AGENDA
REGULAR MEETING OF THE CITY COUNCIL
CITY OF LAKEWOOD, COLORADO
VIRTUAL MEETING
MAY 11, 2020
7:00 P.M.

To watch the Council meeting live, please use either one of the following links:

City of Lakewood Website: https://www.Lakewood.org/CouncilVideos
or
Lakewood Speaks: https://lakewoodspeaks.org/

Phone Number for Public Comment: (1-253-215-8782)
Webinar ID: (993 9165 9114)
(press # after entering the webinar id then press # once more to join the meeting)
Press *9 to Request to Speak
(You will be prompted when to speak. After speaking, you can hang up or hold to speak on a different agenda item)

The City of Lakewood does not discriminate on the basis of race, age, national origin, color, creed, religion, sex, sexual orientation or disability in the provision of services. People with disabilities needing reasonable accommodation to attend or participate in a City service program, can call 303-987-7080 or TDD 303-987-7057. Please give notice as far in advance as possible so we can accommodate your request.

ITEM 1 – CALL TO ORDER
ITEM 2 – ROLL CALL
ITEM 3 – PLEDGE OF ALLEGIANCE
ITEM 4 – PROCLAMATION – MENTAL HEALTH MONTH
ITEM 5 – PUBLIC COMMENT
ITEM 6 – EXECUTIVE REPORT

CITY MANAGER
CONSENT AGENDA

ORDINANCES ON FIRST READING

(Ordinances are on first reading for notice and publication only; public hearings are held on second reading)

ITEM 7 – ORDINANCE O-2020-16 – CREATING THE COVID-19 BUSINESS RELIEF GRANT AND LOAN PROGRAM AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE CITY OF LAKEWOOD 2020 ANNUAL BUDGET IN AN AMOUNT NOT TO EXCEED ONE MILLION DOLLARS ($1,000,000) FROM THE ECONOMIC DEVELOPMENT FUND AND AUTHORIZING THE EXPENDITURE THEREOF AND, FURTHER, DECLARING AN EMERGENCY

ITEM 8 – APPROVING MINUTES OF CITY COUNCIL MEETINGS

City Council Meeting January 27, 2020
City Council Meeting February 24, 2020
City Council Meeting March 23, 2020

END OF CONSENT AGENDA

ORDINANCES ON SECOND READING AND PUBLIC HEARINGS

ITEM 9 – ORDINANCE O-2020-12 – AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE 2020 ANNUAL BUDGET IN THE AMOUNT OF $178,632 AND AUTHORIZING THE EXPENDITURE OF GRANT FUNDS FROM THE COLORADO HEALTH FOUNDATION TO ASSIST THE CITY OF LAKEWOOD IN IMPROVING SERVICE ACCESS FOR PEOPLE WHO ARE HOMELESS IN LAKEWOOD

ITEM 10 – ORDINANCE O-2020-14 – ENDORSING THE PROJECTS AND PROJECT FUNDING LEVELS IN THE CITY OF LAKEWOOD 2020-2024 CONSOLIDATED PLAN AND 2020 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

ITEM 11 – ORDINANCE O-2020-13 – ENDORSING THE SUBSTANTIAL AMENDMENT TO THE CITY OF LAKEWOOD 2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

ITEM 12 – EMERGENCY ORDINANCE O-2020-15 – CREATING THE COVID-19 IMPACT GRANT PROGRAM AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE CITY OF LAKEWOOD 2020 ANNUAL BUDGET IN THE AMOUNT OF $100,000 FROM THE GENERAL FUND AND AUTHORIZING THE EXPENDITURE THEREOF AND, FURTHER, DECLARING AN EMERGENCY
ITEM 13 – GENERAL BUSINESS

MOTION TO EXTEND EMERGENCY DECLARATION – I MOVE TO EXTEND THE DECLARATION OF DISASTER IN THE CITY OF LAKEWOOD COLORADO RESULTING FROM THE CORONAVIRUS/COVID-19, PURSUANT TO SECTION 1.27 of the LAKEWOOD MUNICIPAL CODE, ORIGINALLY DECLARED BY PROCLAMATION OF THE LAKEWOOD CITY MANAGER ON MARCH 17, 2020, EXTENDED BY MAJORITY VOTE OF THE CITY COUNCIL ON MULTIPLE OCCASIONS, AND BY THIS MOTION EXTENDED AGAIN UNTIL JUNE 8, 2020, UNLESS EARLIER EXTENDED OR TERMINATED BY THE CITY COUNCIL.

ITEM 14 – MAYOR AND CITY COUNCIL REPORTS

A. MAYOR
B. MAYOR PRO TEM
C. COUNCIL MEMBERS

ITEM 15 – ADJOURNMENT
PROCLAMATION

MAY 2020 - MENTAL HEALTH MONTH

WHEREAS, good mental health is essential to the overall health and emotional well-being of all children, youth, adults and families; and promotes a healthy community; and

WHEREAS, one in five people in our communities experience a mental health condition each year; and

WHEREAS, increased focus on the prevention of mental health conditions and substance use disorders among children and adolescents through screening and early intervention helps improve lives; and

WHEREAS, the stigma against mental health conditions prevents many people from accessing care; and

WHEREAS, when mental health problems are detected early and treated, people can recover and maintain a healthy and independent life; and

WHEREAS, the City of Lakewood is dedicated to improving the health and well-being of its citizens by ending stigma and focusing on the integrated role of mental health in all our lives.

NOW, THEREFORE, on behalf of the City Council and the people of the City of Lakewood, I, Adam Paul, Mayor of the City of Lakewood, Colorado, by virtue of the authority vested in me, do hereby recognize

MAY 2020 - MENTAL HEALTH MONTH

GIVEN under my hand and Seal of the City of Lakewood, this 11th day of May, 2020.

Adam Paul, Mayor
STAFF MEMO

DATE OF COUNCIL MEETING: MAY 11, 2020 / AGENDA ITEM NO. 7

To: Mayor and City Council

From: Robert Smith, Economic Development Director, 303-987-7732

Subject: COUNCIL CONSIDERATION OF COVID-19 BUSINESS RELIEF GRANT AND LOAN PROGRAM

SUMMARY STATEMENT: On March 16, 2020, the State of Colorado issued Public Health Order 20-22 mandating the closure of many businesses throughout the State in response to the Coronavirus (COVID-19) Pandemic. State and County Public Health Departments have subsequently issued Public Health Orders and amendments which have dramatically impacted most, if not all businesses operating within the City of Lakewood.

While these public health orders have been necessary to fight the COVID-19 pandemic, they have caused the sudden cessation, or near cessation, of most business activities within Lakewood. This has proven to be a great hardship for many business owners and individuals employed within Lakewood.

The COVID-19 Business Relief Grant and Loan Program will provide much needed financial relief to many businesses within the Lakewood currently coping with the extreme economic impacts resulting from the impacts of COVID-19.

BACKGROUND INFORMATION: Lakewood Economic Development is part of a group of 24 Metro Area Cities who have considered or are considering Grant/Loan Programs for their local businesses in response to the COVID-19 Pandemic. Currently, 16 Cities have developed a program. Lakewood is part of 8 cities which have currently not developed a program. Other Cities Programs range from $100K on the low end to $4M on the high end:

- Denver = $4M
- Arvada = $2.5M
- Aurora = $1M
- Wheat Ridge = $250K
- Centennial = $220K

Some cities are implementing grants only programs, while other cities are implementing loans only programs, using a third party lender to administer the loans. A Third party not-for-profit lender is important so the cities don’t become lenders, which would include closing the loans and service the collection of those loans. It is anticipated that third party not-for-profit lenders will charge a fee to service loans.

Financial assistance needs to be on a first come, first served basis, in this way there is no picking of “winner & loser” businesses. Money in the Proposed Lakewood program would come from the Economic

May, 2020
Development Fund, not the General Fund (Other cities have used funds from a variety of their internal resources). Demand for local business relief has been high in other cities:

- Westminster (grants): 95 applicants in first hour, 300 by the end of 1st day
- Arvada (loans): 157 applications in first two days; now complete with 250 applications
- Wheat Ridge (grants): Exhausted their available funds

**BUDGETARY IMPACTS:** Up to one million dollars ($1,000,000) expended from the Economic Development Fund. This emergency expenditure was not included in the 2020 Budget approved by City Council in October of 2019.

**STAFF RECOMMENDATIONS:** City Council consideration and discussion of the proposed grant and loan program. Voting to approve a grant and loan program to provide expedited relief to many Lakewood businesses.

**ALTERNATIVES:**
- Council can vote not to approve any Business Relief Grant/Loan program at all.
- Council can amend the proposed program and vote to approve an amended program.
- Council can refer the proposed program back to staff to develop a different proposed program to be further consider by Council at a future date.

**PUBLIC OUTREACH:** Proper notice of this potential Council action was given.

**NEXT STEPS:** If approved, the City Manager will implement the COVID-19 Business Relief Grant and Loan Program as rapidly as possible.

**ATTACHMENTS:**
- Overview of Proposed COVID-19 Business Relief Grant and Loan Program
- Table of other Cities proposed and implemented programs

**REVIEWED BY:** Kathleen E. Hodgson, City Manager
Benjamin B. Goldstein, Deputy City Manager
Timothy P. Cox, City Attorney
O-2020-16

AN ORDINANCE

CREATING THE COVID-19 BUSINESS RELIEF GRANT AND LOAN PROGRAM AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE CITY OF LAKEWOOD 2020 ANNUAL BUDGET IN AN AMOUNT NOT TO EXCEED ONE MILLION DOLLARS ($1,000,000) FROM THE ECONOMIC DEVELOPMENT FUND AND AUTHORIZING THE EXPENDITURE THEREOF AND, FURTHER, DECLARING AN EMERGENCY

WHEREAS, on March 10, 2020, the Governor of the State of Colorado declared a statewide state of emergency in response to the novel coronavirus (COVID-19) (the “Coronavirus”);

WHEREAS, on March 11, 2020 the World Health Organization declared the Coronavirus to be a worldwide pandemic;

WHEREAS, on March 14, 2020, the President of the United States declared a national emergency in response to the Coronavirus;

WHEREAS, on March 16, 2020, the State of Colorado issued Public Health Order 20-22 mandating the closure of many businesses throughout the State, including in Lakewood, in response to the Coronavirus pandemic;

WHEREAS, the City Council is empowered by Section 31-15-401(1)(b), C.R.S., to do all acts and make all regulations which may be necessary or expedient for the promotion of health or the suppression of disease;

WHEREAS, on March 17, 2020, the Lakewood City Manager issued a Proclamation Declaring a State of Disaster as a result of the Coronavirus;

WHEREAS, State and County Public Health Departments have subsequently issued Public Health Orders and amendments that have dramatically impacted most, if not all, businesses operating within the City of Lakewood;

WHEREAS, the City Council finds that the public health regulations having been necessary to fight the COVID-19 pandemic have caused the sudden cessation, or near cessation, of most business activities within the City of Lakewood to the great hardship of many business owners and individuals employed within Lakewood;

WHEREAS, the City Council finds and determines that the adoption of this Ordinance is necessary to aid businesses within the City in coping with the extreme economic impacts resulting from the Coronavirus Response;

WHEREAS, the City Council further finds and determines that the adoption of this Ordinance is proper pursuant to its home rule authority under Colorado law;

WHEREAS, at its April 27, 2020, regular meeting, the City Council requested City staff to draft guidelines for a one-time grant & loan opportunity for business relief (the
“COVID-19 Business Relief Grant and Loan Program”), which guidelines are attached hereto as Exhibit A;

WHEREAS, the purpose of establishing the COVID-19 Business Relief Grant and Loan Program is to provide much-needed funding to businesses impacted by the Coronavirus response, the City Council desires to adopt this ordinance as an emergency ordinance and making such funding available as quickly as reasonably possible;

WHEREAS, Article XII, Section 8, of the City Charter allows the City Council to make supplemental appropriations by ordinance during the fiscal year for unanticipated expenditures required for the operation of the City;

WHEREAS, approval of this Ordinance on first reading is intended only to confirm the City Council desires to comply with the Lakewood Municipal Code by setting a public hearing to provide City staff and the public an opportunity to present evidence and testimony regarding the proposal; and

WHEREAS, approval of this Ordinance on first reading does not constitute a representation the City Council, or any member of the City Council, supports, approves, rejects or denies the proposal.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Lakewood, Colorado, that:

SECTION 1. The COVID-19 Business Relief Grant and Loan Program is hereby established as set forth in Exhibit A.

SECTION 2. In accordance with Section 12.8 of the Lakewood Home Rule Charter, there is hereby appropriated $1,000,000 for the purpose of implementing the COVID-19 Business Relief Grant and Loan Program.

SECTION 3. This Ordinance is necessary for the immediate preservation of the City of Lakewood’s peace, health and safety by providing emergency funding to Lakewood businesses impacted by the COVID-19 Response. In light of the foregoing, the City Council hereby declares an emergency and as such, this emergency ordinance shall be in full force and effect immediately upon its adoption on second reading.

SECTION 4. The City Manager is hereby authorized and directed to take all actions reasonably necessary or desirable to immediately implement the business assistance program established herein.

SECTION 5. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this Ordinance that can be given effect without the invalid portion, provided such remaining portions or application of this Ordinance are not determined by the court to be inoperable.
I hereby attest and certify that the within and foregoing ordinance was introduced and read on first reading at a virtual regular meeting of the Lakewood City Council on the 11th day of May, 2020; published by title in the Denver Post and in full on the City of Lakewood’s website, www.lakewood.org, on the 14th day of May, 2020; set for public hearing to be held on the 8th day of June, 2020, read, finally passed and adopted by the City Council on the _____ day of June, 2020 and, signed by the Mayor on the _____ day of June, 2020.

______________________________________________________________

Adam Paul, Mayor

ATTEST:

______________________________________________________________

Michele Millard, City Clerk

APPROVED AS TO FORM:

______________________________________________________________

Timothy P. Cox, City Attorney
COVID-19 Business Relief
Grant & Loan Program
EXHIBIT A

The City of Lakewood is making a $1,000,000 business relief fund available to award grants and loans to eligible Lakewood Businesses as set forth herein (the Program”), including Two Hundred Thousand dollars ($200,000) in the form of one-time grants and Eight Hundred Thousand dollars ($800,000) in the form of one-time loans.

Funds for the Program are to be encumbered from Lakewood’s Economic Development Fund.

Individual Awards will be in one of two forms:

1. A one-time grant of up to $2,000 per awardee; or
2. A one-time loan of up to $10,000 per awardee.

One-time loans will have the following features:
- 0% interest
- Two-year loan term
- First payment deferred 6 months from loan closure
- If monthly payments are successfully made, on time, the last 25% of the loan will be converted to a grant, up to $2,500

Generally, all Lakewood businesses will be eligible to apply for either a grant or a loan, so long as the business meet the following criteria:
- Must be a non-home-based business with a physical address within the City of Lakewood’s non-residential zoning districts. Home-based businesses are NOT eligible.
  - Businesses with more than one physical location within the City of Lakewood may apply for the program for one location only.
- Must have a designated workspace or private office space.
- Must have been in operation on Jan. 1, 2020.
- Must have an active Lakewood business license.
- Must be in good standing with any City permits, licenses, fees or taxes as of March 1, 2020.
- Shall have no more than 50 full-time equivalent Full Time Employees (FTE) positions.
- Must have been forced to temporarily close or to dramatically limit operations due to the Public Health Orders related to the COVID-19 public health crisis.

The following business are excluded and ineligible to apply:
- 501-C-3 non-profit businesses
- religious institutions
- political organizations
- marijuana businesses
• residential living facilities

Businesses may apply by submitting an application online no earlier than 8:00 a.m. on a date to be determined and publicized. A date and time stamp of submission will be attached to all applications in the order in which they are received.

Only complete applications will be considered eligible. Incomplete applications will not be considered.

Grants and loans will be awarded generally on a first-come, first-served basis based on the date and time a qualifying business's application is filed with the City, and subject to funding availability. However, the City reserves the right to award loan funds to support participation across every area of the City as well as to support diverse business types.

The application for the COVID-19 Business Relief Grant & Loan Program will require responses to several prompts including, but not limited to:

• Business Name
• Business Address
• Business Owner/Contact
• Lakewood sales/use tax license number
• For what purpose(s) does the business intend to use the funds?
• Has the business applied for Federal, State or other business grant and/or loan programs?
  o For which programs has the business applied? (PPP, EIDL, others)
• In a few sentences, what is the business's plan for continued viability through January 1, 2021, and beyond?

As part of the application, applicants will agree to:

• Provide copies of receipts for payments/purchases made with awarded funds.
• Promotion of the business’s story after receiving awarded funds.

Funds will be delivered within ten (10) days after being awarded the grant or closing the loan.

Grant and loan proceeds will be paid directly to the awarded business.

Loans will be completed and serviced through a third-party, nonprofit business lender. Such lender will charge a loan servicing fee and will be responsible for closing the loan application, issuing funds and collection of payments.
### COVID Relief – Local Grant/Loan Funds

<table>
<thead>
<tr>
<th>Sponsor</th>
<th>General Goal</th>
<th>Total</th>
<th>Individual Awards</th>
<th>Eligible</th>
<th>App Form ?</th>
<th>Funds delivery</th>
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<tbody>
<tr>
<td>Arvada</td>
<td>Emergency Business Recovery Initiative&lt;br&gt;The City has created a $2.5 million loan fund to help qualifying businesses stay afloat until funding from the Small Business Administration (through the CARES Act) becomes available.&lt;br&gt;Loan proceeds may be used for any legitimate business expenses in accordance with state and federal law, including but not limited to: rent, payroll, inventory, and other monthly expenses.</td>
<td>$2.5M</td>
<td>Up to $10K no interest loan&lt;br&gt;Qualifying businesses may apply for a loan of up to $10,000.00 at no interest. Repayment of the loan will be deferred until Jan. 1, 2021. If 75 percent of the loan is paid by Dec. 31, 2021, the remaining 25 percent of the loan (up to $2,500.00) will be forgiven. Each Borrower must agree to be bound by the terms and conditions of the Fund program.</td>
<td>• Is a non-home-based business with a physical address within the City of Arvada.&lt;br&gt;• Is a for-profit business.&lt;br&gt;• Has been in operation on Jan. 1, 2020.&lt;br&gt;• Has an active Arvada business license.&lt;br&gt;• Is in good standing with any City permits, licenses, fees or taxes as of March 1, 2020.&lt;br&gt;• Is a small business with no more than 50 full-time equivalent Full Time Employees (FTE) positions.&lt;br&gt;• Has been forced to temporarily close or forced to dramatically limit operations due to the Public Health Orders related to the COVID-19 public health crisis.&lt;br&gt;• Businesses with more than one physical location in the City of Arvada may apply for the program for one location only</td>
<td>Yes</td>
<td>Rapid deployment</td>
<td>ARVADA LOAN / GRANT PROGRAM</td>
<td>Partnership from City of Arvada, AEDA and AURA&lt;br&gt;Loan proceeds will be paid directly to the applicant business.&lt;br&gt;Loans will be awarded generally on a first-come, first-served basis based on the time a qualifying business’s application is filed with the City, subject to funding availability. However, the City reserves the right to award loan funds to support participation across every area of the City as well as to support diverse business types.</td>
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<td>Aurora</td>
<td>Economic Relief Loan and Grant Program</td>
<td>$1M</td>
<td><strong>Grants up to $5K</strong>&lt;br&gt;Loans $5K to $50K</td>
<td>• Businesses based in Aurora with a physical location in the city (preferably with a storefront)&lt;br&gt;• Have 50 or fewer employees&lt;br&gt;• Be operating in Aurora for at least 12 months&lt;br&gt;• Have experienced a loss of income due to COVID-19&lt;br&gt;• Retain at least one low- to moderate-income job with this assistance (moderate income means less than or equal to 80% of the Area Median Income (AMI); see chart below for reference)&lt;br&gt;Due to funding limitations, qualified applicants who submit complete financial information as requested also will be evaluated based on these additional factors: number of jobs retained for low- and moderate-income people; urgency of need for resources; provides goods or services needed by—and are affordable to—low- and moderate-income residents; located in or near urban renewal area; is a minority, woman and/or immigrant-owned business; and percent of income loss.</td>
<td>YES</td>
<td></td>
<td><a href="#">AURORA LOAN &amp; GRANT PROGRAM</a></td>
<td>To qualify for a loan, businesses must meet these additional minimum requirements:&lt;br&gt;• Minimum credit score of 600 with no recent judgments or bankruptcies and no significant collections&lt;br&gt;• No more than two outstanding liens/debt for the business&lt;br&gt;• Annual revenue to be $2 million or less (prior to March 2020), with a 25% revenue decline in the same period 12 months prior&lt;br&gt;• Be in good standing with regulatory agencies&lt;br&gt;• The loan interest rate will be 2%, with the initial loan term not to exceed five years (or with modifications and/or extensions, go up to seven years).&lt;br&gt;Please note: Due to evaluation factors and funding limitations, applicants may meet minimum qualifications and submittal guidelines, but not receive funding.</td>
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<td>Bennett</td>
<td>No Grant/ Loan program at this time</td>
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<td>Boulder</td>
<td>Public / Private Seed Grant</td>
<td>$250K ($200K from City of Boulder $50K from philanthropic donors)</td>
<td>$2,500 One time grant</td>
<td>Boulder businesses</td>
<td>?</td>
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<td><a href="#">BOULDER CHALLENGE GRANT</a></td>
<td>Contact the Community Foundation at 303.442.0436</td>
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<td>Brighton</td>
<td>Relief fund offering critical capital and coaching support to small businesses in Brighton in Response to the COVID-19 Pandemic, with additional support from Adams County to lower interest rates and waive fees. Help stabilize vulnerable small businesses in Brighton, and therefore help retain jobs.</td>
<td>$475K</td>
<td>Up to $25K</td>
<td>Brighton businesses with 40 or fewer employees, on a first-come, first-served basis.</td>
<td>Yes</td>
<td>Rapid deployment</td>
<td><a href="#">BRIGHTON COVID-19 RELIEF FUND</a></td>
<td>Collaboration with Colorado Enterprise Fund (CEF) &amp; Adams County. Resource to help small businesses weather the storm or bridge the gap to larger federal SBA resources. The loan is not intended to compete with the SBA CARES Act loans.</td>
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<td>Broomfield</td>
<td>This program is intended to promote business success, resulting in employee retention, business and tax revenues, and sustaining business activity. Enhance Broomfield</td>
<td>Unknown</td>
<td>$7,500</td>
<td>This program is for business owners within the City &amp; County of Broomfield only.</td>
<td>Yes</td>
<td>Rapid deployment</td>
<td><a href="#">BROOMFIED ENHANCE BROOMFIELD SUPPORT FOR SMALL BUSINESSES</a></td>
<td>The Enhance Broomfield Modified Grant Program is designed to assist small businesses with support grants of up to $7,500 per business. This program is intended to promote business success, resulting in employee retention, business and tax revenues, and sustaining business activity.</td>
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<td>Centennial</td>
<td>Loan Program in collaboration with Colorado Enterprise Fund (CEF)</td>
<td>$220K $200K =</td>
<td>&lt;$25K &lt;6 Yr Term 6 months of interest only payments</td>
<td>Centennial Businesses licensed to operate in Centennial Full compliance with all rules and regulations required by the City of Centennial Good standing with the City of Centennial; Been in existence before Feb. 15, 2020 and have generated revenue during the fiscal year 2019; At the time of application and throughout the term of the loan, a business must have its primary office/headquarters or operations within the City of Centennial, Colorado; Home-based businesses are ineligible; No restrictions on the type of business eligible for loans so long as the activities of the business are legal and in the best interests of the community; provided specifically, however, that marijuana businesses that are unlawful within the City of Centennial and sexually oriented businesses as described in Centennial’s Land Development Code are ineligible. A business must file all standard Colorado Enterprise (CEF) application information and meet CEF’s standard underwriting criteria for the type and size of the loan</td>
<td>Yes</td>
<td>Beginning week of 4/20/2020</td>
<td><a href="#">CENTENNIAL SMALL BUSINESS LOAN FUND</a></td>
<td>In Conjunction with the Colorado Enterprise Fund (CEF)</td>
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<td>Commerce City</td>
<td>No Grant/ Loan program at this time Immediate Assistance</td>
<td>$4,000,000</td>
<td>Up to $7,500 / business</td>
<td>Denver Businesses</td>
<td>Yes</td>
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<td><a href="#">DENVER SMALL BUSINESS EMERGENCY RELIEF PROGRAM</a></td>
<td>At $7,500 per business, Denver will be able to assist 533 of the more than 10K businesses</td>
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<td>Edgewater</td>
<td>Rent/Mortgage Assistance</td>
<td>$200K</td>
<td>First month: No more than 50% monthly rent/mortgage or $2,500 whichever is less. Second Month: 100% monthly rent/mortgage or $2,500 whichever is less.</td>
<td>Yes</td>
<td>Deadline is 5/8/2020</td>
<td>SAVE SMALL BUSINESS PROGRAM</td>
<td>As a condition of each grant made under the business assistance program, the applicant must: 1. provide information as part of its grant application concerning each other application that it has made for state, federal and/or private aid, loans or other assistance in connection with the public health emergency; 2. provide information concerning its plan to remain in business, or to resume business operations, at the end of the public health emergency; and 3. in connection with any application for a second monthly grant under the program, provide detailed information concerning how the money was used to support ongoing business operations, or the resumption of business operations at the end of the public health emergency. 4. A completed W-9 (link to W-9 form - <a href="https://www.irs.gov/pub/irs-pdf/fw9.pdf">https://www.irs.gov/pub/irs-pdf/fw9.pdf</a>) 5. Documentation showing monthly business rent amount (lease) or monthly business mortgage amount (statement or payment coupon) 6. Documentation that business owner is a Colorado resident or that business corporation is controlled by a Colorado resident 7. Information and details that a federal Small Business Administration loan has been applied for</td>
<td></td>
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<td>Sponsor</td>
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| Englewood    | This program provides grants up to $2,000 for businesses that have been significantly impacted by this pandemic. | $2,000 |                   | • 25 employees or fewer.  
• Physical and publicly accessible location in the City of Englewood in a commercial or industrial district.  
• Experienced or projected to experience a decline in revenue between February 1, 2020 and April 15, 2020 as a result of COVID-19 pandemic.  
• Experienced or projected to experience a decline in employment as a result of the COVID-19 pandemic.  
• In good standing with the City of Englewood with regard to licensing and finance, including being current on sales and use tax payments.  
• Engaged in activities that are legal under city and state law.  
• Meet program technical requirements including ability to provide financial records to support grant request.  
• Registered with the Colorado Secretary of State’s Office.  
• Ineligible: National chains and franchises, and regional businesses with more than 5 Colorado locations. Home-based businesses; non-profit organizations; and food trucks are also not eligible. |           |                | ENGLEWOOD BUSINESS RESOURCES | The grant review committee will evaluate your application and staff will assist you in identifying the most appropriate level of grant support for your business. |
<p>| Federal Heights | No Grant/Loan program at this time                                            |       |                   |                                                                                                                                           |           |                |                              |                                                                                                                                     |</p>
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<tr>
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<tr>
<td>Glendale</td>
<td>Business Assistance</td>
<td>?</td>
<td>$2K</td>
<td>• Physical, non-home-based location in the City of Glendale; • Maximum of 25 employees; • Holds a current Glendale Business License issued prior to March 1, 2020; • As of March 1, 2020, is current on all sales, use, lodging, and occupational privilege tax payments to the City of Glendale; and • Has experienced or is projected to experience a decline in revenues as a result of COVID-19.</td>
<td>The Interim Assistance Office is open Monday – Friday, from 9:00 am – 1:00 pm. If you have any questions about the program or the application, please call Mike Kirby, Program Liaison, at 720-505-7868. Applications will be reviewed within 24 hours of receipt (during working hours noted above), and if your business qualifies for the assistance, you will be contacted via e-mail with instructions regarding payment.</td>
</tr>
<tr>
<td>Golden Rent/ Mortgage Assistance</td>
<td>Assist with real estate payments Downtown Business Rent/ Mortgage Assistance</td>
<td>$1.25M</td>
<td>$2,000 or 50% of the monthly rent/mortgage payment for specific types of downtown business measurable impact by current economic conditions</td>
<td>Golden Businesses, principally in Downtown</td>
<td>Capitalized from the URA and the DDA (places with funds.) Downtown Development Authority (DDA) is established by, but not specifically part of, City government. The DDA has its own funding sources and is authorized to work to ensure the economic vitality of a specific portion of downtown Golden within adopted boundaries. The DDA has taken an initial step to provide one-time rent or mortgage assistance grants for April 2020 for downtown businesses most impacted by COVID-19. If you have a downtown business directly impacted by the pandemic and need assistance, please fill out and submit the following online application. PLEASE BE SURE TO ATTACH YOUR LEASE OR MORTGAGE DOCUMENTS AS REQUESTED IN THE APPLICATION.</td>
</tr>
<tr>
<td>Golden Business Loan Program</td>
<td></td>
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<td></td>
<td>WORK PRODUCT – Subject to Change</td>
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<tr>
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<tr>
<td>Businesses may apply for loans up to:</td>
<td>Retail/food service/lodging/personal services (i.e. spas, barbers, salons) and small healthcare providers (i.e.-dentists, massage therapists). Independently-owned local business in a property zoned Commercial or Industrial and with a physical establishment within the official City limits. Individually-owned franchises (including locally-owned/closely held LLC or similar) are eligible. Corporately-owned franchises are not eligible. Big box stores over 20,000 sf are not eligible. Home-based businesses are not eligible. Residential Short Term Rentals are not eligible. The applicant must be current on all Golden sales tax and fees, or under an approved payment plan. Borrower cannot be the subject of a bankruptcy proceeding.</td>
<td>YES</td>
<td>Applications will be accepted starting Friday, April 24, 2020 through close of business Tuesday, May 5, 2020. Applications will be available on this page. PLEASE SUBMIT APPLICATIONS THROUGH THE ONLINE PORTAL ONLY.</td>
<td>The fund will quickly deploy loan-based recovery funds to small businesses in Golden struggling from the COVID-19 shutdown. Some businesses may be expected to repay these loan resources after they receive adequate funding from the federal stimulus programs administered by the Small Business Administration (SBA); however, many businesses would be expected to retain these recovery loans for the length of the term.</td>
<td></td>
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<tr>
<td>75% of 2019 city sales tax (3% tax rate) remittances up to a maximum of $30,000 OR 2.25% of 2019 revenues up to $30,000 (for businesses that don’t pay City of Golden sales tax)</td>
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<tr>
<td>Length of loan = 4 years (All loans will have the same period – January 1, 2021 thru December 31, 2024.)</td>
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<tr>
<td>No interest accrues and no principal payments or interest are due until January 1, 2021. Interest rate starting January 1, 2021 = 3.25%. While no collateral will be required, the loan agreement will include a personal guarantee. A credit score review may be considered for approval</td>
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## COVID Relief – Local Grant/Loan Funds

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<tbody>
<tr>
<td>Greenwood Village</td>
<td>No Grant/Loan program at this time</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>Yes</td>
<td>TBD</td>
<td></td>
<td>Enterprise Zone Contribution Project in the works.</td>
</tr>
<tr>
<td>Jefferson County</td>
<td>No Grant/Loan program at this time</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>Yes</td>
<td>TBD</td>
<td></td>
<td>Under active discussion</td>
</tr>
<tr>
<td>Lakewood</td>
<td>No Grant/Loan program at this time</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>Yes</td>
<td>TBD</td>
<td></td>
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<tr>
<td>Littleton</td>
<td>No Grant/Loan program at this time</td>
<td>TBD</td>
<td>TBD</td>
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| Northglenn Business operating expenses | Elevate Small Business Grant Program - As Amended (Friendly amendments to: 1) provide grants in 2 half-month payments; 2) designate 3 Council members to sit on the Review Task Force; 3) utilize CARES Act funding for the program; and 4) add a statement regarding the City reserving the right to approve grants supporting businesses across all areas) | Up to $6K 50% of two months lease or mortgage payments | • Must have a physical Northglenn storefront business that has been in operation for at least three months prior to applying for the grant.  
• Must be in good standing with the City of Northglenn for any permits, licenses, utilities, and taxes.  
• Must have 25 or less FTE's. Documentation is required reflecting the annual payroll and number of FTE's prior to March 17, 2020.  
• Businesses with multiple physical locations in the City of Northglenn may apply for the grant program for only one location. The FTE count shall be based only on the specific location applying for the grant.  
• Corporately-owned national chains may not apply for the grant program. However, individually owned franchise operators are eligible.  
• Businesses must demonstrate a financial need for this grant, which may include, but is not limited to:  
  • Documentation that they have been forced to temporarily close or its operations have been dramatically impacted due to COVID-19 public health orders.  
  • Provide 2019 monthly financials or 2019 tax documents.  
  • Provide support for the monthly rent or mortgage payment amount, such as an executed lease agreement or mortgage coupon.  
  • Preferences will be given to locally-owned and operated businesses.  
  • Documentation showing that they have applied for SBA grants/loans or other financing | Yes | Applications accepted through 7/15/2020 | Funded from General Fund Reserves | Limited funds are available for this program, and applications would be based on a first-come, first-served basis, demonstrated financial need, and future business viability.  
Approximately 72 percent of the city’s General Fund budget is from sales and use tax. The proposed grant program would be an investment in our business community’s viability to continue doing business, the local economy, and our municipal tax base.  
• Funds will be issued as a one-time grant to be used to pay for 50 percent of two months of lease or mortgage payments not to exceed a total of $6,000 per qualified business.  
• The grant funds shall be used solely for monthly base rent and any rent-related expenses, such as common area maintenance or reimbursement for insurance, utilities, and taxes that may be a part of normal rent. Monthly mortgage payments eligible for the grant include principal and interest.  
• Grants are issued to qualifying businesses on a first-come, first-served basis until the fund is depleted. |
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<tr>
<td>Parker</td>
<td>No Grant/Loan program at this time</td>
<td>$250K?</td>
<td>This grant program will provide either a $5,000 or $10,000 grant to immediately offset some of the economic impact due to the pandemic</td>
<td>Small businesses and restaurants with a brick-and-mortar presence in the community (not including home-based businesses)</td>
<td>Yes</td>
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<td>Superior</td>
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| Thornton| Support for Businesses | $1M  | ?                 | □ A commercial licensed business in Thornton; with a current commercial lease agreement, (lease agreement must be 1-year minimum commitment).  
□ Business must have a designated workspace or private office space to be eligible. (Exclusions: non-profits, marijuana, liquor store businesses, residential living facilities and religious institutions.)  
□ Located in non-residential zoning designations and not on public property.  
□ Business must have applied for their Thornton commercial business license on or before March 15, 2020.  
□ Business must be able to prove a minimum of 50% loss in revenue as a result of the COVID-19 crisis.  
□ Business must have been current on their sales tax with the City of Thornton as of December 2019 | Yes | | | | 1) While Business Emergency Grant funding for the COVID-19 crisis allows for a maximum of $10,000, not all businesses will receive the full $10,000, but rather a portion up to $10,000.  
2) If a business is denied funding, they may reapply after 30 days (if funding is still available). |
# COVID Relief – Local Grant/Loan Funds

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| Westminster    | Immediate assistance to satisfy short-term rent and mortgage obligations until other loans or funding sources can be secured through the federal relief package. | $1.5M  | $7,500 Grant       | • Business has been forced to temporarily close or forced to dramatically limit operations due to the Public Health Orders.  
• Business must have been in operation at least six months prior to the application date, with a physical address located within the City of Westminster  
• Must have an active Westminster business license.  
• Business applying for grant must be a small business and may have no more than 50 full-time equivalent (FTE) positions.  
• Businesses with more than one physical location in the City of Westminster may apply for the grant program for one location only  
• For purposes of estimating FTE’s, the FTE count shall be based only on the specific location applying for the grant.  
• Corporately-owned national chains may not apply for the grant program.  
• Business must be in good standing for any permits or licenses issued by the City of Westminster as of March 1, 2020.                                                                 | Yes     | The grant program would be retroactive, and the first two monthly rent or mortgage payments due between March 17 and May 30, 2020, are applicable | WestyRISE BUSINESS GRANTS                   | General Fund Reserves |
| Wheat Ridge    | Business recovery program to aid Wheat Ridge small businesses during this time. Funds shall be used for operational needs such as business lease/mortgage payments, payroll, materials, supplies and services | $250,000 | TBD                | • For-profit, independently owned businesses with a storefront in Wheat Ridge, franchises not eligible  
• Up to 25 full-time equivalent employees  
• Current City of Wheat Ridge Business License and in operation as of January 1, 2020  
• Have a demonstrated hardship due to COVID-19, such as a loss in revenue  
• One-time grant per business  
• Be in good standing with the City of Wheat Ridge as of February 1, 2020 (e.g., no City liens or judgments, etc.) | Yes     | Funding decision will be made within 10 days of receiving a completed application. Funding anticipated to be released within 1 week of approval. | SMALL BUSINESS STABILIZATION PROGRAM        | Preference given to businesses who have sought assistance through other federal or state programs |
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<tr>
<td>Z-JUST TO NOTE: Several Cities have formally waived interest and penalties for late Sales Tax Filing</td>
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<td>Business sales taxes were due on Friday, March 20, 2020. However, if you reach out to the City's Finance Department before March 31, 2020 we will offer additional options for businesses to file sales tax payments to assist businesses struggling with cash flow: 1) businesses can set up payment plans for sales tax payments due, and 2) waive any penalties associated with failure to pay on time. Businesses should contact the Finance Department sales tax at 303-384-8024.</td>
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## Proposed COVID-19 Business Relief Grant & Loan Program

| What: | The City of Lakewood is making a business relief fund available to award grants and loans to eligible Lakewood Businesses |
| Total: | $1,000,000  | $200K in grants  | $800K in loans (each inclusive of a potential $2,500 grant) |
| Funds would be encumbered from Lakewood’s Economic Development Fund |

### Individual Awards:
- A one-time grant of up to $2,000 per awardee
- A one-time Loan of up to $10,000 per awardee.

### Loan Features:
- 0% interest
- Two-year loan term
- First payment deferred 6 months from loan closure.
- If monthly payments are successfully made, on time, the last 25% of the loan will be converted to a grant, up to $2,500

### Eligible Businesses:
- Non-home-based business with a physical address within the City of Lakewood’s non residential zoning districts. Home-based businesses are ineligible.
- Business must have a designated workspace or private office space to be eligible. (Exclusions: non-profits (501-C-3), marijuana, residential living facilities, religious institutions & political organizations.)
- Have an active Lakewood business license.
- Is in good standing with any City permits, licenses, fees or taxes as of March 1, 2020.
- No more than 50 full-time equivalent Full Time Employees (FTE) positions
- Have been forced to temporarily close or forced to dramatically limit operations due to the Public Health Orders related to the COVID-19 public health crisis.
- Businesses with more than one physical location in the City of Lakewood may apply for the program for one location only.

