



Administration Building  
East 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

**Public Meeting**  
**October 22, 2019**  
**9:30 AM**

The Board of County Commissioners holds its weekly Public Hearing at 9:30 a.m. on Tuesdays. Public Hearings are open to the public and items for discussion are included on this agenda. Items listed on the consent agenda are adopted with one vote. Items listed under regular business are considered separately. Agendas are available through the Commissioners' Office or through the County's web site at [www.arapahoegov.com](http://www.arapahoegov.com). Questions about this agenda, please contact the Commissioners' Office at 303-795-4630 or by e-mail at [commissioners@arapahoegov.com](mailto:commissioners@arapahoegov.com).

**AGENDA**

**1. OPENING**

**1.a. CALL TO ORDER**

Arapahoe County Board of County Commissioners

**1.b. INTRODUCTION**

Ron Carl, County Attorney

Joleen Sanchez, Clerk to the Board Administrator

**1.c. ROLL CALL**

**1.d. PLEDGE OF ALLEGIANCE**

**2. MODIFICATION TO THE AGENDA**

**3. ADOPTION OF THE AGENDA**

**4. CITIZEN COMMENT PERIOD**

Citizens are invited to speak to the Commissioners on non-agenda items. There is a 3-minute time limit per person, unless otherwise noted by the Chair.

**5. APPROVAL OF THE MINUTES**

**5.a. BOCC Public Meeting Minutes: October 1, 2019**

Documents:

**6. CONSENT AGENDA**

**6.a. Tenant Based Rental Assistance Request for Aurora at Home**

Adoption of a resolution to amend the 2018 Aurora at Home contract to increase the amount by an additional \$196, 296 to provide nine households with one year of tenant based rental assistance

*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 FINAL.DOCX](#)  
[A AT HOME FUNDS RESOLUTION.DOCX](#)  
[AGREEMENT A AT HOME.DOCX](#)

**6.b. Veteran Services Office Report - September 2019**

Acceptance of the Veterans Services Office Report from September 2019

*Linda Haley, Senior Resources Division Manager, Community Resources*

*Tim Westphal, Veterans Service Officer Community Resources*

*Don Klemme, Director, Community Resources*

Documents:

[10-2019 BSR SEPTEMBER.PDF](#)

**7. GENERAL BUSINESS ITEMS**

**7.a. There are no Public Hearing or General Business resolutions to consider**

**8. COMMISSIONER COMMENTS**

**\*Denotes a requirement by federal or state law that this item be opened to public testimony. All other items under the "General Business" agenda may be opened for public testimony at the discretion of the Board of County Commissioners.**

*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.*

**MINUTES OF THE ARAPAHOE COUNTY  
BOARD OF COUNTY COMMISSIONERS  
TUESDAY, OCTOBER 1, 2019**

At a public meeting of the Board of County Commissioners for Arapahoe County, State of Colorado, held at 5334 South Prince Street, Littleton, Colorado 80120 there were:

<b>Jeff Baker, Chair</b>	<b>Commissioner District 3</b>	<b>Present</b>
<b>Nancy Jackson, Chair Pro-Tem</b>	<b>Commissioner District 4</b>	<b>Absent and Excused</b>
<b>Kathleen Conti</b>	<b>Commissioner District 1</b>	<b>Present</b>
<b>Nancy Sharpe</b>	<b>Commissioner District 2</b>	<b>Present</b>
<b>Bill Holen</b>	<b>Commissioner District 5</b>	<b>Present</b>
<b>Ron Carl</b>	<b>County Attorney</b>	<b>Present</b>
<b>Joan Lopez</b>	<b>Clerk to the Board</b>	<b>Absent and Excused</b>
<b>Joleen Sanchez</b>	<b>Clerk to the Board Administrator</b>	<b>Present</b>

when the following proceedings, among others, were had and done, to-wit:

**CALL TO ORDER**

Commissioner Baker called the meeting to order.

**INTRODUCTIONS**

**ROLL CALL**

Commissioner Jackson was absent and excused.

