

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, MAY 15, 2019
RED ROCKS CONFERENCE ROOM
1001 17th Street, 7th Floor
➔ 6:00 P.M. ←

1. Call to Order

CONSENT AGENDA

2. Move to Adopt the Consent Agenda
 - April 17, 2019 minutes
(Attachment A)

ACTION ITEMS

3. Discussion of a resolution authorizing the Executive Director to execute a contract with the Regional Transportation District (RTD) for collection of Guaranteed Ride Home service fees from employers who participate in RTD's EcoPass program
(Attachment B) Steve Erickson, Division Director, Communications & Marketing
4. Discussion of a resolution authorizing the Executive Director to accept additional state funds of approximately \$217K from the Colorado Department of Human Services and accordingly allocate up to \$17.2 million in pass through funds it receives from CDHS for the period of July 1, 2018 to June 30, 2019 to AAA service contractors
(Attachment C) Jenny Dock, Division Director, Administration & Finance
5. Discussion of a resolution authorizing the Executive Director to amend an existing contract with UrbanSim, Inc., to support socioeconomic modeling and forecasting, with an overall project cost not to exceed \$150,000
(Attachment D) Andy Taylor, Manager, Regional Planning, Regional Planning & Development

ADMINISTRATIVE ITEMS

6. Executed Contracts Report – no contracts to report for April 2019
7. Report of the Chair

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) 480-6701.



ADMINISTRATIVE ITEMS (cont.)

8. Report of the Executive Director
9. Other Matters by Members
10. **Next Meeting – July 17, 2019**
11. Adjourn

ATTACH A

MINUTES
FINANCE AND BUDGET COMMITTEE
Wednesday, April 17, 2019

Present:

Kevin Flynn, Chair	Denver
Jeff Baker	Arapahoe County
Elise Jones	Boulder County
Roger Partridge	Douglas County
Libby Szabo	Jefferson County
Bob Fifer	Arvada
Larry Vittum	Bennett
Larry Strock	Lochbuie
Wynne Shaw	Lone Tree
Joan Peck	Longmont
Sandie Hammerly	Superior
Jessica Sandgren	Thornton

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

Chair Flynn called the meeting to order at 6:00 p.m. with a quorum present.

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Minutes of the March 20, 2019 Meeting

Discussion of a resolution authorizing the Executive Director to increase a contract with Volunteers of America for home delivered meal service up to \$600,000 for a contract total amount of approximately \$4.1 million for the state fiscal year ending June 30, 2019
Sharon Day, Financial Compliance Coordinator, briefed members on the proposed contract. Food insecurity is one of the top concerns for older adults, and the added funds will allow an expansion of services.

Director Holen **moved** to adopt Resolution No. 9, 2019, authorizing the Executive Director to increase a contract with Volunteers of America for home delivered meal service up to \$600,000 for a contract total amount of approximately \$4.1 million for the state fiscal year ending June 30, 2019. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to continue to contract with CDHS for the DRCOG AAA and to allocate and distribute approximately \$18.3 million in OAA/SFSS funds for the period of July 1, 2019 through June 30, 2020 per the requirements set forth in the contract including contracting with local service providers
Sharon Day briefed members on the proposed contract. The purpose of this item is to provided funding to providers for services to older adults for the coming year.

Director Strock **moved** to adopt Resolution No. 10, 2019, a resolution authorizing the Executive Director to continue to contract with CDHS for the DRCOG AAA and to allocate and distribute approximately \$18.3 million in OAA/SFSS funds for the period of July 1, 2019 through June 30, 2020 per the requirements set forth in the contract including contracting with local service providers. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to enter into a Memorandum of Understanding (MOU) with RTD and CDOT to facilitate a \$1 million funding swap among the three agencies and to enter into a grant agreement with CDOT on how DRCOG manages FASTER funds swapped for HST funds

Jacob Riger, Long-Range Transportation Planning Manager, provided a brief overview of this item. The proposed MOU with RTD and CDOT will provide much-needed funding for human services transportation in the metro area. A question was asked about the geographic area covered by the program. Staff noted the entire TIP area is covered by the program. This includes all of the urban counties.

