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**GRAND JUNCTION CITY COUNCIL
MONDAY, MAY 18, 2020**

**WORKSHOP, 5:30 P.M.
CITY HALL AUDITORIUM
250 N. 5TH STREET**

To become the most livable community west of the Rockies by 2025

1. Discussion Topics

- a. Board and Commission Assignments for City Council
- b. Consider Expenditure of HUD CDBG-CV Funds Allocated to the City of Grand Junction in the Amount of \$275,976

2. City Council Communication

An unstructured time for Councilmembers to discuss current matters, share ideas for possible future consideration by Council, and provide information from board & commission participation.

3. Next Workshop Topics

4. Other Business

What is the purpose of a Workshop?

The purpose of the Workshop is to facilitate City Council discussion through analyzing information, studying issues, and clarifying problems. The less formal setting of the Workshop promotes conversation regarding items and topics that may be considered at a future City Council meeting.

How can I provide my input about a topic on tonight's Workshop agenda?

Individuals wishing to provide input about Workshop topics can:

1. Send an email (addresses found here www.gjcity.org/city-government/) or call one or more members of City Council (970-244-1504);
 2. Provide information to the City Manager (citymanager@gjcity.org) for dissemination to the City Council. If your information is submitted prior to 3 p.m. on the date of the Workshop, copies will be provided to Council that evening. Information provided after 3 p.m. will be disseminated the next business day.
 3. Attend a Regular Council Meeting (generally held the 1st and 3rd Wednesdays of each month at 6 p.m. at City Hall) and provide comments during “Citizen Comments.”
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Grand Junction City Council

Workshop Session

Item #1.a.

Meeting Date: May 18, 2020

Presented By: Wanda Winkelmann, City Clerk

Department: City Clerk

Submitted By: Wanda Winkelmann

Information

SUBJECT:

Board and Commission Assignments for City Council

EXECUTIVE SUMMARY:

Each year the City Council reviews and determines which members of the City Council will represent the Council on various boards, committees, commissions, authorities, and organizations.

BACKGROUND OR DETAILED INFORMATION:

The City Council assigns its members to represent the governing body on a variety of Council appointed boards, committees, and commissions, as well as a number of outside organizations.

FISCAL IMPACT:

N/A

SUGGESTED ACTION:

Determine which members will serve on each board, commission, or authority as the Council representative and direct staff to bring forward a resolution for formal action on May 20, 2020.

Attachments

1. Council Assignments for May 18 Workshop

CITY COUNCIL FORMAL ASSIGNMENT WORKSHEET 2020/2021

External Agencies

Board/Organization	Meeting Day/Time/Place	2019/2020 Assignments/Number of Years Served	2020/2021 Assignments
Avalon Theatre Committee*	Third Thursday at 8:00 a.m.	N/A	N/A
Associated Governments of Northwest Colorado (AGNC)	3rd Wednesday of each month @ 9:00 am different municipalities	Kraig Andrews – 1 Year	
Business Incubator Center	1 st Wednesday of each month @ 7:30 am, 2591 Legacy Way	Phyllis Norris – 1 Year	
Colorado Municipal League Legislative Liaison	CML Office	Kraig Andrews – ~1 Year	
Colorado Water Congress	Meets 3-4 times a year in Denver	Anna Stout – 1 Year	
Downtown Development Authority/Downtown BID	2 nd and 4 th Thursdays @ 7:30 am @ DDA Offices, 437 Colorado, BID board meets monthly 2 nd Thursday	Anna Stout – 1 Year	
Grand Junction Economic Partnership	3rd Wednesday of every month @ 7:30 am @ GJEP offices, 122 N. 6 th Street	Duke Wortmann – 1 Year	
Grand Junction Housing Authority	4 th Monday @ 5:00 pm @ GJHA Offices at 8 Foresight Circle	Rick Taggart – 1 Year	
Grand Junction Regional Airport Authority	Usually 3 rd Tuesday @ 5:15 pm @ the Airport Terminal Building (workshops held the 1 st Tuesday)	Chuck McDaniel – 1 Year	
Grand Valley Regional Transportation Committee (GVRTC)	4 th Monday every other month @ 3:00 pm @ GVT Offices, 525 S. 6 th St., 2 nd Floor	Phyllis Norris – 1 Year	
Homeless Coalition	Meets on the 3 rd Thursday of the month at 10 a.m. at St. Mary's Hospital, 5 th	Chuck McDaniel – 1 Year Phyllis Norris – 1 Year	