**PLEDGE OF ALLEGIANCE**

**MODIFICATION(S) TO THE AGENDA**

There were no modifications to the agenda.

**ADOPTION OF THE AGENDA**

**The motion was made by Commissioner Conti and duly seconded by Commissioner Holen to adopt the Agenda as presented.**

**The motion passed 4-0, Commissioner Jackson absent and excused.**

**CITIZEN COMMENT PERIOD**

There were no citizen comments on this date.

## **APPROVAL OF THE MINUTES**

**The motion to approve the minutes from the September 10, 2019 Public Meeting was made by Commissioner \_Holen, duly seconded by Commissioner Conti.**

**The motion passed 4-0, Commissioner Jackson absent and excused.**

## **CEREMONIES**

There were no ceremonies on this date.

## **CONSENT AGENDA**

**The motion was made by Commissioner Sharpe, duly seconded by Commissioner Holen to approve the consent agenda as presented.**

**The motion passed 4-0, Commissioner Jackson absent and excused.**

## **GENERAL BUSINESS ITEMS**

There were no general business items on this date.

## **COMMISSIONER COMMENTS**

Commissioner Holen acknowledged the passing of Mort Marks.

**There being no other business before the Board, Commissioner Baker adjourned the meeting at 9:34 a.m.**

---

**JOAN LOPEZ, CLERK TO THE BOARD**

**BY JOLEEN SANCHEZ, CLERK TO THE BOARD ADMINISTRATOR**



## Board Summary Report

**Date:** October 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:

At a Study Session on September 30, 2019, the Board of County Commissioners (BoCC) directed the Housing and Community Development Staff to set the following item for Consent Agenda: Amend the 2018 A@H contract to increase the amount by an additional \$196,296.

### Background

The County has funded A@H since 2013. A@H has asked for an increase of their 2018 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

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

**RESOLUTION NO.**

It was moved by Commissioner \_\_\_\_\_ and duly seconded by Commissioner \_\_\_\_\_ to approve amending the HOME 2018 contract with Aurora at Home HOME funds in the amount of up to \$196,296 for one year (ending October, 31, 2020) for the Tenant Based Rental Assistance Program.

The vote was:

Commissioner Baker, ; Commissioner Conti,; Commissioner Holen,; Commissioner Jackson,;  
Commissioner Sharpe,.

**AMENDMENT NUMBER ONE TO THE  
HOME INVESTMENT PARTNERSHIP AGREEMENT**

**SUBGRANTEE: The Aurora Housing Authority  
PROJECT NAME: Tenant Based Rental Assistance 2019**

This Second Amendment is made by and between The Aurora Housing Authority (SubGrantee) and the Board of County Commissioners of Arapahoe County, State of Colorado, (County) for the conduct of a HOME Project.

WHEREAS, the SubGrantee agreed to complete the project known as the Tenant Based Rental Assistance (Project) and entered into a HOME Invest Partnership Agreement (Agreement) with the County, dated April 1, 2018; and WHEREAS, the SubGrantee has expended all HOME funds and has been awarded an additional HOME grant of \$196,296 to be expended by October 31, 2020.

NOW, THEREFORE, for the mutual consideration of the parties, the receipt and sufficiency of which are hereby acknowledged, the County and the SubGrantee agree that the completion date shall be to October, 31 2020.

All other terms, conditions and sections of the original Community Development Block Grant Agreement not inconsistent with this Amendment are reaffirmed and incorporated herein by this reference.

To the County:           Arapahoe County Housing & Community Development  
                                  1690 W. Littleton Blvd., Suite 300  
                                  Littleton, CO 80120-2069

To the Subgrantee:     Aurora Housing Authority  
                                  2280 S Xanadu Way  
                                  Aurora, Co 80014

In Witness Whereof, the Parties have caused this Amendment to be duly executed this \_\_\_\_\_ day of,

\_\_\_\_\_.

