

**MANITOU SPRINGS CITY COUNCIL  
WORKSESSION AGENDA  
CITY COUNCIL CHAMBERS**

<b>COUNCIL</b>		<i>Term Expires</i>
Mayor	Marc Snyder	Jan. 3, 2012
At-Large	Aimee Cox ( <i>Mayor Pro-Tem</i> )	Jan. 3, 2012
At-Large	Ed Klingman	Jan. 3, 2012
At-Large	Rick Barry	Jan. 3, 2012
Ward 1	Michael C. Gerbig, Jr.	Jan. 7, 2014
Ward 2	Ingrid Richter	Jan. 7, 2014
Ward 3	Matt Carpenter	Jan. 7, 2014

**MAY 24, 2011**

**7:00 PM**

- A. Call to Order
- B. Roll Call
- C. Discussion of the Sustainable Parks Initiative
- D. Discussion of the CDBG Program

**Adjournment**

**SPECIAL MEETING AGENDA**

**MAY 24, 2011**

**To Begin Immediately Following the Worksession**

- A. Call to Order
- B. Roll Call
- C. Approval of Participation in the CDBG Program

**Adjournment**

**Please contact the City Clerk if you need special assistance attending this meeting:  
719-685-2554; dkast@comsgov.com**

**GREAT PARKS – GREAT COMMUNITIES INITIATIVE**

5-9-11

**BACKGROUND:**

The Great Parks – Great Communities Initiative is a citizen-driven process to identify solutions to maintain parks, open space trails and recreational assets across El Paso County. Ultimately the Initiative is working to provide stable and consistent funding for these assets. The Trails and Open Space Coalition (TOSC) is facilitating a conversation with city, town and county staff as well as people within the community to better understand how to take care of the community's park systems. Recent budget cuts have caused dramatic reductions in basic services including trash collection, watering and playground equipment repair. Without consistent funding the problem will worsen and be even more expensive to fix.

**KEY COMPONENTS OF THE INITIATIVE:**

- Funding be countywide, split among each of the jurisdictions, using a population based formula, to be used on their priority projects as defined by each jurisdiction within defined guidelines
- Current park advisory boards and programs like TOPS not be altered
- A county-wide citizen advisory board be appointed by the cities, towns and the county to ensure accountability of the funds and provide a forum for cooperation
- Funding be dedicated to ongoing needs including parks, trails and open space maintenance, operations and repair, and not to system expansion
- An annual report be provided to all county residents detailing how funds were spent
- Funding will require periodic citizen reauthorization
- Funds will be placed in a separate fund to be used only as designated

**COMMUNITY SURVEY (POLL)**

TOSC recently contracted to have a statistically valid telephone survey of 400 voters throughout El Paso County. The margin of error associated with a sample of this type is +/- 4.9%. Interviews were distributed proportionally throughout the county and are demographically representative of the electorate.

Overall the survey found that a majority of El Paso County voters express support for a ballot measure to fund operations and basic maintenance of parks, trails and open space in the county. They indicate a desire to have the opportunity to vote on this issue. While there is a slight distinction in reaction to two different amounts of a sales tax, it is worth noting that more than three in five say the personal financial implications of the proposal have little impact on how they feel about it. See attached Survey Summary.

**RECOMMENDATION**

Based on the survey, TOSC is recommending a 1.5/10<sup>th</sup> of one percent sales tax (1.5 cents on a \$10.00 purchase) resulting in a total annual collection of approximately \$9,450,000. Of this total, the City of Colorado Springs would receive 78% which equates to \$7,371,000. As part of the proposal, a **maintenance of effort clause** would be included which would require all cities, towns and the County to maintain the 2011 percentage of general fund support to its parks departments into the future. Each City/Town would determine this percentage.

As a result of this poll, and a successful community forum held on May 2, 2011, TOSC is moving the Initiative forward by asking communities to sign a resolution of support for the Initiative and recommending the El Paso County Board of Commissioners place the Initiative on the November 2011 ballot.

5-8-11



PUBLIC OPINION  
STRATEGIES

**TO: INTERESTED PARTIES**

**FROM: LORI WEIGEL, PARTNER**

**RE: KEY FINDINGS FROM A SURVEY OF EL PASO COUNTY VOTERS**

**DATE: APRIL 28, 2010**

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Public Opinion Strategies is pleased to present these key findings from a statistically valid telephone survey of 400 voters throughout El Paso County on April 19-20, 2011. The margin of error associated with a sample of this type is + 4.9%. Interviews were distributed proportionally throughout the county and are demographically representative of the electorate.

Overall, the survey found that a majority of El Paso County voters express support for a ballot measure to fund operations and basic maintenance of parks, trails and open space in the county. There is significant support across many key demographic and geographic sub-groups. Overwhelmingly, they indicate a desire to have the opportunity to vote on this issue. Respondents react quite favorably toward ways the funds from this proposal could be used in the county, including for ensuring trash pick-up, mowing, graffiti removal and maintenance of restrooms at parks. While there is a slight distinction (just beyond the poll margin of error) in reaction to two different amounts of a sales tax, it is worth noting that more than three-in-five say the personal financial implications of the proposal have little impact on how they feel about it.

Among the specific key findings of the survey are:

- There is majority support for a proposal to increase taxes in order to fund operations and basic maintenance of parks, trails, and open space in the county. Respondents were read a proposal and asked whether they would vote Yes in favor or No against it. In order to assess support at varying price points, half of respondents were asked about a one-tenth of one percent sales tax increase, while the other half were asked about a larger one-quarter of one percent sales tax increase for the same purposes:

*“Shall El Paso County taxes be increased by (\$6,300,000/\$15,800,000), and whatever amounts raised annually through the year 2025 to be used solely for operations and basic maintenance needs of all parks, trails, open space and recreation facilities, including, but not limited to maintaining neighborhood parks, trash pick-up, mowing, clean restrooms, graffiti removal, trail repairs, and increasing water conservation, with the funds to be divided among the County and all incorporated municipalities within the county, from a (one-tenth of one percent/one-quarter of one percent) sales and use tax, with all expenditures overseen by a citizen advisory board and subject to an annual independent audit?”*

Fully 59% indicate they would vote Yes in support the smaller one-tenth of one percent sales tax increase (38% No), while 53% say they would vote Yes in favor of the larger one-quarter of one percent tax increase (45% No).

