



## Boulder County CDBG-DR Collaborative Meeting Minutes – January 10, 2020

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**Facilitator:** Kathy Fedler, City of Longmont

**BCC Partners:**

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| Victoria Simonsen, Town of Lyons     | Erika Archer, Town of Lyons            |
| Tracy Sanders, Town of Lyons         | Joel Wagner, City of Boulder (ph)      |
| Leslie Irwin, Boulder County         | Deb Gardner, Boulder County            |
| Justin Atherton-Wood, Boulder County | D’Ann Lambert, Boulder County          |
| Sharla Benjamin, Boulder County      | Sean Cronin, St. Vrain & Left Hand WCD |
| Chris Krolick, Town of Jamestown     | Karen Gerrity, Town of Nederland (ph)  |
| Sandi Seader, City of Longmont       | Dale Rademacher, City of Longmont      |
| Nick Wolfrum, City of Longmont       | Josh Sherman, City of Longmont         |
| Philip Strom, City of Longmont       | Peter Gibbons, City of Longmont        |
| Molly O’Donnell, City of Longmont    | Kyndra Daniels, City of Longmont       |

**Guests:** Dave Bowman, DOLA

**Location:** Boulder County Parks & Open Space, 5201 St. Vrain Road, Longmont, CO 80503

### Agenda and Discussion Items:

- General infrastructure & housing program progress updates and status
  - Expenditure progress to date
  - Expenditure projections for current and upcoming projects
- 2020 Funding Outlook
  - Critical need for timely submittal of RFRs
  - Funding/project completion deadlines
  - BCC funding releases
  - Community report out on needs and availability to spend existing allocations
  - Decisions on swaps needed to allocate and spend every dollar by the deadline
- Community project report out
- Other news, issues, future agenda items

### Handouts:

- BCC Snapshot – December 27, 2019
- Expenditure Projections
- BCC Funding Releases

## Meeting Minutes:

2:35 pm - Introductions

### General infrastructure & housing program progress updates and status

Molly O'Donnell presented the program's current status on reimbursement through December 27, 2019.

#### Highlights from the Snapshot:

- With \$46,691,883 in expenditures, the program is 64.5% complete (infrastructure is 60.8% complete, housing is 78.4% complete).
- Only 15% of the program's extended timeframe is remaining (to 9/30/2020), and 35.5% of the program to is remaining to complete in that timeframe.
- Actual LMI expenditures is 56.5%, projection program-wide is 59.4%.
- Boulder County's Housing allocation, with the exception of what has been reimbursed to date and the remainder of the Home Access program, is no longer included in the figures since the Alternate Projects are confirmed and funding has transferred to the State Division of Housing.

#### Expenditure Projections

Kyndra Daniels reported that as of December's draw, BCC communities are approximately \$1.3 million behind in projected monthly reimbursements. The January draw target is approximately \$2.6 million, plus the \$1.3 million catch up amount, brings the total goal to approximately \$4 million. These projections are generally straight lined based on individual project timelines to the current target end date of the program, September 30, 2020. It is understood that some projects will be extended beyond this date and those revised projections are not yet reflected in the handout.

### 2020 Funding Outlook

Molly O'Donnell reported the following:

#### Critical need for timely submittal of RFRs

BCC staff is reminding community representatives and project managers to keep in mind that we are at the end of the program and everyone should act with urgency to ensure their reimbursements are being completed in a timely manner. All requests for reimbursement (RFRs) must be submitted by the first of the month on a rolling basis. **Any grant expenditure that has an approved invoice and proof of payment by the first of the month must be into Salesforce for BCC consideration by the first of the month without excuse at this point in the program.** BCC staff has spent considerable time and effort in recent months to track down RFRs in order to get as much through as possible. It is each community project manager's responsibility to be aware of reimbursement status and have a system in place for rolling RFR submittals.

#### Funding/project completion deadlines

The grant deadline is still September 30, 2020 for all projects except those limited projects that have extenuating circumstances that prohibit compliance with that deadline. Such projects are those with seasonal or permitting restrictions or outside influences beyond the project managers' control that make compliance with that deadline impossible. Each extended project has a revised deadline that is

specific to the circumstances. The latest possible extension deadlines granted currently to below-the-line list projects only are the following:

March 31, 2021 – construction completion deadline  
June 30, 2021 – reimbursement deadline  
September 30, 2021 – grant closeout deadline

Any project without extenuating circumstances still has the following grant deadlines:

June 30, 2020 – construction completion deadline  
July 31, 2020 – reimbursement deadline  
September 30, 2020 – grant closeout deadline

#### BCC funding releases

BCC has released \$261,000 to Boulder County of its BCC staff project delivery set aside funding for use on Boulder County infrastructure projects. This funding was pulled out of Boulder County's allocation at the beginning of Round 3 to cover BCC staff time, and therefore is Boulder County's to allocate. This follows similar practice that has already been done for other communities.

