

**RESOLUTION NO. R-023- 102**

**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

**A RESOLUTION DESIGNATING “CERTIFYING OFFICIALS” UNDER THE U.S.  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the Board of County Commissioners of the County of Douglas, State of Colorado (the “Board”) desires to avail the County of certain grant monies available to the County from the U.S. Department of Housing and Urban Development (“HUD”) under the Community Development Block Grant program (“CDBG”); and

**WHEREAS**, HUD regulations relative to CDBG require the signature of the County’s Certifying Official on a number of HUD forms and reports; and

**WHEREAS**, at present the only Certifying Official is the Chair of the Board; and

**WHEREAS**, County Procedure provides that County Department Directors have spending authority up to \$24,999.00, and the County Manager has spending authority up to \$99,999.00; and

**WHEREAS**, a number of the required HUD forms and reports are administrative in nature and do not establish policies or funding decisions; now, therefore,

**BE IT RESOLVED** by the Board of County Commissioners of the County of Douglas, Colorado:

Section 1: The Douglas County Assistant Director of Community Services is hereby designated as the County’s Certifying Official for all HUD CDBG forms and reports where the County is not requesting CDBG funds from HUD, including Environmental Reviews, SF 2516 Minority Business Enterprise/Women Owned Enterprise Report; SF 272 Federal Cash Transaction Reports, Labor Standards Enforcement Reports, any required certifications, and any additional reports required by HUD; except for reports to HUD in which the County designates the Douglas County Assistant Director of Community Services as a County official authorized to access HUD CDBG computerized financial systems (such as IDIS or its successor system), where the County Certifying Official will be the Douglas County Director of Community Development.

Section 2: Where the County is requesting CDBG funds from HUD up to \$24,999.00 through a Financial Contract or Financial Agreement, the County’s Certifying Official is the Douglas County Director of Community Development.

Section 3: Where the County is requesting CDBG funds from HUD in an amount of between \$25,000.00 and \$99,999.00 through a Financial Contract or Financial Agreement, the County's Certifying Official is the Douglas County Manager.

Section 4: Where the County is requesting CDBG funds from HUD in excess of \$100,000.00 through a Financial Contract or Financial Agreement, the County's Certifying Official remains the Chair of the Board.

Section 5: The County's Certifying Official for the County's annual grant funding allocation report and for the County's Five-Year Consolidated Plan shall continue to be the Chair of the Board.

Section 6: Where the HUD form or report requires the Certifying Official to report or propound a policy or funding decision that is substantially different from then-existing County policy or funding decisions, the Certifying Official shall first obtain Board approval, if he or she is someone other than the Chair of the Board.

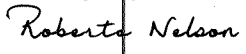
**PASSED AND ADOPTED** this 10<sup>th</sup> day of October 2023, in Castle Rock, Douglas County, Colorado.

**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

**BY:**

DocuSigned by:  
  
2322EA9EBA95429  
**Abe Laydon, Chair** DS

**ATTEST:**

DocuSigned by:  
  
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**Roberta Nelson, Deputy Clerk**

