

PUBLIC WORKS DEPARTMENT
MEMORANDUM #2012 – 36

DATE: June 25, 2012

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: William A. Simmons, City Manager *WAS*
David H. Willett, Director of Public Works *D.H.W.*
Amanda Peterson, Director of Parks, Recreation & Cultural Services *APP*
Shawn Cordsen, Director of Finance *SC*

SUBJECT: CR – 69; Adams County Open Space Grant Acceptance for Washington Street Pedestrian Underpass at Grange Hall Creek Project

BACKGROUND

A grant application was submitted to the Adams County Open Space Advisory Board for the spring 2012 grant cycle. This application requested \$535,727 in funds for the construction of a regional trail pedestrian underpass at Washington Street and Grange Hall Creek. The application was approved for funding in the amount of \$435,727. The pedestrian underpass component is part of a larger overall drainage system improvement and conveyance enhancement project. The grant would also help fund the construction of access ramps, sidewalk connections, signage, lighting and revegetation. The pedestrian underpass is part of a series of drainage way improvements in partnership with the Urban Drainage and Flood Control District.

BUDGET/TIME IMPLICATIONS

Matching funds in the amount of \$400,000 have been allocated through the City of Northglenn 2012 budget adoption process in the Stormwater Utility Fund. Matching funds in the amount of \$400,000 have also been allocated in the Urban Drainage and Flood Control District 2012 budget adoption process in their Capital Improvements Program fund.

The grant agreement must be signed and submitted to Adams County within 45 days of receipt, or prior to July 6, 2012.

Staff will present the project history and rationale at the July 2, 2012 Study Session. Based on direction from Council, staff will bring forward an appropriation amendment for consideration at a later date.

RECOMMENDATION

Staff recommends approval of the attached resolution and grant agreement, accepting funds in the amount of \$435,727 from Adams County Open Space. These funds were awarded by the Adams County Open Space Advisory Board and the Adams County Commissioners to the City of Northglenn for the Pedestrian Underpass at Washington Street on Grange Hall Creek project through the competitive grant process.

STAFF REFERENCE

David H. Willett, P.E., Director of Public Works
Amanda Peterson, Director of Parks, Rec & Cultural Services
Pam Acre, Stormwater Coordinator

dwillett@northglenn.org or 303.450.8783
apeterson@northglenn.org or 303.450.8950
pacre@northglenn.org or 303.450.8792

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-69
Series of 2012

Series of 2012

A RESOLUTION ACCEPTING AN ADAMS COUNTY OPEN SPACE GRANT AND APPROVING THE GRANT AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND THE ADAMS COUNTY BOARD OF COUNTY COMMISSIONERS

WHEREAS, the City of Northglenn has submitted an application to Adams County to use Adams County Open Space Sales Tax funding for the Washington Street Pedestrian Underpass at Grange Hall Creek Project for the purpose of constructing a pedestrian underpass to provide a physical separation between trail users and motor vehicle traffic, maximizing the safety of trail users; and

WHEREAS, the Adams County Board of County Commissioners has approved a grant application and has prepared an Adams County Open Space Grant Agreement, which provides \$435,727.00 for the Washington Street Pedestrian Underpass at Grange Hall Creek Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The Adams County Open Space Grant in the amount of \$435,727.00 is hereby accepted and the Adams County Open Space Grant Agreement, attached hereto as **Exhibit 1**, between the City of Northglenn and the Adams County Board of County Commissioners for the Washington Street Pedestrian Underpass at Grange Hall Creek Project is hereby approved and the Mayor is authorized to execute same on behalf of the City.

DATED, at Northglenn, Colorado, this _____ day of _____, 2012.

ATTEST:

JOYCE DOWNING
Mayor

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

Certificate of Award

Adams County

Hereby Awards

The City of Northglenn

\$435,727

From the Open Space Sales Tax Fund

For the Pedestrian Underpass at

Washington St. on Grange Hall Creek

Presented this 23rd Day of May, 2012,

W.R. "Skip" Fischer



The human spirit needs places where nature has not been rearranged by the hand of man. ~Author Unknown

*W.R. "Skip" Fischer, Chairman
Board of County Commissioners*

ADAMS COUNTY OPEN SPACE GRANT AGREEMENT #OSG2012-00010

The Grant Agreement ("Agreement") is made and entered into this ____ day of _____, 201__, between the City of Northglenn ("Applicant") and the County of Adams, acting through the Board of County Commissioners ("Adams County").

RECITALS

WHEREAS, in November 1999, the citizens of Adams County passed a county-wide one-fifth of one percent Open Space Sales Tax (the "Tax"); and

WHEREAS, in November 2004, the citizens of Adams County reauthorized the Tax and increased it to one-fourth of one percent; and

WHEREAS, the majority of the revenues collected are distributed to qualifying jurisdictions through a competitive grant process; and

WHEREAS, on February 1, 2012, Applicant applied for an Adams County Open Space Grant to complete the Pedestrian Underpass at Washington Street on Grange Hall Creek project (the "Project"); and

WHEREAS, on May 23, 2012, Adams County awarded Applicant an Adams County Open Space Grant to complete the Project; and

WHEREAS, Adams County awarded the Project 48.8% of the total Project costs, not to exceed \$435,727.

AGREEMENT

NOW, THEREFORE, the Parties hereto agree as follows:

1. Grant Award. Adams County hereby awards to Applicant a grant in the amount of 48.8% of the total Project costs, not to exceed \$435,727 (the "Grant"), subject to terms and conditions set forth in this Agreement.
2. Project Scope. Applicant shall complete the Project as described in the grant application, attached as Exhibit A ("Project Scope") and incorporated herein by this reference. Exhibit A attachments include the grant application and application attachments A, B, C, D, and E. Expenditures must fit into budget categories as described in the revised budget submitted and attached as Exhibit B and incorporated herein by this reference. Applicant shall not materially modify the Project Scope without the approval of Adams County. Applicant may request a modification to the Project Scope in compliance with the Modification Policy stated in the Open Space Policies and Procedures, attached as Exhibit C and incorporated herein by this reference, as may be amended from time to time by Adams County in its sole discretion. Adams County may elect to terminate this Agreement and deauthorize its funding for the Project in the event it determines that the Project Scope has been materially modified without its approval and/or if Applicant fails to comply with the Modification Policy.

3. Completion Date. Applicant shall complete the Project no later than May 23, 2014, which is two years after the date of Adams County's approval of the Project ("Completion Date"). Applicant may request an extension of the Completion Date in compliance with the Extension Policy stated in the Open Space Policies and Procedures, a copy of which is attached as Exhibit D and incorporated herein by this reference, as may be amended from time to time by the Board of County Commissioners in its sole discretion. Adams County may elect to terminate this Agreement and deauthorize its funding for the Project in the event that this Completion Date is not met and/or if Applicant fails to comply with the Extension Policy.
4. Open Space Sales Tax. Applicant shall use the Grant in accordance with Resolution 99-1, attached hereto as Exhibit E and incorporated herein by this reference.
5. Policies and Procedures. Applicant shall comply with the Open Space Policies and Procedures, attached hereto as Exhibit F and incorporated herein by this reference.
6. Audits and Accounting Records. Applicant shall maintain standard financial accounts, documents, and records relating to the completion of the Project. The accounts, documents and records related to the completion of this Project shall be subject to examination and audit by Adams County staff (the "Staff") prior to receiving the Grant. All such accounts, documents, and records shall be kept in accordance with generally accepted accounting principles, and be subject to an annual independent audit as set forth in Exhibit E.
7. Payment of Grant. Adams County will pay the Grant to Applicant upon successful completion of the Project. Prior to the payment of the Grant, Staff shall conduct a due diligence review of the Project, the results of which must be satisfactory to Adams County in its sole discretion. Applicant shall assist and cooperate with the Staff in conducting such due diligence review, and in connection therewith shall provide the Staff with all invoices, cancelled checks, and land documents, as well as other documentation and information reasonably requested by the Staff.
8. Signage. Applicant shall erect and maintain an Adams County Open Space Sign, which shall be provided by Adams County, in a prominent place on the Project site, unless the Project will not be open to the public.
9. Publicity. In all press releases regarding this Project, Applicant shall include the following statement: "This Project was funded in part with proceeds from the Adams County Open Space Sales Tax. The Adams County Open Space Sales Tax was passed by the Adams County voters in 1999, and reauthorized in November 2004, to be extended until December 31, 2026."

10. Miscellaneous Provisions.

- A. Good Faith. Both Parties have an obligation to act in good faith, including the obligation to make timely communication of information that may reasonably be believed to be of interest to the other party.
- B. Applicable Law. Colorado law applies to the interpretation and enforcement of this Agreement.
- C. Time is of the essence. Time is of the essence in this Agreement.
- D. Authority. The undersigned represents and warrants that he or she is duly authorized and has legal capacity to execute this agreement on behalf of the Applicant, that the Applicant's obligations in this Grant Agreement have been authorized, and that the Grant Agreement is a valid and legal agreement binding on the Applicant in accordance with its terms.
- E. Survival. The terms and provisions of this Agreement and Applicant's obligations hereunder shall survive the funding of the Grant.
- F. Entire Agreement. Except as expressly provided herein, this Agreement constitutes the entire agreement of the parties. No changes to this Agreement shall be valid unless made in writing and signed by the parties to this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

BOARD OF COUNTY COMMISSIONERS
COUNTY OF ADAMS, STATE OF COLORADO

ATTEST:
KAREN LONG, CLERK

Chairman

Deputy Clerk

APPROVED AS TO FORM:

County Attorney's Office

CITY OF NORTHGLENN, APPLICANT

By (signature)

Printed name

Title



Adams County Open Space Grant Application
 Passive Use
 Due Date: February 1, 2012

Exhibit A

Case No. _____

PART I: ELIGIBILITY CRITERIA

Project Information	
Applicant Organization Name:	City of Northglenn
Sponsoring Jurisdiction:	Same
Name of Project:	Pedestrian Underpass at Washington Street on Grange Hall Creek
This project is priority <input type="text" value="1"/> of <input type="text" value="2"/> project(s) submitted.	
* Prioritize project separately if you are submitting joint projects with another jurisdiction, special district, or organization.	

Contact Information			
Primary Contact Name:	Pam Acre	Title:	Stormwater Coordinator/Project Manager
Phone:	(303) 450-8792	Email:	pacre@northglenn.org
Address:	11701 Community Center Drive		
City:	Northglenn	State:	CO Zip: 80233

The contact name provided above will be used for all official correspondence. In the event that the primary contact is not available, please list any additional contacts for this project.

Name:	Title:	Phone:	Email:
Amanda Peterson	Director of Parks, Recreation & Cultural Services	(303) 450-8950	apeterson@northglenn.org



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Project Summary	Budget Summary								
<p><i>Briefly describe your project (<100 words).</i></p> <p>Northglenn proposes the construction of a regional trail underpass of Washington Street, in cooperation with Urban Drainage. The underpass will provide for the physical separation between trail users and motor vehicle traffic to minimize potential conflicts and maximize trail user safety. The City wishes to pursue a unique opportunity to piggyback the trail component into a larger drainage improvement project so both facilities can be built as an integrated whole, taking advantage of economies of scale for construction and addressing a regional trail connection that would otherwise be cost prohibitive. Construction includes access ramps, sidewalk connections, signage, lighting and revegetation.</p>	<table> <tr> <td>Grant Request (this cycle only):</td> <td style="text-align: right;">\$535,727.00</td> </tr> <tr> <td>Previous ADCO Grants (this project only):</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Matching Funds (cash + in-kind):</td> <td style="text-align: right;">\$357,152.00</td> </tr> <tr> <td>Total Project Costs:</td> <td style="text-align: right;">\$892,879.00</td> </tr> </table> <p>Grant Request: 60 % of Total Project Costs</p> <p>Complete the Project Budget labeled Attachment A at the end of this application.</p>	Grant Request (this cycle only):	\$535,727.00	Previous ADCO Grants (this project only):	\$0.00	Matching Funds (cash + in-kind):	\$357,152.00	Total Project Costs:	\$892,879.00
Grant Request (this cycle only):	\$535,727.00								
Previous ADCO Grants (this project only):	\$0.00								
Matching Funds (cash + in-kind):	\$357,152.00								
Total Project Costs:	\$892,879.00								

Summary of Funding									
<p>1. Previous Funding</p> <p>a. Pursuant to the Open Space Policies and Procedures, a project can be submitted for funding consideration up to three (3) times.</p> <p>i. Has this grant been submitted for funding consideration in a previous grant cycle? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>ii. If yes, please list the grant cycle(s) and the amount of the award(s), if any:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Grant Cycle:</td> <td>Award Amount:</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>		Grant Cycle:	Award Amount:						
Grant Cycle:	Award Amount:								

Property Location Information	
Project Site Address:	Washington Street at Grange Hall Creek - No assigned address
Nearest cross streets:	E. 105th Pl. (S), Garland St. (N) UNDERPASS TO BE WITHIN WASHINGTON ST. RIGHT-OF-WAY
Parcel ID# (REQUIRED):	171,910,414,032
<p>Include a Location Map and label as Attachment E. Location Map should clearly identify the location of the project (including the nearest cross streets) and should provide directions to the project site.</p>	

Land Acquisition Summary (if applicable)	
Number of acres:	Cost per acre:
_____	_____



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Appraised price per acre: _____

If the purchase price is more than the appraisal price, please explain:

Attach a copy of the appraisal summary page and label as **Attachment J**.

Are there any known existing easements on the project site? Yes No

If yes, attach copies of the easement and label as **Attachment K**.

I understand that a conservation easement is required for all open space acquisitions.

PART II: SELECTION CRITERIA

The criteria listed below will be scored by the Open Space Advisory Board.

Grant Fund Use Category (0-100 point total)

1. Project Description (0-25 points)

- a. Please describe each component of the project and scope of work in detail. Attach a Project Timeline and label as **Attachment B**.

This grant application is for the installation of a regional trail underpass that is currently unfunded and can not be built as part of a drainageway project unless funding can be secured to cover all trail related construction costs. At this time, funding has been identified from the City of Northglenn, Urban Drainage and Flood Control District and Adams County Community Development Block Grants for 40% of the trail and underpass costs. If the Open Space Grant request is awarded, it will be used to implement the remaining 60% of the trail-related improvements.

The pedestrian underpass will connect both sides of the existing Grange Hall Creek Regional Trail under Washington Street, north of 104th Ave. This underpass will eliminate the Washington Street arterial street barrier and resolve safety issues of trail users attempting to cross at-grade, mid-block. The underpass will also help us create a continuous trail link to the proposed FasTracks station at 112th Ave & Irma Dr.

This project will be constructed as part of the joint City of Northglenn and Urban Drainage and Flood Control District's (UDFCD) project to begin improvements according to the Grange Hall Creek: Grant Drive to Irma Drive, Major Drainageway Planning (2010), Phase I, Washington Street to Larson Drive Final Design (see Attachment H, Partner Letter). The proposed underpass evolved out of a project to design and construct drainage improvements to eliminate overtopping street flooding and continued channel degradation.



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As the existing regional trail along Grange Hall Creek dead-ends on either side of Washington Street, which causes users to detour up to Garland Dr. or down to E 104th Ave to cross at a signal, a need was recognized to help provide a grade separated trail connection.

A pedestrian underpass is not a necessary or required engineering component of the drainage improvement project. However, by combining the pedestrian underpass with the construction of the drainage improvements, construction costs can be leveraged to complete a much needed regional trail connection.

The plan incorporates the following features that are “added components” that are specific to the pedestrian underpass, and would not be a part of a standard drainage improvement plan:

- Upsizing one of the three box culverts from a 6'x6' to 10'x9'
- Concrete regional trail approaches and sidewalk connections with appropriate hand and safety rails
- Decorative concrete retaining walls and wing walls with graffiti coating on concrete surfaces as approved for trail approaches
- Safety lighting, including inside the underpass and along the trail
- Underpass underdrain system
- Revegetation (native and wetland trees, shrubs and grasses), as well as boulders to serve as seats, trail delineators and accents to help preserve the natural appearance of this area.

b. Attach a Project Site Plan that identifies all project components and label as **Attachment D**.

2. Community Need/Urgency (0-25 points)

a. Clearly describe how this project will fulfill needs of the community (i.e. the project provides passive recreation opportunities for underserved areas, addresses health and safety issues, protects wildlife habitat and natural resources, etc.).

The City of Northglenn's Parks and Recreation Master Plan identifies the need to create an alternative access route along the Grange Hall Creek Trail at Washington Street. This highly used trail runs east of Washington Street and west of Washington Street, but it is not continuous, and there is heavy traffic on the thoroughfare. The mid-block underpass is necessary to create and keep a continuous trail along the creek. The separated crossing will reduce and/or eliminate the conflicts between pedestrians, bicyclists and motor vehicles. Community members and users of the trail have requested an alternate access route along the trail at Washington Street for decades. The need for the underpass grows each year as traffic volume increases along Washington Street.

There are two elementary schools, two churches, an apartment complex, and numerous businesses in close proximity to the currently non-connected trail. An underpass will increase the safety and the quality of life for community members as they are able to move with greater ease along the trail. Users of the trail will be able to increase their ability to exercise along the path, thereby promoting health and well-being and decreasing the incidence of obesity. Local families may take advantage of this amenity



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and it will facilitate their ability to access local schools, churches, and businesses. Parents have indicated they will feel secure knowing that their children do not have to cross a busy intersection to reach their destination. The sidewalk slopes will accommodate users of all abilities.

A FasTracks transit stop has been proposed at Irma Dr. and E.112th Ave. This improvement will create a greater need for alternate access routes throughout the city. Although the date for the construction of the north bound FasTrack project has been postponed, the city anticipates that it is a much needed transportation option for travelers commuting between Denver and Northglenn. It is part of the long range plan that has been created for Northglenn. The Grange Hall Creek Trail underpass will maximize the effectiveness of the transportation system in our community.

Improvements to the trail along with the construction of the underpass will consist of benches, safety lighting, native plantings and sculpture indicative of the wildlife in the area. These amenities will beautify the trail, thereby improving the quality of the experience for its users and encourage continued use of this trail. The outcome is the promotion of a healthy lifestyle as users increase outdoor activity and "green exercise". The value of the properties will increase in the area, continuing to make Northglenn a desired community in which to live.

Basic needs such as access to schools and grocery stores will be made safer and more pleasant.

- b. Explain the urgency to complete this project, including how the scope of the project will be affected if Adams County Open Space Grant funds go unsecured and what, if any, opportunities will be lost if the project does not receive grant funding this cycle.

This project is part of the UDFCD approved plans for Grange Hall Creek. An underpass has been designed as part of the improvements for this location. The underpass must be built at the same time as the drainageway improvement or it likely will never be built due to the substantial expense related to re-excavation of the roadway. This project is likely the one and only chance to provide a grade-separated trail connection at this location.