BCC is also ready to release a total of \$400,000 to reallocate to BCC communities. This is comprised of \$362,445.52 of BCC staff project delivery set aside funding that was pulled off the top of the Round 3 allocation before the remaining funds were allocated to communities, as well as \$37,554.48 of Hagerty project delivery set aside that was pulled off the top of Round 2 funding to provide additional assistance to Jamestown and Lyons. Lyons used their full allocation of this funding, and Jamestown used all but this remaining amount.

#### Community report out on needs and availability to spend existing allocations

##### *Longmont*

Dale Rademacher reported that the current CDBG-DR-funded reach, City Reach 2B, is currently under construction with anticipated completion by September 2020. The next reach, Izaak Walton Reach 1, will use up the City's remaining FEMA PAAP funding. Izaak Walton Reach 2 includes a USACE-funded component, as well as the Boston Avenue Bridge Replacement, which the City will self-fund unless other funding becomes available. These components will complete RSVP up to Sunset Bridge. The reach to Hover Street is currently unfunded. The FEMA Letter of Map Revision (LOMR) process to start revising floodplain maps to reduce the size of the floodplain and eliminate the need for flood insurance for residents and businesses has also started. There is still a \$2.5 million gap on the Boston Avenue Bridge and Izaak Walton Reach 2 segments. These segments are all in final design, will result in benefits to LMI neighborhoods, including contributing to taking the 130-unit St. Vrain Mobile Home Park out of the mapped floodplain, and are related to flood recovery. It is feasible to complete the Boston Avenue Bridge and Izaak Walton Reach 2 proposed work by March 2021.

##### *Lyons*

Victoria Simonsen reported that Lyons has decided to move some funding to a Planning activity in order to make their below-the-line list projects more able to meet the grant timeline and be more competitive in case additional funding becomes available. In this way, if Lyons does not obtain additional funding for construction, they will have at least 30% design plans and environmental review complete for use on future grant applications or completion with local funding. Lyons has \$20 million in needed stormwater

improvements identified by the recent Stormwater Master Plan update. Three stormwater projects totaling \$2.3 million on the current below-the-line list are meant to address chronic nuisance flooding from the 2-5 year events. One of the three, the \$308,000 Red Gulch Drainage Improvements project, could be designed and complete construction in the new grant timeframe if funded immediately.

#### *Boulder County*

Leslie Irwin reported that Boulder County does have additional needs but that they will be met within Boulder County's existing funding allocation. Boulder County provided the BCC with a revised project budget to demonstrate the moves in funding across projects. The priority will be to cover unmet need on the Ward Road Repairs project, then St. Vrain Reach 3, then the West Lake/A-Frame/Lake 4 project, then Big Elk Meadows Sunset Lake Dam, which is also on the State's below-the-line project list. Kyndra Daniels added that Boulder County will likely see additional BCC staff project delivery set aside funding released, but projections need to be first revised for those projects that will extend beyond July 2020.

#### *Jamestown*

Chris Krolick reported that the CR-94 Reconstruction project is the last project with outstanding work, which will be complete by June 1, 2020. All projects will be ready for closeout by September 2020 and then Jamestown will be willing to release any unspent funds to the BCC communities for reallocation.

#### *St. Vrain & Left Hand Water Conservancy District*

Sean Cronin reported that the District has an outstanding need of \$164,000 due to a misunderstanding about the eligibility of CDBG-DR funding for the pipeline portion of the project. It was thought that because the pipeline wasn't eligible for assignment of FEMA PA funding, it wasn't eligible for CDBG-DR. However, Molly O'Donnell confirmed previously to Sean that CDBG-DR will fund resiliency projects for areas affected by the disaster. As a result the District planned to fund that component with a CWCB loan paid back by the District's 200 members over 30 years.