### Application:
- Yes.
- Will include:
  - Have you applied for Federal, State and other business grant and/or loan programs?
  - For which programs has your business applied? (PPP, EIDL, Other, etc.)
  - In a few sentences, what is your business’ plan for continued viability through to 1/1/2021 and beyond?
  - Agree to provide copies of receipts for payments/purchases made with awarded funds.
  - Agree to the promotion of your business’ story after receiving awarded funds.

### Funds delivery:
- Within 10 Days of being awarded the grant or closing the loan.

### Notes:
- Grant and Loan proceeds will be paid directly to the applicant business.
- Loans will be awarded generally on a first-come, first-served basis based on the time a qualifying business’s application is filed with the City, subject to funding availability. However, the City reserves the right to award loan funds to support participation across every area of the City as well as to support diverse business types.
- Loans will be completed and serviced through a third-party, not-for-profit business lender.
Minutes are not a verbatim transcription, but rather an attempt to capture the intent of the speaker by the City Clerk.

ITEM 1 – CALL TO ORDER

Mayor Paul called the meeting to order at 7:00 p.m. in the Council Chambers, Lakewood Civic Center South, 480 South Allison Parkway, Lakewood, Colorado.

ITEM 2 – ROLL CALL

Those present were: Mayor Adam Paul, Presiding

Charley Able
Sharon Vincent
Dana Gutwein
Mike Bieda
David Skilling
Anita Springsteen
Barb Franks
Ramey Johnson
Jacob LaBure
Karen Harrison

Absent: None.

Others in attendance: Kathy Hodgson, City Manager
Tim Cox, City Attorney

Full and timely notice of this City Council meeting had been given and a quorum was present.

ITEM 3 – PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited and the audience remained standing for a moment of silent prayer.

ITEM 4 – PRESENTATION – LAKEWOOD ADVISORY COMMISSION – FARMER’S MARKETS AND HEALTHY FOOD ACCESS PROPOSAL
Dave Rein – LAC Commissioner – He gave a PowerPoint presentation and recommended alternatives to alleviate the issues surrounding farmer’s markets and healthy food access to Lakewood residents.

Council member Able – He asked if the Lakewood Advisory Commission researched accommodating animals in Lakewood that are not currently allowed. He stated that he wants to see the proposal move forward.

Rein – He stated the recommendations he presented were easy to accomplish by Council. He stated that some of Able’s comments were part of the larger urban plan presented in the proposal.

Council member Gutwein – She stated that she supports moving forward on the proposal.

Council member LaBure – He stated that competition between healthy foods and low-cost sugary food should be addressed.

Rein – He stated that the proposal focused more on the foundational steps that Council could take on the healthy food issue. He stated that the issue should be addressed as a separate project.

Council member Vincent – She asked if the City had any GoFarms.

Rein – He stated that code and permitting issues prevented GoFarms from expanding into the city. He stated that the city staff is receptive to code changes but require Council approval before they can act.

Vincent – She spoke about the Head Start program.

Rein – He stated that there are urban farms in Lakewood, but they are limited in their scope. He spoke about the Action Center in Lakewood.

Kathy Hodgson, City Manager – She clarified that the city is part of a group on healthy food access and obtained a $78,000 grant to further its goals. She stated that the recommendations from LAC are helpful to accommodate healthy food access in the city.

There was consensus from Council to move the project forward.

**ITEM 5 – PUBLIC COMMENT**

James Mace – Lakewood Resident – He stated that Council needs to education people on active shootings at school and provide the information online.
Dave Rein – Lakewood Resident – He stated that he serves on the 40 West Arts Board. He spoke about their partnership with the City and shared with Council that over 100,000 people attended around 500 events in 2019 at 40 West Arts. He invited Council to attend the upcoming New Orleans Street party at 40 West Arts.

Charles Davis – Two Creeks board member – He stated that permits for Phase 4 & Phase 5 of West Line Village were recalled by the City. He asked that council reconsider and reissue the permits.

Maddie Nichols – Lakewood Resident – She stated that she was disappointed with some members of Council and some citizens with the uncivil way they address Council, staff and other citizens. She stated that the people of Lakewood need to communicate and collaborate, so the City will be the best it can be.

Lynn Judson – Lakewood Resident – She spoke on her concern with the small cell issue coming before Council soon. She is concerned with the health issues of 5G. She spoke about the terminology and how complicated the issue is.

Brian Houghton – Model Rocket Advocate – He stated that he is an advanced research scientist. He spoke about natures laws and that they are unbending. He spoke about closed systems in science that lacked any external input. He spoke about his concerns over pollution, volcanos, asteroids, etc. He stated that he wants to keep science a viable topic in Lakewood. He addressed rocketry in the park and tied it back to closed systems. He stated that he supports rocketry in the park. He stated that you reap what you sow.

Carol Baum – She mentioned the pamphlet she handed out to Council. She read an article on the dangers of 5G. She suggested Council provide a 5G public education program, monitor wireless levels, issue abatement orders, and hold town hall meetings. She stated that a safer alternative is a wired fiber optic structure.

ITEM 6 – EXECUTIVE REPORT

Kathy Hodgson, City Manager, gave her executive report:

- Thirty-one years ago the Colorado Business Hall of Fame was created.
- Chuck Stevinson was honored, as well as Greg & Kent Stevinson.
- There are openings on the Boards and Commissions.
- The Annual City Council Planning Session will be at the Heritage Center on February 1, 2020 at 8:00 a.m. – 4:00 p.m.
CONSENT AGENDA
ORDINANCES ON FIRST READING

City Clerk Michele Millard read the Consent Agenda into the record. The Consent Agenda consists of Items 7 through 9, inclusive.

ITEM 7 – RESOLUTION 2020-6 – APPROVING CITY COUNCIL APPOINTMENTS TO VARIOUS BOARDS AND COMMITTEES

ITEM 8 – ORDINANCE O-2020-3 – AMENDING CERTAIN PROVISIONS OF TITLE 14 OF THE LAKEWOOD MUNICIPAL CODE TO AUTHORIZE TEMPORARY SHELTERS IN PLACES OF RELIGIOUS WORSHIP

ITEM 9 – APPROVING MINUTES OF CITY COUNCIL MEETINGS

City Council Meeting
October 14, 2019

Public Comment: None.

A motion was made by Council member Skilling, to approve Council Minutes, order all ordinances introduced on first reading to be published into the Denver Post Newspaper for public hearing set for dates included in the ordinances, and to adopt resolutions, all of which are included in the Consent Agenda items, for the record and introduced by the City Clerk, excluding Item #7 (as requested by Skilling). It was seconded.

Vote on Consent Agenda:

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<th>AYES</th>
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<tbody>
<tr>
<td>Paul</td>
<td>X</td>
<td></td>
<td>Springsteen</td>
<td>X</td>
</tr>
<tr>
<td>Able</td>
<td>X</td>
<td></td>
<td>Franks</td>
<td>X</td>
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<tr>
<td>Vincent</td>
<td>X</td>
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<td>Johnson</td>
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<td>Gutwein</td>
<td>X</td>
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<td>Bieda</td>
<td>X</td>
<td></td>
<td>Harrison</td>
<td>X</td>
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<tr>
<td>Skilling</td>
<td>X</td>
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TOTAL 11 0

The motion passed.

END OF CONSENT AGENDA
ITEM 10 – RESOLUTION 2020-7 – DEFINING “BLIGHTED” AS USED IN CHAPTER 14.27 OF THE LAKEWOOD MUNICIPAL CODE CONCERNING A BUILDING PERMIT MANAGEMENT SYSTEM USING ALLOCATIONS FOR NEW DWELLING UNITS AND ESTABLISHING RULES AND PROCEDURES FOR REQUESTS TO DESIGNATE PROPERTY AS BLIGHTED

A motion was made by Council member Skilling to adopt Resolution 2020-7. It was seconded.

Public Comment:

James Mace – He stated that Lakewood voters should determine the definition of blight.

Council Discussion:

Council member Springsteen – She stated that she was concerned Council did not agree that the definition of blight needed to be changed.

Vincent – She stated that she did not believe Council was changing the definition but using the definition of blight.

Robert Smith, Economic Development Director – He stated that the definition of blight in the Strategic Growth Initiative is from the urban renewal state statute.

Springsteen – She stated that her understanding of the discussion in December was that Council did not decide if they were going to proceed.

Smith – He stated that was staff’s understanding that Council’s consensus at the December meeting was to move the issue forward for a vote tonight.

Springsteen – She stated that she is concerned the definition damages what the people voted for with the Strategic Growth Initiative.

Mayor Paul – He stated that the property owner could request their property to be marked as blighted, Council would not designate it without their input.

Springsteen – She stated the definition might encourage property owners, who are developers, would want to blight large pieces of property.

Council member Bieda – He stated he was concerned with Section 4 of the Resolution and the period of time reference.
Council member Franks – She stated that she was concerned about the next agenda item and the need to move forward with it. She stated that it must be done before the end of the meeting.

Able – He stated that policies and procedures state that the majority of Council can approve a change to the order of the agenda.

Franks – She stated that, if it’s possible, she would like to change the order of agenda items.

Able – He asked why the definition was being added by a resolution and not an ordinance.

Tim Cox, City Attorney – He stated that it is a part of rules and regulations which do not necessarily require an ordinance change.

Motion was withdrawn by Skilling. The second was withdrawn by Vincent.

Council member Johnson – She stated that she was concerned the blight definition will allow developers to “game” the Strategic Growth Initiative.

Resolution 2020-7 was moved to General Business.

**ITEM 11 – RESOLUTION 2020-8 – AUTHORIZING THE CREATION OF HOUSING ALLOCATIONS FOR 2020 AND ASSIGNING ALLOCATIONS TO POOLS PURSUANT TO CHAPTER 14.27 OF THE LAKEWOOD MUNICIPAL CODE**

Jay Hutchison, Director of Public Works – He gave a recap of the previous discussions on this topic. He spoke specifically about units for which permits were issued in 2019 and broke down the total of 996 units that received permits. He showed a slide of 2014 – 2019 and the number of residential units that received permits each year.

Council Discussion:

Skilling – He spoke about the modifications to the proposal he introduced at the last meeting.

Hutchison – He stated a correction on his slide where 966 units received permits and not 996. He clarified that the resolution does not set the allocations for 2021 and that those numbers must be approved in 2021.

Able – He asked if there were two resolutions required to be approved to adhere to the Strategic Growth Initiative.

Council discussed the implementation of Authority to Continue and its effects on the creation of allocation pools.
A motion was made by Council member Skilling to adopt Resolution 2020-8. It was seconded.

Public Comment:

**Mike Smith** – Representative of Land Use Council of Crescent Communities – He stated his support for the unamended Resolution 2020-8. He discussed the authority to continue regarding the White Fence Farms development. He stated that the Strategic Growth Initiative could not be applied retroactively to the development.

**Andy Scheer** – Lakewood Resident – He stated that he owned the property near the RTD station at Sheridan. He stated that he was concerned that the Strategic Growth Initiative may hamper his ability to develop the property.

**Bill Furman** – Lakewood Resident – He spoke on his concerns of the effects of the Strategic Growth Initiative on multi-family homes and on economic development.

**Laura McGee** – Lakewood Resident – She stated her concern with the implementation of the Strategic Growth Initiative. She stated her concern with the introduction of documents and public notice at City Council meetings.

**Verla Wilcox** – Lakewood Resident – She stated her disappointment in Council.

**Carolyn Hoff** – Lakewood Resident – She stated her disappointment in the implementation of the Strategic Growth Initiative.

**Lynn Nowak** – Lakewood Resident – She spoke about the 1% growth cap and Council’s review of large residential projects within the Strategic Growth Initiative.

**Scott Watkins** – Representative of West Line Village – He stated that applying the Strategic Growth Initiative retroactively is not fair and infringes on property rights. He stated his support for Council member Skilling’s proposal.

**Glen Kahn** – Lakewood Resident – He stated his concern regarding the development of Village at Morris Park. He stated that the development is not compatible with the existing development.

**Blaine Kneeshaw** – Representative of Crescent Communities – He stated his support of Council member Skilling’s proposal. He spoke on the development process of White Fence Farms.

**Jeri Coffey** – Lakewood Resident – She spoke on City Council’s special meeting on July 15, 2019. She stated her concern regarding the implementation of the Strategic Growth Initiative.
Charlie Olson – Lakewood Resident – He asked for clarification on the number of building permits issued in 2019.

David Zucker – Evergreen Resident – He stated his desire to develop an affordable-housing focused project on Simms Street. He stated his support of Council member Skilling’s proposal.

Mike Muller – Lakewood Resident – He spoke on urban renewal and blight areas in the City of Lakewood.

Nate Whiteman – Lakewood Resident – He stated his support for Council’s implementation of the Strategic Growth Initiative.

Liz Breuer – Lakewood Resident – She spoke on the Board of Adjustments meeting regarding White Fence Farms. She spoke on the implementation of the Strategic Growth Initiative.

Lenore Herskovitz – Lakewood Resident – She stated her concerns regarding Council’s actions and the implementation of the Strategic Growth Initiative.

Royal Borel – Lakewood Resident – He stated his support for Council member Skilling’s proposal. He spoke on the implementation of the Strategic Growth Initiative. He stated that he is concerned developers will use the definition of blight for their financial gain.

Mike Beery – Lakewood Resident – He spoke on the Board of Adjustments hearing on the White Fence Farms appeal.

John Weiland – Lakewood Resident – He spoke on his concerns on commercial development following the implementation of the Strategic Growth Initiative.

Council Discussion:

Mayor Paul – He asked if the original resolution was prepared to be voted on.

Tim Cox, City Attorney – He clarified that the original resolution was ready to be voted on. He stated that any amendments would be added after the original motion.

Skilling – He spoke on the process that led to the creation of the amendment to Resolution 2020-8. He spoke on the process of Council review for housing development larger than 40 units.

Vincent – She spoke on the map of blighted areas presented by Mike Muller in public comment. She stated that hotels were exempted from the Strategic Growth Initiative. She stated her support for Council member Skilling’s amendment. She spoke on affordable housing in the Strategic Growth Initiative.
Able – He spoke on the amendment Council member Skilling proposed.

Skilling – He asked how his proposal should be integrated into the Resolution.

Cox – He clarified how the proposal should be integrated into the Resolution.

Franks – She stated that Council members should suggest any amendments to the resolution before voting to approve it.

Bieda – He spoke on the implementation of the Strategic Growth Initiative. He stated that the allocations from those projects with Authority to Continue should be stretched over a 3 to 5-year timespan.

Gutwein – She asked if Council member Able’s and Bieda’s proposal would only modify the timeline for allocations in the resolution.

Able – He stated that his proposal would only modify the timeline.

Johnson – She spoke on her disappointment regarding Council’s implementation regarding the Strategic Growth Ordinance.

Springsteen – She discussed an amendment to the language of the resolution regarding Council to review of developments that exceed 40 units.

Council discussed amendments to the timeline for the Authority to Continue allocations.

LaBure – He asked if there were any developments of 40 units or more that had been applied for or built following the July 12, 2019 special election.

Travis Parker, Director of Planning – He stated that aside from West Line Village, he was not aware of any other developments that were being built or planned in the near future.

LaBure – He asked if there were more than 600 units built since the July 12, 2019 special election.

Jay Hutchinson, Director of Public Works – He asked if LaBure was asking for how many units were included in permit applications since the election or how many units received building permits since the election.

LaBure – He stated that he was asking about both.

Hutchinson – He stated that there was a total of 515 units that were applied for with building permits from July 13-December 31, 2019. He stated that there were between 713 and 966 units that received building permits in 2019.
Skilling – He stated that there was one project of 363 units that has yet to receive a hearing. He stated that hearings are not as relevant to the projects that will be addressed in the resolution. He stated that Council should focus on the backlog of allocations in any amendments to the resolution.

Bieda – He stated that the timeline to distribute the backlog of allocations will still honor the 1% provision of the Strategic Growth Initiative.

Able – He stated that he would like more clarification on the projects Council member Skilling discussed. He stated that West Line Village applied for a building permit in 2019.

Franks – She asked if the affordable projects would have a hearing to ensure that they are affordable projects.

Bieda – He stated that affordable housing projects would need to be reviewed to see if they meet the criteria of the Strategic Growth Initiative.

Able – He stated that the hearings would review the compliance of affordable housing projects to the requirements of the Strategic Growth Initiative.

Franks – She asked if the hearings may endanger the financing of the affordable housing projects.

Parker – He stated that the requirements of the ordinance state that developments over 40 units require Council hearings. He stated that Council could not exempt them from allocations and require them to go before a Council hearing. He stated that if Council would want to bring them to a hearing, it would require they fully comply with the Strategic Growth Initiative.

Vincent – She stated that the affordable housing projects are likely lose their financing from the Colorado Housing and Finance Authority if they were not approved before hearing date.

Council member Bieda made a motion to amend Resolution 2020-8 which to includes a two-year period for averaging the allocations to three-years and that the Council recalculate the allocations based on the new time frame. It was seconded.
Vote on the amendment to Resolution 2020-8:

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Council Member Harrison motioned to amend Resolution 2020-8 to allow the developments of 363 units, 218 units, and 70 units to remain exempt under the authority to continue and to prevent the 235-unit development from proceeding under the authority to continue and not exempting it from the ordinance. It was seconded.

Council Discussion:

LaBure – He asked if there was any legal justification to allow the other three projects to continue and require the 235-unit development to go before a Council hearing.

Skilling – He stated that Authority to Continue was dependent on whether the developer did enough to secure a building permit. He stated that the 235-unit development did not do enough to satisfy the requirements for the Authority to Continue.

LaBure – He asked if the other three developments that were included in Resolution 2020-8 had met the requirements set under the Authority to Continue.

Skilling – He spoke on the status of the other projects within the Resolution.

LaBure – He asked if the building permit and site-plan submittal of the 70-unit project on Wadsworth was discussed by Council.

Mayor Paul – He stated that the three projects had formally and legally applied for a building permit. He stated that there were not any technical issues with the three projects.

LaBure – He asked if there were technical issues with the 235-unit White Fence Farm development. He stated that he wanted to clarify the distinction between the 235-unit project and the others included under the resolution.

Able – He stated that he desired to bring the Archway development to a hearing within the next week. He stated that following the meeting Council could send a letter to CHFA guaranteeing allocations for the development. He stated that he believed that White Fence Farm did not receive a building permit before December 31, 2019.
Johnson – She stated that she agreed with Council member Able. She stated that the property at 2200 Wadsworth did not do their due diligence with the neighborhood.

Able – He reiterated that they could hold a hearing for the property.

Gutwein – She stated that she supported Council member Harrison’s amendment. She stated that the legal issues White Fence Farms prevented it from satisfying the requirements set under the Authority to Continue. She stated that the other developments legally applied for a building permit before the adoption of the chapter.

Springsteen – She asked for clarification on the amendment.

Mayor Paul – He clarified that the amendment would require White Fence Farms to go before the Council for a 40-unit hearing while the other three projects would proceed.

Springsteen – She asked if the amendment would require a 40-unit hearing or if it would have to go back through the allocation process.

Harrison – She stated that the development would have to go through a hearing if it was withdrawn in the amendment.

Mayor Paul – He read the language of the amendment.

Vote on the amendment to Resolution 2020-8:

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The motion passed.

Mayor Paul – He stated that Council needed to vote on the number of allocations for the year.

Skilling – He stated that another amendment would be necessary to move the end date of the resolution to December 31, 2020. He stated that if the exempted projects did not obtain a building permit by the deadline that their building permits would be invalidated.
Hutchinson – He clarified that if the projects did not obtain a building permit by December 31, 2020 that their building permits would not be invalidated but that they would have to apply for allocations for the following year.

Council member Vincent motioned to amend Resolution 2020-8 to require that any pre-July 2019 applications that did not receive a building permit by December 31, 2020 will be otherwise cancelled or invalidated. This will provide certainty and fairness in the number of 2021 allocations and beyond allocations. It was seconded.

Council Discussion: None.

Vote on the amendment to Resolution 2020-8:

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The motion passed.

Hutchinson – He gave a presentation that detailed the process in which Staff calculated the 413 allocations available for 2020 and reiterates the intent for Staff to do the same calculation for 2021 and 2022. He spoke on several additional “whereas” clauses added to Resolution 2020-8. He stated that the 4th “whereas” clause and Section 4 were added to allow affordable projects utilizing funding to earn a building permit past the December 31, 2020 deadline. He stated that Council had not voted on the additions, so it was up to Council to determine if they would like to add them to the amended resolution. He stated that an amendment would be required to decide the distribution of allocations among the pools.

Mayor Paul – He stated that Council has passed 3 amendments and stated that there would be additional amendments for the CHFA language in the resolution. He stated that Mayor Pro Tem Skilling had a clarifying question.

Skilling – He stated that Council had read in the exact language for the amendment regarding the development at White Fence Farm. He stated that he was concerned that the current “whereas” clause did not match the language that Council voted on. He stated that it would be better to stick closer to what Council voted on.
Mayor Paul – He read the original amendment voted on by Council. He asked if Council’s amendment could be added to the resolution verbatim or if staff added legal wording that needed to remain in the resolution.

Parker – He stated that staff’s draft and Council’s amendment could be combined.

Skilling – He suggested further modifications to the wording of the Resolution.

Able – He asked why there were no allocations for the hardship pool.

Parker – He clarified that it was set to zero in the ordinance as a placeholder that Council would decide.

Able – He stated that Section 14.27.070 Schedule of Allocation Periods of the Strategic Growth Initiative requires two allocation periods. He asked why they were setting all allocations for the year at one meeting.

Bieda – He asked if Council member Able would like to decide the allocations for the whole year at this meeting.

Able – He reiterated that Section 14.27.070 of the ordinance requires two hearings.

Bieda – He stated that the excess affordable housing allocations re-enter the allocation pool. He stated that he can not set the allocations for the second half of the year until that time.

Able – He asked if Council would only use the allocations not used from the first half of the year’s allocation pool to the second half of the year’s pool.

Bieda – He clarified that these unused allocations would be added to the allocations for the second half of the year.

Able – He asked if the second open allocation pool would be empty until the second half of the year.

Bieda – He clarified that any leftover allocations from the first half of the year would be added to the open pool for the second half of the year.

Hodgson – She clarified that Section 14.27.060 of the Strategic Growth Initiative identifies the four pools that Council needs to allocate. She stated the four pools were the open pool, hardship pool, affordable/low-income pool and the surplus pool.

Council member Franks made a motion to add a fourth “Whereas” which reads: Whereas, the City Council desires that all projects under the Authority to Continue provisions that are not utilizing funding from the Colorado Housing and Finance Authority (CHFA) secure building permits by December 31, 2020 and for the addition of Section 4 to read:
notwithstanding Section 3 herein for those projects utilizing CHFA funding that applied for a building permit prior to July 12, 2019, City Council hereby directs staff to proceed without allocations regardless of date of building permit issuance and the addition of Section 5, a renumbered section. It was seconded.

Council Discussion:

**Skilling** – He asked what happens to those projects under Section 3 that did not obtain a building permit by December 31, 2020. He stated that the section should make it clearer as to what the developer must do if they do not obtain their building permit by the deadline.

Mayor Paul, clarified that this would require another amendment as this motion modifies Section 4.

Vote on the amendment to Resolution 2020-8:

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The motion passed.

**Skilling** – He stated he would like to add an additional sentence to Section 3 of the resolution that required applications to be cancelled if building permits were not obtained by the December 31, 2020 deadline.

**Mayor Paul** – He suggested that Council use language passed in one of the previous amendments.

**Hutchinson** – He suggested the amendment could focus on the fact that the development would be required to obtain allocations. He stated that the amendment could state that permits that did not obtain building permits prior to 2021 would be required to obtain allocations pursuant to Chapter 14.27.

**Skilling** – He asked if the deadline would be before the end of 2020.

**Hutchinson** – He clarified that the amendment would require building permits to be obtained prior to December 31, 2020.
Skilling – He discussed the placement of the language within the resolution.

Council member Skilling made a motion to amend Resolution 2020-8 to include the language regarding the expiration of building permits and the requirement to obtain building allocations under Chapter 14.27. It was seconded.

Skilling – He stated that the language should address that developers would be subject to the provisions of Chapter 14.27.

Council member Skilling withdrew his motion to amend Resolution 2020-8. The second was withdrawn.

Parker – He read the amended language of Resolution 2020-8.

Skilling – He stated that the language should include mention of obtaining allocations and the provisions of Chapter 14.27.

Council member Vincent made a motion for the addition of Section 3 which reads: City Council hereby directs staff to proceed, except for 6263 W. Jewell, without allocations on all building permit applications received prior to July 12, 2019 that receive building permits no later than December 31, 2020, after which time they will require allocations and be subject to the entirety of Chapter 14.27. It was seconded.

Vote on the amendment to Resolution 2020-8:

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The motion passed.

Council and the City Attorney discussed the most straightforward way to amend Resolution 2020-8 to create the number of housing allocations.

Council member Vincent made a motion to amend Resolution 2020-8 with the addition of a third Whereas clause to read: Whereas, the City Council has found that applications for 840 dwelling units for which applicants were made in 2019 prior to LMC Chapter 14.27 becoming effective may proceed without allocations under the provisions of LMC § 14.27.160 (Authority to Continue). And for the addition of the seventh Whereas clause to read: Whereas, LMC § 14.27.140 authorizes the City Council to temporarily reduce the
1% limit at will, and the City Council hereby decreases the 2020 allocations by one-third (1/3) of the 840 dwelling units noted above (i.e., 280) with further intent to reduce the 2021 and 2022 allocations in a comparable manner; and for the addition of the eighth Whereas clause to read: Whereas, 693 allocations determined by LMC § 14.27.050 (B) and (C), minus 280 allocations determined to be eliminated at the discretion of City Council, equals 413 allocations available in 2020; and for the addition of Section 1 to read: 413 housing allocations are hereby created for use in 2020. It was seconded.

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The motion passed.

Council Discussion:

Able – He stated that he wanted to designate 60% of the allocations to the open pool and 40% of allocations to the low-income/affordable housing pool.

Franks – She asked if 0% of allocations would be dedicated to the hardship pool.

Able – He stated that was correct. He stated that he was not aware of any current or future projects that would require allocations from the hardship pool. He asked Parker if he knew of any other projects that would require hardship allocations.

Parker – He stated that he was not aware of any current or future projects that would require allocations from the pool.

Mayor Paul – He stated that Council could assign 250 units to the open pool to assign an even number of allocations.

Council member Able made a motion to allocate 250 units to the Open Pool, 163 units to the Affordable/Low Income Housing Pool and 0 allocations to the hardship pool. It was seconded.

Council Discussion:
Bieda – He asked how many applications the City has received for affordable housing for 2020.

Parker – He stated that there were no projects applied for or in the pipeline.

Mayor Paul – He stated that affordable housing developers were also unsure of what allocations would be available.

Able – He stated that there is also an opportunity for developers who would be short on required allocations in the open pool to use some affordable housing allocations to complete their projects while keeping those units affordably priced.

Bieda – He stated he wanted to base the number of allocations in the affordable housing pool off any pending affordable projects in 2020.

Parker – He stated the city is only aware of applications for 94 allocations in the opening pool. He stated that the city does not anticipate utilizing all 250 applications in the open pool or the 163 allocations in the affordable housing pool.

Skilling – He stated that the unused allocations in the affordable housing pool will be placed into the open pool halfway through the year.

Able – He reiterated the importance of affordable housing to the Strategic Growth Initiative.

Johnson – She stated that she was not comfortable allowing developers to use allocations from the affordable housing pool to complete their projects.

Vote on the amendment to Resolution 2020-8:

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The motion passed.

Council member Skilling made a motion to adopt Resolution 2020-8 as amended. It was seconded.

Council discussion: None.
Vote on Resolution 2020-8 **AS AMENDED**:

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**TOTAL** 11 0

The motion passed.

**NO ORDINANCES ON SECOND READING AND PUBLIC HEARINGS**

**ITEM 12 – GENERAL BUSINESS**

Item 7 – Resolution 2020-6 was moved from the Consent Agenda for Council discussion. Item 10 Resolution 2020-7 was moved to General Business for Council discussion.

**ITEM 7 – RESOLUTION 2020-6 – APPROVING CITY COUNCIL APPOINTMENTS TO VARIOUS BOARDS AND COMMITTEES**

Mayor Pro Tem Skilling made a motion to adopt Resolution 2020-6 – Approving City Council Appointments to Various Boards and Committees. It was seconded.

Council Discussion: None.

Mayor Paul made a motion to amend Resolution 2020-6 to add Councilors Johnson, Vincent, Bieda, Skilling, and Harrison to the City Attorney Hiring Process Committee. It was seconded.

Council Discussion:

Johnson – She stated that councilors Springsteen and Bieda can substitute for one another in committee meetings in case of either’s absence. She stated her support for further implementation of this idea in other committees.
Vote on amendment to Resolution 2020-6:

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**TOTAL**  11  0

The motion passed.

Council Discussion:

**Springsteen** – She stated her support of diversity on City Council. She shared her concern on serving on multiple City Council Committees. She offered several ideas to better allow her to serve on Council Committees.

**Mayor Paul** – He stated that he has added Councilors Bieda and Springsteen on various committees in Resolution 2020-6. He stated that this will allow both council members to attend committee meetings and vote in the absence of one another.

**Franks** – She stated that the Housing Policy Commission will be able to accommodate the new arrangement.

**Able** – He shared his concern on members missing committee meetings. He stated that councilors who swap in and out of committee meetings may not possess a complete background on the information discussed by the committee.

**Gutwein** – She stated that she understood Council Springsteen’s concerns. She stated that it is important to have a diverse City Council. She stated that Council could reevaluate this if every committee required a member from each ward.

**Bieda** – He stated that he appreciated Council member Able’s point. He stated that Council would make a choice between a council member who is not fully informed on the committee or no council representative at all. He stated that it would be better to prioritize the representation of the ward on the various committees.

**LaBure** – He stated his concern in not having a complete background on the information discussed by a committee. He stated that having alternating council members on council committees may prove to be a viable solution moving forward.
Franks – She stated that the Housing Policy Commission was put together with six members in mind. She stated the Commission will bring forward the minority and majority opinions to Council. She stated that she is willing to make the effort as chair of the Commission to encourage diversity within City Council.

Mayor Paul – He stated that the two committees that will feature the hybrid appointments are the Housing Advisory Policy Committee and the Development Dialogue Committee. He stated that City Council would need to verify if the resolutions that created the committees allowed for the arrangement.