The schedule for the project hinges upon the lowering of a 48" diameter Denver Water Conduit which is required to construct the underpass. The lowering of the conduit and the associated extensive utility relocations that go with it, must begin by the month of November due to time constraints on allowable water outages for Broomfield, and must be completed in the winter months. It is imperative that an additional funding source for the pedestrian underpass be secured as soon as possible so that the scheduling of the utility relocations can begin.



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3. Uses/Users (0-20 points)

a. Describe all current and anticipated future uses of the project.

Northglenn's regional trail along our Grange Hall Creek greenways is an important east-west connection through our city. This regional trail has direct connections to Thornton (to the east) and Westminster (to the west) as well as the Farmers Highline Canal Trail.

Use of the underpass is expected to be in line with other uses of our regional trails. Users include walker, joggers, bicyclists and in-line skaters.

The box culvert for the trail is designed to convey floodwaters during times of flood events. Despite the inclusion of two 6' x 6' box culverts to contain and convey floodwaters, events that exceed the 10-year flood are likely to inundate the trail underpass. This practice is common for underpasses associated with drainageways, and does not cause significant impact on the useability of the trail.

b. Will the project be open to the public? Yes No

c. If yes, explain how this project will appeal to a broad diversity of users.

The underpass will be constructed to City and UDFCD standards. It will be ADA accessible and will provide the public a separated crossing from the vehicular traffic on Washington Street. This multi-use regional trail attracts local, regional as well as more distant users and visitors. The targeted population to be served by the facility will be persons who choose to use the trail for recreational or transportation needs. The underpass itself will not be a specific destination, but is an element that will enhance and improve the overall trail user's experience and safety.

4. Connectivity (0-20 points)

a. Explain how this project fits into a regional or master plan. Attach relevant portions of the plan(s) and label as **Attachment G** (limit 3 pages).

The City of Northglenn Parks Master Plan seeks to achieve near-term and long-term capital improvements to the City's parks, public grounds and recreational assets and amenities. Both the Planning Commission and City Council adopted the Greenway Trail System Plan in 1974 as an official part of the City's Master Plan. Since then, the plan has been revised six times to reflect changing conditions and circumstances. In 1986, the plan was revised to include a goal of making the trail system consist of entirely off-street trails. As of the 2011 revision, the plan specifically identifies the need for a pedestrian underpass at Washington Street.

Funds are requested each year for Greenway Trail construction or improvements as part of the City's five-year Capital Improvements Projects (CIP) program. Whenever possible, the trails are constructed or relocated approximately 10 feet from the edge of any road



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for ease in maintenance and safety concerns. Planned trail improvements are consistent with the adopted Greenway Trail Master Plan and the Parks and Recreation Master Plan. Construction of the underpass will provide a safe, grade separated crossing for all trail users across Washington Street, one of the busiest arterials in the City.

- b. Will this project link to other trails, parks, or open space properties in the applicant's jurisdiction or in another jurisdiction, now or in the future? If not, explain the significance of the project location.

Northglenn's regional trails currently connect to existing regional trail systems in neighboring Thornton and Westminster, which in turn link to Adams County trail systems and those along the South Platte River. The Washington Street crossing is an obvious disconnect in the trail system requiring users to travel approximately 750 feet north, cross the signalized intersection at Garland Drive and then travel another 750 feet south to pick up the trail again. The construction of the underpass will significantly reduce the potential conflict between motor vehicles and trail users attempting to directly cross Washington Street.

5. Wildlife/Natural Resources (0-5 points)

- a. Describe the natural resources and/or wildlife habitat that exist on this property.

Currently the project location contains minimal desirable plant species or habitat for wildlife. The creek channel to the east of Washington Street contains concrete and asphalt rubble that has been dumped over time in attempts to stabilize the channel and prevent Washington Street from washing out during larger storm events. This area also contains a number of Russian Olive trees and sucker Cottonwoods in the creek channel.

Upstream to the west of Washington Street, within the confines of this Phase of the project, there is minimal grass adjacent to the existing trail.

- b. How will this project protect or enhance the existing natural resources on this property?

As the primary purpose for this overall project is drainageway improvements and creek channel stabilization, large storm events will no longer overtop Washington Street and wash out the creek channel resulting in soil in the waterway and silt in the wetland areas which destroys valuable wetland habitat, degrades water quality and impairs vegetative growth.

As part of compliance with a Federal U.S. Army Corps of Engineers, Section 404 Permit for work in a waterway, this project will replace trees with more desirable species, replace cattails with a more diverse wetland plant mix and add native shrubs and grasses to all the disturbed areas. All of this will better protect the stability of the creek channel and allow for the natural development of diverse plant colonies which in turn will attract wildlife to the area.

6. Open Space Sales Tax Goals (0-5 points)

- a. Open Space Sales Tax dollars are to be used in accordance with Resolution 99-1, Section 8 (C). Please describe how the project complies with the Tax.

The use of Adams County Open Space funds to complete this project meets the requirements of the provisions of Section 8 (c)(i)(D) which allows tax revenues to be used



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"...to build and improve...trails...". The underpass will be an amenity to our existing trail system and will be open to any individual, and exist for the use and benefit of the public.

Project Funding (0-30 points)

1. Funding Summary

Grant Request	\$535,727.00	(this grant cycle only)
Previous ADCO Grant Awards	\$0.00	(combined total - for this project only)
Cash Match	\$357,152.00	
In-Kind Match	\$0.00	
Total Project Costs	\$892,879.00	

Grant Request = 60 % of the Total Project Costs

If total leverage (cash match + in-kind match) is not equal to or greater than 50% of the total project costs, please explain.

Per the memo from the Open Space Advisory Board in their Spring 2012 Directions to Grant Applicants, under the heading "Local Match", on all projects other than Land Acquisition, the local match was reduced to 40% from 50%. This application complies with that requirement.

Please use the space below to provide additional information regarding the costs included in the project budget included as **Attachment A**.

This project is located in a highly used area from an underground utility perspective. In order to fit an underpass in under the roadway, a Denver Water conduit must be moved (lowered). This line is 48" in diameter and services Broomfield. A significant portion of the cost of adding the underpass is the cost associated with relocating utilities. Attached as supplemental information (Attachment A-1) with the budget is a detailed spreadsheet that identifies the costs specific to the pedestrian underpass by providing a comparison of the drainageway improvements vs. the improvements including the pedestrian underpass.

2. 30% Distribution

Will the applicant be using any of its 30% distribution as part of the cash match for this project?

Yes No Not Applicable

If yes, please list the amount being used: _____

3. Partnerships and Sources of Funds

Please complete **Attachment C - Source of Funds**. See example at the end of this application for guidance.

4. Letters of Commitment

Please provide a letter of commitment from each partner that is providing cash or in-kind contributions for this project and label as **Attachment H**.



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Project Support (0-30 points)

1. Community Outreach

Briefly describe any effort made on the part of the applicant to gain support for this project (i.e., community surveys completed, neighborhood meetings, solicited comments, etc.).

This project has been included in the five-year Capital Improvement Plan since 2008, which is reviewed annually by both the City Council and the Parks and Recreation Advisory Board. Both offer the public opportunity for input through formal public hearings. As a part of the five-year Capital Improvement Plan, this project has also been included in the Parks and Recreation Master Plan since 2011, which is also discussed, reviewed and adopted annually.

An article regarding the pedestrian underpass was included in the January issue of the Northglenn Connection. As a result of this outreach, 10 community members submitted a letter of support for this project, these letters are included as Attachment I.

Our Parks & Recreation Advisory Board, appointed by elected members of our City Council supports the construction and use of Adams County Open Space tax funds to complete this missing trail connection and has also written a letter of support for this project.

As is required by the Parks and Recreation Master Plan, Capital Improvement Projects go through a formal public input process. Members of the community, including both adults and youth are invited to discuss their interest in the trail improvements with staff. Once funding for this project is identified, at least one public meeting will be scheduled to gather this additional input.

2. Letters of Support

Provide letters of support from at least two of the categories listed below and label as **Attachment I**:

- Adjacent landowners
- Adjacent cities or counties
- Federal or state agencies
- School districts or special districts
- Individual users or user groups

* Letters must have been written within the past 12 months.

* Form letters will not be accepted.

* All letters of support must be submitted with grant applications. Letters received after the application deadline will not be accepted.

Project Management and Applicant's Past Performance of Awarded Projects (0-15 points)

1. Long-term Management

- a. Describe how this project will be managed for long-term sustainability. Include in your answer the entity responsible for maintenance, the available resources, and the typical maintenance schedule.

Northglenn Parks staff will perform regular maintenance of landscape - mowing, watering, weeding, replacements as needed. Snow & ice removal on trail segments will occur with the current snow and ice removal program. Parks maintenance staff is funded out of our General



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Fund.

UDFCD will provide regular mowing of the improved creek channels from the water line to the top of the banks approximately five times per year during the growing season. This function is paid for from the mill levys on each property within the County. UDFCD will also help Northglenn monitor the engineered components for safety and appropriate channel capacity for storm flow conveyance.

Each year UDFCD consults with the local jurisdictions to review this type of maintenance function and determine any additional needs. The attached letter (Attachment F) is provided as an example of the agreement between Northglenn and UDFCD. The agreement will be updated to include this project once the project is complete.

- b. Is there a written agreement or Intergovernmental Agreement for things such as access or maintenance?
 Yes No

If yes, please provide a copy of this agreement and label as **Attachment F**.

2. Past Performance

In the space provided below, list similar projects that have received ADCO grant funds and have been successfully completed by the applicant (limit 5 projects). For example, if this is a trail project, list completed trail projects.

Project Name:	Project Manager:	Award Date:	Completion Date:
Croke Reservoir Nature Area Improvement Project	Kurt Kowar	May 2008	Winter 2008
Grange Hall Creek Trail Connection Project	Curt Childress	2004	2006
Niver Canal Greenway Trail Replacement	Nestor Fedak	2001	2002

3. Pending Projects

Please list all projects that have been awarded ADCO grant funds but have not yet been completed.
 -- If an extension has been granted, please list the new due date in the "Due Date" column.
 -- If a project is past due, explain why the project has not yet been completed.

Project Name:	Award Amount:	Due Date:	Explain:
NRC HVAC & Roof	\$500,000.00	Spring 2013	
Jaycee Park	\$135,000.00	Fall 2013	



Adams County Open Space Grant Application
Passive Use
Due Date: February 1, 2012

Case No. _____

Please include the following attachments at the end of the application - not to exceed 11" x 17":

- Attachment A - Project Budget**
- Attachment B - Project Timeline**
- Attachment C - Source of Funds**
- Attachment D - Project Site Plan**
- Attachment E - Location Map**
- Attachment F - Access or Maintenance Agreements (if applicable)**
- Attachment G - Master or Regional Plan (limit 3 pages)**
- Attachment H - Letters of Commitment from Project Partners**
- Attachment I - Letters of Support**

If this request is to acquire land, please include the following attachments - not to exceed 11" x 17":

- Attachment J - Buyer's Appraisal. Provide one complete copy of the appraisal. Attach a copy of the appraisal summary to each of the 12 copies of the application.**
- Attachment K - Easement(s) (if applicable)**

All facilities or land must be accessible to the public, except for conservation easements for agricultural and/or wildlife habitat preservation. All accessible facilities and land must comply with the Americans with Disabilities Act (ADA) and any applicable state or local regulations.

The Applicant understands that no land or interests acquired with revenues of the Opens Space Sales Tax may be sold, leased, traded or otherwise conveyed, nor may an exclusive license or permit on such land or interest be given, without the approval of such action by the BoCC. See resolution 99-1, Section 8(C)(iv).

I, the undersigned, having the authority to act on behalf of, acknowledge the receipt of the Adams County Open Space Policies and Procedures and agree to abide by the same.

Upon award of the Open Space Sales Tax funds, all participants are required to enter into a Grant Agreement with Adams County. In the case of land acquisitions, a conservation easement or Declaration of Covenants, Conditions and Restrictions will be required prior to receiving reimbursement.

Applicant's Signature: Joyce Downing
 Print Name: Joyce Downing
 Print Title: Mayor, City of Northglenn

Date: Feb 1, 2012

Attachment A - Project Budget

Date: February 1, 2012
 Project Name: Pedestrian Underpass at Washington Street on Grange Hall C
 Amount Requested: \$535,727.00
 % Total Project Costs: 60

All organizations or individuals providing in-kind contributions are required to provide a letter of commitment outlining their contribution(s) as stated in the Project Budget.

Description of Item/Expense	Grant Request	Previous ADCO Award	Applicant Match	Partner Match	In-Kind (funds/services to be provided by applicant or partner)	Total Project Costs
Denver Water Relocation	\$38,280.00		\$19,140.00	\$6,380.00		\$63,800.00
Other utility relocation	\$85,274.00		\$42,637.00	\$14,213.00		\$142,124.00
Trail Improvements	\$67,459.00		\$33,730.00	\$11,243.00		\$112,432.00
Pedestrian Underpass	\$246,390.00		\$123,195.00	\$41,065.00		\$410,650.00
Landscaping	\$98,324.00		\$49,162.00	\$16,387.00		\$163,873.00
Budget Total	\$535,727.00		\$267,864.00	\$89,288.00		\$892,879.00

PHASE 1 GRANGE HALL CREEK - WASHINGTON STREET TO LARSON DRIVE

BID ITEM NO.	DESCRIPTION OF BID ITEM	QUANTITY	PAY UNIT	UNIT PRICE	TOTAL COST OF BID ITEM
1	MOBILIZATION	1	LS	\$ 90,000.00	\$ 90,000.00
2	WATER CONTROL AND DEWATERING	1	LS	\$ 30,000.00	\$ 30,000.00
3	TRAFFIC CONTROL	1	LS	\$ 15,000.00	\$ 15,000.00
4	CLEARING AND GRUBBING CONSTRUCTION SURVEYING	1	LS	\$ 5,000.00	\$ 5,000.00
5	CHECK DAM	3.00	EA	\$ 2,000.00	\$ 6,000.00
6	INLET PROTECTION	6.00	EA	\$ 400.00	\$ 2,400.00
7	ROCK SOCKS	16.00	EA	\$ 90.00	\$ 1,440.00
8	SILT FENCE	495.00	LF	\$ 2.00	\$ 990.00
9	CONSTRUCTION FENCE	2,700.00	LF	\$ 2.50	\$ 6,750.00
10	OUTLET PROTECTION	3.00	EA	\$ 100.00	\$ 300.00
11	CONCRETE WASHOUT AREA	1.00	EA	\$ 2,000.00	\$ 2,000.00
12	VEHICLE TRACKING PAD	2.00	EA	\$ 3,000.00	\$ 6,000.00
13	SEDIMENT LOG	900.00	LF	\$ 3.00	\$ 2,700.00
14	EROSION CONTROL BLANKET	1,300.00	SY	\$ 9.00	\$ 11,700.00
15	STREET SWEEPING	1.00	LS	\$ 5,000.00	\$ 5,000.00
16	ASPHALT REMOVAL	700.00	SY	\$ 10.00	\$ 7,000.00
17	CONCRETE REMOVAL	650.00	SY	\$ 20.00	\$ 13,000.00
18	WATERLINE REMOVAL (8")	100.00	LF	\$ 10.00	\$ 1,000.00
19	RELOCATE WATERLINE (12" - VERTICALLY ONLY) (48" - VERTICALLY ONLY)	60.00	LF	\$ 300.00	\$ 18,000.00
20	RELOCATE WATERLINE (48" - VERTICALLY ONLY) SANITARY SEWER REMOVAL	125.00	LF	\$ 1,000.00	\$ 125,000.00
21	RELOCATE WATERLINE (48" - VERTICALLY ONLY) SANITARY SEWER REMOVAL	230.00	LF	\$ 20.00	\$ 4,600.00
22	REMOVE STORM SEWER (D<48")	849.00	LF	\$ 10.00	\$ 8,490.00
23	REMOVE STORM SEWER (D>48")	24.00	LF	\$ 20.00	\$ 480.00
24	REMOVE STRUCTURE	9.00	EA	\$ 3,000.00	\$ 27,000.00
25	REMOVE RR/RAP	1.00	LS	\$ 2,000.00	\$ 2,000.00
26	REMOVE TREES	80.00	EA	\$ 150.00	\$ 12,000.00
27	TOPSOIL, EXCAVATE, STOCKPILE AND REPLACE ON SITE	2,729.89	CY	\$ 10.00	\$ 27,298.89
28	EXCAVATION, HULL OFFSITE	8,115.00	CY	\$ 12.00	\$ 97,380.00
29	STABILIZATION MATERIAL	200.00	CY	\$ 40.00	\$ 8,000.00
30	HOT BITUMINOUS PAVEMENT	88.16	TON	\$ 160.00	\$ 14,105.60
31	VERTICAL CURB AND GUTTER	500.00	LF	\$ 14.00	\$ 7,000.00
32	PATTERNED CONCRETE SIDEWALK	200.00	LF	\$ 15.00	\$ 3,000.00
33	PEDESTRIAN TRAIL	200.00	SY	\$ 60.00	\$ 12,000.00
34	3' SIDEWALK (LARSON)	31.33	SY	\$ 60.00	\$ 1,880.00
35	8' SIDEWALK (WASHINGTON)	355.56	SY	\$ 60.00	\$ 21,333.53
36	TYPE 1 SOIL RR/RAP	72.22	CY	\$ 50.00	\$ 3,611.00
37	TYPE M SOIL RR/RAP	1,243.79	CY	\$ 60.00	\$ 74,627.40
38	TYPE H SOIL RR/RAP	216.11	CY	\$ 60.00	\$ 12,966.67
39	TYPE M RR/RAP	378.22	CY	\$ 55.00	\$ 20,802.22
40	15" PVC	656.00	LF	\$ 40.00	\$ 26,240.00
41	18" PVC	23.00	LF	\$ 46.00	\$ 1,058.00
42	21" PVC	48.10	LF	\$ 50.00	\$ 2,405.00
43	4' DIASAN MH	1.00	EA	\$ 3,000.00	\$ 3,000.00
44	5' DIASAN MH	2.00	EA	\$ 3,000.00	\$ 6,000.00
45	5' DIA DRIP MH	2.00	EA	\$ 6,000.00	\$ 12,000.00
46	8" PVC (W/ATER)	100.00	LF	\$ 45.00	\$ 4,500.00
47	10" TYPER	1.00	EA	\$ 6,000.00	\$ 6,000.00
48	15" TYPER	5.00	EA	\$ 10,000.00	\$ 50,000.00
49	6' DIA STORM MH	3.00	EA	\$ 4,000.00	\$ 12,000.00
50	24" RCP	34.85	LF	\$ 70.00	\$ 2,439.50
51	30" RCP	17.41	LF	\$ 85.00	\$ 1,479.85
52	36" RCP	0.00	LF	\$ 100.00	\$ -
53	9X6 CBC	62.20	LF	\$ 675.00	\$ 41,985.00
54	18" RCP FES	1.00	EA	\$ 800.00	\$ 800.00
55	9X6 HEADWALL	80.00	CY	\$ 650.00	\$ 52,000.00
56	10X5 CBC	155.00	LF	\$ 550.00	\$ 85,250.00
57	6X6 CBC	286.00	LF	\$ 600.00	\$ 171,600.00
58	10X9 CBC	40.00	LF	\$ 800.00	\$ 32,000.00
59	4" PERE PVC (UNDERDRAIN)	50.00	LF	\$ 18.00	\$ 900.00
60	12" PVC (UNDERDRAIN)	150.00	LF	\$ 20.00	\$ 3,000.00
61	CLEANOUT	2.00	EA	\$ 800.00	\$ 1,600.00
62	WASHINGTON DROP STRUCTURE CONCRETE	132.91	CY	\$ 400.00	\$ 53,164.44
63	LARSON DROP STRUCTURE 1 CONCRETE	122.50	CY	\$ 400.00	\$ 48,998.52
64	LARSON DROP STRUCTURE 2 CONCRETE	135.76	CY	\$ 400.00	\$ 54,305.19
65	LARSON DROP STRUCTURE 3 CONCRETE	147.50	CY	\$ 400.00	\$ 58,998.52
66	BOULDER EDGE	215.00	LF	\$ 90.00	\$ 19,350.00
67	CLASS B FILTER MATERIAL	134.44	CY	\$ 60.00	\$ 8,066.67
68	UPSTREAM TRAIL HEADWALL	20.00	CY	\$ 650.00	\$ 13,000.00
69	FLOODWALL	52.74	CY	\$ 650.00	\$ 34,279.65
70	UPSTREAM CBC HEADWALL	25.32	CY	\$ 650.00	\$ 16,456.78
71					
72					

