



Boulder County CDBG-DR Collaborative Standing Meeting Minutes – July 8, 2016

Facilitator: Kathy Fedler, City of Longmont

BCC Partners: Leslie Irwin, Boulder County
Kristyn Unrein, Boulder County
Joel Wagner, City of Boulder
Heather Balsler, City of Louisville
Molly O'Donnell, City of Longmont

Victoria Simonsen, Town of Lyons
Tony Cavalier, Town of Lyons
Rosi Dennett, Town of Lyons
Connie Sullivan, Town of Lyons

Consultants: Deb Siefert, Hagerty Consulting; Elle Rich, Hagerty Consulting

Others Attending: Dave Bowman, DOLA

Location: Conference Call

Agenda and Discussion Items:

- Infrastructure Updates and Community Reports on Projects
- Update on Unmet Needs Assessment
- SAM/DUNS Update
- Discussion of Elevation Program Issues
- Check-in on Boulder's Progress in Preparing Letter to FEMA re: Support for Additional Staff to Process RFRs
- Agitation/Attention
- Any Other Items?

Handouts:

- Updated BCC Suballocation Distribution for Infrastructure Projects
- SAM and DUNS Guidance

2:30pm – Introductions

June 10, 2016 Standing Meeting Minutes Review

No comments, discussion, or requests to make revisions to the Minutes for the June 10, 2016 Standing Meeting occurred. Approved by Consensus.

Infrastructure Updates and Community Reports on Projects

Updates by Molly O'Donnell:

- Molly provided an update on revised expenditure projections. All 2016 expenditure projections were pushed out one quarter since no actual expenditures occurring in June.
- Molly provided an update on Lyons' First Amendment to the IGA, completed on June 17, and the associated budget changes reflected in the revised spreadsheet.

Updates by Communities:

- *Lyons – all projects:* Ageiss environmental review and SHPO submittal delays are affecting the CBDG-DR Buyout program. EDA Match Water and Sewer Line project is undergoing procurement review. McConnell Bridge has been in review by FEMA for 6 months. Debris Removal project is preparing for CBDG-DR reimbursement. Commercial Eastern Corridor Development Project is in preliminary planning stage, Kathy Fedler will coordinate with Dave Bowman and Allison O’Kelly on funding and timing issues between FEMA and CBDG-DR for possible use of the site for the replacement public works building.
- *Louisville Raw Water Diversion Improvements Project:* Construction complete, waiting for FEMA environmental review for updated PW Version, this will be the final Version approval. FEMA has been reviewing for 13 months.
- *Longmont Resilient St. Vrain:* FEMA provided verbal approval to fund \$29 million for Reaches 1 & 2, these are targeted to go out to bid in Summer 2016. Environmental review is complete for these reaches. Estimating Fall 2016-Spring 2017 for design of the DR reach.
- *Jamestown:* James Canyon Drive is preparing for procurement for engineering. Lower Main Street Bridge design is underway, completion expected January 2017. Rain and stream gauge will be procured by the end of 2016. Elevations engineering has been put out for bid several times, working on issues with the guidance. HMGP Buyouts are starting demolition and reimbursement preparation. PW 684 is waiting to be added to CBDG-DR project portfolio.
- *City of Boulder Wonderland Creek Greenways Improvement Project:* Construction underway, Davis Bacon issues are being worked through, preparing for CDOT and CBDG-DR reimbursement.
- *Boulder County Buyouts:* Challenge is racing banks on foreclosures while wait for environmental review completion. Recent violent acts demonstrate the extreme urgency of getting the buyouts ready for property closing. Preparing documentation in Salesforce for reimbursement. Hope is to finish all buyouts in 2016.
- *Boulder County Housing:* The application period for all housing programs have closed.

Update on Unmet Needs Assessment

Kathy Fedler and Deb Siefert introduced Elle Rich, who will be working on the Unmet Needs Assessment. Elle will first analyze the existing data sets, then she will set up interviews with each Partner to discuss what needs have arisen since the last assessment, what is still pending. Interviews are targeted for the week of August 8-19th, with a rough draft by August 26th, and finalization by September 1st.