Council member Skilling made a motion to adopt Resolution 2020-6 as amended. It was seconded.

Vote on Resolution 2020-6 AS AMENDED:

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The motion passed.

ITEM 10 – RESOLUTION 2020-7 – DEFINING “BLIGHTED” AS USED IN CHAPTER 14.27 OF THE LAKEWOOD MUNICIPAL CODE CONCERNING A BUILDING PERMIT MANAGEMENT SYSTEM USING ALLOCATIONS FOR NEW DWELLING UNITS AND ESTABLISHING RULES AND PROCEDURES FOR REQUESTS TO DESIGNATE PROPERTY AS BLIGHTED

Council member Skilling made a motion to adopt Resolution 2020-7. It was seconded.

Council Discussion:

Skilling – He stated that Council could better align the definitions of blight to Lakewood’s needs and away from those listed by the state.

Cox – He stated that the discussion of the resolution at this meeting was to determine the definition of blight. He stated that if Council would like to modify the definition, it would require an amendment to change the original ordinance.

Johnson – She stated that the Strategic Growth Ordinance should be left to proceed without additional changes. She stated that modifying the definition of blight was
premature. She also expressed her concern that blight could be used as a loophole to circumvent the ordinance. She stated that she could not support the Resolution as-is.

Able – He stated he supported the Resolution. He stated that Council could make the definition of blight stricter.

Skilling – He stated that he also feared that blight could be used as a loophole for development. He stated that he desired to make the definition of blight more stringent.

Vote on Resolution 2020-7:

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The motion passed.

Council member Able requested his request for Council consideration be moved to a future meeting.

ITEM 13 – MAYOR AND CITY COUNCIL REPORTS

Mayor Paul and City Council Members reported their attendance at previous meetings and events and announced upcoming neighborhood meetings and events.

ITEM 14 – ADJOURNMENT

There being no further business to come before City Council, Mayor Paul adjourned the meeting at 2:08 a.m. on Tuesday, January 28, 2020.

Respectfully submitted

Michele Millard, City Clerk
Minutes are not a verbatim transcription, but rather an attempt to capture the intent of the speaker by the City Clerk.

ITEM 1 – CALL TO ORDER

Mayor Paul called the meeting to order at 7:00 p.m. in the Council Chambers, Lakewood Civic Center South, 480 South Allison Parkway, Lakewood, Colorado.

ITEM 2 – ROLL CALL

Those present were: Mayor Adam Paul, Presiding

Charley Able
Sharon Vincent
Dana Gutwein
Mike Bieda
Anita Springsteen
Barb Franks
Ramey Johnson
Jacob LaBure
Karen Harrison

Absent: David Skilling

Others in attendance: Kathy Hodgson, City Manager
Tim Cox, City Attorney

Full and timely notice of this City Council meeting had been given and a quorum was present.

ITEM 3 – PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited, and the audience remained standing for a moment of silent prayer.
ITEM 4 – PRESENTATION – HEAD START ANNUAL TRAINING

Sherry Peterson, Head Start Administrator – She gave a presentation on the Head Start Program’s Annual Board Training. She discussed City Council responsibilities, the role of parents and city staff within the program.

She presented an overview of enrollment, facilities, programs, and budget of the Head Start Program. She also shared several of the Program’s five-year goals, which include expanded safety, programming opportunities, professional development plans, comprehensive wellness programs, and family wellbeing resources. She thanked Council for their support of the program.

Council Discussion:

Mayor Paul – He thanked Ms. Peterson for the work that Head Start has done for the community.

Council member Vincent – She stated that Head Start was her favorite City Council committee to work on, and thanked Ms. Peterson for the work Head Start has done.

Council member Johnson – She stated that she supported Head Start’s work addressing mental health.

ITEM 5 – PUBLIC COMMENT

Peter Groth – Lakewood Resident – He shared his concern regarding a curve at 13050 West Cedar Avenue. He stated that the end of West Cedar Avenue features a blind curve that is dangerous to those driving on it. He stated that the apartment complex that borders the road has paved over the gutter in the area, creating dangerous flooding and ice conditions. He stated that previous attempts by the City to address the situation were not successful. He hoped that Council would be able to address the issue.

Lynn Judson – Lakewood Resident – She stated that she would like the community to weigh in on the 5G issue. She stated that she would like to postpone any discussion of the 5G issue until all councilors are present. She stated that any wireless applications as of August 10, 2019 are required to have a NEPA environmental review. She stated that state law allows the city to protect citizen’s property values and that could factor into restrictions on wireless applications.

Andrew Cole – He stated that he was present on behalf of Verizon Wireless. He stated that the company’s goal is to find a balanced approach to comply with local, state, and federal law to deploy new wireless facilities. He stated the company submitted a request to revoke the moratorium on wireless applications.
Carol Baum – Lakewood Resident – She invited Council to a public forum on March 21, 2020 on wireless development. She stated that she had contacted the City Manager’s Office and the City Clerk’s Office to figure out who set the agenda for City Council meetings but did not receive a clear answer. She reiterated that the discussions of the 5G issue should feature all sides of the issue. She also asked why there were discussions on 5G after Council decided to move the issue until April.

Joan Poston – Lakewood Resident – She discussed the lack of public trust in City Council. She spoke about the different forms of city governments and how Council should rethink how Lakewood’s government is structured.

Mike Muller – Lakewood Resident – He stated that the wireless issue should not be discussed until the April City Council meeting. He stated that Council should take more time to research the topic.

Richard Bennet – Lakewood Resident – He gave a short presentation in support of small cells in Lakewood. He stated the potential benefits of expanded 5G presence in Lakewood.

Dan Walters – Lakewood Resident – He shared his concerns with traffic on Kipling Street. He stated there has been an excess of cars speeding on the road between 6th Avenue and Morrison Road.

Mayor Paul addressed some of the public’s comments. He spoke about how the small cell agenda item was placed on the agenda

ITEM 6 – EXECUTIVE REPORT

Kathy Hodgson, City Manager, gave her Executive Report:

- Finance Director recruitment is underway.
- On February 13, 2020 the City opened registration for its summer camp programs and received over 2,000 participants in one day.
- The City Clerk has been working with IT to demo the City’s new Campaign Finance reporting system.
- On March 2, 2020 at 6 p.m., City Council will go into an Executive Session to interview Municipal Judge candidates.
- On April 6, 2020 at 5 p.m., the follow-up meeting for City Council’s Planning Session will take place. There will be a Study Session for the Metro Districts following the meeting at 7 p.m.
- The Quarterly County Commissioners’ Breakfast will take place on March 5, 2020 at 7:30 a.m. The results of the Jefferson County Homeless Comprehensive Count will be rolled out on that day.
• Update to City Council regarding Jefferson County’s Inmate Population Directive. She stated that the City’s Police Department has drafted an internal document to guide officers on the impacts of the Directive.

CONSENT AGENDA
ORDINANCES ON FIRST READING

City Clerk Michele Millard read the Consent Agenda into the record. The Consent Agenda consists of Items 7 through 10, inclusive.

ITEM 7 – RESOLUTION 2020-11 – ENDORSING THE 2020-2021 HEAD START GRANT APPLICATION FOR THE PURPOSE OF SUBMITTING A REQUEST TO THE FEDERAL GOVERNMENT FOR GRANT FUNDS AVAILABLE TO PROVIDE HEAD START AND EARLY HEAD START PROGRAMS

ITEM 8 – ORDINANCE O-2020-6 – DISCONNECTING FROM THE CITY OF LAKEWOOD, COLORADO, CERTAIN PROPERTY ADDRESSED AS 14013 W QUINCY AVE AND LOCATED IN THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 7, TOWNSHIP 5 SOUTH, RANGE 69 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO

ITEM 9 – APPROVING MINUTES OF CITY COUNCIL MEETINGS

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ITEM 10 – ACCEPTING MINUTES OF THE BOARDS AND COMMISSIONS

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Public Comment: None.

A motion was made by Council member Able, to approve Council Minutes, accept all minutes for Boards and Commissions, order all ordinances introduced on first reading to be published into the Denver Post Newspaper for public hearing set for dates included in the ordinances, and to adopt resolutions, all of which are included in the Consent Agenda Items, for the record and introduced by the City Clerk. It was seconded.
Vote on Consent Agenda:

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The motion passed.

END OF CONSENT AGENDA

ORDINANCES ON SECOND READING AND PUBLIC HEARINGS

ITEM 11 – ORDINANCE O-2020-4 – AMENDING SECTION 3.04.090(A) OF THE LAKEWOOD MUNICIPAL CODE TO ALLOW CONSTRUCTION PROJECTS TO BE AWARDED UP TO $10,000 WITHOUT COMPETITIVE QUOTES

Adrian Stanciu, Property and Purchasing Division Manager – He gave a presentation that provided an overview of the city’s purchasing process and the rising cost of construction, which has increased 3-4 times the rate of general inflation. He stated that the City has had difficulty in attracting contractors willing to invest in providing quotes for City construction projects, which has resulted in severe delays and a lack of competition. He spoke specifically about construction services under $10,000. He asked that construction projects under $10,000 be awarded without going through the competitive quote process.

Public Comment: None.

Council member Able made a motion to approve Ordinance O-2020-4. It was seconded.

Council Discussion:

Council member Franks – She asked if the Finance and Community Resources departments have investigated parametric and analogous estimations for projects rather than site visits. She stated that some of the projects listed in the presentation could be priced out by square footage, for example. She asked if the departments looked at changing the estimating technique to solve the problem.

Stanciu – He stated that the Finance department works closely with Community Resources to go through the most efficient process for each project. He stated that, even for projects as simple as carpeting, the contractor still needs to visit the site to determine...
access to the room, the layout, and materials needed for the room. He stated that commodity pricing often leads to additional project changes and delays with higher costs.

**Franks** – She asked if some of the smaller projects could be combined into a single program or if the projects are too different for a single vendor to fix.

**Stanciu** – He stated that the individual disciplines needed for the small projects are too different to be encompassed by one vendor. He stated that the department does that in the event of a full building remodel, but the projects in the $5,000 - $10,000 range are too small to combine them. He stated that waiting on enough smaller projects to combine into a single program may result in failing facilities.

**Franks** – She asked if this ordinance addressed emergency maintenance and similar needs.

**Stanciu** – He stated that the projects are not necessarily emergency projects. He stated that the projects are repairs that are needed in a timely fashion. He stated that the City currently has a roofing project in the $7,000-$8,000 range and his department is having extreme difficulties in obtaining three quotes for the project. He stated that when the City has high-cost projects, the department goes through the formal bidding process and sees very good competition. He stated that there is so much work involved for smaller projects that lack the profit margins smaller businesses look for.

**Franks** – She asked if the Project Managers are required to fill out a vendor scorecard to ensure the City is obtaining quality service and providing an opportunity for the City to look for local talent to fill the needs left by underperforming vendors.

**Stanciu** – He stated that there is not a formal scorecard that Project Managers fill out. He stated that the Project Managers heavily document any issues in development. He stated that if issues are not resolved to a reasonable satisfaction, the City documents it. He stated that the City has turned developers away from future projects due to past poor performance.

**Franks** – She asked what the process is if a Project Manager does not get three bids for a project.

**Stanciu** – He stated that he asks Project Managers to demonstrate the effort to try and obtain the three quotes. He stated the department documents that they have made a concerted effort to try and obtain quotes and if they have no responses, there is not much else they can do.

Council member Gutwein – She stated that she was concerned that if the City shifted away from the bidding process that it may impact local businesses. She asked how the City is reaching out to businesses to notify them of projects.
Stanciu – He stated that the City posts its bids and requests for proposals on a website called BidNet. He stated that the City also utilizes the website for quotes, as vendors are notified when the City of Lakewood has projects out for bid. He stated that for small dollar contracts, the City contacts contractors that have done work for the City previously, contractors who are already working on other City projects, and vendors who have contacted the City in the past. He stated that all those contacts are forwarded to the Project Manager so that they may contact the appropriate vendors for the project.

Gutwein – She asked if there was a formal process that prioritized quality, safety, and other factors over the cost of a project.

Stanciu – He stated that requests for proposals are projects in which cost is not the primary factor. He stated that, for example, in selecting an architect, the City wants to know who is working on the project and the work they’ve done before discussing cost. He stated, in bids and quotes, the primary factor is cost. He stated that another primary factor is cost, as the City is more than likely to pay more if a contractor can begin work on a project that needs immediate attention.

Gutwein – She asked if the prioritization of local businesses in the selection of vendors for bids was a formalized process.

Stanciu – He stated that the selection of local vendors in the bidding process, if all other criteria is equal, is in the City’s code. He stated that with projects under $10,000, the city does not receive any interest from vendors outside of the Denver Metro area unless it is for specialized contractor work.

Council member Able – He stated that he was concerned that new businesses would not be able to work on City projects if the City only contacts vendors it has used previously. He stated that he was also concerned with the increase of authority the ordinance provides.

Stanciu – He stated that a 50% increase to the threshold to $7,500 is an awkward threshold and over half of the competing agencies in the front range had thresholds that were $10,000 and above. He stated that with rapidly escalating construction costs, the 50% increase would need to be increased again in two to three years. He stated that a 100% increase to the quote threshold for all purchases would be reasonable, but the department chose to take a conservative approach and only increase the threshold for construction projects. He stated that quotes for other purchases are much faster with developments in technology.

Able – He asked about the concern with new businesses working with the City.

Stanciu – He stated that it was a viable concern. He stated the City is always open to new vendors, products, and services contacting the City. He stated that information is disseminated so it is readily available when relevant projects come up. He stated that this is not the case with construction services, as few construction services reach out to the City to offer their services.
Able – He asked if this ordinance will affect the transparency in the purchasing process.

Stanciu – He stated that it would not. He stated that three individuals are required to approve any purchase, which prevents one person from giving a friend the bid.

Able – He stated that it is easier to get work done by someone you already know.

Stanciu – He stated that there are two sides to that argument. He stated that there is the danger of getting too close to a vendor and excluding other qualified vendors. He stated that building relationships with contractors allows the City to readily call them for help on smaller projects and they already have the licenses and insurance required by the City.

Council member Bieda – He shared his experience working at the General Service Administration in acquisitions. He asked if Lakewood has any policies similar to the federal indefinite delivery/indefinite quantity contracts or if it had plans to enact a similar policy.

Stanciu – He stated that the City does have the same system in place. He stated that it allows some time to be saved by getting all the formalities done ahead of time, which includes registering for licenses and having insurance required by the City. He stated that despite this, contractors still refuse to provide quotes on small projects that they only have a 1/3 chance to get.

Bieda – He asked if the contractors are required to complete the job as a part of the process.

Stanciu – He clarified that the City cannot force the contractors to complete any work.

Bieda – He stated that on the federal level contractors were required to complete work if they were awarded an IDIQ contract.

Stanciu – He stated that the only remedy if a contractor refuses to complete work is to exclude them from the bidding process.

Bieda – He stated that the contracts for those contractors should be terminated in that case.

Stanciu – He stated that that is part of the problem; the City cannot attract enough contractors to complete the bidding process. He stated that terminating contracts exacerbates the issue.

Bieda – He stated that the idea of the IDIQ contract is a guarantee of a several small projects over several years. He stated that if a contractor is unwilling to adhere to the agreement, the contract should be terminated.
Stanciu – He stated that the City cannot pre-guarantee any amount of work. He stated that if one contractor out of three consistently quotes the highest price for all the projects, the City is not going to select them.

Council member Harrison – She stated that she had a water heater leak that required immediate attention. She stated that similar repairs in the City must be done in a timely fashion with qualified contractors. She stated that she supported the threshold increase.

Mayor Paul – He asked if contracts are awarded for general maintenance for the City and if the Purchasing department still had to seek three quotes if work was under $5,000 in cost.

Stanciu – He stated that for generalized work, such as concrete repair, the City does award annual contracts to complete general repairs for the City. He stated that the repairs on certain facilities, such as the pools at the recreation centers, require specialized work and quotes.

Mayor Paul – He stated that he supported the ordinance. He stated that if Council would like to investigate further on a disadvantaged/minority program for contracts, they would need to discuss the issue at a later meeting.

Johnson – She asked if the initial changes made to the Purchasing policies in 2012 had any relation to the Zoning code rewrite.

Stanciu – He stated that they were not connected. He stated the changes repealed and reenacted the entire Purchasing policies in §3.04 in the City Code.

Johnson – She asked what the purchasing threshold was in the Purchasing policies before the change.

Stanciu - He stated that there were several purchasing thresholds. He stated that the $50,000 purchasing threshold did not change. He stated that there was briefly a $2,500 threshold that was raised to $5,000. He stated that there were other smaller clean-up changes.

Johnson – She asked how often the City has a need for a certain type of occupation to fix a construction issue.

Stanciu – He stated that he could not answer how many projects of that nature the City currently had. He stated that with a partially decentralized purchasing system, that Purchasing only has contact with larger projects. He stated that if Purchasing did encounter these projects, it was to review if the purchase followed the code.

Johnson – She asked if staff had considered hiring a contractor to remain on staff to complete any repairs that may emerge.
Stanciu – He stated that the City does have contracted staff to complete some of the repairs that are needed within the City. He stated that if the cost exceeds the $5,000 threshold, it requires three quotes to complete the project.

Johnson – She stated that the citizens of Lakewood have concerns with the trust in staff.

Stanciu – He stated that the ordinance does not affect decision-making of City Council. He stated that this process is a strictly staff process. He stated the approval process has not changed.

Franks – She asked if the spending on construction vendors would appear in the Lakewood Ledger.

Stanciu – He stated that it would.

Franks – She asked if the reason the City did not pursue an indefinite delivery/indefinite quantity contract was due to the lack of volume of work in the City.

Stanciu – He stated that the City did not pursue an indefinite delivery/indefinite quantity contract due to the lack of volume and consistency in contracted work. He stated that the repair needs of the City change year to year, which makes it difficult to retain a contractor for only one need. He stated that the repairs are also in different disciplines in construction and contracting, which makes it difficult to retain an individual contractor to repair all the issues. He stated that the smaller repairs also open opportunities for smaller businesses, as they are more likely to take on smaller projects.

Franks – She asked if local businesses should utilize BidNet if they were interested in completing work for the City.

Stanciu – He stated that BidNet is the best resource to utilize if they are interested in working on projects for the City. He stated that the website will notify contractors of projects as they are posted on the website. He stated that local businesses are also welcomed to contact the City directly to learn about projects that may not be posted on BidNet.

Gutwein – She stated that she would like Council to investigate further supporting minority and disadvantaged local businesses in Lakewood in the future. She stated that she felt confident in the transparency and work that staff provides. She stated that she would like to investigate further avenues in contacting local businesses for projects.
Vote on Ordinance O-2020-04:

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The motion passed.

**ITEM 12 – ORDINANCE O-2020-5 – AMENDING TITLE 10 OF THE LAKEWOOD MUNICIPAL CODE PERTAINING TO VEHICLES AND TRAFFIC**

Lauren Stanek, Assistant City Attorney and Municipal Prosecutor – She reviewed the proposed amendments to Title 10 of the Lakewood Municipal Code. These amendments included the addition of Section 10.33.020: Parking at electric motor vehicle parking stations; Section 10.50.015: Nuisance exhibition of motor vehicle exhaust—prohibition; and Section 10.60.260. The update to Title 10 includes definitions of “autocycle” and amends the definition of “motorcycle” and adds these terms along with corresponding regulations.

She stated that additional changes to Title 10 include:

- Amendment to § 10.33.065 to include a penalty provision and moves the section in the Title so it is in numerical order.
- Amendment to § 10.33.070 mirrors language in § 10.33.075.
- Amendment to §10.33.076 mirrors language in § 10.33.075.
- Amendment to § 10.36.070 removes some of the language because of its apparent subjectivity.
- Amendment to § 10.39.120 mirrors recent changes made to its state counterpart, where Subsection B includes an exception for “adequate security measures”.
- Amendment to § 10.39.130 removes one word, “perceptible,” to remove the possible subjectivity surrounding the offense.
- Amendment to § 10.45.090 mirrors changes made to its state counterpart.
- Amendment to § 10.57.090 mirrors changes made to its state counterpart.
• Amendment to § 10.60.100 would expand what would be considered “foreign matter”. This section was renumbered and adds a subsection for throwing or depositing junk, rubbish, trash, or debris.

• Amendment to § 10.60.130 mirrors changes made to its state counterpart.

• Amendment to § 10.60.180 mirrors changes made to its state counterpart. The amendment would also specify that any drivers under the age of 18 years old would be subject to penalties under § 10.60.195.

• Amendment to § 10.60.190 excludes the term “autocycle” from what is considered a “motor vehicle”.

• Amendment to § 10.60.240 mirrors changes made to its state counterpart and includes a new penalty provision for certain conduct under Subsection D.

• Amendment to § 10.63.080 mirrors changes to its state counterpart, the “Move Over for Cody Act.” The amendment would also add an additional penalty provision under subsection G.

Public Comment: None.

Council member Able made a motion to approve Ordinance O-2020-5. It was seconded.

Council Discussion:

Harrison – She asked if there would be any reason to include requiring motorists to move over for any City vehicle parked in the roadway to the amendments to Title 10.

Stanek – She stated that the amendment to Title 10 requires motorists to move over for any public service utility vehicle. She stated that it could include vehicles from Street Maintenance, Planning, and Community Resources if they are providing a public service utility.

Harrison – She stated that she has seen Traffic Engineering trucks working on roadways that were not completely off the road. She stated that she wants to keep those workers safe.

Stanek – She stated that the amendment defines a stationary authorized emergency vehicle as one that gives off a visual signal. She stated that several departments utilize vehicles with lights on them. She stated people could be cited if they did not move over for those vehicles under the amendments.

Council member Springsteen – She asked how prosecuting the driving under restraint provision amendment to Title 10 at the City or County level would be decided.
Stanek – She stated that it would largely depend on the charges. She stated that if they were minor charges, it would likely be charged at the City level. She stated if there were major traffic offenses that the charge would be brought to County court. She stated that the decision was ultimately up to the officer and the nature of the charges.

Jenna Roth, Deputy City Attorney – She stated that most offenses that Lakewood officers may charge can be charged at both the City and County level. She stated that this process would not be new to the officers.

Springsteen – She asked for clarification on the habitual offender amendment in Title 10.

Stanek – She clarified that the State required that municipalities not drop or reduce the three-point penalty of the charge. She stated that any conviction of any charge of driving under restraint would go toward an individual's habitual offender status.

Springsteen – She stated her concern in punishing drivers for not moving over for public service utility vehicles due to a lack of public awareness.

Stanek – She stated the state law was signed into effect in 2017 and was widely publicized upon its passage. She stated that she hopes that officers will provide education to those individuals that would not be aware of the law.

Gutwein – She asked if anything could be done to strengthen restriction on texting while driving. She asked if Council could enact an ordinance banning the handling of cell phones while driving.

Stanek – She stated that passing a law that was stricter than existing state laws would not be possible. She stated that Council may be able to revisit the issue and pass a stricter law if anything were to develop at the state level.

Able – He offered a spelling correction on an amendment.

Bieda – He spoke on the potential enforceability issues if the ordinance were not to pass. He stated that if Council did not pass the resolution, it would create issues in enforcing two different levels of law at the state and local level.

Stanek – She stated that was correct. She stated that if the ordinance did not pass, officers would likely have to stop enforcing some of the provisions discussed.

Council member LaBure – He asked if it was problematic that other cities dictate different speed limits and punishments from those in other cities or at the state level.

Stanek – She stated that most cities choose to adopt the Model Traffic Code. She stated that Lakewood has added provisions in addition to the Model Traffic Code to its own City Code.
LaBure – He stated that he would like Council to take a deeper dive on Title 10 issues to address pedestrian accidents and air quality.

Council member Able made a motion to amend section 10.50.015 to replace engaged with engage and for section 10.60.100 (F)(2) to read: Subsection B; (F)(3) should read: Subsection A or Subsection C. It was seconded.

Vote on the amendment to Ordinance O-2020-5:

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The motion passed.

Council member Able made a motion to adopt Ordinance O-2020-5 As Amended. It was seconded.

Vote on Ordinance O-2020-5 As Amended:

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The motion passed.

**ITEM 13 – ORDINANCE O-2020-2 – REZONING LAND LOCATED AT 3900 S. WADSWORTH BLVD. AND 3939 S. TELLER ST., LAKEWOOD, CO 80235, COUNTY OF JEFFERSON, STATE OF COLORADO**

Jason Monforton, Civil Engineer with Dewberry Engineering – He gave a presentation that described the rezoning project. He stated that the developer desires to rezone Lot 1 on the property to a Mixed-Use Employment Suburban zoning designation to allow for a reduction in required parking on the property. He stated the developer desires to rezone Lot 2 of the property to Mixed-Use Residential Suburban zoning to build single-family attached dwelling units to redevelop the vacant parking lot on the property. He stated that
the office building on the property has not used the parking lot on Lot 2 in approximately 20 years despite a 90% occupancy. He stated that the Planning Commission shared concerns regarding traffic patterns that would be affected by the property, the feasibility to develop Lot 1 in the wake of a potential rezoning and justifying that average employees in the area could afford to live at the property.

Brea Pafford, Planner City of Lakewood – She gave a presentation describing the rezoning process and requirements to successfully rezone the property. She shared the differences between the two zonings proposed by the developer and the differences in acceptable property use in MES and MRS zoning. She stated that for a project to be successfully rezoned, it must conform to the intent of the Zoning Ordinance, be compatible with surrounding land uses or land uses envisioned in the comprehensive plan. She stated that the rezoning must meet at least one of the following criteria: promote the implementation of the Comprehensive Plan, be a material change in the neighborhood, or be rezoned in error. She stated that the Planning Commission found the rezoning to be compliant with all the listed criteria for rezoning and recommended the approval of the rezoning. She stated that Council could also pass an optional resolution to ensure that the development is used strictly for Attached Dwelling Unit land use.

Public Comment: None.

Council Discussion:

Mayor Paul – He discussed the challenges with the gate closure at South Teller Street and Pierce Street. He stated that the gate’s effect on traffic is an issue regardless of the approval of the rezoning. He stated that opening the gate was a decision that only the City of Denver could make.

Harrison – She stated that she believed the zoning proposal was the perfect use for the property. She stated that she supported the optional resolution to coincide with the rezoning.

Gutwein – She stated she supported progress in removing the gate at South Teller Street and Pierce Street. She stated that the rezoning was in a growth area that could benefit from additional investment. She stated that the approval for the rezoning from the Planning Commission was unanimous. She also summarized comments received from Lakewood Speaks, which included: individuals who worked outside of Lakewood that could not afford to live in the city, seniors who want to downgrade but remain in Lakewood, young families looking to build equity, and full-time working professionals who supported low-maintenance housing. She supported the passage of the optional resolution.

Able – He asked how many parcels were present in the Planned Development and how many different owners owned the parcels. He asked if open space did not necessarily contain vegetation.
Pafford – She stated that the Zoning Ordinance defines open space as areas that include sidewalks and other paved areas that are not covered. She clarified that driveways and parking spaces did not count toward the required open space.

Able – He asked if the existing office buildings will be assured to remain zoned for commercial buildings. He asked if Lot 2 could have commercial buildings on it.

Pafford – She stated that was correct. She stated that the MRS land-use would require residential buildings, but the zoning allowed for the incorporation of some commercial developments on a limited basis on the property.

Able – He stated that he was concerned with the school day traffic present near the proposed development. He asked if there was any proposal to mitigate the traffic from the development.

Chris McGranahan, Traffic Engineering Consultant – He introduced himself as a traffic engineering consultant with LSC Transportation Consultants. He stated that the traffic study looked at two different land uses and their impact on traffic. He stated that the first study examined the impact of the construction of a daycare and added a considerable amount of traffic. He stated that the second study examined the impact of the development of 34 townhomes which would add less than 1% to the existing morning traffic in the area. He stated that the traffic study investigated making the nearby intersection an all-way stop or including a traffic signal, but both options were not warranted by traffic engineering standards. He stated that the public would not perceive a change in traffic from the development.

Able – He asked what grade the roads were rated.

McGranahan – He stated that the left turn and through lanes East and Westbound have a poor level of service and an F grading. He stated that the right turn lane on both approaches to the street are not failing. He stated that the flow of traffic will not be in the direction of morning traffic.

Able – He asked if the traffic would interfere with school traffic.

McGranahan – He stated that the traffic will not impede the traffic headed to the school. He stated that if the gate were removed from Teller Street, then it would aid traffic as well.

Able – He asked what the additional beneficial land use opportunities would be for the site. He also what the quality architectural elements for the development would be. He asked what Denver’s interest was in keeping the gate closed.

Mayor Paul – He explained that the decision to open the gate is entirely up to Denver.

Steven Sumberg – He stated that he was representing Creekside Communities. He stated that the beneficial land use opportunities were to remove the existing parking lot on
Lot 2 and replace it with the housing development. He stated that the townhomes would have a contemporary modern design.

Monforton – He stated that the beneficial land uses were converting the vacant parking lot to a townhome development.

Paul Rice, Planning - Development Assistance Manager – He stated that the original PD was 44 parcels. He stated the southern third of the PD contained 12 parcels that were reduced to two.

Able – He asked if the rezoning would not be a major change in the PD. He stated that he would be supporting the project.

Rice – He stated that was correct.

LaBure – He asked why the property needed to be rezoned from PD MES to MES.

Pafford – She stated that the rezone allowed the minimum parking spaces required for the office building from 5 to 1.5 parking spaces per 1000 square feet. She stated that the rezone would also keep the usage closest to its original purpose.

LaBure – He asked why the MRS added into the parcel was not classified as spot zoning.

Pafford – She stated that the Mixed-Use zone district allowed for a mixed set of uses. She stated that if the rezoning remains mixed use, it is not considered spot zoning.

Johnson – She stated that she appreciated the architecture of the development. She stated that she shared concerns regarding the traffic in the area and hoped the developer could do more to address it. She asked why the school district in the area did not weigh in on the development.

Pafford – She stated that there were representatives for the school district as well as parents of students in attendance at the Planning Commission meeting that discussed the zoning.

Sumberg – He stated the concerns of those who attended the Planning Commission meeting were centered on the gate closure rather than the traffic impact of the potential project.

Johnson – She stated that the gate was a problem. She stated that the first meeting they had on the rezoning had one attendee. She stated that the residential responses were far from the development where an individual from Belmar commented on the development.

Sumberg – He stated that the individual from Belmar was the only person that attended the community meeting. He stated that the developer focused on businesses in the area as there were not many residences surrounding the development.
Johnson – She offered advice on contacting elected officials. She reiterated her concern with the gate near the development.

Mayor Paul – He asked how to make the motion for the optional resolution for the rezoning.

Tim Cox, City Attorney – He stated that the optional resolution was dependent on the original ordinance and would require a motion to approve it if the ordinance were to pass. He stated that a number would need to be assigned to the resolution and that dates would need to be modified within the ordinance and the resolution.

Council member Able made a motion to adopt Ordinance O-2020-2. It was seconded.

Vote on Ordinance O-2020-2:

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The motion passed.

Council member Able made a motion to adopt Resolution 2020-12 as amended with the effective date of February 24, 2020. It was seconded.

Vote on Resolution 2020-12:

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The motion passed.
ITEM 14 – GENERAL BUSINESS – DISCUSSION AND POSSIBLE FURTHER ACTION ON SMALL CELL WIRELESS FACILITY SITING

Council Discussion:

Mayor Paul – He stated that the best way to proceed with the issue was to call an Executive Session to discuss the legal information concerning small cell wireless facility siting.

Cox – He stated that, following the Council meeting that discussed small cell wireless facilities, that industry representatives contacted the City regarding the status of the situation. He stated that he conferred with special counsel to compose a course of action through a confidential memo to Council that included placing an agenda item for the Council meeting this evening. He stated that the Executive Session would allow for discussion of legal matters. He stated that he recommended that Council hold an Executive Session.

Mayor Paul – He stated that the issues that will be discussed in the Executive Session do not concern the matters of small cell wireless that Council pushed back to April. He stated that the Executive Session would discuss a smaller piece of the issue. He reiterated that no decisions are made within Executive Session and that Council would reconvene if any action were to be taken.

Cox – He stated that the subject matter concerns the matter between this meeting and the next meeting set for April on the wireless issue.

Council member Able motioned to hold an Executive Session pursuant to § 2.15 (C)(4) of the Lakewood Home Rule Charter and § 24-6-402 (4)(B) of the Colorado Revised Statutes for the purposes of discussing matters of Attorney-Client privilege with the City Attorney and City Special Counsel regarding possible action on new and pending wireless facility permit applications. He further moved to return to open session from Executive Session for the purpose of taking any necessary action. It was seconded.

Council Discussion:

Springsteen – She stated that Council had decided to discuss the issue of wireless cell applications until April. She stated that Council understood that there were potential litigation issues with Council’s decision at the February 10, 2020 meeting. She stated that Council should not scare the community with the potential of litigation. She stated that she was opposed to entering Executive Session. She stated that she would like to move the Item off the agenda.

Mayor Paul – He stated that it is in Council’s interest if they would like to hold an Executive Meeting to discuss the issue. He stated that it is worth continuing the conversation with an Executive Session. He stated that Council acts have a fiduciary responsibility to the City, particularly in instances where there may be legal action.
Bieda – He stated that he agreed with Council member Springsteen. He stated that he was opposed to holding an Executive Session.

Able – He stated that he was concerned with the wording of the potential action on the agenda. He stated that some explanation would be required in advance to holding a potential Executive Session. He stated he agreed with Council members Bieda and Springsteen.

Gutwein – She stated that she understood the confusion that the public may have with the presence of wireless cells being present on the agenda after the February 10, 2020 meeting. She asked if the Executive Session was to give legal advice following Council’s last meeting.

Cox – He stated that was correct.

Gutwein – She stated that Council did not know what was going to happen after the February 10, 2020 meeting. She stated that she wanted as much information from the attorneys on the process as possible. She stated that she would like to limit the usage of Executive Sessions but felt protecting citizen’s tax dollars was critical towards holding it. She stated that no decisions would be made in the session and that any action would be taken in public session.

Johnson – She stated that she did not support holding an Executive Session at this evening’s Council meeting.

LaBure – He stated that it was critical for Council to heed legal advice from the City Attorneys. He stated that he supported proceeding into an Executive Session.

Cox – He stated that the responsibilities of the City Attorneys is to make recommendations that are in the City’s best interest. He stated those responsibilities included unnecessary litigation. He stated that the attorneys recommend placing an item on the next available agenda. He stated the item they are following up on was not noticed on the previous agenda. He stated this item had been noticed properly on the agenda and that the Executive Session was the best avenue to disclose legal information to Council.