Drainage Work and Pedestrian Crossing Work Cross Combined

BID ITEM NO.	DESCRIPTION OF BID ITEM	QUANTITY	PAY UNIT	UNIT PRICE	TOTAL COST OF BID ITEM	DELTA
1	MOBILIZATION	1	LS	\$ 110,000.00	\$ 110,000.00	\$ 20,000.00
2	WATER CONTROL AND DEWATERING	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 10,000.00
3	TRAFFIC CONTROL	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00
4	CLEARING AND GRUBBING CONSTRUCTION SURVEYING	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00
5	CHECK DAM	3.00	EA	\$ 2,000.00	\$ 6,000.00	\$ 5,000.00
6	INLET PROTECTION	6.00	EA	\$ 400.00	\$ 2,400.00	\$ -
7	ROCK SOCKS	16.00	EA	\$ 90.00	\$ 1,440.00	\$ -
8	SILT FENCE	495.00	LF	\$ 2.00	\$ 990.00	\$ -
9	CONSTRUCTION FENCE	3,268.00	LF	\$ 2.50	\$ 8,170.00	\$ 1,420.00
10	OUTLET PROTECTION	3.00	EA	\$ 100.00	\$ 300.00	\$ -
11	CONCRETE WASHOUT AREA	2.00	EA	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00
12	VEHICLE TRACKING PAD	900.00	LF	\$ 3.00	\$ 2,700.00	\$ -
13	SEDIMENT LOG	6,405.00	SY	\$ 9.00	\$ 57,645.00	\$ 45,945.00
14	EROSION CONTROL BLANKET	1.00	LS	\$ 5,000.00	\$ 5,000.00	\$ -
15	STREET SWEEPING	1,885.00	SY	\$ 10.00	\$ 18,850.00	\$ 11,850.00
16	CONCRETE REMOVAL	1,300.00	SY	\$ 20.00	\$ 26,000.00	\$ 13,000.00
17	WATERLINE REMOVAL (8")	325.00	LF	\$ 10.00	\$ 3,250.00	\$ 2,250.00
18	RELOCATE WATERLINE (12" - VERTICALLY ONLY) (48" - VERTICALLY ONLY)	60.00	LF	\$ 300.00	\$ 18,000.00	\$ -
19	RELOCATE WATERLINE (48" - VERTICALLY ONLY) SANITARY SEWER REMOVAL	183.00	LF	\$ 1,000.00	\$ 183,000.00	\$ 58,000.00
20	RELOCATE WATERLINE (48" - VERTICALLY ONLY) SANITARY SEWER REMOVAL	495.00	LF	\$ 20.00	\$ 9,900.00	\$ 5,300.00
21	REMOVE STORM SEWER (D<48")	929.00	LF	\$ 10.00	\$ 9,290.00	\$ 800.00
22	REMOVE STORM SEWER (D>48")	24.00	LF	\$ 20.00	\$ 480.00	\$ -
23	REMOVE STRUCTURE	10.00	EA	\$ 3,000.00	\$ 30,000.00	\$ 3,000.00
24	REMOVE RR/RAP	1.00	LS	\$ 2,000.00	\$ 2,000.00	\$ -
25	REMOVE TREES	101.00	EA	\$ 150.00	\$ 15,150.00	\$ 3,150.00
26	TOPSOIL, EXCAVATE, STOCKPILE AND REPLACE ON SITE	3,295.00	CY	\$ 10.00	\$ 32,950.00	\$ 5,651.11
27	EXCAVATION, HULL OFFSITE	9,615.00	CY	\$ 12.00	\$ 115,380.00	\$ 18,000.00
28	STABILIZATION MATERIAL	200.00	CY	\$ 40.00	\$ 8,000.00	\$ -
29	HOT BITUMINOUS PAVEMENT	138.91	TON	\$ 160.00	\$ 22,225.60	\$ 8,120.00
30	VERTICAL CURB AND GUTTER	650.00	LF	\$ 14.00	\$ 9,100.00	\$ 2,100.00
31	PATTERNED CONCRETE SIDEWALK	230.00	LF	\$ 15.00	\$ 3,450.00	\$ 450.00
32	PEDESTRIAN TRAIL	1,436.86	SY	\$ 60.00	\$ 86,211.33	\$ 74,211.33
33	3' SIDEWALK (LARSON)	31.33	SY	\$ 60.00	\$ 1,880.00	\$ -
34	8' SIDEWALK (WASHINGTON)	408.89	SY	\$ 60.00	\$ 24,533.53	\$ 3,200.00
35	TYPE 1 SOIL RR/RAP	72.22	CY	\$ 50.00	\$ 3,611.00	\$ -
36	TYPE M SOIL RR/RAP	1,243.79	CY	\$ 60.00	\$ 74,627.40	\$ -
37	TYPE H SOIL RR/RAP	216.11	CY	\$ 60.00	\$ 12,966.67	\$ -
38	TYPE M RR/RAP	378.22	CY	\$ 55.00	\$ 20,802.22	\$ -
39	15" PVC	656.00	LF	\$ 40.00	\$ 26,240.00	\$ -
40	18" PVC	207.20	LF	\$ 46.00	\$ 9,531.20	\$ 8,473.20
41	21" PVC	675.10	LF	\$ 50.00	\$ 33,755.00	\$ 31,350.00
42	4' DIASAN MH	3.00	EA	\$ 3,000.00	\$ 9,000.00	\$ 6,000.00
43	5' DIASAN MH	7.00	EA	\$ 3,000.00	\$ 21,000.00	\$ 15,000.00
44	5' DIA DRIP MH	3.00	EA	\$ 6,000.00	\$ 18,000.00	\$ 6,000.00
45	8" PVC (W/ATER)	342.00	LF	\$ 45.00	\$ 15,390.00	\$ 10,890.00
46	10" TYPER	1.00	EA	\$ 6,000.00	\$ 6,000.00	\$ -
47	15" TYPER	6.00	EA	\$ 10,000.00	\$ 60,000.00	\$ 10,000.00
48	6' DIA STORM MH	3.00	EA	\$ 4,000.00	\$ 12,000.00	\$ -
49	24" RCP	34.85	LF	\$ 70.00	\$ 2,439.50	\$ -
50	30" RCP	17.41	LF	\$ 85.00	\$ 1,479.85	\$ -
51	36" RCP	301.40	LF	\$ 100.00	\$ 30,140.00	\$ 30,140.00
52	9X6 CBC	62.20	LF	\$ 675.00	\$ 41,985.00	\$ -
53	18" RCP FES	1.00	EA	\$ 800.00	\$ 800.00	\$ -
54	9X6 HEADWALL	80.00	CY	\$ 650.00	\$ 52,000.00	\$ -
55	10X5 CBC	155.00	LF	\$ 550.00	\$ 85,250.00	\$ -
56	6X6 CBC	286.00	LF	\$ 600.00	\$ 171,600.00	\$ -
57	10X9 CBC	110.00	LF	\$ 800.00	\$ 88,000.00	\$ 56,000.00
58	4" PERE PVC (UNDERDRAIN)	238.00	LF	\$ 18.00	\$ 4,284.00	\$ 3,384.00
59	12" PVC (UNDERDRAIN)	566.28	LF	\$ 20.00	\$ 11,325.60	\$ 8,325.60
60	CLEANOUT	5.00	EA	\$ 800.00	\$ 4,000.00	\$ 2,400.00
61	WASHINGTON DROP STRUCTURE CONCRETE	132.91	CY	\$ 400.00	\$ 53,164.44	\$ -
62	LARSON DROP STRUCTURE 1 CONCRETE	122.50	CY	\$ 400.00	\$ 48,998.52	\$ -
63	LARSON DROP STRUCTURE 2 CONCRETE	135.76	CY	\$ 400.00	\$ 54,305.19	\$ -
64	LARSON DROP STRUCTURE 3 CONCRETE	147.50	CY	\$ 400.00	\$ 58,998.52	\$ -
65	BOULDER EDGE	215.00	LF	\$ 90.00	\$ 19,350.00	\$ -
66	CLASS B FILTER MATERIAL	134.44	CY	\$ 60.00	\$ 8,066.67	\$ -
67	UPSTREAM TRAIL HEADWALL	57.75	CY	\$ 650.00	\$ 37,536.62	\$ 24,536.62
68	FLOODWALL	52.74	CY	\$ 650.00	\$ 34,279.65	\$ -
69	UPSTREAM CBC HEADWALL	25.32	CY	\$ 650.00	\$ 16,456.78	\$ -
70						
71						
72						

Supplemental Budget Information

BID ITEM NO.	DESCRIPTION OF BID ITEM	QUANTITY	PAY UNIT	UNIT PRICE	TOTAL COST OF BID ITEM
73	DOWNSTREAM TRAIL HEADWALL	15.00	CY	\$ 650.00	\$ 9,750.00
74	DOWNSTREAM CBC HEADWALL	58.92	CY	\$ 650.00	\$ 38,300.85
75	TRENCH DRAIN	0.00	EA	\$ 5,000.00	\$ -
76	UPSTREAM HEADWALL (LARSON)	44.80	CY	\$ 650.00	\$ 29,123.05
77	DOWNSTREAM HEADWALL (LARSON)	31.47	CY	\$ 650.00	\$ 20,456.94
78	PEDESTRIAN CURB/VERT LIGHTING	0.00	LS	\$ 30,000.00	\$ -
79	UPLAND SEED MIX	140,390.00	SF	\$ 0.25	\$ 35,097.50
80	WET MEADOW SEED MIX	20,430.00	SF	\$ 0.25	\$ 5,107.50
81	#5 CONT SHRUBS	325.00	EA	\$ 35.00	\$ 11,375.00
82	2" CAL. ORNAMENTAL TREES	50.00	EA	\$ 400.00	\$ 20,000.00
83	1 1/2" CAL. ORNAMENTAL TREES	25.00	EA	\$ 350.00	\$ 8,750.00
84	HANDBRAIL (STAIRS)	20.00	LF	\$ 50.00	\$ 1,000.00
85	GUARDRAIL (BRIDGE)	30.00	LF	\$ 75.00	\$ 2,250.00
86	DOG STATIONS (INCL TRASH RECEPTACLE, POST & BAG DISPENSER)	0.00	EA	\$ 750.00	\$ -
87	DIRECTIONAL SIGNS	0.00	EA	\$ 500.00	\$ -
88	SOLAR LIGHT BOLLARDS	0.00	EA	\$ 2,500.00	\$ -
89	BRIDGE F&CADE	0.00	LS	\$ 55,675.00	\$ -
90	BOULDERS	0.00	CY	\$ 200.00	\$ -
91	TREE WATERING (MANUAL & GATOR BAGS)	75.00	EA	\$ 50.00	\$ 3,750.00
92	PERMANENT IRRIGATION	0.00	LS	\$ -	\$ -
				SUBTOTAL	\$ 1,751,193.07
				CONTINGENCY (10%)	\$ 175,119.31
				TOTAL	\$ 1,926,312.38

BID ITEM NO.	DESCRIPTION OF BID ITEM	QUANTITY	PAY UNIT	UNIT PRICE	TOTAL COST OF BID ITEM
73	DOWNSTREAM TRAIL HEADWALL	42.33	CY	\$ 650.00	\$ 27,512.33
74	DOWNSTREAM CBC HEADWALL	58.92	CY	\$ 650.00	\$ 38,300.85
75	TRENCH DRAIN	2.00	EA	\$ 5,000.00	\$ 10,000.00
76	UPSTREAM RCP HEADWALL	44.80	CY	\$ 650.00	\$ 29,123.05
77	DOWNSTREAM RCP HEADWALL	31.47	CY	\$ 650.00	\$ 20,456.94
78	PEDESTRIAN CURB/VERT LIGHTING	1.00	LS	\$ 30,000.00	\$ 30,000.00
79	UPLAND SEED MIX	140,390.00	SF	\$ 0.25	\$ 35,097.50
80	WET MEADOW SEED MIX	29,430.00	SF	\$ 0.25	\$ 7,357.50
81	#5 CONT SHRUBS	520.00	EA	\$ 35.00	\$ 18,200.00
82	2" CAL. ORNAMENTAL TREES	75.00	EA	\$ 400.00	\$ 30,000.00
83	1 1/2" CAL. ORNAMENTAL TREES	50.00	EA	\$ 350.00	\$ 17,500.00
84	HANDBRAIL (STAIRS)	70.00	LF	\$ 50.00	\$ 3,500.00
85	GUARDRAIL (BRIDGE)	120.00	LF	\$ 75.00	\$ 9,000.00
86	DOG STATIONS (INCL TRASH RECEPTACLE, POST & BAG DISPENSER)	3.00	EA	\$ 750.00	\$ 2,250.00
87	DIRECTIONAL SIGNS	5.00	EA	\$ 500.00	\$ 2,500.00
88	SOLAR LIGHT BOLLARDS	6.00	EA	\$ 2,500.00	\$ 15,000.00
89	BRIDGE F&CADE	1.00	LS	\$ 55,675.00	\$ 55,675.00
90	BOULDERS	315.00	CY	\$ 200.00	\$ 63,000.00
91	TREE WATERING (MANUAL & GATOR BAGS)	125.00	EA	\$ 50.00	\$ 6,250.00
92	PERMANENT IRRIGATION	1.00	LS	\$ 50,000.00	\$ 50,000.00
				SUBTOTAL	\$ 2,562,902.25
				CONTINGENCY (10%)	\$ 256,290.23
				TOTAL	\$ 2,819,192.48

DELTA
\$ 17,762.32
\$ -
\$ 10,000.00
\$ -
\$ 30,000.00
\$ -
\$ 2,250.00
\$ 6,825.00
\$ 10,000.00
\$ 8,750.00
\$ 2,500.00
\$ 6,750.00
\$ 2,250.00
\$ 2,500.00
\$ 15,000.00
\$ 55,675.00
\$ 63,000.00
\$ 2,500.00
\$ 50,000.00
\$ 811,709.18
\$ 81,170.92
\$ 892,880.10

Attachment B - Estimated Project Timeline

Project Name: Pedestrian Underpass at Washington Street on Grange Hall C

Date: February 1, 2012

Timeline should reflect scheduling for each task of your project over the next 24 months. Describe each task of your project and put an X in the column to the right for the month that task will occur.

Description of Task	March 2012	April 2012	May 2012	June 2012	July 2012	August 2012	September 2012	October 2012	November 2012	December 2012	January 2013	February 2013
Additional Public Input	X											
Finalize Construction Documents		X	X									
Advertise for Bid			X									
Award Contract					X							
Fabrication of 48" Water Conduit						X	X	X				
Utility Relocations						X	X	X	X			
48" Water Conduit Relocation										X	X	X
Underpass Construction												X

Description of Task	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	Sept '13 - Sept '15	Jan '14 - March '14					
Underpass Construction Continued	X	X											
Other Component Construction	X	X	X	X									
Landscape Installation			X	X	X								

Attachment B - Estimated Project Timeline

Description of Task					July 2013	August 2013	Sept '13 - Sept '15	Jan '14 - March '14				
Construction Punchlist					X	X						
Warranty Period							X					
Grant Reporting & Closeout								X				

