

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, August 18, 2021
5:45 p.m. – 6:15 p.m.
VIDEO/WEB CONFERENCE
Denver, CO

1. Call to Order

CONSENT AGENDA

2. Move to Adopt the Consent Agenda
 - i. Approve July 21, 2021 minutes
(Attachment A)

ACTION ITEMS

3. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with the Colorado Department of Transportation for Consolidated Planning Grant funding in support of the FY 2022 and FY 2023 Unified Planning Work Program.
(Attachment B) Ron Papsdorf, Director, Transportation Planning and Operations
4. Discussion of a resolution authorizing the Executive Director accept funds from the Colorado Department of Regulatory Agencies of up to \$200,000 for approximately 18 months ending September 30, 2022 to administer a regional State Health Insurance Assistance program.
(Attachment C) Jayla Sanchez-Warren, Director, Area Agency on Aging

ADMINISTRATIVE ITEMS

5. Report of the Chair
6. Report of the Executive Director
7. Other Matters by Members
8. **Next Meeting – September 15, 2021**
9. Adjourn

Persons in need of auxiliary aids or services, such as interpretation services or assisted listening devices, are asked to contact DRCOG at least 48 hours in advance of the meeting by calling (303) 455-1000.



ATTACH A

SUMMARY
FINANCE AND BUDGET COMMITTEE
Wednesday, July 21, 2021
Note: Meeting held virtually via Microsoft Teams

Present:

Wynne Shaw, Chair	Lone Tree
Jeff Baker	Arapahoe County
Alison Coombs	Aurora
Deborah Mulvey	Castle Pines
Nicholas Williams	Denver County
George Teal	Douglas County
Jim Dale	Golden
Tracy Kraft-Tharp	Jefferson County
James Kuemmerle	Lochbuie
Neal Shah	Superior

Others Present: Doug Rex, Executive Director; Steve Conklin, Edgewater; and DRCOG staff.

Chair Shaw called the meeting to order at 5:30 p.m. with a quorum present.

Move to Adopt the Consent Agenda

Director Baker **moved** to adopt the consent agenda. The motion was **seconded** and **passed** unanimously.

Items on the consent agenda included:

- Minutes of the June 24, 2021 Meeting

Discussion of a resolution authorizing the Executive Director to execute a contract amendment with Right Click Solutions, Inc (DBA RideAmigos) to develop and support additional functionality for the mywaytogo.org commuter trip planning and employer transportation demand management site, for a one-time amount not to exceed \$20,000 and an additional annual amount not to exceed \$13,500 for updates, support and maintenance for three additional one-year terms upon satisfactory performance.

Steve Erickson, Communications and Marketing Director, provided an explanation of the amendment to the committee. The Way to Go program encourages and assists commuters to use transportation options other than driving alone to work. The program provides online software to assist commuters through a licensing agreement with Right Click Solutions, Inc. DRCOG plans to expand the functionality of the online software to assist employers with surveying their employees, planning vehicle trip reduction programs, implementation, and measuring their success. Right Click Solutions, Inc is the only firm that can provide this expanded functionality using the current software platform. The cost of expanding the software functionality will include \$20,000 in one-time development and setup costs, and an additional \$13,500 annually for maintenance and support

Director Williams **moved** to adopt Resolution No. 12, 2021, authorizing the Executive Director to execute a contract amendment with Right Click Solutions, Inc (DBA RideAmigos) to develop and support additional functionality for the mywaytogo.org commuter trip planning and employer transportation demand management site, for a one-time amount not to exceed \$20,000 and an additional annual amount not to exceed \$13,500 for updates, support and maintenance for three additional one-year terms upon satisfactory performance. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to enter into an agreement with the Federal Transit Administration for \$327,402 and allocate the ARPA funding to projects as recommended for the period that meets the needs of the subrecipients in the region.

Travis Noon, Senior Program Specialist, Administration and Finance, provided a brief overview of the fund allocations to the committee. The American Rescue Plan Act (ARPA) allocated emergency relief funding to FTA Section 5310 projects that benefit older adults and individuals with disabilities. ARPA funding is to be prioritized for operating expenses and salaries. DRCOG released a call for projects for the normal appropriations for 5310 funding in April 2020, and proposals received were reviewed by a panel which made recommendation for projects to receive funding. ARPA allocated \$327,402 to section 5310 in the Denver-Aurora urbanized area. DRCOG staff proposes allocating this funding to [operating and mobility management projects](#) that were awarded funding during DRCOG's last call for projects for 5310 funds.

Director Dale **moved** to adopt Resolution No. 13, 2021, authorizing the Executive Director to enter into an agreement with the Federal Transit Administration for \$327,402 and allocate the ARPA funding to projects as recommended for the period that meets the needs of the subrecipients in the region. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to enter into an agreement with the Federal Transit Administration for \$327,397 and allocate the CRRSAA funding to projects as recommended for the period that meets the needs of the subrecipients in the region.