SubGrantee: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Arapahoe County:

Name & Title: \_\_\_\_\_



Signature: \_\_\_\_\_

Board of County Commissioners  
Arapahoe County, Colorado

\_\_\_\_\_  
Don Klemme on behalf of the Board of County Commissioners  
Pursuant to Resolution #190049



## **Board Summary Report**

**Date:** 10/09/2019  
**To:** Board of County Commissioners  
**Through:** Don Klemme, Community Resources Department Director  
**From:** T.J. Westphal, County Veterans Service Officer  
**Subject:** Veterans Service Officer Summary Report

**Direction/Information:**

The purpose of this report is to communicate the services provided to veterans and their families by the Arapahoe County Veterans Service Officer during the month of September, 2019.

**Background**

The Colorado Department of Veterans Services requires assistance to veterans and their families in compliance with Sections 28-5-801 et seq., Colorado Revised Statutes, in receiving their benefits such as, but not limited to:

**Burials:**

- Provide veterans within Arapahoe County the information regarding their burial allowance
- Advise and assist family members of veterans collection of death pension

**Health Services:**

- Assist veterans in processing claims for medical benefits
- Assist and coordinate with veterans' Medicaid cases

**Claims:**

- Prepare, present and appeal claims for VA benefits on behalf of Arapahoe County veterans and their dependents

**Links to Align Arapahoe**

The services provided to veterans through our Veterans Services Office link to the Align Arapahoe Initiatives of Quality of Life and Service First. By connecting veterans to the resources available for them and assisting them with claims which may increase their available income, quality of life is improved. Service First is met through the timely and professional delivery of services to all veterans and family members who work with the Veterans Service Office.

## **BoCC Consent Agenda**

### **Discussion**

Arapahoe County Veterans Services provides full-time assistance to veterans and their families as required by state statutes.

### **Alternatives**

This document is a state form required by the State of Colorado to be submitted monthly as application for monetary benefits payable to the County General Fund in accordance with Section 28-5-707 Colorado Revised Statutes.

### **Fiscal Impact**

The County receives \$29,400 annually for the services provided to veterans in Arapahoe County. There is also a positive fiscal impact to individual veterans through successful claims recoveries. **Note:** *As of January, 2019 the annual amount received by the County from the State of Colorado increased from \$23,400.*

### **Concurrence**

This report was presented to Donald A. Klemme, Community Resources Department Director, who recommends approval and signature by the Board of County Commissioners.

### **Attorney Comments**

If appropriate, include this section.

### **Reviewed By:**

Although physical signatures are not required, the BSR must still be reviewed by all necessary departments prior to submitting. You **MUST** provide sufficient time for finance and county attorneys to review your document prior to being submitted. The names of the individuals that have approved must be listed below.

T.J. Westphal, County Veterans Service Officer  
Linda Haley, Senior Resources Division Manager  
Don Klemme, Community Resources Department Director



**ARAPAHOE COUNTY**  
**VETERANS SERVICE OFFICE**

## **Arapahoe County Veterans Service Office September 2019 - Summary Report**

For the month of September, 2019:

- The County Veterans Service Office prepared, presented and appealed claims for federal benefits to the Department of Veterans Affairs. The office also administered the Veterans Trust Fund for emergency financial assistance. Staff conducted all daily operations to include meeting with veterans and/or their dependents, conducting community outreach, processing legal correspondence and fielding calls related to claims, resource referrals and general inquiries.

- **Goals and Objectives:**

- Total phone calls processed: **1157**
  - Specific to current claim action/status: **101**
  - Appointments, referrals, general inquiries: **1056**
- Scheduled/walk-in appointments/home visits: **77**
- Claims for federal benefits filed to the VA: **31**
- Other applications and claim correspondence: **47**
- Requests for military records and corrections: **7**
- Veterans Trust Fund requests granted: **4**
- New favorable award notifications received: **28**
  - 2019 Favorable decisions to date: **268**
  - 2019 VA claim award recoveries to date: **\$3,203,637.04**

