

Boulder County CDBG-DR Collaborative

Standing Meeting Minutes – January 8, 2016

Facilitator: Kathy Fedler, City of Longmont

BCC Partners: Leslie Irwin, Boulder County
Chris Meschuck, City of Boulder
Dale Rademacher, City of Longmont
Sandi Seader, City of Longmont

Michelle Krezek, Boulder County
Molly Luttgerodt, City of Longmont
Victoria Simonsen, Town of Lyons
Alisha Reis, Town of Nederland

On the Phone: Dave Bowman, DOLA
Tara Schoedinger, Jamestown
Chris Krolick, Jamestown

Consultants: Angela Norman, Hagerty Consulting
Deb Siefert, Hagerty Consulting
Phuoc Lam, Hagerty Consulting

Location: City of Longmont

Agenda and Discussion Items:

- Introduce Molly Luetterodt, new Resiliency Environmental Planner.
- Update on agreement with State for Round 2 funding
- Consider Round 3 funding of new construction housing projects
- Check in on Infrastructure projects – status, outstanding info needed

Handouts:

- Summary of Boulder County New Construction Housing Projects
- Updated BCC's Infrastructure Projects/Suballocation Distribution/Regulatory Policies
- BCC Infrastructure Application Review and Next Steps

2:35pm – Introduction

Introduce Molly Luetterodt, Resiliency Environmental Planner - Kathy Fedler introduced Molly Luetterodt. Molly's position was funded by State's Resilience Grant Program. Molly had been the environmental planner for the City of San Diego moving back to City of Carlton, Oregon, where she was the Assistant to the City Manager. She will be working with the Collaborative partners and their staff to implement the Resiliency Performance Standards in development for each of the infrastructure projects to ensure compliance with the June 3, 2014 Federal Register notice.

Update on agreement with the State for Round 2 funding - Update on the BCC Suballocation Grant Agreement with the State. The State's Action Plan Amendment was approved by HUD on 12/02/15. The State and Lead Agency are working on the final format for the BCC Sub-Allocation Agreement. Once received, the agreement will be presented to the City of Longmont's City Council on 01/12/16, then back to the State for the State's signature.

Next Steps to getting the funding out - Molly Luetterodt will work to incorporate the projects' scopes of work and projects' descriptions submitted in the infrastructure applications into the BCC's Partner Grant Agreements. The Lead Agency's Council must approve these Grant Agreements. The Lead Agency will get the contract moving as soon as possible pending project's eligibility review and LMI beneficiaries review. The Lead Agency will work to expedite the projects that are ready to move forward or already underway. BCC will work with the Town of Jamestown on one of its priority projects (a FEMA PA Match) that is ready to move forward and to keep project DR compliant.

Dave Bowman informed the Collaborative HUD has scheduled a monitoring visit on 5/2/16. It will mostly be for Round 1 projects. State will try to get a monitoring schedule with HUD, however, Dave suggested it's likely that HUD will be monitoring the State during this visit. State will notify all sub-recipients in advance as they receive additional information about the visit from HUD.

Consider Round 3 funding of potential new construction housing projects - State set aside tranche 1 and 2 funds for new housing projects in Boulder County. These projects are being administered through Department of Housing (DOH). Refer to the Summary of New Construction Housing Projects handout for additional information regarding funded, allocated, and committed dollars. Of the \$24M allocated for housing projects, \$23.2M has been committed and the remaining balance of tranche 1 and 2 is approximately \$800K.

The Collaborative is scheduled to receive about \$5.5M of tranche 3 housing new construction funding. BCC has an option to add this \$5.5 M to the balance of \$800k from tranche 1 and 2 or to bring this funding into its Round 3 sub-allocation to be used for new construction, individual housing assistance or infrastructure according to its updated Unmet Needs Assessment. Previous discussions have indicated that the Collaborative wanted to bring the \$5.5 M into the Round 3 sub-allocation, and set-aside \$4M for a new housing project in Lyons. The remaining available for distribution with BCC's R3 suballocation of new construction housing is \$1.5M.

DOH would like to know from BCC if the \$1.5M available is to be added to the remaining balance of \$800K from tranche 1 and 2 that is being managed by DOH or keep in BCC's Round 3 suballocation to fund Household assistance and infrastructure programs. A decision must be made at today's Collaborative meeting.

The City of Boulder intends to move forward with Ponderosa MH Park project. BCC clarified that housing projects funded with CDBG-DR funds must meet DR requirements, serve LowMod populations or is an affordable housing project.

Kathy said she spoke to Heather Balser at the City of Louisville and Heather suggested the Collaborative keep the remaining housing funds in the Collaborative suballocation.

A motion was made by Michelle Krezek of Boulder County to add the \$5.5M to the Collaborative Round 3 Suballocation and to fund the City of Boulder's Ponderosa housing project with \$1.5 M remaining after the \$4M is held for Lyons. ***This motion was seconded by Alisha Reis of the Town of Nederland.*** And ***all Partners voted in favor.***

Check in on Infrastructure projects – Kathy Fedler went over BCC suballocation funding tables, infrastructure application review summary, listing of BCC's buyouts/acquisitions properties, program environmental tracker, and the required CDBG-DR regulatory policies. BCC partners were advised that the proportionality distribution numbers were based on the percentages of damages as agreed in BCC's IGA. Kathy notes that receipt of an additional \$1.4M from round 1. Note LMI% required.

In reviewing all worksheets, allocation, projects, buyout/acquisition, and regulatory policies, the funding are as follow:

First obligation is about \$24M, obligated on 12/2/2015, mostly for housing, buyout/acquisition, and the City of Boulder Wonderland Creek improvements project. BCC will track project program progress and will complete amendment letter to obligate additional funding.

BCC submitted applications to DSHEM for the additional \$1.25 M in Round 1 set-aside for Boulder County communities in the amount of \$800k (City of Longmont) and \$400K (County buyouts/acquisitions) projects. If you remember, it was the consensus of the BCC that additional Round 1 funding go to Longmont and/or Lafayette first since these two communities received no Round 1

competitive funding. This funding must be spent by 2/26/16. Contracts will be executed directly with DHSEM.

Nederland and Louisville projects will be funded next out of BCC Round 2 suballocation.

The bulk of the Round 1, \$1.4M will likely go to County's or Lyon's buyouts/acquisitions program. The deadline for these expenditures is 2/26/16.

Dave: At the moment there won't be additional funding to BCC from previous rounds of funding. State does not anticipate funding spendability issues moving forward.

Boulder County requested a meeting with State to strategically plan the additional Round 1 funding for its buyout projects.

Lyons asked the State about the 3-day Rule for dispersing funds. Per the original contract with the State, it says once the State issues funds to Lyons, the funds must be paid out within 3 days. However; DHSEM insists that Lyons can not schedule a closing any sooner than 10 days after receiving funds. Dave suggested Lyons work with the State to clarify the conflict between the State's contract that requires the funds to be spent within 3 days and DHSEM's requirement that Lyons hold funds for 10 days before closing. Victoria emphasized to Dave that she is following the instructions from DHSEM and not the contract.

3:40pm - Meeting adjourned.

Next Meeting: February 12, 2016
2:30 – 4:30 pm
Lyons Town Hall, Council meeting room
432 5th Avenue