	Floor, Saccomanno Room 3		
Horizon Drive Association Bus. Improvement Dist*	3rd Wednesday of each month at 10:30 a.m.	N/A	N/A
Las Colonias Development Corporation	Meets as needed and scheduled	Phyllis Norris – 2 years	
Mesa County Separator Project Board (PDR)	Quarterly @ Mesa Land Trust, 1006 Main Street	Mayoral Assignment	Mayoral Assignment
One Riverfront	3rd Tuesday of every other even month @ 5:30 p.m. in Training Room A, Old Courthouse	Rick Taggart – 1 Year	

Internal Boards

* = No Council representative required or assigned - City Council either makes or ratifies appointments - may or may not interview dependent on particular board

Board Name	Meeting Day/Time/Place	2019/2020 Assignments/Number of Years Served	2020/2021 Assignments
Commission on Arts and Culture*	4 th Wednesday of each month at 4:00 p.m.	Anna Stout – 1 Year	
Forestry Board	First Thursday of each month at 8:00 a.m.	N/A	Staff is requesting liaison for 2020-2021
Historic Preservation Board*	1 st Tuesday of each month at 4:00 p.m.	N/A	N/A
Parks Improvement Advisory Board (PIAB)	Quarterly, 1 st Tuesday @ noon @ various locations (usually Hospitality Suite)	Phillip Pe'a – 1 Year Alternate: Duke Wortmann – 3 Years	
Board Name	Meeting Day/Time/Place	2019/2020 Assignments/Number of Years Served	2020/2021 Assignments
Parks & Recreation Advisory Committee	1 st Thursday @ noon @ various locations (usually at Parks Administration Offices)	Phillip Pe'a – 1 Year	
Persigo Board (All	Annually and as needed	All	All

City and County Elected)			
Planning Commission*	2 nd and 4 th Tuesday at 6:00 p.m.	N/A	N/A
Property Committee	Meets as needed and scheduled	Chuck McDaniel – 1 Year Phyllis Norris – 2 years	
Riverview Technology Corporation	Annual meeting in January	Phyllis Norris – 1 Year	
Urban Trails Committee*	2 nd Tuesday of each month at 5:30 p.m.	N/A	N/A
Visit Grand Junction*	2 nd Tuesday of each month at 3:00 p.m.	N/A	N/A
Zoning Code Board of Appeals*	As needed	N/A	N/A



Grand Junction City Council

Workshop Session

Item #1.b.

Meeting Date: May 18, 2020

Presented By: Kristen Ashbeck, Principal Planner/CDBG Admin

Department: Community Development

Submitted By: Kristen Ashbeck

Information

SUBJECT:

Consider Expenditure of HUD CDBG-CV Funds Allocated to the City of Grand Junction in the Amount of \$275,976

EXECUTIVE SUMMARY:

The City of Grand Junction has received a special allocation of Community Development Block Grant (CDBG) funds via the 2020 CARES Act (CDBG-CV) to be used to prevent, prepare for and respond to the coronavirus (COVID-19) in the amount of \$275,976. The funds may be used for typical CDBG activities but must specifically be used in response to COVID-19 impacts. The funds may be expended immediately upon amendment of the 2019 CDBG Annual Action Plan (AAP) to include use of the CDBG-CV funds.

BACKGROUND OR DETAILED INFORMATION:

The U.S. Department of Housing and Urban Development (HUD) notified the City of Grand Junction on April 2, 2020 of its special allocation of CDBG funds to be used to address impacts of COVID-19. The funds, in the amount of \$275,976, known as CDBG-CV may be expended immediately upon amendment to the City of Grand Junction's 2019 Annual Action Plan (AAP) that was adopted in June 2019. Funds may be allocated to typical CDBG-eligible activities, provided they are in response to COVID-19 impacts in the following areas.

- Buildings and Improvements
- Economic Development
- Public Services
- Planning and Technical Assistance

Additional guidance provided by HUD:

- The typical 15% cap on services expenditure has been suspended by HUD
- 30% of funds may be used directly to meet urgent need; remaining 70% must benefit low- and moderate-income persons
- Intended to be gap funding – must not supplant other funds received e.g. SBA grants and must ensure no duplication of benefits
- Must amend 2019 CDBG AAP and apply for funds – HUD will expedite contract
- CDBG-CV can be used to reimburse expenditures made prior to execution of contract
- Must be expended by September 2022

FISCAL IMPACT:

The City will receive \$275,976 in CDBG-CV funds via the CARES Act to be allocated to new activities within an amended 2019 CDBG Annual Action Plan.

