


**CITY MANAGER'S OFFICE MEMORANDUM
#08-2019**

DATE: April 22, 2019
TO: Honorable Mayor Carol Dodge and City Council Members
FROM: Heather Geyer, City Manager 
SUBJECT: CR-14 – Colorado Legal Service Pilot Program Letter of Commitment

PURPOSE

The City Council is considering a Resolution to approve a Letter of Commitment for the Colorado Legal Service (CLS) Pilot program, a two-year commitment at a total cost of \$24,000/\$12,000 per year. On January 28, 2019, City Council provided support for the City to join the existing IGA between the cities of Westminster, Thornton, Federal Heights, Brighton, Commerce City, Aurora, the City and County of Broomfield and Adams County. Following this City Council meeting, the City was informed that adding Northglenn to the IGA would require all parties to agree to an amendment. It was recommended that Northglenn develop a Letter of Commitment with CLS that will honor the intent of the IGA. The IGA adopted by the other entities noted above is included as Attachment 1.

BACKGROUND

CLS is a non-profit organization who provides legal services for low-income individuals including seniors. The scope of their services includes the following:

- Landlord/tenant, debtor claims, domestic violence restraining orders, domestic relations, public benefits, and senior law issues.
- Various CLS offices around the state include several small rural offices, a larger Denver office, a Boulder branch, and Greeley + Ft Collins offices.
- Currently, Adams County and Jefferson County residents are served by the CLS office in Denver located at 1905 Sherman #400, Denver.

In May of 2018, CLS requested financial support for a two-year pilot program that would serve Adams and Broomfield County residents out of two locations – the Irving Street Library in Westminster and the Adams County Justice Center. At the time of the request, the Northglenn's City Manager's Office was in transition and as a result the request to participate was not brought forward for Council's consideration.

CLS's goal was to establish new offices that would serve Adams and Broomfield County with the primary purpose of serving income qualified residents in landlord tenant issues. The project idea grew out of concerns related to abusive practices by landlords toward mobile home tenants. Attachment 2 provides a breakdown by zip code of the number of cases in Adams County. It is important to note that the information does not aggregate down to the local community; therefore, the number of cases reflected in any one community is not necessarily the actual number of cases for that community. Under the IGA, CLS has committed to provide more accurate data as it relates to specific communities rather than by County. The pilot program would provide a lead attorney, a portion of another attorney's time, and a paralegal (pilot program staff) as well as supervisory support of the pilot program staff. CLS may use volunteer and/or reduced fee legal services

provided by the clinical program at the University of Denver School of Law and/or the Colorado Poverty Law Project.

Staff received direction from City Council at the January 28, 2019 Council meeting for the City to join the IGA. Sample marketing materials are included in Attachment 3. Because of Northglenn's support to join the existing IGA, the City was included on the marketing materials.

Staff has requested information on program utilization to date and that information will be available at the April 22nd City Council meeting.

STAFF RECOMMENDATION

Staff recommends the adoption of the attached Resolution allowing the City Manager to sign the Letter of Commitment for the Colorado Legal Service (CLS) Pilot program.

BUDGET/TIME IMPLICATIONS

The City's contribution is recommended at \$12,000 per year for a total two-year commitment of \$24,000.

STAFF REFERENCE

If Council members have any comments or questions they may contact Heather Geyer, City Manager hgeyer@northglenn.org or call 303.450.8706.

ATTACHMENTS

1. Executed IGA
2. CLS Pilot Program Matrix
3. Marketing Materials

ATTACHMENT 1

INTERGOVERNMENTAL AGREEMENT BETWEEN ADAMS COUNTY, COLORADO LEGAL SERVICES, THE CITIES OF WESTMINSTER, THORNTON, FEDERAL HEIGHTS, BRIGHTON, COMMERCE CITY, AURORA, AND THE CITY AND COUNTY OF BROOMFIELD REGARDING CONTRIBUTIONS TOWARD A LANDLORD/TENANT LEGAL SERVICES PILOT PROGRAM

