



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

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

### **Study Session** **November 10, 2020**

**The members of the Board of County Commissioners may attend study sessions virtually or in person, but due to social distancing requirements, presenters and the public may only attend virtually. The public may attend the study sessions (listening only) by calling 1-855-436-3656. The Board of County Commissioners may go into executive session during or at the conclusion of the study session as necessary to receive legal advice or discuss other confidential matters.**

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**

**11:00 A.M. Department Director Review (WHR)**

*Todd Weaver, Director, Finance  
Board of County Commissioners*

**11:30 A.M. Department Director Review (WHR)**

*Ron Carl, County Attorney  
Board of County Commissioners*

#### **Break**

**1:30 P.M. Department Director Review (WHR)**

*Bryan Weimer, Director, Public Works and Development  
Board of County Commissioners*

#### **Break**

**2:30 P.M. Department Director Review (WHR)**

*Michelle Halstead, Director, Communication and Administrative Services  
Board of County Commissioners*

**Break**

**3:15 P.M. \*Drop In**  
*Board of County Commissioners*

1. Colorado Works Maintenance Of Effort (MOE) Relief 2020-21  
Discussion of a request from Human Services regarding the SFY 2020-2021 Maintenance of Effort (MOE) Relief and a request for approval to decline the relief for Arapahoe County

*Request: Information/Direction*

*Suzanna Dobbins, Finance Division Manager, Human Services  
Cheryl Ternes, Director, Human Services  
Todd Weaver, Director, Finance*

Documents:

[BSR DROP-IN COLORADO WORKS MOE RELIEF 10-19-2020.PDF](#)

2. High Line Canal Conservancy Management And Facilitation Services  
Discussion of a request from Open Spaces for the Board of County Commissioners to approve an expenditure of \$89,000 with the High Line Canal Conservancy for the High Line Canal Collaborative management and facilitation services. The annual contract will have two options for renewal and will not exceed \$267,000 over the three years

*Request: Information/Direction*

*Brett Collins, Grants and Acquisitions Manager, Open Spaces  
Shannon Carter, Director, Open Spaces  
Todd Weaver, Director, Finance  
Tiffanie Bleau, Senior Assistant County Attorney*

Documents:

[BSR\\_SS\\_HLCC MANAGEMENT AND FACILITATION 11.10.20.PDF](#)  
[HLCC SERVICES AGREEMENT REQUEST 10.28.20.PDF](#)

3. Joint Project - High Line Canal Underpass At Parker And Mississippi Funding  
Discussion of a request from Open Spaces for the Board of County Commissioners to approve an expenditure of \$590,200 for cost overruns on the Pedestrian Underpass project on the High Line Canal Trail at South Parker Road and East Mississippi Avenue

*Request: Information/Direction*

*Brett Collins, Grants and Acquisitions Manager, Open Spaces  
Shannon Carter, Director, Open Spaces  
Todd Weaver, Director, Finance  
Tiffanie Bleau, Senior Assistant County Attorney*

Documents:

[BSR\\_SS\\_PARKER-MISSISSIPPI FUNDING 11.10.20.PDF](#)

**4:00 P.M. Administrative Meeting - State Budget And Community Corrections  
Impacts**

*Greg Romberg, Lobbyist*

*Brad Kamby, Judicial Services Division Manager, Community Resources*

*Don Klemme, Director, Community Resources*

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

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Colorado 711.*

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



## Board Summary Report

**Date:** October 19, 2020  
**To:** Board of County Commissioners  
**Through:** Cheryl Ternes, Human Services Department Director  
**From:** Suzanna Dobbins, Human Services Finance Division Manager  
**Subject:** Colorado Works Maintenance of Effort (MOE) Relief 2020-2021

**Direction/Information:** The Department of Human Services (Department) is providing information regarding the SFY 2020-2021 Maintenance of Effort (MOE) Relief and is seeking approval to decline the relief for Arapahoe County.

### Request

Human Services is requesting that the Board of County Commissioners provides approval to the Department to decline the Colorado Works MOE Relief for SFY 2020-2021.

### Background

The Department is responsible for the administration of the Colorado Works program which is known federally as Temporary Assistance for Needy Families (TANF). On October 14, 2020, the Department received notification that the State as a whole met the 2019 work participation rate requirement. As a result, statute allows the state to reduce the Colorado Works county maintenance of effort obligation from \$22.1 to \$16.6 million (\$5.5 million in MOE Relief).