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The motion failed.
Mayor Paul made a motion to terminate the pause, effective immediately, and to resume accepting and processing wireless facility siting applications, including applications accepted prior to the pause, in accordance with the time limits set forth under applicable law. It was seconded.

Council Discussion:

Able – He stated that he was concerned that there was not enough information placed on the agenda for the discussion at the meeting. He stated that he felt that he was being pressured to decide the matter.

Springsteen – She stated that she was concerned that industry representatives were allowed an opportunity to comment on the issue and that citizens were not. She stated that she felt she was being pressured to decide the matter.

Mayor Paul – He stated that the issue concerns what is already in the pipeline and is in opposition to federal and state law. He stated that there is a need for immediate action on the matter.

Franks – She stated that she wanted the legal counsel from the Executive Session. She stated that she will likely vote no on the motion as she cannot vote without legal counsel to assess the risk in the vote.

Gutwein – She stated that Council passed a resolution at its last meeting without notice for the moratorium on 5G facility permits.

Cox – He clarified that it was a motion and not a resolution. He stated that it was not for 5G applications, but for wireless facilities.

Gutwein – She stated that she did not support the moratorium. She stated that the expansion of 5G in Lakewood was a result of presidential direction through the FCC as well as state and federal law. She stated that if Council does not proceed correctly that it will be in violation of state and federal law. She stated that she has not seen any proof of cancer risk as a result of 5G. She stated that the item was also not placed on the agenda and that she was unsure of how she was going to vote on the motion.

Vincent – She stated that she voted no on the issue last week to prevent forcing staff to make decisions on the issue. She stated that she would have changed her vote after obtaining more information after the fact. She stated that she was disappointed that Council prevented itself from receiving legal information from the Executive Session.

Bieda – He stated that entering an Executive Session requires due course. He stated that he would not support entering one without proper notice to the public. He stated that he was not convinced that the moratorium is in violation of federal or state law.
Cox – He stated that it is the practice of Council to announce Executive Sessions, but the law allows for an Executive Session to be called at any time without notice required.

Council member Harrison made a motion to call the question. It was seconded.

Vote on the motion to call the question:

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The motion failed.

Franks – She stated that the moratorium was not noticed once it was voted on. She stated that the violation of federal and state law was not the key point of the issue. She stated that the City has already authorized some of the small cell facilities.

Ben Goldstein, Deputy City Manager – He stated that there are approximately 100 projects already approved and in place.

Franks – She suggested permitting the applications for small cell facilities that have already applied for the facilities to proceed but halting any new applications. She asked what the number of pending applications is.

Goldstein – He stated that he believed there were 44 applications that were pending. He stated that there was a 90-day shot clock for the City to review the applications after they were submitted.

Franks – She stated that if the City continued to accept applications and accept applicants, they would not be processed until Council came to a decision.

Goldstein – He stated that some of these applications must be acted upon before the April meeting on the issue.

Franks – She stated that she wanted to mitigate the litigation risk that Council would like to implement the strictest restrictions for the community that are still compliant with the state legislature.

Mayor Paul – He stated that he would be willing to withdraw his motion if Council wanted to act according to Franks’ suggestion.
Able – He stated that he wanted Council to fully evaluate the issue before coming to a decision. He stated that he was concerned that the Mayor had a prewritten motion in the event of the failure to hold an Executive Session.

Cox – He stated that the motion was prepared the afternoon before the meeting for it to be discussed at the Executive Session and presented at a public session of Council.

Able – He stated that it should have then been on the agenda.

Mayor Paul – He stated that there are applications in the queue that must be addressed.

Johnson – She stated that she would have liked more notice on any time constraints on the issues with the moratorium on wireless facility applications. She asked if it was possible to reschedule to Executive Session.

Mayor Paul – He shared his concern with moving the Executive Session.

Springsteen – She stated that multiple bodies are out of compliance with federal law. She stated that the issue was manufactured and presented itself at the end of last year. She stated that the issue should not constitute an emergency. She stated that she sought legal counsel on the issue the week prior.

Gutwein – She stated that she would still like the legal information from the Executive Session. She stated that she supported rescheduling the session so as to receive the information after additional notice to the public. She asked if the Executive Session could be rescheduled.

Hodgson – She stated that the City’s special counsel will be out of town starting Sunday for several weeks. She stated that scheduling may be a challenge.

Gutwein – She stated that the best outcome would be to pursue Franks’ option for Council to vote on.

Franks – She asked if the pending applications will be required to comply with action taken in April.

Mayor Paul – He stated that action could not be retroactively applied to the applications.

Mayor Paul adjourned Council for a recess at 11:53 p.m.

Mayor Paul reconvened Council at 12:08 a.m. on Tuesday, February 25, 2020.

Mayor Paul – He read the requirements for the holding of Executive Session meetings. He stated that Council could postpone the meeting until Thursday February 27, 2020.
Council, City Attorney, and the City Manager discussed a course of action for scheduling an Executive Session on Thursday February 27, 2020.

Council member Able made a motion to call a Special Meeting for Thursday February 27, 2020 at 7:00 p.m. in the City Manager’s Conference Room. He further moved to hold an Executive Session following the Special Meeting on February 27, 2020 pursuant to § 2.15 (C)(4) of the Lakewood Home rule Charter and § 24-6-402 (4)(B) of the Colorado Revised Statutes for the purposes of discussing matters of Attorney-Client privilege with the City Attorney and City Special Counsel regarding possible action on new and pending wireless facility permit applications and to return to open session from Executive Session for the purpose of taking any necessary action. It was seconded.

Vote on the motion to hold a Special Meeting for the purpose to go into an Executive Session:

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The motion passed.

**ITEM 15 – MAYOR AND CITY COUNCIL REPORTS**

Mayor Paul and City Council Members reported their attendance at previous meetings and events and announced upcoming neighborhood meetings and events.

**ITEM 16 – ADJOURNMENT**

There being no further business to come before City Council, Mayor Paul adjourned the meeting at 12:25 a.m. on Tuesday, February 25, 2020.

Respectfully submitted

Michele Millard, City Clerk
MINUTES
REGULAR MEETING OF THE CITY COUNCIL
CITY OF LAKEWOOD

7:00 P.M March 23, 2020

Minutes are not a verbatim transcription, but rather an attempt to capture the intent of the speaker by the City Clerk.

ITEM 1 – CALL TO ORDER

Mayor Paul called the VIRTUAL MEETING to order at 7:00 p.m.

ITEM 2 – ROLL CALL

Those present were: Mayor Adam Paul, Presiding
Charley Able
Sharon Vincent
Dana Gutwein
Mike Bieda
David Skilling
Anita Springsteen
Barb Franks
Ramey Johnson
Jacob LaBure
Karen Harrison

Absent: None.

Others in attendance: Kathy Hodgson, City Manager, Ben Goldstein, Deputy City Manager, and Tim Cox, City Attorney

Full and timely notice of this City Council meeting had been given and a quorum was present.

ITEM 3 – PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited, and there was a moment for silent prayer.
Tim Cox, City Attorney – He talked about the current emergency and the City’s Code Emergency Provision that allows the City Manager to declare a proclamation for State of Disaster/Emergency. That declaration would empower the City Manager to either stand in the shoes of the City Council and make governmental decisions if the Council was not in a position to do so or allow the City Manager to invoke curfews or evacuations, etc. in extraordinary situations. He stated that they needed Council’s approval to move forward. He spoke about the proposed ordinance O-2020-11, establishing rules and procedures for calling and holding meetings, where meetings would be posted, etc.

**ORDINANCE O-2020-11 – ESTABLISHING RULES AND PROCEDURES FOR CALLING AND HOLDING EMERGENCY CITY COUNCIL MEETINGS AND, FURTHER, DECLARING AN EMERGENCY**

Council member Skilling made a motion to adopt Ordinance O-2020-11. It was seconded.

Council comments:

**Council member Bieda** – He stated he was concerned with the determination for calling an emergency meeting, the Mayor and three Council members versus only four Council members, and the notice provision requirements.

**Council member Johnson** – She spoke about the indefinite period and stated she did not feel comfortable with that provision. She also talked about the determination for calling an emergency meeting and would like the number count up to six Council members, with or without counting the Mayor.

**Council member Springsteen** – She was concerned about the posting/notice of the meeting and the public comment portion of the meeting. She did not believe that they were following the rules of the City Charter. She wanted to know about the exemption clauses there were for the ordinance.

**Mayor Paul** – He stated that Channel 8 was broadcasting the meeting so the public could tune in, the meeting was posted, and directions were given to residents who wanted to provide public comment or chime in.

**Council member Able** – He stated the proposal would give the City Manager a lot of power, and he believed this was needed that in an emergency situation such as this. He was concerned that the proposal was not detailed enough and that it was not available to the public. He did not like the fact that the ordinance was indefinite. He wanted a periodic review on the situation from the City Manager to Council.

**Council member Gutwein** – She asked Mr. Cox to explain what actions would need to be taken to end the state of emergency.
Cox – He stated in the duration section of the Code it said that the state of disaster shall stay in effect until the City Manager declares by proclamation that the threat of danger has passed, or conditions no longer exist. It also talked about the ability of the City Council to decide or approve any extensions.

Gutwein – She asked the City Manager what time frame would be needed to put the community needs first.

Kathy Hodgson, City Manager – She stated that many other cities and the State has made the same declaration. The declaration would allow staff to be flexible with any needs that arise. She gave an example of many employees working remotely without City laptops. That would be a purchase the City might make without having to go through the process and getting approval from Council. She suggested going with what Council member Skilling stated about a date certain to help alleviate the concerns of it being indefinite. She would be comfortable with the duration going until April 27th because that would be a regular City Council meeting date.

Gutwein – She stated she would be comfortable with that date.

Skilling – He was in favor of the April 27th meeting date as a check in.

Council member LaBure – He agreed with a date certain and suggested meeting on April 13th which would be a regular meeting. He also suggested that in the Friday reports that the City Manager put in there any emergency purchases. He supported moving forward.

Council member Harrison – She supported the idea of a date certain of April 27th and believed the quorum should be six people. She did not think three or four would be enough.

Mayor Paul – He stated the intention was if there was a situation where six Council members or the Mayor could not meet, then the City Manager could have the authority to make decisions to ensure the safety and well-being of the citizens and the City.

Bieda – He agreed with a date certain. He believed that four Council members or the Mayor would be sufficient enough to call a meeting and would not affect how many there needed to be for a quorum to make decisions. That was covered in the City’s Charter.

Cox – He stated that was correct; the number required to call a meeting was different than the number needed to take action.
Able – He wanted to make sure people understood that the date certain was not an expiration date. He was okay with the date certain being April 13th or 27th. He agreed with Council member Bieda on the number to call a meeting.

Johnson – She stated she would like the date certain to be April 13th and after that she would like Council to be updated every 10 days on what was going on. She believed that Council needed to be involved in what was going on.

The motion and second was withdrawn.

Bieda – He made a motion to amend Ordinance O-2020-11 to change the quorum requirements to any four members can call a special emergency meeting, the notice to Council members of proposed emergency meeting is to be done both personally, if possible, and electronically or by telephone. The information to be provided to the public about a special meeting including how they can monitor the proceedings, and how public input can be taken under the circumstances. It was seconded.

Vote on amendments:

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The motion passed.

Council member Skilling made a motion to adopt Ordinance O-2020-11, as amended.

Vote on Ordinance O-2020-11, as amended:

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The motion passed.
Council member Skilling made a motion to adopt Ordinance O-2020-11 to continue the duration of the proclamation or declaration of state of disaster issued by the City Manager on March 17, 2020 pursuant to section 1.27.060 of the Lakewood Municipal Code until April 13, 2020, or if that meeting cannot happen, then at the next meeting thereafter. It was seconded.

Vote on Ordinance O- 2020-11:

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The motion passed.

**ITEM 4 – RESOLUTION 2020-12 – APPOINTING A MUNICIPAL JUDGE TO THE LAKEWOOD MUNICIPAL COURT**

A motion was made by Council member Skilling to adopt Resolution 2020-12. It was seconded.

Council Discussion:

Mayor Paul congratulated Nicole Bozarth on her appointment as a Municipal Judge.

Vote on Resolution 2020-12:

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The motion passed.
ITEM 5 – RESOLUTION 2020-13 – APPOINTING MEMBERS TO THE PLANNING COMMISSION

A motion was made by Council member Able to adopt Resolution 2020-13. It was seconded.

Council Discussion:

Able – He gave an overview on the application and interview process.

Vote on Resolution 2020-13:

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The motion passed.

ITEM 6 – PUBLIC COMMENT

None.

ITEM 7 – EXECUTIVE REPORT

Kathy Hodgson, City Manager, gave her executive report:

- She gave an overview of what each department in the City would be doing going forward.
- She gave an overview on the statistics of the COVID-19 Virus.
- Talked about the order given by the Jefferson County Public Health Department and Governor Polis’s order for the State of Colorado. She mentioned the order given by the City and County of Denver to Stay at Home.
- The Colorado Mill’s Mall has been closed and they are planning to re-open on March 29th. Belmar also announced that they will be closing and planning on re-opening on April 6th.
- Talked about the Community Action Team’s efforts with the homeless population.
City Clerk Michele Millard read the Consent Agenda, with the exception of Item 13 which was pulled from the Consent Agenda and placed under general business, into the record. The Consent Agenda consists of Items 8 through 14, inclusive.

**ITEM 8 – RESOLUTION 2020-14 – RECREATING A CITY COUNCIL AD HOC ADVISORY COMMITTEE TO REVIEW AND RECOMMEND AMENDMENTS TO THE PROVISIONS OF THE LAKEWOOD MUNICIPAL CODE REGARDING CAMPAIGN FINANCE**

**ITEM 9 – RESOLUTION 2020-16 – AUTHORIZING THE TRANSFER OF A PORTION OF AN UNENCUMBERED APPROPRIATION BALANCE AMONG DEPARTMENTS AND APPROVING THE PROCUREMENT OF A BUDGET PLANNING AND MANAGEMENT SOFTWARE SOLUTION AND THE ASSOCIATED IMPLEMENTATION SUPPORT SERVICES IN EXCESS OF $50,000**

**ITEM 10 – ORDINANCE O-2020-7 – DECLARING THE INTENT OF THE CITY OF LAKEWOOD TO ACQUIRE INTERESTS IN PROPERTY FOR PUBLIC PURPOSES FOR THE CONSTRUCTION OF A MULTI-USE PATH ALONG THE NORTH SIDE OF RTD’S W-LINE AND AUTHORIZING NEGOTIATIONS WITH PROPERTY OWNERS, ACCEPTANCE OF CONVEYANCE INSTRUMENTS AND CONDEMNATION OF REAL PROPERTY INTERESTS (SUBJECT TO FURTHER COUNCIL APPROVAL)**

**ITEM 11 – ORDINANCE O-2020-8 – DECLARING THE INTENT OF THE CITY OF LAKEWOOD TO ACQUIRE INTERESTS IN PROPERTY FOR PUBLIC PURPOSES FOR THE REPLACEMENT OF TRAFFIC SIGNAL POLES, EQUIPMENT AND CURB RAMPS AT THE INTERSECTION OF W JEWELL AVENUE AND S DEFRAME STREET AND AUTHORIZING NEGOTIATIONS WITH PROPERTY OWNERS, ACCEPTANCE OF CONVEYANCE INSTRUMENTS AND CONDEMNATION OF REAL PROPERTY INTERESTS (SUBJECT TO FURTHER COUNCIL APPROVAL)**

**ITEM 12 – ORDINANCE O-2020-9 – VACATING A PORTION OF RIGHT-OF-WAY FOR YUKON STREET, SOUTH OF WEST 13TH AVENUE BETWEEN BLOCKS 67 AND 70, LAKEWOOD, AS DEPICTED IN EXHIBIT “A” HERETO**

**ITEM 13 – ORDINANCE O-2020-10 – AMENDING THE LAKEWOOD ZONING ORDINANCE**

**ITEM 14 – APPROVING MINUTES OF CITY COUNCIL MEETINGS**

City Council Meeting January 13, 2020
City Council Meeting February 10, 2020
Ben Goldstein, Deputy City Manager – He talked about Item 9 regarding financial/budget software and the urgent need for it.

Council members expressed their concerns or support and asked questions regarding the amount of money needed to purchase the software, the timing of the request, the need of the software, etc.

Public Comment: None.

A motion was made by Council member Skilling to approve Council Minutes, order all ordinances introduced on first reading to be published into the Denver Post Newspaper for public hearing set for dates included in the ordinances, and to adopt resolutions, all of which are included in the Consent Agenda Items, except for Item 13, for the record and introduced by the City Clerk. It was seconded.

Johnson – She had questions on Items 10 and 11 regarding acquiring property for a multi-use path and replacement of a traffic signal pole. She wanted to put these items on hold because she did not feel this was the right time for these projects.

Bieda – He agreed with Council member Johnson and did not feel like one of the traffic signal poles needed to be replaced at this time.

Vote on Consent Agenda:

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<td>SKILLING</td>
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<td>TOTAL</td>
<td>9</td>
<td>2</td>
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The motion passed.

END OF CONSENT AGENDA
ORDINANCES ON SECOND READING AND PUBLIC HEARINGS

ITEM 15 – ORDINANCE O-2020-6 - DISCONNECTING CERTAIN PROPERTY ADDRESSED AS 14013 W QUINCY AVE AND LOCATED IN THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 7, TOWNSHIP 5 SOUTH, RANGE 69 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO

Public Comment: None.

A motion was made by Council member Skilling to approve Ordinance O-2020-6. It was seconded.

Council Discussion:

Able – He believed since this was a land use issue that the Planning Commission should have been involved.

Cox – He explained the process of an annexation versus a disconnection/de-annexation.

Vote on Ordinance O-2020-6

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The motion passed.

ITEM 16 – GENERAL BUSINESS

ITEM 13 – ORDINANCE O-2020-10 – AMENDING THE LAKEWOOD ZONING ORDINANCE

Johnson – She stated this ordinance dealt with student living units and there was a lot of community interest. She would like to put this item on the agenda at a time where the community could give public comments in person.

She made a motion to pass Ordinance O-2020-10 on first reading and schedule the second reading at a future meeting when in-person public comment could be presented and specifically to a date certain of May 11, 2020. It was seconded.
Vote on Ordinance O-2020-10:

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The motion passed.

**ITEM 17 – MAYOR AND CITY COUNCIL REPORTS**

Mayor Paul and City Council Members reported their attendance at previous meetings and events and announced upcoming neighborhood meetings and events.

**ITEM 18 – ADJOURNMENT**

There being no further business to come before City Council, Mayor Paul adjourned the meeting at 10:22 p.m.

Respectfully submitted,

Michele Millard, City Clerk
STAFF MEMO

DATE OF COUNCIL MEETING: APRIL 27, 2020 / AGENDA ITEM NO. 9

To: Mayor and City Council

From: Daniel McCasky, Police Chief, 303-987-7171

Subject: AN ORDINANCE TO ACCEPT GRANT FUNDING FOR HOMELESS NAVIGATORS

This ordinance was approved on 1st Reading by a vote of 11 ayes 0 nays.

SUMMARY STATEMENT: On December 11, 2019, the Colorado Health Foundation approved the City’s grant application in the amount of $178,632 to partially fund the city’s two homeless navigator positions. Per City Charter, City Council can make supplemental appropriations to the annual budget by ordinance. This memo requests City Council adopt the attached ordinance authorizing a supplemental appropriation in the amount of $178,632 for the grant award.

BACKGROUND INFORMATION: On October 28th, 2019, the City Council approved the addition of two homeless navigator positions intended to increase the coordination of community resources and services for homeless people in Lakewood.

With this approval, city staff sought out grants to help fund the new positions. City staff applied for a competitive grant offered by the Colorado Health Foundation. After an initial application and follow-up on-site interview, the city was awarded $178,632 to help fund the navigator’s salaries.

BUDGETARY IMPACTS: Adopting this ordinance would authorize a supplemental appropriation to the 2020 annual budget in the amount of $178,632 to partially fund the two homeless navigator positions.

STAFF RECOMMENDATIONS: Staff recommends that the City of Lakewood adopt the proposed ordinance.

ALTERNATIVES: If City Council chooses not to adopt the proposed ordinance, the city will not be able to utilize the awarded grant dollars and will need to use alternate funding sources to fully fund the two homeless navigator positions.

PUBLIC OUTREACH: There has been no official public outreach on this agenda item.

ATTACHMENTS: Ordinance O-2020-12

REVIEWED BY: Kathleen E. Hodgson, City Manager
Benjamin B. Goldstein, Deputy City Manager
Timothy P. Cox, City Attorney
AN ORDINANCE

AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE 2020 ANNUAL BUDGET IN THE AMOUNT OF $178,632 AND AUTHORIZING THE EXPENDITURE OF GRANT FUNDS FROM THE COLORADO HEALTH FOUNDATION TO ASSIST THE CITY OF LAKEWOOD IN IMPROVING SERVICE ACCESS FOR PEOPLE WHO ARE HOMELESS IN LAKEWOOD

WHEREAS, Article XII, Section 8, of the City of Lakewood (the “City”) home rule Charter allows the Lakewood City Council to make supplemental appropriations by ordinance during the fiscal year for unanticipated expenditures required for the operation of the City using monies not anticipated in the adopted budget that have become available to the City;

WHEREAS, on December 11, 2019, the Colorado Health Foundation approved a City grant application in the amount of $178,632;

WHEREAS, on October 28, 2019, the City Council approved the addition of two (2) Homeless Navigator positions intended to increase the coordination of community resources and services for homeless people in Lakewood;

WHEREAS, no additional money is being requested for this grant;

WHEREAS, approval of this Ordinance on first reading is intended only to confirm that the City Council desires to comply with the Lakewood Municipal Code by setting a public hearing to provide City staff and the public an opportunity to present evidence and testimony regarding the proposal; and

WHEREAS, approval of this Ordinance on first reading does not constitute a representation that the City Council, or any member of the City Council, supports, approves, rejects or denies the proposal.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Lakewood, Colorado, that:

SECTION 1. In accordance with Section 12.8 of the City’s Home Rule Charter, there is hereby appropriated in the Grant Fund $178,632 for the purpose of partially funding Homeless Navigator positions to increase coordination of community resources and services for the homeless population in Lakewood.

SECTION 2. This ordinance shall take effect thirty (30) days after final publication.

SECTION 3. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this Ordinance that can be given effect without the invalid portion, provided that such remaining portions or application of this Ordinance are not determined by the court to be inoperable.
I hereby attest and certify that the within and foregoing ordinance was introduced and read on first reading at a virtual regular meeting of the Lakewood City Council on the 27th day of April, 2020; published by title in the Denver Post and in full on the City of Lakewood's website, www.lakewood.org, on the 30th day of April, 2020; set for public hearing to be held on the 11th day of May, 2020; read, finally passed and adopted by the City Council on the _____ day of May, 2020; and signed by the Mayor on the _____ day of May, 2020.

Adam Paul, Mayor

ATTEST:

Michele Millard, City Clerk

APPROVED AS TO FORM:

Timothy P. Cox, City Attorney
DATE OF COUNCIL MEETING: APRIL 27, 2020 / AGENDA ITEM NO. 10 & 11

MAY 11, 2020 / AGENDA ITEM NO. 10

To: Mayor and City Council

From: Travis Parker, Director of Planning, 303-987-7908

Subject: AN ORDINANCE ENDORSING THE SUBSTANTIAL AMENDMENT TO THE 2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM TO ALLOCATE ADDITIONAL CDBG FUNDS MADE AVAILABLE THROUGH THE CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY ACT (CARES ACT); AND

AN ORDINANCE ENDORSING THE 2020-2024 CONSOLIDATED PLAN AND RECOMMENDED PROJECTS AND FUNDING LEVELS FOR THE 2020 ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM;

This ordinance was approved on 1st Reading by a vote of 11 ayes 0 nays.

SUMMARY STATEMENT: Staff is requesting that City Council review and approve the following two Ordinances:

2019 Annual Action Plan Substantial Amendment
- Ordinance endorsing the Substantial Amendment to the 2019 Annual Action plan to allocate additional CDBG funding made available to the City of Lakewood through the Coronavirus Aid, Relief and Economic Security Act (CARES Act) to assist Lakewood with immediate and long-term impacts from the Coronavirus.

2020-2024 Consolidated Plan and 2020 Annual Action Plan
- Ordinance endorsing the 2020-2024 Consolidated Plan identifying the City’s housing, supportive service and community development priority needs for the next five years and recommended projects and funding levels identified in Table 1 for the 2020 Community Development Block Grant (CDBG) Program year.

BACKGROUND INFORMATION: The U.S. Department of Housing and Urban Development (HUD) requires all entitlement communities receiving Community Development Block Grant (CDBG) funds, such as the City of Lakewood, to prepare and submit a Consolidated Plan every five years to establish a unified, strategic vision for economic development, housing and community development actions. The Consolidated Plan encompasses the analysis of local community needs and coordinates appropriate responses to those needs and priorities.

The Consolidated Plan is carried out through Annual Action Plans which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan. The City must submit an Annual Action Plan to HUD by no later than April 15 of each year during the five-year period (unless otherwise specified by HUD).
The Lakewood City Council adopted the 2019 Action Plan (“Action Plan”) on April 8, 2019 and submitted the document to HUD before the required deadline date.

Per the City’s Citizen Participation Plan (CPP), a Substantial Amendment to a Consolidated Plan and Action Plan is required when a “substantial” change is proposed as it relates to funding priorities, proposed activities, goals and objectives.

This substantial amendment to the Action Plan is necessary because the City has been allocated new CDBG funding through the March 27, 2020 Coronavirus Aid, Relief and Economic Recovery Act (CARES Act) that it wishes to allocate to activities to assist with immediate and long-term aid and recovery efforts for Lakewood residents impacted by the Coronavirus. In accordance with the requirements outlined in the CARES Act, a 7-day public review and comment period beginning April 16 and ending April 23, 2020 was provided and a public notice published in the Denver Post and on the City’s website.

### Changes to the 2019 Annual Action Plan

The City proposed to allocate $533,236 in new CDBG-COVID funding to CDBG-eligible activities that assist with immediate and longer-term needs for low- and moderate-income people impacted by the Coronavirus. Staff is working closely with public health, non-profit service providers and government agencies to understand the highest needs within the community and identify partnerships and effective solutions to supporting those most impacted by Coronavirus.

The following CDBG-eligible activities will assist with the highest anticipated needs. These activities include but are not limited to support for emergency housing, motel vouchers, limited rental and mortgage assistance, eviction prevention, case management, low-income resident services, physical and mental health assistance, personal protective equipment, deposit and moving costs, food, utilities, transportation, employment, child-care, and self-sufficiency programing.

The programming of the additional funds is intended to be broad in scope to allow for quick and nimble response and assistance to anticipated and unanticipated needs as the crisis unfolds within our community. The City will work closely with a variety of community partners to assess the immediate and longer-term needs of those impacted by the Coronavirus and ensure the funds assist those most in need as efficiently as possible. It is anticipated that these activities will be implemented through existing city programs, county and municipal partnerships, and local housing and service providers.

All proposed activities will meet one or more of the following objectives:

- Benefit low- and moderate-income people
- Address an urgent community need

In order for the funding to be secured to reach those most vulnerable and immediately impacted, staff is seeking funding approval before many program details are known which is not ideal but necessary during this time. Staff has prepared a second version of the ordinance for City Council’s consideration. This version would allow for plan changes to be adopted as an emergency ordinance, thus getting the money into the community even faster. Both versions of the ordinance give staff authorization to expend the funds in amounts that exceed $50,000 without additional City Council authorization.

Staff will prepare a follow-up memo for City Council, outlining how the additional CDBG funds have been utilized for COVID related expenses. It is anticipated that this memo will be delivered by September 30, 2020.
2020-2024 Consolidated Plan and 2020 Annual Action Plan

The U.S. Housing and Urban Development Department (HUD) will grant federal funds to the City of Lakewood (City) for housing and community development activities once the 2020-2024 Consolidated Plan and Action Plan for the 2020 Program Year are reviewed and approved by the City Council. An amount of $906,452 in Community Development Block Grant (CDBG) funds will be available in 2020.

The purpose of the CDBG program is to enable communities to carry out a wide range of community development activities directed toward neighborhood revitalization, economic development, and improved community services and facilities. All activities undertaken with CDBG funds must address one of the following three federal program objectives:

1. Benefit low- and moderate-income persons, or
2. Aid in the prevention or elimination of slum and blight (as defined by the community), or
3. Address urgent community development needs that present a serious and immediate threat to the health or welfare of the community

CDBG activities must also satisfy additional HUD eligibility requirements and address a local need and objective outlined in the City’s Consolidated Plan which is updated every five years.

2020-2024 Consolidated Plan and 2020 Annual Action Plan Details:
The City of Lakewood’s Consolidated Plan is the City’s comprehensive planning document for the CDBG program for years 2020-2024. The Plan identifies Lakewood’s housing and community development needs and develops objectives and strategies to meet those needs. The Consolidated Plan is used by HUD and the City of Lakewood as the guiding document for future funding, program management and evaluation. As mentioned above, All CDBG activities proposed over the next five years must address a local need and objective outlined in the Consolidated Plan. The 2020 Annual Action plan which outlines projects and funding levels for the 2020 program year is contained within the Consolidated Plan.

Priority Needs and Objectives: Three priority needs and objectives have been identified for the City of Lakewood and outlined in the 2020-2024 Consolidated Plan:

Priority Needs:

1. Neighborhood Improvements in Target Areas
2. Housing Preservation, Rehabilitation and Improvements
3. Supportive Services for Low-Income and Special Needs People

The following three objectives, equal in importance, have been developed to meet those needs:

1. Preserve and improve Target Area neighborhoods
2. Provide safe, decent and affordable housing
3. Promote stabilization and self-sufficiency through service provision

Public Participation and Plan Development: The City executed a contract with Root Policy to gather data, conduct stakeholder and public outreach and draft the Consolidated Plan. Public participation was an important component to the development of the Plan. Individuals, citizen groups, non-profit agencies, housing specialists and Lakewood residents were consulted through a survey tool and focus groups. Particular emphasis was placed on involving low- and moderate-income residents who directly benefit from programs funded through CDBG.

The Annual Action Plan: outlines the proposed CDBG-funded projects for 2020 which address the priority needs identified in the Consolidated Plan. It also serves as the City’s annual funding application for the CDBG
program year, which begins June 1, 2020 and ends May 31, 2021. The 2020 CDBG allocation for the City of Lakewood is $906,452.

Project Selection Process:
A review committee consisting of City staff from affected departments reviewed proposed projects and evaluated how each project satisfies national and local objectives. Keeping in mind ongoing commitments, the committee reviewed the estimated annual allocation of funds and selected the recommended projects included in the 2020 Action Plan. The recommended projects are described later in this memorandum.

The following criteria were used to evaluate and select recommended projects:

1. The project addresses a local priority need identified in the Consolidated Plan
2. The project provides a benefit to low- and moderate-income residents of Lakewood
3. The project benefits the qualified Target Area neighborhoods in need of revitalization
4. The project objectives and outcomes can be measured for aggregation nationally as HUD reports to Congress on program efficiencies. HUD program objectives are: a) provide a suitable living environment; b) provide an opportunity for decent housing; or c) provide an economic opportunity. HUD program outcomes are: 1) availability/accessibility; 2) affordability; and 3) sustainability.

CDBG Estimated Resources Available in 2020:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>2020 Community Development Block Grant (CDGB)</td>
<td>$906,452</td>
</tr>
<tr>
<td>2020 CDBG Program Income (estimate)*</td>
<td>$20,000</td>
</tr>
<tr>
<td>Unspent CDBG reserves from previous years</td>
<td>$290,548</td>
</tr>
<tr>
<td><strong>Total CDBG Resources</strong></td>
<td><strong>$1,217,000</strong></td>
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*Program income is money received from the repayment of loans from the Single-family Housing Rehabilitation program.

2020 Recommended Projects:

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Estimated Cost</th>
<th>Department or Subrecipient</th>
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<tbody>
<tr>
<td>Single-family Housing Rehabilitation</td>
<td>Low-interest loans and grants are provided to elderly, disabled and low-income homeowners to complete health and safety improvements to their single-family homes. Exterior painting, landscaping and yard clean is also provided through Lakewood Help for Homes program.</td>
<td>$160,000</td>
<td>Jefferson County Housing Authority&lt;br&gt;Brothers Redevelopment, Inc.</td>
</tr>
<tr>
<td>CDBG Neighborhood Cleanup</td>
<td>A neighborhood clean-up event for households living within CDBG Target Areas to enhance neighborhood appearance and safety.</td>
<td>$16,000</td>
<td>Lakewood Police Department-Code Enforcement</td>
</tr>
<tr>
<td>Public Facilities</td>
<td>Park improvements including the construction of an accessible route and replacing aging</td>
<td>$372,000</td>
<td>Lakewood Community Resources&lt;br&gt;The Action Center</td>
</tr>
</tbody>
</table>
**BUDGETARY IMPACTS:** There are no budgetary impacts. The Community Development Block Grant program is funded through the Department of Housing and Urban Development (HUD).

**STAFF RECOMMENDATIONS:** Staff recommends City Council approve the Ordinance endorsing the Substantial Amendment to the 2019 Annual Action Plan and the Ordinance endorsing the 2020-2024 Consolidated Plan and recommended projects and funding levels for the 2020 Community Development Block Grant program year.

**ALTERNATIVES:** City Council may deny endorsement of the Substantial Amendment to the 2019 Annual Action Plan. This would eliminate Lakewood resources to support the immediate and longer-term needs of the low-income and special needs community impacted by the Coronavirus.

