

**Parks, Recreation and Cultural Services
Memorandum #7-2011**

DATE: May 26, 2011

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: William A. Simmons, City Manager *WAS*
Amanda J. Peterson, Director of Parks, Recreation & Cultural Services *ajp*
Shawn Cordsen, Finance Director *SC*

SUBJECT: CR- 53 Recreation Center Rehabilitation Project Grant Acceptance
CB-1753 Recreation Center Rehabilitation Project Appropriation
Amendment & Supplemental Appropriation

RECOMMENDATION: Staff recommends approval of the attached Resolution and Ordinance, which would 1) accept grant funding in the amount of \$500,000, 2) approve a Supplemental Appropriation to appropriate those funds in the Capital Projects Fund and 3) approve an Appropriation Amendment in the amount of \$700,000 in the Conservation Trust Fund for the purposes of replacing the roof and the HVAC system at the Recreation Center.

BACKGROUND: As identified previously, the roof and HVAC system at the Recreation Center are in need of replacement. The total cost for these two projects is estimated at \$1,700,000. With the information available at the time of 2011 budget preparation, it did not appear that there were sufficient funds available to complete both projects in 2011. Consequently, funding was appropriated in the 2011 budget in the amount of \$500,000 to replace a portion of the HVAC system (\$225,000 in the Conservation Trust Fund, \$275,000 in the Capital Projects Fund).

An appropriation in the amount of \$1,025,000 was made in 2010 in the Conservation Trust Fund for the purposes of completing all fire code compliance renovations at the Recreation Center. Through CR-141 this bid was awarded to Construction Concepts in the fall of 2010, for a total contract cost (including contingency) of \$433,749.80. This significant savings resulted in an increase in the funds available in the Conservation Trust Fund.

Staff recommended leveraging these savings, along with the funding already budgeted in 2011 for the HVAC system, to seek grant funding to complete both the HVAC and the roof. At the study session on January 20, 2011, Council gave direction to staff to move forward with a grant application to seek the additional funding needed to complete this project, utilizing the savings and budgeted funds as a match. A grant application was submitted to the Adams County Open Space Advisory Board requesting \$500,000 for this project. The grant was recommended by the board to receive full funding, and that recommendation was approved by the County Commissioners on May 11, 2011.

BUDGET/TIME IMPLICATIONS: There are sufficient funds available in the Conservation Trust Fund to allow for an increase in appropriation for the 2011 budget by \$700,000. This leaves an estimated 2011 ending fund balance of approximately \$130,000.

Funding Summary

2011 Adopted Budget , Conservation Trust Fund	\$225,000
2011 Adopted Budget, Capital Projects Fund (ADCO)	\$275,000
2011 Appropriation Amendment, Conservation Trust Fund	\$700,000
<u>2011 Supplemental Appropriation, Capital Projects fund (ADCO grant)</u>	<u>\$500,000</u>
TOTAL	\$1,700,000

The grant agreement must be signed and submitted to Adams County no later than June 27, 2011. The grant is for 29.4% of the total project, up to \$500,000 and does require matching funds of 70.6%, or \$1,200,000 as identified above.

STAFF REFERENCE: Please contact Amanda Peterson at apeterson@northglenn.org or by phone at 303.450.8727 for any further questions.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-53
Series of 2011

Series of 2011

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 Recreation Center Rehabilitation Project to replace the facility's HVAC system and roof; 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 \$500,000 for the Recreation Center Rehabilitation 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 \$500,000.00 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 is hereby approved and the Mayor is authorized to execute same on behalf of the City.

DATED, at Northglenn, Colorado, this _____ day of _____, 2010.

JOYCE DOWNING
Mayor

ATTEST:

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

\$500,000

From the Open Space Sales Tax Fund

For the Recreation Center Rehabilitation

Presented this 11th Day of May, 2011

This project funded in part with
ADAMS COUNTY OPEN SPACE
sales tax funds.



For Information Contact
Adams County
Open Space
303.637.8000
www.co.adams.co.us

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

We do not inherit the earth from our ancestors, we borrow it from our children.

~ Native American Proverb

ADAMS COUNTY OPEN SPACE GRANT AGREEMENT #OSG2010-00033

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, 2011, Applicant applied for an Adams County Open Space Grant to complete the Recreation Center Rehabilitation project (the “Project”); and

WHEREAS, on May 11, 2011, Adams County awarded Applicant an Adams County Open Space Grant to complete the Project; and

WHEREAS, Adams County awarded the Project 29.4% of the total Project costs, not to exceed \$500,000.

AGREEMENT

NOW, THEREFORE, the Parties hereto agree as follows:

1. Grant Award. Adams County hereby awards to Applicant a grant in the amount of 29.4% of the total Project costs, not to exceed \$500,000 (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. 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 B 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 11, 2013, 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 C 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 D and incorporated herein by this reference.
5. Policies and Procedures. Applicant shall comply with the Open Space Policies and Procedures, attached hereto as Exhibit E 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 D.
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



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 Active Use
 Due Date: February 1, 2011

EXHIBIT A

Case No. _____

PART I: ELIGIBILITY CRITERIA

Project Information
Applicant Organization Name: <u>City of Northglenn</u>
Sponsoring Jurisdiction: <u>N/A</u>
Name of Project: <u>Recreation Center Rehabilitation</u>
This project is priority <u>1</u> of <u>1</u> projects submitted.
*Prioritize projects separately if you are submitting joint projects with another jurisdiction, special district, or organization.

Contact Information												
Primary Contact Name: <u>Amanda J. Peterson</u> Title: <u>Director of Parks, Recreation & Cultural Services</u>												
Phone: <u>303.450.8950</u> Email: <u>apeterson@northglenn.org</u>												
Address: <u>11701 Community Center Drive</u>												
City: <u>Northglenn</u> State: <u>CO</u> Zip: <u>80233</u>												
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.												
<table border="1"> <thead> <tr> <th>Name:</th> <th>Title:</th> <th>Phone:</th> <th>Email:</th> </tr> </thead> <tbody> <tr> <td>Amy Ward</td> <td>Civil Engineer</td> <td>303.450.8837</td> <td>award@northglenn.org</td> </tr> <tr> <td>Brian Magnett</td> <td>Recreation Supervisor</td> <td>303.450.8899</td> <td>bmagnett@northglenn.org</td> </tr> </tbody> </table>	Name:	Title:	Phone:	Email:	Amy Ward	Civil Engineer	303.450.8837	award@northglenn.org	Brian Magnett	Recreation Supervisor	303.450.8899	bmagnett@northglenn.org
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Project Summary	Budget Summary
<p>The City of Northglenn is seeking grant funding to replace the HVAC system and put a new roof on the Recreation Center. Due to fire code requirements, the City has faced many obstacles in determining the future of the Recreation Center. Many of these obstacles have now been overcome – with the exception of securing full funding to complete all of the improvements. Adams County’s financial assistance and the City’s commitment to complete these renovations and maintain the facility for the long-term will ensure the viability of the Recreation Center, and will best serve our community’s recreation needs.</p>	<p>Grant Request (this cycle only): \$500,000 Previous ADCO Grants (this project only): \$0 Matching Funds (cash + in-kind): \$1,200,000 Total Project Costs: \$1,700,000</p> <p>Grant Request: 29.4% of Total Project Costs*</p> <p>*To calculate the percentage of total costs, use this formula: Grant Request + Previous ADCO Grant/Total Project Costs</p> <p>**Attach a Project Budget labeled Attachment A at the end of this application</p>



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1. Previous Funding	
<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? Yes X No <input type="checkbox"/></p> <p>ii. If yes, please list the grant cycle(s) and the amount of the award(s), if any:</p>	
Grant Cycle:	Award Amount:
Fall 2010	\$ 0
	\$
	\$

Property Location Information:
Project site address: 11801 Community Center Drive, Northglenn, CO 80233
Nearest cross streets: 120 th Avenue & Grant Street
Parcel ID # (Required): 0171903214003
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.

Land Acquisition Summary (if Applicable):	
Number of acres: N/A	Cost per acre: \$ N/A
Appraised price per acre: \$ N/A	
If the purchase price is more than the appraised price, please explain: N/A	
Attach a copy of the appraisal summary page and label as Attachment J .	
Are there any known existing easements on the project site? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, attach copies of the easement and label as Attachment K .	



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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**.

A comprehensive investigation was performed in 2008 to determine the extent of work necessary to maintain a viable Recreation Center in the City of Northglenn (City). Since the 2008 investigation, the City has done due diligence by having an architectural firm, as well as by North Metro Fire Rescue District, civil, structural and electrical engineers, roofing experts and an independent fire engineering firm thoroughly evaluate all components of the facility. In addition, an energy audit was conducted in 2010 to determine what, if any, capital improvements could be funded through energy savings. Through the course of evaluating the facility, the structure of the building was determined sound, and completion of the proposed improvements, as described below, is expected to extend the life of the building for up to an additional 30 years before any additional major renovations are necessary. Information from each of these evaluations has been utilized in developing a plan and cost estimates for the proposed renovations.

In 2008, the facility was placed under a "Notice and Order to Comply" by North Metro Fire Rescue District. This order was a mandate to repair or upgrade an extensive list of items that were identified as violations of the fire code. If the City did not comply with this order by the identified timeline, the fire district would have the authority to close the Recreation Center. These fire-code compliance renovations are nearing completion, at a total cost of approximately \$760,000. The renovations addressed items such as the addition of a fire suppressive sprinkler system, enclosure of exposed wood joists, installation of one-hour fire rated ceiling tiles, improvements to the fire alarm system and improvements to building egress. This project was completed with funds from the City's general fund and the Conservation Trust Fund.