The effect on Arapahoe County would be the reduction of MOE by \$560,127 and the reduction of the base allocation by the same \$560,127, from an initial allocation of \$15,199,516 to a new allocation of \$14,639,389. Since it anticipated that the full original allocation will be utilized, this reduction in MOE and allocation would have a negative impact on the overall spending ability of the Department.

### Links to Align Arapahoe

**Service First / Quality of Life:** The reduction of the County MOE would also reduce the overall allocation by the same amount. This reduction would negatively impact the Department's ability to provide services for clients. By maintaining our allocations, we can continue to provide the valuable benefits and services to help at-risk citizens in our county make strides towards self-sufficiency through economic security.

### Discussion and Alternatives

The Department has been given two (2) options:

	Total Allocation	Federal Funds	County MOE
Accept MOE Relief	\$14,639,389	\$12,953,855	\$1,685,534
Decline MOE Relief	\$15,199,516	\$12,953,855	\$2,245,661
<b>Increase / (Decrease)</b>	<b>(\$560,127)</b>	<b>\$0</b>	<b>(\$560,127)</b>

Human Services is projected to utilize \$15.76 million for Colorado Works in SFY 2020-2021, 91% of which will be used to meet the needs of citizens through Basic Cash Assistance Benefits and Supportive Services Benefits. Although this allocation is projected to be overspent by 3.7% (which equates to about \$560,000), it is anticipated that TANF reserves will be utilized to fully cover this deficit. (See Table 1)

Table 1. Colorado Works Allocation vs. Expenditures (Dollars in Millions)			
	SFY 2019-2020	SFY 2020-2021	SFY 2020-2021
	Actual	Decline MOE Relief	Accept MOE Relief
Allocation	\$14.56	\$15.20	\$14.64
Expenditures	\$15.30	\$15.76	\$15.76
<b>Under / (Over)</b>	<b>(\$0.74)</b>	<b>(\$0.56)</b>	<b>(\$1.12)</b>

Declining the MOE Relief would allow the Department to continue utilizing the full allocation. The projected deficit would remain at \$560,000 and TANF reserves would be available to offset the deficit without further using County Only dollars.

The alternative would be for the BoCC to accept the MOE relief. Accepting the MOE Relief would reduce the allocation and result in a larger deficit of approximately \$1,124,828 which is about 7.6% over our allocation. Additionally, this would decrease the balance of the TANF Reserves even further resulting in less reserves to serve clients in the event of an economic recession in the future.

### Fiscal Impact

Declining the MOE Relief would allow the Department to utilize the full allocation. The projected deficit of \$560,000 would be fully offset by the TANF reserves and would leave an ending TANF reserve of \$4.35 million. Maintaining a healthy reserve balance will allow us to continue serving our citizens in the event of an economic recession. (See Table 2). Additionally, we have already included the full MOE amount for this allocation in the 2021 County Budget.

Table 2. Colorado Works (TANF) Reserves Balance (Dollars in Millions)			
	SFY 2019-2020	SFY 2020-2021	SFY 2020-2021
	Actual	Decline MOE Relief	Accept MOE Relief
Beginning Balance	\$5.65	\$4.91	\$4.91
Increase / (Decrease)	(\$0.74)	(\$0.56)	(\$1.12)
<b>Ending Balance</b>	<b>\$4.91</b>	<b>\$4.35</b>	<b>\$3.79</b>

### Reviewed By:

Michael Valentine, Deputy County Attorney  
Todd Weaver, Finance Department Director



ARAPAHOE COUNTY  
COLORADO'S FIRST

## BOARD SUMMARY REPORT

**Date:** October 29, 2020

**To:** Board of County Commissioners

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

**From:** Brett Collins, Grants and Acquisitions Manager

**Subject:** High Line Canal Conservancy Management and Facilitation Services

### **Direction/Information**

Open Spaces staff will present information on a request for funding from the High Line Canal Conservancy (HLCC) for management and facilitation services for the High Line Canal Collaborative (Collaborative), formerly known as the High Line Canal Working Group.

### **Request and Recommendation**

Open Spaces staff recommends the Board of County Commissioners approve an expenditure of \$89,000 with the High Line Canal Conservancy for the High Line Canal Collaborative management and facilitation services. The annual contract will have two options for renewal and will not exceed \$267,000 over the three years. Please see the attached funding request from the HLCC.