- There is widespread support across many key demographic and geographic sub-groups. In order to analyze the data with more confidence, the below numbers refer to the combined ballot among all 400 respondents:
  - Men (53% Yes) and women (59% Yes);
  - Parents (54% Yes) and non-parents (57% Yes);
  - Voters under age 35 (63% Yes), ages 35-44 (56%), ages 45-54 (50% Yes), ages 55-64 (53% Yes) and seniors age 65 and older (55% Yes);
  - Residents who have lived in the county less than 10 years (57% Yes), lived there 10-15 years (52% Yes) and lived there more than 15 years/natives (57% Yes);
  - 62% of those who have used a county park or open space in the last year, 67% of those who have used trails in the county, and 68% of those who have used some other recreational facility; and
  - Colorado Springs residents (60% Yes) and those in the remainder of the county (48% Yes).
  
- When asked about their reasons for the response, residents who indicate support for the proposal explain that they see this measure as a way to...
  - Ensure trash is picked up and basic maintenance is taken care of
  - Make up for cuts and ensure there is some funding for parks
  - Take care of something that they value, use, and feel contributes to the quality of life in the county
  - Protect a valuable asset for future generations
  
- There is a clear perception among most voters that the condition and maintenance of parks, trails, and other facilities is not top tier throughout El Paso County. When asked to rate the condition and maintenance, just 3% describe it as excellent, 32% as being in good condition, 48% as in fair condition, and 13% poor.
  
- Conversely, respondents who initially say “No” tell us a number of reasons with the main ones being that...
  - They are concerned about increasing taxes
  - There are other things to spend taxes on
  - The economy is poor right now
  - Government should tighten its belt
  
- No matter how voters react to the proposal, there is a strong desire to be given the opportunity to vote on this issue. More than four-in-five (82%) say they would tell the County Commissioners to “allow El Paso County citizens the opportunity to vote on this issue,” while a mere 14% would advise them to “no place the issue before the voters in order to ensure taxes are not increased.”
  
- While there is some difference in overall support depending on the amount of the tax increase, as indicated previously, support for this proposal is not diminished if voters hear exactly how much this would affect their pocketbook. Two-thirds (65%) say that it would make no difference in their opinion if they heard the financial impact, irregardless of the amount.

- A number of different potential uses of these funds rate strongly among residents, with uses related to basic maintenance clearly standing out as most personally important to El Paso County voters:

Top Rated Funding Items	% Extremely Important	% Extremely/Very Important
Maintaining major parks and open spaces, such as Garden of the Gods, Bear Creek Park, Red Rock Canyon, and others	27%	73%
Ensuring trash pick-up at parks	24%	68%
Maintaining restrooms at parks and trail heads	20%	60%
Removing graffiti in parks	19%	58%
Improving water conservation at parks	17%	57%
Maintaining neighborhood parks	13%	56%
Mowing grass and performing basic maintenance in parks	16%	55%
Maintaining trails for hiking, walking and biking	14%	51%
Keeping the parks green	15%	50%

- The personal importance of many aspects of maintaining parks, trails and open space is clearly linked to the widespread use of these amenities by County voters:
  - 86% say they have visited a park or open space in the county in the last year, with 32% saying they utilize these areas weekly;
  - 69% say they have used the trail system in the county in the last year, with one-in-five (20%) indicating weekly use of trails; and
  - 58% say they have been to a nature center, recreation center, swimming pool or other facility in the county in the last year, with one-in-ten (9%) using one of these weekly.

Not surprisingly, these voters are significantly more likely to vote Yes in support of the measure to maintain parks, trails, and open space in the county.

### ***In Conclusion***

El Paso County voters back a proposal to maintain parks, trails, and open space throughout the county, with the more modest proposal receiving the support of nearly three-in-five voters. This support is wide-spread and fairly broad-based. It is not diminished when voters hear the personal financial impact. Support appears to be grounded in a sense that parks are not being maintained as well as they could be, and additional funds could ensure basic maintenance to preserve these valuable assets. Moreover, residents find a number of the benefits of the project to be personally important to them. This is not surprising given that the vast majority of voters say they have used these amenities in the past year, and a significant number use them frequently.

**Great Parks - Great Communities Initiative  
Funding Distribution Proposal**

Revised - 4/26/11

\* Based on 1 cent sales tax generating \$63 million

Estimated Funding	1/10 cent	1.5/10 cent	2/10 cent	2.5/10 cent
		6,300,000	9,450,000	12,600,000
<b>Distribution Formula</b>				
Regional Park Board - .5%	31,500	47,250	63,000	78,750
City of Colorado Springs - 78%	4,914,000	7,371,000	9,828,000	12,285,000
El Paso County - 13.5%	850,500	1,275,750	1,701,000	2,126,250
Special Projects Fund - 2%	126,000	189,000	252,000	315,000
Small Cities and Towns - 6%	378,000	567,000	756,000	945,000
<u>Small Cities and Towns</u>	<u>Population</u>	<u>Percentage</u>		
Calhan	780	1.928%	10,930	18,216
Fountain	25,846	63.874%	362,166	603,610
Green Mountain Falls	773	1.910%	10,832	18,053
Manitou Springs Monument	4,992	12.337%	69,950	116,584
Palmer Lake	5,530	13.666%	77,489	129,148
Ramah	2,420	5.981%	33,910	56,517
	123	0.304%	1,724	2,873
Totals	40,464	100.000%	567,000	945,000

**RESOLUTION  
TO SUPPORT THE GREAT PARKS – GREAT COMMUNITIES  
INITIATIVE**

**WHEREAS**, the local jurisdictions have invested significant public funds to develop diverse park systems that are renowned for parks, trails, open spaces, cultural, and recreational facilities; and

**WHEREAS**, our municipal and County park systems provide opportunities for recreation and rejuvenation, allow our citizens to connect to community support systems, provide fitness opportunities to address obesity issues, increase property values, and enhance tourism; and

**WHEREAS**, our park systems are a significant component of our region's culture and heritage which our citizens value and have demonstrated support through previous ballot initiatives and local surveys; and

**WHEREAS**, during challenging economic times, the budgets for park and recreation programs and services have been inordinately reduced which has resulted in a significant reduction in ongoing and preventative maintenance and operations; and

**WHEREAS**, since our park and recreation systems are a critical but non-mandated service, it is challenging to restore general fund support; and

**WHEREAS**, the budget reductions have caused ongoing impacts in basic park services including trash collection, irrigation, facility operations, and trail and playground equipment repairs; and

**WHEREAS**, while cities and the County have expanded a variety of volunteer efforts, private fundraising programs, and collaborative initiatives to help support local park systems, there are still major gaps in service due to insufficient financial support; and