Attachment C - Source of Funds

Project Name: Pedestrian Underpass at Washington Street on Grange Hall C

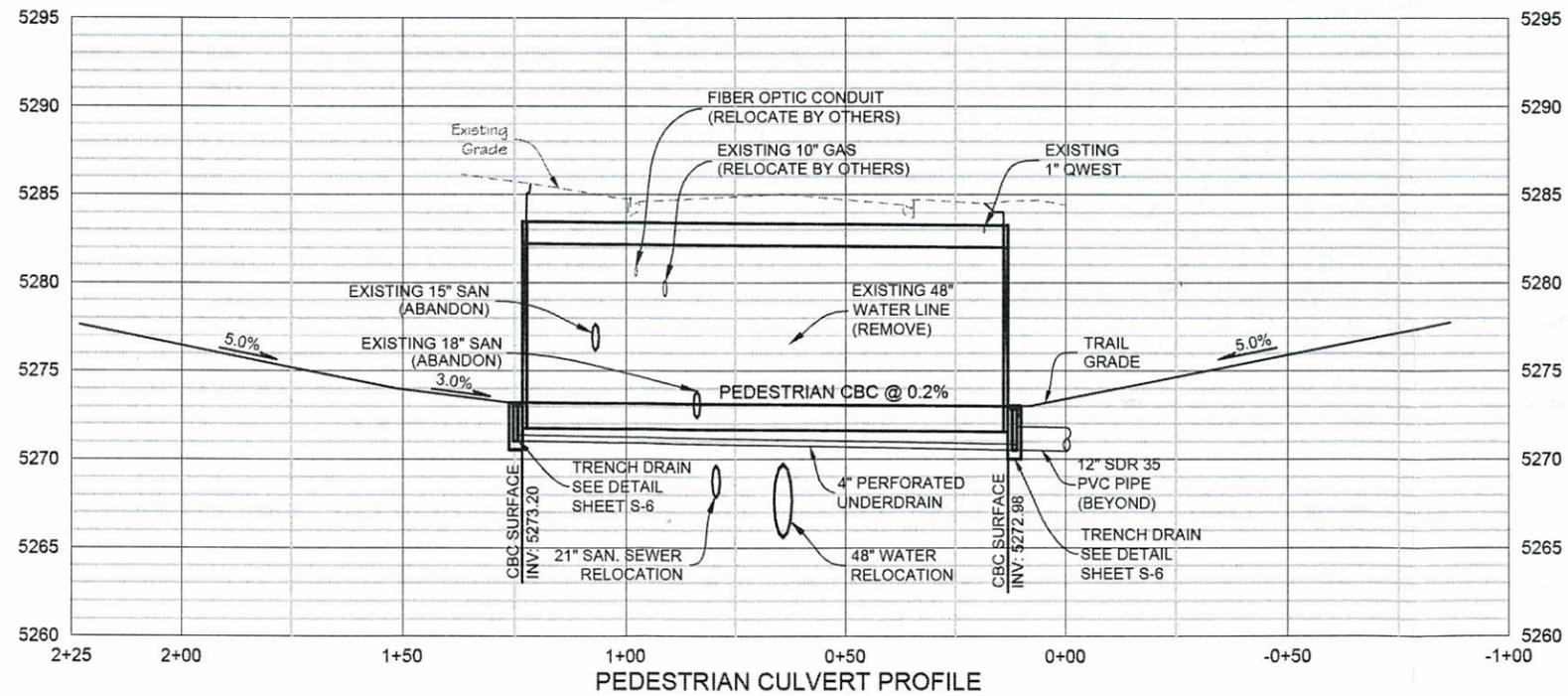
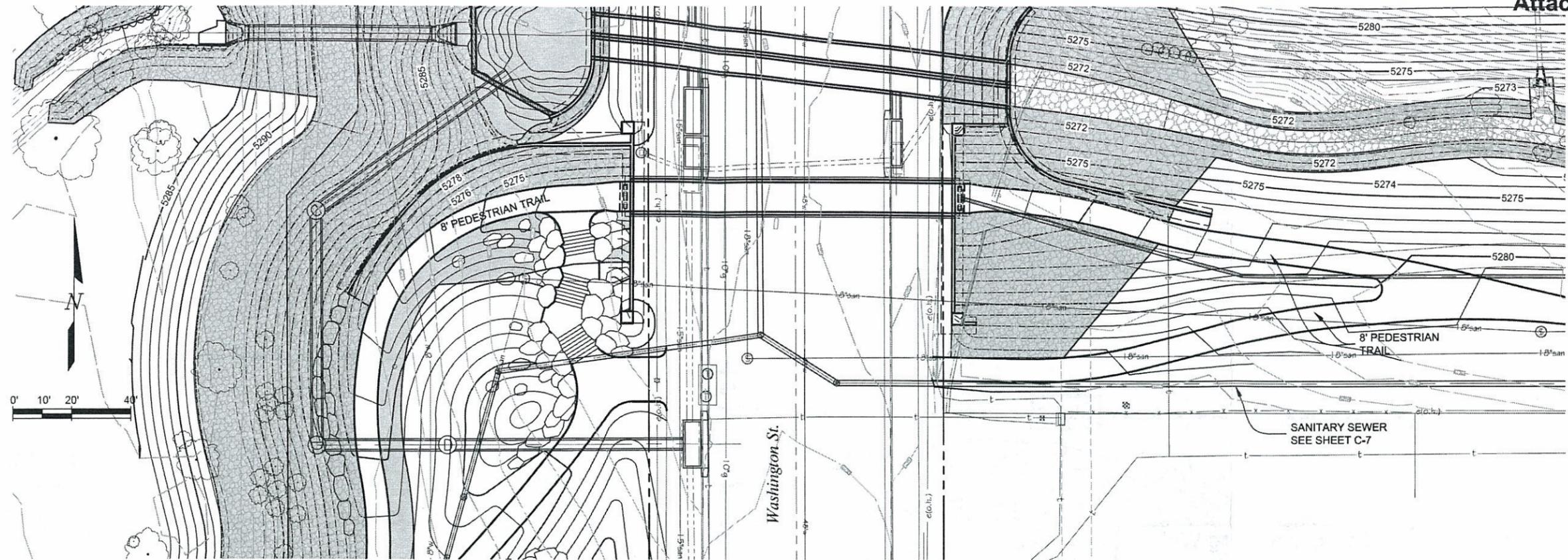
Amount Requested: \$535,727.00

% Total Project Costs: 60

In the chart below, please list all sources of funds. For partners, please provide a brief description of the contribution.

With regard to the Applicant's contribution, only fill out the "Brief Description of Contribution" if the Applicant is making an in-kind contribution.

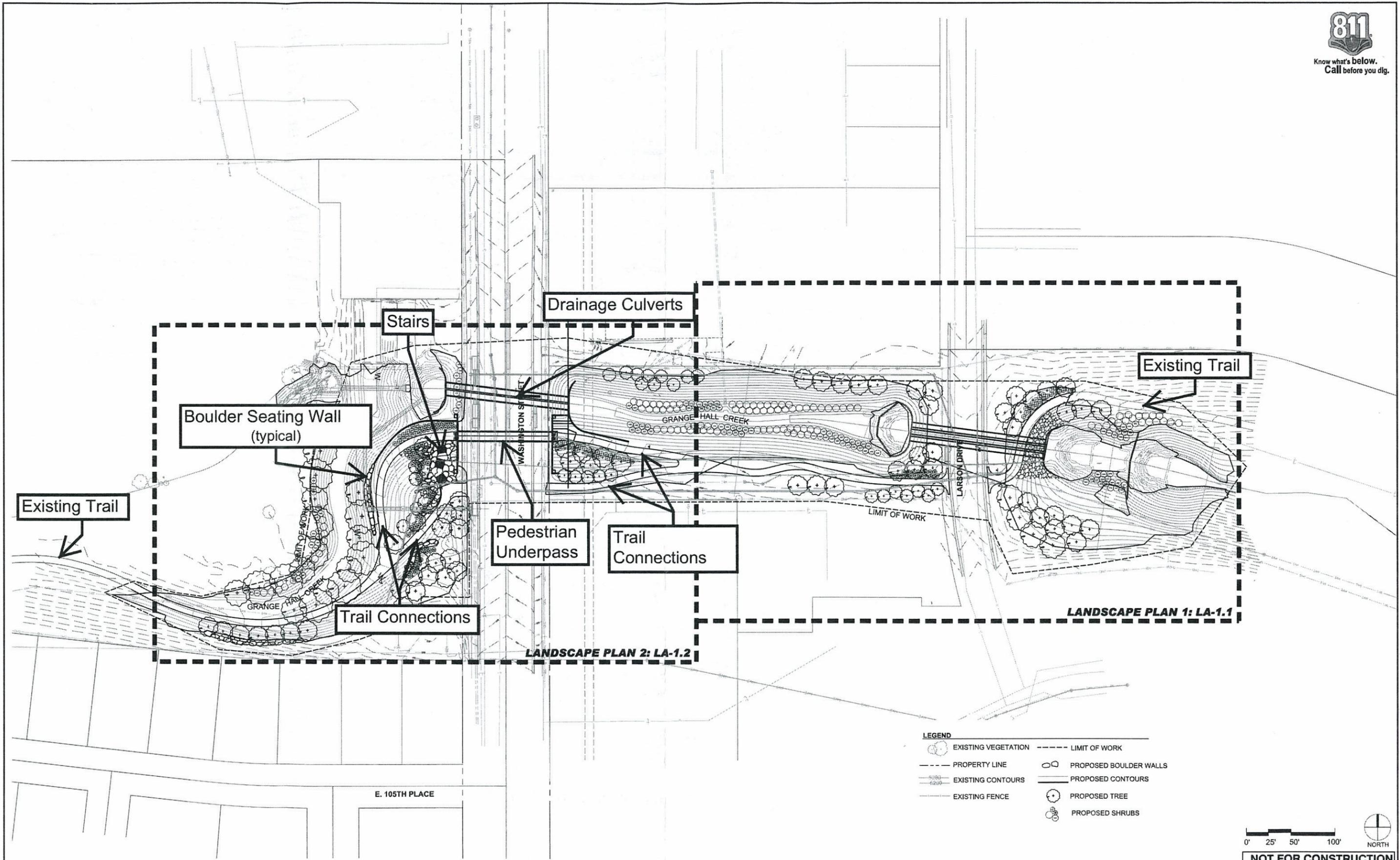
Source of Funds	Date Secured	Grant Request	Previous ADCO Grant Awards	Cash Match	In-Kind Match	Total Funding	Brief Description of Contribution (<10 words)
AdCo Open Space	5/2/2012	\$535,727.00	\$0.00		\$0.00	\$535,727.00	
CDBG				\$157,152.00		\$157,152.00	Transportation Related
City of Northglenn				\$100,000.00		\$100,000.00	Capital Improvement
Urban Drainage				\$100,000.00		\$100,000.00	Grant match amount is less than their total funding as we are only including funds directly related to the pedestrian underpass here. The majority of UDFCD funding goes toward the drainage improvements. See Attachments A-1 & H.
<i>Total</i>		<i>\$535,727.00</i>	<i>\$0.00</i>	<i>\$357,152.00</i>	<i>\$0.00</i>	<i>\$892,879.00</i>	



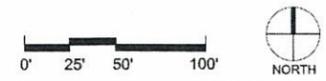
NAME: P:\09-033.02 Grange Hall Cr Final Design\CAD\09-033.02_PEDPESTRIAN CULVERT P & P.dwg DATE: NOV-10-2011 TIME: 5:14 PM



Know what's below.
Call before you dig.



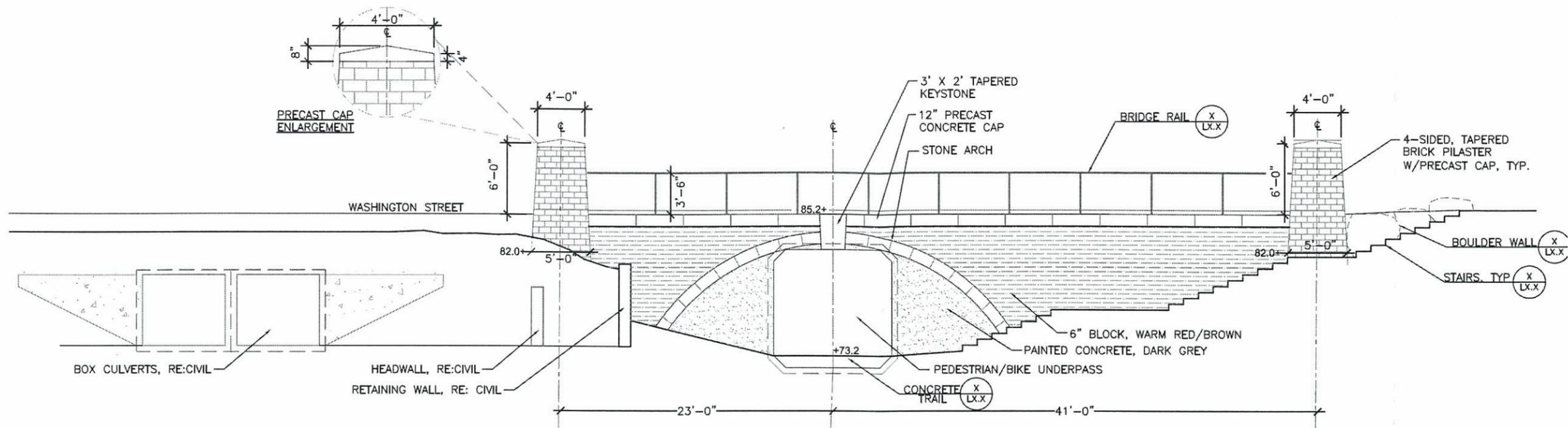
- LEGEND**
- EXISTING VEGETATION
 - PROPERTY LINE
 - EXISTING CONTOURS
 - EXISTING FENCE
 - LIMIT OF WORK
 - PROPOSED BOULDER WALLS
 - PROPOSED CONTOURS
 - PROPOSED TREE
 - PROPOSED SHRUBS



NOT FOR CONSTRUCTION

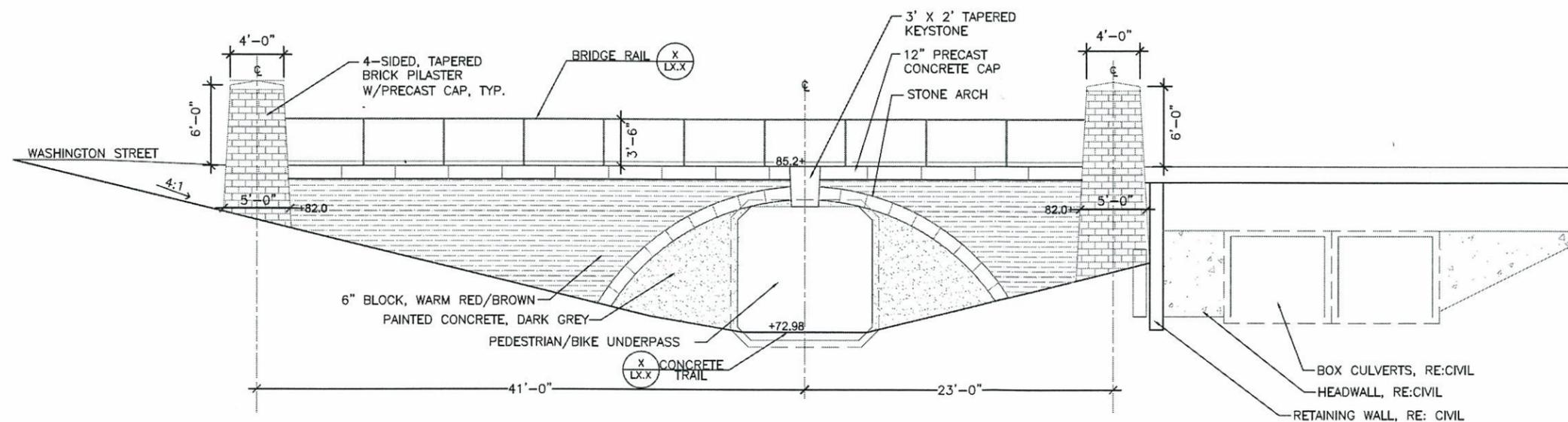


Know what's below.
Call before you dig.



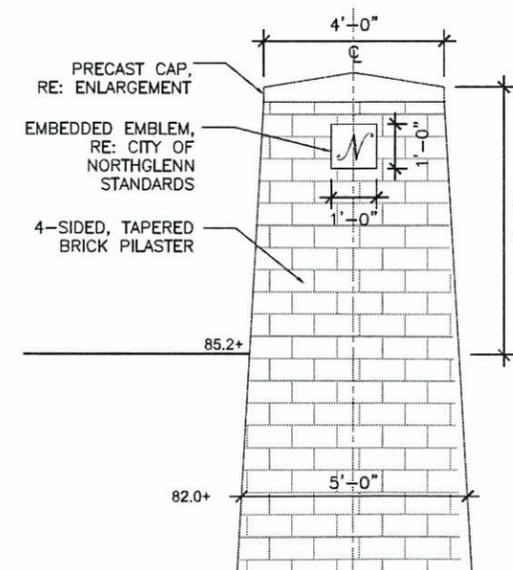
X
LX.XX WASHINGTON STREET BRIDGE-WEST ELEVATION
SECTION/ELEVATION

1"=5'-0"



X
LX.XX WASHINGTON STREET BRIDGE-EAST ELEVATION
SECTION/ELEVATION

1"=5'-0"



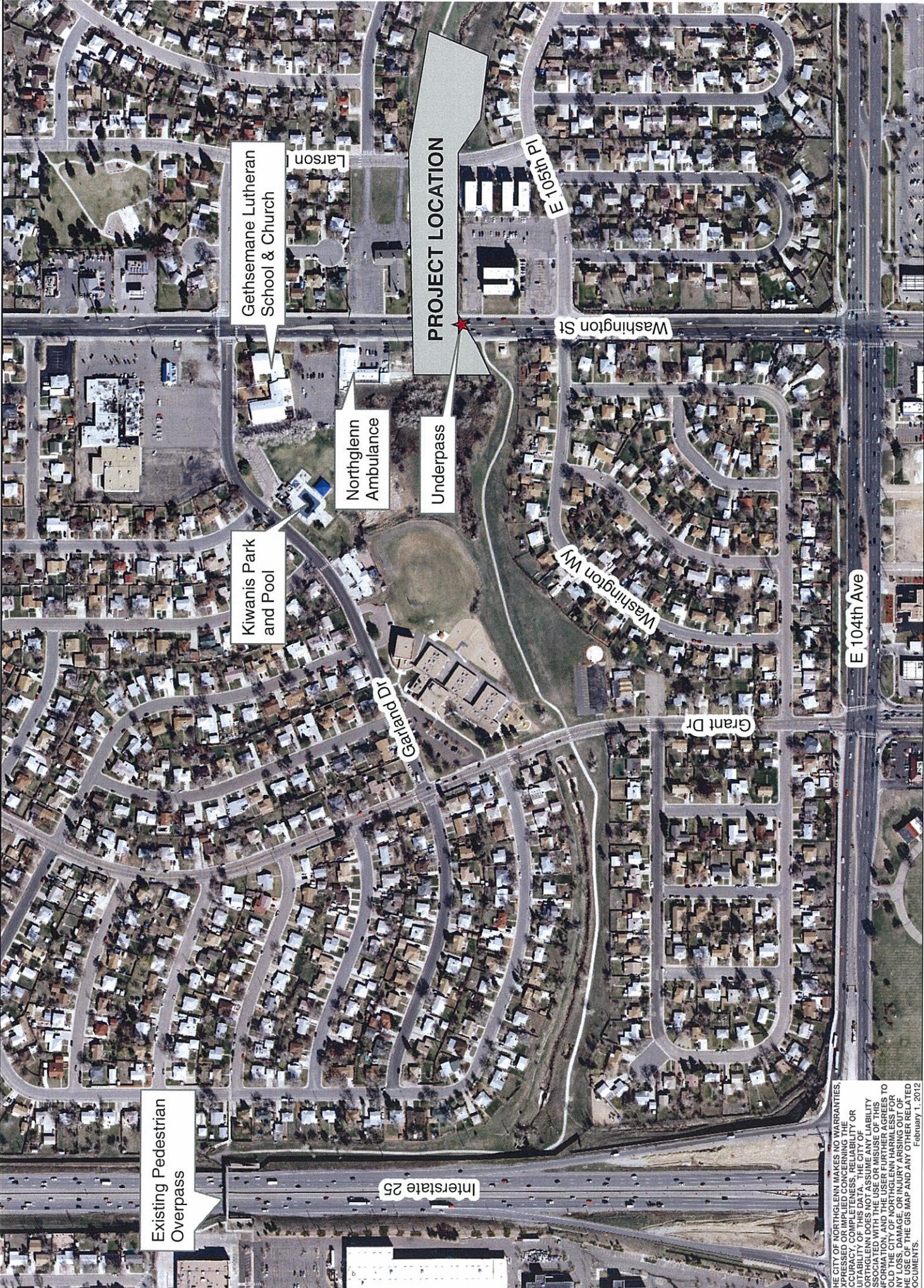
X
LX.XX WASHINGTON STREET BRIDGE-BRICK PILASTER
SECTION

1"=2'-0"

NOT FOR CONSTRUCTION

No. DATE REVISIONS		APPR. PROJECT NO. 09-033.02		MULLER ENGINEERING CO., INC. CONSULTING ENGINEERS 777 SOUTH WADSWORTH BLVD. 4-100 LAKEWOOD, COLORADO 80226 (303) 988-4939		DESIGN CC DRAWN KS CHECK CC		W E n k PLANNERS & LANDSCAPE ARCHITECTS 303.628.0003		CITY OF NORTHGLENN 		URBAN DRAINAGE AND FLOOD CONTROL DISTRICT 		GRANGE HALL CREEK WASHINGTON STREET TO LARSON DRIVE		BRIDGE ELEVATIONS		DWG. NO. A-1.1 SHEET X OF X	
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Attachement E - Location Map Pedestrian Underpass at Washington Street on Grange Hall Creek



Existing Pedestrian Overpass

Kiwanis Park and Pool

Gethsemane Lutheran School & Church

Northglenn Ambulance

Underpass

PROJECT LOCATION

Interstate 25

Garland Dr

Washington WY

Grant Dr

E 104th Ave

E 105th Pl

Washington St

THE CITY OF NORTHGLENN MAKES NO WARRANTIES, EXPRESSED OR IMPLIED CONCERNING THE ACCURACY, COMPLETENESS, RELIABILITY OR TIMELINESS OF THE INFORMATION SHOWN ON THIS MAP. NORTHGLENN DOES NOT ASSUME ANY LIABILITY ASSOCIATED WITH THE USE OR MISUSE OF THIS INFORMATION, AND THE USER FURTHER AGREES TO HOLD THE CITY OF NORTHGLENN HARMLESS FOR ANY AND ALL DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE INCURRED AS A RESULT OF THE USE OF THE GIS MAP AND ANY OTHER RELATED DOCUMENTS.
February 1, 2012



URBAN DRAINAGE AND FLOOD CONTROL DISTRICT

Paul A. Hindman, Executive Director
2480 W. 26th Avenue, Suite 156B
Denver, CO 80211-5304

Telephone 303-455-627
Fax 303-455-788
www.udfcd.org

March 1, 2011

Pam Acre
City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233



Re: 2011 Memorandum of Understanding Regarding Maintenance
2010 – 2014 5-Year Capital Improvement Plan

Dear Ms. Acre:

The Design, Construction, and Maintenance Program of the Urban Drainage and Flood Control District (District) has completed preparation of its Work Plans for 2011. The first portion of this letter will provide information on the Maintenance Work Plan as referenced above. The second part of this letter contains information on the District's 5-Year Capital Improvement Plan.