The next step in assuring the long-term viability of the Recreation Center, for which funding is sought through this grant application, is to replace the existing heating, ventilation and air conditioning units (HVAC) and the roof. Although there are many other changes that have been recommended throughout the building for both functional and aesthetic purposes, due to their facility-wide impact, the HVAC units and the roof are of the next highest priority.

The scope of the project includes the replacement of all the existing units and the control devices for those units, as well as replacement of the existing roof. A new



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HVAC system would allow the City to keep room temperatures fairly constant and at safe levels, something that the current system cannot always do. A new system will be more energy efficient, will respond to temperature fluctuations in a more timely manner and will be more reliably controlled based on actual usage of the facility.

The City is proposing the replacement of all nine rooftop units, as pictured in attachment D-2. These units will integrate the existing pneumatic control system into a digitally controlled system. The replacement of these units includes upgrades to the ductwork, wiring, the units themselves and the controls for these units. These new units will be appropriately sized to each space, and will provide proper air flow, as required by building code. The current system has units that are oversized for some spaces, and undersized in others. The undersized units do not allow for effective cooling, nor do they provide the air flow levels required by building and health codes.

Along with the new HVAC system, the City is proposing the addition of a new roof to replace the existing concrete tile sloped roof. The existing concrete tile roof has numerous infiltration points as well as flat sections that allow water to pool and subsequently damage the roof. The proposed new roof is a metal roof system, intended to eliminate the existing flat roof segments. and allow for a seamless design. The existing HVAC units currently sit on the flat roof segments. The proposed metal roof system includes the addition of peaked sections that will fit over the flat roof sections. The proposed HVAC unit will be installed in the same location as the existing, and covered with the new peaked roof.

The benefits of a peaked roof replacing the worn-out flat roof are significant. With the new roof design, the HVAC units will be protected and not exposed to the elements as they currently are. In addition, the peaked roof will cover all penetrations to the flat roof surface for utilities such as HVAC, protecting the building from one of the primary sources of leaks .

- b. Attach a Project Site Plan that identifies all project components and label as **Attachment D.**
- c. Does this project contain areas that will help separate park amenities from surrounding neighborhoods, roads, schools, etc.? If yes, clearly identify these areas on the Project Site Plan.

This project is located at an existing Recreation Center. The Recreation Center is situated on approximately 20 acres of land which includes irrigated turf, an outdoor playground for 2-5 year olds, a detention pond and open space areas. This space is also occupied by Northglenn's City Hall. The site is bordered on the west by I-25, and on the east by E.B. Rains Jr. Memorial Park. On the north border is a hotel, and south of City Hall is a large apartment complex. The location is pedestrian friendly, is easily accessed by the RTD Wagon Road Park-N-Ride and the Greenway Trail system, and is well



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separated from major roadways or other potential hazards.

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

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

The Recreation Center is a unique community gathering place, and a resource center for our residents of all ages. The Recreation Center has documented an average of 200,000 visits per year for the past three years, with a comparable number of visits each year identified from historic records for the previous 30 years.

The Northglenn Recreation Center offers opportunity for physical, emotional, intellectual and social well-being. Youth are able to participate in swimming lessons, swimming teams, theatre performances, basketball leagues and weight training classes, just to name a few of the offerings available. This participation in physical activity helps keep children socially active, as well as physically fit. They learn how to be team players, and how to develop a healthy level of competitive spirit. They are able to overcome shyness with the opportunity to perform on a stage, and they learn the importance of following through with any commitments that they make. With the current childhood obesity epidemic, it is important that children are provided with physical activities that they love to participate in for the sake of enjoyment, rather than for the purpose of "exercising." In the Adams 12 Five Star School District, sports were cut for both 6th and 7th grade students for the 2010/2011 school year. The Recreation Center offers opportunities for these students to participate in competitive and recreational team sports that they would not otherwise have.

The Senior Center is available to adults ages 55 and older, and offers fitness opportunities, health education classes and social events. Seniors serve in leadership roles, determining how the senior center will operate. Families who are looking for resources for an older parent have a place to ask questions. This is one of the only gathering places for seniors in our community, many of whom thrive because of the social interactions that exist in the Senior Center.

The Recreation Center provides a low-cost, accessible, safe place for members of the community to participate in recreation programs, community events and to utilize as a resource center. Although new data is not yet available, based on 2000 census data, the number of Northglenn residents with a high school or college degree is lower than the state average, and they have a longer commute to work. These individuals are not able to support tax increases or increased fees for service, but are the most in need of the types of services offered through the Recreation Center.



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Replacing the HVAC system and the roof will allow for all of these individuals to continue to have a safe, comfortable place to gather, participate in physical fitness activities, socialize and, most important, have a place where they feel that they belong. After many years of controversy, discussion and information-gathering, completing this project will build trust in the community, and show the City's commitment to providing this amenity to our residents.

- a. 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 was originally identified in the Parks and Recreation Master Plan in 2003 and has been in a planning phase for almost ten years. At this time, work has gone unfinished for so long that some additional deterioration has occurred. As a result of the lack of fire code compliance, the building was threatened with closure by NMFRD as of July 1, 2008. Closure of the facility was averted with the approval of a Council resolution to address the items identified by North Metro Fire Rescue District. Several of the urgent items were addressed in 2008 and City Council approved a resolution that will expend up to \$433,000 to address the remaining items through the installation of sprinkler system and other fire code required improvements, as described above. Although the most immediate need, fire code compliance, is being addressed, the HVAC units and the roof must be replaced within a reasonable period of time to maintain a viable facility for our residents to use. The comfort and safety of our participants is of utmost importance, and right now the failing systems do not consistently meet these needs.

The HVAC system affects every user of the building throughout the year, regardless of age or the programs that they choose to participate in. There have been instances in the past several years in which the facility has been so hot during the summer or so cold during the winter that Colorado childcare licensing standards could not be met. Due to these extreme temperatures, day camp and preschool classes have been canceled, and children sent home or moved to a different location in the building. Although not monitored by any licensing agency, similar concerns have arisen in the Senior Center, fitness programs and theatre rehearsals and performances.

The users of this facility have been extremely supportive of the Recreation Center. They have shown patience and passion for the programs that they take part in. This facility means a lot to each of these visitors - some have credited their personal confidence and self-esteem levels to the activities that they have participated in. This is a place that people refer to as their "home away from home." At some point, however, people will begin to look elsewhere for services. Those who can afford it may move on to programs at private facilities. Those who cannot handle the temperature fluctuations may drive further to another city. Those who are left may not be enough to sustain the program



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offerings, further diminishing participation and the City's ability to provide these services for those who need them most.

Some of our senior participants live alone and do not drive. For these individuals who walk to our facility, simply going to another center is not an option. Not only would these individuals lose the ability to participate in a fitness class, but they would lose the only consistent social interaction that they receive on a daily basis. Many of these individuals not only come to their exercise class, but they stop to talk to the staff, get free bread from the senior center, ask about something that they have been worried about, or share that they haven't been feeling well. This wouldn't be possible without the recreation center in their neighborhood.

We have been telling our participants for many years now that we are working towards a solution - at some point, they will lose trust that we are actually going to follow through on that promise. So many have stood behind the needs of the recreation center. Now that a commitment has been made to save the recreation center, it is time to move forward with finding the funding to complete the projects that need to be done, starting with the HVAC .

Without complete funding for this project, it will have to be phased. Unfortunately, phasing a project that is as integrated as this is not always the most fiscally responsible means of achieving the final goal. In order of need, this would involve replacing half of the HVAC units – those in the very worst condition. The next priority would be to replace the roof, followed by the remaining HVAC units. Funding has been allocated in the amount of \$500,000 to replace one half of the HVAC units, and there is enough funding available to replace the roof – there is not, however, enough money to complete 100% of the project.

Because the need for the HVAC is so great, if funding is not received this grant cycle, the City will have to move forward with replacing the units in the worst condition. This means spending the funds that are available as matching funds, there would be no matching funds available to re-apply for the next grant cycle. This will further delay the city's ability to move forward with the roof replacement, as well as all of the many other needs in the building.

3. Uses/Users (0-25 points)

- a. Describe all current and anticipated future uses of the project, including all programmed and non-programmed activities.

The Recreation Center offers a wide variety of programmed and non-programmed activities. The facility is available for drop-in use of the gymnasium, pool, wallyball/racquetball courts, weight room and senior center. Non-profit groups utilize the facility as a gathering space for church services, community fundraisers, school activities and social gatherings. Individuals utilize spaces for celebrations - birthday



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parties, graduation parties, baby showers and more.

Programmed activities include ongoing classes as well as special events. Preschool is offered for young children, day camp is available for elementary school age children, and Roving Recreation is available for middle school aged children.

Other events for teens include Club 22, a Saturday night drug, alcohol and violence-free program for middle school aged youth, and the Friday Fun Day series, trips for middle school aged youth that take place on Fridays throughout the summer months. The Recreation division also participates in the Adams County RAP Teen Adventure Series, a cooperative effort between the cities of Northglenn, Thornton, Broomfield, Commerce City and Hyland Hills to offer alternative recreation programs to youth in middle school and high school.