The following Intergovernmental Agreement ("IGA") is made on this ___ day of _____, 2018, by and among Adams County, Colorado Legal Services, a Colorado Nonprofit Corporation ("CLS"), and the Cities of Westminster, Thornton, Federal Heights, Brighton, Commerce City, Aurora, and the City and County of Broomfield (all parties with the exception of CLS may be collectively referred to as the "Contributing Members"):

WHEREAS, CLS and the Contributing Members desire to enter into this IGA to address the cost associated with the Landlord/Tenant Legal Services Pilot Program ("Pilot Program") as defined in the Attached Scope of Services, Exhibit "A"; and

WHEREAS, the total annual cost for Pilot Program is estimated to be one hundred eighty two thousand dollars (\$182,000) (the "Annual Cost"); and

WHEREAS, the Contributing Members desire to fund the Pilot Program for an initial term of two years; and

WHEREAS, the Contributing Members desire that the proportionate contributions set forth herein in Exhibit "B" be committed to pay the cost of the Pilot Program; and

WHEREAS, in the event actual Pilot Program cost is less than the Annual Cost, the Parties agree that the excess funds be refunded to the Contributing Members based upon the proportionate share of their contributions.

TERMS

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereby agree as follows:

1. The term of this IGA shall be the two-year term of the Pilot Project.
2. The Contributing Members agree to pay funds in accordance with Exhibit "B" directly to CLS no later than November 1, 2018 and then again no later than November 1, 2019.
3. CLS is an independent contractor responsible for management of the Pilot Project and its employees. Contributing Members will have no direct oversight of the work performed under the Pilot Project.

4. Recitals Incorporated. The recitals set forth above are incorporated into this IGA, and shall be deemed terms and provisions hereof, to the same extent as if fully set forth in this section.

5. Integration and Amendment. This IGA represents the entire agreement between the Parties with regard to the subject matter of this agreement and there are no oral or collateral agreements or understandings. This IGA may be amended only by an instrument in writing signed by all the Parties. If any provision of this IGA is held invalid or unenforceable, no other provision shall be affected by such holding, and all of the remaining provisions of this IGA shall continue in full force and effect.

6. Nothing herein shall be deemed or construed as a waiver of the monetary limitations, or any other rights, immunities, and protections provided to the Contributing Members pursuant to the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101, *et. seq.*, as may be amended.

7. All payments of the Contributing Members under this Agreement are subject to annual appropriation of funds by their governing bodies. Therefore, nothing in this Agreement shall be deemed or construed as a multiple year fiscal obligation under the meaning of Colorado Constitution Article X, Section 20, also known as the TABOR Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this IGA to be executed as of the day and year first above written.

ADAMS COUNTY

By: Mary Haden
Chair, Board of County Commissioners

Date: 10/16/18

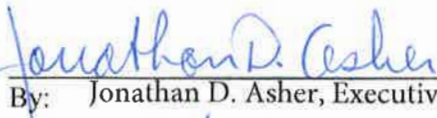
ATTEST:

Etanina

APPROVED AS TO FORM:


Heidi M

COLORADO LEGAL SERVICES


By: Jonathan D. Asher, Executive Director

Date: 12/6/18

ATTEST:



Sharon Williams, Executive Assistant

APPROVED AS TO FORM:

CITY OF WESTMINSTER, COLORADO


By: 
Donald M. Tripp, City Manager

Date: 10.9.18

ATTEST:


Michelle Parker, City Clerk

APPROVED AS TO LEGAL FORM:


David Frankel, City Attorney

CITY OF THORNTON, COLORADO

By: Joyce Hunt, Acting
Kevin S. Woods, City Manager

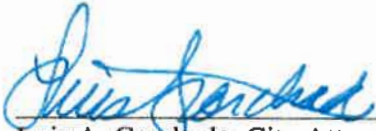
Date: 10-23-18

ATTEST:



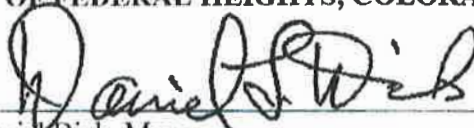
Kristen N. Rosenbaum, City Clerk

APPROVED AS TO FORM:



Luis A. Corchado, City Attorney

CITY OF FEDERAL HEIGHTS, COLORADO


By: 
Daniel Dick, Mayor

Date: 2/16/18

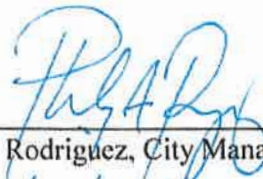
ATTEST:


Patti Lowell, CMC, City Clerk

APPROVED AS TO FORM:


William E. Hayashi, City Attorney

CITY OF BRIGHTON, COLORADO


By: 
Philip Rodriguez, City Manager

Date: 11/19/2018

ATTEST:


Natalie Hoel, City Clerk

APPROVED AS TO FORM:


Jack D. Bajorek, City Attorney

CITY OF AURORA, COLORADO

By: James M Twombly
James M Twombly, City Manager
Date: 11-16-18

ATTEST:

Michael Lawson
Michael Lawson, Interim City Clerk

APPROVED AS TO FORM:

Tim Joyce
Tim Joyce, Assistant City Attorney

CITY OF COMMERCE CITY, COLORADO

By:  _____

Date: 10-1-18 _____


ATTEST:



Laura Bauer, City Clerk



APPROVED AS TO FORM:



Robert Sheesley, City Attorney

CITY AND COUNTY OF BROOMFIELD

By: [Signature]
Mayor

Date: October 23, 2018

ATTEST:

Damee Hunsie
City and County Clerk Deputy



APPROVED AS TO FORM:

[Signature]
City and County Attorney

Exhibit "A"

SCOPE OF SERVICES – LANDLORD/TENANT LEGAL SERVICES PILOT PROGRAM

August 6, 2018

Re: Letter of Commitment
Eviction Legal Defense
Pilot Program Donation

Dear Contributing Local Governments,

Colorado Legal Services [CLS] understands it will receive donations pooled from your local governments and foundations to support and administer a modest, but very significant, Landlord/Tenant Legal Services Pilot Program. The public purpose of this donation is to provide legal assistance to low-income households, to help prevent or mitigate the adverse familial and societal impacts of involuntary displacement and/or homelessness within the contributing jurisdictions.

Upon receipt of such funds in the approximate amount of one hundred eighty two thousand dollars (\$182,000) per year for an initial term of two (2) years, CLS commits to use the donated funds as follows:

While referrals to other providers may be made for residents of any income level and donated funds may be used to represent clients with up to 250% of poverty through other providers, CLS will use the funds only to represent residents of the contributing jurisdiction earning up to 200% of the federal poverty guidelines, as revised each year by the federal government and implemented by the CLS Board of Directors, effective May 1, of each year.

- CLS will use the funds only to serve individuals in eviction-related matters.
- CLS will not use the funds to initiate or defend any cause of action or civil matter in which one of the local governments, or its housing authority, is an opposing party in an eviction action, but may use other funds to do so, if the professional responsibility of CLS staff to its clients require CLS staff to do so.
- CLS recognizes that while the initial attorney conducting intake may have contact with individuals who face actions initiated by the local governments or their housing authorities as their landlord, any referrals for or actual representation involving those entities will be provided by CLS attorneys currently representing ACHA tenants, or by other CLS attorneys not using donated Pilot Project funds, and these donated funds will not be used for client representation of local government or housing authority tenants who are currently receiving representation by CLS through other funding streams or sources. Receipt of this donation, however, in no way limits the ability of CLS to provide representation to local government or housing authority tenants with non-Project staff paid from other funding streams or sources.
- The support and cooperation of the Chief Judge, judicial officers and staff of the Adams County Court being essential to the success of the Pilot Project, CLS recognizes the autonomy of the Adams County Court in overseeing any processes that affect or interact with the court, its personnel, or its space beyond client representation, and CLS will work collaboratively with the Chief Judge or his designee to receive guidance on any questions, procedures, or processes within the province, domain or the responsibility of the Adams County Court.