SAM/DUNS Update

Kathy Fedler reported that Kyndra Daniels prepared a guidance document that is based on the Collaborative’s understanding of the requirements. After the BCC provides input, the next step will be to send to the State to get on common ground about the requirements. Kathy described the difference between sub-recipients and contractors. If federal requirements are passed down, then the entity is a sub-recipient and a DUNS number and SAM active status with no exclusions is required to demonstrate debarment check. A contractor does not need SAM registration, but a unique identifier must be used to perform a debarment check in SAM. FFATA reporting is included for contracts over \$25,000. ***Lyons staff requested that examples be included on the guidance, Kyndra agreed.***

For housing projects, Revolving Loan Fund guidelines require SAM active status with no exclusions, and all contracts are considered sub-recipients.

The requirement for sub-recipients and contractors to maintain Good Standing with Colorado Secretary of State’s Office is not provided in guidance, but Longmont was told verbally it is required.

Check-in on Boulder’s Progress in Preparing Letter to FEMA re: Support for Additional Staff to Process RFRs & Agitation/Attention

Jo Barrios at DHSEM suggested to Joel Wagner that City of Boulder write a letter showing support for increasing staff support at FEMA. Group agrees the letter should be addressed to Region 8 and Craig Fugate, with a cc to Molly Urbina and should come from the Boulder County Commissioners on behalf of all the communities since this is a concern for Public Assistance as well, not just CDBG-DR. Then the BCC should request that Molly Urbina continue to push this issue to the Governor's Office and the Federal Delegation. **Joel agreed to forward along Jo's points to include to the BCC Partners and draft the letter using Boulder projects as an example, then the Partners will add their project examples.** Group agreed this letter should focus on scope change/version requests. Scope change requests are affecting all Partners, particularly to correct budget incorrections and to correct incorrect scope language the way it was written in the original FEMA PWs. This process has cash flow effects, particularly to Lyons and Jamestown because they cannot even start work until versions are approved due to the risk involved. This, in combination with delays in getting reimbursed, contributes to financial unsustainability for the small communities. Requests for Reimbursement may be more of a DHSEM problem than a FEMA problem and should be addressed separately. Dave Bowman supports this effort and may pursue a HUD extension on the 2-year time limit because it is a necessity in these circumstances.

Discussion of Elevation Program Issues

Boulder County has 1 proposed HMGP elevation project, Lyons has 2 HMGP with a CDBG-DR match (one still needs to be approved as an add-on by FEMA), and Jamestown has 2 HMGP/CDBG-DR.

The first challenge that Jamestown is currently facing is the lack of bids of received after several bid advertisements for engineering and design services. **Lyons had some homeowners privately fund elevations, so Lyons will provide lists of contractors, costs, timelines for displacement, and types of damages to the home experienced to share with Boulder County and Jamestown.**

The second challenge that may affect all 3 Partners is related to the State's Elevations Guidance dated December 2015. The issue with putting funds into escrow has been resolved, this will not be required unless the homeowner is paying their own share. Jamestown has challenged the non-FEMA, State-added long-term monitoring requirements but revisions have been rejected by DHSEM. Monitoring is an issue for Jamestown. They do not have land use enforcement mechanisms since they do not have a land use code. Dave Bowman spoke with Steve Boand about the requirement since DOLA does not want to do long-term monitoring either; Steve is interested in exploring alternatives. **Dave agreed to follow up with Steve again. Tara has a meeting set with DHSEM for July 14th and will include Boulder County, Lyons, Longmont, and DOLA. Tara will ask DHSEM to prepare a guidance document and rollout training similar to what was done for HMGP Buyouts.**

Rosi Dennett asked about CDBG-DR coverage for home repairs due to elevation damages. Kathy Fedler stated she asked Dave Bowman if the CDBG-DR Infrastructure Program could cover this instead of Rehab, since those funds are obligated. Dave responded that since the applicant is a local government, the Infrastructure program can cover these repairs. Tara Schoedinger reported that DHSEM said some repairs would be eligible under HMGP, but there is a cost cap of \$175,000 for each home and a scope change request will be required. For Jamestown, the cap is expected to be met on the elevation alone.

Next meeting: In person vs. conference call is TBD.

4:15pm - Meeting adjourned.

Next Meeting: Friday, August 12, 2016
2:30 – 4:30 pm
303-441-1641 – password 2324#