



Administration Building  
West Hearing Room  
5334 S. Prince St.  
Littleton, CO 80120  
303-795-4630  
Relay Colorado 711

Kathleen Conti, District 1  
Nancy Sharpe, District 2  
Jeff Baker, Chair, District 3  
Nancy Jackson, Chair Pro Tem, District 4  
Bill Holen, District 5

## Study Session September 30, 2019

The Arapahoe County Board of County Commissioners typically holds weekly Study Sessions on Monday and Tuesday. Study Sessions (except for Executive Sessions) are open to the public and items for discussion are included on this agenda. Agendas (except for Executive Sessions agendas) are available through the Commissioners' Office or through the County's web site at [www.arapahoegov.com](http://www.arapahoegov.com). Please note that the Board may discuss any topic relevant to County business, whether or not the topic has been specifically noticed on this agenda. In particular, the Board typically schedules time each Monday under "Committee Updates" to discuss a wide range of topics. In addition, the Board may alter the times of the meetings throughout the day, or cancel or reschedule noticed meetings. Questions about this agenda? Contact the Commissioners' Office at 303-795-4630 or by e-mail at [commissioners@arapahoegov.com](mailto:commissioners@arapahoegov.com)

### Study Session Topics

**9:00 A.M. Calendar Updates (WHR)**  
*BoCC Administration Manager*

**9:45 A.M. BOCC Updates (WHR)**  
*Board of County Commissioners*

**11:00 A.M. \*Aurora At Home Tenant Based Rental Assistance HOME Funding (WHR)**

Discussion of a request from Housing and Community Development staff to amend the 2017 Aurora at Home (A@H) contract to increase the amount by an additional \$196,296

*Request: Information/Direction*

*Liana Escott, Community Development Administrator, Community Resources*  
*Linda Haley, Housing and Community Development Division Manager, Community Resources*  
*Don Klemme, Director, Community Resources*  
*Todd Weaver, Budget Manager, Finance*  
*Tiffanie Bleau, Senior Assistant County Attorney*

Documents:

[TBRA FUNDING 2019.PDF](#)

**Break**

**1:00 P.M. Administrative Meeting - Community Corrections Board Interview (BoCC Conference Room)**

*Board of County Commissioners*

**2:30 P.M. \*Drop In (WHR)**

*Board of County Commissioners*

**1. 2020 Open Space Grant Allocations**

Discussion of the recommended allocations and structure for the Open Space Grants Program for 2020

*Request: Information/Direction*

*Sandra Bottoms, Grants Program Specialist, Open Spaces*

*Shannon Carter, Director, Open Spaces and Intergovernmental Relations*

*Todd Weaver, Budget Manager, Finance*

*Tiffanie Bleau, Senior Assistant County Attorney*

Documents:

[BSR\\_DI\\_2020 OPEN SPACE GRANT ALLOCATIONS.PDF](#)

[OSTAB RECOMMENDATION 2020 GRANTS.PDF](#)

**\* To Be Recorded As Required By Law**

WHR - West Hearing Room

*Arapahoe County is committed to making its public meetings accessible to persons with disabilities.*

*Assisted listening devices are available. Ask any staff member and we will provide one for you.*

*If you need special accommodations, contact the Commissioners' Office at 303-795-4630 or Relay Colorado 711.*

*Please contact our office at least 3 days in advance to make arrangements.*



## Board Summary Report

**Date:** September 9, 2019

**To:** Board of County Commissioners

**Through:** Don Klemme, Director, Community Resources

**From:** Liana Escott, Community Development Administrator, Housing and Community Development Services

**Subject:** Tenant Based Rental Assistance (TBRA) Request for Aurora at Home (A@H)

### Request and Recommendation:

Housing and Community Development Staff is requesting to amend the 2017 A@H contract to increase the amount by an additional \$196,296. If this request is approved it would leave a balance of \$1,262,105 in HOME funds.

### Background

The County has funded A@H since 2013. A@H Has asked for an increase of their 2017 contract (\$93,972) by \$196,296. This will provide 9 households with one-year of TBRA assistance.

The TBRA program provides families, both homeless and at risk of becoming homeless, with rental assistance for a period of up to two years. While a family is a participant of the TBRA program, they pay a portion of their income towards rent and the HOME TBRA allocation covers the balance.

The A@H TBRA program is a collaborative effort between Arapaho County, the City of Aurora, the State of Colorado and multiple service agencies. The service agencies, including A/D Works work to help the families reach self-sufficiency through increasing employment opportunities, addressing mental health barriers and substance abuse issues.

This funding will allow for the assistance of the following rental compositions: 5 two bedrooms; 3 three bedrooms; and 1 four bedroom unit.

### Staff Recommendation

Staff recommends funding the TBRA request.

### Links to Align Arapahoe

Study Session: September 30, 2019

1. Enhance Quality of Life: The TBRA Program links to align Arapahoe by providing safe and stable housing to low income households.

### **Alternatives**

The BOCC may choose not to fund the TBRA HOME allocation request, or to fund at a different amount.

