



**Agenda**  
**Finance and Budget Committee**  
**Wednesday, December 20, 2023**  
**5:30 p.m. – 6:00 p.m.**  
**Video/Web Conference**  
**Denver, CO**

Times listed with each agenda item are approximate. It is requested that all cell phones be silenced during the Board of Directors meeting. Persons in need of auxiliary aids or services, such as interpretation services or assisted listening devices, are asked to contact the Denver Regional Council of Governments at least 48 hours in advance of the meeting. If you have difficulty using this document's content, please email [access@drcog.org](mailto:access@drcog.org) or call 303-455-1000.

1. Call to order

**Consent agenda**

2. Move to approve Consent agenda
  - A. Summary of November 15, 2023 meeting  
(Attachment A)

**Action items**

3. Discussion of a resolution authorizing the Executive Director to allocate additional federal and state funds to AAA contractors totaling approximately \$1,600,000 for the state fiscal year ending on June 30, 2024.  
(Attachment B) Jayla Sanchez-Warren, Director, Area Agency on Aging
4. Discussion of a resolution authorizing the Executive Director to negotiate and execute contracts for approximately \$200,000 to projects allocated Human Services Transportation Set-aside funding beginning January 1, 2024 and ending December 31, 2024.  
(Attachment C) Travis Noon, Manager, Administration and Finance

**Administrative items**

5. Report of the Chair
6. Report of the Executive Director

**7. Next meeting – January 17, 2024**

8. Other matters by members

9. Adjourn



**Attachment A**

Summary of October 18, 2023 meeting

# Finance and Budget Committee Meeting Summary

Wednesday November 15, 2023

## Members Present

Colleen Whitlow, Chair	Mead
Claire Levy	Boulder County
Nicholas Williams	Denver County
Deborah Mulvey	Castle Pines
Paul Haseman	Golden
Stephen Barr	Littleton
Tom Mahowald	Nederland
Neal Shah	Superior

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

Chair Whitlow called the meeting to order at 5:40 p.m. with a quorum present.

## Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Summary of the October 18, 2023 Meeting
- Resolution authorizing the Executive Director to extend project completion date for contract number EX 22053 with Gravity Works to March 31, 2024, for the redesign and development of DRCOG's websites.
- Resolution authorizing the Executive Director to negotiate and execute a revised contract with ECONorthwest for Phase 1 and Phase 2 of the regional housing needs assessment for the DRCOG region in an amount not to exceed \$250,000 for an additional 12 month term.
- Resolution authorizing the Executive Director to amend the contract with OEDIT for Infrastructure Investment and Jobs Act (IIJA) grants navigation services extending the term to April 30, 2024.
- Resolution authorizing the Executive Director to extend the contract with EST, Inc. for the purpose of Infrastructure Investment and Jobs Act (IIJA) regional grants navigation services extending the term through April 30, 2024.

## Select a representative to the Nominating Committee

Executive Director Rex presented this item to the committee. The Nominating Committee consists of member representatives from the Performance & Engagement Committee, the Finance & Budget Committee, the Board, a member selected by the Board Chair, the Immediate Past Chair of the Board, and a Board member representing the City and County of Denver. At the January meeting each year, the Nominating Committee shall present to the Board nominations for Executive Committee members to be elected at the February meeting.

Director Haseman **moved** to select Stephen Barr of the Finance & Budget

Committee to the Nominating Committee. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with The Sanborn Map Company, Inc. (Sanborn) in an amount not to exceed \$750,000 and Nearmap in an amount not to exceed \$450,000 each for two year terms for 2024 and 2025 aerial imagery and related products and services.**

Ashley Summers provided an overview of the contract to the members. DRCOG has been facilitating regional data acquisition projects on behalf of member governments and regional partners since 2002. These parties requested that DRCOG coordinate the acquisition of imagery and related products during the 2024/25 project cycle. Sanborn has served as DRCOG's aerial imagery acquisition vendor since 2016. Sanborn provides a custom imagery product that is acquired and processed to our specifications once every project cycle. Nearmap provides imagery and related products and services twice a year as an off-the-shelf, supplemental solution. The procurement of imagery and related products and services will be funded by project partners, including member governments and regional, public entities like water utilities and RTD.

