



Boulder County CDBG-DR Collaborative Standing Meeting Minutes – May 12, 2017

Facilitator: Kathy Fedler, City of Longmont

BCC Partners: Leslie Irwin, Boulder County
Deb Gardner, Boulder County
Joel Wagner, City of Boulder
Kyndra Daniels, City of Longmont
Philip Strom, City of Longmont

Michelle Krezek, Boulder County
Victoria Simonsen, Lyons
Sandi Seader, City of Longmont
Peter Gibbons, City of Longmont
Molly O'Donnell, City of Longmont

Consultants: Deborah Siefert, Hagerty Consulting

Others: Dave Bowman (DOLA), Marta Loachamin, City of Longmont, Carmen Ramirez, City of Longmont

Location: City of Boulder, Service Center

Agenda and Discussion Items:

- Changes to or Approve Minutes from March meeting
- Boulder County Resiliency Plan Report Out – BoCo Strong & Resiliency Para Todos
- Updates
 - General Round 2 Infrastructure Project Updates
 - Round 2 Obligation 1 Expenditures Targets & Issues
 - Community Project Report Out
 - Resiliency Performance Standards Reports
 - Procurement Training/Resources
 - Update on Housing Projects (Ponderosa and Lyons)
 - Update on BCC Policies – Relocation, Anti-Displacement, and Project Close-out
- Advocacy and Agitation about:
 - SB 40 Permitting – Update received from the State
 - Other Concerns/Issues?

Handouts:

- Updated BCC Master Tracker & Dashboard
- Resiliency Para Todos Summary & Timeline

2:35 pm – Introductions

March 10, 2017 Standing Meeting Minutes Review

No comments, discussion, or requests to make revisions to the Minutes for the March 10, 2017 Standing Meetings occurred. Approved by Consensus.

Boulder County Resiliency Plan Report Out – BoCo Strong & Resiliency Para Todos.

No updates from BoCo Strong.

Resiliency Para Todos: Carmen Ramirez and Marta Loachamin reported that Resiliency for All (RFA) or Resiliency Para Todos, is a City of Longmont collaboration with local municipalities and BoCo Strong that will work to create a bridge between a vulnerable Latino population, community resources, and local governments. The goals of this effort are to identify barriers to and gaps in services or resources in Boulder County, develop recommendations from focus groups, a committee of cultural brokers, and BoCo Strong steering committee members, and present findings and develop Spanish language educational materials in coordination with non-profit or community organizations.

Specific outcomes of this effort so far have included a change in emergency evacuation practices and the preparation of emergency preparedness guides in Spanish. The process has also highlighted the importance and effectiveness of using cultural brokers to disseminate info.

Carmen and Marta reported that they've been able to reach many communities in Boulder County, but have struggled to make connections to the right groups in Lyons to be able to better reach Lyons' Spanish-speakers. **ACTION ITEM:** Deb Gardner and Victoria Simonsen agreed to set up a meeting between Boulder County, Lyons, RFA staff, and the owners of the quarries located outside Lyons to make connections with quarry staff.

Updates

General Round 2 Infrastructure Project Update, including Round 2, Obligation 1 Expenditures Targets & Issues – Molly O'Donnell and Kyndra Daniels

- Molly presented the revised BCC Master Tracker spreadsheet showing the entire program, from Round 1 through Round 3.
- Molly provided updates on recent reimbursements, bringing total Round 2 expenditures and reimbursements to \$8,699,397 to date. When added to the Round 1 expenditures of \$1,073,275, total expenditures and reimbursements to date for the program are \$9,772,672.
- Updated LMI Graphs that now reflect the entire program through Round 3 were presented showing that 46% of funds are projected for Low/Moderate Income (LMI) currently, when 50% is the target.
- Expenditure Projections Graphs were revised to reflect the expenditures that occurred through April 2016 and the remainder of the projected expenditures that were pushed back another quarter, showing a good amount of progress in the first 4 months of 2017, but also showing that half of Round 2 funding still needs to be spent between May and September 2017.
- Overall, based on project readiness it looks like we can hit the September 2017 targets, however there is a significant amount left to be spent and all BCC Partners must rely on each other to get reimbursement requests in timely to be able to meet this goal together.

UPDATE: We must now submit reimbursement requests to the State by the 20th of each month, so will need all reimbursements (and documentation) for each Partner submitted by the 15th of each month in order to be reimbursed in that month.

Community Project Report Out

- *Jamestown – all projects:* HMGP Buyouts program is complete, preparing for reimbursement. Elevations engineering is complete and is preparing to go to bid for construction. Lower Main St. Bridge design is complete and is waiting on an HMGP grant from FEMA. Boulder County's portion of CR-94 is prepping for construction, and FEMA's review of Jamestown's portion is almost complete.
- *Lyons – all projects:* Staffing grant ends in September 2017 due DOLA's energy/mineral lawsuit, which means Lyons needs to determine how to fund 9 of its staff between October – December, a total cost of over \$100,000. The Town Board is soon having its second hearing for the annexation of the former Longmont water treatment plant (Eastern Corridor Development). The Eastern Corridor utilities project is in design and anticipates construction late August. CDBG-DR buyouts are almost complete; the Foothills Mobile Home Park was purchased in April, and the last property is targeted for June.
- *City of Boulder Wonderland Creek Greenways Improvement Project:* Construction is 55% and is still on track for completion in January 2018. The CDOT change order that Boulder has been waiting for for months was finally received, which will allow the next CDBG-DR reimbursement. *Ponderosa Mobile Home Park Resiliency & Stabilization Project:* The City has begun tenant noticing of the impending purchase.
- *Boulder County:* HMGP Buyouts are anticipating a full draw in July. The last 2 CDBG-DR properties are in the works to be purchased, then all are in the demo/reveg phase. Home Access will be ongoing through 2018. Over 100 rehab cases have been completed to date, the program will be complete in 2017. Temporary Rental Assistance will be ongoing as long as it is needed.
- *Longmont Resilient St. Vrain:* Sandstone and City Reach 1 are in construction. City Reach 2, including the CDBG-DR segment, is in full swing on engineering with anticipated construction in late 2017. *Longmont Housing Assistance:* Round 3 Rehab projects are getting started. A couple of Down Payment Assistance projects are moving forward currently.