- **Training, Outreach and Community Events:**

- 09/03/19 – 09/30/19 Training: In-office Training & Onboarding of New BA III
- 09/12/19 Outreach: Arapahoe County Human Services Resource Fair

Respectfully Submitted,

T.J. Westphal  
County Veterans Service Officer  
Arapahoe County, Colorado



**Colorado Department of Military and Veterans Affairs  
County Veterans Service Officers Monthly Report and Certification of Pay**

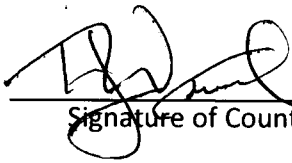
**County of ARAPAHOE Month of SEPTEMBER 2019**

General Information		Request for Medical Records	
Telephone Calls	1157	21-4142 & 21-4142a	5
Office Visits	77	Military Records/Corrections	
Home Visits	0	SF180	2
Outreach Visits	1	DD149	0
Community Events	0	DD293	0
Request for Medal	0	NA 13075	0
Operation Recognition	0	NA 13055	0
Correspondence Rec'd	380	NSC Pension	
Correspondence Written	413	21-527EZ	1
Info/Referral/Inquiries	979	21-8416	0
VCAA Notice / 5103 / Misc.	16	Widows Pension	
State Benefits	0	21-534EZ	0
Income Verifications	2	21-8416	0
New Claims Initiated		DIC	
21-22 CVA	31	21-534EZ	1
21-22 others	0	Burial Allowance	
SC Entitlement		21P-530	1
21-526EZ	27	40-1330	0
21-0966 Informal	13	21-2008	0
21-526EZ Reinstate	0	26-1817	0
21-526EZ IU	0	Waivers/Compromise	
21-8940 IU	0	21-4138	0
21-4192 IU Employer	0	21-5655	0
21-4138 SMC	0	Appeals	
21-686c Dependency	3	21-0958 / 20-0995 / 20-0996	6
21-674 School Attendance	0	VA Form 9 / 10182 (AMA)	2
VA Healthcare		VA Home Loan	
10-10EZ	1	26-1800	0
CHAMPVA	0	Insurance Claims	
Homeless Veterans Claims		29-357	0
Service Connection	0	29-4364	0
NSC Pension	0	29-336 Beneficiary	0
VOC REHAB		29-4125 Lump Sum	0
28-1900 CH31	0	VTF Requests	
MISC CLAIMS		Rental Assistance	3
21-8678 Clothing Allow	0	Utilities Assistance	0
21-4502 Adaptive Equip.	0	Prescription Assistance	0
26-4555 Housing	0	Food Assistance	0
10-0103 HISA Grant	0	Transportation Assistance	1
CRSC	0	Clothing Assistance	0
Incarcerated Veterans		Other	0
21-526EZ Reinstatement	0		
21-4138 Apportionment	0		

**Certification by County Veterans Service Officer**

I hereby certify, the above captioned monthly report is true and accurate. I have been paid the following amount(s) for the month of , 20\_\_ from \_\_\_\_\_ county.

Salary	\$	-
Expenses	\$	-
Office Space	\$	-
Telephone	\$	-
Office Supplies	\$	-
Travel	\$	-
Training Conference	\$	-
Other	\$	-
TOTAL	\$	-



\_\_\_\_\_  
Signature of County Veterans Service Officer

10-09-19  
Date

**Certification by County Commissioner or Designee**

In accordance with CRS 28-5-707, I hereby certify the accuracy of the Report CVA-26 revised 9-11-2015:

\_\_\_\_\_ County Commissioner or Designee of  
 \_\_\_\_\_ County  
 \_\_\_\_\_ Date

This certification, submitted monthly, properly signed and executed is considered as application for the monetary benefits to the County General Fund in accordance with 28-5-804 (2002) Colorado Revised State Statute.

Submit this form no later than the 15<sup>th</sup> day the following month.

Mail to:  
 Colorado Division of Veterans Affairs  
 Attention: Deputy Director  
 1355 South Colorado Blvd.  
 Building C, Suite 113  
 Denver, Colorado 80222