Director Shaw **moved** to adopt Resolution No. 11, 2019 authorizing the Executive Director to enter into a Memorandum of Understanding (MOU) with RTD and CDOT to facilitate a \$1 million funding swap among the three agencies and to enter into a grant agreement with CDOT on how DRCOG manages FASTER funds swapped for HST funds. The motion was **seconded** and **passed** unanimously.

Executed Contracts

There were no contracts to report for March 2019.

Report of Chair

No report was given.

Report of the Executive Director

The Executive Director provided information on a fee-for-service that DRCOG is implementing with the Pikes Peak Area Council of Governments (PPACG) related to sharing our Transportation Improvement Program project software application, known as TRIPS. The application will be housed at DRCOG, and staff will provide training for PPACG staff on how to use the tool. The administrative tasks will be provided by DRCOG staff, and PPACG will provide funding to cover staff's time. Allowing PPACG use of the software application at a large cost-saving for them.

Finance and Budget Committee Meeting Summary

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Other Matters by Members

No other matters were discussed.

Next Meeting

The next meeting is scheduled for May 15, 2019

The meeting adjourned at 6:21 p.m.

ATTACH B

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
May 15, 2019	Action	3

SUBJECT

Authorization for the Executive Director to contract with the Regional Transportation District (RTD) to collect Guaranteed Ride Home service fees on behalf of DRCOG.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends authorizing the Executive Director to contract with RTD for collection of Guaranteed Ride Home service fees from employers who participate in RTD's EcoPass program at a charge of \$3 per employee for all areas within the Denver region, except Denver International Airport, where the charge will be \$5 per employee.

ACTION BY OTHERS

N/A

SUMMARY

RTD's EcoPass program includes DRCOG's Guaranteed Ride Home service, which provides a free taxi ride home for covered employees when an emergency or unexpected overtime prevents them from using RTD or other alternative forms of transportation to get home from work. More than 100,000 commuters working at more than 800 employment locations are currently covered by Guaranteed Ride Home.

The proposed charge for Guaranteed Ride Home coverage is \$3 per employee for all areas within the Denver region, except Denver International Airport, where the charge will be \$5 per employee. The proposed charge is based on DRCOG's anticipated costs for staff time, taxi charges, and marketing costs. DRCOG relies on RTD to collect Guaranteed Ride Home fees from employers who participate in the EcoPass program.

PREVIOUS DISCUSSIONS/ACTIONS

None

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to execute a contract with RTD for collection of Guaranteed Ride Home service fees at a charge of \$3 per employee for all areas within the Denver region except Denver International Airport, where the charge will be \$5 per employee.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Doug Rex, Executive Director, at 303-480-6701 or drex@drcog.org or Steve Erickson, Communications and Marketing Director, at 303-480-6716 or serickson@drcog.org

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2019

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH THE REGIONAL TRANSPORTATION DISTRICT (RTD) FOR COLLECTION OF GUARANTEED RIDE HOME SERVICE FEES FROM EMPLOYERS WHO PARTICIPATE IN RTD'S ECO PASS PROGRAM.

WHEREAS, the Eco Pass program offered by RTD to employers has since its inception included DRCOG's Guaranteed Ride Home service to provide a free taxi ride home for covered employees when an unexpected or emergency situation arises; and

WHEREAS, RTD collects revenues for the Guaranteed Ride Home service along with Eco Pass sales and passes the Guaranteed Ride Home revenue on to DRCOG; and

WHEREAS, the charge for this service is based on DRCOG's prior year costs, including both staff time and taxi charges plus estimated costs for advertising the program; and

WHEREAS, for 2019 the proposed charge is \$3 per employee for all areas within the Denver region except Denver International Airport, where the charge will be \$5 per employee; and

WHEREAS, all costs for providing this service would be covered by the revenues collected by RTD and passed on to DRCOG.