Director Haseman **moved** to adopt **Resolution No. 44, 2023**, authorizing the Executive Director to negotiate and execute a contract with The Sanborn Map Company, Inc. (Sanborn) in an amount not to exceed \$750,000 and Nearmap in an amount not to exceed \$450,000 each for two year terms for 2024 and 2025 aerial imagery and related products and services. The motion was **seconded** and **passed** unanimously.

**Presentation of the DRCOG 2022/2023 Audit.**

Paul Niedermuller, Clifton Larsen Allen, provided an overview of the audit to the committee. Each year, in accordance with the DRCOG Articles of Association, DRCOG shall obtain an annual audit of its financial transactions and expenditures. No findings were reported in this audit.

**Report of the Chair**

Chair Whitlow thanked members and staff and wished everyone a happy Thanksgiving.

**Report of the Executive Director**

Executive Director Rex noted that DRCOG was successful in applying for an Energy and Mineral Impact Assistance Fund grant for the regional housing assessment. DRCOG will apply for an additional \$200,000 from the same program to assist in the development of the regional housing strategy, planning to kick off in Summer 2024 and take approximately one year.

**Other Matters by Members**

There were no other matters by members.

**Next Meeting**

The next meeting is scheduled for December 20, 2023.

The meeting adjourned at 6:02 p.m.

## **Attachment B**

Discussion of a resolution authorizing the Executive Director to allocate additional federal and state funds to AAA contractors totaling approximately \$1,600,000 for the state fiscal year ending on June 30, 2024.

## **Finance and Budget Committee**

Meeting date: December 20, 2023

Agenda Item #: 3

### **Discussion of a resolution authorizing the Executive Director to allocate additional federal and state funds to AAA contractors totaling approximately \$1,600,000 for the state fiscal year ending on June 30, 2024.**

Agenda item type: Action

#### **Summary**

DRCOG staff is recommending allocating additional federal and state funds to current AAA contractors for 2023-2024.

#### **Background**

Upon receipt of an option letter from the State to receive federal Older Americans Act carryover funds, DRCOG informed AAA contractors of the opportunity to request additional funds to support their programs. Two-thirds of contractors responded with requests totaling approximately \$3.2 million. The requests outlined the projected additional service units and consumers they will be able to serve, together with explanations for needing the additional funds. The ACA funding subcommittee reviewed the requests and have made recommendations based on available funding of approximately \$1.6 million.

Funds allocated must be fully expended by the end of the state fiscal year ending on June 30, 2024.

#### **Action by others**

December 1, 2023 – Advisory Committee on Aging recommended approval.

#### **Previous discussions/actions**

n/a

#### **Recommendation**

Move to approve a resolution authorizing the Executive Director to allocate additional federal and state funds to AAA contractors totaling approximately \$1,600,000 for the state fiscal year ending on June 30, 2024.

#### **Attachments**

1. Recommended Additional Funds for FY24 Area Agency on Aging Contractors.
2. Draft resolution



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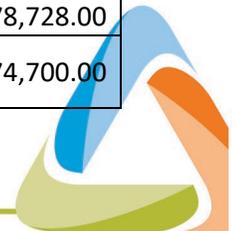
**For more information**

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or [drex@drcog.org](mailto:drex@drcog.org); or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or [jswarren@drcog.org](mailto:jswarren@drcog.org), or Sharon Day, Manager, AAA Business Operations Manager, at (303) 480-6705 or [SDay@drcog.org](mailto:SDay@drcog.org).