**WHEREAS**, in order to protect our investment in our park systems, it is necessary to stabilize funding levels to ensure park and recreation systems can be reasonably operated and maintained; and

**WHEREAS**, Great Parks – Great Communities is a citizen driven initiative designed to create sustainable park systems by providing long term dedicated funding solutions, cultivating partnerships to develop efficiencies and supporting parks related volunteer initiatives; and

**WHEREAS**, the Great Parks – Great Communities Initiative proposes the Board of County Commissioners includes a question for citizen consideration on the November, 2011 ballot for a 1.5 / 10<sup>th</sup> of one percent sales tax (1.5 cents on a \$10.00 purchase) to support ongoing operations of the cities/towns and County park systems; and

**WHEREAS**, the funding be dedicated to ongoing maintenance and operations needs and not for the acquisition or construction of new parks, trails and open spaces; and

**WHEREAS**, this sales tax will be placed in a dedicated fund and will not replace local funds already budgeted for park maintenance and operations; and

**WHEREAS**, accountability provisions will include conducting annual audits, providing reports to all county residents, forming a citizens oversight committee and periodically reauthorizing this initiative; and

**WHEREAS**, the County-wide citizen oversight committee will be appointed by the cities, towns and the County to ensure accountability of the funds and provide a forum for cooperation; and

**WHEREAS**, proposed funding will be distributed to the respective cities and towns based upon an agreed upon distribution formula.

**NOW, THEREFORE BE IT RESOLVED**, that the (City / Town) hereby encourages the Board of County Commissioners to include the Great Parks – Great Communities question on the November, 2011 ballot to allow our citizens the opportunity to approve a dedicated funding source to maintain our local park systems and operations.

**DONE THIS** \_\_\_\_\_ day of \_\_\_\_\_ June, 2011, at ( \_\_\_\_\_ ).

**ATTEST:** \_\_\_\_\_ (City / Town / County)

By: \_\_\_\_\_ By: \_\_\_\_\_



**From the desk of:**

Jack Benson, City Administrator  
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Manitou Springs, Colorado 80829

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**Memorandum**

To: Manitou Springs City Council  
From: Jack Benson, City Administrator  
Date: Thursday, May 19, 2011  
Re: El Paso County CDBG Urban County Designation

The question before Council is whether or not to join El Paso County in their requalification efforts as an Urban County for federal fiscal years 2012-2014. The qualification allows El Paso County to receive and manage Community Development Block Grant (CDBG) monies for all El Paso County communities that choose to be a part of the designation.

**Background**

El Paso County is one of twenty "entitlement" communities that qualify to receive CDBG funds directly from the federal government. Entitlement communities are those cities within a metropolitan area that have a population of 50,000 or more, or are designated as a "central city," and counties that are within a metropolitan area that have a combined population of 200,000 or more in their unincorporated areas and non-entitlement municipalities. Communities that do not qualify for "entitlement funding are served under the "Non-entitlement," or "Small Cities," program, which is managed through the State of Colorado's Department of Local Affairs.

CDBG funding was established under the Housing and Community Development Act of 1974 to help communities meet their greatest community development and redevelopment needs, with particular emphasis on assisting persons of low and moderate income. The Act establishes three broad national objectives for the CDBG program:

- (1) Benefit persons of low and moderate income;
- (2) Prevent or eliminate slums or blight; and
- (3) Address other urgent needs.

Whether "entitlement" or "non-entitlement, the managing agencies must prepare a 3 to 5 year Consolidated Plan with annual performance plan updates, which designate how CDBG funds will be spent.

DOLA reported that for their "Small Cities" program they currently receive roughly \$10 million in funds, which they split in thirds over housing, economic development, and public facilities. They have an annual competitive application process, cap public facilities projects at \$600K, and keep a pool of de-obligated funds for over-runs and further project funding. On the public facility side, DOLA indicated

that they received 15 project proposals in 2011 and funded all but three (\$3.460M). (See *CDBG Public Facility 2010 Awards*, attached)

El Paso County indicated that they get roughly \$1 million annually and have an annual application process. I have not had time to review in detail their Consolidated Plan and Annual Action Plan to see how money is distributed over their program objectives. However, it appears there is a strong emphasis on affordable housing the homeless mitigation. Tiffany Colvert, Community Development Specialist indicated that she will discuss this in more detail at our meeting. As with the DOLA program, El Paso County maintains a pool of de-obligated funds for redistribution, reserves, and project over-runs. Public facility projects are only limited to 15 percent of the total CDBG grant, which is generally, applied only to non-profit requests. Lastly, El Paso County typically gets between 30-40 applications a year and funds between 15 to 20 projects. Projects are reviewed by a volunteer board that in turn makes recommendations to the BOCC. Manitou Springs would have the opportunity to have a seat on this advisory board.

### **Analysis and Recommendations**

The size of funding for both these programs are very different and program emphasis is driven by their multi-year Consolidated Plan and Annual Action Plan, both of which are guided by the broad national objectives referenced above. Presently, project funding shows roughly equal funding emphasis in DOLA's program focus, while El Paso County appears to have well over half their present allocation in public facilities and infrastructure or \$533K (see *El Paso County, 2011 Community Development Block Grant Projects*, attached). While the distribution of funding may be an important consideration for Manitou Springs, the amount of available funding and applicant pool may be a better determinant for making a decision on where our odds for successful project funding may lie. Clearly, DOLA's Small Cities program has to deal with every other community outside the 20 "entitlement" jurisdictions, which makes the larger funding pool somewhat relative. On the other hand, El Paso County has substantial less funding to deal with its potential applicant pool, which may limit the project award sizes. Lastly, opting into El Paso County's program bars us from seeking funding elsewhere. It all really comes down to what Manitou Springs is trying to do with CDBG funds and the amount of award we might be pursuing. For your reference, I have attached a document that reviews eligible/ineligible CDBG activities. The final issue to keep in mind is that funding under this Block Grant is tied to the low/moderate income population being served in the jurisdiction, which may prove to be a challenge for our community.

My suggestion at this point is to listen to El Paso County's presentation and I will attempt to explore the DOLA program further with Clay Brown, our regional representative.