### **Background**

Over the last year, the High Line Canal Conservancy, and the Collaborative leadership team, have created operating principles to make recommendations on expenditure of public and private funding to preserve and enhance the High Line Canal (Canal). The recently completed Plan for the Canal will guide the Collaborative's efforts as the partners work together on common goals.

### **Links to Align Arapahoe**

Increase Intergovernmental Cooperation  
Increase Community and Regional Partnerships  
Improve Park, Trail, and Open Space Opportunities  
Optimize Use of Resources  
Enhance Quality of Life

## **Discussion**

With the full support of Denver Water (the landowner of the Canal) and the other jurisdictions the High Line Canal passes through, the HLCC is uniquely qualified to oversee and carry out the management and facilitation for the Collaborative. Since 2015, The High Line Canal Conservancy has built the organizational capacity and obtained detailed knowledge to carry out the Plan for the High Line Canal, which was endorsed by all the jurisdictions. In addition, the Conservancy has demonstrated the ability to raise substantial private funds (\$5M) in partnership with the jurisdictions for the benefit of the Canal infrastructure and programs.

Per the Management and Facilitation Services Agreement with the HLCC, they will be responsible for the following tasks, including, but not limited to:

1. Provide central coordination and all record-keeping
2. Facilitate planning, budgets, work plans, and guiding documents
3. Assist with periodic updates to elected bodies in each jurisdiction
4. Facilitate the creation/coordination of operational, management, and maintenance guidelines and standards for the overall management of the Canal
5. Produce annual reports, meetings, surveys, and workshops including any necessary reports of program, project, and financial activity to include a statement of achievements, description of activities and services, value, and impact of The Collaborative, and financial statements
6. Provide skills and expertise uniquely available to support the partners and enhance the Canal, including participating when possible in visitor programs, stewardship, and education
7. Serve as the spokesperson for the Collaborative and its joint project work, including developing marketing materials for the Collaborative that create a compelling vision for contributed support and building donor confidence
8. Serve as the fiscal agent and partner to the Collaborative leading and guiding fundraising, and provide an annual reporting and summary of financial activity
9. Accept and administer funds obtained from governmental and non-governmental entities as required for joint projects and expend them in accordance with goals and work plans
10. Provide leadership, staffing, skills, and expertise to support donors/volunteers/resources in meeting Collaborative goals from funds raised for projects of The Collaborative
11. Facilitate completion of projects and programs as set forth in The Plan

## **Alternatives**

Approve, modify, or deny the request.

## **Fiscal Impact**

Arapahoe County Open Spaces Acquisition and Development funds will be used to fund the management and facilitation services at \$89,000 annually with two options to renew subject to

appropriation and termination provisions. The total compensation to be paid to the Conservancy under this Agreement shall not exceed \$267,000. The fund balance exceeds this amount.

**Reviewed By**

Brett Collins, Grants and Acquisitions Manager

Shannon Carter, Open Spaces and Intergovernmental Relations Director

Tiffanie Bleau, Assistant County Attorney

Todd Weaver, Director of Finance

**Attachments**

HLCC Services Agreement Request





**TO:** Arapahoe County Open Spaces  
**FROM:** High Line Canal Conservancy  
Harriet Crittenden LaMair, Executive Director  
**DATE:** October 28<sup>th</sup>, 2020

**SUBJECT:** High Line Canal Conservancy Service Agreement Request

The High Line Canal Conservancy (Conservancy) is thrilled to put forward this Service Agreement for the purpose of management and facilitation of The Canal Collaborative. The Canal Collaborative will bring together all of the jurisdictions and stormwater managers along the High Line Canal (Canal), along with Denver Water and the Conservancy, to do more for the Canal than any one entity could do alone. Over the past year, the Conservancy has fulfilled the services and facilitation that was previously provided by consulting contractors to Arapahoe County. This work has included:

- Managing and facilitating the High Line Canal Working Group Task Team (TT). HLCC staff have directed and managed the TT for over two years.
- Since March 2020, HLCC has managed and overseen all communications to the High Line Canal Working Group (HLCWG).
- Providing leadership and facilitation for subgroups of the HLCWG and TT to develop and revise documents formalizing The Canal Collaborative.
- Worked with all of the partners to resolve issues and create formalization documents that are aligned with partner constraints and desires.
- Providing professional legal advice and review of the documents needed for creation (MOU) and formalization of procedures for the Canal Collaborative.