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<tr>
<th>ALTERNATIVES</th>
<th>PROJECT DESCRIPTION</th>
<th>FUNDING</th>
<th>PROVIDER</th>
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<tbody>
<tr>
<td>Child-care Scholarships</td>
<td>Child-care scholarships to low-income families to help parents remain in the workforce or receive job training.</td>
<td>$50,000</td>
<td>Lakewood Community Resources</td>
</tr>
<tr>
<td>Self-sufficiency program</td>
<td>Self-sufficiency services and programming for low-income residents living in Metro West Housing Solutions properties. Activities include case management, referral services, transportation and recreation scholarships, after-school programs and activities to increase life skills.</td>
<td>$40,000</td>
<td>Metro West Housing Solutions</td>
</tr>
<tr>
<td>Homeless Activities</td>
<td>Funding will be reserved for eligible CDBG activities to assist those experiencing homelessness. Activities could include limited rental assistance, emergency hotel vouchers, case-management services, transportation, or acquisition and/or rehabilitation of temporary to permanent housing or homeless-serving public facilities. The funds will not be allocated to specific activities so the City can be flexible and responsive to emergency needs identified throughout the program year.</td>
<td>$30,000</td>
<td>Lakewood Planning</td>
</tr>
<tr>
<td>Section 108 Loan Repayment</td>
<td>CDBG funds are used to repay a Section 108 Loan that was used to construct a Lakewood Head Start Facility and make improvements to Ray Ross Park.</td>
<td>$369,000</td>
<td>Lakewood Planning</td>
</tr>
<tr>
<td>CDBG Administration</td>
<td>Provides oversight, management, and coordination of the CDBG program.</td>
<td>$180,000</td>
<td>Lakewood Planning</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$1,217,000</strong></td>
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City Council may deny the endorsement of the 2020-2024 Consolidated Plan and Annual Action Plan. If denied, the city would no longer be recognized as an Entitlement Community and lose future CDBG funding for the community. In addition, the City would not be able to use CDBG to pay the annual Section 108 Loan payment.

PUBLIC OUTREACH:

**Substantial Amendment to the 2019 Annual Action Plan:** In accordance with the CARES Act, a Notice of Public Hearing and 7-day public review period was published in the Denver Post and on the City’s website on April 16, 2020, informing the public of the proposed Substantial Amendment and inviting public review and comments. On May 11, 2020, the Lakewood City Council will hold a public hearing regarding the Substantial Amendment. The public review period will begin on Thursday, April 16, 2020 and will end on April 23, 2020. Due to the public facilities closures related to COVID-19, hard copies were unable to be distributed to Lakewood libraries and city offices and instead only available for review online at the City of Lakewood website. To date, no public comments have been received.

**2020-2024 Consolidated Plan and Annual Action Plan:** A public meeting was held on March 12, 2020 to gather input on community needs and priorities for the upcoming 2020 program year. The meeting was advertised on the City’s calendar, via social media and flyers distributed to Metro West Housing Solutions properties. A 30-day public notice for the May 11, 2020 City Council Hearing was published in English and Spanish and advertised in the Denver Post and on the City’s website on March 19, 2020. The Consolidated Plan and Annual Action Plan were available for review and comment on the City’s website. Due to the public facilities closures related to COVID-19, hard copies were unable to be distributed to Lakewood libraries and city offices and instead only available for review online at the City of Lakewood website. The public comment period began on March 19, 2020 and ended April 18, 2020. To date, no public comments have been received.

**NEXT STEPS:** CDBG Staff will submit the Substantial Amendment to the 2019 Annual Action Plan and 2020-2024 Consolidated Plan and Annual Action Plan for HUD’s approval. CDBG Staff will prepare a memo to Lakewood City Council on CDBG-COVID related expenses, programming and accomplishments by September 30, 2020.

**ATTACHMENTS:**
- Ordinance 2020-13
- Substantial Amendment to the 2019 Annual Action Plan
- Ordinance 2020-13 (Emergency Version)
- Substantial Amendment to the 2019 Annual Action Plan
- Ordinance 2020-14
- 2020-2024 Consolidated Plan and 2020 Annual Action Plan

**REVIEWED BY:**
- Kathleen E. Hodgson, City Manager
- Benjamin B. Goldstein, Deputy City Manager
- Timothy P. Cox, City Attorney
O-2020-14

AN ORDINANCE

ENDORsing the Projects and Project Funding Levels in the City of Lakewood 2020-2024 Consolidated Plan and 2020 Annual Action Plan for the Community Development Block Grant Program

WHEREAS, the City of Lakewood (the “City”) is an entitlement community and receives Community Development Block Grant ("CDBG") funds;

WHEREAS, CDBG funds are appropriated by the U.S. Department of Housing and Urban Development ("HUD"), and the City Manager or the City Manager’s designee, as the official representative, is authorized to submit documents and assurances as may be required to administer the programs and expend the CDBG funds;

WHEREAS, on May 11, 2020, the City Council reviewed the City’s 2020-2024 Consolidated Plan and 2020 Annual Action Plan for the use of CDBG funds and recommended funding based on community needs and priorities;

WHEREAS, approval of this ordinance on first reading is intended only to confirm that the City Council desires to comply with the Lakewood Municipal Code by setting a public hearing to provide City staff and the public an opportunity to present evidence and testimony regarding the proposal; and

WHEREAS, approval of this ordinance on first reading does not constitute a representation that the City Council, or any member of the City Council, supports, approves, rejects or denies the proposal.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood:

SECTION 1. The City Council hereby endorses the projects listed in the attached Exhibit A to be funded through the 2020 Community Development Block Grant Program.

SECTION 2. The City hereby certifies that:

a. The programs identified are eligible for funding and address required national objectives for the CDBG program;

b. The City has a citizen participation plan that provides for and encourages citizen participation and provides citizens with reasonable and timely access to local meetings, information and records relating to the City’s use of CDBG funds;

c. The City has developed the Consolidated Plan that identifies the City’s housing, supportive service and community development priority needs for the years 2020-2024; and
d. The City has developed an Annual Action Plan for the projected use of CDBG funds to principally benefit low- and moderate-income persons, address identified community development and housing needs, or aid in the prevention or elimination of slum or blight.

SECTION 3. This ordinance shall take effect thirty (30) days after final publication.

SECTION 4. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this Ordinance that can be given effect without the invalid portion, provided that such remaining portions or application of this Ordinance are not determined by the court to be inoperable.

I hereby attest and certify that the within and foregoing ordinance was introduced and read on first reading at a virtual regular meeting of the Lakewood City Council on the 27th day of April, 2020; published by title in the Denver Post and in full on the City of Lakewood’s website, www.lakewood.org, on the 30th day of April, 2020; set for public hearing to be held on the 11th day of May, 2020; read, finally passed and adopted by the City Council on the _____ day of May, 2020; and signed by the Mayor on the _____ day of May, 2020.

__________________________
Adam Paul, Mayor

ATTEST:

__________________________
Michele Millard, City Clerk

APPROVED AS TO FORM:

__________________________
Timothy P. Cox, City Attorney
## EXHIBIT A
### 2020 PROJECTS RECOMMENDED FOR FUNDING

### Community Development Block Grant (CDBG)

<table>
<thead>
<tr>
<th>HOUSING PROGRAMS</th>
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<tbody>
<tr>
<td>Single-Family Housing Rehabilitation</td>
<td>$160,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>NEIGHBORHOOD PROGRAMS</th>
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<tr>
<td>Neighborhood Cleanup</td>
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<th>PUBLIC FACILITIES</th>
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<tr>
<td>Morse Park Improvements</td>
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<td>Action Center Shelter HVAC</td>
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<tr>
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<tbody>
<tr>
<td>MWHS Self-Sufficiency</td>
<td>$40,000</td>
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<tr>
<td>Child-Care Scholarships</td>
<td>$50,000</td>
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<td>Homeless Activities</td>
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<table>
<thead>
<tr>
<th>OTHER</th>
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<tbody>
<tr>
<td>CDBG Administration</td>
<td>$180,000</td>
</tr>
<tr>
<td>Section 108 Loan Repayment</td>
<td>$369,000</td>
</tr>
</tbody>
</table>

### TOTAL CDBG FUNDS $1,217,000
City of Lakewood

2020-2024 Five-Year Consolidated Plan & 2020 Action Plan

Prepared for
City of Lakewood Planning Department
480 South Allison Parkway Lakewood, Colorado 80226

Prepared by
Root Policy Research
6740 East Colfax Avenue
Denver, Colorado 80202
970-880-1415
www.rootpolicy.com
hello@rootpolicy.com

DRAFT REPORT

PUBLIC COMMENT PERIOD:
MARCH 19, 2020 TO APRIL 18, 2020
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<td>40</td>
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<td>54</td>
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APPENDIX

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Executive Summary

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Lakewood is a federal entitlement community under the U.S. Department of Housing and Urban Development’s Community Development Block Grant (CDBG) Program. As a HUD entitlement community, the City is required to prepare a Five-Year Consolidated Plan in order to implement any federal programs that fund housing, community development, and economic development within the community. The City of Lakewood is also part of the Jefferson County HOME Consortium, of which the County is the lead entity. The federal HOME Investment Partnerships (HOME) grant supports affordable housing activities throughout Jefferson County.

This section provides a brief summary of the topics covered in the City and Lakewood 2020-2024 Consolidated Plan, Strategic Plan and 2020 Annual Action Plan. This plan includes a needs assessment and housing market analysis to identify the most pressing housing and community development needs as well as the current infrastructure in place to serve low- and moderate-income residents and residents with special needs. The Strategic Plan outlines Lakewood’s goals to address those needs and the priorities for allocating federal funds over the next five years.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The City has identified the following goals for the planning period:

- Preserve and improve target area neighborhoods;
- Provide safe, decent affordable housing; and
- Promote stability and self-sufficiency through service provision to low income and special needs populations.

3. Evaluation of past performance

The City’s past programs have focused on community needs that continue to exist including aging housing and infrastructure, neighborhood improvements, and social service supports for low income residents. The programs Lakewood has used to address these needs have been well received by residents and neighborhood organizations. Lakewood believes the goals and programs proposed for the 2020-2024 Consolidated Plan and the 2020 Annual Action Plan continue to be the most efficient and effective use of HUD block grant funds. If additional funding becomes available and when the City's Section 108 debt is retired, the city will evaluate new and expanded programs.
4. **Summary of citizen participation process and consultation process**

The City of Lakewood’s goal for citizen participation is to ensure a broad participation of City residents and housing, economic, and service providers in the planning and implementation of community development and housing programming. Engagement efforts were held in conjunction with Jefferson County, the lead agency for the HOME Consortium and were designed to inform multiple city and county planning processes including this Consolidated Plan, the Analysis of Impediments to Fair Housing Choice, and the Jefferson, Park, and Teller County Community Needs Assessment.

Outreach for engagement included non-profit and for-profit housing developers, public housing authorities, community members, advocacy groups, government and industry representatives, social service organizations (serving a wide variety of client types), and economic development agencies. Residents participated through community meetings, resident focus groups, and a resident survey (made available online and in paper form in both English and Spanish).

5. **Summary of public comments**

No comments were received as a result of the public comment period.

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

No comments were received.
The Process

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

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Agency</td>
<td>LAKEWOOD</td>
<td></td>
</tr>
<tr>
<td>CDBG Administrator</td>
<td>LAKEWOOD</td>
<td>City of Lakewood Planning Department</td>
</tr>
<tr>
<td>HOPWA Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOME Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOPWA-C Administrator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 1– Responsible Agencies

Narrative

The City of Lakewood continues to administer the Community Development Block Grant program (CDBG). For the HOME Investment Partnerships Program (HOME), the city is a member of the Jefferson County HOME Consortium.

Consolidated Plan Public Contact Information

Amy DeKnikker  
Principal Planner  
CDBG Program Manager  
City of Lakewood  
amydekk@lakewood.org  
(303) 987-7522
PR-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

This section reviews the stakeholder consultation process conducted for the City of Lakewood 2020-2024 Consolidated Plan.

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

The City of Lakewood’s activities that support coordination between public and assisted housing providers and health care and social service agencies are threefold: 1) the City encourages and accepts funding applications from housing, health care and service providers through its Annual Action Plan process. Activities that complement existing city programs are prioritized for funding. 2) The City has a small staff overseeing housing and community development programs; however, these staff are very active on local and regional boards and committees. 3) Rather than duplicate regional services and programs, the City utilizes existing programs—e.g., the City contracts with Jefferson County Housing Authority to administer funds for housing rehabilitation for low income homeowners. The City also coordinates closely with Metro West Housing Solutions to support their initiatives.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Lakewood is a participating member of the Jefferson County Heading Home Committee. Heading Home is a collaboration of individuals, and public service organizations in the HOME consortium region determined to end homelessness in Jefferson County. The JCHHC is governed by the Heading Home Plan to End Homelessness (Heading Home), which was created in April, 2013. Each of the eight goals of Heading Home are governed by a subcommittee. The City of Lakewood is a participating member of the JCHHC, and has Chair representation on a subcommittee that specifically works to obtain permanent supportive housing for homeless in Jefferson County. The Severe Weather Shelter Network (SWSN) is one of the services provided through Heading Home. The SWSN, through Jefferson County faith communities, provides emergency shelter and services during severe weather; when the temperature is below 32 degrees and wet or below 20 degrees and dry.

City of Lakewood is also a member agency of the Metropolitan Denver Homeless Initiative (MDHI), metro Denver's Continuum of Care administering organization. The goal of MDHI is to provide maximum personal independence opportunities for homeless persons and persons at risk of becoming homeless through design and implementation of a Continuum of Care and Opportunities model for the metropolitan Denver community. In an effort to end homelessness across the Metro Denver region,
MDHI organizes a Point-in-Time (PIT) Homeless Count for the seven county Metro Denver region. The purpose of the annual PIT count is to count the number of homeless individuals on one day of the year and to educate citizens about the presence of homelessness within their own communities. A Lakewood staff member participates each year in the PIT count and serves on the committee throughout the year.

In addition, the communities within Jefferson County recently partnered to conduct a month-long comprehensive count of individuals experiencing homelessness. That report was released in March 2020 and the steering committee anticipates continuing discussions to continue to improve the service delivery system to meet the needs of people experiencing homelessness.

Several of Lakewood’s City Councilors serve as board members and volunteers for Lakewood non-profits and agencies that assist the homeless and provide affordable housing options.

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

N/A; Lakewood does not receive the Emergency Solutions Grant (ESG). The Homeless Management Information System (HMIS) assists Continuum of Care planning groups to identify needs and gaps in provision of housing and services to assist persons who are homeless.

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

<table>
<thead>
<tr>
<th>#</th>
<th>Agency/Group/Organization</th>
<th>City of Lakewood</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>Other government – Local</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>NA, MA, SP, AP</td>
</tr>
<tr>
<td></td>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Staff of various agencies reviewed and contributed to the narrative and data in the Consolidated Plan and Action Plan through interviews and document review.</td>
</tr>
<tr>
<td>2</td>
<td>Agency/Group/Organization</td>
<td>Metro West Housing Solutions</td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>PHA</td>
</tr>
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<td>What section of the Plan was addressed by Consultation?</td>
<td>NA, MA, SP, AP</td>
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<td>Agency/Group/Organization</td>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td></td>
</tr>
<tr>
<td>---------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Jefferson County Housing Authority</td>
<td>Agency was interviewed to discuss affordable housing needs and provide data on existing inventory and programs.</td>
<td></td>
</tr>
<tr>
<td>Council/Committee</td>
<td>Jefferson County Community Services Advisory Board</td>
<td></td>
</tr>
<tr>
<td>Focus group with the committee to discuss gaps in service provision and top needs related to public services throughout Jefferson County.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Action Center</td>
<td>The Action Center</td>
<td></td>
</tr>
<tr>
<td>Service provider – homeless and special needs</td>
<td>Participated in a focus group to discuss housing, community development, and service needs in Jefferson County and Lakewood.</td>
<td></td>
</tr>
<tr>
<td>Service provider</td>
<td>CASA</td>
<td></td>
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OMB Control No: 2506-0117 (exp. 06/30/2018)
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<th>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</th>
<th>Participated in a focus group to discuss housing, community development, and service needs in Jefferson County and Lakewood.</th>
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</thead>
<tbody>
<tr>
<td>7</td>
<td>Agency/Group/Organization</td>
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<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
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<tr>
<td></td>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
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<td>8</td>
<td>Agency/Group/Organization</td>
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<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
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<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
</tr>
<tr>
<td></td>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
</tr>
<tr>
<td>9</td>
<td>Agency/Group/Organization</td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
</tr>
<tr>
<td></td>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
</tr>
<tr>
<td>10</td>
<td>Agency/Group/Organization</td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
</tr>
<tr>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Participated in stakeholder focus group to discuss community and economic development needs in Jefferson County</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Various housing developers</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>For-profit and non-profit housing developers</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>MA</td>
</tr>
<tr>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Participated in stakeholder focus group to discuss housing market trends, needs, and barriers to development in Jefferson County and Lakewood.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Senior Resource Center</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Service provider – seniors</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>NA, MA</td>
</tr>
<tr>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Organization hosted and recruited attendees to participate in a resident focus group. Also helped promote the resident survey.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Roots of Courage</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Service provider – victims of domestic violence</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>NA, MA</td>
</tr>
<tr>
<td>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Organization hosted and recruited attendees to participate in a resident focus group. Also helped promote the resident survey.</td>
</tr>
</tbody>
</table>

Table 2– Agencies, groups, organizations who participated

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

The City of Lakewood contacted a variety of agency types and partnering organizations in preparing the 2020-2024 Consolidated Plan and 2020 Annual Action Plan. No agencies were intentionally excluded from consultation.
Other local/regional/state/federal planning efforts considered when preparing the Plan

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Lakewood 2015-2019 Consolidated Plan, Strategic Plan, and associated Annual Action Plans</td>
<td>City of Lakewood</td>
<td>Strategic Plan goals build on the previous Consolidated Plan goals but adapt and refine them to the current needs of the community.</td>
</tr>
<tr>
<td>Jefferson County Analysis of Impediments to Fair Housing Choice (AI)</td>
<td>Jefferson County, City of Lakewood, and City of Arvada</td>
<td>AI is currently in development but preliminary analysis was considered in the development of the Con Plan Strategic Plan</td>
</tr>
<tr>
<td>City of Lakewood Housing study</td>
<td>City of Lakewood</td>
<td>Strategic Plan goals help address needs identified in the Lakewood Housing Study.</td>
</tr>
<tr>
<td>2019 Comprehensive Homeless Count, Jefferson County Colorado</td>
<td>Comprehensive Homeless County Steering Committee (Jefferson County and cities of Arvada, Lakewood, and Westminster.)</td>
<td>Strategic Plan goals were informed by the analysis in the Homeless study.</td>
</tr>
<tr>
<td>City of Lakewood Comprehensive Plan</td>
<td>City of Lakewood</td>
<td>Long term community vision was considered in the development of Strategic Plan goals.</td>
</tr>
</tbody>
</table>

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

Lakewood is an active participant in the Metro Mayors Caucus, which, among other activities, has developed strategies aimed at increasing the availability of affordable housing in the metro Denver region. Several of Lakewood's City Councilors serve as board members and volunteer for Lakewood non-profits and agencies that assist the homeless and provide affordable housing options. Lakewood is also a member of the Metro Denver Homeless Initiative (MDHI), whose mission is to spearhead an ongoing cooperative effort to break the cycle of homelessness.
PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

Citizen participation efforts included public meetings/hearings, focus groups, an online resident survey, and key person interviews. Engagement for the Consolidated Plan was conducted in conjunction with engagement that will inform the development of the Jefferson County Community Needs Assessment and the Analysis of Impediments to Fair Housing Choice.
## Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public hearings/meetings</td>
<td>Non-targeted/broad community</td>
<td>2 Lakewood residents attended the public meeting</td>
<td>Wide range of comments covering housing and community development needs.</td>
<td>All comments or views received were accepted.</td>
<td>n/a</td>
</tr>
<tr>
<td>2</td>
<td>Resident Survey</td>
<td>Residents most vulnerable to housing challenges and service needs</td>
<td>285 Lakewood respondents (534 countywide)</td>
<td>Feedback related to housing needs and challenges, social services, community access to opportunity, accessibility, and discrimination.</td>
<td>All comments or views received were accepted.</td>
<td>n/a</td>
</tr>
<tr>
<td>3</td>
<td>Resident focus groups (5)</td>
<td>Residents vulnerable to housing challenges and service needs (low incomes, seniors, victims of domestic violence, LGBTQ, mental health)</td>
<td>27 residents attended one of 5 focus groups</td>
<td>Feedback related to housing needs and challenges, social services, community access to opportunity, accessibility, and discrimination.</td>
<td>All comments or views received were accepted.</td>
<td>n/a</td>
</tr>
<tr>
<td>4</td>
<td>Stakeholder focus groups (4)</td>
<td>Community stakeholders (e.g., service providers, housing developers, economic development, etc.)</td>
<td>24 Stakeholders participated in at least one of four meetings</td>
<td>Feedback related to housing needs and challenges, social services, community access to opportunity, accessibility, and service delivery infrastructure.</td>
<td>All comments or views received were accepted.</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Table 4– Citizen Participation Outreach
Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment (NA) section of the eCon Plan describes the primary housing challenges in the city. This section summarizes the primary housing and service needs in the City of Lakewood, followed by additional information on non-housing community development needs (section NA-50), as required by HUD. Additional detail on housing needs and market inefficiencies are discussed in MA-05.

Housing needs. Cost burden and severe cost burden are the most common housing problems in the city, according to data provided by HUD for the Consolidated Plan.\(^1\) Nearly two-thirds (64\%) of low- and moderate-income renters (earning less than 100\% AMI) are cost burdened, as are nearly half (45\%) of low- and moderate-income owners earning less than 100\% AMI. Rates of cost burden and severe cost burden are even higher for extremely low and very low income households.

Since development of the 2013-2017 Consolidated Plan, the cost of renting in the City of Lakewood, like much of metro Denver, has risen considerably. The average monthly rent in Lakewood exceeds $1,000 per month. To afford to rent in Lakewood, a household must earn at least $58,000 per year. The actual median household income for renters in Lakewood is $45,000. A “rental gaps analysis” completed to support the 2020-2024 Five-year Consolidated Plan (and discussed in more detail in section MA-45) identifies a 5,000-unit shortage of rentals affordable to households earning less than $25,000 per year.

The 2013-2017 Consolidated Plan described a relatively affordable market for homeownership: about one-third of homes for sale were affordable to renters earning $50,000 per year in 2012. Renters earning $75,000 per year had many choices in the market, as about three-fourths of Lakewood’s homes for sale were affordable to them. Since that time, the proportion of for-sale homes affordable to households earning less than $50,000 has dropped to 12\% percent. About one-fifth of homes for sale were affordable to renters earning between $50,000 and $75,000 and over 60\% percent of homes are affordable to income levels above $75,000. Rising for sale prices have made it more challenging for renters to convert to owners within the City of Lakewood, but there are also current owners who face housing challenges. The city still has many long-time owners who have aged, are living on fixed incomes and/or who have become unemployed and have difficulty paying their mortgage and maintaining their homes.

\(^1\) Data source is Comprehensive Affordable Housing Strategy (CHAS) data; cost burden is defined as spending more than 30\% percent of housing income on housing costs; severe cost burden is spending more than half of household income on housing costs.
A county-wide resident survey conducted for the Consolidated Plan and Community Needs Assessment asked residents about their top housing concerns. A key theme of responses was affordability:

- 19 percent of respondents said they worried about their rent going up to an amount they can’t afford;
- 16 percent said they struggle to pay their rent or mortgage;
- 55 percent of respondents who want to buy a home said they cannot afford the downpayment; and

When asked about the condition of their home, one in every five respondents (21%) rated their home in “fair” or “poor” condition. The most common repair needs were windows, electrical wiring, and interior wall/ceiling cracks.

Senior residents that participated in community engagement for the Consolidated Plan (focus groups and survey) highlighted the need for more diversity in housing options to accommodate growing aging populations.

Stakeholders also emphasized the affordability challenges residents are facing, citing finding affordable, stable housing as one of the top issues for low- and moderate-income households and for people experiencing homelessness.

**People experiencing homelessness.** According to the 2019 Comprehensive Homeless Survey for Jefferson County, there were 486 people experiencing homelessness in August 2019 in the City of Lakewood. About 20 percent were chronically homeless, 33 percent reported having a disability, 30 percent reported having a serious mental illness, 7 percent were veterans, and 14 percent were fleeing domestic violence. Overall, 14 percent of households experiencing homelessness in Lakewood included children.

Stakeholders emphasized the need for wrap-around services paired with housing to help support those currently experiencing homelessness and transition them into permanent, stable housing. The overall lack of affordable options is a key concern but advocates also acknowledged the need for a full continuum of housing solutions (e.g., shelters, day shelters, permanent supportive housing, as well as more conventional affordable rental units).

**Non-homeless special needs populations.** Non-homeless special needs populations include households containing persons with a disability, elderly households, large families, female headed households with children, limited English proficient households, and those at risk of homelessness.
**Disability.** There are 17,024 residents with a disability living in Lakewood (11% of the total population).² According to CHAS data provided by HUD, 39 percent of households that contain a member with a disability in Jefferson County have one or more housing problems. By that measure, 6,639 residents with disabilities in Lakewood have some type of housing need. A resident survey conducted for a Consolidated Plan and Community Needs Assessment found that the top housing challenges for people with disabilities include: affordability in general (worrying about rent increasing, struggling to pay rent or mortgage, and not being able to afford a different apartment/house); and accessibility. Among households with a disability, 28 percent said their house does not meet their accessibility needs. Most common accommodation needs were grab bars in the bathroom, stair lifts, wider doorways and ramps.

**Elderly households.** In Lakewood 32,829 residents are 62 years or older, accounting for 21 percent of the city’s population.³ Senior households may be less able to cope with increasing housing costs (rents for renters and property taxes for owners) as they are more likely to be living on a fixed retirement income. Most seniors desire to age in place but may need accessibility modifications as they age and may need additional support services in order to properly maintain their home and property. Many may also require transportation services and in-home health care at certain stages.

**Large families.** There are 3,749 large family households (5 or more people) in Lakewood.⁴ HUD CHAS data indicate that 19 percent of large households county-wide have some type of housing problem. The most common housing need is related to cost burden but large households are also more susceptible to overcrowding (CHAS data do not provide enough detail to quantify the number of large family households that are overcrowded).

**Female headed households with children.** There are about 2,235 female headed single parent households in Lakewood. The poverty rate for these households is 25 percent—much higher than the citywide family poverty rate of 6.5 percent.⁵ The 569 female headed households with children living in poverty are the most likely to struggle with rising housing costs and may need unique supports given the challenges they face.

**Limited English proficient households.** About 1,944 Lakewood households have limited English proficiency (LEP), meaning no one over the age of 14 speaks English “very well.” Spanish is the most common language spoken by LEP households in Lakewood (67% of all LEP households in...

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² 2018 American Community Survey data
³ 2018 American Community Survey data
⁴ 2018 American Community Survey data
⁵ 2018 American Community Survey data
Lakewood), followed by Asian and Pacific Island languages (18% of LEP households). These households may have trouble accessing resources and/or housing-related documents in their native language. The 12 percent of limited English proficient residents that are living in poverty are most likely to have acute housing needs.

- **At risk of homelessness.** Households spending 50 percent or more of their income on housing are considered at risk of homelessness. These households have limited capacity to adjust to rising home prices and are vulnerable to even minor shifts in rents, property taxes, and/or incomes. In Lakewood, 10,100 households earning less than 100 percent AMI (27% of all LMI households) are severely cost burdened and therefore at risk of homelessness.

In addition to needs described above both stakeholders and residents identified a need for mental health services and supports throughout Jefferson County and Lakewood.

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6 2018 American Community Survey data
NA-40 Homeless Needs Assessment - 91.405, 91.205 (c)

Introduction:

The 2019 Comprehensive Homeless Survey for Jefferson County prepared for the Comprehensive Homeless Survey Steering Committee was conducted in August 2019. This was a month long, comprehensive survey of individuals experiencing homelessness. In the report, homelessness is defined as individuals and families living in an emergency shelter, transitional housing, those who are unsheltered, and those who lack stable housing. At least one of the following criteria must be met to classify housing as unstable: the inability to sleep or stay in the same place for the next 14 days, the inability to pay for housing for the next 14 days, or inconsistent housing for the last 60 days.

Findings for the City of Lakewood from the 2019 Comprehensive Homeless Survey included:

- Across Jefferson County, there were 997 people experiencing homelessness in August 2019.
- Nearly half of those counted (49%) reported staying in the City of Lakewood in August.
- Homelessness disproportionately impacts members of racial or ethnic minority groups;
- The largest gaps in services are related to housing assistance, transportation, and shelter; and
- Transportation, cost, and lack of availability are the top three barriers to accessing services.

If data are not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

The 2019 Comprehensive Homeless Survey showed the following statistics of homelessness and at-risk populations in the City of Lakewood. There were 486 homeless persons included in the total count; 20 percent were chronically homeless. There were 337 households experiencing homelessness. Among those households:

- 86 percent did not include children;
- Over 30 percent of the homeless persons reported having a disability;
- 30 percent reported having a serious mental illness;
- 7 percent were veterans;
- 14 percent were fleeing domestic violence.
Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

According to the Comprehensive Homeless Survey, there were 337 households experiencing homelessness in Lakewood.

- The majority of households (86%) did not include children.
- Fourteen percent of households had at least one child and one adult, and none were households with only children.
- The percentage of people who identified as male (56%) was greater than the percentage of people who identified as female (40%).
- Seven percent of respondents were veterans.
- The majority of respondents were adults (67%) followed by children (16%).


Homeless persons in Lakewood were 62 percent White, 7 percent African American, and 33 percent Hispanic or Latino, 13 percent multi-racial, and 4 percent Native American. Compared to the population of the City, respondents experiencing homelessness were more likely to be a member of a minority racial/ethnic group.

Discussion:

Please see above.
NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction’s need for Public Facilities:

Throughout Lakewood’s history, the community has placed a high priority on acquiring, developing, and improving park and recreation facilities across the city. The city directs a number of resources and strategies to address the growing number of people experiencing homelessness. However, there are few sheltering options throughout the entire county for those with unstable housing situations. These public facility needs have been reaffirmed in recent years by their inclusion as a top priority for City Council.

To continue to effectively serve families and children in HS and EHS in Lakewood for the foreseeable future, a substantial investment in several of the childcare facilities is required. Specifically, the Head Start cottages that were built by the Jefferson County School District as elementary school facilities over 50 years ago need significant updating to ADA standards, at minimum. The city purchased the facilities in 2000 and made subsequent renovations enabling them to be licensed as child care facilities. Making an investment in the cottages will ensure that Lakewood is able to continue serving those in need through Head Start programming for many years to come.

Residents continually request acquisition of open land for park and open space purposes. In the next three to five years it is anticipated that demand for parks and open space will continue to rise as the area population grows. However, this growth will also consume the few remaining parcels of vacant land. The City of Lakewood has adopted the National Recreation and Park Association’s recommended standards as its desired level of service to the community. Currently, the city has approximately 5 acres of developed neighborhood and community parks available for every 1,000 residents. Developed park and recreation facilities are in constant demand and not evenly distributed throughout the community. City staff is working to meet and balance these demands, especially in underserved areas.

Lakewood will continue to focus on providing parks and open space in underserved areas of the city. A majority of those areas are in CDBG Target Areas of low and moderate-income residents. The Comprehensive Master Plan for the Department of Community Resources will direct the acquisition, development and redevelopment of park and open space facilities for the city.

One of the City’s top goals is to provide an equal level of service throughout the city. Several Target Area neighborhoods could benefit from new or improved facilities. Such facilities include: Two Creeks Park Development; Wright Park Development; Peterson Park Development; South Sheridan Fields improvements, Kendrick Lake Park improvements, Jefferson Green Park improvements, and the development of a new park at the site of the former Meadowlark cottages.

A high priority for the City of Lakewood is to bring existing facilities up to current quality standards. This is accomplished through continual maintenance, and renovation of outdated facilities. In Target Area neighborhoods, the following recreation facilities have been highlighted for major renovations:
Mountair Park improvements, Sunset Park improvements and expansion, Morse Park Playground renovation, Idlewild Playground renovation, and Ray Ross Park Shelter.

The most frequent request for infrastructure improvements received by City of Lakewood Engineering Division is for missing sidewalks. This is consistent with sentiment of residents who attended the community meetings for the Plan. Sidewalks simply do not exist in many older neighborhoods and along numerous major streets in Lakewood. The current citywide waiting list for sidewalk projects contains approximately 180 locations that equate to approximately 58 miles of sidewalk. A very conservative estimate to complete all the locations on the list would be Between $75 and $230 million dollars. This waiting list has been developed solely from calls received from residents. Staff has not inventoried the entire city for all locations where sidewalks are needed. A complete inventory could exponentially increase the waiting list.

The City of Lakewood’s Capital Improvement and Preservation Program currently budgets $500,000 annually for sidewalk construction projects. Even with this ongoing, annual investment, the waiting list will continue to grow in future years.

Another major need is an aging cast iron water lines in Lakewood’s Water Utility Service Area. Cast iron pipes have reached their service life and are becoming increasing susceptible to breaking, resulting in property damage and water losses. Some sections of the aging system may not be capable of serving the additional residential units planned for the area, which may limit or delay residential projects. The service area is in a Target Area Neighborhood and is operated by the City of Lakewood as a utility enterprise. All costs to operate and maintain the system, including replacing aging pipes, are paid for by rates paid by customers; no general fund money is transferred to the utility enterprise. Rate increases are anticipated to be needed to update the system. A conservative estimate to replace these lines is approximately $2,500,000.

Funding stormwater infrastructure improvements also continues to be extremely challenging for Lakewood. The city formed and started operating a Stormwater Management Utility in 2000 that generates money for capital construction. However, with the current utility fee structure, it will still take more than fifty years to address all currently listed stormwater facility needs.

Unfortunately, there is much more need for public facilities and infrastructure improvements than available funding. Over the next five years, additional needs and community improvements will be identified in our CDBG Target Areas that will go unfunded. The need for additional funding to improve public facilities and infrastructure in Lakewood’s low-income areas is significant.

**How were these needs determined?**

Department staff worked with The Conservation Fund (The Fund), a national nonprofit organization dedicated to advancing America's land and water legacy, to conduct a thorough analysis of Lakewood’s
parkland inventory in 2019. The Fund’s goal was to help identify potential acquisition opportunities and to help plan for anticipated growth by strategically identifying areas that would serve more residents within a 10-minute walk, while also helping make the system more equitable. Potential acquisitions were organized based on the type of acquisition opportunity in three areas: those that addressed a gap in the existing park network, those that provided for possible expansion of an existing park, or those that provided for the expansion of trail right-of-way. In addition, facility assessments are conducted regularly to identify needed upgrades and improvements to ensure safety and long-term sustainability of Lakewood’s public facilities.

Community Resources Department management staff participate in an annual planning session in the first quarter each year to review existing projects and identify potential new projects. All of the projects are categorized and maintained on a master list and reviewed monthly to track progress and make adjustments as needed. The Division Managers review the project list quarterly and provide updates as needed. The constant evaluation of projects ensures those that are a high priority are addressed quickly and resources are distributed efficiently and effectively.

Stormwater and water system needs have been continuously updated as maintenance is performed on the systems.