**CDBG PUBLIC FACILITY 2010 AWARDS**

<b>#</b>	<b>PROJECT</b>	<b>REQUESTED</b>	<b>AWARD</b>
08-009	Cortez Unlimited Learning Center supplemental	\$129,858	\$90,000
09-508	Weld County Bella Romero Sidewalk Imp.	\$200,000	\$0
09-511	Bent County Healthcare Infrastructure Improvements	\$262,500	\$0
10-501	Center Child Care Facility	\$600,000	\$500,000
10-502	Campo Wastewater Treatment Improvements	\$516,900	\$450,000
10-503	Bayfield Preschool	\$600,000	\$450,000
10-505	Garfield County Family Health Center	\$450,000	\$450,000
10-506	Pierce Wastewater Treatment Plant	\$600,000	\$500,000
10-507	Walsenberg Huajatolla Hills Wastewater Collection*	\$699,946	\$199,946
10-508	Westcliffe/Silver Cliff Stormwater Drainage	\$581,500	\$180,000
10-509	Silver Plume Sanitary Sewer Collection	\$600,315	\$550,500
10-511	Cripple Creek So. Teller County Senior Center Acquisition	\$304,000	\$0
10-512	Ignacio Mental Health Center	\$125,000	\$90,000
10-514	Walden Wastewater Treatment Improvements	\$371,380	\$0
10-515	Mesa County Hospice Electronic Health Records	\$600,000	\$0
	<b>Total</b>	<b>\$6,641,399</b>	<b>\$3,460,446</b>

# EL PASO

COMMISSIONERS:  
JIM BENSBERG (CHAIRMAN)  
SALLIE CLARK (VICE CHAIR)



# COUNTY

AMY LATHEN  
WAYNE WILLIAMS  
DENNIS HISEY

BUDGET & ECONOMIC DEVELOPMENT ADMINISTRATION  
NICOLA SAPP  
DIRECTOR

## 2011 COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS

### PUBLIC SERVICES

Organization	Project Name	Sub-Category	Description	Amount Awarded
Care and Share Food Bank	Mobile Food Pantry	Other/Health Services	Creation of a program in the County that focuses on hunger relief efforts and rural human service agency development. This program will also help sustain the County farm community	\$45,000
CASA of the Pikes Peak Region	Dependency and Neglect Program	Youth Services	Expansion of a program that entails advocating for abused and neglected children in court	\$37,000
Community Partnership for Childhood Development	Behavioral Health Program	Youth Services	Expansion of a program that provides disadvantaged children, birth to age five, with Head Start and Colorado Preschool Programs	\$15,000
Pikes Peak Community Action Agency	Family Stabilization Services	Housing Services	Expansion of program that provides one-time rent, mortgage and utility assistance	\$20,000
Salvation Army	Resource Services	Other Service	Expansion of program that provides resource management for clients	\$20,000
Special Kids Special Families	I-CAN Adult Day Program	Handicap/Transportation Services	Creation of a program that provides transportation services for adults with disabilities	\$20,000
<b>Total Public Services</b>				<b>\$157,000</b>

### PUBLIC FACILITIES

Organization	Project Name	Sub-Category	Description	Amount Awarded
The Town of Calhan	Baseball Field Project	Park and Recreation Facilities	A comprehensive upgrade to the Calhan baseball park	\$100,000
Ellicott Wildlife Rehabilitation Center	Education Pavilion	Other Facility	Construction of an interpretive education pavilion along with improved handicap parking and access	\$34,996
El Paso County	Rainbow Falls	Park and Recreation Facilities	Convert Rainbow Falls site to a public park by cleaning graffiti and installing video cameras	\$16,594

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COLORADO SPRINGS, CO 80903-2208  
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City of Fountain	Fountain Creek Trailhead	Park and Recreation Facilities	Acquisition of a historic property for use as a multipurpose facility to include an interpretative center, historic education, equestrian and agricultural activities.	\$40,000
Fountain Valley Senior Center	Parking Lot Accessibility Improvements	Senior Center Accessibility	Installation of ADA compliant ramps, sidewalks, and safety improvements to the parking area	\$75,000
Miami-Yoder School District	Baseball Field	Park and Recreation Facilities	A comprehensive upgrade to the Calhan baseball park	\$35,000
<b>Total Public Facilities</b>				<b>\$301,590</b>

### INFRASTRUCTURE

Organization	Project Name	Sub-Category	Description	Amount Awarded
Town of Calhan	Pueblo St. Improvements-Phase II	Street /Sidewalk Improvements/ Accessibility	Paving and installation of curb and gutter on Pueblo St. from Highway 24 to 3 <sup>rd</sup>	\$75,000
City of Fountain	Rangeview ADA Sidewalks	Street /Sidewalk Improvements/ Accessibility	Installation of various sections of curb, gutter, sidewalks and ADA ramps in downtown Fountain	\$100,000
Town of Ramah	Pikes Peak/2 <sup>nd</sup> St. Paving	Street /Sidewalk Improvements/ Accessibility	Paving and installation of curb and gutter on Pikes Peak and 2 <sup>nd</sup> Street	\$57,337
<i>Total Infrastructure</i>				<b>\$232,337</b>

### HOUSING

Organization	Project Name	Sub-Category	Description	Amount Awarded
City of Fountain	Clean and Green	Housing Rehabilitation	Expansion of a program that offers grants for minor home repairs and energy efficiency improvements	\$40,000
City of Fountain	Neighborhood Assistance Program	Housing Rehabilitation Assistance	Creation of an incentive program to assist residents in upgrading their housing conditions and properties.	\$17,500
<i>Total Housing</i>				<b>\$57,500</b>

### ECONOMIC DEVELOPMENT

Organization	Project Name	Sub-Category	Description	Amount Awarded
Fountain Urban Renewal Authority	Blight Abatement Program	Economic Development Rehab	Creation of a Blight Abatement Program. This program will require fund matching with property owners in designated blighted areas.	\$120,000
<i>Total Economic Development</i>				<b>\$120,000</b>

