



## Boulder County CDBG-DR Collaborative Standing Meeting Minutes – January 11, 2019

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

**BCC Partners:** Victoria Simonsen, Town of Lyons  
Tracy Sanders, Town of Lyons  
Erika Archer, Town of Lyons  
Sandi Seader, City of Longmont  
Philip Strom, City of Longmont  
Molly O'Donnell, City of Longmont

Chris Krolick, Town of Jamestown  
Karen Gerrity, Town of Nederland  
Dale Rademacher, City of Longmont  
Peter Gibbons, City of Longmont  
Kyndra Daniels, City of Longmont

**Guests:** Dave Bowman, DOLA

**Location:** Conference Call

### Agenda and Discussion Items:

- Changes to or Approve Minutes from November 9<sup>th</sup> Meeting
- 2019 BCC Meeting Scheduling
- Round 3 Grant Award Status
- General Infrastructure & Housing Program Progress Updates and Status
  - Expenditure progress to date
  - Expenditure projections for current and upcoming projects
- Community Project Report Out
- Update on Housing Projects (Ponderosa and Lyons)
- Advocacy and Agitation/Other Updates

### Handouts:

- BCC Snapshot from December 2018
- Projections Summary

### Meeting Minutes:

#### 2:35 pm - Introductions

#### November 9, 2018 Standing Meeting Minutes Review

Motion to approve made by Victoria Simonsen, seconded by Karen Gerrity. All in favor, none opposed.

## 2019 BCC Meeting Scheduling – Molly O’Donnell

BCC staff proposed that meetings move from a monthly to quarterly basis unless an issue arises that requires an interim meeting. Monthly email updates on expenditure progress and projections would be sent out after each monthly draw. Lyons, Jamestown, Nederland and Longmont voiced support for the change. The next in-person meeting will be scheduled for April 12, 2019.

## Round 3 Grant Award Status – Molly O’Donnell

Round 3 grants are awarded for City of Boulder, Jamestown, Longmont, Lyons, and the St. Vrain & Lefthand District. Boulder County’s IGA is in draft form with completion anticipated in January. The IGA will include a partial award of infrastructure projects while the full project list is still determined.

## Expenditure Progress and Projections – Molly O’Donnell

### Recap of 2018 Year End Summary (sent by email 12/20/2018)

Overall it was a pretty small year for reimbursements compared to a buyout-heavy 2017 and a projected construction-heavy 2019. We reimbursed \$6.2 million in infrastructure and \$3.8 million in housing. We worked on Round 3 awards and had a lot of projects wrapping up engineering this year, so 2019 will be a heavy hitter. It was more of a “planning” year for us I’d say, but still one that took no less hard work and close coordination to make major progress on the program. Big accomplishments include

- fully awarding every allocated dollar for 5 of the remaining 6 Partners (Louisville and Nederland being complete already),
- fully catching the program up on our monitoring requirements,
- Boulder County completing its buyout program,
- City of Boulder completing 99% of reimbursements,
- Jamestown completing its full suite of recovery construction projects,
- Longmont awarding its first phase of construction on the CDBG-DR funded reach of Resilient St. Vrain,
- Lyons completing 2 major projects and putting 2 other major projects out for construction,
- completing 100% of Nederland’s reimbursements,
- completing Longmont’s housing program, and
- Boulder County’s Home Access program starting its last few bridge projects.

### Highlights from the Snapshot:

- With \$33,173,391 in expenditures, the program is 44.5% complete (infrastructure is 47% complete, housing is 31% complete).
- Only 35% of the program’s extended timeframe is remaining (to 9/30/2020), and 55.5% of the program to is remaining to complete in that timeframe.
- Actual expenditures LMI is 49.7%, projection program-wide is 62%.

### Projections and Upcoming Deadlines

**The March 2019 obligation requires that we spend \$17.9 million between January and March 2019, which is not going to happen.** We have provided revised projections to the state along with extension requests for the funds we won’t spend in time. Our revised projections are \$6.5 million for

infrastructure, \$4.1 million for housing. As of December, we are about \$180,000 short on that revised projection. January's target is \$2.2 million, which will not be met. The January draw will be submitted January 18<sup>th</sup>, and so far Salesforce cost submittals come to approximately \$350,000. **BCC staff stressed the critical importance of getting reimbursements in as fast as possible.**

Common issues that BCC staff have identified and issues we anticipate that could delay draws include: ensuring that all contract amendments along with associated cost reasonableness are uploaded prior to cost submittal; uploading all procurements for new projects well in advance; and getting all Davis Bacon payrolls uploaded in a timely manner. Dave Bowman added that he did not have any other recommendations for ensuring projections are met other than what BCC staff has requested. In March 2019 he will reassess the time crunch and consider moving some projects to the September 2019 obligation.

### **Community Project Report Out**

*Longmont* – Resilient St. Vrain City Reach 2B, the CDBG-DR funded phase, is moving along. The waterline relocation is beginning construction this month. The master agreement with BNSF has been the key critical path item. After a year of going back and forth, a lot of progress has been made recently. The agreement has been through both attorneys and should be finalized by February. Bids will be released in February and opened in March. Construction is anticipated through July 2020.

