



## Boulder County CDBG-DR Collaborative Meeting Minutes – May 8, 2020

---

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

**BCC Partners:** Victoria Simonsen, Town of Lyons  
Tracy Sanders, Town of Lyons  
Michelle Krezek, Boulder County  
Bridgette McCarthy, Boulder County  
Miranda Fisher, Town of Nederland  
Dale Rademacher, City of Longmont  
Philip Strom, City of Longmont  
Molly O'Donnell, City of Longmont

Erika Archer, Town of Lyons  
Renee Gallegos, City of Boulder  
Deb Gardner, Boulder County  
Chris Krolick, Town of Jamestown  
Sean Cronin, St. Vrain & Left Hand WCD  
Peter Gibbons, City of Longmont  
Kyndra Daniels, City of Longmont

**Guests:** Dave Bowman, DOLA

**Location:** Virtual Meeting

### Agenda and Discussion Items:

- Changes to or approve minutes from January 10, 2020 BCC meeting
- General infrastructure & housing program progress updates and status
  - Expenditure progress to date
  - Expenditure projections for current and upcoming projects
- Revised grant timelines
- COVID-19
  - Impacts to projects
  - Davis Bacon on-site interviews
  - Community response – how are communities supporting COVID-19 related work? Outstanding community needs?
- Other news, issues, future agenda items

### Handouts:

- BCC Snapshot – April 17, 2020
- Expenditure Projections
- CDBG-DR Grant Timeline Chart

## Meeting Minutes:

### 2:35 pm - Introductions

#### January 10, 2020 Standing Meeting Minutes Review

Motion to approve made by Dale Rademacher, seconded by Chris Krolick.

*Vote: All in favor, none opposed.*

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

Molly O'Donnell presented the program's current status on reimbursement through April 17, 2020.

##### Highlights from the Snapshot:

- With \$51,558,381 in expenditures, the program is 72.9% complete (infrastructure is 66.7% complete, housing is 95.3% complete).
- Actual LMI expenditures is 56.5%, projection program-wide is 59.4%.

##### Expenditure Projections

Kyndra Daniels shared the revised expenditure projections for each project out to September 2020. **Draw targets for May through August are approximately \$2.8 million each month.** Projections for projects approved to go beyond September 2020 are generally straight lined to each project's individual deadline. Kyndra urged communities not to wait until the end of the program to submit all requests for reimbursement for projects to avoid an unmanageable workload. Kyndra also advised communities to plan for the processing timeline between receiving contractor invoices to submitting for reimbursement; it is taking at least two months therefore project managers must back up by at least this much time from each project's reimbursement deadline.

#### CDBG-DR Grant Timeline

A new handout was provided that shows each project's individual grant deadlines for engineering, construction, monitoring, reimbursement, and closeout. This handout will be updated as applicable and provided to communities monthly.

#### COVID-19

##### Impacts to projects/Davis Bacon on-site interviews

BCC staff sent out a survey request to communities in March 2020 to find out if any impacts from COVID-19 are anticipated to affect projects. Longmont reported that one contractor requested unique payment arrangements for stored materials and mobilization in anticipation of potential cash flow issues. Jamestown was concerned about having contractors in town to complete the CR-94 project since there are no cases amongst residents and it is a vulnerable population. A unique solution was put in place to allow the contractor to stage within road right-of-way on-site to keep them out of common use areas in town.

The largest impact to CDBG-DR projects has been in relation to performing Davis Bacon employee interviews. BCC and DOLA asked HUD for guidance. The response was that the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) did not waive Davis Bacon requirements, however it was up to grantees to decide whether to comply with the requirement to perform interviews. This ambiguous guidance leaves grant funding at risk if monitored in the future. Therefore, it is up to local agencies to determine creative solutions for compliance to protect their funding. Some proposed solutions include:

- observing work from afar then following up with a phone interview and electronic signature, or
- performing the interview while maintaining at least 6 feet of distance then putting the interview form in a common area (i.e. hood of car or truck) for signature, while maintaining distancing.

Additionally, it has been common for contractors to create and share their COVID-19 safety plans for local agency approval.

### Community Response

While the BCC will not be tapped to administer CDBG-CV funding coming to communities from HUD, it is still a relevant discussion to this group and an opportunity for information sharing and determining if there are existing gaps in resources particularly in the smaller communities that the group can help aim in the right direction.

Kathy Fedler reported that Longmont, Boulder, and Boulder County have staff on emergency operations center (EOC) committees to plan for funding and discuss economic development needs and resources. While the exact BCC funding distribution model will not be used, the communities are still collaborating and allocating resources in a cooperative manner. While there will be less federal funding than received for the flood, there will be funding available either through the two entitlement communities (Longmont and Boulder) or via the State for non-entitlement communities and it is therefore still important for the smaller communities to express unmet needs and gaps in resources. Renee Gallegos echoed Kathy's statements and stressed the desire to hear from small communities.

Dave Bowman reported that the State's share of CDBG-CV funding from the first tranche will total approximately \$6.3 million and will be directed primarily to rental assistance and housing. There will be funding set aside for business grants to supplement SBA loans but there is not much information yet on how that will look. There will be a set-aside of funding for local governments to use as FEMA match for Category A activities, including installation of Plexiglas, temporary hospitals, revenue loss etc. Two more tranches of funding are anticipated. Unmet needs assessments are ongoing to aid in allocating funding.

**UPDATE:** it was announced on May 12 that the State of Colorado will receive another \$12.7 million from the 2<sup>nd</sup> tranche.

Victoria Simonsen reported that Lyons' business community and Town budget will be affected heavily. A total of 35% of the Town's revenue comes from sales tax. Town businesses are eager to obtain Plexiglas and personal protective equipment (PPE). The Town used \$90,000 in SBA revolving loan fund (RLF) to loan to businesses to date. The Town is struggling to quantify the anticipated impacts at this time.

### **Community project report out**

*Lyons* – Buyouts URA tenant payments are complete and the program is almost ready for closeout. 2<sup>nd</sup> Avenue Bridge construction is anticipated for summer 2020 but CDBG-DR reimbursements will be complete by July. The Public Works Building project is complete and will be occupied shortly. The Eastern Corridor water and sewer utilities extension is substantially complete. Utility lines for the Apple Valley Waterline will become active soon since final paving is underway. St. Vrain Creek Restoration

started construction but had to demobilize for spring runoff and will resume in the summer. Road Repairs Project segments are starting construction now. The Emergency Warning System Expansion project will be installed in July. The Stormwater Drainage project is in design and will now focus resources to one site (High Street) instead of two.

*Jamestown* – All projects are complete with the exception of CR-94 reconstruction, which is resuming final construction now. The Lower Main Street Bridge is in final floodplain mapping approval with FEMA. All other projects are completing final reimbursements.

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

##### State PA Program

Peter Gibbons reported that the State is considering recapturing unspent State DHSEM share funding on the FEMA PA program in order to cover budget gaps. All communities were made aware. A joint letter between several communities was sent today urging DHSEM not to rescind the funding. Lyons sent a separate letter as well. Since the State budget needs to be complete within about 2 weeks, resolution is anticipated soon. Dave Bowman requested the communities forward all letters to him to notify Rick Garcia.

**4:00 pm – Meeting adjourned.**

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