## Attachment: FY2024 DRCOG AAA Contractor Additional Funds Recommendations

Contract	Provider	Service	Additional Funds Requested	Additional Funds Recommended	Total Recommended Contract Funds
EX23043	A Little Help	Chore	\$21,650.00	\$11,000.00	\$67,250.00
EX23026	Aging Resources of Douglas County	Information & Assistance	\$75,000.00	\$35,000.00	\$135,000.00
EX23023	Alzheimer's Association	Caregiver Counseling	\$15,000.00	\$0.00	\$130,000.00
EX23037	Audio Information Network	Education	\$99,456.00	\$50,000.00	\$209,840.00
EX23027	Benefits in Action	Counseling	\$270,346.00	\$75,000.00	\$203,731.00
EX23027	Benefits in Action	Material Aid - Other Food	\$195,959.00	\$100,000.00	\$220,000.00
EX23036	Brothers Redevelopment	Information & Assistance	\$35,000.00	\$20,000.00	\$120,000.00
EX23036	Brothers Redevelopment	Chore	\$100,000.00	\$50,000.00	\$150,000.00
EX23058	Center for People with Disabilities	Counseling	\$12,000.00	\$5,000.00	\$57,000.00
EX23058	Center for People with Disabilities	Education	\$4,000.00	\$4,000.00	\$28,800.00
EX23028	City and County of Broomfield	Assisted Transportation	\$2,500.00	\$2,500.00	\$360,500.00
EX23040	Colorado Center for the Blind	Education	\$5,000.00	\$0.00	\$90,000.00
EX23040	Colorado Center for the Blind	Counseling	\$5,000.00	\$0.00	\$60,000.00
EX23030	Colorado Legal Services	Legal Assistance	\$175,000.00	\$90,000.00	\$685,000.00
EX23048	Colorado Visiting Nurse Association	EB Disease Prevention & Health Promo	\$30,960.00	\$30,960.00	\$200,960.00
EX20360	Denver Inner City Parish	Material Aid - Other Food	\$32,000.00	\$32,000.00	\$87,194.00
EX20360	Denver Inner City Parish	Information & Assistance	\$7,155.00	\$7,000.00	\$35,023.00
EX20360	Denver Inner City Parish	Education	\$7,312.50	\$0.00	\$28,023.00
EX20360	Denver Inner City Parish	Assisted Transportation	\$5,000.00	\$5,000.00	\$105,000.00
EX23031	Douglas County	Personal Care	\$93,254.50	\$46,000.00	\$234,758.00
EX23031	Douglas County	Homemaker	\$47,780.25	\$24,000.00	\$225,972.00
EX23031	Douglas County	Reassurance	\$3,987.00	\$3,000.00	\$78,728.00
EX23031	Douglas County	Assisted Transportation	\$98,210.00	\$75,000.00	\$374,700.00



EX23041	Jefferson Center for Mental Health	Counseling	-\$31,680.00	-\$31,680.00	\$95,036.00
EX23046	Jewish Family Service	Homemaker	\$59,249.00	\$30,000.00	\$341,865.00
EX23046	Jewish Family Service	Case Management	\$18,022.00	\$9,000.00	\$29,400.00
EX23046	Jewish Family Service	Material Aid - Other Food	\$23,167.00	\$23,000.00	\$75,741.00
EX23045	Project Angel Heart	Home Delivered Meals	\$200,005.64	\$200,000.00	\$776,141.00
EX23044	Senior Support Services	Screening	\$40,000.00	\$30,000.00	\$283,396.00
EX23065	Seniors' Resource Center	Caregiver Respite	\$600,000.00	\$200,000.00	\$700,721.00
EX23065	Seniors' Resource Center	Chore	\$50,000.00	\$25,000.00	\$378,787.00
EX23065	Seniors' Resource Center	Homemaker	\$139,000.00	\$60,000.00	\$401,826.00
EX23065	Seniors' Resource Center	Case Management	\$50,000.00	\$25,000.00	\$632,511.00
EX23064	Via Mobility Services	Assisted Transportation	\$600,000.00	\$300,000.00	\$2,085,300.00
EX23053	Volunteers of America	Chore	\$32,444.00	\$16,000.00	\$148,600.00
EX23053	Volunteers of America	Congregate Meals	\$48,387.13	\$48,000.00	\$4,018,356.00
EX23053	Volunteers of America	Capital Expenses	\$55,000.00	\$0.00	\$0.00
<b>Total</b>			<b>\$3,225,165.02</b>	<b>\$1,599,780.00</b>	<b>\$13,855,159.00</b>