SUGGESTED ACTION:

A review team comprised of City and Western Colorado Community Foundation Staff reviewed the applications received on May 8, 2020 and provided initial funding recommendations as indicated on Attachment 2 for City Council discussion.

Attachments

1. CDBG-CV Applications Worksheet
2. CDBG-CV HUD Guidance

COMMUNITY DEVELOPMENT BLOCK GRANT COVID-19 FUNDS (CDBG-CV)						Total		
		CDBG-CV FUNDING ALLOCATION	\$275,976					
	AGENCY	PROJECT NAME	REQUEST	MIN REQUEST	TOTAL BUDGET	NOTES	REVIEW RECOMMENDATION	CITY COUNCIL ALLOCATION
1	Counseling and Education Center	Safer at CEC	\$7,463	\$3,000	\$9,700	During the pandemic all mental health services are being provided through teletherapy. For initial appointments, or for young children, meeting in person will assist with establishing better rapport before transitioning to teletherpay. To re-access the business environment, certain environmental changes and protocols need to be installed for everyone's safety. CDBG-CV Funds will be used for supplies, devices and environmental alterations that previously CEC did not need for base operations.	\$7,463	
2	Center for Independence	COVID Cross-Contamination Upgrades and Support for Food Sufficiency	\$4,405	\$2,840	\$5,405	CFI is partnering with Grand Valley Peace and Justice to create space in its commercial kitchen for food and basic material distribution to the homeless and persons experiencing food insecurity. CFI is upgrading exterior and interior furnishings with appropriate metal and plastic cleanable furniture in these areas where GV Peace and Justice conducts homeless case management and outreach. CFI will also add vinyl panels for privacy and security in exterior areas that have been gathering places for homeless overnight camping on the weekends. CDBG-CV funds would be used for the furnishings and fencing improvements and to purchase a new refrigerator for perishable foods. Furnishings are generally ineligible CDBG expenditures. Fence, Gate and Refrigerator = \$2,435	\$ -	
3	CMU Foundation	Maverick Relief Fund	\$25,000	\$10,000	\$150,000	Impacts from COVID-19 are jeopardizing the education of CMU students due to financial strain and hardship and other impacts that are beyond students' abilities to continue their education. Many seek assistance from CMU because they or members of their families have lost employment making it difficult to pay critical expenses such as rent, groceries, childcare and healthcare costs. CDBG-CV funds would be used to help offset these costs.	\$ -	
4	Community Food Bank	Equipment Request	\$45,000	\$20,000	\$117,900	The Community Food Bank provides much needed food to residents during this time of need. The bank has maintained a drive-up and walk-up distribution operation every M/T/Th afternoon and launched a new food box delivery program in collaboration with local partners to serve homebound and vulnerable community members experiencing hunger. The Bank is currently serving 100 households through drive-up and 250 households through delivery so up to 300-350 households a week are receiving food each week. For reference, in 2019, the Bank served 588 households for the entire month. CDBG-CV funds will be used to purchase a hydraulic pallet lift, walk-in cooler and walk-in freezer. The Food Bank indicates approximately 70% of the clients live within the City limits so CDBG-CV can fund 70% of total project cost.	\$45,000	