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to execute a contract with RTD for collection of Guaranteed Ride Home service fees at a charge of \$3 per employee for all areas within the Denver region except Denver International Airport, where the charge will be \$5 per employee.

BE IT FURTHER RESOLVED that the Executive Director is authorized to negotiate renewal of the contract for five additional one-year terms, upon renewal terms mutually agreed to by the parties.

RESOLVED, PASSED AND ADOPTED this ____ day of _____, 2019 at Denver, Colorado.

Kevin Flynn, 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: Douglas W. Rex, Executive Director
303-480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
May 15, 2019	Action	4

SUBJECT

This action is regarding an increase in AAA funds and associated AAA contractor allocations to expend funds prior to the state fiscal yearend of June 30, 2019.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends approval to accept an increase in state funds from the Colorado Department of Human Services (CDHS) for the AAA and to allocate up to \$17.2 million in pass through funds it receives from CDHS for the fiscal year of July 1, 2018 to June 30, 2019.

ACTION BY OTHERS

N/A

SUMMARY

DRCOG is designated by the State as the Area Agency on Aging (AAA) for the 8-county Denver metro region. It receives and administers federal Older Americans Act (OAA) and State Funding for Senior Services (SFSS) monies through its contract with the Colorado Department of Human Services (CDHS) to provide services to older adults and their caregivers throughout the region.

In May 2019, DRCOG received an option letter from CDHS for an additional \$217,000 of state funds, which increased the AAA's total pass through OAA/SFSS funding to \$17.2 million for the state fiscal year of July 1, 2018 through June 30, 2019 (SFY2019).

In anticipation of these additional funds as well as the amounts often made available near fiscal yearend for reallocation, DRCOG identified that one of its providers, Volunteers of America (VOA), would likely need additional funds to support its growing home delivered meal program. The Finance and Budget Committee adopted a resolution in April 2019 allowing up to an additional \$600,000 of available funds to be allocated to VOA for home delivered meals. Since then, VOA submitted a lower request for additional funds of only \$250,000.

To help ensure that any remaining excess funds are spent, DRCOG solicited requests from current contractors that could use extra funds prior to fiscal yearend for their respective programs. Attached is a summary of proposed reallocations reflecting that all requests are accommodated. The proposed amounts are based on 1) having adequate need for the additional service and 2) the current level of available funds which includes an estimated \$300,000 reallocated from other contractors. Apart from VOA, the largest proposed allocation of \$100,000 to Colorado Gerontological Society is justified based on the agency's relatively large waitlist for hearing aids and eyeglasses.

Actual amounts awarded may change based on funds ultimately forfeited from other contractors. Any excess funds remaining after the contractor reallocations will be shifted into the allowable carryover of federal funds into the next fiscal year. Effectively, DRCOG does not expect to have to forfeit any of its pass-through funds at fiscal yearend.

The reallocations are reviewed by the Advisory Committee on Aging and in concurrence with CDHS. A summary of the final reallocation amounts will be presented to the Finance and Budget Committee in July 2019.

PREVIOUS DISCUSSIONS/ACTIONS

Finance and Budget Committee Resolution No. 11, dated May 16, 2018 continuing the annual contract with CDHS and allocating funds of up to \$16.5 million to AAA service contractors for SFY2019

Finance and Budget Committee Resolution No. 9, dated April 17, 2019 authorizing up to an additional \$600,000 of available funds for allocation to VOA's home delivered meal program in SFY2019

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to accept additional state funds of approximately \$217,000 from the Colorado Department of Human Services (CDHS) for the DRCOG Area Agency on Aging (AAA) and to allocate and distribute up to \$17.2 million in Older Americans Act (OAA) and State Funding for Senior Services (SSFS) funds to AAA contractors for the period of July 1, 2018 through June 30, 2019.

ATTACHMENT

1. Spreadsheet of the proposed allocation of additional funds by AAA provider
2. Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcoq.org; or Jayla Sanchez Warren, Director Area Agency on Aging, at 303-480-6735 or jswarren@drcoq.org.