Denver Regional Council of Governments  
State of Colorado

Finance and Budget Committee

Resolution No. 45, 2023

**A resolution authorizing** the Executive Director to allocate additional federal and state funds to AAA contractors totaling approximately \$1,600,000 for the state fiscal year ending on June 30, 2024.

**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 metropolitan region; and

**Whereas**, DRCOG receives federal and state funds for the AAA to provide services to older adults and their caregivers throughout the region and, accordingly, contracts with local service provider agencies; and

**Whereas**; DRCOG was allocated prior year carryover funds and intends to distribute funds to AAA service contractors who have requested additional funds to use through the end of June 2024;

**Now, therefore be it resolved** that the Finance and Budget Committee authorizes the Executive Director to allocate additional federal and state funds to AAA contractors totaling approximately \$1,600,000 for the state fiscal year ending on June 30, 2024.

**Resolved, passed, and adopted** this 20<sup>th</sup> day of December, 2023 at Denver Colorado.

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Colleen Whitlow, Chair  
Finance and Budget Committee  
Denver Regional Council of Governments

ATTEST:

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Douglas W. Rex, Executive Director

## **Attachment C**

Discussion of a resolution authorizing the Executive Director to negotiate and execute contracts for approximately \$200,000 to projects allocated Human Services Transportation Set-aside funding beginning January 1, 2024 and ending December 31, 2024.

## **Finance and Budget Committee**

Meeting date: December 20, 2023

Agenda Item #: 4

### **Discussion of a resolution authorizing the Executive Director to negotiate and execute contracts for approximately \$200,000 to projects allocated Human Services Transportation Set-aside funding beginning January 1, 2024 and ending December 31, 2024.**

Agenda item type: Action

#### **Summary**

DRCOG is requesting approval to negotiate and execute contracts for approximately \$200,000 in unspent Human Services Transportation (HST) TIP Set-aside funding to projects from the FY2024 combined call for project for HST, Federal Transit Administration Section 5310 funding and Older Americans Act/State Funding for Senior Services funds for transit projects.

#### **Background**

As part of the 2020-2023 TIP policy DRCOG had set-aside approximately \$1 million per year for Human Services Transportation (HST). DRCOG entered into an MOU with CDOT and RTD to swap the TIP funding for state FASTER funding to expand flexibility and project eligibility for the HST set-aside. DRCOG subsequently entered into an agreement with CDOT for each year of the HST. Due to projects coming in under budget from prior years there is approximately \$300,000 in unspent HST FASTER funding from 2021 and 2023. The contracts with CDOT are good through at least December 31, 2024

DRCOG released a call for projects in Fall 2022 for the HST, Federal Transit Administration Section 5310, and Older Americans Act/State Funding for Senior Services funds for transit projects in the region. DRCOG received proposals from 16 agencies requesting over \$10 million in transit funding. There was approximately \$8 million available between the 3 funding sources. DRCOG will award approximately \$200,000 of the \$300,000 unspent FASTER funding to projects from this call. The remaining unspent FASTER will be made available during the next HST call for projects in the Spring.

DRCOG was unable to come to an agreement with CDOT and RTD to make a swap for state FASTER funding for the HST as we have done in the prior TIP cycle. As such, DRCOG staff has worked to figure out a solution to honor the projects that were approved by the Board. The 2024 HST funding will be a combination of Congestion Mitigation and Air Quality funding as well as Multimodal Transportation and Mitigation Options Fund (MMOF) money.