5	EUREKA! McConnell Science Museum	Emergency COVID STEAM Childcare and Education	\$10,000	\$7,500	\$20,000	EUREKA! Is one of the largest youth-serving organizations on the Western Slope and has most recently expanded to provide Emergency COVID STEAM Childcare Camps. These programs are in compliance with CDPHE and Mesa County Health Department guidelines. When parents were contacted the programs filled overnight and a second classroom filled in 2 days. EUREKA! has the ability and space to provide additional childcare and educational support and charge \$20/child per day which is less than the usual \$35/day fee. CDBG funds would allow all low-income and moderate income children to attend for free via scholarships and provide additional staff support such as training courses and certifications to grow the program. Camps would continue into the summer.	\$12,435	
6	Grand Junction Housing Authority	GJHA Client Assistance	\$150,000	\$125,000	\$170,000	COVID-19's economic impact disproportionately affects our community's most vulnerable. For households who receive a HUD subsidy, swift changes to household income calculations allow for increased rental assistance. However, 215 GJHA households do not have a HUD subsidy. For some, Federal relief will help, but many will continue to face difficulties paying rent and utilities. The moratorium on evictions for non-payment of rent only helps keep these families in their homes now and does not help them with past-due rent amounts in the future. Given the uncertainty of the length of COVID's impacts, economic hardship may last for months, if not longer. CDBG-CV funds would be used to help GJHA households avoid potential homelessness by keeping rent current and utilities from being disconnected. The estimated funding anticipates between 50-75 households needing assistance, based on actual rent not paid in April and May 2020.	\$ 123,653	
7	Grand Valley Catholic Outreach	COVID-19 Financial Aid	\$25,000	\$15,000	\$25,000	CDBG funds would be used for utility payments (not covered by EOC) and food for those impacted by COVID-19. Funds traditionally allocated for these channels cannot meet the increased demand for these newly unemployed people. GVCO has secured funding for rental assistance and some for food that was rapidly utilized. The utility funds will be disbursed under the same strict guidelines that are applied to all categories of financial aid. The food will be distributed in Emergency Food boxes that can be requested once monthly.	\$ 25,000	

8	Hilltop Community Resources Inc.	Hilltop COVID Relief	\$35,000	\$20,000	\$75,000	Hilltop is requesting CDBG-CV funds to sustain essential services to the vulnerable population they serve in Grand Junction. The CDBG-CV funds would assist in providing additional immediate relief to those individuals and families most susceptible during this time, keep residential clients and staff safe and healthy, and link families to necessary services. 1) Provide families and those leaving the domestic violence safehouse with rental assistance, security deposit, and utility assistance. 2) Staffing – staff time to coordinate services, evaluate client requests, and assist with community referrals and resources. 3) Provide families with direct emergency assistance (gas/food gift cards, diapers, bus pass, school supplies)	\$	35,000
9	Karis, Inc. on behalf of Mesa County Homeless Services Providers COVID-19 Response Team	COVID-19 Quarantine Housing for Homeless Individuals	\$100,000	\$10,000	\$282,174	The community COVID-19 Response Team will utilize CDBG-CV funds to provide temporary housing, services and food for high risk individuals, allowing them to quarantine safely through payment of hotel costs. The Team estimates that 21 individuals in homeless camps will need these services for 40 weeks, through the flu season. The project will build on Karis' partnerships with two hotels (Ramada and Travel Lodge) in Grand Junction who are already providing rooms to homeless individuals at a low cost.	\$	-
10	Marillac Clinic, Inc.	Clinic COVID -19 Safety Improvements	\$7,425	\$7,425	\$7,625	In response to Colorado's COVID-19 outbreak, Governor Jared Polis issued a directive to cease all oral health services throughout the State with the exception of dental emergency procedures. Based on Colorado's metrics, effective 4/27/20 the governor announced permission to restart elective dental procedures contingent on 13 requirements to prevent the spread of COVID-19 including "viable methods to eliminate, reduce, or contain aerosol production during dental care". CDBG-CV funds would be used to purchase 15 ultra-violet lamps for air sanitation, to remove harmful aerolized substances from dental operatories and sterilization room. Since 40% of patients reside within the City limits, only 40% of the total budget may be funded by CDBG.	\$	7,425
11	Riverside Educational Center	Emergency Services	\$25,000	\$1	\$25,000	Through COVID-19, REC continues to support students academically, socially and emotionally. REC tutors and staff are utilizing online platforms to ensure academic progress, assess mental health, identify increasing family needs due to economic instability and offer friendship, support and trust. 76% of REC families qualify for the free/reduced lunch program and were already struggling before COVID-19. REC has implemented food delivery for its families, through individual donors REC has been able to provide support for utility bills, medical bill co-pays, and rent assistance and funds have been exhausted. CDBG-CV funds will be utilized for identified emergency household situations including food, utility bills, rent assistance, other non-food grocery items and to help with internet access.	\$	10,000

12	STRIVE	Basic Needs Assistance for IDD Clients Experiencing Job Loss/Reduction	\$10,000	\$1	\$86,750	CDBG-CV funds would be used to assist individuals who are employed through STRIVE's Vocational Services program. 93 clients are experiencing layoff or significant reduction in employment hours and 34 more are expected as a direct result of COVID-19; all of which rely on employment income to supplement their basic needs. STRIVE is providing temporary financial assistance with rent, utilities and grocery purchase which is averaging \$250 per individual per month. The requested funds will assist 40 individuals for one month while STRIVE assists clients transitioning back to their previous jobs or finding alternative employment.	\$ 10,000	
TOTAL REQUESTS			\$444,293	\$220,767			\$ 275,976	

\$0

Potential Activities

Public Services – Various components of CDBG included within the 15% public service cap can be used to support youth, senior, and low- to moderate-income populations with transportation, health services and subsistence payments. It is important to remember that while supporting these populations during an emergency situation, the activity designs must still fit within the traditional CDBG framework.