*Lyons* – Buyouts are complete and only two URA tenants remain to receive relocation benefits. Bids for the Eastern Corridor water and sewer extension project are due January 15<sup>th</sup>, with construction anticipated to be complete in September 2019. Construction of the FEMA replacement public works storage building is underway. A contract has been awarded for construction of the CDBG-DR funded new public works operations building; construction is anticipated to be complete in September 2019. Reimbursement on the 25% match of McConnell Bridge costs are complete. Design is still pending approval by FEMA for the 2<sup>nd</sup> Avenue Bridge project. A designer is currently being procured for the Local Streets Paving project in anticipation of constructing in the summer of 2019. The St. Vrain Corridor Trail Extension project fell through, primarily due to coordination issues with the Highland Ditch Company.

*Jamestown* – CR-94 reconstruction is substantially complete, with only the Town Gateway Markers remaining to be installed by the end of January. Lower Main Street Bridge Reconstruction is complete, with only seeding and erosion control completion outstanding. The PW 684 Coordinated Match should be ready to fully reimburse in February. Town staff will submit the closeout package for Gillespie Gulch to the State by February 4<sup>th</sup>, in anticipation of obtaining a FEMA determination, which will then determine the CDBG-DR funding amount for the project.

*Nederland* – Recovery and reimbursements have been complete for a while. Only closeout for CDBG-DR funds remains.

*Boulder (Molly reported since no one from Boulder was on the call)* – Wonderland Creek Greenways project construction is complete, with only Davis Bacon payroll approval completion and closeout remaining. The remaining budget under the Ponderosa Mobile Home Park Resiliency and Stabilization project will be moved over to Wonderland for a final reimbursement before closeout. Then Boulder will complete closeout on Ponderosa once infrastructure is installed in 2020.

### *Boulder County –*

Housing update (provided by Kathy Fedler): BCC staff is working with the State on joint reviews for Round 1 and 2 Rehab/TRA/C&D cases due to the 2017 HUD Finding Corrective Actions. The teams are working out the kinks all together on the first 10 files out of 112, which is taking some time since they are very complex. The goal is to wrap up this process in 2019. Meanwhile, the teams are considering alternative projects to fund if need be due to the time and complexity of reviewing the housing programs.

Infrastructure update (provided by Molly O'Donnell): The Home Access program is about one third complete on reimbursements. The last 2 projects are in progress on 30% design, so all construction is anticipated to be complete in 2019. Once the Round 3 award is complete, Boulder County will have about \$1.6M in completed project to reimburse immediately. Two new transportation projects, Glendale Gulch and Ward Road Repairs, have had construction awarded or about to be awarded. Two parks projects are on a longer track, anticipated for completion in 2020. The remainder of Boulder County's project list is TBD at this time.

Victoria Simonsen requested an update on BCC community discussions from the November 9<sup>th</sup> meeting on Boulder County's project selection process for Big Elk Meadows Sunset Lake Dam and Sunset-Boston Reconstruction. Kathy Fedler responded that the BCC does not have an update at this time; Sandi Seader has periodically asked Boulder County for a decision in regards to the Sunset-Boston project. Victoria expressed concern that Lyons put together a revised unmet needs list in short order at Boulder County's request but had not heard an update. Sandi Seader proposed both she and Lyons to follow up with Michelle Krezek again.

### **Update on Housing Projects (Ponderosa & Lyons)**

*Lyons* – Summit Housing Group has submitted a tax credit application and a CDBG-DR funding application. Due diligence is partially complete. A new architect has been selected. The closing process for the property purchase is targeted to be complete in June. A Town-owned parcel on the Eastern Corridor is being sold to a developer on January 22 and a minor affordable housing element might be included in the new development.

### **Advocacy & Agitation/Other Updates**

Dave Bowman reported that the new Director of the Department of Local Affairs, Rick Garcia, has started work. Dave's first briefing on the program to Rick is set for the week of January 14<sup>th</sup>.

Dave also updated the group on the federal government shutdown. HUD's shutdown will not affect reimbursements at this time. DOLA is experiencing slowdowns with environmental clearances and concurrences from the U.S. Fish and Wildlife Service. Molly O'Donnell reported that other effects the BCC has experienced so far include approvals and consultations with HUD staff on Davis Bacon and URA.

The group reported difficulties being experienced related to FEMA's shutdown. Lyons has 4 projects pending FEMA approval. The 2<sup>nd</sup> Avenue Bridge project is most at risk because it could result in delays that impact the CDBG-DR expenditure timelines. On the FEMA funding side, Lyons will request extensions for the amount of time that FEMA is shutdown. On the CDBG-DR side, the project is on the extension project list and we will assess its needs once a firm schedule is known. Boulder County and the St. Vrain & Lefthand Water Conservancy District have joint projects funded by CDBG-DR that are held up pending Version approval from FEMA, which is now at a standstill.

Lyons reported a SHPO issue on the Bohn Park Phase II Project. SHPO is requesting that the State prepare an environmental requirements training plan for FEMA staff and is holding up construction approval pending completion. The group was confused about how implementation of this would be feasible and how construction could be held up. **Dave Bowman agreed to look into this further for Lyons.**

**3:30 pm – Meeting adjourned.**

**Next Meeting Date: April 12, 2019 – Location TBD**