DRCOG staff has been working with CDOT, FHWA and FTA to figure out what this set-aside will look like for 2024 and future years. CDOT will administer the MMOF funded projects, and has begun contracting to get that funding to the subrecipients early 2024. Since the MMOF projects and are also partially funded with unspent FASTER funding DRCOG is asking for



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approval to move the projects funded with unspent FASTER forward to execute the projects to begin in January 2024.

DRCOG will continue to work with CDOT, FHWA and FTA to get the remaining HST projects that are slated to be funded with CMAQ funding going. There are questions surrounding project eligibility and whether or not CDOT or DRCOG will administer the subawards that is currently being discussed. If needed, a separate resolution for the CMAQ funded projects under the 2024 HST will be brought to the committee.

#### **Action by others**

February 27, 2023 – Transportation Advisory Committee recommended approval.

March 15, 2023 – Regional Transportation Committee recommended approval.

April 19, 2023 – Board of Directors approved the projects.

#### **Previous discussions/actions**

n/a

#### **Recommendation**

Move to approve a resolution authorizing the Executive Director to negotiate and execute contracts for approximately \$200,000 to projects allocated Human Services Transportation Set-aside funding beginning January 1, 2024 and ending December 31, 2024.

#### **Attachments**

1. List of Human Services Transportation TIP Set-aside FASTER awarded projects.
2. Draft resolution

#### **For more information**

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or [drex@drcog.org](mailto:drex@drcog.org); or Travis Noon, Program Manager, Area Agency on Aging Grant Compliance, Administration and Finance, at 303-480-6775 or [tnoon@drcog.org](mailto:tnoon@drcog.org).



**2023-2024 Human Services Transportation TIP, FTA Section 5310, OAA/SFSS Transportation  
Request for Proposals Recommendations**

**DRCOG SFY2024 HST FASTER Carryover Awards**

<b>Agency</b>	<b>Proposal Name</b>	<b>Requested Service/Project</b>	<b>Prior HST FASTER Awards</b>
<b>A Little Help</b>	A Little Help with Transportation for Older Adults in Metro Denver	Software Upgrades	\$6,135.00
<b>A Little Help</b>	A Little Help with Transportation for Older Adults in Metro Denver	Mobility Management	\$13,435.00
<b>Boulder County</b>	Peak-to-Peak Volunteer Driver Pilot Program	Mobility Management	\$40,000.00
<b>Denver Regional Mobility &amp; Access Council, DRMAC</b>	Denver Regional Mobility & Access Council -Mobility Assistance Proposal	Mobility Management	\$74,250.00
<b>Via Mobility Services</b>	Via Mobility Services	Operating Assistance	\$76,000.00
		<b>Total</b>	<b>\$209,820.00</b>

Denver Regional Council of Governments  
State of Colorado

Finance and Budget Committee

Resolution No. 46, 2023

**A resolution authorizing** the Executive Director to negotiate and execute contracts for approximately \$200,000 to projects allocated Human Services Transportation Set-aside funding beginning January 1, 2024 and ending December 31, 2024.

**Whereas**, as part of the 2020-2023 TIP Policy DRCOG's Board of Directors set-aside \$1 million per year for Human Services Transportation; and

**Whereas**, DRCOG entered into an agreement with the Colorado Department of Transportation for the HST funding; and

**Whereas**; DRCOG awarded that funding to projects in the region that came in underspent and there is approximately \$300,000 in unspent HST funding from prior years that is available at least until December 31, 2024; and

**Whereas**; DRCOG conducted a call for projects which included making available approximately \$200,000 of that unspent funding and the remaining unspent funding will be made available in the next HST call for projects.

**Now, therefore be it resolved** that the Finance and Budget Committee authorizes the Executive Director to negotiate and execute contracts for approximately \$200,000 to projects allocated Human Services Transportation Set-aside funding beginning January 1, 2024 and ending December 31, 2024.

**Resolved, passed, and adopted** this 20<sup>th</sup> day of December, 2023 at Denver Colorado.

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Colleen Whitlow, Chair  
Finance and Budget Committee  
Denver Regional Council of Governments

ATTEST:

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Douglas W. Rex, Executive Director