#### Decisions on swaps needed to allocate and spend every dollar by the deadline

BCC decisions finalized in April 2019 mean that Lyons and Longmont, the only communities with remaining unmet needs as confirmed by all communities at the time, will make the decision on how to reallocate the available funding. Sandi Seader asked for clarification on why BCC communities needed to make further decisions about funding reallocations if Lyons and Longmont have been designated as the decision makers going forward. Molly O'Donnell responded that the intent for today's meeting was to bring all communities together to report on how they were going to be able to spend every dollar and report any pending funding releases, if any. **It is still Lyons and Longmont's decision on how to reallocate any available funding; and if a community reports a new unmet need, it is up to Lyons and Longmont to decide to allocate funding towards it or not.**

Victoria Simonsen asked Dave Bowman if the State anticipates any funding releases going forward. Dave reported that the State uses the below-the-line list and a ranking system to make funding decisions if any new funding becomes available. Both Lyons and Longmont's projects are on that list. If any funding does become available at the State level, it will be in the range of hundreds or thousands, not millions. Additionally, if Boulder County's Silver Creek housing project falls through, the existing \$869,000 allocated towards that would come to the BCC for redistribution.

Once all community needs were heard, Lyons and Longmont decided to take the decision on how much to reallocate offline and report back to the BCC. BCC staff also asked that Lyons and Longmont decide a plan for future funding releases to streamline the process going forward in addition to addressing

scalability – can a project receive partial funding or is a project a no-go without full funding? This will be critical to apply small releases to projects as they become available.

### ***Post Meeting Decision Recap***

Lyons and Longmont met after the BCC meeting and decided to split the \$400,000 in available funding equally amongst the two communities. For future releases, Longmont will receive the first \$100,000, then Lyons and Longmont will convene to decide how to allocate anything beyond that and report the decision back to the BCC.

### **Community project report out**

*Lyons* – 2<sup>nd</sup> Avenue Bridge is at 90% design and construction is anticipated for summer 2020. The Public Works Building project is complete. The Eastern Corridor water and sewer utilities extension is under construction and will be complete in February 2020. Utility lines for the Apple Valley Waterline are complete and will become active in spring 2020 once final paving can be completed. St. Vrain Creek Restoration is in design with construction planned for spring 2020, subject to USFWS restrictions. Road Repairs Project segments are at 100% design and preparing for bidding. The Emergency Warning System Expansion project is out for bid. The High Street Drainage project is preparing for bidding design.

*Boulder County* – Construction on Glendale Gulch Curve Realignment is complete. Work on Ward Road Repairs will be complete in spring 2020 once paving can be completed. Parks and Open Space's Lakes project has reinstated the contract with Kirkland Construction and is resuming work. Parks' other project, St. Vrain Reach 3, is preparing for construction bidding but working out challenges with construction windows related to Preble's meadow jumping mouse seasonal work restrictions with USFWS. Big Elk Meadows' Sunset Lake Dam is in construction. The last five Home Access projects are in construction and the program will be complete in spring. Buyout programs are in the process of closeout.

*Jamestown* – All projects are complete with the exception of CR-94 reconstruction, which will complete final guardrail work in spring.

*Longmont* – Resilient St. Vrain City Reach 2B, the CDBG-DR funded phase, started construction in July 2019 and will be complete by September 2020. Work is currently active on the BNSF Railway Bridge component of the project. Refer to the prior discussion on funding needs for details on other segments of RSVP.

*Boulder* – Wonderland Creek Greenways project grant closeout is in process. City Council has approved the annexation of Ponderosa mobile home park so the infrastructure improvements are moving forward with a planned completion of December 2020.

*Nederland* – The Town has completed its biosolids project to significantly reduce the amount of sludge that is hauled down the mountains. The Tungsten Village affordable housing project will add 16 permanently affordable units this year. ADA improvements to the RTD parking lot have been approved for TIF funding.

*St. Vrain & Left Hand Water Conservancy District* – Refer to Boulder County's update on the lakes project.

## **Other news, issues, future agenda items**

### Update on August 2019 HUD Monitoring

Dave Bowman reported that DOLA received the final HUD monitoring report on January 6, 2020. BCC's findings are closely tied to file organization in preparation for grant closeout. He added that he believes there is a 50-50 chance that OIG would visit Colorado within the next 15 years due to their being other major disaster declarations in other areas of the U.S. recently. Kathy Fedler stated that BCC staff is moving into long-term planning for closeout and documentation record keeping and coming up with processes in line with the required corrective actions from the HUD monitoring report. BCC staff will keep communities apprised of what they will need to do to make this process smooth but for now, keeping accurate and thorough records according to the BCC's checklist is critical for the long-term, and for future BCC, State, and HUD monitorings.

**4:30 pm – Meeting adjourned.**

**Next Meeting Date: April 10, 2020 – Location TBD**