The partners are currently reviewing the final draft MOU and Operating Procedures and over the coming months, we will secure agreement and signatures to make The Canal Collaborative a reality. Creation of this collaborative management structure has been a long time coming and our joint commitment and vision is what has ensured success to date. We look forward to fulfilling this critical management and facilitation role to ensure the Collaborative delivers on its promise to work together to enhance the Canal and collaborate for better long-term management of its natural and recreational resources. It is an honor to work with Arapahoe County to secure a vital future for the Canal – a future that will serve to improve the lives of millions of people for generations to come.

The High Line Canal Conservancy requests \$89,000 annually for three-years to fill this critical role facilitating, managing and administering The Canal Collaborative. We are deeply appreciative for your consideration. Please feel free to contact me with any additional questions or comments at [harriet@highlinecanal.org](mailto:harriet@highlinecanal.org) or 720-217-2056.

Sincerely,

A handwritten signature in black ink, appearing to read "Harriet Crittenden LaMair".

Harriet Crittenden LaMair, Executive Director  
High Line Canal Conservancy



## Board Summary Report

**Date:** October 29, 2020  
**To:** Board of County Commissioners  
**Through:** Shannon Carter, Open Spaces and Intergovernmental Relations Director  
**From:** Brett Collins, Grants and Acquisitions Manager  
**Subject:** Joint Project-High Line Canal Underpass at Parker & Mississippi Funding

**Direction/Information:** Open Spaces staff will present information on a cost overrun for the Pedestrian Underpass project on the High Line Canal Trail at South Parker Road and East Mississippi Avenue.

### Request and Recommendation

Open Spaces staff recommends the Board of County Commissioners approve an expenditure of \$590,200 for cost overruns on the Pedestrian underpass project on the High Line Canal at South Parker Road and East Mississippi Avenue.

### Background

In 2014, Arapahoe County completed a Feasibility Study for High Line Canal Crossings on behalf of the High Line Canal Working Group (HLCWG) to evaluate alternative improvements to roadway crossings of the High Line Canal Trail at nine locations within Arapahoe County.

One of the locations studied was where the High Line Canal Trail crosses Parker Road near the Mississippi Avenue intersection. The study's outcome recommended a pedestrian underpass at this location to remove an unsafe on-street crossing of Parker and Mississippi. The boundary between Denver and Arapahoe County approximately splits the intersection, with Denver on the northern half. Parker Road is a state highway (SH 83) owned and maintained by CDOT, although Denver operates the Mississippi Avenue signal.

In 2018, a partnership was formed between CDOT, Denver, and Arapahoe County to fund the pedestrian underpass, and a project budget was set at \$5,521,000. CDOT contributed \$3,201,000 (TIP Funding), Denver contributed \$1,160,000 and Arapahoe County contributed \$1,160,000.

### Links to Align Arapahoe

- Increase Intergovernmental Cooperation
- Increase Community and Regional Partnerships
- Improve Park, Trail, and Open Space Opportunities
- Improve Customer Experience
- Optimize Use of Resources
- Enhance Quality of Life

**Discussion**

Since 2018, Denver has conducted a design and bidding process and has awarded a construction contract to Ralph L. Wadsworth Construction for the project.

The project has experienced a cost overrun in the amount of \$1,180,400, making the total project cost \$6,701,400. Per the Intergovernmental Agreement with the City and County of Denver, Arapahoe County is responsible for 50% of any cost overruns, which is \$590,200. Below is a breakdown of the revised total expenses for each agency.

**Parker/Mississippi Underpass Revised Expenses**

CDOT (TIP Funding)	City & County of Denver	Arapahoe County	Project Total
\$3,201,000	\$1,750,200	\$1,750,200	\$6,701,400

Staff from Open Spaces and Public Works have reviewed the overrun and recommend approving the additional funding due to the high priority need for an underpass at this location. Any funding not spent on the project will be returned to the County.

**Alternatives**

Approve, modify, or deny the funding request.

**Fiscal Impact**

For this project, County funding in the amount of \$590,200 will come from the Open Spaces Acquisition and Development Fund. The fund balance exceeds this amount.

**Concurrence**

On February 26, 2018, Open Space and Trails Advisory Board (OSTAB) recommended the BoCC fund the project.

**Reviewed By:**

Brett Collins, Grants and Acquisitions Manager  
Shannon Carter, Intergovernmental Relations and Open Spaces Director  
Tiffanie Bleau, Assistant County Attorney  
Todd Weaver, Director of Finance