### Eligible/ In-Eligible CDBG Activities

Eligible Public Facility and Improvement Projects	CDBG Conditions
Sewer and Water Facilities Streets and Sidewalks Curbs and Gutters Parks and Playgrounds Senior Citizens' Center Parking Lots or garages Utility Lines Recreation Center	These projects may be undertaken on an interim basis in areas exhibiting objectively determinable signs of physical deterioration where it was determined that immediate action is necessary to arrest the deterioration and that permanent improvements will be carried out as practicable to repair: <ul style="list-style-type: none"> <li>➤ Streets;</li> <li>➤ Sidewalks;</li> <li>➤ Parks;</li> <li>➤ Playgrounds,</li> <li>➤ Publicly owned utilities; and</li> <li>➤ The execution of special garbage, trash, and debris removal, including neighborhood cleanup campaigns, but not the regular curbside collection of garbage or trash in an area.</li> </ul>
Police or Fire Station in which services to the public are actually provided (as opposed to administrative offices).	Fire protection equipment including fire trucks, fire fighters' protective clothing, "jaws of life," and other life-saving equipment are eligible for CDBG funding under Public Facilities and Improvements as this equipment is integral to the fire protection facility.
City Halls, or government centers	The Community Development Block Grant funds may be used by the grantee or other private or public non-profit organizations to develop, improve, or install a public facility <b>except for buildings used for the general conduct of government.</b> <i>"Buildings for the general conduct of government"</i> means: <ul style="list-style-type: none"> <li>• City halls;</li> <li>• County administrative buildings;</li> <li>• State capital or office buildings; and</li> <li>• Other facilities in which the legislative, judicial, or general administrative affairs of government are conducted.</li> </ul> In all cases, a National Objective must be met and eligible costs include: <ul style="list-style-type: none"> <li>➤ Energy improvements;</li> <li>➤ Removal of architectural barriers – including those in a building used for the general conduct of government (typically city halls or county government centers) – however CDBG funds may be used in these buildings to remove architectural barriers that restrict the movement of the elderly or persons with severe disabilities, and</li> <li>➤ Aesthetic improvements to public structures or buildings.</li> </ul>
Aesthetic amenities on public land such as landscaping (trees, sculptures, pools of water and fountains and other works of art).	These include all improvements and facilities that are either publicly owned or that are traditionally provided by government, or owned by a non-profit, and operated so as to be open to the general public.
Jails or prisons	Jails are considered to benefit the entire community served by the facility and thus would may qualify under the L/M Income Benefit national objective only if the percentage of L/M income persons in the entire jurisdiction is sufficiently high to meet the "area benefit" test.
Library	Public facilities that serve the entire jurisdiction of the grantee, a main library for example, may qualify under the L/M Income Benefit national objective only if the percentage of L/M income persons in the entire jurisdiction is sufficiently high to meet the "area benefit" test.

Examples of how the use of CDBG for Public Facilities and Improvements meets one of the three National Objectives are listed below:

PUBLIC FACILITIES AND IMPROVEMENTS – MEETING A NATIONAL OBJECTIVE		
National Objective Subcategory	Conditions for Eligibility	Example
Low-Moderate Income Area Benefit (LMI)	<p>A Facility or improvement will be used for a purpose that benefits all residents in a defined area primarily residential in which at least 51% are Low – Moderate Income households.</p> <p>Paying all or part of a special assessment on behalf of Low-Moderate Income households qualifies under this objective.</p>	<p>The Installation of paved streets, sidewalks, curbs and gutters in a predominantly Low-Moderate Income household neighborhood.</p> <p>CDBG funds pay the assessment made to Low-Mod Income household homeowners when a new water/sewer system is installed in their neighborhood.</p>
Low-Moderate Income Limited Clientele (LMI)	Facility will be used by a specific group of people who are at least 51% of Low-Moderate Income households.	A rehabilitation of a home for use as a half-way house for runaway youth.
Low-Moderate Income Housing (LMI)	The Facility or Improvement exclusively benefits housing to be occupied by Low-Moderate Income household.	A parking lot and landscaping are improved on the site of a rental property with 51% Low-Moderate Income Households paying affordable rents.
Low-Moderate Income Jobs (LMI)	<p>Public improvement is for an economic development project that creates or retains permanent jobs.</p> <p>If the CDBG cost per job is less than \$10,000 per full-time employee, the grantee must ensure that at least 51% of the jobs will be held by or will be available to Low-Moderate Income persons.</p> <p>If the CDBG cost per job is more than \$10,000 per full-time employee (FTE), the grantee must ensure that at least 51% of the jobs created in the entire service area benefiting from the improvement will be held by or available to Low-Moderate Income (LMI) persons.</p>	<p>A new water tower will enable factory expansion and owners to commit to hiring at least 51% of new permanent jobs to Low-Moderate Income (LMI) persons (Less than \$10,000 per full-time employee job.</p> <p>Construct a road expansion and water/sewer system project that is installed in an industrial park. (Cost is greater than \$10,000 per full-time employee job). All jobs in the service area that result from the CDBG improvements are subject to the 51% Low-Moderate Income benefit test.</p>
Slums/Blighted Area	Public improvements and facilities are in a designated blighted area and activity addresses conditions that contributed to blight.	An outdated fire hall is rehabilitated and equipment is updated to prevent further loss of life and property due to fires.
Slums/Blight – Spot Areas	Public improvements or facility is outside designated blighted area and activity is limited to eliminate specific conditions of blight or decay.	A Historic library building located outside a designated area is rehabilitated.
Urgent Need	Acquisition, construction, or reconstruction of a public facility or improvement that is designed to alleviate recent serious and imminent threat to public health and safety and no other funds are available.	A Storm sewer system is reconstructed after a severe flood damaged it. All other funding sources are unavailable or exhausted.

**Real Property & Housing Projects:**

Eligible Real Property & Housing Projects	CDBG Conditions
Acquisitions of land or buildings – 570.201 (a)	<ul style="list-style-type: none"> <li>• Activities that are eligible in support of new housing construction that include:                             <ol style="list-style-type: none"> <li>1. Acquisition of a site</li> <li>2. Clearance of the site including clean up of contaminants</li> <li>3. Site improvements while the property is still in public ownership</li> <li>4. Disposition costs for properties acquired with CDBG funds that will be used for new construction</li> </ol> </li> </ul> <p><i>*Note: Only a qualified non-profit organization that meets the criteria as a Community Based Development Organization (CBDO) is eligible to undertake new housing construction for renters or homebuyers with CDBG assistance.</i></p>
Disposition – 570.201(b)	<ul style="list-style-type: none"> <li>• CDBG funds may be used to dispose of property acquired with CDBG funds provided the property will be used to meet a National Objective.</li> <li>• The property may be sold at less than fair market value.</li> <li>• The reasonable cost to temporarily manage the property is also eligible. (There must be a planned re-use for the property.)</li> <li>• Costs may include legal fees, surveys, market studies, financial fees and other costs incurred in the transfer of property.</li> </ul>
Clearance Activities – 570.201(d)	<ul style="list-style-type: none"> <li>• Demolish buildings and improvements;</li> <li>• Remove rubble and debris after demolition;</li> <li>• Remove environmental contaminants or treat them to make them harmless; and</li> <li>• Move structures to other sites.</li> </ul> <p><b>Note:</b> The demolition of HUD – assisted housing units may only be done with prior approval from HUD. This includes properties with project – based or development subsidies, Public Housing, or HOME – program properties in which affordability requirements have not expired.</p>
Interim assistance – 570.201(f)	<ul style="list-style-type: none"> <li>• Interim assistance for limited activities in deteriorated areas that require immediate action.</li> </ul>
Urban Renewal Projects – 570.201(h)	<ul style="list-style-type: none"> <li>• Payment of the cost of completing an urban renewal project funded under Title I of the Housing Act of 1949 as amended.</li> </ul>
Relocation – 570.201(i)	<ul style="list-style-type: none"> <li>• Relocation of payments and other assistance for permanently and temporarily relocated individuals families,</li> <li>• Businesses,</li> <li>• Non-profit organizations, and</li> <li>• Farm operations.</li> </ul>
Loss of Rental Income – 570.201(j)	<ul style="list-style-type: none"> <li>• Payments to housing owners for losses of rental income incurred in holding, for temporary periods, housing units to be used for the relocation of individuals and families displaced by program activities assisted.</li> </ul>
Housing Services – 570.201(k)	<ul style="list-style-type: none"> <li>• Housing services in support of the HOME program, such as pre-purchase counseling or administrative costs to operate a tenant-based rental assistance program.</li> </ul>
Privately Owned Utilities – 570.201(l)	<ul style="list-style-type: none"> <li>• CDBG funds may be used to acquire, construct, reconstruct, rehabilitate, or install the distribution lines and facilities of privately owned utilities, including the placing underground of new or existing distribution facilities and lines.</li> </ul>
Construction of Housing – 570.201(m)	<ul style="list-style-type: none"> <li>• CDBG funds may be used for the construction of housing.</li> </ul>
Homeownership Assistance – 570.201(n)	<ul style="list-style-type: none"> <li>• Homeownership assistance, such as down payment assistance or mortgage interest subsidy for homebuyers.</li> </ul>