The theatre is unique to this area, and offers children and adults the opportunity to perform on stage. This is a well-used amenity in the Recreation Center, and was used over 320 days in 2010. The award-winning Northglenn Youth Theatre produces several sold-out shows each year, giving children ages 6-18 the opportunity to gain self-confidence, and a love of the theatre. The theatre is also home to the Northland Chorale, an adult choir, and Missoula Children's Theatre. For those who are just getting started, acting classes are available.

The Senior Center is open five days a week, and offers the SilverSneakers fitness program, social events and learning opportunities. The Senior Center hosts weekly games of Bingo, Bunco and Bridge, along with monthly luncheons, a Community Crafts group, a monthly birthday party and monthly breakfasts. The Northglenn Police Department and Northglenn Ambulance offer educational sessions on a monthly basis on pertinent topics. There are also quarterly tea parties, RTD trips, and many special events throughout the year.

Sports leagues are offered for youth and adults. Offerings include basketball, softball and volleyball. For younger children, sports skills are taught in the Mighty Mites sports camp, and older children are able to participate in the Skyhawks sports camps. Children also have the opportunity to learn archery and tennis.

A wide variety of fitness classes are available at the Recreation Center. These classes include Yoga, Pilates, Step, Fit Ball and Kick Boxing. Zumba, a latin dance fusion class, is one of the most popular, with over 40 participants for every class.

The swimming pool is home to the Northglenn Snappers and Fusion swim teams, as well as swimming lessons for all ages, lap swim, Masters swim, open swim, pool parties, aquafit, SilverSplash, and arthritis aquafit. There is even a large inflatable, affectionately known as "Blue," that is in the pool for Saturday afternoon open swim, and as a special treat on the last day of each session of swimming lessons.



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Free computer and internet use is available to anyone, allowing for students who do not have a computer or internet access at home to do homework. The computers are also used by adults to apply for jobs, or do other research.

Annual events include the Daddy Daughter Sweetheart Ball for girls and their fathers/grandfathers/uncles or other male role models, the Mother Son Campout for boys and their mothers/grandmothers/aunts or other female role models, an adult Dodgeball Tournament, the Flashlight Egg Hunt for teens, the Firefighter's Frenzy for firefighters and teens to engage in a bit of healthy competition, and the "Kops vs. Kids" Basketball Challenge for teens and police officers to build positive relationships over a friendly game of basketball.

In the 2010 application review, it was indicated that user fees should be examined as a means of paying for capital improvements. Currently, user fees cover 100% of the direct costs associated with programs – program supplies and the cost of the class instructor. These fees even cover a portion of the overhead expenses – staff training, supervision, custodial supplies and staff, gas/electricity and front desk staffing. In 2010, individual program areas were nearing 100% cost recovery, and the facility as a whole was at 52% cost recovery. This is up significantly from only 35% several years ago, as the department's operating costs were reduced with minimal reduction in the services offered. The City's philosophy in setting fees for classes and activities is to ensure that direct program costs are met, that fees are in line with those in our surrounding communities, and that services are accessible to our residents. All fees would have to nearly double just to cover all of the basic operational costs of the facility in a year, and this would not even begin to cover capital improvement related expenses. This is simply unachievable for our residents.

b. Explain how this project will appeal to a broad diversity of users.

The facility is utilized for a wide variety of recreation and leisure activities. There are programs for children as young as six months, and the most senior member of the senior center is over 100 years old. As described above, leisure and recreational activities are available for every interest and ability, from very active and competitive to social and learning opportunities.

Recreation activities are affordable for the residents of our community. Many of the activities available in the senior center are free or have a minimal costs. A child's drop-in rate to go swimming or use the gym is \$2.25, a fee that is affordable to most of our residents. Scholarships are made available to assist those who cannot afford to participate in the programs that they desire. The Parks and Recreation Advisory Board has provided free or discounted use of the facility for facility a developmentally challenged preschoolers group, 4-H Club, a service dog training group, and a visually impaired senior s group.



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Active Use
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Individuals come to the Recreation Center from throughout the region, with about half of the total users living within the boundaries of the City of Northglenn. Approximately 87% of the total users reside within Adams County, coming not only from Northglenn, but the surrounding communities of Thornton, Westminster, Brighton, Federal Heights and Unincorporated Adams County.

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).

Renovation of the Northglenn Recreation Center has been a priority in the Parks and Recreation Master Plan for the past eighteen years, with long-term planning beginning in 1992. The 2003 Master Plan revision, identifies some of the modifications that were made to the Recreation Center between 1992-2000. Some of the improvements include modifications to meet ADA requirements and an assessment of the HVAC system. Also identified was the need for additional program space and locker rooms, as well as improvements to the swimming pool and gymnasium.

In the 2005 revision of the Master Plan, similar items were identified. In the 2009 and 2010 revisions of the Master Plan, it is again noted that there are deficiencies with the HVAC, along with fire code compliance needs. Funds were identified in the Capital Improvement Program budget to address some of these projects, with the focus being on fire code compliance. In the 2010 revision of the Master Plan, it is noted that there are insufficient funds to complete all of the necessary projects, and that outside funding would need to be sought. (Attachment G-1)

- 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.

The Recreation Center is easily accessed by public transportation, with the Wagon Wheel Park and Ride located just to the east, and a trail and pedestrian underpass to allow connectivity between the east and west side of I-25. Pedestrian access is also available from the north, east and south via the Greenway Trail System. Since this location has already been a major consideration in the development of the trail system, no additional trail connectivity will be added as a result of this project. This location has been well established over the past 35 years as a hub of recreation activity in the City of Northglenn, both for the Recreation Center and E.B. Rains Jr. Memorial Park and Webster Lake. It is easily accessed by all of our residents, as well as those who visit from bordering Adams County communities.

5. 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



Adams County Open Space Grant Application

Case No. _____

Active Use

Due Date: February 1, 2011

8(C). Please describe how the project complies with the Tax.

This project is an improvement to an existing facility, and complies with the statement "...to pay for related acquisition, construction, equipment, operation, and maintenance costs." This long-term, unfunded, replacement project includes the purchase of equipment and the associated construction costs to install modern HVAC units and controls and a new roof.

This is a renovation project, not a maintenance project. As stated in section 1-a, the facility has been reviewed by many professionals. They have consistently observed that although old, inefficient and in need of replacement, City maintenance staff have done an exceptional job maintaining the roof and the HVAC units. These items have been very well taken care of over the years, which has allowed for both the HVAC system and the roof to function well beyond their anticipated life-span.

The City has placed an emphasis on developing a long-term capital improvement plan, to ensure that in the future the City has the ability to replace aging infrastructure in a timely manner. In 2010 Northglenn voters approved the extension of a one-half cent sales tax to be used to fund needed capital improvements throughout our City. It will take several years, however, to fully develop the plan and to build a fund balance that will allow for large projects to be funded. These basic improvements are needed now, to allow for time to implement this new capital improvement plan. This grant would provide the City to start this improvement process one step ahead, rather than a step behind.

Project Funding (0-30 points)

1. Funding Summary

Grant Request		\$ <u>500,000</u>	(this grant cycle only)
Previous ADCO Grant Awards	+	\$ <u>0</u>	(combined total – for this project only)
Cash Match	+	\$ <u>1,200,000</u>	
In-Kind Match	+	\$ <u>0</u>	
Total Project Costs	=	\$ <u>1,700,000</u>	

Grant Request = 29.4% of the Total Project Costs*

*Include both the current grant request and all previous ADCO grant awards received for this project in the calculation, i.e. (Grant Request + Previous ADCO Grant Awards)/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.

2. 30% Distribution



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Active Use
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Will the applicant be using any of its 30% distribution as part of the cash match for this project? Yes X No <input type="checkbox"/> Not Applicable <input type="checkbox"/>
If yes, please list the amount being used: \$ <u>275,000</u>
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 .

Project Support (0-30)
1. Community Outreach Briefly describe any efforts made on the part of the applicant to gain support for this project (i.e. community surveys completed, neighborhood meetings, solicited comments, etc.). During the past six to eight years, tremendous work has been done to gather community input regarding the recreation needs of our residents and other users. There have been two failed votes regarding the complete replacement of the recreation center, however, when voters were asked for approval to expend funds to determine what the recreation needs were in the community and to conduct a study to determine what it would take to renovate the facility, they voted in favor. Residents have made it very clear that they have interest in maintaining the existing facility, not in replacing it with a new one. This project would be a big step towards reaching that goal. In 2007, an intensive information gathering process was held. This process was referred to as "Re-Create." Over 400 people of all ages participated in 15 informational meetings during the months of February through June 2007. An additional 350 people participated by completing written surveys. These meetings were very interactive, allowing the public to discuss their needs with their peers and make recommendations as a group. Of this group, 97% felt that the Recreation Center "matters" in contributing to the quality of life in Northglenn. Seventy percent of these felt that it matters "a lot." When asked what type of improvements were desired, 91% of participants wished for major improvements to the facility, while only 6% did not support any improvements. In 2008, City Council adopted Ordinance 1508, Series of 2008, which says that although authorization to build a new recreation center was sought and defeated in 2007, the City Council affirmatively states that "the current recreation center is not available for development, and that it is the intention of City Council to repair the existing recreation center." (Attachment G-2). In July 2009, a Facebook "Cause" page titled "Save the Northglenn Recreation Center" was started by a recreation program participant. The page currently has 822 members supporting this cause.