FY2019 Proposed Allocation of Additional OAA/SFSS Funds

Provider	Service	Requested Funds	Proposed Funds	Current Allocation	Proposed Allocation	% Funds Change
A3	Visually impaired counseling and education	\$10,000.00	\$10,000.00	\$160,135.00	\$170,135.00	6%
City & County of Broomfield	Assisted transportation	\$10,000.00	\$10,000.00	\$332,000.00	\$358,000.00	3%
Colorado Gerontological Society	Material aids (hearing aids, eyeglasses)	\$100,000.00	\$100,000.00	\$886,102.00	\$986,102.00	11%
Douglas County Community Development	Assisted transportation	\$10,000.00	\$10,000.00	\$210,000.00	\$220,000.00	5%
Lutheran Family Service	Caregiver access assistance	\$14,629.00	\$14,629.00	\$29,477.00	\$44,106.00	50%
Seniors' Resource Center	Visually impaired material aid	\$4,000.00	\$4,000.00	\$13,212.00	\$17,212.00	30%
Seniors' Resource Center	Adult day/respite care	\$10,000.00	\$10,000.00	\$173,626.00	\$183,626.00	6%
Seniors' Resource Center	Chore	\$21,790.00	\$21,790.00	\$271,470.00	\$293,260.00	8%
Volunteers of America*	Home delivered meals	\$250,000.00	\$250,000.00	\$3,315,437.00	\$3,565,437.00	8%
Volunteers of America**	Capital purchases for central kitchen	\$17,187.00	\$17,187.00	\$1,341,472.92	\$1,358,659.92	1%
Totals		\$447,606.00	\$447,606.00	\$9,589,986.92	\$9,708,314.07	

* Up to \$600K was previously approved by Board F&B, VOA subsequently requested \$250K

** Contracted allocation pertains to congregate nutrition program

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2019

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT
ADDITIONAL STATE FUNDS OF APPROXIMATELY \$217,000 FROM THE
COLORADO DEPARTMENT OF HUMAN SERVICES (CDHS) FOR THE DRCOG
AREA AGENCY ON AGING (AAA) AND TO ALLOCATE AND DISTRIBUTE UP TO
\$17.2 MILLION IN OLDER AMERICANS ACT (OAA) AND STATE FUNDING FOR
SENIOR SERVICES (SFSS) FUNDS TO AAA CONTRACTORS FOR THE PERIOD OF
JULY 1, 2018 THROUGH JUNE 30, 2019

WHEREAS, DRCOG is the designated Area Agency on Aging (AAA) under the federal Older Americans Act (OAA) and the States Older Coloradans Act (OCA) for the eight-county metro region; and

WHEREAS, CDHS contracts with DRCOG to use OAA/SFSS funds to provide services to older adults and their caregivers throughout the region; and

WHEREAS, DRCOG is receiving additional state funds from CDHS of about \$217,000, increasing the amount of OAA/SFSS pass through funds in SFY2019 to approximately \$17.2 million; and

WHEREAS, DRCOG is able to allocate excess SFY2019 funds to current AAA service contractors;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to accept additional funds of approximately \$217,000 from the Colorado Department of Human Services for the Area Agency on Aging and to allocate and distribute up to \$17.2 million in OAA and SFSS funds to AAA service contractors for the period of July 1, 2018 through June 30, 2019.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2019 at Denver, Colorado.

Kevin Flynn, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH D

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
(303) 480-6701 or drex@drcoq.org

Meeting Date	Agenda Category	Agenda Item #
May 15, 2019	Action	5

SUBJECT

This action is related to amending an existing contract with UrbanSim, Inc. to support socioeconomic modeling and forecasting.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends adopting a resolution authorizing the Executive Director to amend a contract with UrbanSim, Inc. to include additional consulting services and cloud platform subscription to support socioeconomic forecasting for a total contract amount of approximately \$150,000.

ACTION BY OTHERS

N/A

SUMMARY

Background

DRCOG reviewed state-of-the-practice approaches to land use and socioeconomic modeling in the late 2000s and early 2010s. Ultimately, DRCOG collaborated with the developers of the UrbanSim methodology to develop and implement UrbanSim in the Denver region. UrbanSim simulates how the regional real estate market will respond to regulatory land use constraints and demand for new space.