**Other CDBG Eligible Projects:**

Eligible Project	CDBG Conditions
Micro – Enterprise Assistance – 570.201(o)	<p>The provisions of assistance either through the recipient directly or through public or private organizations, agencies, and other sub-recipients (including non-profit and for-profit sub-recipients) to facilitate economic development by:</p> <ul style="list-style-type: none"> <li>• Providing credit, including, but not limited to, grants, loans, loan guarantees, and other forms of financial support, for the establishment, stabilization, and expansion of micro-enterprises;</li> <li>• Providing technical assistance, advice, and business support services to owners of micro-enterprises and persons developing micro-enterprises; and</li> <li>• Providing general support, including but not limited to, peer support programs, counseling, child care, transportation, and other similar services, to owners of micro-enterprises and persons developing micro-enterprises.</li> </ul>
Rehabilitation of buildings and improvements eligible for rehabilitation assistance – 570.202(a)	<p>CDBG may be used to finance the rehabilitation of:</p> <ul style="list-style-type: none"> <li>• Privately – owned homes;</li> <li>• Publicly – owned residential housing;</li> <li>• Publicly or privately – owned commercial or industrial buildings;</li> <li>• Nonresidential buildings owned by nonprofits; and</li> <li>• Manufactured housing when it is part of the permanent housing supply.</li> </ul>
Code Enforcement – 570.202(c)	<ul style="list-style-type: none"> <li>• The costs of salaries and related expenses, such as legal costs, are included providing the code enforcement is carried out in a deteriorating or deteriorated area and</li> <li>• There are other public or private improvements, rehabilitation, or services that – together with the enforcement activity – are expected to stop the further decline of the area.</li> </ul> <p><b>Note:</b> The costs to correct violations are not included in this provision.</p>
Historic preservation. 570.202(d)	<ul style="list-style-type: none"> <li>• CDBG funds may be used for the rehabilitation, preservation or restoration of historic properties, whether publicly or privately owned.</li> <li>• Historic properties are those sites or structures that are either listed in or eligible to be listed in the National Register of Historic Places, listed in a State or local inventory of historic places, or designated as a State or local landmark or historic district by appropriate law or ordinance.</li> <li>• Historic preservation is not authorized for buildings for the general conduct of government.</li> </ul>
Renovation of closed buildings – 570.202(e)	<ul style="list-style-type: none"> <li>• CDBG funds may be used to renovate closed buildings, such as closed school buildings, for use as an eligible public facility or to rehabilitate such buildings for housing.</li> </ul>
Lead – based paint hazard, evaluation and reduction, and clearance – 570.202(f)	<ul style="list-style-type: none"> <li>• Lead-based paint hazard evaluation and reduction as defined in section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851b).</li> </ul>

The table below provides eligible Planning & Administration expenses.

Eligible Planning & Administration Projects 570.205 & 570.206
➤ Preparation of general plans such as the Consolidated Plan
➤ Functional plans such as housing plans
➤ Neighborhood plans and general historic preservation plans
➤ Policy planning, management, and capacity building activities
➤ Monitoring

The table below illustrates in-eligible CDBG activities and, if any, special conditions.