- CLS will provide the contributing local governments and foundations with data including the number and general demographics of the individuals served, referrals made to any other legal service provider, and the outcomes of the legal representation provided. Data will be provided at least every three months until the donated funds are expended and a cumulative summary of all services provided through the Pilot Project will be submitted at the conclusion of the Pilot Project.

CLS will use the donated funds for any of the following categories of expenditure: salary and benefits for an Adams County pilot attorney to serve as the lead attorney for this pilot program who will provide the major portion of the legal representation in this project; salary and benefits for a paralegal, who will work under the direction of the pilot attorney; a portion of another CLS attorney's time, salary and benefits; and, a portion of the salary and benefits for the supervision and support of the pilot staff funded herein (attorney, paralegal, and part of a second attorney's time). It is understood and agreed that the portion of the second attorney's time, and the supervisor's time attributable to this pilot, will not be for cases involving any of the local government entities identified herein. The supervisory attorney, however, may represent current and future tenant in matters in dispute with local governments or housing authorities, but will do so only with other funds and will strictly account for his/her time accordingly; and any agreed upon administrative fees for volunteer attorneys, or the payment for legal representation by any non-volunteer attorney to whom cases are referred or assigned by CLS staff to an attorney or partner agency providing services by fee for service contract or other reasonable arrangement for reimbursement for the legal assistance or representation of clients.

CLS will use donated funds to provide landlord-tenant legal clinics and to serve and represent clients in landlord-tenant disputes.

CLS will seek to assign and, if necessary, recruit and hire a lawyer with relevant experience who can implement the Pilot Project expeditiously and efficiently. The paralegal will usually, but may not always, be the first point of contact and will screen potential applicants for services and cases, provide direct on-site advice and may provide actual representation in cases as decided by the lead attorney, in consultation with the supervising attorney(s) as appropriate. The donated funds and/or other CLS resources also may be used to hire one or more paralegals or other professionals deemed necessary and appropriate to perform non-representational functions in a manner that maximizes the availability of attorney resources to increase the clients who may be served through the Pilot Project.

The lead attorney will also refer cases to the appropriate legal or non-legal agencies for assistance. For example:

-While the Adams County Court has established systems for facilitating, recommending procedures, or requiring mediation, the Pilot Project staff or volunteers may make additional or earlier referrals for mediation where such referrals do not conflict with the systems, procedures, or orders of the Adams County Court and are in the best interest of the tenant.

-Simpler cases that would still benefit from representation may be referred to the volunteer lawyers participating in the Colorado Poverty Law Project or to supervised clinical law students and either of the two Colorado law schools.

CLS may, but will not necessarily, include additional volunteer and/or compensated (at a reduced fee) legal services to be provided by the clinical program at the University of Denver Sturm College of Law, and/or the Colorado Poverty Law Project.

CLS recognizes that additional staff and resources may be required to effectively implement the Pilot Project. CLS accepts the responsibility for any additional resources it determines necessary to effectively implement the Pilot Project.

CLS guarantees that it will staff each of the two identified office locations, Irving Street Library in Westminster and Adams County Justice Center, at least ten hours per week.

CLS will make all good faith efforts to launch the Pilot Project as soon as possible, hopefully, no later than the end of October, 2018 with the Pilot Project running for 24 months. CLS will cooperate with any request for information or data, within CLS's ability, related to any local government effort or processes of the contributing local governments required to secure additional funds necessary to extend the legal assistance and representation available to lower income tenants in the contributing jurisdictions beyond the initial Pilot Program. CLS will not, however, create and distribute reports particular to each jurisdiction. Reports regarding work provided under the Pilot Project will represent all work provided under the Project.