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Throughout 2009 and 2010 the recreation center improvement plan has been discussed at numerous City Council meetings and study sessions. The agendas for these meetings are posted previous to the meetings, and the recordings of the meetings are available to the public via the internet and Channel 8 video, as well as reported in the Northglenn Connection.

On April 8, 2010 the City Council held a public hearing and approved an ordinance allowing for the expenditure of up to \$25,000.00 for additional refinement of the needs at the recreation center. One person spoke in favor of this action at the public hearing.

On July 17, 2010 the City Council had Council Resolution 99 on the agenda for discussion. Adoption of this resolution would allow for deadlines to be met to fulfill the requirements of the fire code, while failure of this resolution would likely have resulted in a closure of the facility. Over 40 individuals of all ages attended the meeting, with 22 youth, adults and seniors speaking during public invited to be heard in favor of adopting CR-99. An additional 90 submitted written support to the City Clerk's Office in support of this resolution, with some of the youngest supporters submitting their requests in the form of drawings of the activities they participate in. There have been very few instances in our City's history at which this many members of the public came to a meeting to express their viewpoint on a proposed City Council resolution. The resolution passed.

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 the grant application. 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 and maintained for long-term sustainability. Include in your answer the entity responsible for maintenance, the available resources, and the typical maintenance schedule.

This facility is maintained by the City's Public Works department, in cooperation with Parks and Recreation staff. The facility has been viable for the past 30 years because of their intense dedication to the aging systems in this building. Throughout the review process, many of those who have evaluated the building have indicated their amazement that the very outdated systems are still functioning as well



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as they are. This is fully attributable to the maintenance staff who take great pride in the work that they do and put in tremendous effort and creativity to ensure that the building functions as well as is possible with the limitations that exist. New systems will allow for more preventative maintenance, and fewer emergency repairs. Funding can be utilized for planned improvements, rather than emergency, short-term "band-aids." These renovations will improve the City's ability to schedule maintenance, and use the available resources in an efficient manner, all while better serving the public needs.

- 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 Project	Nicholas DiFrank	2007	2008
Sensory Playground Project	Mark Hofmeister	2007	2008
Webster Lake/E.B. Rains Jr. Memorial Park Rehabilitation Project	Nestor Fedak	2000	2001
Tot Lot and Outdoor Learning Center	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:	Due Date:	Explain:
Northglenn Skate Park	\$550,000	November 2011	
Ballfield Improvements	\$70,000	April 2012	
	\$		
	\$		
	\$		



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Please mail **12 sets** of the application and one electronic version (either through e-mail to smcdowell@co.adams.co.us or on a CD) to the Adams County Open Space staff no later than **4:30 p.m. on February 1, 2011**. Please bind all 12 copies with either binder clips or rubber bands (no staples, please). **Applicants are strongly encouraged to use both sides of the paper when printing completed applications.**

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**

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 disability regulations.

The Applicant understands that no land or interests acquired with 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 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 Date: 1/27/11

Print name: Joyce Downing

Print title: Mayor

Attachment A—Project Budget

Date Submitted: February 1, 2011

Project Name: Recreation Center Rehabilitation

Amount Requested: \$500,000.00

% Total Project Costs: 29.4%

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 (\$)
Replacement of 8 existing rooftop HVAC units. Replacement of the units includes replacement of the control systems and modifications to the existing duct system to insure proper ventilation.	\$ 422,500		\$ 422,500	\$ -		\$ 845,000
New metal roof, with peaked roof sections covering the new HVAC system			\$ 592,700			\$ 592,700
Insurance	\$ 13,000		\$ 30,000	\$ -		\$ 43,000
Payment, Performance Warranty and Maintenance Bond	\$ 4,500		\$ 10,800	\$ -		\$ 15,300
Permits and Fees	\$ -		\$ -	\$ -		\$ -
Taxes	\$ -		\$ -	\$ -		\$ -
Engineering Design Services	\$ 60,000		\$ 144,000	\$ -		\$ 204,000
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Budget Total	\$ 500,000	\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,700,000

Estimated Project Timeline – Attachment B

Project Name: Recreation Center Rehabilitation

Date: 2/1/ 2011

Description of Task	4/1/2011	5/1/2011	6/1/2011	7/1/2011	8/1/2011	9/1/2011	10/1/2011	11/1/2011	12/1/2011			
Engineering Design Services	X	X										
Bidding			X									
Council Approval and Contract Execution				X								
Construction - HVAC					X	X	X					
Construction - Roof							X	X	X			

Description of Task												

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.

Attachment C—Source of Funds

Project Name: Recreation Center Rehabilitation

Grant Request: \$500,000.00

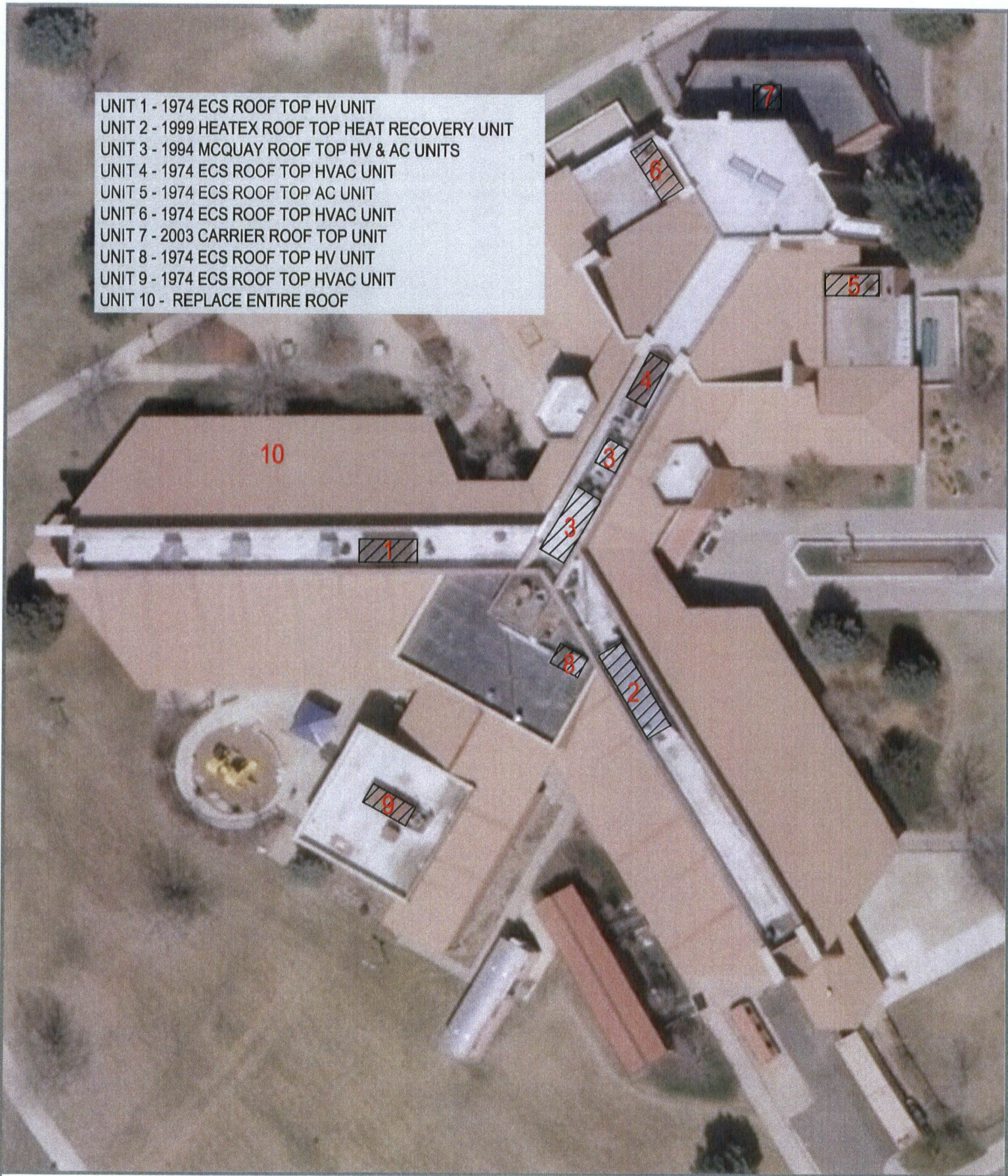
% of Total Costs: 29%

In the chart below, please list all sources of funds. For partners, please provide a brief description of the 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 or less)
Applicant	Jan-11			\$1,200,000		\$1,200,000	Funding source is Conservation Trust Fund and ADCO discretionary funds
ADCO		\$500,000				\$500,000	ADCO grant request, spring 2011 cycle
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
						\$0	
Total		\$500,000	\$0	\$1,200,000	\$0	\$1,700,000	

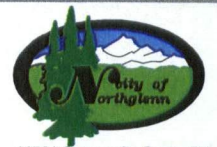
*With regard to the Applicant's contribution, only fill out "Brief Description of Contribution" if the Applicant is making an in-kind contribution.