Maintenance Work Plan

The Board of Directors of the District has adopted the Maintenance Work Plan for calendar year 2011 and has allocated SRF Maintenance Budget funds to carry out drainageway maintenance work for 2011. This letter serves as the Memorandum of Understanding for us to proceed, on behalf of the City of Northglenn, with those work items on the 2011 Maintenance Work Plan that are under the jurisdiction of the City of Northglenn.

The annual Maintenance Work Plan for the City of Northglenn is developed largely based on the drainageway maintenance requests you sent us last fall. We have copies of those maintenance requests in our files in case you need to refer to them.

Maintenance Work Plan information for 2011 can be viewed by going to our website at www.udfcd.org. Scroll to "Flood Control Facilities," click on "Design, Construction, and Maintenance," and then click on "Maintenance Work Plan." The following drainageway maintenance information is available in PDF format:

1. The full Maintenance Work Plan for each county plus individual work program summaries for each local government within that county. The individual work program summary for the City of Northglenn shows all the proposed routine, and restoration work items to be accomplished within your jurisdiction for the year.
2. Mowing and Debris Schedule - The approximate schedule our routine contractor will use for this year's anticipated mowing and debris-pickup activities within the City of Northglenn.
3. Mowing and Debris Maps - The color aerial photographs of the drainageways on which we provide mowing and debris removal. These are the same photographs as used by the contractors to carry out the work. These are large files and will take a minute or two to open.

The District will contract for and manage all aspects of the Maintenance Work Plan under close coordination with you and your staff. We will work with you directly as the scope of work is developed for each construction activity. We will simply proceed with performing the routine mowing and debris pickups as shown on the schedule, located on our website, unless we hear from you.

As part of the routine program, we will inspect, at least one time per year, those public drainageways that the District regularly maintains in order to gauge debris problems or to visually review the integrity of the channel. These drainageways are listed on the Work Plan located on our website as described above. You will be notified if the District discovers any problems that may affect the operational capability of the drainageways. That inspection will typically occur under one of the following situations:

1. After mowing and debris pickup operations;
2. After a runoff event that could adversely affect the stream;
3. If a resident or local government calls us regarding a perceived drainageway problem.

The Maintenance Plan's purpose is to maintain and preserve floodways and floodplains. By definition, drainageway maintenance needs are variable. They depend on such factors as local storms, administration policies, and adjacent improvements. After consultation with the City of Northglenn, some of the work items on the Maintenance Work Plan may be adjusted in scope or funding as a result of changes in specific project needs or because work items may be identified that will be a higher priority. The value assigned to each project is for budgetary purposes. The actual cost of each project will vary from the numbers shown.

Due to the Maintenance Plan funding process, it is understood the maintenance services described herein do not obligate the District to perform the current level of maintenance in upcoming years or to assume ownership, operation, or control of the drainageways.

5-Year Capital Improvement Plan

The District's Board of Directors has adopted the 5-Year Capital Improvement Plan (CIP) for 2010-2014 and has allocated SRF Construction Budget funds to participate with local governments in carrying out drainageway capital work. Every project on the CIP will be supported by an individual intergovernmental agreement (IGA) to establish the participatory funding between the District and the local government.

The 5-Year Capital Improvement Plan for the City of Northglenn are developed largely based on the project requests you sent us last fall. We have copies of those project requests in our files in case you need to refer to them.

The 5-Year Capital Improvement Plan with budgeted levels of participation and the benefitting local governments can be viewed by going to the District website at www.udfcd.org and clicking on the "Downloads" menu. Scroll to "Flood Control Facilities," click on "Design, Construction, and Maintenance," and then click on "5-Year CIP." The current CIP is available as is a summary of all District Construction Budget expenditures from 1974 to current.

If you have a project on the CIP please advise us when the funds from the City of Northglenn will be available and when you would like us to initiate the interagency agreement. It is also important for us to know if you will not schedule a project as shown on the CIP. This allows us to revise the 5-Year CIP to better match your schedule and the schedule of other local governments.

Conclusion

If you decide you need paper copies of any of these information items, please let us know and we will forward the desired items to you.

We look forward to working with you and your staff in the implementation of the Maintenance Plan and the 5-Year CIP. We ask that you circulate this letter to your other staff members who have responsibility for these drainageway activities so they can anticipate taking part in any design, construction, or progress meetings.

All Maintenance Plan work and all CIP activities within the City of Northglenn are managed for the District by David Skuodas, P.E.. All Maintenance and CIP activities for the South Platte River are managed by Laura A. Kroeger, P.E. Email addresses for these contacts are also on our website. If you have specific questions or concerns about the work planned for 2011, please call us at 303-455-6277.

Sincerely,



David B. Bennetts, P.E., CFM, Manager
Design, Construction, and Maintenance Program



Paul A. Hindman, P.E.
Executive Director

PAH/DBB/mc

Introduction

Purpose

As per Chapter 17-2-7(d) of the Northglenn Municipal Code, the Parks and Recreation Advisory Board has the following responsibility:

“To assist and advise the City Manager and the City Council in determining the community’s needs and desires for parks, programs and facilities in relationship to the Park’s Master Plan and to continually update the Parks Master Plan on a yearly basis to achieve an equitable balance, within reason, of parks, programs and facilities in the city.”

The following document is submitted in accordance with Chapter 17-2-7(d) of the Northglenn Municipal Code.

Background

In 1986, City Council adopted the City’s first comprehensive Parks and Recreation Master Plan. In addition, upon adoption of the Master Plan, the Council appointed a Task Force to develop a ten (10) year Implementation Plan for the Master Plan. Membership on the Task Force included representatives of City Council, the Parks and Recreation Advisory Board, the Planning Commission and City Staff. The ten (10) year Implementation Plan was adopted by City Council in 1987.

The authors of both the Master Plan and the Implementation Plan recognized that the parks and recreation desires and preferences of the community are continually evolving and recommended that

an annual evaluation be conducted to address and consider revisions to the plan. The Parks and Recreation Advisory Board are thus charged with conducting an annual review of the Master Plan and making recommendations for its update and revision.

The 2011 revision includes a new format, with a focus on compiling a complete, current inventory of existing parks and facilities, as well as a 5-year Capital Improvement Plan and an extended list of future capital improvement needs and desires.

Goals and Actions

This Master Plan seeks to complement City-wide efforts and organizational direction as it relates to the roles and functions of the Parks and Recreation Advisory Board and staff to achieve near-term and long-term capital improvements to the City’s parks, public grounds, and recreational assets and amenities. Existing plans and goals, such as the City’s Comprehensive Plan and City Council Goals are referenced to ensure consistency across departments.

It is hoped and anticipated that the community at large will support the efforts of staff and the public process that occurred to have identified and listed the noted and desired improvements to our recreational and leisure time assets. This document is intended to serve as a roadmap to guide staff toward the successful completion of multiple projects, pending the availability of required financial resources, to help assure the achievement of Council goals and the City Manager’s goals and the expressed wishes of the public, and in so doing

with concrete, and the addition of storage facilities for athletic equipment and maintenance equipment.

Kiwanis Pool Improvements

The bath house at Kiwanis has had few improvements since its opening in 1965. The bath house, which includes locker rooms and a cashier's station, is in need of a new roof, new plumbing and electrical, new lockers, sinks, toilets, showers and other fixtures, and repainting.

Currently, the pool drainage is not connected to the sanitary sewer¹, but rather drains to the stream system. In instances when large amounts of water are drained from the pool without sufficient time for de-chlorination, chlorinated water is discharged to the stream system. This is potentially harmful to the balance of the stream ecosystem. In addition, small amounts of chlorinated water are discharged regularly through the daily backwash process. Although this is an acceptable practice, it is not ideal. Connection to the sanitary sewer would alleviate this concern.

Although not necessary, a desirable addition to this space would be a splash ground, a commonly requested amenity amongst users.

Dog Park Improvements

The dog park is in need of new surfacing material to improve drainage and functionality, as well as improvements to the perimeter fencing and the addition of a small dog area. Other needs include repairs to the water fountain, landscaping on the outer perimeter of the park, lighting and irrigation.

Grange Hall Creek Trail Connection at Washington Street

Grange Hall Creek Trail and the C. A. "Gundy" Gunderson Trail run east to west through Northglenn along Grange Hall Creek and generally provides the pedestrian or bicyclist easy passage without having to "share the road" with motor vehicles. Two notable exceptions to this are at the crossing locations at Washington Street and at Irma Drive. Other street crossings exist but the traffic conflicts are much less.

As we look forward to improvements in light rail and a potential transit stop at Irma and 112th, there will be a greater need for alternate access routes through the city. And as pedestrian and bicycle traffic increases, so does the need for safe crossings of higher traffic volume streets. Mid-block crossings are necessary to create and keep a continuous trail along the creek.

Separated crossings are necessary to reduce and/or eliminate the conflicts between pedestrians, bicyclists and motor vehicles. Separated crossings are expensive but serve as the best protection of the public.

A pedestrian underpass is generally the best option. Such an option should be considered for the crossings of the trail at Washington Street and Irma Drive.

Recreation Center Renovation and Expansion

As discovered in the 2008 evaluation, the facility is in need of renovation beyond the roof, HVAC and fire-code compliance that is currently in process. This project consists of work throughout the building, to include a new pool liner, renovation of the locker

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-9
Series of 2012

12-09
Series of 2012

A RESOLUTION SUPPORTING A GRANT APPLICATION TO BE SUBMITTED TO THE ADAMS COUNTY OPEN SPACE FOR FUNDING FOR THE PEDESTRIAN UNDERPASS AT WASHINGTON STREET ON GRANGE HALL CREEK PROJECT

WHEREAS, funding has been identified in the five-year Capital Improvement Program for the Grange Hall Creek (Washington St. Detention) Phase I Project, which includes the construction of a pedestrian underpass at Washington Street on Grange Hall Creek; and

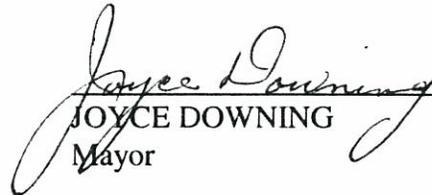
WHEREAS, a pedestrian underpass will provide for the physical separation between trail users and motor vehicle traffic to minimize potential conflicts and maximize trail user safety; and

WHEREAS, the City Council desires to express its support of the submission of an Adams County Open Space Grant Application to obtain funding for the Pedestrian Underpass at Washington Street on Grange Hall Creek Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council of the City of Northglenn is in full support of submitting a grant application to Adams County Open Space to obtain funding for the Pedestrian Underpass at Washington Street on Grange Hall Creek Project.

DATED, at Northglenn, Colorado, this 20th day of January, 2012.


JOYCE DOWNING
Mayor

ATTEST:

APPROVED AS TO FORM:


JOHANNA SMALL, CMC
City Clerk


COREY Y. HOFFMANN
City Attorney

URBAN DRAINAGE AND FLOOD CONTROL DISTRICT



Paul A. Hindman, Executive Director
2480 W. 26th Avenue, Suite 156B
Denver, CO 80211-5304

Telephone 303-455-6277
Fax 303-455-7880
www.udfcd.org

January 18, 2012

Adams County Open Space Advisory Board
9755 Henderson Road
Brighton, CO 80601

RE: Pedestrian Underpass at Washington Street on Grange Hall Creek

Dear Board Members:

The Urban Drainage and Flood Control District (UDFCD) supports the City of Northglenn's grant application to the Adams County Open Space Advisory Board toward funding of a pedestrian underpass at Washington Street on Grange Hall Creek. The pedestrian underpass will be designed and built as part of the City of Northglenn and UDFCD's Grange Hall Creek at Washington Street drainage improvement project, as shown in the "Grange Hall Creek: Grant Drive to Irma Drive Major Drainageway Conceptual Design Report". The Conceptual Design Report was an update to the 1977 "Grange Hall Creek Major Drainageway Planning Phase B Report".

We support a pedestrian underpass on Grange Hall Creek at this location, as the existing trail ends at Washington Street from both directions and the nearest traffic signal is several blocks away creating an unsafe condition for trail users trying to cross Washington Street. UDFCD is a partner in this project and has contributed \$125,000 toward the final design and \$525,000 towards construction costs, which is planned to begin in late 2012. At this location, the only feasible solution to improve pedestrian safety is to provide a combined drainage and pedestrian underpass. UDFCD typically supports the separation of pedestrian underpasses from underpasses for other uses whenever possible. The pedestrian underpass will remain dry up to approximately a 10-year flood event on Grange Hall Creek. The more frequent storm events will be conveyed under Washington Street in a separate drainage culvert. For flood events larger than the 10-year, the pedestrian underpass will supplement the drainage culvert to convey flow under Washington Street.

The District supports the City of Northglenn in this endeavor and we hope you will fund their grant application for funding this pedestrian underpass.

Sincerely,

David J. Skuodas, P.E., CFM, LEED AP
Senior Project Engineer
Design, Construction, and Maintenance Program

DJS/mc



City of Northglenn
Parks, Recreation & Cultural Services
11701 Community Center Drive
Northglenn, CO 80602

Dear Adams County Open Space Advisory Board:

On behalf of the City of Northglenn's Parks and Recreation Advisory Board, I am writing to express our strong support for the City's grant application to the Adams County Open Space program for the Grange Hall Creek Trail Project.

The purpose of the project is to construct a new pedestrian crossing for the Grange Hall Creek trail where it crosses Washington Street north of 104th Avenue and south of the Kiwanis outdoor pool. Presently, there is a 100-foot offset between the sidewalks at Washington Street, forcing trail users to either walk further north or south to reach a safe, traffic light-controlled crossing, or to cross five lanes of traffic on the heavily used road. The new crossing will be an underpass constructed underneath Washington Street that will provide for a safe trail connection for the many walkers, runners, and bikers who use and enjoy this section of the 5.4-mile Grange Hall Creek Trail.

The City of Northglenn and this advisory board have always strongly supported a safe, well-connected and navigable trail system throughout the entire community, and we firmly believe that the successful completion of this project will contribute to that goal.

We thank you in advance for your consideration of the City's grant application, and for the opportunity to express our support for the project. If you are in need of any additional information, please feel free to contact Amanda Peterson, Director of the City's Parks, Recreation, and Cultural Services Department, via phone at (303) 450-8950 or email at apeterson@northglenn.org.

Sincerely,

A handwritten signature in cursive script that reads "Brian M. Ocepek".

Brian Ocepek
Ward III Representative
Northglenn Parks and Recreation Advisory Board

Pam Acre - Open Space Grant

From: "Rick Lindsey" <rlindsey@northglennambulance.com>
To: <pacre@northglenn.org>
Date: 1/18/2012 6:41 AM
Subject: Open Space Grant

January 18, 2012

RE: Adams County Open Space Grant

Greeting,

I would like to take this opportunity to recommend the City of Northglenn for the next cycle of Adams County Open Space Grants. The funds will be used to create a pedestrian underpass at roughly 105th and Washington St. I have been with Northglenn Ambulance (106th and Washington) for the past 22 years and have frequently witnessed adults and children carelessly cross Washington to connect to the east and west side of the bike path. I am actually amazed we have never had to respond on a fatality incident from this crossing.

The City has reviewed the plans for the under pass with me. From a safety stand point I think the project should be funded. Should you have any questions please do not hesitate to contact me at Rlindsey@northglennambulance.com.

Sincerely,

Rick Lindsey
Executive Director
Northglenn Ambulance

Pam Acre - Letter of Support

From: JoDee Kuehn <jkuehn@glutheran.com>
To: "pacre@northglenn.org" <pacre@northglenn.org>
Date: 1/16/2012 9:04 PM
Subject: Letter of Support

Dear Ms. Pam Acre,

I am writing on behalf of the staff and students at Gethsemane Lutheran School to express our support for the Grange Hall Creek Improvement project. Our school sits at the corner of Garland and Washington Streets, and we take frequent advantage of the park, green space and trails near our facility. As a matter of fact, throughout the 8 years that I have been on the staff at Gethsemane, we have been a parks and trail partner with the City of Northglenn. Our staff and students are thrilled with the possibility of an underpass being built under Washington Street near our facility. We believe this would greatly increase the safety for our staff, students and their families as they utilize the trails around our facility.