**Describe the jurisdiction’s need for Public Improvements:**

Please see above

**How were these needs determined?**

Please see above

**Describe the jurisdiction’s need for Public Services:**

The City of Lakewood has operated center-based services for preschool children since the initial year of operation in 1997. During the 2019-2020 school year, the program was funded to provide services to 90 children ages 3 to 5 in Head Start (HS) and 19 infants and toddlers and one pre-natal mother in Early Head Start (EHS).

The focus of HS and EHS is to prepare children and their families for future school success. The vast majority of the children in HS and EHS are experiencing school readiness for the first time and come from families with extremely low incomes.

Another program priority is to meet the needs of income-eligible children, those experiencing homelessness, currently in foster care and children with special needs. Below is an example of the program statistics in the identified priority areas for the 2018-2019 school year.
• 64% of children lived in household that had incomes below 100% of the federal poverty level
• 16% of children enrolled were homeless
• 3% of children enrolled with status as a foster child
• 9% of children lived in household that had income between 100% and 130%
• 22% of children had one or more identified need and receiving services through an Individual Education Plan (IEP) or Individual Family Service Plan (IFSP)
• 63% of children were Hispanic

The City of Lakewood has chosen to embrace the program because of the immense value it brings to the community. The City’s community assessment shows that of the 8,492 (5.5%) children under the age of five, 1,671 of these children live at or below the poverty line. The City is able to serve approximately 9% of the eligible population.

The city offers a number of therapeutic recreation activities for residents. One program that provides recreation options for individuals with disabilities and is the only program of its kind in Denver-metro area, is Camp Paha. It provides safe, challenging and fun leisure, recreational and educational opportunities for youth ages 6-17. Activities include swimming, sports, games, nature, music, drama, hiking, arts and crafts and field trips within the community. The Paha Adults in Transition (PAT) program is a summer day program experience tailored for young adults ages 18-25. In addition to leisure and recreation opportunities, PAT focuses on skill building and independence, developing work skills, self-advocacy, safety and life skill development.

Limited funding is available to help low-income families afford Camp Paha costs and benefit from the important and life changing programs it provides. In order to continue to support low-income families, additional funding is needed.

Lakewood recognizes that homelessness is an important issue and has devoted a number of resources to help improve systems and service delivery to those experiencing homelessness. In 2020, the city hired two full-time homeless navigators to help homeless individuals and families navigate the complicated search for needed services and housing resources. This program will require a variety of funding sources to effectively help people get on a path to improve their lives and unstable housing situations.

Additionally, there is a need for those who have stable housing but need additional resources and/or skills to improve their socio-economic situation and create a more sustainable, resilient future for themselves and their families.

**How were these needs determined?**

Lakewood staff works closely with the community, non-profit service partners and faith leaders to continually evaluate the public service needs in the community. CDBG staff are actively involved with numerous local and regional efforts that examine the highest needs and effective solutions for vulnerable populations. In 2019, Lakewood participated in the first ever Comprehensive Homeless
Count in Jefferson County which identified the top service needs and barriers to accessing services for people experiencing homelessness.
Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

This section continues the discussion of housing needs in the above Needs Assessment (NA) section with a more specific focus on housing costs and market trends. Non-housing community development needs are discussed in section MA-45, after the housing overview.

Lakewood’s rental vacancy rate in the second quarter of 2019 (2Q19) was 4.7 percent, signaling a tight rental market. The average rent in Lakewood as of 2Q19 was $1,550; the median was $1,450. In the most recent years the average rent has increased more than the median, indicating that rent growth is stronger in existing older properties. Rent growth for high end properties has been limited because of a need to find tenants who can afford these high in comparison rents.

Although rent growth at the high end has slowed, renters in Lakewood who are not in the market for high-end units are cost burdened. Renters who are bearing the greatest burden of increasing rents are those earning less than $35,000 per year who are not occupying subsidized housing.

Currently, renters in Lakewood must earn $58,000 to afford the average rent (assuming 30% of income goes toward housing costs). In the southern portion of the city, where rents are even higher, renters must earn at least $62,000 per year to afford the average rent. This is one of the highest priced rental submarkets in Jefferson County.

A “rental gaps analysis” was completed to support the 2020-2024 Five-year Consolidated Plan and evaluate mismatches in supply and demand in the rental market. The gaps analysis compared the number of renters at various income levels with the number of units affordable to them.

The gaps analysis identifies about 6,500 renters in Lakewood earning less than $25,000 per year. These renters had about 1,500 affordable rental units to choose from—leaving a shortage of around 5,000 units. These renters needed units priced at less than $625 per month, including utilities, to avoid being cost burdened. Given that new apartment construction tends to target higher price brackets, the increase in supply of rental units is concentrated at income levels above $25,000, doing little to alleviate the rental gap at lower income levels.

The figure on the following page shows the results of the gaps analysis, highlighting the need for additional rentals that are priced affordably for households earning less than $25,000 per year.

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7 Denver Metro Area Vacancy and Rent Survey data.
Lakewood Rental Gaps Analysis

<table>
<thead>
<tr>
<th>Income Range</th>
<th>Renters Num.</th>
<th>Renters Pct.</th>
<th>Maximum Affordable Rent</th>
<th>Rental Units Num.</th>
<th>Rental Units Pct.</th>
<th>Rental Gap</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than $15,000</td>
<td>3,316</td>
<td>12%</td>
<td>$375</td>
<td>533</td>
<td>2%</td>
<td>-2,783</td>
</tr>
<tr>
<td>$15,000 to $24,999</td>
<td>3,266</td>
<td>12%</td>
<td>$625</td>
<td>948</td>
<td>3%</td>
<td>-2,318</td>
</tr>
<tr>
<td>$25,000 to $34,999</td>
<td>3,633</td>
<td>13%</td>
<td>$875</td>
<td>3,693</td>
<td>13%</td>
<td>60</td>
</tr>
<tr>
<td>$35,000 to $49,999</td>
<td>4,853</td>
<td>18%</td>
<td>$1,250</td>
<td>8,963</td>
<td>32%</td>
<td>4,110</td>
</tr>
<tr>
<td>$50,000 to $74,999</td>
<td>6,248</td>
<td>23%</td>
<td>$1,875</td>
<td>10,005</td>
<td>35%</td>
<td>3,757</td>
</tr>
<tr>
<td>$75,000 or more</td>
<td>6,162</td>
<td>22%</td>
<td>$1,875+</td>
<td>4,071</td>
<td>14%</td>
<td>-2,091</td>
</tr>
<tr>
<td>Total/Low Income Gap</td>
<td>27,478</td>
<td>100%</td>
<td></td>
<td>28,213</td>
<td>100%</td>
<td>-5,101</td>
</tr>
</tbody>
</table>


As discussed in NA-05, the for-sale market in Lakewood has also lost affordability over the past five years. Since the Consolidated Plan was completed, the proportion of for-sale homes affordable to households earning less than $50,000 has dropped to 12 percent (from 33%). Rising for sale prices have made it more challenging for renters to convert to owners within the City of Lakewood, but there are also current owners who face housing challenges. The city still has many long-time owners who have aged, are living on fixed incomes and/or who have become unemployed and have difficulty paying their mortgage and maintaining their homes.
MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

Lakewood, Colorado, as the state’s fifth most populous municipality, is well positioned for continued economic growth and stability due to the city’s geographic location, physical infrastructure, diverse industry base, and sustainability values.

Lakewood is located directly west of the City and County and Denver and is well connected to Denver and the entire metro area through roads and highways, a light rail line, other public transit and pedestrian and bicycle facilities making Lakewood an attractive location for residents and industry. The city’s diverse industry base is served by a well-educated population in the metro area. Lakewood is committed to not only economic and environmental sustainability, but social sustainability as well.

This section contains economic development data and information for the City of Lakewood. The data in the tables were pre-populated by HUD.

Economic Development Market Analysis

Business Activity

<table>
<thead>
<tr>
<th>Business by Sector</th>
<th>Number of Workers</th>
<th>Number of Jobs</th>
<th>Share of Workers %</th>
<th>Share of Jobs %</th>
<th>Jobs less workers %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, Mining, Oil &amp; Gas Extraction</td>
<td>735</td>
<td>260</td>
<td>1.03%</td>
<td>0.30%</td>
<td>-0.73%</td>
</tr>
<tr>
<td>Arts, Entertainment, Accommodations</td>
<td>8,548</td>
<td>8,024</td>
<td>11.98%</td>
<td>9.25%</td>
<td>-2.73%</td>
</tr>
<tr>
<td>Construction</td>
<td>4,860</td>
<td>3,674</td>
<td>6.81%</td>
<td>4.23%</td>
<td>-2.58%</td>
</tr>
<tr>
<td>Education and Health Care Services</td>
<td>14,278</td>
<td>27,552</td>
<td>20.01%</td>
<td>31.75%</td>
<td>11.74%</td>
</tr>
<tr>
<td>Finance, Insurance, and Real Estate</td>
<td>4,959</td>
<td>4,509</td>
<td>6.95%</td>
<td>5.20%</td>
<td>-1.75%</td>
</tr>
<tr>
<td>Information</td>
<td>2,022</td>
<td>1,890</td>
<td>2.83%</td>
<td>2.18%</td>
<td>-0.66%</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>4,193</td>
<td>3,647</td>
<td>5.88%</td>
<td>4.20%</td>
<td>-1.67%</td>
</tr>
<tr>
<td>Other Services</td>
<td>6,987</td>
<td>9,126</td>
<td>9.79%</td>
<td>10.52%</td>
<td>0.72%</td>
</tr>
<tr>
<td>Professional, Scientific, Management Services</td>
<td>8,463</td>
<td>10,863</td>
<td>11.86%</td>
<td>12.52%</td>
<td>0.66%</td>
</tr>
<tr>
<td>Public Administration</td>
<td>3,462</td>
<td>4,451</td>
<td>4.85%</td>
<td>5.13%</td>
<td>0.28%</td>
</tr>
<tr>
<td>Retail Trade</td>
<td>7,370</td>
<td>10,333</td>
<td>10.33%</td>
<td>11.91%</td>
<td>1.58%</td>
</tr>
<tr>
<td>Transportation and Warehousing</td>
<td>2,233</td>
<td>1,207</td>
<td>3.13%</td>
<td>1.39%</td>
<td>-1.74%</td>
</tr>
<tr>
<td>Wholesale Trade</td>
<td>3,245</td>
<td>1,240</td>
<td>4.55%</td>
<td>1.43%</td>
<td>-3.12%</td>
</tr>
<tr>
<td>Total</td>
<td>71,355</td>
<td>86,776</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

Table 5 - Business Activity
Labor Force

<table>
<thead>
<tr>
<th>Total Population in the Civilian Labor Force</th>
<th>92,027</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civilian Employed Population 16 years and over</td>
<td>88,990</td>
</tr>
<tr>
<td>Unemployment Rate</td>
<td>3.30%</td>
</tr>
<tr>
<td>Unemployment Rate for Ages 16-24</td>
<td>4.57%</td>
</tr>
<tr>
<td>Unemployment Rate for Ages 25-65</td>
<td>3.14%</td>
</tr>
</tbody>
</table>

Table 6 - Labor Force

Data Source: 2018 American Community Survey 1-Year Estimate

Occupations by Sector

<table>
<thead>
<tr>
<th>Occupations by Sector</th>
<th>Number of People</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management, business and financial</td>
<td>16,631</td>
</tr>
<tr>
<td>Farming, fisheries and forestry occupations</td>
<td>263</td>
</tr>
<tr>
<td>Service</td>
<td>13,222</td>
</tr>
<tr>
<td>Sales and office</td>
<td>19,730</td>
</tr>
<tr>
<td>Construction, extraction, maintenance and repair</td>
<td>7,640</td>
</tr>
<tr>
<td>Production, transportation and material moving</td>
<td>9,027</td>
</tr>
</tbody>
</table>

Table 7 – Occupations by Sector

Data Source: 2018 ACS 1-Year Estimates

Travel Time

<table>
<thead>
<tr>
<th>Travel Time</th>
<th>Number</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 30 Minutes</td>
<td>47,664</td>
<td>57.70%</td>
</tr>
<tr>
<td>30-59 Minutes</td>
<td>28,994</td>
<td>35.10%</td>
</tr>
<tr>
<td>60 or More Minutes</td>
<td>5,953</td>
<td>7.21%</td>
</tr>
<tr>
<td>Total</td>
<td>82,611</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

Table 8 - Travel Time

Data Source: 2018 ACS 1-Year Estimates
Education:

Educational Attainment by Employment Status (Population 25 to 64)

<table>
<thead>
<tr>
<th>Educational Attainment</th>
<th>In Labor Force</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Civilian Employed</td>
<td>Unemployed</td>
</tr>
<tr>
<td>Less than high school graduate</td>
<td>4,906</td>
<td>427</td>
</tr>
<tr>
<td>High school graduate (includes equivalency)</td>
<td>15,128</td>
<td>532</td>
</tr>
<tr>
<td>Some college or Associate's degree</td>
<td>21,184</td>
<td>499</td>
</tr>
<tr>
<td>Bachelor's degree or higher</td>
<td>32,104</td>
<td>891</td>
</tr>
</tbody>
</table>

Table 9 - Educational Attainment by Employment Status
Data Source: 2018 ACS 1-Year Estimates

Educational Attainment by Age

<table>
<thead>
<tr>
<th>Age</th>
<th>18–24 yrs</th>
<th>25–34 yrs</th>
<th>35–44 yrs</th>
<th>45–65 yrs</th>
<th>65+ yrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 9th grade</td>
<td>84</td>
<td>611</td>
<td>932</td>
<td>919</td>
<td>1,185</td>
</tr>
<tr>
<td>9th to 12th grade, no diploma</td>
<td>1,674</td>
<td>705</td>
<td>1,422</td>
<td>2,686</td>
<td>1,648</td>
</tr>
<tr>
<td>High school graduate, GED, or alternative</td>
<td>5,332</td>
<td>6,089</td>
<td>3,434</td>
<td>9,907</td>
<td>6,352</td>
</tr>
<tr>
<td>Some college, no degree</td>
<td>3,517</td>
<td>5,908</td>
<td>5,028</td>
<td>9,083</td>
<td>6,113</td>
</tr>
<tr>
<td>Associate's degree</td>
<td>921</td>
<td>1,914</td>
<td>1,354</td>
<td>3,123</td>
<td>1,397</td>
</tr>
<tr>
<td>Bachelor's degree</td>
<td>1,609</td>
<td>8,970</td>
<td>5,916</td>
<td>9,806</td>
<td>5,246</td>
</tr>
<tr>
<td>Graduate or professional degree</td>
<td>431</td>
<td>3,000</td>
<td>4,001</td>
<td>5,589</td>
<td>4,729</td>
</tr>
</tbody>
</table>

Table 10 - Educational Attainment by Age
Data Source: 2018 ACS 1-Year Estimates

Educational Attainment – Median Earnings in the Past 12 Months

<table>
<thead>
<tr>
<th>Educational Attainment</th>
<th>Median Earnings in the Past 12 Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than high school graduate</td>
<td>25,184</td>
</tr>
<tr>
<td>High school graduate (includes equivalency)</td>
<td>36,962</td>
</tr>
<tr>
<td>Some college or Associate's degree</td>
<td>36,743</td>
</tr>
<tr>
<td>Bachelor's degree</td>
<td>53,754</td>
</tr>
<tr>
<td>Graduate or professional degree</td>
<td>65,213</td>
</tr>
</tbody>
</table>

Table 11 – Median Earnings in the Past 12 Months
Data Source: 2018 ACS 1-Year Estimates
Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Based on NAICS classification Lakewood’s major employment sectors include Education and Health Care Services (32%), Professional, Scientific, Management Services (13%), Retail Trade (12%), other services (11%) and Arts, Entertainment, Accommodations (9%). Major single employers include the Federal government, the county school district, a major hospital, a medical device manufacturer, several financial services firms and many more knowledge intensive business services firms.

Describe the workforce and infrastructure needs of the business community:

The workforce and infrastructure needs of Lakewood’s business community are not dissimilar to the needs of businesses throughout metro Denver. The business community requires a mix of low, middle and highly skilled workforce. Recent graduates, newly trained and experienced individuals with the appropriate skills sets are in demand. A large portion of employers located in the city are involved in knowledge-based industries that require specialized training programs, many of which can be found at local higher education institutions and k-12, for their employees.

Generally, basic needs of the business community are being met in terms of utilities, telecommunications, transportation and real estate. Though transportation has improved through the completion of the light rail, additional amenities and improvements to areas such as sidewalks, flood plain and others will increase better connection for employers to employees and create for a more robust business investment climate. Additionally, pedestrian and bicycle connectivity is continually being improved and planned for to increase transportation options and access. Lakewood’s business community is in need of new commercial real estate and additional capital investment to accommodate growth of existing employers and new employers in both office and industrial.

Low income residents and advocates identified a need for additional workforce training and education to help equip workers for higher paying employment opportunities. Transportation was also highlighted as a barrier to employment for workers and households without a car. Residents perceived public transit to be limited by destination (not serving interconnections within the City of Lakewood and Jefferson County as a whole).

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.
The opening of the West Line light rail connects major commercial corridors, employment centers and neighborhoods in the western portion of metro Denver not only locally but to the greater metro Denver transportation system improving employment mobility and job and business growth opportunities. The addition of the “A-Line” has enabled businesses to move across the metro and beyond with a connection to Denver International Airport. In recent years, Denver International Airport has continued to expand their domestic and international routes, further creating opportunities for growth, exporting, foreign direct investment, collaboration and access to new technologies and ideas. This will grow as Denver International Airport adds additional terminals and routes to their system.

Building on the opportunity of light rail and the zoning change that went into effect in April 2013, Lakewood’s employment corridors have continued to grow as we have seen companies expand and new companies come into the market. A recently passed initiative to limit housing growth in the City of Lakewood will have an impact on an already very tight housing market. It is a concern for businesses in regard to whether they will be able to retain their employees, hire additional employees or have enough customers in their surrounding area to support their operations.

Within Lakewood’s Colfax Avenue corridor, which runs through predominantly low-income areas, community and business groups have created a Business Improvement District (BID), an Arts District, adopted a Colfax 2040 plan and recently launched a 4-mile walking/biking path called the ArtLine. The improving economy coupled with city and community efforts throughout the corridor has seen the start of revitalization with the intersection of arts and business, tourism and creative activities. In addition to the creation of new businesses, there has been the addition of multi-family housing of various income levels, and new commercial and office development. Additional investment could be created by fixing the flood-plain along the corridor and updating existing infrastructure.

All of these changes are creating more opportunities for job and business growth which will require workforce development, business support and infrastructure to get employers and employees connected, facilitate enterprise development and improve employee access between home and employment.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The skills and education needed by the city's prominent employers align fairly well with the educational attainment of residents in the city. According to the above data (see Table 16 - Educational Attainment by Age), 38 percent of Lakewood residents 18 and older have a bachelor’s or graduate degree and another 29 percent have an associate's degree or some college. About 33 percent have a high school degree or less education, which limits their employment industries to low skill positions. However, this number is trending down. In the 2013 – 2017 Consolidated Plan data, about 40 percent of residents had a high school degree or less education. The most vulnerable residents are the 9 percent who are not high school graduates. This population is at the greatest risk of unemployment.
An examination of the educational attainment of Lakewood’s workers by age (see Educational Attainment by Age table above) suggests that younger workers are less likely to be finishing college. The age group with the highest percentage of college graduates (45%) is residents 35 – 44 years. The educational attainment of the city’s workforce is well suited to serve the concentration of Professional, Technical, and Scientific industries and other knowledge-intensive business services. The metro area’s integrated transportation infrastructure and Lakewood’s connectivity through light rail, bus systems and availability of alternate transportation (such as ride-share) options has increased employment opportunities for the city’s workforce and expanded the recruitment pool for the city’s employers.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction’s Consolidated Plan.

Lakewood is served by the Jefferson County Business and Workforce Center (formerly the American Job Center). Within this region are several public and private higher education centers as well as the state’s largest public-school district, Jeffco R-1. The higher education institutions include Red Rocks Community College, Colorado School of Mines, Colorado Christian University, the Rocky Mountain College of Art + Design and numerous other private trade schools.

Red Rocks Community College’s Rocky Mountain Education Center is a leader in providing customized training for a range of industries including manufacturing, extractive industries, renewable energy, health care, and more. The Jefferson County Business and Workforce Center is actively involved in enabling veterans to be competitive in the labor market through various training programs and priority service. Jeffco R-1 School District students are involved in NASA’s HUNCH program designed to excite students about science, technology, engineering and mathematics. All of these institutions are experiencing enrollment, curriculum and facility expansion to meet workforce needs.

These programs are examples of the many programs in Jefferson County designed to address the workforce needs of the business community and expand employment opportunities to all of Jefferson County’s workforce. As our economy evolves, our businesses and educational institutions need to be able to respond accordingly. Partnerships between the governmental entities, businesses and educational institutions (K-12 and higher education) allow us to prepare a workforce that has the skill sets needed for the ever-changing employment landscape. Partnerships like these create a trained workforce that can meet the demands of employers to create an active and thriving economy.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No.
If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The City of Lakewood does not participate in a Comprehensive Economic Development Strategy (CEDS) through the U.S. Economic Development Administration though the community is involved in numerous regional organizations whose collective missions support a comprehensive strategy to ensure the economic well-being of metro Denver’s business community, residents and environment.

Specifically, city involvement with the Metro Denver Economic Development Corporation, Jefferson County Economic Development Corporation, West Metro Chamber, Colorado Metro Mayors Caucus, Denver Regional Council of Governments, as well as locally based organizations is built around a strategic approach to economic development in the community.
MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

As shown in the map below (from HUD’s Affirmatively Furthering Fair Housing Data and Mapping Tool, or AFFH-T), the areas with the highest proportions of households with cost burden are neighborhoods just north of 6th Ave as well as neighborhoods east of Wadsworth. As discussed in the Needs Assessment section, cost burden is by far, the most common housing problem in Lakewood.

Figure Title: Cost Burden by Census Tract
Source: HUD Affirmatively Furthering Fair Housing Tool (AFFHT).

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Maps of the distribution of residents by race/ethnicity were prepared for the Jefferson County AI (in which Lakewood was included). These maps (see Appendix) show a concentration of Hispanic residents on the Eastern side of the side, adjacent to Denver (between Alameda and 6th Ave and from Wadsworth to Sheridan); and of African American residents in two neighborhoods in Central and Western
Lakewood. (between Kipling and Simms, just north of 6th Ave; and just west of the intersection of Union and Alameda). There was also a small concentration of Asian residents in Southwest Lakewood.

For the purposes of this Consolidated Plan, racial/ethnic "concentration" is defined as the following:

1) The percentage of residents belonging to a particular racial or ethnic minority group in a given block group is at least 20 percentage points higher than the percentage of that racial/ethnic group for the city overall;
2) The total percentage of minority persons in a given block group is at least 20 percentage points higher than the total percentage of all minorities in the city as a whole.

Poverty concentrations are areas where the poverty rate is at least 40 percent or three times the metro-wide poverty rate. There are no concentrations of poverty in Lakewood, but East Central Lakewood did have higher rates of poverty than other neighborhoods in the city.

What are the characteristics of the market in these areas/neighborhoods?

The areas of Hispanic concentration and low income households have aging housing stock, some of the metro area's most affordable housing and areas of underutilized and vacant commercial properties. Recent redevelopment efforts have begun to reshape the character of these areas: façade improvements to a large, commercial shopping district have occurred, new multi-family housing has been developed, and the creation of the 40 West Arts District has engaged the arts community and is nurturing economic development within the area.

Are there any community assets in these areas/neighborhoods?

Yes, these market areas contain many assets and opportunities, which are likely to sustain revitalization of the areas. The former site of St. Anthony hospital along Colfax Avenue has redeveloped into a mix of residential and commercial property. A light rail line is located within these target areas; the land around the light rail stops is developing into mixed-use, mixed-income housing. The 40 West Arts District has spurred economic development, neighborhood revitalization and community partnerships within north east Lakewood. The highly successful Belmar redevelopment along Alameda Avenue has been a major catalyst for improvements within the target areas surrounding Belmar.

Are there other strategic opportunities in any of these areas?

Please see above.
MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

Citywide, 80 percent of households have a desktop or laptop computer and 86 percent have a smartphone. Seventy-seven percent of households have broadband access by cable, fiber, or DSL and 89 percent have some type of broadband access—11 percent only have internet through their cellular data plan.

However, ACS data indicate that access is much lower for low- and moderate-income households. In Lakewood, just 2 percent of households earning $75,000 or more per year are without an internet subscription compared to 14 percent of households earning between $20,000 and $75,000 per year and 31 percent of households earning less than $20,000 per year that are without internet.

As part of the community engagement process conducted for the Consolidated Plan, residents and stakeholders serving low-income households were specifically asked about broadband needs and digital inclusion. While participants generally believe that access to broadband was not a problem, several participants did express concern over a generation gap technology proficiency.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

According to the Federal Communications Commission database, the City of Lakewood is served by five broadband providers. The map on the following page illustrates high access to multiple providers throughout the city.
Fixed Broadband Deployment Map: All Providers Reporting Service

Source: Federal Communications Commission.
MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction’s increased natural hazard risks associated with climate change.

At this time, Lakewood uses information from the 2015 Colorado Local Resilience Project report, which addresses climate-related risks for the state and was developed with participation of City of Lakewood representatives. The climate hazards relevant to Lakewood which were identified in the report include:

- Projected temperature increases of +1.5°F to +6.5°F by 2050.
- Summertime temperatures are projected to increase even more than average temperatures. Both extremely hot days and heat waves could increase in frequency.
- Extreme precipitation events are projected to be augmented, particularly heavy storms in winter.
- Annual streamflows could be decreased by snowpack melting earlier in the year, which may result in water scarcity and rising water prices.
- The frequency and extent of wildfires in Colorado are projected to increase. Given Lakewood’s proximity to the mountains, wildfires primarily impact air and water quality.
- In addition to the impact of wildfire smoke, general air quality could be degraded by ground-level ozone, particulates, and airborne allergens. Lakewood is already in a Federal non-attainment area for air quality.
- Vegetative risks include loss of tree canopy and worsening erosion control due to pest outbreaks, as well as increased food costs due to drought.
- Heat- and storm-related infrastructure stressors could increase maintenance needs.
- There could be adverse economic impacts from environmental changes affecting outdoor recreation opportunities.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Climate-related risks to people’s health may be greater for children, the elderly, the sick, lower-income people, and the socially isolated. Low- and moderate-income households may not have the financial means to adapt and overcome the impacts of climate hazards. More specifically:

- Children and youth, the elderly, disabled persons, and persons with chronic diseases are most significantly impacted by extreme temperatures (both hot and cold), poor air quality, and have relatively greater difficulty evacuating in the event of emergencies.
- Persons living in sub-standard housing may also be more vulnerable to extreme temperatures, property damage, poor air quality, and flooding if located within floodplains and floodways.
- Some households may experience significant financial burden from higher water rates resulting from water scarcity, higher taxes used to offset increased infrastructure maintenance needs, higher food costs during times of drought or crop disease, and damage...
to personal property caused by extreme precipitation events, flooding, and insect infestations.

- Outdoor workers and emergency workers, including police, fire, and other first responders also experience higher exposure to hazards from heat, cold, floods, poor air quality, and other extreme events due to the nature of their work.

Lakewood’s Sustainability Plan Annual Report 2018-2019 reported the following information as it relates to vulnerability:

- 49% of households in Lakewood did not meet the living wage standard (based on MIT’s Living Wage Calculator)
- 63% of households in CDBG qualified neighborhoods spent more than 45% of their income on housing and transportation costs (based the Center for Neighborhood Technology H + T Affordability Index).
Strategic Plan

SP-05 Overview

Strategic Plan Overview

This section contains the Strategic Plan for Housing and Community Development that will guide the City of Lakewood’s allocation of CDBG and HOME funding during the 2020-2024 planning period.

The city’s goals for the 2020-2024 period focus on continuing neighborhood revitalization efforts, providing affordable housing and assisting low-income, homeless and special needs residents with supportive services.

These goals primarily focus on helping residents maintain and improve their quality of life in Lakewood. To this end, Lakewood will continue to build on successful projects and programs that meet the needs of low and moderate income residents. Projects selected for funding in the five year period will be managed as efficiently as possible in order to address a wide range of issues that exist in Lakewood.
SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

CDBG funds will be used throughout the City of Lakewood through programs where project eligibility is based on the income of individuals who will directly benefit from the CDBG funds. Projects that benefit an entire area or neighborhood will be focused in low- to moderate-income neighborhoods (HUD-designated income-qualifying census tracts).

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

The City bases the geographic allocation of investments on community need and the distribution of low- and moderate-income persons in each eligible community.
### Table 12 – Priority Needs Summary

<table>
<thead>
<tr>
<th>Priority Need Name</th>
<th>Geographic Areas Affected</th>
<th>Associated Goals</th>
<th>Description</th>
<th>Basis for Relative Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhood Improvements in Target Areas</td>
<td>Qualifying Census tracts (low- and moderate-income neighborhoods)</td>
<td>Preserve and improve target area neighborhoods</td>
<td>Preservation and expansion of safe, decent and affordable housing is the primary goal for use of CDBG</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Provide safe, decent affordable housing</td>
<td>dollars, because it is the highest need in all Target Areas of the jurisdiction.</td>
<td></td>
</tr>
<tr>
<td>High</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extremely Low</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Low</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moderate</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Citywide</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preserve and improve target area neighborhoods</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provide safe, decent affordable housing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preservation and improvements in target area neighborhoods</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Priority Need Name                                      |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Housing Preservation, Rehabilitation and Improvements    |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| High                                                    |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Extremely Low                                           |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Low                                                     |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Moderate                                                |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Citywide                                                |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Preserve and improve target area neighborhoods           |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Provide safe, decent affordable housing                  |                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
| Preservation and improvements in target area neighborhoods|                                                                                         |                                                                                                       |                                                                                                      |                                                                             |
### Basis for Relative Priority

The need for housing rehabilitation--as well as neighborhood revitalization--was mentioned often in the community survey conducted for the Consolidated Plan. Market characteristics also support investment in housing rehabilitation and preservation of existing housing. The city has older housing stock relative to many suburban Denver communities and continued maintenance of residential housing is essential for the city to remain competitive in the region. In addition, as an older community, the city has a large senior population, many of whom live on fixed incomes. It is challenging in this economic environment for seniors and lower income households to find money or obtain loans to make needed repairs to their homes. It is for these reasons that Lakewood will continue to make housing rehabilitation and preservation of homes a high priority in this five-year Consolidated Planning period.

### Priority Need Name

Supportive Services for Low Income & Special Needs

### Priority Level

High

### Population

- Extremely Low
- Low
- Moderate
- Families with Children
- Public Housing Residents
- Elderly
- Frail Elderly
- Homeless
- Persons at-risk of Homelessness
- Persons with Mental Disabilities
- Persons with Physical Disabilities
- Persons with Developmental Disabilities
- Persons with Alcohol or Other Addictions
- Persons with HIV/AIDS and their Families
- Victims of Domestic Violence

### Geographic Areas Affected

Citywide

### Associated Goals

Promote stabilization and self-sufficiency through service provision

### Description

Promote stabilization and self-sufficiency through service provision.

### Basis for Relative Priority

Providing services to these vulnerable populations promotes self-sufficiency and stability.
SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

This section of the Consolidated Plan outlines anticipated resources and explains how federal funds will leverage additional resources.

Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>$906,452 $20,000 $290,548 $1,217,000</td>
<td>Expected amount available account for program income and annual allocation at volumes similar to year 1 for remaining years.</td>
</tr>
</tbody>
</table>

Expected amount available account for program income and annual allocation at volumes similar to year 1 for remaining years.

Table 13 - Anticipated Resources

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

Lakewood's CDBG allocation will complement a number of other federal resources, as well as state and local resources. The primary resources are: 1) The City's Capital Improvement and Preservation program, which is used for major capital projects in Target Area neighborhoods; 2) The City's economic development fund, which provides assistance for public improvements for certain business enterprises; 3) The Lakewood Head Start grant, which provides approximately $900,000 annually for comprehensive preschool and family support services; 4) HOME, allocated through the Jefferson County Consortium; 5) HUD funded Section 8 voucher program; 6) Private Activity Bonds, which provides roughly $6 million/year to Lakewood for housing activities; 7) Lakewood Reinvestment Authority, which encourages private reinvestment within targeted areas; and 8) Colorado Division of Housing and Colorado Housing Finance Agency competitive grant programs.

If appropriate, describe publicly owned land or property located within the state that may be used to address the needs identified in the plan
Currently there is no publicly owned land that is anticipated to be used to address the needs identified in this plan.
SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

<table>
<thead>
<tr>
<th>Responsible Entity</th>
<th>Responsible Entity Type</th>
<th>Role</th>
<th>Geographic Area Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAKEWOOD</td>
<td>Government</td>
<td>Economic development</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Special Needs Planning</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Neighborhood improvements</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public facilities</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public services</td>
<td></td>
</tr>
</tbody>
</table>

Table 14 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

Lakewood has a small number of housing providers who work together cooperatively. The city administers many of the larger programs that receive CDBG funding: 1) Section 108 loan repayment for public facility and park improvements; 2) Neighborhood Cleanup/Code Enforcement/Neighborhood Planning. The city works closely with Jefferson County Housing Authority and Metro West Housing Solutions, the city’s largest providers of affordable rental housing.

Gaps in the delivery system are not related to institutional delivery as much as lack of funds to support needed programs.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

<table>
<thead>
<tr>
<th>Homelessness Prevention Services</th>
<th>Available in the Community</th>
<th>Targeted to Homeless</th>
<th>Targeted to People with HIV</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Homelessness Prevention Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Counseling/Advocacy</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal Assistance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mortgage Assistance</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rental Assistance</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities Assistance</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Street Outreach Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mobile Clinics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Street Outreach Services</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

In the Denver metro area, most of the services targeted to assist persons who are homeless and with HIV/AIDS are provided through nonprofits in central Denver. A limited number of nonprofits in Lakewood serve persons who are homeless and/or at risk of homelessness with services such as food, clothing, rent and utility assistance and a small number of emergency shelter beds. The Colorado Coalition for the Homeless operates a transitional housing facility in Lakewood which includes a variety of housing options and supportive services.

The City of Lakewood recently added two Homeless Navigator positions to help individuals and families access the services available to them. Similar positions have been hired (or are in the process) throughout many jurisdictions within Jefferson County. These teams will help improve service delivery by reducing barriers to access and providing information to households experiencing or at risk of homelessness.