- UNIT 1 - 1974 ECS ROOF TOP HV UNIT
- UNIT 2 - 1999 HEATEX ROOF TOP HEAT RECOVERY UNIT
- UNIT 3 - 1994 MCQUAY ROOF TOP HV & AC UNITS
- UNIT 4 - 1974 ECS ROOF TOP HVAC UNIT
- UNIT 5 - 1974 ECS ROOF TOP AC UNIT
- UNIT 6 - 1974 ECS ROOF TOP HVAC UNIT
- UNIT 7 - 2003 CARRIER ROOF TOP UNIT
- UNIT 8 - 1974 ECS ROOF TOP HV UNIT
- UNIT 9 - 1974 ECS ROOF TOP HVAC UNIT
- UNIT 10 - REPLACE ENTIRE ROOF



CITY OF NORTHGLENN RECREATION CENTER

ATTACHMENT D - SITE PLAN

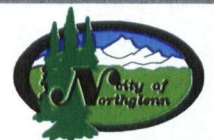


11701 Community Center Drive
 Northglenn, Colorado 80233-8061
 Phone: 303.450.8726 Fax: 303.450.8708

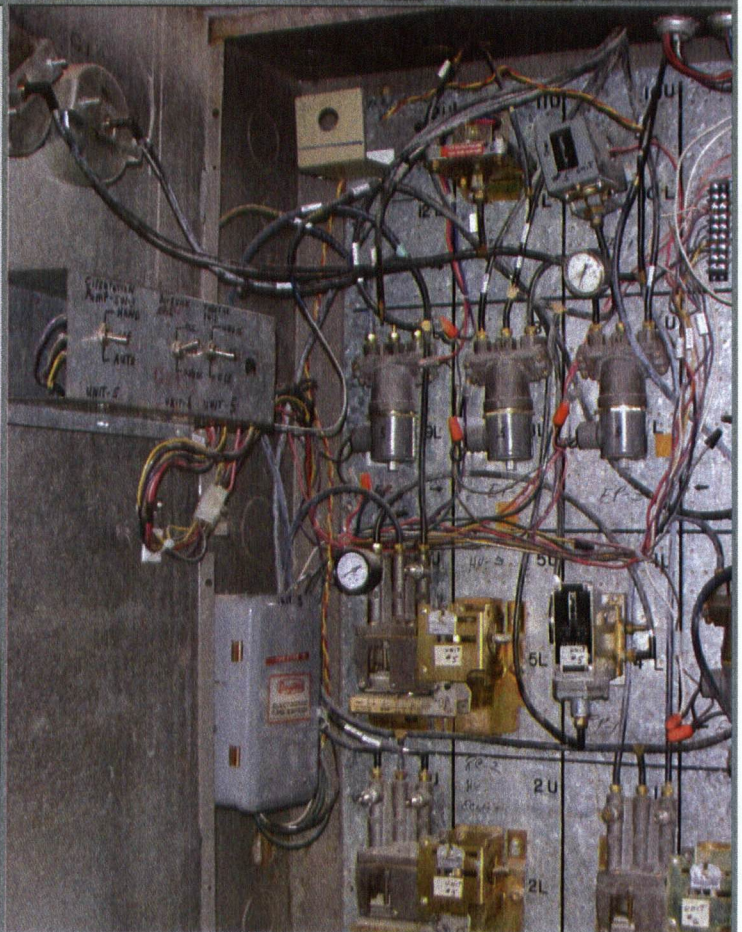
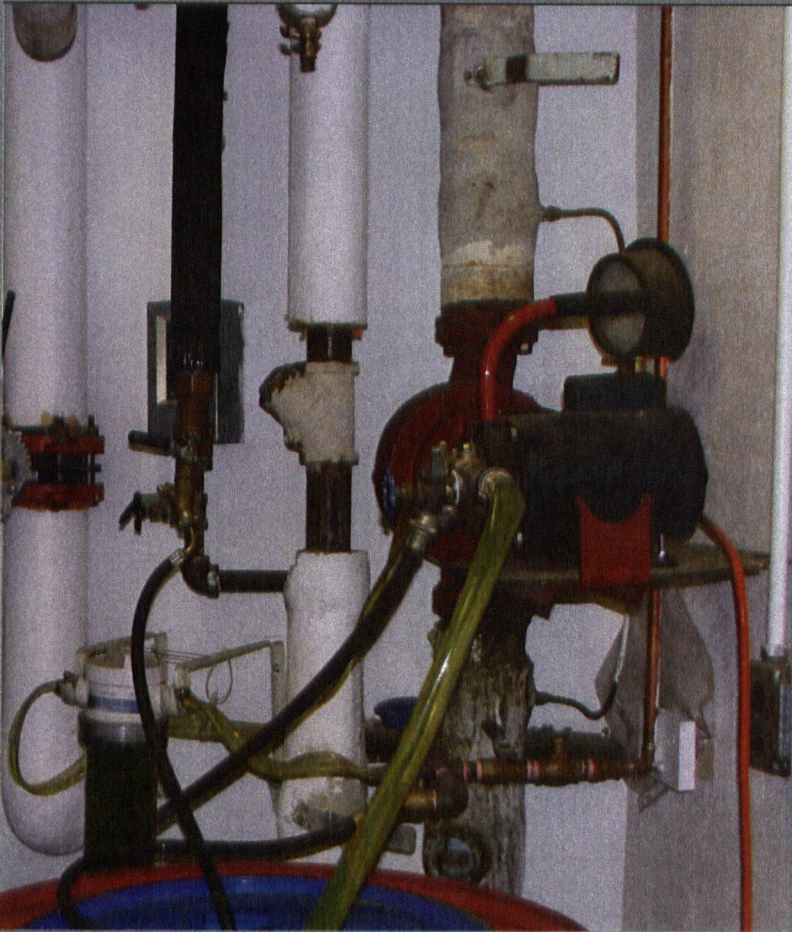
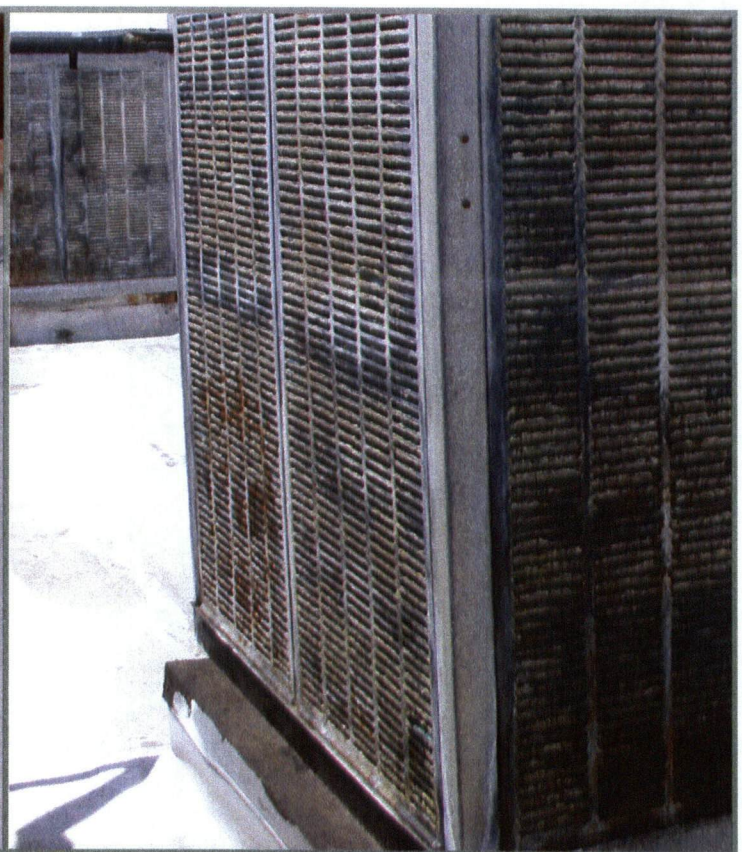
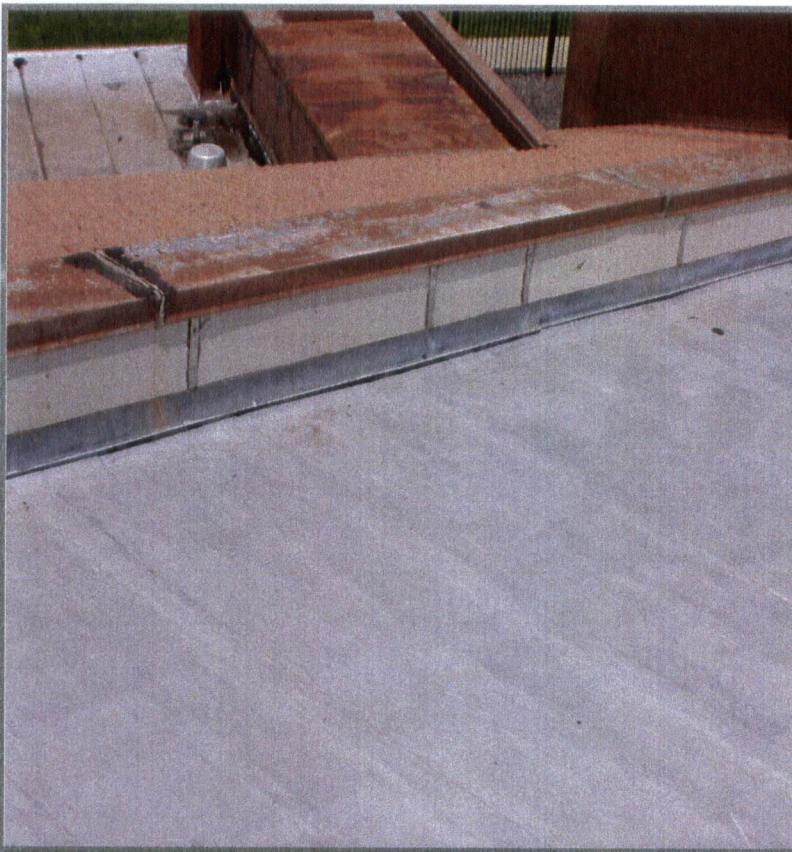