In-Eligible CDBG Project	In-Eligible Activities Descriptions Under 24 CFR 570.207
Buildings or Portions of Buildings used for the General Conduct of Government	<ul style="list-style-type: none"> <li>Assistance for buildings or portions of buildings used for the general conduct of government (typically city halls or county government centers) – however CDBG funds may be used in these buildings to remove architectural barriers that restrict the movement of the elderly or persons with severe disabilities.</li> </ul>
General Local Government Expenses	<ul style="list-style-type: none"> <li>General local government expenses unless the expense is authorized under CDBG Entitlement rules or OMB Circular A-87; and.</li> </ul>
Political Activities	<ul style="list-style-type: none"> <li>CDBG funds cannot be used to finance the use of facilities or equipment for any partisan political purpose including voter registration.</li> <li>However, if a facility were originally CDBG-assisted, it may be used on an occasional basis for political meetings, forums, and voter registration, if all organizations have equal access to the building and all are charged equally for the use of the space.</li> </ul>
Purchase of Equipment	<ul style="list-style-type: none"> <li>The purchase of equipment is generally ineligible.</li> <li>Construction equipment may not be purchased with CDBG funds.</li> </ul> <p><b>Special Conditions to using CDBG funds for equipment:</b></p> <ul style="list-style-type: none"> <li>However, grantees may use CDBG funds to pay the cost to rent, pay depreciation, a use allowance, or lease construction equipment to undertake an otherwise eligible activity.</li> <li>The purchase of construction equipment for use in a solid waste disposal facility is not considered 'equipment' and is eligible under the category of Public Facilities and Improvements [570.201(c)].</li> </ul>
Furnishings	<ul style="list-style-type: none"> <li>Furnishings and personal property that are not an integral structural fixture are generally ineligible. There are exceptions:                             <ul style="list-style-type: none"> <li>Fire protection equipment including fire trucks, firefighter protective clothing, and other life-saving equipment is eligible for CDBG funding under Public Facilities and Improvements [570.201(c)] as this equipment is integral to the fire protection facility.</li> </ul> </li> </ul>
Operating & Maintenance Expenses	<ul style="list-style-type: none"> <li>Operating and maintenance expenses are generally ineligible. This includes the expense to repair, operate, or maintain public facilities, improvements, and services.</li> </ul> <p><b>Examples of Ineligible Costs include:</b></p> <ul style="list-style-type: none"> <li>The cost to maintain or repair publicly-owned streets, sidewalks, parks, playgrounds, water and sewer facilities, neighborhood facilities, senior centers, centers for persons with disabilities, parking lots or garages.</li> <li>Filling pot holes or sidewalk cracks, grass mowing in city or county parks, and the replacement of street light bulbs.</li> <li>Salaries and other similar expenses for staff to operate public works and facilities.</li> </ul>
New Housing Construction	<ul style="list-style-type: none"> <li>New housing construction is generally ineligible, unless undertaken by a qualified Community Based Development Organization (CBDO) under 570.207(b)(3).</li> </ul>
Income Payments	<ul style="list-style-type: none"> <li>Under CDBG rules, this is defined as "a series of subsistence-type grant payments" made to a household for items such as rent, mortgage payments, (Note: a Section 8 tenant-based rental assistance program is not eligible under CDBG Program) food, clothing, or utilities.</li> </ul> <p><b>Special Conditions to using CDBG funds:</b></p> <ul style="list-style-type: none"> <li>The exception is: CDBG may be used to make one time grants, emergency assistance, or loans directly to providers of this assistance for a period not to exceed three months on behalf of a household under Public Services 570.201(e) and 570.207 (b)(4).</li> </ul>

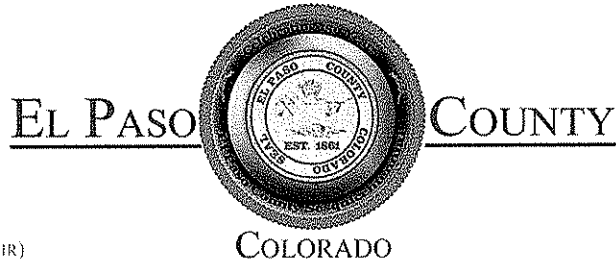
The table below provides CDBG documenting and reporting requirements.

Documenting and Reporting Performance	
Keeping Records	<ul style="list-style-type: none"> <li>• Records must be kept for four years after project completion.</li> <li>• Experienced administrators keep some records indefinitely if they have long-term liability concerns, for example, on projects involving lead-based paid hazard control.</li> <li>• HUD does not specify who must keep the records, but the grantee is responsible that someone keeps them for the required period of time.</li> </ul>
Types of Records to be Maintain	<ul style="list-style-type: none"> <li>• The CDBG regulations at 570.506 categorize the types of records a grantee, subrecipient or contractor receiving CDBG funds must keep.</li> </ul> <p><b>Individual Activity or Project Records</b></p> <ul style="list-style-type: none"> <li>➤ Description of each project, location, amount of CDBG assistance budgeted, obligated and expended.</li> <li>➤ Sources and uses of funds, including CDBG, and all others.</li> <li>➤ Compliance with Eligibility and National Objectives under 570.208.</li> </ul> <p><b>CBDO Records</b></p> <ul style="list-style-type: none"> <li>➤ Evidence that CBDOs meet designation requirements during the period when they are receiving an allocation of CDBG funds to undertake special activities.</li> </ul>
Financial Record Keeping – 570.502 & 570.506	<p>Subrecipients must keep adequate records that comply with the applicable requirements of 24 CFR 85 and OMB Circulars. The financial records that must be maintained include:</p> <ul style="list-style-type: none"> <li>➤ A chart of accounts that lists all the names and numbers assigned to each account;</li> <li>➤ Accounting journals and ledgers</li> <li>➤ Source documentation that costs were eligible and paid (invoices, purchase orders, canceled checks, etc.)</li> <li>➤ An inventory of real property</li> <li>➤ Bank account records</li> <li>➤ Records regarding revolving loan fund activities</li> <li>➤ Drawdown requests</li> <li>➤ Payroll records and reports</li> <li>➤ Documentation of other administrative costs charged</li> <li>➤ Financial reports</li> <li>➤ Audit files</li> <li>➤ Financial correspondence</li> </ul>

The table below provides the timeliness use of expending CDBG program funds.

Timely Use of CDBG Funds Under 24 CFR 570.902
<ul style="list-style-type: none"> <li>• Prior to issuing the next year’s Entitlement grant, HUD performs an annual assessment of each grantee’s performance. One of the performance factors examined is “timeliness” of program expenditures.</li> </ul>
<ul style="list-style-type: none"> <li>• This has become an important issue of expending program awarded funds in a timely manner. HUD takes this very seriously.</li> </ul>
<ul style="list-style-type: none"> <li>• Subrecipients are encouraged to download the “CDBG Timeliness Bulletin” from HUD’s website for tips and recommendations to avoid or solve problems with timely use of funds.</li> </ul>
<ul style="list-style-type: none"> <li>• When subrecipients fail to meet the test, HUD’s corrective action will consider the following:                         <ol style="list-style-type: none"> <li>1. The likelihood that the subrecipient will spend enough funds during the next program year to reduce the amount to an acceptable level; and</li> <li>2. The extent to which funds on hand have been obligated by the grantee and its subrecipients for specific activities; and other relevant information.</li> </ol> </li> </ul>

work session D



COMMISSIONERS:  
 AMY LATHEN (CHAIR)  
 SALLIE CLARK (VICE-CHAIR)

DENNIS HISEY  
 DARRYL GLENN  
 PEGGY LITTLETON

**BUDGET ADMINISTRATION**  
 ECONOMIC DEVELOPMENT  
 DEANNE MCCANN, DIVISION MANAGER

May 10, 2011

Mayor Marc Snyder  
 City of Manitou Springs  
 606 Manitou Avenue  
 Manitou Springs, CO 80829

Dear Mayor Snyder,

We are pleased to inform you that the U.S. Department of Housing and Urban Development (HUD) has notified El Paso County that it may re-qualify for designation as an Urban County; the notification from HUD is attached. El Paso County intends to seek that re-designation and, if successful, will be eligible to receive an allocation of Community Development Block Grant (CDBG) funds for federal fiscal years 2012-2014.