Travis Noon, Senior Program Specialist, Administration and Finance, provided a brief overview of the fund allocations to the committee. The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) allocated emergency relief funding to FTA Section 5310 projects that benefit older adults and individuals with disabilities. CRRSAA funding is to be prioritized for operating expenses and salaries. DRCOG released a call for projects for the normal appropriations for 5310 funding in April 2020, and proposals received were reviewed by a panel which made recommendation for projects to receive funding. CRRSAA allocated \$327,397 to section 5310 in the Denver-Aurora urbanized area. DRCOG staff proposes allocating this funding to [operating and mobility management projects](#) that were awarded funding during DRCOG's last call for projects for 5310 funds.

Director Teal **moved** to adopt Resolution No. 14, 2021, authorizing the Executive Director to enter into an agreement with the Federal Transit Administration for \$327,397 and allocate the CRRSAA funding to projects as recommended for the period that meets the needs of the subrecipients in the region. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to execute a contract with the Colorado Refugee Services Program in an amount not to exceed \$115,000 for the term of October 1, 2021 through September 30, 2022, in support of DRCOG's Elder Refugee Services program.

Sara Beth Ford, Refugee Program Coordinator, presented the contract to the committee. The AAA has received federal funds through CRSP to provide education and information assistance to older refugees residing in the Denver metro region. The program addresses barriers older refugees face to help them access health care and community-based services and enable them to successfully live independently. CRSP is now extending the contract for another year at \$115,000, which is \$30,000 more than in the previous federal fiscal year due to an increase in available funding. The grant helps pay for a program coordinator at DRCOG as well as community navigators that serve a variety of local refugee communities.

Director Dale **moved** to adopt Resolution No. 15, 2021, authorizing the Executive Director to execute a contract with the Colorado Refugee Services Program in an amount not to exceed \$115,000 for the term of October 1, 2021 through September 30, 2022, in support of DRCOG's Elder Refugee Services program. The motion was **seconded** and **passed** unanimously.

Report of Chair

There was no report from the Chair.

Report of Executive Director

ED Rex wanted to inform members of the committee of a second audit that is taking place due to the change in DRCOG's fiscal year. The auditors will present to the committee in September with their current findings.

Other Matters by Members

There were no other matters by members.

Next Meeting

The next meeting is scheduled for August 18, 2021

The meeting adjourned at 6:06 p.m.

ATTACH B

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6747 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 18, 2021	Action	3

SUBJECT

DRCOG contract with the Colorado Department of Transportation (CDOT) to fund the objectives, activities, and tasks outlined in the *FY 2022 and FY 2023 Unified Planning Work Program (UPWP)*.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to negotiate and execute a contract with CDOT for federal planning funds.

ACTION BY OTHERS

July 21, 2021: FY 2022 and 2023 UPWP adopted by the Board of Directors

SUMMARY

The FY 2022 and FY 2023 UPWP was adopted by the Board of Directors on July 21, 2021, and outlines activities to be conducted by the metropolitan planning organization from October 1, 2021 through September 30, 2023.

The UPWP includes estimated federal transportation planning funds available through the Colorado Department of Transportation (CDOT), in-kind expenditures from the Regional Transportation District (RTD), and the cash match required from DRCOG as shown below:

Funding Source	Recipient	Federal Funding	DRCOG		RTD		Total
			Cash Match	In-Kind Match	In-Kind Match		
FY 2022 CPG*	DRCOG	\$ 3,963,066	\$ 205,956	\$ 617,868	\$	\$ 4,786,890	
FY 2023 CPG	DRCOG	\$ 5,204,916	\$ 270,493	\$ 811,480	\$	\$ 6,286,890	
FY 2020/FY 2021 Carryover	DRCOG	\$ 6,457,620	\$ 335,595	\$ 1,006,785	\$	\$ 7,800,000	
Total Available Funding		\$ 15,625,602	\$ 812,044	\$ 2,436,133	\$	\$ 18,873,780	

*\$1,500,000 in federal funds are being held back at CDOT for DRCOG's FY2022 contribution towards the Statewide Travel Survey.
(Total contribution is \$2 million, \$500,000 in FY2021 and \$1,500,000 in FY2022)

The Finance and Budget Committee action authorizes DRCOG to contract for these planning funds.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to execute a contract with the Colorado Department of Transportation for Consolidated Planning Grant funding in support of the FY 2022 and FY 2023 Unified Planning Work Program in an amount up to \$18,900,000 for the term of October 1, 2021 through September 30, 2023.