CITY OF NORTHGLENN RECREATION CENTER

ATTACHMENT D2 (Project Site Plan Detail)



11701 Community Center Drive
Northglenn, Colorado 80233-8061
Phone: 303.450.8726 Fax: 303.450.8708



CITY OF NORTHGLENN RECREATION CENTER

ATTACHMENT D3 (Project Site Plan Detail)



11701 Community Center Drive
Northglenn, Colorado 80233-8061
Phone: 303.450.8726 Fax: 303.450.8708



CITY OF NORTHGLENN RECREATION CENTER

ATTACHMENT D4 (Project Site Plan Detail)



11701 Community Center Drive
Northglenn, Colorado 80233-8061
Phone: 303.450.8726 Fax: 303.450.8708



DIRECTIONS TO SITE:

1. TAKE THE E. 120TH AVE EXIT FROM I-25 AND HEAD EAST
2. AT FIRST RIGHT TURN, TURN ONTO COMMUNITY CENTER DRIVE
3. DRIVE SOUTH TO THE RECREATION CENTER ENTRANCE AND TURN RIGHT INTO PARKING LOT

CITY OF NORTHGLENN RECREATION CENTER

ATTACHMENT E - LOCATION MAP



11701 Community Center Drive
Northglenn, Colorado 80233-8061
Phone: 303.450.8726 Fax: 303.450.8708

**CITY OF NORTHGLENN
PARKS, RECREATION AND CULTURAL SERVICES MASTER PLAN
2010 REVISION/UPDATE**

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VII. PARK AND FACILITY DEVELOPMENT OPPORTUNITIES

A. NORTHWEST OPEN SPACE

Northwest Open Space Recreation Area, located between Roseanna and 112th on Pecos Street, is a 138-acre park that offers a unique mix of passive and active recreation opportunities for Northglenn residents and residents of our surrounding communities. Residents can enjoy the natural setting the park offers through the Oscar Arnold Nature Area on the northeast portion of the property north of the Farmers' Highline Canal Trail running through the property. In addition, the park is the home of the North Area Soccer Association (NASA), the Northglenn Little League, and the Northglenn Youth Football Association, Northglenn's most successful and independent youth sports organizations.

Improvements to NWOS were first identified in the Parks and Recreation Master Plan adopted by the Northglenn City Council in 1986. In addition, each of the plan updates since 1991 has continued to identify and support improvements to this highly utilized park.

City Council has included money in past budgets to fund the NWOS improvement program, which has provided the necessary financial resources to accommodate the expansion of and improvements to existing youth athletic fields, as well as the additional and ongoing maintenance costs to support them. The youth athletic field expansion project at NWOS was completed in 1998.

Future phases of this project include neighborhood park amenities, such as a children's playground, picnic pavilions, basketball court, additional ornamental landscaping at entrances, possible development of a jointly used concession facility, construction of a long-term storage facility, addition of and enhancements to the site's athletic fields, installation of flush toilet facilities and other desired improvements. The City also adopted an Open Space Management Plan in 2002 that identifies a long-term maintenance and improvement program to the park's natural area to control undesirable vegetative growth and enhance and preserve its standing as a wildlife habitat. An engineering firm was retained by the City to provide concept drawings and cost estimating services. The recommendations included the realignment of sports fields to increase participation, restroom facilities and concession facilities.

The ball fields in this area are slated for improvement in 2010. The extent of these improvements will be determined based on the outcome of a grant request submitted to Adams County Open Space.

B. RECREATION CENTER CODE COMPLIANCE AND RENOVATION

In an effort to establish a thorough plan that considers the future needs of the City's Recreation Center, a study to address a remodeling/renovation plan was

implemented by Barker, Rinker, Seacat in 2007 after the residents voted to approve \$50,000 for this study. This study made several recommendations regarding HVAC system needs and improvements, access improvements to meet the Americans With Disabilities Act (ADA) requirements, and improvements to the Center to meet existing and near term safety code compliance requirements.

Following the release of the 2008 study, North Metro Fire Rescue District determined that some of the items that were indicated by BRS as life-safety issues were also not in compliance with the fire code. These code compliance issues are of high priority.

Funds in the amount of \$1.2 million have been identified in the fund balance for future improvements should Council direct staff to move forward with any desired improvements to the facility. Other funding options would need to be explored if the desired improvements exceed this amount.

C. WEBSTER LAKE and E.B. RAINS PARK REHABILITATION

Final improvements to the playground were completed in 2009, which included more minor enhancements to the Sensory Playground. The only remaining project at this time is the installation of the climbing wall.

Improvements are still scheduled to stabilize the shoreline and repair the outlet structure.

D. LANDSCAPING/BEAUTIFICATION - ROW'S/MEDIANS/MAJOR ARTERIALS

City Council has established beautification of rights of ways, medians and major arterials and points of entry into the city as a city goal and priority. There are short term and long-term expectations associated with this goal and priority. Short-term objectives deal with increasing ongoing maintenance attention including mowing, weed control, landscaping, and operating budget considerations. Long-term expectations deal with formalized design, choice of landscaping materials and beautification plans that could include major renovations of rights of ways and medians of major arterials citywide. Additionally, construction of standardized fences along major arterials continues to be a long-term objective. All intended fencing along 104th Avenue was completed in 2002. The City has entered a multi-year effort and has constructed 6' cedar fences along Washington Street progressing south to north. These fences were sealed and stained in 2009-2010. Standardized City monument signs are hoped to be duplicated at multiple locations throughout the City as an additional effort in the City's long-range beautification plan. The Art on Parade Program sponsored by the Northglenn Arts and Humanities Foundation in conjunction with the City has been very generous with the purchase of art and the placement of pieces in the parks throughout the City, however, they will be looking for opportunities to place pieces in the future on a City roadway or gateway to the City.

SPONSORED BY: COUNCIL MEMBER MILLER

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1646
Series of 2008

1508
Series of 2008

A BILL FOR A SPECIAL ORDINANCE AFFIRMATIVELY STATING THE CITY COUNCIL'S DESIRE TO REPAIR THE EXISTING NORTHGLENN RECREATION CENTER, AND TO AFFIRM THAT THE RECREATION CENTER PROPERTY IS NOT AVAILABLE FOR FUTURE DEVELOPMENT

WHEREAS, the registered electors of the City determined at the November 6, 2007 election not to authorize construction of a new Recreation Center;

WHEREAS, concern has been expressed in the Northglenn community that the City will therefore make the Recreation Center property available for development and ultimately seek to demolish rather than repair the existing Recreation Center; and

WHEREAS, the City Council therefore desires to affirmatively state that the current Recreation Center property is not available for development, and that it is the intention of the City Council to repair the current Recreation Center.

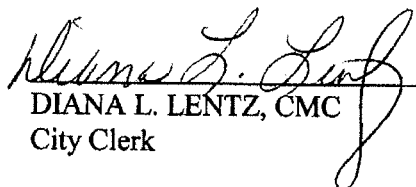
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:


Section 1. The City Council hereby affirms that the Recreation Center property is not available for development, and that the City shall not sell or otherwise convey the Recreation Center property.

Section 2. The City Council further affirms its intention to repair and rehabilitate the current Recreation Center.

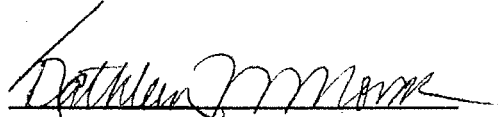
INTRODUCED, READ AND ORDERED POSTED this 14th day of February, 2008.

ATTEST:

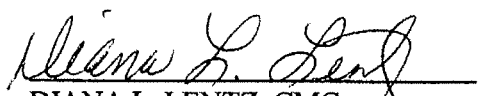

DIANA L. LENTZ, CMC
City Clerk


KATHLEEN M. NOVAK
Mayor


PASSED ON SECOND AND FINAL READING this 28th day of February
2008.


KATHLEEN M. NOVAK
Mayor

ATTEST:


DIANA L. LENTZ, CMC
City Clerk

APPROVED AS TO FORM:


COREY Y. HOFFMANN
City Attorney

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-113
Series of 2010

10-110
Series of 2010

A RESOLUTION SUPPORTING A GRANT APPLICATION TO BE SUBMITTED TO THE ADAMS COUNTY OPEN SPACE FOR FUNDING FOR THE NORTHGLENN RECREATION CENTER RENOVATION PROJECT

WHEREAS, the Northglenn City Council believes that repairs to the Northglenn Recreation Center are necessary to maintain a viable facility and to provide recreational amenities to youth and adults within the community; and

WHEREAS, repairs have been made to address "life safety" items and funding has been identified for repairs to bring the facility into fire code compliance, and it is the desire of the City to address the next step of the Northglenn Recreation Center Renovation Project, which includes a priority to replace the existing heating, ventilation, and air conditioning (HVAC) units in the facility; and

WHEREAS, the City Council desires to express its support of the submission of an Adams County Open Space Grant Application to obtain necessary funding to replace the HVAC system as part of the Northglenn Recreation Center Renovation 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 Northglenn Recreation Center Renovation Project.


DATED, at Northglenn, Colorado, this 22nd day of July, 2010.


