to other client needs as they are identified. One of the additional benefits of the program is the human interaction and relationships that build between clients and volunteers delivering meals. The 2020 request for funding is anticipated to serve 60 rural Arapahoe County clients.

Amount Requested: $16,500 (47% of Project)
Amount Recommended: $16,500 (Full Funding)

Number of Persons Served (County): 45
Number of Persons Served (Centennial): 0
Priority Need: High – Senior Services

Project Budget: $35,182
Funding Sources: Grants & CDBG

National Objective Category: Create Suitable Living Environments
National Outcome Category: Availability/Accessibility
Background: TLC Meals on Wheels, formerly called Town of Littleton Cares, is a self-governed, private, non-profit 501(C) (3) dedicated to “driving away hunger in South Metro Denver…one meal at a time since 1965.” TLC Meals on Wheels prepares hot lunches each day and volunteers deliver them to clients in Arapahoe County and southeast Jefferson County. No one is restricted from receiving meals due to financial status, but the recommended fee is $4 per meal, or $20 per week. The organization’s mission is “to enrich the lives of seniors and others by providing nutritious meals and services that promote dignity, well-being, and independence.” As mentioned, the core operation is to prepare and deliver meals to seniors and persons with disabilities, but an auxiliary operation is to provide nonperishable groceries on a monthly basis to those clients in greatest need, as well as offer additional products and services when available. TLC Meals on Wheels has a long-standing program in Arapahoe County, which has received CDBG funding the past few years. The funding request will ensure this program continues in 2020.

Project Description: CDBG funds reimburse TLC Meals on Wheels for groceries purchased to prepare lunches for low- and moderate-income clients living in Centennial, Englewood, Greenwood Village, Littleton, Sheridan, and surrounding areas within western Arapahoe County (west of I-25). TLC Meals on Wheels delivers hot, nutritious meals to homebound elderly and disabled individuals. This service helps people remain living independently in the security and familiarity of their own home. With pro bono guidance from a registered dietician, TLC’s kitchen staff prepares meals that are nutritious and appropriate to the health needs of seniors. Roughly, 102,000 meals will be provided to seniors and homebound residents in western Arapahoe County during the grant year with the goal of a decreased incidence of food insecurity and a decreased incidence of loneliness and depression in the senior homebound population.

Amount Requested: $50,000 (5% of Project)
Amount Recommended: $40,000 (Partial Funding - City of Centennial Funds)

Number of Persons Served (County): 650
Number of Persons Served (Centennial): 100
Priority Need: High – Senior Services

Project Budget: $992,000
Funding Sources: General Funds, Grants and CDBG

National Objective Category: Create Suitable Living Environments
National Outcome Category: Availability/Accessibility
Board Summary Report

Date: February 11, 2020

To: Board of County Commissioners

From: Patrick L. Hernandez – Human Resources Director
Dusty Sash – Manager, Total Compensation

Subject: Sheriff’s Office Specialty Pay

Request and Recommendation
The purpose of this study session is to seek approval for a few changes being requested by the Sheriff’s Office on the Specialty Pay practice.

Background
The BoCC approved changes to the Sheriff’s Office Specialty Pay during the 2020 Total Compensation proposal on August 13, 2019. These changes included increasing the annual payment for Tier 2 from $1200 to $1760 and increasing the annual payment for Tier 3 from $2400 to $3951 to represent the 75th percentile of the market. Adding ten individuals who are Explorer Advisors to Tier 1 bringing the total approved headcount for this tier to 28 and adding 3 individuals who would represent the County as a Mounted Unit bringing the total approved headcount for this tier to 71. Tier 3 remained at 38 approved headcount as we did not ask for additions in headcount to this tier.

Discussion
Following the Study Session on the Mounted Unit’s Supplemental Pay on February 3, 2020, the Sheriff’s Office would like to move the three individuals in the Mounted Unit from Tier 2 to Tier 1. This would be a reduction of expense of $4,062.90 (benefit loaded).

During an Audit of the program at the new year, it was discovered that four individuals specializing as Traffic Reconstructionist were receiving Tier 2 payments and were included in the approved headcount of 71 individuals, however, we had not had their specialty on the list of specialties that were included to receive Specialty Pay. These individuals have been receiving the payment for at least 4 years and it is clear the intention was to include them. There would be no cost to this edit.

The Sheriff’s office would like to look at this practice, overall, in the future as their business fluctuates and a defined number of individuals per tier can restrict the flexibility the S.O. would like to exercise here. However, pending that discussion, Glenn Thompson would like to add one individual to Tier 3 for a total of 39 in 2020 as he has an additional Deputy on the Bomb Squad
that was not anticipated in June of 2019 when we were preparing for 2020. This cost would be $4,612.79 (benefit loaded).

**Fiscal Impact**
The total net increase to this compensation practice for 2020 would be $549.89 and the Sheriff’s Office can absorb that into their overall budget.

**Direction Requested**
The Commissioners are asked to approve the
- Moving of the three Mounted Unit from Tier 2 to Tier 1 making the approved headcount for Tier 1 at 31 and for Tier 2 at 68
- The addition of the Traffic Reconstructionist to the approved list of specialties that are eligible for the pay
- The increase of the approved headcount for Tier 3 from 38 to 39.

**Reviewed By**
Finance Department
County Attorney’s Office