Exhibit "B"

Schedule of annual contributions for each jurisdiction

	Allocation of Costs
Adams County	\$50,000 committed
Aurora	\$25,000 committed
Thornton	\$20,000 committed
Federal Heights	\$15,000 committed
Brighton	\$12,000 committed
Commerce City	\$15,000 committed
Westminster	\$30,000 committed
Broomfield	\$15,000 committed

Total: \$182,000

ATTACHMENT 2

CLS Pilot Program Matrix

	Contact(s)	County(ies)	Population	Population Under the Poverty Line	CLS Closed Housing Cases by Zip Code	Citizens Served by CLS	Forcible Entry and Detainer (FED) filings per county <i>Note: not all FED actions are evictions, but they are probably 99% of the FED actions</i>
Adams County	County Commissioner, Steve O’Dorisio County Manager, Ray Gonzales	Adams	503,000	12% (60,360)	80022 (16) 80102 (3) 80136 (1) 80137 (1) 80221 (16)	<u>2017</u> 687 total cases closed (180 housing cases)	<u>FY2017</u> 6,523 <u>FY2016</u> 6,301
Aurora	Interim City Manager, Jason Batchelor Homelessness Program Director, Shelley McKittrick	Adams/ Arapahoe	361,000	15% (54,150)	80019 (3) 80040 80042 80045		
Thornton	City Manager, Kevin Woods Joyce Hunt, Assistant City Manager	Adams	137,000	8% (10,960)	80023 80229 (14) 80233 (12) 80234 (10) 80241 (4) 80260 (28) 80602 (2) 80614 80640 (1)		
Northglenn	Brook Svoboda, Director, Planning and Development Department	Adams	39,000	12% (4,680)	80229 (14) 80233 (12) 80234 (10) 80241 (4) 80260 (28) 80603		
Federal Heights	City Manager, Jacqueline Halburnt	Adams	12,000	21% (2,520)	80260 (28)		
Brighton	City Manager, Philip Rodriguez Alisha Janes, Special Assistant to the City Manager	Adams	38,000	11% (4,180)	80601 (9) 80602 (2)		
Commerce City	City Manager, Brian McBroom Deputy City Manager, Troy Smith	Adams	52,000	13%	80022 (16) 80037		

Westminster	Don Tripp, City Manager Dave Frankel, City Attorney Chris Lindsey, Policy & Budget Manager Kodi Blue Erb, Executive Administrator	Adams/ Jefferson	114,000	9% (10,260)	80030 (11) 80031 (9) 80035 80036		
Broomfield	City Manager, Charles Ozaki Kevin Standbridge, Deputy City Manager	Broomfield	68,000	5% (3,400)	80020 80021 80023 80038	<u>2017</u> 13 total (3 housing)	<u>FY2017</u> 592 <u>FY2016</u> 537
Jefferson County	County Manager, Don Davis Eric Butler, Deputy County Attorney	Jefferson	574,000	7% (40,000)		<u>2017</u> 521 total (142 housing)	<u>FY2017</u> 4,201 <u>FY2016</u> 3,531
Edgewater	City Manager, HJ Stalf	Jefferson	5,000	20% (1,000)			
Golden	City Manager, Jason Slowinski	Jefferson	21,000	18% (3,780)			
Lakewood*	City Manager, Kathy Hodgson	Jefferson					
Arvada**	City Manager, Mark Deven	Adams/ Jefferson					
Wheat Ridge**	City Manager, Patrick Goff	Jefferson					

* Lakewood is undecided at this time

** Arvada and Wheat Ridge are not interest at this time

FREE LEGAL HELP FOR TENANTS

For qualifying low-income residents in Adams County and the City and County of Broomfield

SERVICES

Qualifying low-income residents can receive free assistance through Colorado Legal Services (CLS) for issues related to unfair practices by landlords, or with legal assistance in eviction proceedings.

COST

There is no charge for the service. However, if the case goes to litigation, CLS may request reimbursement for litigation expenses, but only if the client can afford to reimburse CLS.

HOW CLS CAN HELP

CLS will provide tenant legal assistance to qualifying individuals on the days and times at the office locations listed.