JOYCE DOWNING
Mayor

ATTEST:

APPROVED AS TO FORM:


JOHANNA SMALL, CMC
City Clerk


COREY Y. HOPFMANN
City Attorney

NYC



Northglenn Youth Commission

July 20, 2010

Dear Adams County Open Space Advisory Board,

We are members of the Northglenn Youth Commission. The Northglenn Youth Commission is a board that gives teens a voice in city government. The Youth Commission acts in an advisory capacity to City Council regarding youth-related issues in our community. The Northglenn Youth Commission would like to ask the Adams County Open Space Advisory Board to approve the grant application that has been submitted by the City of Northglenn for new heating and air conditioning system at the Recreation Center.

The recreation center is important for youth in our community. It is where we meet, it is also a place for youth to participate in swim lessons, attend Club 22, participate in theatre activities and much more. It is important that the gym, the meeting rooms and the classrooms are heated and cooled for everyone to use. If you would consider helping to provide funding for this project, we would very much appreciate it.

Thank you,

The Northglenn Youth Commission

Syler McLeod
Kurt Alber

Kevin H. Thomas

Ciaran Meill
Syler Dodge

Stephan M...

United Church of God, *an International Association*
P.O. Box 541027, Cincinnati, OH 45254-1027
Phone: (513) 576-9796 Fax: (513) 576-9795
Larry Neff, Pastor
10267 Spotted Owl Ave.
Highlands Ranch, CO 80129
303-470-3112
July 20, 2010

Melvin Rhodes
Chairman

Dennis Luker
President

Adams County Open Space Board
To Whom It May Concern,

We have been users of the facilities at Northglenn Recreation Center for well over fourteen years. Our relationship with them has always been cordial and they have served us well. However, at times the heating and cooling system has been problematic, especially the cooling. New HVAC units would be a tremendous improvement. It would be a great help if the recreation Center could receive the available grant for those units. We believe this grant should be given to Northglenn Recreation Center from the Adams County Open Space Board.

I am happy to answer any questions you would like to ask. Just call the number above.

Sincerely,



Larry Neff

Donald F. Merchant
1243 East 110th Place
Northglenn, CO 80233-3559
(303) 457-4071, email donaldmerchant@ieee.org

Adams County Open Space Board

July 23, 2010

To Whom It May Concern:

I have currently lived in Northglenn for 31 years, and I have been a regular user of the Northglenn Recreation Center the past decade. I consider it to be a valuable asset to the community, and I have been supportive of efforts to continue to keep the Recreation Center funded and open during these trying economic times, which were further complicated by the need to make significant upgrades to the facility to bring it into compliance with newer fire code requirements. I am pleased that the Northglenn City Council recently voted in favor of that plan.

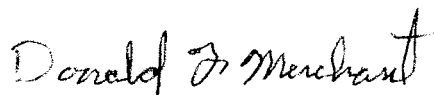
It has been brought to my attention that in addition to the fire code upgrades, there is also a need to put a plan in place to address a couple of other big ticket items that are nearing an end-of-life cycle: specifically, the need to replace the aging HVAC system, and the need to replace the roof. In my opinion, this seems like a wonderful opportunity to evaluate integrating the use of an alternative energy source to offset rising energy costs as part of that plan – perhaps a solar option similar to that being currently done by the Adams 14 School District, and I'd like to encourage the Recreation Center to look into this. However, regardless of the outcome of such evaluation, I would like to support their efforts to keep the facility in good repair.

It is my understanding that the replacement of the HVAC system is of highest priority, and I'm inclined to agree. Over the last few years I have witnessed several times that the city maintenance personnel have been involved in making repairs to the system, and the frequency of such repairs appears to be on the increase. Also, although admittedly a subjective opinion, I find the temperature of the weight room warmer than I like, and the overall air flow to be poor.

I recently learned that it is the intention of the Recreation Center to ask you for a \$500,000 grant request for funding to replace the HVAC, contingent upon a matching grant by the City of Northglenn. I'd like to encourage you to also grant this funding.

Thank you for your consideration of their request.

Sincerely,



Donald F. Merchant



July 23, 2010


Adams County Open Space Board

Dear Sir/Madam:



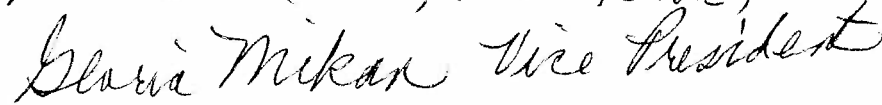
On behalf of the Northglenn Senior Organization, I am writing to express support for the City of Northglenn's request for funding of a new HVAC system for the Recreation Center. You may not be aware of this, but the building also houses the City's Senior Center and has done so since 1982. I believe it is vital to the interests of all the residents of Northglenn and the surrounding area to continue to have a Community Center where people of all ages may gather. For me and many of my peers, the Senior Center offers many social, fitness and educational activities that we are not able to find elsewhere.

The NSO hopes for a strong continuation of the relationship with the City of Northglenn and its senior population for many future generations to come.

Sincerely,


Mary Hermann
President
Northglenn Senior Organization

Supporting Northglenn Senior Organization Signatures:


Maxine Foster
Secretary

Kari Cannon (Chair, Community Service)

Gloria Mikan Vice President

Amanda Peterson - Northglenn Rec Center HVAC Units

From: "Casey, Michelle M" <MCASEY@amfam.com>
To: <apeterson@northglenn.org>
Date: 7/27/2010 3:59 PM
Subject: Northglenn Rec Center HVAC Units

To Whom It May Concern,

My daughter and son have been users of the Northglenn Rec Center for over six years now. Not only do they use the pool are but also the theatre as well. We are requesting that you grant the \$500,000 needed replace the old system. This center is an asset for the young and old alike.

My daughter loves to swim and your swim teams are and assets to the center as well. They are positive role models and teach much than just swimming to kids. In addition, my kids have enjoyed performing annually in the talents shows at the rec center too.

Please consider this request.

*Michelle M. Casey
10957 Bryant St.
Westminster, CO 80234
mcasey@theinsgal.com*

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Attachment I-5 (Individual Users and User Groups)

Michael and Jennifer Matheson
 1428 W. 111th Ave.
 Northglenn, CO 80503
 720-840-8972

July 27, 2010

Adams County Open Space Board
 c/o City of Northglenn
 11701 Community Center Drive
 Northglenn, CO 80233
 Attn: Brian Magnett

Re: Grant Application for the City of Northglenn

To Whom It May Concern:

I am writing this letter in support of the City of Northglenn's application to receive a grant for the improvement of the Northglenn Recreation Center.

Our family of five kids (ages 6-13) and two adults has lived in the City of Northglenn for the past seven years, and used the Rec Center particularly in the last few years as we have learned about the variety and excellence of its programs. Just to give you a sense of how often we use the Rec Center and its related programs, here is a list of our activities from few weeks ago:

Date/Time	Activity	Mike	Jennifer	Will 13	Eleanor 11	Charlie 10	Lucy 8	Henry 6
Monday 9-1	Missoula Children's theater practice						X	
Monday 5:30-6:30	Snappers CARA swim practice							X
Monday 6:30-9:00	Fusion USA swim practice			X	X	X	X	
Tuesday 9-1	Missoula Children's theater practice						X	
Tuesday 11-12	Archery					X		
Tuesday 6:30-8:30	Northglenn Judo Club					X	X	
Tuesday 7-9	Fusion USA swim practice			X	X			
Tuesday 7-9	Mike exercise	X						
Wednesday 9-1	Missoula Children's theater practice						X	
Wednesday 5:30-6:30	Snappers CARA swim practice							X
Wednesday 6:30-9:00	Fusion USA swim practice			X	X	X	X	
Wednesday 6:30-7:30	Belly Dancing Class		X					
Thursday 9-1	Missoula Children's theater practice						X	

Date/Time	Activity	Mike	Jennifer	Will 13	Eleanor 11	Charlie 10	Lucy 8	Henry 6
Thursday 11-12	Archery					X		
Thursday 6:30-8:30	Northglenn Judo Club					X	X	
Thursday 7-9	Fusion USA swim practice			X	X			
Friday 9-1	Missoula Children's theater practice						X	
Friday 7-9	Fusion USA swim practice			X	X	X	X	
Saturday 1-9	Missoula Children's theater performance						X	

As you can see, without the Rec Center, who knows what kind of havoc our children would create in the community?

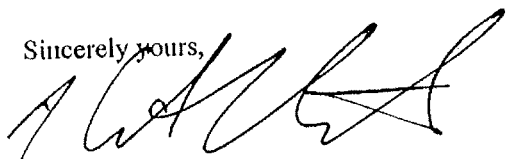
On a personal level, the Rec Center is at the center, literally, of our kids' social and athletic activities. Three of these activities deserve special mention:

- Swimming. There are very, very few swimming pools in the northern metro area – even fewer that are not exclusive to high schools. Our kids have gained immeasurably by being able to participate in fantastic swimming programs located at the Northglenn Rec Center. As a result, two of them have competed in national competitions and one has been a top-ten nationally ranked age group swimmer. These programs are uniquely different from simply having a “community pool” to drop in. They include many kids from across the community in a team atmosphere, and encourage true swimming excellence.
- Judo. The Northglenn Judo Club, a private club that has met at the Rec Center for over 20 years, is one of the hidden gems of Colorado. It is one of the top three judo clubs in the United States, and has generated multiple national champions and Olympic team qualifiers. It has more than 100 members, and brings in competitors to its tournaments from locations as far flung as Guam, Japan, and Poland. People travel from all over the area to come practice on Tuesdays and Thursdays because they know that Northglenn is the place to be.
- The D.L. Parsons Theater. As many schools are cutting their theater programs, the Rec Center has a unique gift – a publicly available theater with a world class theater program. The leaders of this program have helped our kids participate in programs that are simply not available otherwise. While other Rec Centers have just ice rinks and climbing walls, ours contributes to the cultural growth of the community and its children.