Economic Development – As this situation impacts the local economy, grantees may use CDBG funds to provide operating capital in the form of loans, loan guarantees and grants to assist for-profit businesses to create or retain jobs for low- to moderate-income persons. Underwriting, loan portfolio management and economic development program standards must be in place, and national objective documentation tracked and maintained.

Public Facilities - Broadly interpreted to include all facilities that are either publicly owned or owned by a nonprofit, and operated so as to be open to the general public, public facilities include those used for healthcare, seniors, youth center, fire stations and other infrastructure. Grantees can use CDBG funds to acquire, construct or improve these facilities for use in emergency situations. Buildings for the general conduct of government are excluded.

Interim Assistance - Allows for an expanded use of CDBG during an emergency to arrest related health conditions, cleanup activities and other improvements to public and private property. As for documentation, the grantee's chief executive officer must determine that emergency conditions threatening the public health and safety exist in the area and require immediate resolution.

Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response
REVISED April 6, 2020

Grantees should coordinate with local health authorities before undertaking any activity to support state or local pandemic response. Grantees may use Community Development Block Grant (CDBG) funds for a range of eligible activities that prevent and respond to the spread of infectious diseases such as the coronavirus.

Examples of Eligible Activities to Support Coronavirus and Other Infectious Disease Response

<i>For more information, refer to applicable sections of the Housing and Community Development Act of 1974 (for State CDBG Grantees) and CDBG regulations (for Entitlement CDBG grantees).</i>	
Buildings and Improvements, Including Public Facilities	
Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.
Assistance to Businesses, including Special Economic Development Assistance	
Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease.
	Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

Provision of New or Quantifiably Increased Public Services	
Following enactment of the CARES Act ¹ , the public services cap ² has no effect on CDBG-CV grants and no effect on FY 2019 and 2020 CDBG grant funds used for coronavirus efforts. <i>See section 105(a)(8) (42 U.S.C. 5305(a)(8)); 24 CFR 570.201(e).</i>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry-out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.
Planning, Capacity Building, and Technical Assistance	
States only: planning grants and planning only grants. <i>See section 105(a)(12).</i>	Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State's 20 percent administration, planning and technical assistance cap.
States only: use a part of to support TA and capacity building. <i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i>	Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State's 3 percent administration, planning and technical assistance cap.
Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i>	Gather data and develop non-project specific emergency infectious disease response plans.

Planning Considerations

Infectious disease response conditions rapidly evolve and may require changes to the planned use of funds:

- CDBG grantees must amend their Consolidated Annual Action Plan (Con Plan) when there is a change to the allocation priorities or method of distribution of funds; an addition of an activity not described in the plan; or a change to the purpose, scope, location, or beneficiaries of an activity (24 CFR 91.505).
- If the changes meet the criteria for a "substantial amendment" in the grantee's citizen participation plan, the grantee must follow its citizen participation process for amendments (24 CFR 91.105 and 91.115).
- Under the CARES Act, CDBG grantees may amend citizen participation and Con Plans concurrently in order to establish and implement expedited procedures with a comment period of no less than 5-days.

Resources

The Department has technical assistance providers that may be available to assist grantees in their implementation of CDBG funds for activities to prevent or respond to the spread of infectious disease. Please contact your local CPD Field Office Director to request technical assistance from HUD staff or a TA provider.

- Submit your questions to: CPDQuestionsAnswered@hud.gov
- Coronavirus (COVID-19) Information and Resources: <https://www.hud.gov/coronavirus>
- CPD Program Guidance and Training: <https://www.hudexchange.info/program-support/>

¹ On March 27, 2020, President Trump approved the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). The CARES Act makes available \$5 billion in CDBG coronavirus response (CDBG-CV) funds to prevent, prepare for, and respond to coronavirus.

² Section 105(a)(8) of the HCD Act caps public service activities at 15 percent of most CDBG grants. Some grantees have a different percentage cap.