CLS will focus on eviction assistance for tenants. CLS also provides referral assistance to those with legal questions outside of landlord/tenant disputes, and serves the metro Denver area through its Denver office.

LOCATION

Adams County Justice Center
(walk-ins only)
1100 Judicial Center Drive
Brighton, CO 80601
Conference Room S-331

Walk-ins welcome Wednesdays, Thursdays and Fridays from 8 to 10 a.m. Walk-ins after these hours are accepted based on availability.

Irving Street Library
(appointments only)
7392 Irving St.
Westminster, CO 80030

Appointments are on Mondays, 8 a.m. to 4 p.m., and Wednesdays, 1 to 4 p.m.

To make an appointment, call 720-595-4379.

IF YOU ARE A LANDLORD AND NEED INFORMATION:

Landlords who are representing themselves can utilize the Self Help Resource Center in the Adams County Courthouse:

Adams Self Help Center
1100 Judicial Center Drive
Brighton, CO 80601

Monday, Wednesday, Friday:
8:30 a.m. – 3:30 p.m.
Tuesday, Thursday:
9 a.m. – 3 p.m.

Email: 17shrc@judicial.state.co.us



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SERVICIOS LEGALES GRATUITOS PARA INQUILINOS

Para residentes de bajos ingresos en el condado Adams y la Ciudad y Condado de Broomfield.

SERVICIOS

Los residentes de bajos ingresos que califiquen, recibirán asistencia gratuita por medio Servicios Legales de Colorado o Colorado Legal Services (CLS), por sus siglas en inglés. Este servicio se ofrece en casos relacionados con prácticas injustas por parte de propietarios. Se les ayuda a residentes que tienen problemas con propietarios y no tienen representación legal en caso de desalojo.

COSTO

Este servicio es gratuito. Sin embargo, en caso de que se llegue a una demanda, se pide un reembolso por la demanda si el salario del litigante le permite reembolsar a CLS.

CÓMO ME PUEDE AYUDAR CLS

CLS dará representación legal a inquilinos que califiquen, esto durante las horas de oficina en las ubicaciones descritas. Este servicio se enfocara asistir a inquilinos que tienen problemas con propietarios. CLS también dará referencias a aquellos que tengan preguntas sobre otras dificultades. CLS da atención legal a toda el área metropolitana de Denver en su oficina central en Denver.

SI USTED ES PROPIETARIO Y NECESITA INFORMACIÓN

Si es propietario y se representara a usted mismo en la corte, sin ningún licenciado, puede utilizar el centro de recursos:

Adams Self Help Center
1100 Judicial Center Drive
Brighton, CO 80601

Lunes, miercoles, viernes:
8:30 a.m.-3:30 p.m.
Martes, jueves: 9 a.m.-3 p.m.

Email: 17shrc@judicial.state.co.us

UBICACIÓN

Adams County Justice Center
(Sin Previa Cita)
1100 Judicial Center Drive,
Brighton, CO 80601
Salón de Conferencias S333

Se aceptan casos sin previa cita los miércoles, jueves y viernes de 8 a 10 a.m. Los casos que no lleguen durante este horario están sujetos a disponibilidad.

Biblioteca Irving Street
(Solo con cita)
7392 Irving St.
Westminster, CO 80030

El horario de citas es los lunes de 8 a.m. a 4 p.m., y los miércoles de 1- 4 pm.

Lama al 720-595-4379 para hacer una cita.

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Para residentes de bajos ingresos en el condado Adams y la Ciudad y Condado de Broomfield.

SERVICIOS

Los residentes de bajos ingresos que califiquen, recibirán asistencia gratuita por medio Servicios Legales de Colorado o Colorado Legal Services (CLS), por sus siglas en inglés. Este servicio se ofrece en casos relacionados con prácticas injustas por parte de propietarios. Se les ayuda a residentes que tienen problemas con propietarios y no tienen representación legal en caso de desalojo.