DRCOG uses results from UrbanSim to spatially allocate regional forecasts for population and employment to smaller geographic areas. It is one of the primary ways the region can anticipate and plan for future travel demand and is fundamental to the regional transportation planning process.

When DRCOG began implementing UrbanSim, the only option available was to locally customize an open source version of the model. DRCOG built an internal team to develop and run a local implementation UrbanSim. In the latter half of 2018, the individuals on that team left DRCOG, requiring a fresh look at our land use modeling and forecasting capacity and tools.

DRCOG is committed to UrbanSim as our land use modeling platform, including investing significant time to improve the exchange of information between UrbanSim and DRCOG's travel model. The local implementation of the model, however, requires significant staff and data resources to build and maintain regional datasets the model consumes.

UrbanSim, Inc. now offers a cloud-based platform where it can support the UrbanSim model, model interface, and the development of new features to meet the needs of an

increasingly diverse client base. Shifting to the cloud-based approach is timely and will allow DRCOG staff to direct model and data development efforts toward:

1. improving customized local data inputs (i.e. integrating current and scheduled development activity), and
2. maximizing the value of model inputs and results for regional and local decision-making (i.e. opportunity to integrate publicly available data to share results more broadly without licensing restrictions, better interface to test and manage different growth and development scenarios).

Today's Discussion

Earlier this year, DRCOG initiated a contract with UrbanSim, Inc. (\$45,000) to explore the transition to the cloud-based tool. The existing contract runs through May 31, 2019. Based on the work initiated, or completed, under the existing contract, DRCOG's land use and transportation modeling staff are comfortable transitioning from our current locally hosted model to the cloud platform option.

DRCOG staff recommends amending the existing contract to complete development of the cloud-based model. Many of the expenditures in the amended contract will reflect the cost to build and test the model and to determine ongoing data development approaches, including new or revised datasets DRCOG will produce. This amount also includes a \$36,000 subscription fee. The annual subscription fee will become a recurring cost. The DRCOG 2019 Budget includes \$150,000 for consulting services to support socioeconomic modeling and forecasting, as well as the 2050 Metro Vision Regional Transportation Plan.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to amend an existing contract with UrbanSim, Inc., to support socioeconomic modeling and forecasting, with an overall project cost not to exceed \$150,000.

ATTACHMENTS

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org or Andy Taylor, Manager, Regional Planning at 303-480-5636 or ataylor@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2019

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND AN EXISTING CONTRACT WITH URBANSIM, INC. TO SUPPORT SOCIOECONOMIC MODELING AND FORECASTING, WITH THE OVERALL PROJECT COST NOT TO EXCEED \$150,000.

WHEREAS, the Denver Regional Council of Governments (DRCOG) reviewed state-of-the-practice approaches to land use and socioeconomic modeling in the late 2000s and early 2010s, choosing to develop and implement UrbanSim to represent how the regional real estate market will respond to regulatory land use constraints and demand for new space to spatially allocate regional forecasts for population and employment; and

WHEREAS, UrbanSim, Inc now has a cloud platform where it can support the UrbanSim model, model interface, and the development of new features among a broad client base, allowing DRCOG to direct staff efforts toward improving data inputs and maximizing the value of the results for regional and local decision-making; and

WHEREAS, DRCOG contracted with UrbanSim, Inc. in March 2019 to begin preparatory work in advance of the 2050 Metro Vision Regional Transportation Plan process; and

WHEREAS, the DRCOG 2019 Budget includes \$150,000 for consulting services to support socioeconomic modeling and forecasting, as well as the 2050 Metro Vision Regional Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Finance and Budget Committee authorizes the Executive Director to amend an existing contract with UrbanSim, Inc. to support socioeconomic modeling and forecasting, with overall project costs not to exceed \$150,000.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2019 at Denver, Colorado.

Kevin Flynn, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director