ATTACHMENTS

1. Draft resolution
2. [*FY 2022-2023 Unified Planning Work Program*](#)

ADDITIONAL INFORMATION

If you need additional information please contact Ron Papsdorf, Transportation Planning and Operations Director, at 303-480-6747 or rpapsdorf@drcog.org; or Todd Cottrell at 303-480-6737 or tcottrell@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH THE COLORADO DEPARTMENT OF TRANSPORTATION FOR CONSOLIDATED PLANNING GRANT FUNDING IN SUPPORT OF THE FY 2022 and FY 2023 UNIFIED PLANNING WORK PROGRAM IN AN AMOUNT UP TO \$18,800,000 FOR THE TERM OF OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2023.

WHEREAS, the Denver Regional Council of Governments, as the Metropolitan Planning Organization, is responsible for carrying out and maintaining the continuing comprehensive transportation planning process in the Denver Transportation Management Area; and

WHEREAS, on July 21, 2021 the Board of Directors adopted the *FY 2022 and FY 2023 Unified Planning Work Program* that describes the regional transportation planning activities to be carried out by the Denver Regional Council of Governments for the next two fiscal years; and

WHEREAS, the Colorado Department of Transportation has indicated that new estimated federal fiscal year 2022 funds in the amount of \$3,963,066 federal, fiscal 2023 funds in the amount of \$5,204,916 federal and \$6,457,620 in FY 2020/FY2021 carryover are available to support funding of the *FY 2022 and FY 2023 Unified Planning Work Program*; and

WHEREAS, the Denver Regional Council of Governments will provide cash for 25 percent of the matching needs and use RTD in-kind expenses for the other 75 percent of the match for each fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to execute a contract with the Colorado Department of Transportation for Consolidated Planning Grant funding in support of the FY 2022 and FY 2023 Unified Planning Work Program Program in an amount up to \$18,800,000 for the term of October 1, 2021 through September 30, 2023.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2021 at Denver, Colorado.

Wynne Shaw, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH C

To: Chair and Members of the Finance and Budget Committee

From: Doug Rex, Executive Director
303-480-6747 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 18, 2021	Action	4

SUBJECT

This action is related to receipt of funding from the Colorado Department of Regulatory Agencies (DORA) to provide Medicare information and benefits services to older adults and people with disabilities in the DRCOG region.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to accept funding from DORA of up to \$200,000 for approximately eighteen month through September 30, 2022 to operate a State Health Insurance Assistance Program (SHIP) that provides Medicare information, benefits counseling, enrollment assistance and advocacy.

ACTION BY OTHERS

N/A

SUMMARY

DRCOG's Aging and Disability Resources Center (ADRC) is designated by the State as a regional provider for the State Health Insurance Assistance Program (SHIP). SHIP is a federally funded program to help individuals navigate the broad range of benefits options available under Medicare. Under the program, the ADRC performs extensive Medicare outreach and provides health-benefits counseling and education for free to eligible seniors. In addition to these activities, federal funds received by the ADRC support Medicare enrollment assistance and advocacy services, as well as Medicare fraud education and prevention.

The ADRC has operated the SHIP program for over four years and is assigned to primarily serve seniors residing in Arapahoe, Douglas and Jefferson counties. Combined with state monies authorized by the Older Coloradans Act, funds from DORA will be used to support the work of four dedicated full-time staff members, as well as to pay for ongoing training and certification, educational materials and for hosting a number of support sites during Medicare open enrollment periods. The program utilizes the help of many active volunteers.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to accept funds from the Colorado Department of Regulatory Agencies to support a regional State Health Assistance Program in an amount up to \$200,000 for approximately 18 months ending September 30, 2022 to administer a regional State Health Insurance Assistance program.

ATTACHMENT

N/A

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6747 or drex@drcog.org; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or jswarren@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. __, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RECEIVE FUNDING OF UP TO \$200,000 FROM THE STATE OF COLORADO'S DEPARTMENT OF REGULATORY AGENCIES (DORA) TO SUPPORT A STATE HEALTH INSURANCE AND ASSISTANCE PROGRAM (SHIP) FOR A PERIOD OF APPROXIMATELY EIGHTEEN MONTHS THROUGH SEPTEMBER 30, 2022.

WHEREAS, DRCOG is a part of an Aging and Disability Resource Center (ADRC) system in Colorado that provides a coordinated and streamlined access point to long term services and supports; and

WHEREAS, the State distributes federal SHIP funds that enable provision of health benefits assistance to Medicare-eligible patients, helping them to navigate the broad range of benefits options available under Medicare; and

WHEREAS, the DRCOG ADRC is designated by the State as a regional SHIP provider to provide Medicare outreach, education, counseling, and related support;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to receive funding up to \$200,000 from the State of Colorado Department of Regulatory Agencies to support a health insurance and assistance program for a period of approximately of eighteen months through September 30, 2022.

Wynne Shaw, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director