Thank you for passing our feedback along to the appropriate organization.

Have a great week!
Mrs. Kuehn

JoDee Kuehn
Principal
Gethsemane Lutheran School
10675 Washington Street
Northglenn, CO 80233
(303) 451-6908 x202

Put on the full armor of God.... Ephesians 6:11

Pam Acre - Grange Hall Creek project

From: Anita <aml317537@aol.com>
To: <pacre@northglenn.org>
Date: 1/16/2012 9:56 PM
Subject: Grange Hall Creek project

To Whom It May Concern:

I'm very excited about the Grange Hall Creek project. I am an avid bike rider and one of my favorite rides is the Grange Hall Creek trail. It has always frustrated me when I got to Washington, that I either had to take my chances with traffic or had to ride up the hill to Garland to cross at the light. I think an underpass would be awesome. So I totally support this project!

Sincerely,

Anita M. Leslie

11053 Northglenn Dr.

Northglenn, CO 80233

Pam Acre - Grange Hall Creek Project

From: PAUL ZADRA <zadratwins@msn.com>
To: <pacre@northglenn.org>
Date: 1/16/2012 7:46 PM
Subject: Grange Hall Creek Project

I am writing in regards to the proposal to upgrade the creek channel at Grange Hall Creek. I believe that it is the duty of both the city and its residents to keep property in good repair and up to date. There are ordinances in place to insure that this happens on the residential level. It would be beneficial to all if funds would be used to update drainage and landscaping in this area. The longer property is left in disrepair the more costly it becomes to correct the issues. Not to mention how destructive water can be.

Lets work together to keep Northglenn a beautiful place to live and play.

Thank you,

Christina L. Kaup

Pam Acre - Grange Hall Creek Project

From: CAROL KENNEDY <clikinstix@msn.com>
To: <pacre@northglenn.org>
Date: 1/14/2012 6:28 PM
Subject: Grange Hall Creek Project

Dear Ms. Acre,

I am writing this email in support of the Grange Hall Creek Project which would be funded by Adams County Copen Space grants.

I have been a regular user of this trail since I moved to this area over 30 years ago. The lack of direct connection on the trail between the east and west sides of Washington Street is inconvenient. The youth groups with whom I ride are forced to ride on narrow sidewalks or streets and must then cross Washington Street to make the connection. Adding an underpass to this trail would help this trail be a more useable regional trail.

Please contact me if you have any other questions.

Carol Kennedy
2941 E. 123rd Ave.
Thornton, CO 80241

Pam Acre - Grange hall Creek Project

From: Cindra Spencer <Cindra.Spencer@laradon.org>
To: "pacre@northglenn.org" <pacre@northglenn.org>
Date: 1/6/2012 9:12 AM
Subject: Grange hall Creek Project

Ms. Acre,

Please accept this email as a showing of support for the Grange Hall Creek underpass project proposed at Washington Street. I reside at 10472 Franklin St. in Northglenn and my family uses the Grange Hall Creek trail frequently. We fully support grant funding for further development and stabilization of this area. If there is anything else I can do please feel free to contact me anytime.

Cindra K. Spencer

Assistant Director of Adult Residential Services
Laradon
5100 Lincoln St.
Denver, CO 80216
(720) 974-6812 direct line
(303) 296-4012 fax
www.laradon.org

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Pam Acre - Grange Hall Creek Project

From: <homajohnk@comcast.net>
To: <pacre@northglenn.org>
Date: 1/5/2012 12:17 AM
Subject: Grange Hall Creek Project

I live at 220 E. 16th Ave. in Northglenn. During warm weather I bike from Northglenn to downtown Denver and back. Starting and ending my rides is always a hassle due to waiting for the traffic light at Garland and Washington. So the thought of a Washington underpass is tremendous.

Everyone who uses that trail and wishes to cross Washington is supposed to go up to the traffic light at Garland to cross, many people do not use this portion of the trail because of that inconvenience.

There are also several safety considerations for constructing the underpass. First, some trail users cross Washington at Grange Hall Creek which is very dangerous. Second, because the trail basically deadends at Washington, that portion is not used a lot. I used to walk down there with my kids when they were young, and there is an overgrown area with paths leading in. I have always wondered what went on in there, since you are completely hidden. An underpass would increase trail use and make any questionable activities in that area much more difficult.

I would love to see this project completed.

Thank you for your time.
John Homa

Dear Pam Acre,

I'm writing this letter in support of the Grange Hall Creek Pedestrian Underpass Project.

Our family loves to bike and often take long walks with our dogs. Crossing Washington Street is very busy and can also be very dangerous. Numerous times we have seen people crossing Washington Street at points where there is not a traffic light or pedestrian crossing causing huge safety concerns for pedestrians and motorists.

The Pedestrian Underpass would definitely be helpful for traffic concerns as well as the increased use of the trail system. The continuous trail would be beneficial for walkers, bicyclists, and commuters of all ages.

We are hopeful that this project will be funded and completed in the very near future for all to enjoy.

Sincerely,

Jenni Murphy

10574 Paley Street

Northglenn, CO 80234

ATTACHMENT I
Support Letter
User Group - Individual

January 15, 2012

To the Adams County Open Space Advisory Board:

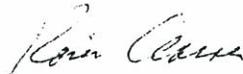
I would like to express my support for your consideration of grant funds for the Washington Street/Grange Hall Creek project in Northglenn.

I've lived in Northglenn since 1974 and have watched the continuous improvements to the city's trail system along with its exponential use by the citizens. The trail system is connected in many areas, but there are still some linkages that the city has identified for alleviation of safety risks, along with the added benefit trail continuity.

One of these locations along the trail system in serious need risk mitigation is the Washington Street/Grange Hall Creek segment, where the trail suddenly stops just south of Northglenn Ambulance and begins again directly across Washington Street. Currently, there is no crosswalk, with the nearest safe crossing at 104th Ave or Garland Street, at least a block in either direction.

I use the trail systems several times a week, and have noticed the large number of users on skates, bikes, running and walking. The connection at Washington Street would greatly enhance the trail experience.

Thank you for considering this greatly needed trail improvement.



Rosie Garner

Citizen and Former City of Northglenn City Councilmember

Jan 11, 2012

To Whom it may Concern:

Washington Street / Grange Hall Creek
Project

Grange Hall Creek is behind my house
it has a real nice path that is well kept.

Even in winter months children, people
with dogs, runners, bike riders, and many more,
walk this trail just going for a walk or
coming from the mall (Crossover on I-25).

When the path gets to Wash. St there is no
place to cross, unless you walk to Garland north
(2 blks approx) or 104th Ave (busy) 3 blks.

So people just run across Wash. helter,
sclter,

also the creek by Wash. needs a clean out
of ~~stump~~ stumps & trees, the boys learning how to
smoke go down in there and get fires started with
their matches.

I am very proud of Northglenn, where other
cities have let their older part of the city waste away,
Northglenn has kept our city clean and up to date.

Thank you

Margaret (Peg) Webb
80 E. 106th Ave
Northglenn, CO 80133



Adams County Open Space Project Budget

Revised 12/2011

Exhibit B

Date: May 14, 2012

Project Name: Pedestrian Underpass at Washington Street on Grange Hall

Amount Requested: \$435,727.00

% Total Project Costs: 48.8

Description of Item/Expense	Grant Request	Previous ADCO Award	Applicant Match	Partner Match	In-Kind (funds/services to be provided by applicant or partner)	Total Project Costs
Denver Water Conduit Relocation	\$31,134.00		\$26,286.00	\$6,380.00		\$63,800.00
Other utility relocation	\$69,356.00		\$58,555.00	\$14,213.00		\$142,124.00
Trail improvements	\$54,867.00		\$46,322.00	\$11,243.00		\$112,432.00
Pedestrian underpass	\$200,398.00		\$169,187.00	\$41,065.00		\$410,650.00
Landscaping	\$79,972.00		\$67,514.00	\$16,387.00		\$163,873.00
Budget Total	\$435,727.00		\$367,864.00	\$89,288.00		\$892,879.00

Modification Policy and Request Form:

Modification Policy:

Requests for Modification must be received at the Adams County Open Space Office a minimum of 90 days prior to the project due date. The modification request must be all of the eligibility requirements listed below in order to be approved:

Eligibility Requirements for Modification of a Project:

1. **Received By Deadline**
Requests for Modification should be received 90 days prior to the project deadline.
2. **Documentation is Complete**
Documentation includes completed request form, original budget and timeline, revised budget and timeline, and evidence of progress (copies of: invoices, cancelled checks, in-kind documentation, photos, etc.).
3. **Leverage of Project Does Not Increase Percentage of Funding or Amount Awarded.**
Under no circumstances should the amount of funds or the percent leveraged by Adams County Open Space increase.
4. **Uses and Appearance of Project Do Not Change**
The uses must remain the same as originally presented at the time of award. The percentage of Active Use cannot increase and the percentage of Passive Use cannot decrease; location of the project cannot change; quality of materials must be retained, and features must remain substantially the same.
5. **Representation of Project Remains the Same**
Modifications to the project must reflect what was originally presented to the Open Space Advisory Board (OSAB) and the BoCC at the time of award. (This includes all categories on the original application: proposed uses, partnerships, in-kind, costs, acreage, location, leverage, etc.)
6. **Grantee Has No Unresolved Compliance Issues**
The Grantee must be in compliance on the project they are requesting to modify, or any other project that has received funding from the Adams County Open Space Sales Tax, including funds received from the 30% distribution, if applicable.

If a Request for Modification does not meet all of the eligibility requirements, it will be returned by Staff to the Grantee along with a Notice of Denial outlining the eligibility criteria that was not met. Upon receiving notice, the Grantee will be required to complete the project as originally funded. If the Grantee is unable to complete the project as originally funded, the Grantee must notify Adams County Open Space in writing within 30 days of receiving the Notice of Denial. A termination of Grant Agreement will be executed by Adams County and forwarded to the Grantee. The Grantee will be required to return all previously awarded funds for that project along with accrued interest and applicable market value adjustment within 30 days of receiving the Termination of Grant Agreement. The Grantee may submit an application as a new project at the next available grant cycle.

If a Grantee is in disagreement with Staff recommendations to deny the modification request, they may file a written appeal addressed to the Parks Director, 9755 Henderson Road, Brighton, CO 80601, within 5 days of receiving a Notice of Denial.

Modification Request Form:

Project Information	
Date of Request:	
Grantee Name:	
Contact Name:	Email
Address:	Phone:
Project Name:	Project Due Date:

Please provide the following information:

Previously Submitted Leverage Summary:

Original Grant Total: \$ _____
 Total Project Cost: \$ _____
 % of Funding Requested: _____%

Proposed Revision to Leverage Summary:

Grant Total: \$ _____
 Total Project Cost: \$ _____
 % of Funding Requested: _____%

Please provide a description of the changes to the project as well as an explanation for these changes:

I, the undersigned, having the authority to act on behalf of _____, acknowledge receipt of the Adams County Open Space Guidelines, Policies and Procedures and agree to abide by same:

Submitted By:	Title:
Printed Name:	Date:

For office use only	
Date Received:	Does this request meet eligibility criteria? Yes <input type="checkbox"/> No <input type="checkbox"/>
If not eligible, please state reasons:	
By:	
Title:	Date:

IX. Extension Policy

Requests for Extension must be received a minimum of 90 days prior to the project due date. Requests for a one time Extension of 90 days or less will be approved or denied by staff. Requests for longer than 90 days up to 6 months must be approved by the BoCC. Requests for Extensions of more than 6 months will not be allowed. (See Exhibit H)

If a Request for Extension does not meet all of the eligibility requirements, it will be returned to the Grantee along with a Notice of Denial outlining the eligibility criteria that was not met. Upon receiving the Notice of Denial, the Grantee will have 30 days to respond in writing to Adams County Open Space as to whether or not they will complete the project as originally funded. If the Grantee is unable to complete the project as originally funded, a termination of Grant Agreement will be executed by Adams County and the Grantee will be required to return all previously awarded funds for that project along with accrued interest and applicable market value adjustment within 30 days of receiving the Termination of Grant Agreement. Failure to respond to a Notice of Denial will result in an automatic de-authorization of the grant and will result in suspension of eligibility for that applicant in any pending or future grant cycles as determined by the BoCC.

Eligibility Requirements for Extension of a Project:

1. **Received by Deadline** – Requests for Extension should be received a minimum of 90 days prior to the project due date.
2. **Documentation is Complete** – Documentation provided by the Grantee must include a completed request form, budget, original and revised timeline and evidence of progress. (Copies of: invoices, cancelled checks, in-kind documentation, photos, etc.)
3. **Request for Extension is for an Allowable Time Period** – Extension requests cannot be for a period of more than 6 months from the due date.
4. **Grantee Has No Unresolved Compliance Issues** – The Grantee must be in compliance on the project they are requesting an extension for, or any other project that has received funding from Adams County Open Space Sales Tax, including funds received from the 30% Open Space Sales Tax distributions, if applicable.

At a regular meeting of the Board of County Commissioners for Adams County, Colorado held at the Administration Building in Brighton on WEDNESDAY the 6TH day of OCTOBER, 1999 there were present:

Ted L. Strickland _____	Chairman	C0600923
Elaine T. Valente _____	Commissioner	10/08/99 14:32:16
Martin J. Flaum _____	Commissioner	BK: 5917 PG: 0756-0769
Rifa Connerly _____	County Attorney	CAROL SNYDER
Lucy Trujillo, Deputy _____	Clerk of the Board	ADAMS CO

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

RESOLUTION CORRECTING SCRIVENER'S ERROR IN RESOLUTION 99-1

WHEREAS, the Board of County Commissioners (Board) of Adams County, Colorado (County), adopted Resolution 99-1 on September 1, 1999; and,

WHEREAS, paragraph 7a contains an obvious scrivener or typographical error; and,

WHEREAS, the Board determines that the scrivener or typographical or typographical error, considered in context, is insubstantial; and,

WHEREAS, the Board, nonetheless, desires to correct the scrivener error contained within paragraph 7a of Resolution 99-1.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, County of Adams, State of Colorado, that Resolution 99-1, paragraph 7a be corrected to read as follows:

(a) *Imposition of Tax.* There is hereby imposed on all sales of tangible personal property at retail or the furnishing of services in the County as provided in Section 29-2-105(1)(d), Colorado Revised Statutes, as amended, a tax equal to one-fifth of one percent of the gross receipts (the "Sales Tax").

BE IT FURTHER RESOLVED by the Board of County Commissioners, County of Adams, State of Colorado, that the Clerk of the Board make the above-referenced correction *nunc pro tunc* to September 1, 1999.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Strickland _____	Aye
Valente _____	Aye
Flaum _____	Aye
Commissioners	

STATE OF COLORADO)
County of Adams)

I, Carol Snyder, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County, at Brighton, Colorado this 6TH day of OCTOBER, A.D. 1999.

County Clerk and ex-officio Clerk of the Board of County Commissioners
Carol Snyder:

By Lucy Trujillo
Deputy

STATE OF COLORADO
COUNTY OF ADAMS

At a regular meeting of the Board of County Commissioners for Adams County, Colorado, held at the Administration Building in Brighton on WEDNESDAY the 1ST day of SEPTEMBER, 1999 there were present:

Ted L. Strickland	Chairman
Elaine T. Valente	Commissioner
Martin J. Flaum	Commissioner
Rita Connerly	County Attorney
Sylvia Puebla, Deputy	Clerk of the Board

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

RESOLUTION 99-1

A RESOLUTION CALLING AN ELECTION ON NOVEMBER 2, 1999 TO AUTHORIZE THE IMPOSITION OF A ONE-FIFTH OF ONE PERCENT COUNTYWIDE SALES TAX FOR THE PURPOSE OF PRESERVING OPEN SPACE AND CREATING AND MAINTAINING PARKS AND RECREATION FACILITIES; SETTING THE BALLOT TITLE AND BALLOT QUESTION FOR THE ELECTION; AND, PROVIDING THE EFFECTIVE DATE OF SUCH RESOLUTION

WHEREAS, the Board of County Commissioners (the "Board") of Adams County, Colorado (the "County"), has determined that it is in the public interest and desirable to the residents of the County to preserve open space in order to limit sprawl, to preserve farmland, to protect wildlife areas, wetlands, rivers and streams, and for creating, improving and maintaining parks and recreational facilities; and,

WHEREAS, there are not sufficient funds in the treasury of the County and the Board does not anticipate that existing sources of revenue will be sufficient to generate the moneys necessary to preserve open space and create and maintain parks and recreational facilities; and,

WHEREAS, the County is authorized by law to impose a sales tax on the sale of tangible personal property at retail and the furnishing of services, subject to approval of the registered electors of the County; and,

WHEREAS, the Board has determined that it is in the interests of the residents of the County to impose a Countywide sales tax at the rate of one-fifth of one percent for the period beginning January 1, 2000 through December 31, 2006, the receipts from which shall be restricted in application to the Open Space Program; and,

WHEREAS, the Board has determined that a question regarding the imposition of a sales tax for the purposes enunciated herein should be submitted by the Board to the eligible electors of the County; and,

WHEREAS, the Board has determined to set the ballot title and ballot question for the issues to be submitted at the election called by this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ADAMS, STATE OF COLORADO:

1. An election shall be held on Tuesday, November 2, 1999, at which there shall be submitted to the eligible electors of the County one question authorizing the imposition of an additional one-fifth of one percent sales tax (the "Open Space Sales Tax") on all sales of tangible personal property at retail or the furnishing of services in the County as provided in Section 29-2-105(1)(d), Colorado Revised Statutes, as amended ("C.R.S."). The question to be submitted to the registered electors shall be as follows:

ISSUE _____

SHALL ADAMS COUNTY TAXES BE INCREASED \$5.5 MILLION, AND WHATEVER AMOUNTS ARE RAISED ANNUALLY THERAFTER, BY A COUNTYWIDE SALES TAX OF ONE FIFTH OF ONE PERCENT (20 CENTS ON A \$100 PURCHASE), EFFECTIVE JANUARY 1, 2000 AND AUTOMATICALLY EXPIRING AFTER 7 YEARS, WITH THE PROCEEDS TO BE USED SOLELY TO PRESERVE OPEN SPACE IN ORDER TO LIMIT SPRAWL, TO PRESERVE FARMLAND, TO PROTECT WILDLIFE AREAS, WETLANDS, RIVERS AND STREAMS, AND FOR CREATING, IMPROVING AND MAINTAINING PARKS AND RECREATION FACILITIES, IN ACCORDANCE WITH RESOLUTION 99-1, WITH ALL EXPENDITURES BASED ON RECOMMENDATIONS OF A CITIZEN ADVISORY COMMISSION AND SUBJECT TO AN ANNUAL INDEPENDENT AUDIT AND SHALL ALL REVENUES FROM SUCH TAX AND ANY EARNINGS THEREON, CONSTITUTE A VOTER APPROVED REVENUE CHANGE.