CÓMO ME PUEDE AYUDAR CLS

CLS dará representación legal a inquilinos que califiquen, esto durante las horas de oficina en las ubicaciones descritas. Este servicio se enfocara asistir a inquilinos que tienen problemas con propietarios. CLS también dará referencias a aquellos que tengan preguntas sobre otras dificultades. CLS da atención legal a toda el área metropolitana de Denver en su oficina central en Denver.

SI USTED ES PROPIETARIO Y NECESITA INFORMACIÓN

Si es propietario y se representara a usted mismo en la corte, sin ningún licenciado, puede utilizar el centro de recursos:

Adams Self Help Center
1100 Judicial Center Drive
Brighton, CO 80601

Lunes, miercoles, viernes:
8:30 a.m.-3:30 p.m.

Martes, jueves: 9 a.m.-3 p.m.

Email: 17shrc@judicial.state.co.us

COSTO

Este servicio es gratuito. Sin embargo, en caso de que se llegue a una demanda, se pide un reembolso por la demanda si el salario del litigante le permite reembolsar a CLS.

UBICACIÓN

Adams County Justice Center
(Sin Previa Cita)

**1100 Judicial Center Drive,
Brighton, CO 80601
Salón de Conferencias S333**

Se aceptan casos sin previa cita los miércoles, jueves y viernes de 8 a 10 a.m. Los casos que no lleguen durante este horario están sujetos a disponibilidad.

Biblioteca Irving Street
(Solo con cita)

**7392 Irving St.
Westminster, CO 80030**

El horario de citas es lunes de 8 a.m. a 4 p.m., y los miércoles de 1- 4 pm.

Llama al 720-595-4379 para hacer una cita.



SPONSORED BY: MAYOR DODGE

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-14
Series of 2019

Series of 2019

A RESOLUTION APPROVING A LETTER OF COMMITMENT REGARDING PARTICIPATION IN THE COLORADO LEGAL SERVICES PILOT PROGRAM

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council of the City of Northglenn, Colorado hereby authorizes the City Manager to sign the attached letter of commitment regarding City funding and participation in the Colorado Legal Services (CLS) Landlord/Tenant Legal Services Pilot Program.

DATED at Northglenn, Colorado, this ____ day of _____, 2019.

CAROL A. DODGE
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

Colorado Legal Services

1905 Sherman Street, Suite 400
Denver, CO 80203-1811
www.ColoradoLegalServices.org

Direct Line: 303-866-9399

March 29, 2019

Heather Geyer
City Manager
11701 Community Center Drive
Northglenn, CO 80203

Re: Letter of Commitment
Landlord/Tenant Legal Services
Pilot Program

Dear Ms. Geyer,

Colorado Legal Services (CLS) understands it will receive funding from the City of Northglenn to help support and administer an existing, modest, but very significant, Landlord/Tenant Legal Services Pilot Program (Eviction Defense) in Adams and Broomfield Counties. The public purpose of this funding is to provide legal assistance to low-income households, to help prevent or mitigate the adverse familial and societal impacts of involuntary displacement and/or homelessness within Northglenn and throughout Adams and Broomfield Counties.

Upon receipt of such funds in the amount of \$ _____ per year for an initial term of two (2) years, CLS commits to use the funds as set forth in the Attached Intergovernmental Agreement. While not a party or signatory to the Intergovernmental Agreement, Northglenn agrees to be bound by the terms and conditions of the Agreement, and CLS agrees to treat and serve Northglenn as if it were a party and signatory to the Agreement. Northglenn affirms that it is not a signatory on the Agreement solely because of timing and in no way objects to nor opposes any of the terms and conditions set out in the Agreement.

If you have any questions or concerns with the commitments or the details for CLS's proposed use of the funds provided by Northglenn, please inform me at your earliest possible convenience. Thank you for your support of this important and innovative Pilot Project.

Respectfully,

Jonathan D. Asher
Executive Director

JDA

Consent

The City of Northglenn hereby agrees to accept and be bound by the terms and conditions set out in the attached Intergovernmental Agreement.

Dated this ____ of April, 2019

Heather Geyer
City Manager
City of Northglenn