### **Fiscal Impact**

HOME funds are allocated by the U.S. Department of Housing and Urban Development. No County funds are affected.

### **Attorney Comments**

#### **Reviewed By:**

Liana Escott, Community Development Administrator  
Linda Haley, Housing and Community Development Division Manager  
Don Klemme, Community Resources Department Director  
Janet Kennedy, Finance Department Director  
Tiffanie Bleau, Assistant County Attorney



## Board Summary Report

**Date:** September 30, 2019  
**To:** Board of County Commissioners  
**Through:** Shannon Carter, Open Spaces and Intergovernmental Relations Director  
**From:** Sandra Bottoms, Grants Program Specialist  
**Subject:** **2020 Open Space Grant Cycle Allocations**

### Direction/Information

Open Spaces staff will provide information on the recommended allocations and structure for the Open Space Grants Program for 2020.

### Request and Recommendation

Request approval to move forward with the proposed allocations and structure for the 2020 grant cycle.

### Background

Since 2005, the Open Space grants program has awarded more than \$40 million to eligible entities for local park, trail, and open space projects. Grant categories, funding caps, and application criteria have continually evolved to encourage competitive, high quality projects and to meet the needs of our partner agencies. County staff have evaluated the success of recent grant cycles and considered feedback from grantees to develop recommended funding allocations for the grants program for 2020.

### Links to Align Arapahoe

Improve Services  
Optimize Use of Financial Assets  
Improve and Align Business Processes  
Improve Park, Trail, and Open Space Opportunities  
Improve Communication and Stakeholder Input

### Discussion

Based on an evaluation of the recent 2019 grant cycle and discussions with grantee agencies, staff recommend replicating the 2019 grant cycle structure for 2020. Significant changes made to the program in 2018 (increasing the maximum award amount for standard grants to \$500,000; increasing the maximum award amount for small grants to \$100,000; and adjusting the spring grant cycle timeline from a February application deadline/June 1<sup>st</sup> award to an April application deadline/August 1<sup>st</sup> award) have been in place for two years now and have been met with positive feedback from applicants. We believe that we can provide the greatest benefits to Arapahoe County's communities and citizens by offering the following grant opportunities in 2020:

Staff recommends allocating \$4 million for a single grant round in 2020, to be awarded in three categories as follows:

- Six or More Standard Grants: \$100,001 to \$500,000, 25% total project cost minimum cash match

- Up to Five Small Grants: \$1,000 to \$100,000, 10% total project cost minimum cash match
- Up to Five Planning Grants: \$1,000 to \$100,000, 10% total project cost minimum cash match

Applications should support Arapahoe County's funding priorities for outdoor recreation: park, trail, or open space improvements; land acquisition; planning; or environmental/cultural education.

The Grants Program fund is projected to have a balance of approximately \$5.3 million available for calendar year 2020. If all allocated grant funds are distributed, approximately \$1.3 million will roll forward into 2021. Staff recommends rolling this balance forward so that grant rounds remain competitive, which increases project quality and accountability.

*Grant Training Workshops:*

We anticipate offering two in-person grant training classes for potential applicants. Training material, including a video tutorial for using the online grant portal introduced in 2018, will be posted online for applicants to reference.

*Evaluation of Proposals:*

An evaluation team consisting of County staff and OSTAB members will review applications, conduct site visits, and rank proposals based on the merits of each project. Considerations will include scope, need, urgency, leveraging funds, budget, timeline, partnerships, and the capacity of the applicant to complete and maintain the project. Proposals will be funded in order of rank until allocated funds are exhausted.

**Alternatives**

Recommend approval, approval with changes, or denial.

**Fiscal Impact**

Twelve percent of annual revenue from the County Open Space Sales and Use Tax Fund is dedicated to the grants program. The fund balance is projected to exceed the recommendations for the 2020 cycle. If all proposed funds are awarded in 2020, approximately \$1.3 million will roll over into 2021.

**Concurrence**

On August 26, 2019, the Open Space and Trails Advisory Board (OSTAB) and Open Spaces staff made a joint recommendation to the BoCC (attached) to move forward with the suggested grants program allocations.

**Attorney Comments**

None

**Reviewed By**

Josh Tenneson, Grants and Acquisitions Manager  
Shannon Carter, Open Spaces and Intergovernmental Relations Director  
Tiffanie Bleu, Assistant County Attorney  
Janet Kennedy, Finance Director

**Attachments**

OSTAB Recommendation – August 26, 2019



## OSTAB Recommendation

**Date:** August 26, 2019  
**To:** Board of County Commissioners  
**From:** Open Space and Trails Advisory Board (OSTAB)  
**Subject:** **2020 Open Space Grant Allocations**

**OSTAB Recommendation:** After considering recommendations from Open Spaces staff, OSTAB recommends that the Board of County Commissioners approve the proposed \$4 million allocation for the 2020 Open Space Grants Program.

**Motion by:** Sharon Powers

**Seconded by:** Grider Lee

**Vote:**  6 Yes

0 No

0 Absent and Excused

0 Abstain

FIND YOUR SPACE