YES _____

NO _____

2. The election shall be conducted by the County Clerk and Recorder in accordance with the Uniform Election Code and other laws of the State of Colorado, including without limitation, the requirements of Article X, Section 20 of the Colorado Constitution (hereinafter "TABOR").
3. All acts required or permitted by the Uniform Election Code relevant to voting by early voters' ballots, absentee ballots and emergency absentee ballots shall be performed by the County Clerk and Recorder.
4. The County Clerk and Recorder shall cause a Notice of Election to be published in accordance with the laws of the State of Colorado, including but not limited to, the Uniform Election Code and TABOR.
5. Pursuant to Section 29-2-104(5), Colorado Revised Statutes, the County Clerk and Recorder is directed to publish the text of this Resolution four separate times, a week apart, in the official newspaper of the county and each city and incorporated town within the County.
6. No later than October 1, 1999, the County Clerk and Recorder shall mail the Notice of Election required by Article X, Section 20(3)(b) of the Colorado Constitution.
7. If a majority of the votes cast on the question of imposing the Open Space Sales Tax shall be in favor of such question, the Open Space Sales Tax shall be imposed and shall apply to all taxable transactions, unless exempt, occurring on or after January 1, 2000, and shall be collected and administered in accordance with this Resolution and the schedules set forth in the rules and regulations promulgated by the Colorado Department of Revenue.
 - (a) *Imposition of Tax.* There is hereby imposed on all sales of tangible personal property at retail or the furnishing of services in the County as provided in Section 29-2-105(1)(d), Colorado Revised Statutes, as amended, a tax equal to one-half of one percent of the gross receipts (the "Sales Tax").
 - (b) *Transactions Subject to the Sales Tax.*
 - (i) The tangible personal property and services taxable hereunder shall be the same as the tangible personal property and services taxable pursuant to Section 39-26-104, C.R.S., and shall be subject to the same exemptions as those specified in Section 39-26-114, C.R.S., including specifically the exemption provided by Section 39-26-114(11), C.R.S., for purchases of machinery or machine tools; the exemption provided by Section 39-26-114(1)(a)(XXI), C.R.S., for the sales and purchases of electricity, coal, wood, gas (including natural, manufactured and liquefied petroleum gas), fuel oil or coke sold, but not for resale, to occupants of residences, whether owned, leased or rented by said occupants, for the purpose of operating residential fixtures and appliances which provide light, heat and power for such residences; the exemption provided by Section 39-26-114(1)(a)(XX), C.R.S.,

for the sales of food (as defined in Section 3. 102(4.5), C.R.S.); the exemption for occasional sales by a charitable organization as set forth in Section 39-26-114(18), C.R.S.; and, the exemption for sales and purchases of farm equipment under lease or contract specified in Section 39-26-114(20), C.R.S.

- (ii) The Sales Tax shall not be imposed on the sale of construction and building materials if such materials are picked up by the purchaser and if the purchaser of such materials presents to the retailer a building permit or other acceptable documentation that a local use tax has been paid or is required to be paid on the value thereof.
- (iii) The Sales Tax shall not be imposed on the sale of personal property on which a specific ownership tax has been paid or is payable if: (I) the purchaser is a nonresident of, or has its principal place of business outside the County, and (II) such personal property is registered or required to be registered outside the limits of the County under the laws of the State of Colorado.
- (iv) The Sales Tax shall not be imposed on the sale of tangible personal property at retail or the furnishing of services if the transaction has been previously subjected to a sales or use tax lawfully imposed on the purchaser or user by another statutory or home rule county equal to or in excess of the amount imposed by Section 7(a) hereof. A credit shall be granted against the Sales Tax payable with respect to such transaction equal in amount to the lawfully imposed sales or use tax previously paid by the purchaser or user to such other statutory or home rule county, provided that such credit shall not exceed the amount of the Sales Tax imposed by Section 7(a) hereof.

(c) *Determination of Place at Which Sales are Consummated.* For the purpose of this Resolution, all retail sales shall be considered consummated at the place of business of the retailer, unless the tangible personal property sold is delivered by the retailer or his agent to a destination outside the County or to a common carrier for delivery to a destination outside the limits of the County. The gross taxable sales shall include delivery charges, when such charges are subject to the state sales and use tax imposed by Article 26 of Title 39, C.R.S., regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the County, or has more than one place of business, the place or places at which the retail sales are consummated for the purpose of this Sales Tax shall be determined by the provisions of Article 26 of Title 39, C.R.S., and by the rules and regulations promulgated by the Colorado Department of Revenue. The amount subject to the Sales Tax shall not include the amount of any state sales and use tax imposed by Title 39, Article 26, C.R.S.

(d) *Collection, Administration and Enforcement.* The collection, administration and enforcement of the Sales Tax shall be performed by the Executive Director of the Colorado Department of Revenue (the "Executive Director") in the same manner as the collection, administration and enforcement of the Colorado state sales tax. The provisions of Article 26 of Title 39, C.R.S. and all rules and regulations promulgated thereunder by the Executive Director shall govern the collection, administration and enforcement of the Sales Tax.

(e) *Vendor Fee.* No vendor fee shall be permitted or withheld with respect to the collection and remittance of the Sales Tax.

(f) *Application of Section 29-2-108, C.R.S.* The imposition of the Sales Tax will result in the 7% limitation on the total sales tax imposed by the State of Colorado, any county and city or town in any locality in the State of Colorado as provided in Section 29-2-108, C.R.S. being exceeded. Such notwithstanding, the rate of Sales Tax does not exceed the rate permitted to be imposed by the County pursuant to Section 29-2-108, C.R.S.

8. Distribution of ~~Open Space~~ Tax Revenue. The proceeds from the collection of the Open Space Sales Tax shall be administered in the following manner:

(a) *Open Space Advisory Board.* An Open Space Advisory Board shall be appointed by the Board of County Commissioners within ninety (90) days following approval of the election question.

(i) The Open Space Advisory Board shall consist of seven members, four of whom shall be residents of unincorporated Adams County and three of whom shall be residents of cities or towns located in Adams County.

(ii) Members shall serve four-year terms of office, except the initial term of two members from the unincorporated area of Adams County and two members from cities and towns shall be six years. Members may be re-appointed to successive terms.

(iii) Members shall serve at the pleasure of the Board.

(iv) The Board of County Commissioners shall develop a system to rotate the jurisdictions represented on the Open Space Advisory Board in a systematic fashion.

(v) Members shall not be compensated for their services, but may be reimbursed for reasonable expenses actually incurred in the performance of their duties in accordance with this Resolution and County policy.

(vi) Members shall act in accordance with law, including Colorado conflict of interest law applicable to public bodies. No member shall vote or participate in the application process regarding an acquisition or expenditure in which he or she has a financial or ownership interest, or where he or she has an ownership interest in adjacent property.

(vii) The Open Space Advisory Board will meet quarterly, beginning in the first quarter of 2000, or as necessary to review proposed projects. All meetings shall be held in accordance with the Open Meetings Law.

(viii) The Open Space Advisory Board will make recommendations to the Board of County Commissioners regarding the distribution of proceeds from the collection of the Open Space Sales Tax, substantially in accordance with the guidelines set forth in this Resolution.

(b) *Deposit and Expenditure of Revenue.*

(i) The County shall establish an Open Space Fund within which all revenues and expenditures from the Open Space Sales Tax shall be accounted for.

(ii) Two percent (2%) of the Open Space Sales Tax collected shall be used by the Open Space Advisory Board for administrative purposes, i.e. consultants, studies, site reviews, etc.

(iii) After payment of the administrative fee, thirty percent (30%) of the remaining Open Space Sales Tax collected shall be automatically returned to the cities, towns and unincorporated area of Adams County in the same proportion as is the ratio of Open Space Sales Tax collected within the city, town or unincorporated area to the total County sales tax collections, as computed from information provided by the Colorado Department of Revenue. This money may be used by the jurisdiction for either active or passive uses but shall not be used to augment existing parks and open space budgets.

(iv) After payment of the administrative expenses and distribution of the thirty percent, moneys remaining in the Open Space Fund shall be used as directed by the Board of County Commissioners, substantially in accordance with the following guidelines:

- (1) Grant applications may be submitted to the Open Space Advisory Board by those jurisdictions having an approved open space and/or recreation plan.
- (2) The Open Space Advisory Board shall review the application and make recommendations to the Board of County Commissioners regarding approval or denial of the application. Fund distributions may be attributable to both active and passive open space uses, so long as:
 - (a) no less than forty percent (40%) shall be expended for passive open space uses, to include the purchase, construction and maintenance of: horse, bike or running trails; natural areas with limited development for fishing, hiking, walking or biking; wildlife preserves; lakes for fishing with accessible walks, docks, picnic areas and restrooms; conservation easements on agricultural land; environmental education programs; lands and waterways as community buffers; river and stream corridor land; unimproved flood plains; wetlands; preservation of cemeteries; and picnic facilities.
 - (b) no more than twenty eight percent (28%) shall be expended for active uses, to include the purchase, construction, equipping and maintenance of: sports fields, golf courses, and recreation centers.
- (v) Any funds received from the disposition of assets acquired or constructed with revenues for the Open Space Sales Tax shall be used in accordance with the above guidelines.

C. *Authorized Projects and Uses of Funds.*

- (i) Revenues collected from the Open Space Sales Tax may be used in the following manner:
 - (A) To acquire fee title interest in real property for open space, natural areas, wildlife habitat, agricultural and ranch lands, historical amenities, parks and trails;
 - (B) To acquire less than fee interests in real property such as easements (including conservation and agricultural), leases, options, future interests, covenants, development rights, subsurface rights and contractual rights, either on an exclusive or nonexclusive basis, for open space, natural areas, wildlife habitat, agricultural and ranch lands, historical amenities, parks and trails purposes;
 - (C) To acquire water rights and water storage rights for use in connection with the aforementioned purposes;
 - (D) To acquire rights-of-way and easements for trails and access to public lands, and to build and improve such trails and accessways;
 - (E) To allow expenditure of funds for joint projects between counties and municipalities, recreation districts, or other governmental entities in the County;
 - (F) To improve and protect open space, natural areas, wildlife habitats, agricultural and ranch lands, historical amenities, parks and trails;
 - (G) To manage, patrol and maintain open space, natural areas, wildlife habitats, agricultural and ranch lands, historical amenities, parks and trails;

To pay for related acquisition, construction, equipment, operation and maintenance costs;

- (I) To implement and effectuate the purposes of the Open Space Program.
 - (ii) Passive open space lands may be acquired and maintained and may include:
 - (A) Lands with significant natural resource, scenic and wildlife habitat values;
 - (B) Lands that are buffers maintaining community identity;
 - (C) Lands that are to be used for trails and/or wildlife migration routes;
 - (D) Lands that will be preserved for agricultural or ranch purposes;
 - (E) Lands for outdoor recreation purposes limited to passive recreational use, including but not limited to hiking, hunting, fishing, photography, nature studies, and if specifically designated, bicycling or horseback riding;
 - (F) Lands with other important values such as scenic and historic sites that contribute to the County's and County municipalities' natural and cultural heritage.
 - (iii) Active open space lands may include lands for park purposes and other recreational uses such as sports fields, golf courses and recreation centers. Park purposes shall be defined as the construction, equipping, acquisition and maintenance of park and recreational improvements and facilities for the use and benefit of the public.
 - (iv) No land or interests acquired with the revenues of the Open Space Sales Tax may be sold, leased, traded, or otherwise conveyed, nor may an exclusive license or permit on such land or interests be given, without the approval of such action by the Board.
9. If a majority of the votes cast on the question of imposing the Open Space Sales Tax shall be in favor of such question, the County Clerk and Recorder is hereby directed to provide a notice of adoption of this Resolution, together with a certified copy of this Resolution, to the Executive Director of the Colorado Department of Revenue at least forty-five (45) days prior to January 1, 2000.
 10. This Resolution shall serve to set the ballot title and the ballot question for the question set forth herein and the ballot title for such question shall be the text of the question itself.
 11. The officers and employees of the County are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution.
 12. The rate of the Open Space Sales Tax and the deposit of revenues collected for the Open Space Sales Tax as set forth in this Resolution shall not be amended, altered or otherwise changed unless first submitted to a vote of the registered electors of the County for their approval or rejection. Other provisions of this Resolution may be amended as necessary to effectuate the purposes of this Resolution by resolution adopted by the Board of County Commissioners in accordance with law.
 13. All actions not inconsistent with the provisions of this Resolution heretofore taken by the members of the Board and the officers and employees of the County and directed toward holding the election for the purposes stated herein are hereby ratified, approved and confirmed.
 14. All prior acts, orders or resolutions, or parts thereof, by the County in conflict with this resolution are hereby repealed, except that this repealer shall not be

construed to give any act, order or resolution, or part thereof heretofore repealed.

- 15. If any section, paragraph, clause or provision of this Resolution shall be adjudged to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining sections, paragraphs, clauses or provisions of this Resolution, it being the intention that the various parts hereof are severable.
- 16. The cost of the election shall be paid from the County's general fund.
- 17. This Resolution shall take effect immediately upon its passage.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Strickland	_____	Aye
Valente	_____	Aye
Flaum	_____	Aye
Commissioners		

STATE OF COLORADO)
 County of Adams)

I, Carol Snyder, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County, at Brighton, Colorado this 1st day of SEPTEMBER, A.D. 1999.

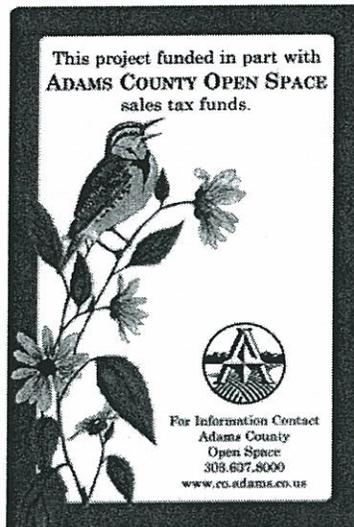
County Clerk and ex-officio Clerk of the Board of County Commissioners
Carol Snyder:

By *Jay W. Stuebel* Deputy



Adams County Open Space

Policy and Procedures



December 2007
with Amendments through January 14, 2008

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Attachments:

Exhibit A – Resolution 99-1

Exhibit B – Open Space Sales Tax 30% Distribution Form

Exhibit C – Passive Use Application

Exhibit D – Active Use Application

Exhibit E – Grant Agreement

Exhibit F – Conservation Easement

Exhibit G – Modification Form

Exhibit H – Extension Form

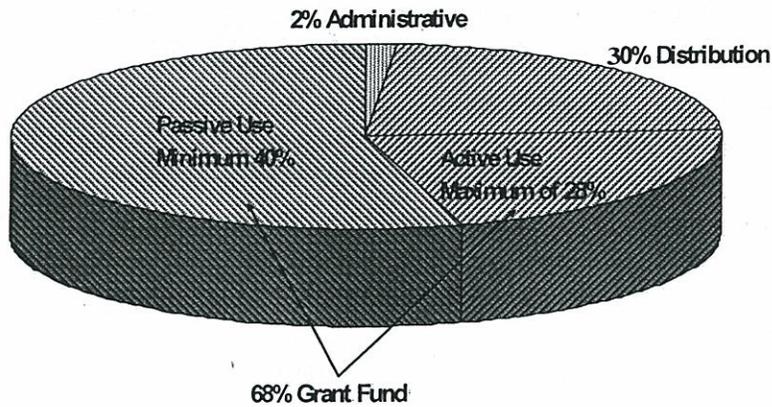
Exhibit I – Budget Form

Exhibit J – Project Timeline

I. Introduction

Adams County citizens passed an Open Space Tax on November 2, 1999, and reauthorized it on November 2, 2004, to be extended until December 31, 2026. The voter approved issue called for 68% of the proceeds from the tax to be distributed to eligible jurisdictions by a grant process. The Open Space "Tax Issue" also provides for 30% of the funds to be returned to the Cities and County based on a formula of where the tax is collected. Two percent may be used for administrative purposes. Adams County Open Space Sales Tax funds are subject to an annual independent audit.

Open Space Sales Tax Pie Chart



II. Open Space Definitions

PASSIVE USE: The definition of passive use includes: the purchase, construction and maintenance of: horse, bike or running trails; natural areas with limited development for fishing, hiking, walking or biking; wildlife preserves; lakes for fishing with accessible walks, docks, picnic areas and restrooms; conservation easements on agricultural land; environmental education programs; lands and waterways as community buffers; river and stream corridor land; unimproved flood plains; wetlands; preservation of cemeteries; and picnic facilities. (Source: Resolution 99-1, Section C, item ii) Exhibit A

There are no limitations to funding of passive uses as defined in Resolution 99-1.

ACTIVE USE: The definition for active use: lands for park purposes and other recreational uses such as sports fields, golf courses and recreation centers. Park purposes shall be defined as the construction, equipping, acquisition and maintenance of park and recreational improvements and facilities for the use and benefit of the public. (Source: Resolution 99-1, Section C, item iii) Exhibit A

QUALIFIED APPRAISAL:

- commissioned by the purchaser, another project partner that does not have an ownership interest in the property being acquired, or jointly by the seller and the purchaser;
- prepared by an experienced independent appraiser and in accordance with the IRS definitions of a qualified appraisal and of highest and best use, as defined in Treas. Reg. 1.170A-13(c)(3); and
- based upon the sales comparison method, which determines the value of the subject property by comparing sale prices of comparative properties. Adjustments are made to the sale price of each comparative property to reflect the differences between the comparison property and the subject property.
- specific about the easement value of the property, and the value of the property before and after an easement is placed on it. Information about these values is necessary to determine ability to fund the project. (If funding is for a fee acquisition, only the full fee fair market value is needed; the after and easement values are not required.)
- effective within one year prior to closing, the grantee will be required to have an appraiser update the appraisal.

III. 30% Distribution

Source: Resolution 99-1

Section 8, b (iii) – “After payment of the administrative fee, thirty percent (30%) of the remaining Open Space Sales Tax collected shall be automatically returned to the cities, towns and unincorporated area of Adams County in the same proportion as is the ratio of Open Space Sales Tax collected within the city, town or unincorporated area to the total County sales tax collections, as computed from information provided by the Colorado Department of Revenue. This money may be used by the jurisdiction for either active or passive uses but shall not be used to augment existing parks and open space budgets”.

Policy: The 30% monies collected from the Open Space Sales Tax are distributed twice annually to qualified jurisdictions. Jurisdictions will receive an Open Space Sales Tax Distribution Form (Exhibit B) 30 days prior to the release of funds. Jurisdictions are required to report to Adams County on how they used their previous fund distributions.

Procedure: Adams County Open Space staff will send out a reporting form to all qualified jurisdictions requesting information on how previous funds received had been used. Information acquired through this process will be included in the Adams County Annual Report to the Public.

IV. Open Space Grant Program (68% Grant Fund)

Grant Cycles

There are two grant cycles each year. Typically, applications for grants are due on February 1st and August 1st. Qualified jurisdictions will be notified in the event that a grant cycle is delayed. Staff will hold grant-training sessions with interested cities and other parties.