Resiliency Performance Standards Reports – Molly O'Donnell

The staffing grant that funded Molly to complete the Resilient Design Performance Standard (RDPS) completed on March 31, 2017. A total of 4 BCC projects were at a point in design where they could be completed before the end of the grant. From this point on, applicable projects will be reviewed once they reach a point in design where they are ready. The RDPS will be used for the life of the grant.

Procurement Training/Resources – Molly O'Donnell

Molly reported that the BCC's Procurement Tips & Resources Workshops have been completed with all Partners that expect to have procurements ongoing throughout the program (Boulder County, Jamestown, Longmont and Lyons) and the materials are now available on the Collaborative website's Procurement Resources located at (<http://www.bccollaborative.org/procurement-resources.html>).

Action Item: Once Lyons' Flood Recovery Manager and Finance Director are hired, Victoria will work with Molly to set up a Procurement Tips & Resources training refresh.

Update on Housing Projects (Ponderosa and Lyons)

Joel Wagner reported on Ponderosa's project status in the Community Report Out (see above).

Victoria Simonsen reported that there is no status update on the planned CDBG-DR housing project, however that Habitat for Humanity's project is starting, with 6 units anticipated to be available in July. Victoria stated that a new planner will start in June that will work on the CDBG-DR housing project. Kathy Fedler stated that the BCC and Lyons should plan a meeting for July or August with the Division of Housing to brainstorm ideas and analyze potential sites for a CDBG-DR housing project.

ACTION ITEM: Kathy and Victoria to set up meeting with Division of Housing.

Update on BCC Policies – Relocation, Anti-Displacement, and Project Close-Out – Molly O’Donnell

Molly reported that the Relocation Plan, Anti-Displacement Policy, and Optional Relocation Plan have been updated to reflect the method that all BCC Partners have been employing to calculate household income for relocation benefits. These plans and policies have been updated on the BCC’s website at (<http://www.bccollaborative.org/cdbg-dr-policiesforms.html>). A Close Out Policy for projects and grants is also in development, along with a Project Completion form. Once complete, BCC Partners will be notified and the website will be updated.

Advocacy and Agitation about:

SB 40 Permitting – Applicability to Our Projects – Molly O’Donnell

The BCC has previously received conflicting guidance on several Partner projects regarding whether SB 40 compliance was required or not. The BCC asked DOLA to coordinate with CPW to get confirmation of whether CDBG-DR projects (federally funded projects passed through the State) were required to follow SB-40 because the statute language only states that it applies to State projects. CPW provided guidance to DOLA on May 5, 2017, however it did not explicitly state whether SB-40 compliance was required, but provided simplified instructions on how to obtain an SB-40 clearance. Molly reported that she reviewed the BCC infrastructure program to see if this would have a substantial negative affect on our projects. For existing projects, it would not, and for future projects, impacts would have to be determined based on project information provided by Partners. For example, some proposed Round 3 Infrastructure projects may be affected, but they may already be required to comply due to CPW involvement. Molly opened up discussion to the group to see if any projects could be affected that she did not anticipate thus far. Leslie Irwin reported that this could negatively affect the Housing Assistance – Home Access program since this has not been complied with to date and the State has not requested it. The group agreed that due to the potential negative affect on the Home Access Program, and because of the unclear applicability to federal projects, that the BCC will view SB-40 consultations as a voluntary process, not a mandatory one. When a Partner community wishes to consult under SB-40, they can use the guidance provided by CPW. **ACTION ITEM:** The BCC will prepare a memo to file describing this decision.

Other Concerns/Issues?

Oil & Gas issues on Buyouts: Victoria Simonsen asked Dave Bowman if there is any update out of DOLA regarding oil and gas issues on buyouts. Dave responded that there is no update at this time.

HUD Monitoring: Kathy Fedler reported that HUD will be monitoring the State from July 10-13, 2017. Dave stated the monitoring will focus on housing and infrastructure and will go down to the sub-recipient level. The BCC should be notified what projects may be chosen by the end of May.

Action Plan Substantial Amendment: The public hearing for the Action Plan Substantial Amendment, which will outline Round 3 funding needs and uses, will be held May 25, 2017 at 6:00 p.m. in the Longmont City Council Chambers. Other than allocating Round 3 funding for the BCC, the Action Plan Substantial Amendment will address several issues that have arisen on BCC projects, including new activities (stand alone relocation and elevations for properties that will be inside revised floodplain mapping boundaries) and program income.

4:15 pm - Meeting adjourned.

The June BCC meeting is cancelled. The next Meeting will be on July 14th at the City of Longmont Civic Center (room TBD).