The goal of the Community Development Block Grant Program is to provide funds for decent housing and suitable living environments, along with the expansion of economic opportunities, principally for low- and moderate-income persons.

As an incorporated local government, the City of Manitou Springs has the right to be excluded from or included in the Urban County. If included, the City of Manitou Springs and El Paso County would enter into an Intergovernmental Agreement that would allow CDBG funds to be utilized. Also, should El Paso County receive a percentage of HOME or ESG funding, incorporated communities that choose to participate in the CDBG program are automatically included in a HOME or ESG consortium with El Paso County. As a result of participation in the Urban County, the local government will be exempt from applying for CDBG funding from the State of Colorado or participating in other HOME or ESG consortiums.

We would welcome the opportunity to discuss this with the City of Manitou Springs and anticipate attending a future town meeting. HUD requires that the City of Manitou Springs notify El Paso County and HUD in writing of its intent to be included or excluded from the Urban County by **June 3<sup>rd</sup>, 2011**. Please feel free to contact us with any questions.

Sincerely,

Tiffany Colvert  
 El Paso County  
 Community Development Specialist  
[tiffanycolvert@elpasoco.com](mailto:tiffanycolvert@elpasoco.com)  
 719-520-6476

Crystal LaTier  
 El Paso County  
 Community Development Project Coordinator  
[crystalatier@elpasoco.com](mailto:crystalatier@elpasoco.com)  
 719-520-6484

cc: Nina Carter, HUD CPD Representative



U.S. Department of Housing and Urban Development  
Community Planning and Development

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Special Attention of:

All Regional Administrators  
All CPD Division Directors  
All CDBG Grantees

Notice: CPD-11-064

Issued: April 28, 2011  
Expires: April 28, 2012

Supersedes: CPD Notice 10-02

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SUBJECT: Instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Fiscal Years (FYs) 2012-2014

#### INTRODUCTION

This Notice establishes requirements, procedures and deadlines to be followed in the urban county qualification process for FYs 2012-2014. Information concerning specific considerations and responsibilities for urban counties is also provided. HUD Field Offices and urban counties are expected to adhere to the deadlines in this Notice.

This Notice provides guidance for counties wishing to qualify or requalify for entitlement status as urban counties, as well as for existing urban counties that wish to include previously nonparticipating communities. **Please send copies of this Notice to all presently qualified urban counties, to each county that can qualify for the first time or requalify for FYs 2012-2014, and to each state administering the State CDBG program which includes a potentially eligible urban county. If you are notified of one or more new potential urban counties, each should be provided a copy of this Notice.** This Notice includes six attachments which contain listings of: Attachment A, all currently qualified urban counties; Attachment B, counties that can potentially qualify for the first time or requalify this qualification period (2012-2014); Attachment C, counties scheduled to qualify or requalify in FY 2012 for FY 2013-2015; Attachment D, counties scheduled to qualify or requalify in FY 2013 for FY 2014-2016; Attachment E, currently qualified urban counties that can add nonparticipating units of government for the remaining one or two years of their qualification period; and Attachment F, list of counties that may qualify as urban counties if metropolitan cities relinquish their status. Additions to Attachment B may be provided separately.

The schedule for qualifying urban counties is coordinated with qualifying HOME consortia in order to be able to operate both the CDBG and HOME programs using the same urban county configurations. The CDBG urban county qualification process for the FY 2012-2014 qualification period will start April 22, 2011, and run through September 21, 2011. This will provide HUD sufficient time before the September 30 deadline for FY 2012 funding under

the HOME Program to notify counties that they qualify as urban counties under the CDBG Program. Urban county worksheets will be accessible via CPD's Grants Management Process (GMP) system. The CPD Systems Development and Evaluation Division will provide guidance on completing, submitting and verifying urban county qualification data in the GMP system.

New requirements were added in 2008 to the urban county qualification process concerning notification and submission of documents to HUD Headquarters. Jurisdictions that are qualifying as an urban county for the first time must submit all required documents outlined in Section IV to the Entitlement Communities Division in HUD Headquarters in addition to their local HUD offices (see Section IV for details). In addition, if new jurisdictions are seeking to qualify as urban counties because they contain metropolitan cities willing to relinquish their entitlement status, the Entitlement Communities Division in HUD Headquarters should be notified as soon as possible, but no later than two weeks after the jurisdictions notify the Field Office of their intent to qualify as an urban county (see Section VIII for details).

Section IX was changed in 2008 to further clarify the actions required by HUD Field Office Counsel to complete Determinations of Essential Powers for new and requalifying urban counties.

Policy questions from Field Offices related to this Notice should be directed to the Entitlement Communities Division at (202) 708-1577. Data questions should be directed to the Systems Development and Evaluation Division at (202) 708-0790. Requests for deadline extensions should be directed to the Entitlement Communities Division. The TTY number for both divisions is (202) 708-2565. These are not toll-free numbers.

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2506-0170, which expires 2/29/12. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

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DGBE: Distribution: W-3-1

Special Meeting C



June 3, 2011

Tiffany Colvert  
Community Development Specialist  
El Paso County  
27 E. Vermijo, 5<sup>th</sup> Floor  
Colorado Springs, CO 80903

Dear Ms. Colvert:

*RE: COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (EL PASO COUNTY URBAN COUNTY) FOR FISCAL YEARS 2012-2014*

*Participation Being Sought*

Thank you for your recent letter informing the City of Manitou Springs that El Paso County intends to seek qualification as an Urban County for receipt of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development for federal fiscal years 2012-2011. This letter serves as notice that the City of Manitou Springs elects to participate with El Paso County in the CDBG program.

Sincerely,

Marc Snyder  
Mayor  
City of Manitou Springs

cc: Nina Carter, HUD Community Planning and Development



June 3, 2011

Tiffany Colvert  
Community Development Specialist  
El Paso County  
27 E. Vermijo, 5<sup>th</sup> Floor  
Colorado Springs, CO 80903

Dear Ms. Colvert:

*RE: COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (EL PASO COUNTY URBAN COUNTY) FOR FISCAL YEARS 2012-2014*

*Exclusion from Urban County Being Sought*

Thank you for your recent letter informing the City of Manitou Springs that El Paso County intends to seek qualification as an Urban County for receipt of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development for federal fiscal years 2012-2011. This letter serves as notice that the City of Manitou Springs elects to not participate with El Paso County in the CDBG program.

Sincerely,

Marc Snyder  
Mayor  
City of Manitou Springs

cc: Nina Carter, HUD Community Planning and Development