Eligibility

Staff will review the application and project for conformance with the voter-approved "Tax" and the Open Space Policy and Procedures.

Clarification of Eligibility Criteria:

1. Qualifying Jurisdictions:

Aurora*

Arvada*

Bennett*

Brighton*

Commerce City

Federal Heights

Northglenn

Thornton

Unincorporated Adams County

Westminster*

Others that Partner with above Jurisdictions:

Parks and Recreation Districts**

Other Governmental Entities**

* Must be project within Adams County

** Must be in conformance with City or County Adopted Parks or Open Space Plan and sponsored by qualifying jurisdictions. Applicants that are sponsored by qualifying jurisdictions are limited to one project per grant cycle, per sponsor.

2. Qualifying jurisdictions must have an adopted Parks and/or Open Space Plan. Note: only provide paragraph(s) describing how this project fits within the scope of your adopted plan and/or an 8 ½ X 11 map, not to exceed 3 pages.
3. Applications and required attachments must be complete and received in the Open Space Office by 4:00 p.m. of the established deadline for that grant cycle.
4. Contact person(s) identified in the Open Space Application will be used for all official contact for each submitted project.
5. Sponsoring jurisdictions are responsible for compliance with Tax Issue requirements. For jurisdictions partnering with districts or other governmental entities, the sponsoring jurisdiction is responsible for a written final report.
6. For real estate transactions, sponsoring jurisdictions should obtain a qualified buyer's appraisal. When the applicant is seeking to buy property for a price that exceeds the buyer's appraised value, the OSAB will make recommendations on a case by case basis to the BoCC for final approval.
7. Facilities, including but not limited to parks, sports fields, golf courses, and recreation centers, or land must be accessible to the public, inclusive of those with disabilities, except for conservation easements for agricultural preservation and habitat preservation.

8. Applicant must not have any unresolved compliance issues. The applicant must be in compliance on projects previously funded with Adams County Open Space Sales Tax Funds, including funds received from the 30% Open Space Sales Tax distributions. Compliance includes but is not limited to completion of projects as funded and provision of information when requested or due.

Grant Application Types:

- Passive Project applications are for uses defined in Resolution 99-1, Section C, (ii), see Policy and Procedures, Section II Open Space Definitions for Passive and Active Use.
- Active Project applications are for uses defined in Resolution 99-1, Section C, (iii), see Policy and Procedures, Section II Open Space Definitions for Passive and Active Use.
- Mini Grant applications are for uses defined in either of the above sections but are geared towards smaller communities, neighborhoods and joint projects with youth and non-profit organizations. A Passive or Active grant application is determined to be a Mini-Grant if the total amount of the grant request does not exceed \$5,000. Funding for mini-grants is limited to \$50,000 per year. The Mini Grant is also limited to two applications per applicant, per grant cycle. Mini Grants are subject to the same requirements as with both the Active and Passive Grants.

Process for Applying for Adams County Open Space Grants (Active/Passive/Mini):

1. Applications must be made on the applicable Application Form, Exhibits C & D. **Twelve (12) unbound copies of the completed application and required attachments are required at the time of submittal.** Mail application to: Adams County Open Space Dept., 9755 Henderson Road, Brighton, Colorado 80601. Applications must arrive no later than 4:00 p.m. of the specified grant application deadline date.
2. No material will be accepted after the deadline date with the exception of additional materials or documentation requested by the Open Space staff, the OSAB or the BoCC.
3. If you have multiple documents in an attachment, provide headers and footers containing the applicant name, project name, date, and page number on each page of the document.
4. All Applications must be in accordance with Resolution 99-1, which accompanies the distribution of all open space grant packets.
5. Jurisdictions must prioritize each project they submit. Jurisdictions sponsoring projects with other entities (community groups, non-profit organizations, etc.) must prioritize joint projects separately. Sponsored applicants are limited to one project per grant cycle.
6. Part I of an Application will be reviewed by staff for conformance with the Tax Issue, and approved Adams County Open Space Policies and Procedures.
7. Part II of an Application will be scored by the OSAB to be included with their recommendations to the BoCC.

8. OSAB will request presentations by applicants. Presentations will not be scored and are for informational purposes only.
9. Funding is limited for each grant cycle. The OSAB can elect to recommend a project be funded in full, part, or may choose not to recommend funding for the project.
10. The BoCC will review the recommendations of the OSAB and award in full, modify the amount, or deny grant funds to specific projects.
11. All projects must be completed within two years of the grant award date.
12. Applicants for projects or phases of projects that were not awarded Open Space Sales Tax funds in the full amount requested in the initial grant proposal are encouraged to reapply for up to two additional grant cycles following the initial submittal, in the event the applicant deems the project worthwhile of additional funding.¹

¹ Amended January 14, 2008

Criteria/Rating

For use by the OSAB in making recommendations for funding to the BoCC.

The OSAB will review projects and make funding recommendations to the BoCC based on criteria and information provided by the applicant in Part II of the Passive or Active Applications in the following three categories:

- Grant Fund Use
- Project Funding and Support
- Project Management and Applicant's Past Performance of Awarded Projects

OSAB Recommendations

The OSAB will make a determination to fund a project in full, in part, or choose to not fund any submitted projects. The OSAB recommendations are forwarded to the BoCC for final approval.

Notification of Grant Award by Commissioners

The BoCC will notify all applicants of grant awards, at which time the Adams County Open Space Grant Agreement (Exhibit E) will be signed by the applicant and representatives from Adams County. In the case of land acquisitions an execution of a conservation easement (Exhibit F) will also be required. The BoCC reserves the right to add specific conditions as part of the Grant Agreement and/or Conservation Easement. A revised budget sheet shall be requested if awarded funds differ from the original grant request.

Within 30 days of receiving the award from the BoCC, the following must occur.

Issue a press release that must include the following information:

Funds were awarded from proceeds of the Adams County Open Space Sales Tax which was passed by Adams County voters in 1999, and reauthorized in November, 2004 to be extended until December 31, 2026.”

- Amount of the Award.
- Date of the Award
- Project Name and description of the project.
- Name of your organization (City, Town, Rec. District, etc.)

Post Open Space Sign

An Adams County Open Space Sign provided or approved by Adams County will be posted in a prominent place at the project site once project is awarded. This does not apply to projects that will not have public access (i.e. conservation easement projects).

Distribution of Funds

Funds will be dispersed:

1. Once the project has been completed as funded.
2. The documentation requested in the reimbursement process has been received and verified by staff.

IV. Grant Compliance Policy

The Grantee understands that Adams County reserves all rights to reassess the grant award if the Grantee is found not to be in compliance with the Tax Issue, the Open Space Policies and Procedures and/or the Grant Agreement.

If the Grantee is found to be non-compliant on a previously awarded project, the BoCC may suspend the Grantee (for a time period determined by the BoCC) from participating in the Adams County Open Space Grant program as an applicant, partner or sponsor.

Failure to comply with approved Adams County Policies and Procedures shall result in non-compliance.

Examples of non-compliance include but are not limited to:

1. Failure to provide complete information or documentation, on applications, grant close-out reporting, modification requests, extension requests, 30% distribution reports, etc..
2. Failure to complete the project as represented.
3. Failure to complete the project within the approved time frame.
4. Modification of the project without prior approval. This includes modification of a project after funds have been received.
5. The uses and/or appearances of an awarded project have changed.
6. Failure to comply with the Open Space Program signage requirements.

VI. Open Space Grant Reimbursement Process

The amount of funds disbursed will correspond to the final project budget. The amount of disbursement will be adjusted as necessary to maintain the level of funding originally awarded and specified in the Grant Agreement. Unused grant funds will be returned to the grant fund. For example, if an item is excluded from a project, the funds allocated for that item will be deducted from the final reimbursement amount and/or if a project is under budget the leverage amount will be based on the final cost of the awarded project. Under no circumstances will the amount of funds or the percent leveraged by Adams County Open Space Sales Tax increase over the awarded amount represented in the Grant Agreement.

Failure to provide requested documents shall create a compliance issue for the Grantee that could effect participation in future grant cycles (See Grant Compliance Policy, page 11).

Land Acquisition/Conservation Easement Reimbursement Process

The awarded funds can be disbursed to the Grantee after closing or directly to the title company at the time of closing. The Grantee will need to provide Adams County Open Space with copies of the following documents within 30 days of the scheduled closing:

- All Easements/Encumbrances
- Final Contract
- Appraisal Summary (required at application)
- Preliminary Buyers/Sellers Settlement Agreement
- Fully executed Conservation Easement
- Revised Budget Sheet, if applicable

It is the applicant's responsibility to ensure that the open space staff is kept informed of any changes to the date, time or location of the closing. Adams County Open Space must have a minimum of 7 business days notice in order to place a request with the treasurers office to wire funds to a closing.

Within six weeks after the closing, copies of the following documents must be forwarded to the Open Space Office.

- Recorded Deeds specific to this transaction
- Signed Settlement Statement
- Title Policy
- Associated invoices and checks
- Other applicable items

Reimbursement Process

At the time of completion the applicant must submit to the Open Space Office copies of the following documentation:

- All invoices
- Cancelled checks (front and back)
- Supportive documentation for all in-kind matches (this includes invoices for both materials and labor).
- Revised Budget Sheet, if applicable

VII. Modification Policy

If it is necessary for a Grantee to modify an awarded project prior to completion of the project and distribution of funds, the Grantee must submit a Modification Request Form (Exhibit G) to Adams County Open Space staff.

Based on the information provided by the Grantee at that time, staff will determine whether or not the modification request can be facilitated through an Administrative Review. Listed below is the minimum qualifying criteria used for the Administrative Review:

1. The request for modification is received a minimum of 90 days prior to the project completion due date.
2. The documentation provided by the Grantee must include a completed request form and shows evidence of progress on the project.
3. The percentage of the project that is Active Use cannot increase. (See Section II, Open Space Definitions for Passive and Active Use.)
4. The amount of funds and/or the percentage of the project funded by Adams County Open Space does not increase over the funds and/or the percentage originally awarded.
5. The Grantee Has No Unresolved Compliance Issues. (See Section V. Compliance Policy.)

If a material change occurs to a project as a result of construction by adding or removing features and the modification requested does not meet the above criteria and is ineligible for an Administrative Review, the Grantee will be asked to submit additional information as directed by staff regarding the modification. This information will be forwarded to the BoCC along with a full staff report containing comments from the OSAB for the BoCC's consideration.

In reviewing a request for modification, the BoCC will consider whether the use, appearance and funding of the modified project is similar to the use, appearance and funding for the project as originally awarded. The BoCC will also consider whether the percentage of Active use in the modified project has increased.

If the BoCC determines that the modified project has materially changed in use, appearance or funding, the BoCC may reject the modification request and direct the Grantee to return the awarded funds, or approve the request with such conditions as may be determined by the BoCC. If the modification request is rejected, and the requested funds are returned, the Grantee may submit a new application for the revised project for consideration in future grant cycles.

Failure to notify Adams County Open Space staff of material changes to an awarded project may result in a violation of the Grant Agreement.

VIII. Reporting Requirements

Active Use Projects:

For a period of 10 years from the date of the award, Grantees are required to notify Adams County Open Space Staff in writing in the event material changes are proposed or made to a project for which Grantee has received Adams County Open Space Sales Tax Grant Funds. A material change to a project is any change that is inconsistent with the original intended use of the project as set forth in the grant application. If the new change is found to be inconsistent with the original intended use, the Grantee may be asked to return all funds awarded to this project.

Passive Use Projects:

Passive projects for acquisition of land are subject to conservation easements and must remain in compliance with all terms and conditions as set forth in the conservation easement. Grantees of projects not subject to conservation easements, such as projects for trails and fishing amenities, are required to notify Adams county Open Space Staff in writing of any material changes to such passive projects. A material change to a project is any change that is inconsistent with the original intended use of the project as set forth in the grant application.

IX. Extension Policy

Requests for Extension must be received a minimum of 90 days prior to the project due date. Requests for a one time Extension of 90 days or less will be approved or denied by staff. Requests for longer than 90 days up to 6 months must be approved by the BoCC. Requests for Extensions of more than 6 months will not be allowed. (See Exhibit H)

If a Request for Extension does not meet all of the eligibility requirements, it will be returned to the Grantee along with a Notice of Denial outlining the eligibility criteria that was not met. Upon receiving the Notice of Denial, the Grantee will have 30 days to respond in writing to Adams County Open Space as to whether or not they will complete the project as originally funded. If the Grantee is unable to complete the project as originally funded, a termination of Grant Agreement will be executed by Adams County and the Grantee will be required to return all previously awarded funds for that project along with accrued interest and applicable market value adjustment within 30 days of receiving the Termination of Grant Agreement. Failure to respond to a Notice of Denial will result in an automatic de-authorization of the grant and will result in suspension of eligibility for that applicant in any pending or future grant cycles as determined by the BoCC.

Eligibility Requirements for Extension of a Project:

1. **Received by Deadline** – Requests for Extension should be received a minimum of 90 days prior to the project due date.
2. **Documentation is Complete** – Documentation provided by the Grantee must include a completed request form, budget, original and revised timeline and evidence of progress. (Copies of: invoices, cancelled checks, in-kind documentation, photos, etc.)
3. **Request for Extension is for an Allowable Time Period** – Extension requests cannot be for a period of more than 6 months from the due date.
4. **Grantee Has No Unresolved Compliance Issues** – The Grantee must be in compliance on the project they are requesting an extension for, or any other project that has received funding from Adams County Open Space Sales Tax, including funds received from the 30% Open Space Sales Tax distributions, if applicable.

X. Reporting on Grants

Annual Report:

An annual report describing projects funded with the open space funds will be made available to the residents of Adams County in the County's annual "Report to the Public". The County will compile information based upon reporting they receive from each jurisdiction describing how open space funds were used. Jurisdictions will be asked to report on money spent to date, project timelines, activities associated with the project, project records, community benefit along with digital images and a brief description of all projects funded by the Open Space Tax Issue.

Annual Audits:

All expenditures of Open Space Sales Tax funds are subject to an annual audit. This includes projects awarded grant funds as well as funds disbursed from the 30% portion of the Sales Tax Fund.

STATE OF COLORADO)
COUNTY OF ADAMS)

At a regular meeting of the Board of County Commissioners for Adams County, Colorado, held at the Administration Building in Brighton, Colorado on the 3rd day of December, 2007 there were present:

W.R. "Skip" Fischer _____ Chairman
Alice J. Nichol _____ Commissioner
Larry W. Pace _____ Commissioner
Hal B. Warren _____ County Attorney
Kristen Hood, Deputy _____ Clerk of the Board

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

RESOLUTION ADOPTING THE ADAMS COUNTY OPEN SPACE POLICIES AND PROCEDURES

WHEREAS, Adams County voters approved an Open Space Sales Tax on November 2, 1999 to be used in accordance with Resolution 99-1 placing the Open Space Sales Tax on the ballot; and

WHEREAS, Adams County voters authorized an increase in an existing countywide sales tax from one-fifth of one percent to one-fourth of one percent, and extending the sales tax through December 31, 2026, in accordance with Resolution 99-1 and 2004-1; and

WHEREAS, Resolution 99-1 specifies that officers and employees of the county are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this resolution; and

WHEREAS, the Adams County Open Space Advisory Board has reviewed the Adams County Open Space Policy and Procedures; and

WHEREAS, the Adams County Open Space Advisory Board recommended to the Board of County Commissioners that the attached "Adams County Open Space Policy and Procedures – November 2007" be adopted; and

WHEREAS, the Board of County Commissioners has reviewed the recommendations by the Adams County Open Space Advisory Board.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the Adams County Open Space Policy and Procedures – November 2007, a copy of which is attached hereto and incorporated herein by this reference, be and hereby is approved and adopted.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Fischer _____ Aye
Nichol _____ Aye
Pace _____ Aye
Commissioners

STATE OF COLORADO)
County of Adams)

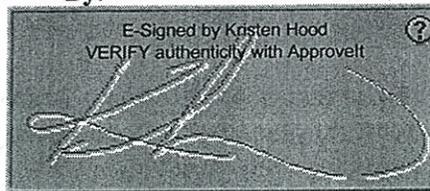
I, Karen Long, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County, at Brighton, Colorado this 3rd day of December, A.D. 2007.

County Clerk and ex-officio Clerk of the Board of County Commissioners
Karen Long:



By:



Deputy

STATE OF COLORADO)
COUNTY OF ADAMS)

At a regular meeting of the Board of County Commissioners for Adams County, Colorado, held at the Administration Building in Brighton, Colorado on the 14th day of January, 2008 there were present:

Alice J. Nichol _____	Chairman
Larry W. Pace _____	Commissioner
W.R. Fischer _____	Commissioner
Hal B. Warren _____	County Attorney
Kristen Hood, Deputy _____	Clerk of the Board

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

RESOLUTION AMENDING THE ADAMS COUNTY OPEN SPACE POLICIES AND PROCEDURES

WHEREAS, Adams County voters approved an Open Space Sales Tax on November 2, 1999 to be used in accordance with Resolution 99-1 placing the Open Space Sales Tax on the ballot; and

WHEREAS, Adams County voters authorized an increase in an existing countywide sales tax from one-fifth of one percent to one-fourth of one percent, and extending the sales tax through December 31, 2026, in accordance with Resolution 99-1 and 2004-1; and

WHEREAS, Resolution 99-1 specifies that officers and employees of the county are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this resolution; and

WHEREAS, on December 3, 2007, the Board of County Commissioners adopted the Adams County Open Space Policies and Procedures, which set forth the process and policies governing the administration of the Open Space Sales Tax program; and

WHEREAS, the Board of County Commissioners would like to amend paragraph 12 of Section IV, page 7, of the adopted Adams County Open Space Policies and Procedures as follows:

Applicants for projects or phases of projects that were not awarded Open Space Sales Tax funds in the full amount requested in the initial grant proposal are encouraged to reapply for up to two additional grant cycles following the initial submittal, in the event the applicant deems the project worthwhile of additional funding.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the paragraph 12 of Section IV, page 7, of the Adams County Open Space Policies and Procedures be amended as set forth above.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

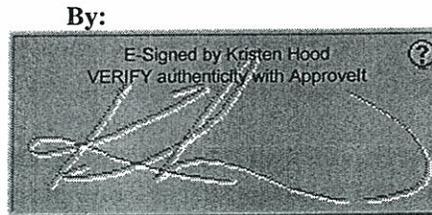
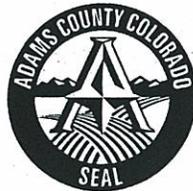
Nichol _____ Aye
Pace _____ Aye
Fischer _____ Aye
Commissioners

STATE OF COLORADO)
County of Adams)

I, Karen Long, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County, at Brighton, Colorado this 14th day of January, A.D. 2008.

County Clerk and ex-officio Clerk of the Board of County Commissioners
Karen Long:



Deputy