In addition, the communities within Jefferson County recently partnered to conduct a month-long comprehensive count of individuals experiencing homelessness. That report was released in March 2020 and the steering committee anticipates continuing discussions to continue to improve the service delivery system to meet the needs of people experiencing homelessness.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above
Gaps in the delivery system are not related to institutional delivery as much as lack of funds to support needed programs. However, county and municipal leadership are committed to addressing the need for efficient and effective service delivery to homeless and special needs populations. New collaborative and innovative strategies are being explored to determine the best way to address the needs of these vulnerable populations.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

Lakewood will continue to explore ways to increase funding dedicated to service provision. It is the city's hope that a larger amount of block grant funds can be dedicated to supportive service provision. This is a much larger need than improvements in structure or delivery of services.
### SP-45 Goals - 91.415, 91.215(a)(4)

#### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Preserve and improve target area neighborhoods</td>
<td>2020</td>
<td>2024</td>
<td>Affordable Housing Non-Housing Community Development</td>
<td>Low- and moderate-income neighborhoods</td>
<td>Neighborhood Improvements in Target Areas</td>
<td>$1,870,000</td>
<td>12,000 residents in LMI neighborhoods benefit</td>
</tr>
<tr>
<td>2</td>
<td>Provide safe, decent affordable housing</td>
<td>2020</td>
<td>2024</td>
<td>Affordable Housing Public Housing Non-Homeless Special Needs Fair Housing</td>
<td>Citywide</td>
<td>Neighborhood Improvements in Target Areas</td>
<td>$870,000</td>
<td>100 LMI owners benefit; 3 non-profit facility benefit (numerous individual beneficiaries)</td>
</tr>
<tr>
<td>3</td>
<td>Promote stability and self-sufficiency through service provision</td>
<td>2020</td>
<td>2024</td>
<td>Homeless Non-Homeless Special Needs</td>
<td>Citywide</td>
<td>Supportive Services for Low Income &amp; Special Needs</td>
<td>$600,000</td>
<td>1,400 LMI residents/households assisted.</td>
</tr>
</tbody>
</table>

Table 16 – Goals Summary

#### Goal Descriptions

<table>
<thead>
<tr>
<th>1</th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Preserve and improve target area neighborhoods</td>
<td>Preservation and improvement of target area neighborhoods.</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Goal Description</td>
</tr>
<tr>
<td>---</td>
<td>------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>2</td>
<td>Provide safe, decent affordable housing</td>
<td>Provide safe, decent and affordable housing; and affirmatively further fair housing choice.</td>
</tr>
<tr>
<td>3</td>
<td>Promote stability and self-sufficiency through service provision</td>
<td>Provide supportive services to low income and special needs populations, to promote stability and self-sufficiency.</td>
</tr>
</tbody>
</table>

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

Please see the Jefferson County HOME Consortium Consolidated Plan; Lakewood is a member of the Consortium.
SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

**Actions to address LBP hazards and increase access to housing without LBP hazards**

The City will continue to support efforts that reduce the hazards of lead-based paint utilizing HUD funds in conjunction with other available resources. Activities will include testing and evaluation, community education, and abatement of lead-based paint hazards.

**How are the actions listed above integrated into housing policies and procedures?**

Lakewood and Metro West Housing Solutions have integrated lead-hazard evaluation and reduction activities into existing housing programs.
SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City of Lakewood will continue to implement strategies to reduce the number of families and individuals living in poverty. This focus is primarily on developing and supporting programs that raise household incomes and stabilize family situations. Programs include providing access to affordable, stable housing and supportive service programs focusing on self-sufficiency and economic independence.

Lakewood’s Economic Development Division and Lakewood Reinvestment Authority share a common goal to expand the City’s economic base, thereby creating more jobs and more employment possibilities for Lakewood residents. The Economic Development Division functions to retain businesses and help them expand and attract new capital investment and jobs to the City. Activities include business advocacy and problem resolution, marketing and business development as well as grant and loan program management. The primary funding source for these activities is the City Economic Development Fund.

In addition to expanding economic opportunities, Metro West Housing Solutions Self-Sufficiency program addresses the goal of getting people off public assistance and moving toward self-sufficiency. The Childcare Scholarships and Head Start programs are also an important component of this strategy in that they allow families who cannot otherwise afford day care to obtain it so that they can search or maintain employment.

The City works closely with all of its community partners to maximize the impact of targeted programs on poverty. It is intended that these collaborations will significantly improve the lives of low-income working families, elderly on fixed incomes, and others who struggle with poverty in the community.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Maintaining and expanding affordable housing opportunities for Lakewood residents is at the key component of the city's anti-poverty plan. During the 2020-2024 Consolidated Planning period, the city will continue to focus on the preservation and production of safe, quality affordable rental and homeownership units.
SP-80 Monitoring - 91.230

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

The City of Lakewood is committed to taking all appropriate steps, as outlined by HUD, to ensure compliance with applicable laws, procedures and eligibility requirements. All CDBG funds are disbursed by the city’s Finance Department. Each month expenses are drawn down utilizing IDIS, as well as to report program performance. Lakewood’s CDBG program manager regularly monitors all CDBG project managers and subrecipients for regulatory compliance. Formal monitoring of projects occurs annually. The financial management, labor standards, local and national objective compliance and year-end accomplishments are reviewed at that time, along with site inspections when appropriate.

The city’s CDBG program manager schedules meetings well in advance, followed by phone calls to confirm the date and time. During the meeting, project managers and subrecipients are asked a number of questions designed to evaluate the project manager or subrecipient’s procedures for carrying out activities. During the meetings, Lakewood’s program manager requests feedback regarding the development and administration of the programs. The response has been positive, and most feel comfortable with the administrative policies in place. Informal monitoring in the form of phone calls, site visits and progress reports occur on an ongoing basis.

As a result of Lakewood’s inclusion in the Jefferson County HOME Consortium, Jefferson County will monitor all future HOME projects in Lakewood. However, the city will continue to annually monitor all HOME projects funded prior to 2013 throughout the imposed affordability periods.
Expected Resources

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

Introduction

Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>$906,452 $20,000 $290,548 $1,217,000 $3,705,808</td>
<td>Expected amount available account for program income and annual allocation at volumes similar to year 1 for remaining years.</td>
</tr>
</tbody>
</table>

Table 17 - Expected Resources – Priority Table

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

Lakewood's CDBG allocation will complement a number of other federal resources, as well as state and local resources. The primary resources are: 1) The City's Capital Improvement and Preservation program, which is used for major capital projects in Target Area neighborhoods; 2) The City's economic development fund, which provides assistance for public improvements for certain business enterprises; 3) The Lakewood Head Start grant, which provides approximately $900,000 annually for comprehensive preschool and family support services; 4) HOME, allocated through the Jefferson County Consortium; 5) HUD funded Section 8 voucher program; 6) Private Activity Bonds, which provides roughly $6 million/year to Lakewood for housing activities; 7) Lakewood Reinvestment Authority, which encourages private reinvestment within targeted areas; and 8) Colorado Division of Housing and Colorado Housing Finance Agency competitive grant programs.
### Annual Goals and Objectives

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

#### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Preserve and improve target area neighborhoods</td>
<td>2020</td>
<td>2020</td>
<td>Affordable Housing Non-Housing Community</td>
<td>Low- and moderate-income neighborhoods</td>
<td>Neighborhood Improvements in Target Areas Housing Preservation and Rehabilitation and Improvements</td>
<td>$374,000</td>
<td>2,800 residents in LMI neighborhoods benefit</td>
</tr>
<tr>
<td>2</td>
<td>Provide safe, decent affordable housing</td>
<td>2020</td>
<td>2020</td>
<td>Affordable Housing Public Housing Non-Homeless</td>
<td>Citywide</td>
<td>Neighborhood Improvements in Target Areas Housing Preservation and Rehabilitation and Improvements</td>
<td>$174,000</td>
<td>20 LMI owners benefit; 1 non-profit facility benefit (numerous individual beneficiaries)</td>
</tr>
<tr>
<td>3</td>
<td>Promote stability and self-sufficiency through service provision</td>
<td>2020</td>
<td>2020</td>
<td>Homeless Non-Homeless Special Needs</td>
<td>Citywide</td>
<td>Supportive Services for Low Income &amp; Special Needs</td>
<td>$120,000</td>
<td>290 LMI residents/households assisted</td>
</tr>
</tbody>
</table>

#### Table 18 – Goals Summary

**Goal Descriptions**

<table>
<thead>
<tr>
<th>1</th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Preserve and improve target area neighborhoods</td>
<td>Preservation and improvement of target area neighborhoods.</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Goal Description</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>2</td>
<td>Provide safe, decent affordable housing</td>
<td>Provide safe, decent and affordable housing; and affirmatively further fair housing choice.</td>
</tr>
<tr>
<td>3</td>
<td>Promote stability and self-sufficiency through service provision</td>
<td>Provide supportive services to low income and special needs populations, to promote stability and self-sufficiency.</td>
</tr>
</tbody>
</table>
AP-35 Projects - 91.420, 91.220(d)

Introduction

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Housing Preservation and Rehabilitation</td>
</tr>
<tr>
<td>2</td>
<td>Neighborhood Improvements</td>
</tr>
<tr>
<td>3</td>
<td>Public Facilities</td>
</tr>
<tr>
<td>4</td>
<td>Support Services</td>
</tr>
<tr>
<td>5</td>
<td>CDBG Administration</td>
</tr>
<tr>
<td>6</td>
<td>Section 108 Loan Repayment</td>
</tr>
<tr>
<td>7</td>
<td>Public Facilities</td>
</tr>
</tbody>
</table>

Table 19 – Project Information

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

The allocation of funds is closely aligned with the top housing and community development needs identified in the needs assessment, housing market analysis and contributed by stakeholders and citizens who participated in the development of the Consolidated Plan. The primary obstacle to addressing underserved needs is lack of funds. The cost of needed improvements to the City's sidewalks, for example, far exceeds the City's five-year allocation of HUD block grant funds.
### AP-38 Project Summary

#### Project Summary Information

<table>
<thead>
<tr>
<th>2020 Activities</th>
<th>Plan Goal</th>
<th>Funds Awarded</th>
<th>Expected Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Housing Preservation and Rehabilitation</strong></td>
<td>Provide safe, decent affordable housing</td>
<td>$160,000</td>
<td>Approximately twenty low-income single-family homeowners will be able to make necessary improvements to their homes in 2020.</td>
</tr>
<tr>
<td>Provides low-interest loans and/or grants to low- and moderate-income homeowners for renovation of single-family homes in need of repair. Through a contract with Jefferson County Housing Authority, grants and low-interest loans are provided to ensure homeowners are not forced from their homes due to dangerous or substandard conditions. In addition, exterior painting and minor rehab will be completed for elderly, disabled and/or low-income homeowners through Brothers Redevelopment Help for Homes project.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Neighborhood Improvements</strong></td>
<td>Preserve and improve target area neighborhoods</td>
<td>$16,000</td>
<td>Approximately 2,000 residents living in CDBG Target Areas will be able to dispose or recycle trash, large household items, appliances and electronics at the CDBG Neighborhood Clean-up event in 2020.</td>
</tr>
<tr>
<td>Operates projects in designated CDBG Target Areas that are designed to enhance neighborhood appearance and safety. A neighborhood cleanup event will be held for households within CDBG Target Areas.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Public Facilities</strong></td>
<td>Preserve and improve target area neighborhoods</td>
<td>$372,000</td>
<td>Approximately 800 residents in the Morse Park neighborhood will have access to new playground facilities. The Action Center will replace their old HVAC at their shelter which currently houses homeless students through a partnership with Red Rocks Community College.</td>
</tr>
<tr>
<td>Park improvements and improvements to public infrastructure and facilities that serve low-income populations and neighborhoods.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2020 Activities</td>
<td>Plan Goal</td>
<td>Funds Awarded</td>
<td>Expected Outcomes</td>
</tr>
<tr>
<td>-----------------------</td>
<td>---------------------------------------------------------------------------</td>
<td>---------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Support Services</strong></td>
<td>Offers a broad range of services to low-income and special needs Lakewood residents. Services include case management, referral services, transportation, childcare and recreation scholarships, after-school programs and activities to increase life skills. Emergency rental assistance, eviction prevention, motel vouchers and other emergency services will be provided through Lakewood homeless navigator program.</td>
<td>Promote stability and self-sufficiency through service provision</td>
<td>$120,000</td>
</tr>
<tr>
<td><strong>CDBG Administration</strong></td>
<td>Provides oversight, management, and coordination of the CDBG program.</td>
<td>N/A</td>
<td>$180,000</td>
</tr>
<tr>
<td><strong>Section 108 Loan Repayment</strong></td>
<td>CDBG funds are used to repay a Section 108 Loan that was used to construct a Lakewood Head Start Facility and make improvements to Ray Ross Park. Both of the projects are located in CDBG Target Areas. The final loan payment is scheduled for 2021.</td>
<td>N/A</td>
<td>$369,000</td>
</tr>
</tbody>
</table>
AP-50 Geographic Distribution - 91.420, 91.220(f)

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

CDBG funds will be used throughout the City of Lakewood through programs where project eligibility is based on the income of individuals who will directly benefit from the CDBG funds. Projects that benefit an entire area or neighborhood will be focused in low- to moderate-income neighborhoods (HUD-designated income-qualifying census tracts). A map of qualifying neighborhoods is below.
Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citywide</td>
<td>TBD</td>
</tr>
<tr>
<td>Qualified Census tracts</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Table 20 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City bases the geographic allocation of investments on community need and the distribution of low- and moderate-income persons in each eligible community.
AP-85 Other Actions - 91.420, 91.220(k)

Introduction

This section describes other actions that the City will undertake during the program year to help fulfill the annual goals and objectives.

Actions planned to address obstacles to meeting underserved needs

Despite efforts to fill gaps and address community needs there continue to be obstacles. Underserved needs appear in all of the three categories of need in Lakewood—Neighborhood Improvements in Target Areas, Housing Rehabilitation and improvements and Supportive Services for Low Income & Special Needs. Each of the activities in the current program year was selected to help address underserved needs of low- to moderate-income residents and neighborhood. In addition, the City continues to work closely with local non-profits, Metro West Housing Solutions, and partner jurisdictions throughout Jefferson County to break down barriers to accessing services. Efforts this year include expansion of the Homeless Navigator program, completion of the Analysis of Impediments to Fair Housing Choice, and completion of the Community Needs Assessment (which informs CSBG priorities).

Actions planned to foster and maintain affordable housing

The City works closely with Metro West Housing Solutions and other housing service providers to acquire and develop affordable housing. The City works closely with the Jefferson County HOME Consortium to direct HOME funds to eligible rental and for-sale units to address affordability issues for low income households. Lakewood continues to support area housing agencies to provide services for those who are homeless, including the provision of additional shelter space and transitional housing opportunities that assist in the prevention of homelessness. Specific activities funded in the 2020 program year which directly foster and maintain affordable housing include single family housing rehabilitation and Action Center Shelter HVAC replacement.

Actions planned to reduce lead-based paint hazards

The City will continue its support efforts that reduce the hazards of lead-based paint utilizing HUD funds in conjunction with other available resources. Activities will include testing and evaluation, community education, and abatement of lead-based paint hazards. Lakewood and Metro West Housing Solutions have integrated lead-hazard evaluation and reduction activities into existing housing programs.

Actions planned to reduce the number of poverty-level families

The City of Lakewood will continue to implement strategies to reduce the number of families and individuals living in poverty. This focus is primarily on developing and supporting programs that raise household incomes and stabilize family situations. Programs include providing access to affordable, stable housing and supportive service programs focusing on self-sufficiency and economic independence.
Lakewood’s Economic Development Division and Lakewood Reinvestment Authority share a common goal to expand the City’s economic base, thereby creating more jobs and more employment possibilities for Lakewood residents. The Economic Development Division functions to retain businesses and help them expand and attract new capital investment and jobs to the City. Activities include business advocacy and problem resolution, marketing and business development as well as grant and loan program management. The primary funding source for these activities is the City Economic Development Fund.

In addition to expanding economic opportunities, Metro West Housing Solutions Self-Sufficiency program addresses the goal of getting people off public assistance and moving toward self-sufficiency. The Childcare Scholarships and Head Start programs are also an important component of this strategy in that they allow families who cannot otherwise afford day care to obtain it so that they can search or maintain employment.

The City works closely with all of its community partners to maximize the impact of targeted programs on poverty. It is intended that these collaborations will significantly improve the lives of low-income working families, elderly on fixed incomes, and others who struggle with poverty in the community.

**Actions planned to develop institutional structure**

The City of Lakewood Planning Department administers the Community Development Block Grant (CDBG) program. City staff in the departments of Planning, Public Works, Community Resources and Police will manage internal CDBG projects. The benefit of carrying out projects “in house” is to provide the greatest control over the scope, quality and cost of each project. Where beneficial, the city will enter into a contract or sub recipient agreement with the appropriate agency to perform specific activities. An interdepartmental team develops funding recommendations that are forwarded to City Council each year and adopted as the Annual Action Plan. The team objectives are to develop a comprehensive philosophy for the grant program and to ensure that projects are developed and implemented strategically.

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

Cooperation with nonprofit agencies serving Lakewood residents is necessary to meet the housing and supportive service needs of the community. Lakewood supports applications for funding by various organizations when funds will be used for programs that address identified community needs and are complementary to existing City of Lakewood programs. Metro West Housing Solutions and Lakewood staff members serve on various nonprofit boards and committees, thereby strengthening communication and coordination of services. Lakewood will continue to foster these relationships and seek ways to expand partnerships in the coming years.

**Discussion**

See above.
Program Specific Requirements
AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)
Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed 20,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan 0
3. The amount of surplus funds from urban renewal settlements 0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. 0
5. The amount of income from float-funded activities 0
Total Program Income 20,000

Other CDBG Requirements

1. The amount of urgent need activities 0
APPENDIX A.
RACIAL AND ETHNIC CONCENTRATION MAPS

Figure Title: Percent of Census Tract Population that is Hispanic, 2018
Figure Title: Percent of Census Tract Population that is African American, 2018

Alternate/Local Data Sources

| 1 | Data Source Name | Consolidated Plan and Community Needs Assessment Resident Survey 2020 |
| List the name of the organization or individual who originated the data set. |
Root Policy Research, the city's consultant for the Consolidated Plan, developed the survey instrument to distribute to residents. |
Provide a brief summary of the data set. |
The survey asked stakeholders about Jefferson County’s most pressing housing, community development, and human services needs and potential solutions to address those needs. |
| **What was the purpose for developing this data set?** |
| To gather resident input for the Consolidated Plan and Community Needs Assessment and inform development of the 5-year strategies and annual allocation of block grant funds. |

| **Provide the year (and optionally month, or month and day) for when the data was collected.** |
| January 2020 through March 15 2020 |

| **Briefly describe the methodology for the data collection.** |
| Online survey instrument (Survey Monkey). |

| **Describe the total population from which the sample was taken.** |
| Jefferson County residents. |

| **Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.** |
| Jefferson County residents with an emphasis on residents with housing and service needs. |

| **Data Source Name** |
| 2018 American Community Survey |

| **List the name of the organization or individual who originated the data set.** |
| U.S. Census Bureau. |

| **Provide a brief summary of the data set.** |
| U.S. Census annual survey of a sample of households. |

| **What was the purpose for developing this data set?** |
| The federal government uses the data for a variety of purposes, including the allocation of U.S. Department of Housing and Urban Development (HUD) block grant funds to entitlement cities and states. |

| **Provide the year (and optionally month, or month and day) for when the data was collected.** |
| Data represent households in 2018. |

| **Briefly describe the methodology for the data collection.** |
| Methodology can be found at: http://www.census.gov/acs/www/methodology/methodology_main/ |

<p>| <strong>Describe the total population from which the sample was taken.</strong> |
| The sample size for the 2018 ACS is not available on the ACS website. |</p>
<table>
<thead>
<tr>
<th><strong>Title</strong></th>
<th><strong>Content</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</strong></td>
<td>Households, persons and housing units representative the City of Lakewood.</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td><strong>Data Source Name</strong></td>
</tr>
<tr>
<td></td>
<td>Various published local reports; see PR-10 for details</td>
</tr>
<tr>
<td></td>
<td><strong>List the name of the organization or individual who originated the data set.</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Provide a brief summary of the data set.</strong></td>
</tr>
<tr>
<td></td>
<td><strong>What was the purpose for developing this data set?</strong></td>
</tr>
<tr>
<td></td>
<td><strong>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</strong></td>
</tr>
<tr>
<td></td>
<td><strong>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</strong></td>
</tr>
<tr>
<td></td>
<td><strong>What is the status of the data set (complete, in progress, or planned)?</strong></td>
</tr>
</tbody>
</table>
APPENDIX B.
PUBLISHED PUBLIC NOTICES
CITY OF LAKEWOOD, COLORADO
PUBLISHER’S AFFIDAVIT
www.lakewood.org

CITY OF LAKEWOOD
COUNTY OF JEFFERSON, SS.

Bernadette Y. Salazar, being of lawful age and being responsible for the City of Lakewood, Colorado’s official website, www.lakewood.org, published in the City of Lakewood, County of Jefferson and State of Colorado, does hereby certify that the legal notice, a copy of which is attached hereto, was published on Lakewood’s official website for 24 hours on March 19, 2020.

[Signature]

Subscribed and sworn to before me this 24th day of ______________, 2020.

[Signature]
Notary Public
My Commission expires 01/04/2022
2020-2024 FIVE-YEAR CONSOLIDATED PLAN AND 2020 ONE YEAR ACTION PLAN

The City of Lakewood will conduct a public hearing on the 2020-2024 Five-Year Consolidated Plan and the 2020 One Year Action Plan, which includes Lakewood’s:

- Housing and community development needs over the next five years
- Housing and community development objectives over the next five years
- 2020 Community Development Block Grant (CDBG) application
- 2020 One Year Action Plan

The Community Development Block Grant was established by the United States Department of Housing and Urban Development. CDBG projects must address one of the following National Objectives established by Congress:

- benefit low or moderate-income persons
- prevent or eliminate slum and blight
- meet an urgent community development need

The public hearing will be held Monday, May 11, 2020, at 7:00 PM, at Lakewood Civic Center, 470 South Allison Parkway, Lakewood, Colorado. The purpose of the hearing will be to seek City Council approval for the 2020-2024 Five Year Consolidated Plan and the 2020 One Year Action Plan. Persons who are interested in the Plan are welcome to make comments at the public hearing. For persons needing reasonable accommodations to attend or participate in this meeting, call the City of Lakewood as soon as possible.

Persons who are unable to attend the public hearing and would like to comment on the 2020-2024 Five-Year Consolidated Plan and/or the 2020 One Year Action Plan are encouraged to contact Amy DeKnikker, CDBG Program Manager, Comprehensive Planning and Research Division, City of Lakewood, 470 South Allison Parkway, Lakewood, Colorado, 80226, Phone 987-7500, TDD 987-7057.

Michele Millard /s/ City Clerk

PUBLISHED: 03/19/2020
CITY OF LAKEWOOD
NOTICE OF PUBLIC HEARING FOR THE
2020-2024 FIVE-YEAR CONSOLIDATED PLAN
AND 2020 ONE YEAR ACTION PLAN

The City of Lakewood will conduct a public hearing on the 2020-2024 Five-Year Consolidated Plan and the 2020 One Year Action Plan, which includes Lakewood's:

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- Housing and community development objectives over the next five years
- 2020 Community Development Block Grant (CDBG) application
- 2020 One Year Action Plan

The Community Development Block Grant was established by the United States Department of Housing and Urban Development. CDBG projects must address one of the following National Objectives established by Congress:

- benefit low or moderate-income persons
- prevent or eliminate slum and blight
- meet an urgent community development need

The public hearing will be held Monday, May 11, 2020, at 7:00 PM, at Lakewood Civic Center, 470 South Allison Parkway, Lakewood, Colorado. The purpose of the hearing will be to seek City Council approval for the 2020-2024 Five Year Consolidated Plan and the 2020 One Year Action Plan. Persons who are interested in the Plan are welcome to make comments at the public hearing. For persons needing reasonable accommodations to attend or participate in this meeting, call the City of Lakewood as soon as possible.

Persons who are unable to attend the public hearing and would like to comment on the 2020-2024 Five-Year Consolidated Plan and/or the 2020 One Year Action Plan are encouraged to contact Amy DeKnikker, CDBG Program Manager, Comprehensive Planning and Research Division, City of Lakewood, 470 South Allison Parkway, Lakewood, Colorado, 80226, Phone 987-7500, TDD 987-7057.

Published: Michele Millard
/s/City Clerk
The Denver Post, LLC

PUBLISHER'S AFFIDAVIT

City and County of Denver  
State of Colorado

The undersigned Nicole Maestas
being first duly sworn under oath, states
and affirms as follows:
1. He/she is the legal Advertising Reviewer
of The Denver Post, LLC, publisher of
The Denver Post and Your Hub.
2. The Denver Post and Your Hub are
newspapers of general circulation that
have been published continuously and
without interruption for at least
fifty-two weeks in Denver County
and meet the legal requisites for a legal
3. The notice that is attached hereto
is a true copy, published in Your Hub for
Lakewood (including the counties of
Jefferson and Denver)
on the following date(s):

March 19, 2020

Signature

Subscribed and sworn to before me this
20 day of __March____, 2020.

Notary Public

Jamie Lynn Kittelson
Notary Public
State of Colorado
Notary ID: 20064026896
My Commission Expires July 6, 2021

(SEAL)
LA CIUDAD DE LAKEWOOD PLAN CONSOLIDADO 2020-2024 Y PLAN DE ACCION DE 2

La Cuidad de Lakewood llevará a cabo una Audiencia Pública sobre el Plan Consolidado de 2020-2024 y el Plan de Acción Annual de el 2020, que incluye lo siguiente:

- Las necesidades de vivienda y el desarrollo de la comunidad por los próximos cinco años.
- Los objetivos de vivienda y el desarrollo de la comunidad por los próximos cinco años.
- La aplicación para la subvención de bloque para el desarrollo de la comunidad ("Community Development Block Grant (CDBG)") de el 2020
- El Plan de Acción Annual de el 2020

La CDBG fue establecida por el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos. Los proyectos de la CDBG tienen que tener uno de los siguientes Objetivos Nacionales establecidos por el Congreso de los Estados Unidos:

- Ser de beneficio a personas de ingresos bajos o moderados
- Prevenir o eliminar barrios marginales o tugurios
- Satisfacer alguna necesidad urgente del desarrollo de la comunidad.

La audiencia pública se dará a cabo el lunes, 11 de mayo de 2020 a las 7:00 PM en el “Lakewood Civic Center”, 470 S Allison Parkway, Lakewood, Colorado. El propósito de la audiencia será conseguir la aprobación de el Ayuntamiento de la Ciudad de Lakewood, de el Plan Consolidado y el Plan Anual de Acción de el 2020. Personas interesadas en el Plan son bienvenidas a comentar en la audiencia pública. Personas necesitando de acomodaciones razonables para atender o participar de esta junta, favor de llamar a la Ciudad de Lakewood lo antes posible.

A las personas que no puedan attender la audiencia pública pero que quieran comentar sobre el Plan Consolidado y/o el Plan de Acción Annual de el 2020 se les anímá a contactar a Amy DeKnikker, CDBG Program Manager, Comprehensive Planning and Research Division, City of Lakewood, 470 South Allison Parkway, Lakewood, Colorado, 80226, Phone 987-7500, TDD 987-7057.

Michele Millard /s City Clerk

PUBLISHED: 03/19/2020
AUDIENCIA PUBLICA PARA
LA CIUDAD DE LAKEWOOD
PLAN CONSOLIDADO 2020-2024
Y PLAN DE ACCION DE 2020

La Cuidad de Lakewood llevará a cabo una Audiencia Pública sobre el Plan Consolidado de 2020-2024 y el Plan de Acción Annual de el 2020, que incluye lo siguiente:

- Las necesidades de vivienda y el desarrollo de la comunidad por los próximos cinco años.
- Los objetivos de vivienda y el desarrollo de la comunidad por los próximos cinco años.
- La aplicación para la subvención de bloque para el desarrollo de la comunidad (“Community Development Block Grant (CDBG)” de el 2020
- El Plan de Acción Annual de el 2020

La CDBG fue establecida por el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos. Los proyectos de la CDBG tienen que tener uno de los siguientes Objetivos Nacionales establecidos por el Congreso de los Estados Unidos:

- Ser de beneficio a personas de ingresos bajos o moderados
- Prevenir o eliminar barrios marginales o tugurios
- Satisfacer alguna necesidad urgente del desarrollo de la comunidad.

La audiencia pública se dará a cabo el lunes, 11 de mayo de 2020 a las 7:00 PM en el “Lakewood Civic Center”, 470 S Allison Parkway, Lakewood, Colorado. El propósito de la audiencia será conseguir la aprobación de el Ayuntamiento de la Ciudad de Lakewood, de el Plan Consolidado y el Plan Anual de Acción de el 2020. Personas interesadas en el Plan son bienvenidas a comentar en la audiencia pública. Personas necesitando de acomodaciones razonables para atender o participar de esta junta, favor de llamar a la Ciudad de Lakewood lo antes posible.

A las personas que no puedan attender la audiencia pública pero que quieran comentar sobre el Plan Consolidado y/o el Plan de Acción Annual de el 2020 se les ánima a contactar a Amy DeKnikker, CDBG Program Manager, Comprehensive Planning and Research Division, City of Lakewood, 470 South Allison Parkway, Lakewood, Colorado, 80226, Phone 987-7500, TDD 987-7057.

Published:
Michele
Millard /s/City
Clerk
La Cuidad de Lakewood llevará a cabo una Audiencia Pública sobre el Plan Consolidado de 2020-2024 y el Plan de Acción Anual de 2020, que incluye lo siguiente:

- Las necesidades de vivienda y el desarrollo de la comunidad por los próximos cinco años.
- Los objetivos de vivienda y el desarrollo de la comunidad por los próximos cinco años.
- La aplicación para la subvención de bloque para el desarrollo de la comunidad de "Comunidad Desarrollo de Bienes" del 2020.
- El Plan de Acción Anual de 2020 La CDBG fue establecida por el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos. Los proyectos de la CDBG tienen que tener uno de los siguientes Objetivos Nacionales establecidos por el Congreso de los Estados Unidos:
  - Ser de beneficio a personas de ingresos bajos o moderados
  - Prevenir o eliminar barrios marginales o tugurios
  - Satisfacer alguna necesidad urgente del desarrollo de la comunidad.

La audiencia pública se dará a cabo el lunes, 11 de mayo de 2020 a las 7:00 PM en el "Lakewood Civic Center", 470 S Allison Parkway, Lakewood, Colorado. El propósito de la audiencia será conseguir la aprobación de la Ciudad de Lakewood, de la Plan Consolidado y el Plan Anual de Acción de 2020. Personas interesadas en el Plan son bienvenidas a comentar en la audiencia pública. Personas necesitando de acomodaciones razonables para atender o participar de esta junta, favor de llamar a la Ciudad de Lakewood lo antes posible.

A las personas que no puedan asistir a la audiencia pública pero que quieran comentar sobre el Plan Consolidado y/o el Plan de Acción Anual de 2020 se les anima a contactar a Amy Dekrukker, CDBG Program Manager, Comprehensive Planning and Research Division, City of Lakewood, 470 South Allison Parkway, Lakewood, Colorado, 80226, Teléfono 303-987-7500, TDD 987-7057. Michele Millard /s/City Clerk

This public notice is available in full in electronic form on the City's official website, www.lakewood.org/CityClerksOffice/PublicNotices. Copies are also available in printed form in the City Clerk's Office, 480 S. Allison Parkway.

Published: March 19, 2020
APPENDIX C.
SF-424 AND CERTIFICATIONS

To be inserted prior to HUD submittal
STAFF MEMO

DATE OF COUNCIL MEETING: APRIL 27, 2020 / AGENDA ITEM NO. 10 & 11
MAY 11, 2020 / AGENDA ITEM NO. 11

To: Mayor and City Council

From: Travis Parker, Director of Planning, 303-987-7908

Subject: AN ORDINANCE ENDORSING THE SUBSTANTIAL AMENDMENT TO THE 2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM TO ALLOCATE ADDITIONAL CDBG FUNDS MADE AVAILABLE THROUGH THE CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY ACT (CARES ACT); AND AN ORDINANCE ENDORSING THE 2020-2024 CONSOLIDATED PLAN AND RECOMMENDED PROJECTS AND FUNDING LEVELS FOR THE 2020 ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM;

This ordinance was approved on 1st Reading by a vote of 11 ayes 0 nays.

SUMMARY STATEMENT: Staff is requesting that City Council review and approve the following two Ordinances:

2019 Annual Action Plan Substantial Amendment
- Ordinance endorsing the Substantial Amendment to the 2019 Annual Action plan to allocate additional CDBG funding made available to the City of Lakewood through the Coronavirus Aid, Relief and Economic Security Act (CARES Act) to assist Lakewood with immediate and long-term impacts from the Coronavirus.

2020-2024 Consolidated Plan and 2020 Annual Action Plan
- Ordinance endorsing the 2020-2024 Consolidated Plan identifying the City’s housing, supportive service and community development priority needs for the next five years and recommended projects and funding levels identified in Table 1 for the 2020 Community Development Block Grant (CDBG) Program year.

BACKGROUND INFORMATION: The U.S. Department of Housing and Urban Development (HUD) requires all entitlement communities receiving Community Development Block Grant (CDBG) funds, such as the City of Lakewood, to prepare and submit a Consolidated Plan every five years to establish a unified, strategic vision for economic development, housing and community development actions. The Consolidated Plan encompasses the analysis of local community needs and coordinates appropriate responses to those needs and priorities.

The Consolidated Plan is carried out through Annual Action Plans which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan. The City must submit an Annual Action Plan...
Plan to HUD by no later than April 15 of each year during the five-year period (unless otherwise specified by HUD).

2019 Annual Action Plan Substantial Amendment

The Lakewood City Council adopted the 2019 Action Plan (“Action Plan”) on April 8, 2019 and submitted the document to HUD before the required deadline date.

Per the City’s Citizen Participation Plan (CPP), a Substantial Amendment to a Consolidated Plan and Action Plan is required when a “substantial” change is proposed as it relates to funding priorities, proposed activities, goals and objectives.

This substantial amendment to the Action Plan is necessary because the City has been allocated new CDBG funding through the March 27, 2020 Coronavirus Aid, Relief and Economic Recovery Act (CARES Act) that it wishes to allocate to activities to assist with immediate and long-term aid and recovery efforts for Lakewood residents impacted by the Coronavirus. In accordance with the requirements outlined in the CARES Act, a 7-day public review and comment period beginning April 16 and ending April 23, 2020 was provided and a public notice published in the Denver Post and on the City’s website.

Changes to the 2019 Annual Action Plan

The City proposed to allocate $533,236 in new CDBG-COVID funding to CDBG-eligible activities that assist with immediate and longer-term needs for low- and moderate-income people impacted by the Coronavirus. Staff is working closely with public health, non-profit service providers and government agencies to understand the highest needs within the community and identify partnerships and effective solutions to supporting those most impacted by Coronavirus.

The following CDBG-eligible activities will assist with the highest anticipated needs. These activities include but are not limited to support for emergency housing, motel vouchers, limited rental and mortgage assistance, eviction prevention, case management, low-income resident services, physical and mental health assistance, personal protective equipment, deposit and moving costs, food, utilities, transportation, employment, child-care, and self-sufficiency programming.

The programming of the additional funds is intended to be broad in scope to allow for quick and nimble response and assistance to anticipated and unanticipated needs as the crisis unfolds within our community. The City will work closely with a variety of community partners to assess the immediate and longer-term needs of those impacted by the Coronavirus and ensure the funds assist those most in need as efficiently as possible. It is anticipated that these activities will be implemented through existing city programs, county and municipal partnerships, and local housing and service providers.

All proposed activities will meet one or more of the following objectives:

- Benefit low- and moderate-income people
- Address an urgent community need

In order for the funding to be secured to reach those most vulnerable and immediately impacted, staff is seeking funding approval before many program details are known which is not ideal but necessary during this time. Staff has prepared a second version of the ordinance for City Council’s consideration. This version would allow for plan changes to be adopted as an emergency ordinance, thus getting the money into the community even faster. Both versions of the ordinance give staff authorization to expend the funds in amounts that exceed $50,000 without additional City Council authorization.
Staff will prepare a follow-up memo for City Council, outlining how the additional CDBG funds have been utilized for COVID related expenses. It is anticipated that this memo will be delivered by September 30, 2020.

**2020-2024 Consolidated Plan and 2020 Annual Action Plan**

The U.S. Housing and Urban Development Department (HUD) will grant federal funds to the City of Lakewood (City) for housing and community development activities once the 2020-2024 Consolidated Plan and Action Plan for the 2020 Program Year are reviewed and approved by the City Council. An amount of $906,452 in Community Development Block Grant (CDBG) funds will be available in 2020.

The purpose of the CDBG program is to enable communities to carry out a wide range of community development activities directed toward neighborhood revitalization, economic development, and improved community services and facilities. All activities undertaken with CDBG funds must address one of the following three federal program objectives:

1. Benefit low- and moderate-income persons, or
2. Aid in the prevention or elimination of slum and blight (as defined by the community), or
3. Address urgent community development needs that present a serious and immediate threat to the health or welfare of the community

CDBG activities must also satisfy additional HUD eligibility requirements and address a local need and objective outlined in the City’s Consolidated Plan which is updated every five years.

**2020-2024 Consolidated Plan and 2020 Annual Action Plan Details:**

The City of Lakewood’s Consolidated Plan is the City’s comprehensive planning document for the CDBG program for years 2020-2024. The Plan identifies Lakewood’s housing and community development needs and develops objectives and strategies to meet those needs. The Consolidated Plan is used by HUD and the City of Lakewood as the guiding document for future funding, program management and evaluation. As mentioned above, all CDBG activities proposed over the next five years must address a local need and objective outlined in the Consolidated Plan. The 2020 Annual Action Plan which outlines projects and funding levels for the 2020 program year is contained within the Consolidated Plan.

**Priority Needs and Objectives:** Three priority needs and objectives have been identified for the City of Lakewood and outlined in the 2020-2024 Consolidated Plan:

**Priority Needs:**

1. Neighborhood Improvements in Target Areas
2. Housing Preservation, Rehabilitation and Improvements
3. Supportive Services for Low-Income and Special Needs People

The following three **objectives**, equal in importance, have been developed to meet those needs:

1. Preserve and improve Target Area neighborhoods
2. Provide safe, decent and affordable housing
3. Promote stabilization and self-sufficiency through service provision

**Public Participation and Plan Development:** The City executed a contract with Root Policy to gather data, conduct stakeholder and public outreach and draft the Consolidated Plan. Public participation was an important component to the development of the Plan. Individuals, citizen groups, non-profit agencies, housing specialists and Lakewood residents were consulted through a survey tool and focus groups. Particular emphasis was placed on involving low- and moderate-income residents who directly benefit from programs funded through CDBG.
The Annual Action Plan: outlines the proposed CDBG-funded projects for 2020 which address the priority needs identified in the Consolidated Plan. It also serves as the City’s annual funding application for the CDBG program year, which begins June 1, 2020 and ends May 31, 2021. The 2020 CDBG allocation for the City of Lakewood is $906,452.

Project Selection Process:
A review committee consisting of City staff from affected departments reviewed proposed projects and evaluated how each project satisfies national and local objectives. Keeping in mind ongoing commitments, the committee reviewed the estimated annual allocation of funds and selected the recommended projects included in the 2020 Action Plan. The recommended projects are described later in this memorandum.

The following criteria were used to evaluate and select recommended projects:

1. The project addresses a local priority need identified in the Consolidated Plan
2. The project provides a benefit to low- and moderate-income residents of Lakewood
3. The project benefits the qualified Target Area neighborhoods in need of revitalization
4. The project objectives and outcomes can be measured for aggregation nationally as HUD reports to Congress on program efficiencies. HUD program objectives are: a) provide a suitable living environment; b) provide an opportunity for decent housing; or c) provide an economic opportunity. HUD program outcomes are: 1) availability/accessibility; 2) affordability; and 3) sustainability.

CDBG Estimated Resources Available in 2020:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020 Community Development Block Grant (CDGB)</td>
<td>$906,452</td>
</tr>
<tr>
<td>2020 CDBG Program Income (estimate)*</td>
<td>$20,000</td>
</tr>
<tr>
<td>Unspent CDBG reserves from previous years</td>
<td>$290,548</td>
</tr>
<tr>
<td><strong>Total CDBG Resources</strong></td>
<td><strong>$1,217,000</strong></td>
</tr>
</tbody>
</table>

*Program income is money received from the repayment of loans from the Single-family Housing Rehabilitation program.

2020 Recommended Projects:

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Estimated Cost</th>
<th>Department or Subrecipient</th>
</tr>
</thead>
</table>
| Single-family Housing Rehabilitation   | Low-interest loans and grants are provided to elderly, disabled and low-income homeowners to complete health and safety improvements to their single-family homes. Exterior painting, landscaping and yard clean is also provided through Lakewood Help for Homes program. | $160,000       | Jefferson County Housing Authority
|                                        |                                                                             |                | Brothers Redevelopment, Inc.                  |
| CDBG Neighborhood Cleanup              | A neighborhood clean-up event for households living within CDBG Target Areas to enhance neighborhood appearance and safety. | $16,000        | Lakewood Police Department-Code Enforcement   |
**Public Facilities**

- Park improvements including the construction of an accessible route and replacing aging playground equipment in CDBG Target Area Morse park. The outdated HVAC system will be replaced at the Action Center shelter which currently houses formerly homeless students through a program with Red Rocks Community College. $372,000
  - Lakewood Community Resources
  - The Action Center

**Child-care Scholarships**

- Child-care scholarships to low-income families to help parents remain in the workforce or receive job training. $50,000
  - Lakewood Community Resources

**Self-sufficiency program**

- Self-sufficiency services and programming for low-income residents living in Metro West Housing Solutions properties. Activities include case management, referral services, transportation and recreation scholarships, after-school programs and activities to increase life skills. $40,000
  - Metro West Housing Solutions

**Homeless Activities**

- Funding will be reserved for eligible CDBG activities to assist those experiencing homelessness. Activities could include limited rental assistance, emergency hotel vouchers, case-management services, transportation, or acquisition and/or rehabilitation of temporary to permanent housing or homeless-serving public facilities. The funds will not be allocated to specific activities so the City can be flexible and responsive to emergency needs identified throughout the program year. $30,000
  - Lakewood Planning
  - Potential partners include Lakewood PD- Community Action Team, Jefferson County Human Services Department, other homeless-serving providers

**Section 108 Loan Repayment**

- CDBG funds are used to repay a Section 108 Loan that was used to construct a Lakewood Head Start Facility and make improvements to Ray Ross Park. $369,000
  - Lakewood Planning

**CDBG Administration**

- Provides oversight, management, and coordination of the CDBG program. $180,000
  - Lakewood Planning

**TOTAL** $1,217,000

**BUDGETARY IMPACTS:** There are no budgetary impacts. The Community Development Block Grant program is funded through the Department of Housing and Urban Development (HUD).

**STAFF RECOMMENDATIONS:** Staff recommends City Council approve the Ordinance endorsing the Substantial Amendment to the 2019 Annual Action Plan and the Ordinance endorsing the 2020-2024 Consolidated Plan and recommended projects and funding levels for the 2020 Community Development Block Grant program year.
**ALTERNATIVES:** City Council may deny endorsement of the Substantial Amendment to the 2019 Annual Action Plan. This would eliminate Lakewood resources to support the immediate and longer-term needs of the low-income and special needs community impacted by the Coronavirus.

City Council may deny the endorsement of the 2020-2024 Consolidated Plan and Annual Action Plan. If denied, the city would no longer be recognized as an Entitlement Community and lose future CDBG funding for the community. In addition, the City would not be able to use CDBG to pay the annual Section 108 Loan payment.

**PUBLIC OUTREACH:**

**Substantial Amendment to the 2019 Annual Action Plan:** In accordance with the CARES Act, a Notice of Public Hearing and 7-day public review period was published in the Denver Post and on the City’s website on April 16, 2020, informing the public of the proposed Substantial Amendment and inviting public review and comments. On May 11, 2020, the Lakewood City Council will hold a public hearing regarding the Substantial Amendment. The public review period will begin on Thursday, April 16, 2020 and will end on April 23, 2020. Due to the public facilities closures related to COVID-19, hard copies were unable to be distributed to Lakewood libraries and city offices and instead only available for review online at the City of Lakewood website. To date, no public comments have been received.

**2020-2024 Consolidated Plan and Annual Action Plan:** A public meeting was held on March 12, 2020 to gather input on community needs and priorities for the upcoming 2020 program year. The meeting was advertised on the City’s calendar, via social media and flyers distributed to Metro West Housing Solutions properties. A 30-day public notice for the May 11, 2020 City Council Hearing was published in English and Spanish and advertised in the Denver Post and on the City’s website on March 19, 2020. The Consolidated Plan and Annual Action Plan were available for review and comment on the City’s website. Due to the public facilities closures related to COVID-19, hard copies were unable to be distributed to Lakewood libraries and city offices and instead only available for review online at the City of Lakewood website. The public comment period began on March 19, 2020 and ended April 18, 2020. To date, no public comments have been received.

**NEXT STEPS:** CDBG Staff will submit the Substantial Amendment to the 2019 Annual Action Plan and 2020-2024 Consolidated Plan and Annual Action Plan for HUD’s approval. CDBG Staff will prepare a memo to Lakewood City Council on CDBG-COVID related expenses, programming and accomplishments by September 30, 2020.

**ATTACHMENTS:**
- Ordinance 2020-13
  - Substantial Amendment to the 2019 Annual Action Plan
- Ordinance 2020-13 (Emergency Version)
- Substantial Amendment to the 2019 Annual Action Plan
- Ordinance 2020-14
- 2020-2024 Consolidated Plan and 2020 Annual Action Plan

**REVIEWED BY:**
- Kathleen E. Hodgson, City Manager
- Benjamin B. Goldstein, Deputy City Manager
- Timothy P. Cox, City Attorney
AN ORDINANCE

ENDORSING THE SUBSTANTIAL AMENDMENT TO THE CITY OF LAKEWOOD 2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND DECLARING AN EMERGENCY

WHEREAS, the City of Lakewood (the “City”) is an entitlement community and receives Community Development Block Grant (“CDBG”) funds;

WHEREAS, CDBG funds are appropriated by the U.S. Department of Housing and Urban Development (“HUD”), and the City Manager or the City Manager’s designee, as the official representative, is authorized to submit documents and assurances as may be required to administer the programs and expend the CDBG funds;

WHEREAS, on April 8, 2019, the City Council approved the City’s 2019 Annual Action Plan for the use of CDBG funds and recommended funding based on community needs and priorities;

WHEREAS, the City now desires to amend the 2019 Annual Action Plan to include $533,236 allocated through the March 27, 2020 Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) to fund CDBG-eligible activities to assist the Lakewood community with immediate and long-term needs associated COVID-19;

WHEREAS, in accordance with the CARES Act, public notice of the proposed Substantial Amendment to the Annual Action Plan was published in the Denver Post from April 16, 2020, through April 23, 2020, with no citizen comments to date;

WHEREAS, the CARES Act was adopted to provide emergency relief to address the economic fallout resulting from the novel Coronavirus, and, therefore, the City Council desires to adopt this ordinance as an emergency ordinance in order to make such funding available as quickly as reasonably possible;

WHEREAS, approval of this ordinance on first reading is intended only to confirm that the City Council desires to comply with the Lakewood Municipal Code by setting a public hearing to provide City staff and the public an opportunity to present evidence and testimony regarding the proposal; and

WHEREAS, approval of this ordinance on first reading does not constitute a representation that the City Council, or any member of the City Council, supports, approves, rejects or denies the proposal.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Lakewood, Colorado, that:

SECTION 1. Endorsement. The City Council hereby endorses the amended allocation amount and activities listed in the attached Exhibit A to be funded through the 2019 Community Development Block Grant Program.

SECTION 2. Certification. The City hereby certifies that:
   a. The programs identified are eligible for funding and address required national objectives for the CDBG program;
b. The City has a citizen participation plan that provides for and encourages citizen participation and provides citizens with reasonable and timely access to local meetings, information and records relating to the City's use of CDBG funds;

c. The City has developed a Consolidated Plan that identifies the City’s housing, supportive service and community development priority needs for the years 2015-2019; and

d. The City has developed an Annual Action Plan for the projected use of CDBG funds to principally benefit low- and moderate-income persons, address identified community development and housing needs, or aid in the prevention or elimination of slum or blight.

SECTION 3. City Manager Authority. The City Manager is hereby authorized to execute contracts on behalf of the City in furtherance of the goals of this ordinance and the CARES Act without seeking City Council Approval, including contracts in amounts of Fifty Thousand Dollars ($50,000) or more.

SECTION 4. Emergency; Effective Date. This ordinance is necessary, for the immediate preservation of the City of Lakewood’s peace, health and safety, to fund CDBG-eligible activities to prevent, prepare for, and respond to Coronavirus impacts as set forth in Exhibit A hereto. In light of the foregoing, the City Council hereby declares an emergency and as such, this emergency ordinance shall be in full force and effect immediately upon its adoption on second reading.

SECTION 5. Severability. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this Ordinance that can be given effect without the invalid portion, provided that such remaining portions or application of this Ordinance are not determined by the court to be inoperable.

I hereby attest and certify that the within and foregoing ordinance was introduced and read on first reading at a virtual regular meeting of the Lakewood City Council on the 27th day of April, 2020; published by title in the Denver Post and in full on the City of Lakewood’s website, www.lakewood.org, on the 30th day of April, 2020; set for public hearing to be held on the 11th day of May, 2020; read, finally passed and adopted by the City Council on the _____ day of May, 2020; and signed by the Mayor on the _____ day of May, 2020.

__________________________________________
Adam Paul, Mayor

ATTEST:

__________________________________________
Michele Millard, City Clerk

APPROVED AS TO FORM:

__________________________________________
Timothy P. Cox, City Attorney
Community Development Block Grant (CDBG-COVID)

$533,236 will be allocated to CDBG-eligible activities to prevent, prepare for, and respond to Coronavirus impacts to include but not limited to the following:

- Emergency housing assistance (motel vouchers)
- Limited rental and mortgage assistance
- Eviction prevention
- Case management
- COVID-19 testing
- Low- and moderate-income resident services
- Personal protective equipment
- Physical and mental health assistance
- Deposit and moving costs
- Food access
- Utilities
- Child-care
- Transportation
- Employment assistance
- Self-sufficiency programming
O-2020-13

AN ORDINANCE

ENDORsing THE SUBSTANTIAL AMENDMENT TO THE City OF LAKEWOOD 2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the City of Lakewood (the “City”) is an entitlement community and receives Community Development Block Grant (“CDBG”) funds;

WHEREAS, CDBG funds are appropriated by the U.S. Department of Housing and Urban Development (“HUD”), and the City Manager or the City Manager’s designee, as the official representative, is authorized to submit documents and assurances as may be required to administer the programs and expend the CDBG funds;

WHEREAS, on April 8, 2019, the City Council approved the City’s 2019 Annual Action Plan for the use of CDBG funds and recommended funding based on community needs and priorities;

WHEREAS, the City now desires to amend the 2019 Annual Action Plan to include $533,236 allocated through the March 27, 2020 Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) to fund CDBG-eligible activities to assist the Lakewood community with immediate and long-term needs associated COVID-19;

WHEREAS, in accordance with the CARES Act, public notice of the proposed Substantial Amendment to the Annual Action Plan was published in the Denver Post from April 16, 2020, through April 23, 2020, with no citizen comments to date;

WHEREAS, approval of this ordinance on first reading is intended only to confirm that the City Council desires to comply with the Lakewood Municipal Code by setting a public hearing to provide City staff and the public an opportunity to present evidence and testimony regarding the proposal; and

WHEREAS, approval of this ordinance on first reading does not constitute a representation that the City Council, or any member of the City Council, supports, approves, rejects or denies the proposal.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood:

SECTION 1. **Endorsement.** The City Council hereby endorses the amended allocation amount and activities listed in the attached Exhibit A to be funded through the 2019 Community Development Block Grant Program.

SECTION 2. **Certification.** The City hereby certifies that:
   a. The programs identified are eligible for funding and address required national objectives for the CDBG program;
b. The City has a citizen participation plan that provides for and encourages citizen participation and provides citizens with reasonable and timely access to local meetings, information and records relating to the City's use of CDBG funds;

c. The City has developed a Consolidated Plan that identifies the City’s housing, supportive service and community development priority needs for the years 2015-2019; and

d. The City has developed an Annual Action Plan for the projected use of CDBG funds to principally benefit low- and moderate-income persons, address identified community development and housing needs, or aid in the prevention or elimination of slum or blight.

SECTION 3. City Manager Authority. The City Manager is hereby authorized to execute contracts on behalf of the City in furtherance of the goals of this ordinance and the CARES Act without seeking City Council Approval, including contracts in amounts of Fifty Thousand Dollars ($50,000) or more.

SECTION 4. Effective Date. This ordinance shall take effect thirty (30) days after final publication.

SECTION 5. Severability. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this Ordinance that can be given effect without the invalid portion, provided that such remaining portions or application of this Ordinance are not determined by the court to be inoperable.

I hereby attest and certify that the within and foregoing ordinance was introduced and read on first reading at a virtual regular meeting of the Lakewood City Council on the 27th day of April, 2020; published by title in the Denver Post and in full on the City of Lakewood's website, www.lakewood.org, on the 30th day of April, 2020; set for public hearing to be held on the 11th day of May, 2020; read, finally passed and adopted by the City Council on the _____ day of May, 2020; and signed by the Mayor on the _____ day of May, 2020.

____________________________
Adam Paul, Mayor

ATTEST:

____________________________
Michele Millard, City Clerk

APPROVED AS TO FORM:

____________________________
Timothy P. Cox, City Attorney
$533,236 will be allocated to CDBG-eligible activities to prevent, prepare for, and respond to Coronavirus impacts to include but not limited to the following:

- Emergency housing assistance (motel vouchers)
- Limited rental and mortgage assistance
- Eviction prevention
- Case management
- COVID-19 testing
- Low- and moderate-income resident services
- Personal protective equipment
- Physical and mental health assistance
- Deposit and moving costs
- Food access
- Utilities
- Child-care
- Transportation
- Employment assistance
- Self-sufficiency programming
A. EXECUTIVE SUMMARY

The U.S. Department of Housing and Urban Development (HUD) requires all entitlement communities receiving Community Development Block Grant (CDBG) funds, such as the City of Lakewood, to prepare and submit a Consolidated Plan every five years to establish a unified, strategic vision for economic development, housing and community development actions. The Consolidated Plan encompasses the analysis of local community needs and coordinates appropriate responses to those needs and priorities. The Lakewood City Council adopted the 2015-2019 Five Year Consolidated Plan (“Consolidated Plan”) on April 6, 2015.

The Consolidated Plan is carried out through Annual Action Plans which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan. The City must submit an Annual Action Plan to HUD by no later than April 15 of each year during the five-year period (unless otherwise specified by HUD). The Lakewood City Council adopted the 2019 Action Plan (“Action Plan”) on April 8, 2019 and submitted the document to HUD before the required deadline date.

Per the City’s Citizen Participation Plan (CPP), a Substantial Amendment to a Consolidated Plan and Action Plan is required when a “substantial” change is proposed as it relates to funding priorities, proposed activities, goals and objectives. This substantial amendment to the Action Plan is necessary because the City has been allocated new CDBG funding through the March 27, 2020 Coronavirus Aid, Relief and Economic Recovery Act (CARES Act) that it wishes to allocate to activities that assist with immediate and long-term aid and recovery efforts for Lakewood residents impacted by the Coronavirus.

B. CITIZEN PARTICIPATION

In accordance with the CARES Act, an expedited public participation process is permitted in order to make funding available as soon as possible and provide reasonable and timely citizen input during the period in which the city is impacted by the Coronavirus. Therefore, the following amended policies will be followed during this time:

1. Virtual public meetings are permitted for the purpose of approving and/or amending Consolidated Plan/Action Plans
2. A minimum five-day public comment period can be utilized for amending Consolidated Plan/Action Plans.

A Notice of Public Hearing and 7-day public review period was published in the Denver Post and on the City’s website on April 16, 2020, informing the public of the proposed Substantial Amendment and inviting public review and comments. On May 11, 2020, the Lakewood City Council will hold a public hearing regarding the Substantial Amendment. The public review period will begin on Thursday, April 16, 2020 and will end on April 23, 2020. Due to the closure of City offices and libraries, Citizens are able to review copies of the Substantial Amendment online at the City of Lakewood website.
C. 2019 ANNUAL ACTION PLAN AMENDMENT DETAILS AND NATIONAL OBJECTIVES

The City is proposing to allocate $533,236 in new CDBG-COVID funding to activities that assist with immediate and longer-term needs for low- and moderate-income people impacted by the Coronavirus. CDBG-eligible activities to prevent, prepare for and respond to Coronavirus within our community include but are not to assistance with emergency housing, motel vouchers, limited rental and mortgage assistance, eviction prevention, case management, low-income resident services, physical and mental health assistance, COVID-19 testing, personal protective equipment, deposit and moving costs, food access, utilities, transportation, employment, child-care and self-sufficiency programing.

The programming of the additional funds is intended to be broad in scope to allow for quick and nimble response and assistance to anticipated and unanticipated needs as the crisis unfolds within the community. The City will work closely with a variety of community partners to assess the immediate and longer-term needs of those impacted by the Coronavirus and ensure the funds assist those most in need as efficiently as possible.

All proposed activities will meet one or more of the following objectives:

- Benefit low- and moderate-income people
- Address an urgent community need

The following Table outlines the activity budgets that are being modified to reprogram funds to the proposed activity described in this Substantial Amendment:

<table>
<thead>
<tr>
<th>Program Year/ Activity Title</th>
<th>Existing Budget</th>
<th>New Budget</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Funding/Programming</td>
<td>$0</td>
<td>$533,236</td>
<td>$533,236</td>
</tr>
</tbody>
</table>

D. PUBLIC COMMENTS

All public comments received during the 7-day public review period or at the public hearing will be incorporated into the overall Substantial Amendment submitted to HUD.
DATE OF COUNCIL MEETING: APRIL 27, 2020 / AGENDA ITEM NO. 12
MAY 11, 2020 / AGENDA ITEM NO. 12

To: Mayor and City Council
From: Mary Ruther, Strategic Initiatives Manager, 303-987-7816
Subject: COVID-19 IMPACT GRANT

This ordinance was approved on 1st Reading by a vote of 9 ayes 2 nays.

SUMMARY STATEMENT: Per City Council’s direction, staff has created a one-time emergency grant program for City Council consideration. The program would assist non-profit organizations serving Lakewood residents in response to the COVID-19 crisis.

BACKGROUND INFORMATION: At the April 6 City Council workshop, it was discussed that non-profit organizations are in need of support in terms of responding to the impacts of the Coronovirus. City Council requested that staff draft a one-time grant opportunity, with the criteria that funds must be applied to the purchase of goods and supplies, or to assist with service provision. Funds are not available to support personnel expenses. The proposed grant program closely follows the guidelines and process set forth in the annual Lakewood Community Grant Program.

BUDGETARY IMPACTS: Staff will be seeking direction from City Council at the April 27, 2020 City Council meeting to determine the funding level.

STAFF RECOMMENDATIONS: If the one-time grant opportunity is approved, staff recommends that Council approve immediate release of the grant application on Tuesday, April 28, 2020 for an application period of 2 weeks. In addition, to expedite the receipt of funds for successful applications, it is recommended that the evaluation committee be allowed to select and approve grant awards, or some other immediate process supported by City Council. A summary report will be provided to City Council.

ALTERNATIVES: An alternative would be that no emergency grant opportunity would be made available to non-profits organizations serving the Lakewood community as it relates to the COVID-19 impact.

PUBLIC OUTREACH: This item has been promoted through the City’s regular communication channels for matters that appear before City Council.

NEXT STEPS: If the one-time emergency grant opportunity is approved, staff will ensure that the grant application, eligibility and evaluation criteria are made available on the City’s website.

ATTACHMENTS: Ordinance O-2020-15
City of Lakewood COVID-19 Impact Grant overview
AN ORDINANCE

CREATING THE COVID-19 IMPACT GRANT PROGRAM AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE CITY OF LAKEWOOD 2020 ANNUAL BUDGET IN THE AMOUNT OF $100,000 FROM THE GENERAL FUND AND AUTHORIZING THE EXPENDITURE THEREOF AND, FURTHER, DECLARING AN EMERGENCY

WHEREAS, at the April 6, 2020, City Council workshop, the City Council requested that City staff draft guidelines for a one-time grant opportunity for non-profit organizations working to respond to COVID-19 related impacts affecting the Lakewood community (the COVID-19 Impact Grant Program, which guidelines are attached hereto as Exhibit A);

WHEREAS, because the purpose of establishing the COVID-19 Impact Grant Program is to provide much needed funding to non-profit organizations working to respond to COVID-19 related impacts, the City Council desires to adopt this ordinance as an emergency ordinance in order to make such funding available as quickly as reasonably possible;

WHEREAS, Article XII, Section 8, of the City Charter allows the City Council to make supplemental appropriations by ordinance during the fiscal year for unanticipated expenditures required for the operation of the City;

WHEREAS, approval of this Ordinance on first reading is intended only to confirm that the City Council desires to comply with the Lakewood Municipal Code by setting a public hearing to provide City staff and the public an opportunity to present evidence and testimony regarding the proposal; and

WHEREAS, approval of this Ordinance on first reading does not constitute a representation that the City Council, or any member of the City Council, supports, approves, rejects or denies the proposal.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Lakewood, Colorado, that:

SECTION 1. The COVID-19 Impact Grant Program is hereby established as set forth in Exhibit A hereto.

SECTION 2. In accordance with Section 12.8 of the Lakewood Home Rule Charter, there is hereby appropriated $100,000 for the purpose of COVID-19 Impact Grant Program.

SECTION 3. This ordinance is necessary for the immediate preservation of the City of Lakewood’s peace, health and safety by providing emergency funding to non-profit organizations working to respond to COVID-19 related impacts as set forth in Exhibit A hereto. In light of the foregoing, the City Council hereby declares an emergency and as
such, this emergency ordinance shall be in full force and effect immediately upon its adoption on second reading.

SECTION 4. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this Ordinance that can be given effect without the invalid portion, provided that such remaining portions or application of this Ordinance are not determined by the court to be inoperable.

I hereby attest and certify that the within and foregoing ordinance was introduced and read on first reading at a virtual regular meeting of the Lakewood City Council on the 27th day of April, 2020; published by title in the Denver Post and in full on the City of Lakewood’s website, www.lakewood.org, on the 30th day of April, 2020; set for public hearing to be held on the 11th day of May, 2020, read, finally passed and adopted by the City Council on the _____ day of May, 2020 and, signed by the Mayor on the _____ day of May, 2020.

Adam Paul, Mayor

ATTEST:

Michele Millard, City Clerk

APPROVED AS TO FORM:

Timothy P. Cox, City Attorney
EXHIBIT A

CITY OF LAKEWOOD COVID-19 IMPACT GRANT PROGRAM

Purpose/Objective: The City of Lakewood desires to offer a one-time grant opportunity to non-profit organizations working to respond to COVID-19 related impacts affecting the Lakewood community.

Guidelines:

- COVID-19 Impact Grants will only be considered for the purchase of goods and supplies, or to assist with provision of services. Funds cannot be used for personnel expenses.
- The COVID-19 Impact Grant Program application and evaluation process will closely follow the structure established for the annual Lakewood Community Grant Program (see below).
- Lakewood Community Grant Program evaluation committee members will review and score COVID-19 Impact Grant Program applications.
- COVID-19 Impact Grant Program applications will be made available via the City’s website immediately following City Council approval of the COVID-19 Impact Grant Program and will be open for two weeks.

Eligibility Criteria for Non-Profit Organizations:

- Have a principal place of business in Jefferson County, Colorado
- Be registered as a Colorado non-profit organization with the Colorado Secretary of State and be organized in the state of Colorado
- Have a current certificate of good standing from the Colorado Secretary of State
- Have 501(c)(3) non-profit status
- Have been in operation continuously for three (3) or more years
- Must be able to spend funds within two (2) years

Evaluation Criteria:

- Grant applications must be for goods and/or provision of one or more services (no funds will be granted for personnel expenses)
- The proposed service(s) and/or purchase of goods must demonstrate relief for Lakewood residents as a result of the COVID-19 outbreak
- Clear understanding and demonstration that funds will be used to enhance capacity or augment efforts already being conducted by the organization related to COVID-19 relief
- Demonstration that Lakewood residents will be the recipients of the services/goods through grant funds awarded
- Clear goals and impact measures
- Reasonable program costs and funds requested

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on March 10, 2020, Colorado Governor Jared Polis declared a State of Disaster Emergency as the number of identified COVID-19 cases in Colorado increased, and announced numerous emergency measures to protect public health and safety; and

WHEREAS, the Jefferson County Department of Public Health has informed the City of Lakewood that the number of confirmed cases of COVID-19 in Jefferson County continues to increase; and

WHEREAS, the cost and magnitude of responding to and recovery from the impact of the COVID-19 Pandemic may be far in excess of the City’s available resources; and

WHEREAS, declaration of a local disaster emergency will assist and permit access to local emergency funds and Federal and State assistance, and will allow adjustments to policies, procedures, and ordinances to ensure the public’s health and welfare; and

WHEREAS, it is appropriate and in the interests of the public health and safety of the City and its residents to rapidly address community spread of COVID-19 and subsequent cascading impacts, such as economic distress, and to further protect the health and safety of the public by declaring a state of disaster in the City of Lakewood; and

WHEREAS, the situation is sufficiently serious that it has become necessary for the City Manager to declare a state of disaster within the City of Lakewood pursuant to Chapter 1.27 of the Lakewood Municipal Code, and to exercise the City Manager’s emergency powers set forth therein; and

WHEREAS, I have reviewed the situation, consulted with City of Lakewood Department Directors and the Jefferson County Director of Public Health, and verified the existence of the state of disaster cited below, and the necessity for me to take immediate, extraordinary action as outlined in this Proclamation.

NOW, THEREFORE, I, KATHLEEN E. HODGSON, AS CITY MANAGER OF THE CITY OF LAKEWOOD, COLORADO, DO PROCLAIM AND ORDER AS FOLLOWS:
SECTION 1. DECLARATION OF STATE OF DISASTER

A. Based on my review of the present circumstances and my consultations with City of Lakewood Department Directors, the Jefferson County Director of Public Health and the Director of the Colorado Department of Public Health and Environment, I have determined that a state of disaster exists requiring and authorizing me to exercise any or all of the emergency powers vested in me as City Manager by Lakewood Municipal Code Chapter 1.27 as described in this Proclamation. The issuance and execution of this Proclamation declaring a state of disaster shall automatically empower me as the City Manager to exercise any and all of the disaster and emergency powers and shall activate all relevant portions of the Emergency Plan and Management System. Nothing in this Proclamation shall be construed to limit or reduce the authority or powers available to the City Manager pursuant to Chapter 1.27, and all provisions of Chapter 1.27 shall remain in full force and effect regardless of whether those provisions are referenced herein.

B. I will be exercising the authority provided in Chapter 1.27 through the mechanisms identified therein, including through the promulgation of such regulations as I deem necessary to protect life and property and preserve critical resources, through the issuance of emergency orders, proclamations and other enactments and through the use and direction of City personnel, services and equipment and such additional acts necessary for the management of the state of disaster.

C. Pursuant to Lakewood Municipal Code section 1.27.071, it is unlawful for any person to violate or to knowingly fail to obey any order or regulation made or issued pursuant to that Chapter. Penalties for violations of any order or regulation promulgated by the City Manager or for violations of any provision of Chapter 1.27 shall be as set forth in Section 1.27.120 of the Lakewood Municipal Code.

SECTION 2. DISTRIBUTION OF DECLARATION OF STATE OF DISASTER

Once issued, this Proclamation shall be properly published and disseminated to the public and filed with the City Clerk and the City Council. A copy of this Proclamation shall be forwarded to the Colorado Division of Emergency Management and the Department of Local Affairs.

SECTION 3. DURATION OF DECLARATION OF STATE OF DISASTER.

Pursuant to LMC Section 1.27.060(D), the state of disaster declared by this Proclamation shall remain in effect until the City Manager declares by Proclamation that the threat of danger has passed or that the disaster conditions no longer exist, suggesting that the City Manager has the authority to declare a state of disaster of indefinite duration. However, Section 1.27.060(D) further provides that a declaration of a state of disaster cannot extend beyond seven days, unless a majority of the City Council approves a longer duration. Inasmuch as the COVID-19 disaster will obviously extend well beyond seven days, the City Manager intends to ask the City Council to vote, at its next meeting, to declare the state of disaster to continue indefinitely. In making the ultimate determination as to whether the danger has passed or the disaster conditions no longer exist, the City Manager may consider such factors as whether the state of Colorado’s declaration of disaster has been terminated.

SIGNED THIS 17th DAY OF March

BY:

Kathleen E. Hodgson
Kathleen E. Hodgson, City Manager
City of Lakewood, Colorado

ATTEST:

Michele Millard, City Clerk
City of Lakewood, Colorado