At a larger, community level, Northglenn is a great little city, but has some challenges. This Rec Center, however, is a shining jewel in the community, providing athletic and artistic programs that can rival anything in the greater Denver Metro Area. I can't think of a better investment for your organization than to put it into the Northglenn Recreation Center.

Please feel free to contact me with any questions or if I can assist in any way.

Sincerely yours,



Mike Matheson

July 27, 2010

Northglenn Recreation Center
11801 Community Center Drive
Northglenn, Colorado 80233

Attn: Mr. Brian Magnett

Dear Mr. Magnett,

My name is Michelle Bowman and both of my children have used the Northglenn Recreation Center for several years. I grew up in Northglenn and my siblings and I used to come to the swimming pool (Summer & Winter) to swim and to hang out in the game room they had where the Senior Center is now. It would be absolutely devastating if the Northglenn Recreation Center is closed for good. This is, and has been a place where kids can go and participate in good, healthy, affordable fun. My kids have been involved in Theatre, swimming programs, and Club 22.

Even though we live in Thornton, all my neighbors and our family have utilized the swimming lessons there because they exceed any other quality alternatives in the north area, even though we have the Thornton Recreation Center. We have done both the group and the private lessons and been very pleased.

But the Program that has impacted my family as a whole the most has been the Theatre Program. This program changed my son's life and gave him a passion for the arts. Because of this program he now attends the Denver School of Performing Arts and plans on becoming an actor both in Theatre and Film. He has met so many kids that have become lifelong friends and so have I. My daughter is shy and uncomfortable with being on stage but was able to help out behind the scenes with costumes and hair for plays. She too has met many friends and has been able to participate in theatre in a different capacity. If the Theatre Program is discontinued it will affect a whole community of people. I personally don't think that the programs that you provide can be replaced with the same quality or people that have made it the place that it is. You cannot put a price on what this program has done for so many children, teenagers, and adults. Sometimes sacrifices must be made for the better good and I think that this is one of those times.

That is why I am asking the Adams County Open Space Board to approve the grant application seeking \$500,000 for the replacement of the HVAC system. This will continue to pay dividends in your community for years to come.

Thank you for your consideration,

Michelle Bowman
2635 Signal Creek Drive
Thornton, Colorado 80241
720-240-1139
Cc: Kimberly Jongejan

Attachment I-7 (Individual Users and User Groups)



July 27, 2010

Adams County Open Space Board
City of Northglenn
Attn: Brian Magnett
11801 Community Center Drive
P.O. Box 330061
Northglenn, CO 80233

RE: Grant Request

I own the Ramada Plaza Hotel & Convention Center next to the Northglenn Recreation Center. I am writing this letter in support of the City's \$500,000 grant request for the replacement of the HVAC system at the Center.

For the last several years, I have had an agreement with the City to send my hotel guests to use the center for swimming and other activities. My hotel guests and staff members enjoy the facility very much. A new HVAC system is a necessary for the improvement of the Center.

I hope that the Adams County Open Space Board accepts the application for the \$500,000 grant.

Sincerely,

A handwritten signature in cursive script that reads 'Bruce Rahmani'.

Bruce Rahmani
Owner

Attachment I-8 (Adjacent Land Owners)

To: The Adams County Open Space Board
From: Kathleen and Kurt O'Donnell
Re: Grant Proposal to Fund Repairs for the Northglenn Recreation Center
Date: July 28th, 2010

Our family has resided in Northglenn for over 16 years. Our family accesses the Northglenn Recreation Center weekly. Without the necessary repairs and renovations to the building, Northglenn residents would not have access to indoor recreation facilities. Our daughter is a member of the CARA swim team, The Snappers, and our son, who is disabled, currently participates in weekly therapeutic swim lessons at the pool. Our children have participated in youth programs, preschool programs, swim lessons and music lessons at the Northglenn Recreation Center since they were babies.

Please fund this grant. As you know, access to quality recreation programs provides children with learning opportunities that are often not available in public schools. Arts programs, music programs, and the like are often the first to go when budget cuts are made. Positive team building and sportsmanship experiences, like those provided by The Snappers and Fusion Swim Teams (both sponsored by the NRC) are becoming fewer and fewer in our communities.

Thank you,
Kathleen and Kurt O'Donnell
10732 Cook Court
Northglenn, CO 80233

July 28, 2010

Adams County Open Space Board

Dear Sir(s) and Madame(s),

I am writing this letter to you regarding the upcoming approval vote for the \$500K in funding to repair/replace the HVAC and repair the roof at the Northglenn Recreation Center. I am asking you in the strongest way possible to approve this initiative and to allow the continued use of the Northglenn Recreation Center.

We have been residents of Westminster for over 20 years and have made frequent use of the facility over the years. Most recently, my daughter has been taking classes at the facility which over the past 4 years have led her to become very actively involved in the Northglenn Youth Theatre. This program is one of kind in the area, and believe me, we have checked out several. This program has developed a sense of self, teamwork, respect for the arts, respect in others and teambuilding in youth from all over the metropolitan area. In addition it has developed a huge sense of community of parents and other volunteers within the program. We have friends and family that have come from as far as Parker and Cheyenne, WY to participate in this program, not only as spectators, but also as volunteers, and have been doing so for years. This shows you how far this Facility reaches in the communities surrounding it. Because of the programs offered, my daughter was able to develop and mature in the arts to a level which allowed her to audition and gain acceptance at the Denver School for the Performing Arts, where she will attend this fall as a freshman, and continue to audition and participate in the Northglenn Youth Theatre program throughout high school.

There is not a morning, afternoon or evening when we are at the facility when it is not a flurry of activity. Families are coming and going, taking part in the many activities going on there. The entire community surrounding the facility watches for the Marquee outside to post upcoming plays and events. It also provides a safe, nurturing and positive environment for hundreds of children/teenagers in the surrounding community.

In closing, I would ask that you take a moment to really think about how much this facility provides to the community and vote to approve the funding needed to make the necessary long term repairs to the building, you have the ability to continue to care for and nurture the next generation in the most positive and wonderful way possible.

Thank you for your time.

Sincerely,

Jodi Bongiardina

5438 West 115th Drive

Westminster, CO 80020

Attachment I-10 (Users and User Groups)

Jackolyn J. Ives Steeno
Patrick J. Steeno
2050 Lake Circle Dr.
Thornton, CO 80241

303.254.8489
ivessteeno@msn.com

July 28, 2010

Hello,

My name is Jackie Ives, and I am writing to you today in support of the Northglenn Recreation Center. My family has had a long association with the Rec Center beginning many years ago when I signed up my two oldest children for swimming lessons. Although I live in Thornton, I chose to have my kids take their swimming classes at the Northglenn Recreation Center because of its proximity to our home, the ease of enrolling, and, most importantly, the very high quality of the instructors. All three of my children loved the classes and made their way through the various levels.

My oldest son, Kyle Steeno, has been participating in the Northglenn Youth Theatre since he was in sixth grade. He is now entering his senior year of high school and is eagerly anticipating NYT's fall production of "Willy Wonka and the Chocolate Factory." I can't express how important his experiences at the youth theatre have been to him over the years. It has given him an opportunity to meet other children and youth who have the same passions as he has and an outlet for his talents. There are not many places for children who do not have a desire to compete in athletics to find a good "fit" for outside activities. NYT has been a haven for Kyle, and Kimberly Jongegan, in particular, has been a wonderful mentor and teacher for him.

I would recommend that the Adams County Open Space Board award the Northglenn Recreation Center a \$500,000 grant for the replacement of the HVAC system. The Center truly provides a one-of-a-kind opportunity for our children and families who live in the northern part of the metropolitan Denver area, and this work would help them continue to offer their programs to the community.

Sincerely,

Jackie Ives

Brian Magnett - Grant Money needed

From: "Ericka Sievers" <esievers@brightoncharter.org>
To: <bmagnett@northglenn.org>
Date: 7/27/2010 4:18 PM
Subject: Grant Money needed
CC: <kjongejan@northglenn.org>

Brian,

This is just a quick email to let you know how much the Northglenn Youth Theatre and its employees mean to me, my children and our community. First of all my name is Ericka Sievers. I am lucky enough to have had the opportunity to work with Kimberly and Rachel for a few theatre productions. My children Brody 15, Marley 12, and I have enjoyed the opportunity to have such a culturally rich and diverse experience through the program. I cannot thank the City of Northglenn enough for supporting such a wonderful program.

My family also belongs to the Ridge Community Church that uses the theatre on Sundays. I am asking you to please pass on my request of the Adams County Open Space Board to approve the grant application for the replacement of the HVAC system.

My family and I live in Thornton but choose to spend most of our time using the Northglenn Rec Center. It is an important place for our family and feels like a second home for us.

Regards,

Ericka Sievers and Family
4404 E 118th Ave
Thornton, CO 80233

JODY KING
5251 E. 131st Drive
Thornton, CO 80241

July 27, 2010

Brian Magnett

Re: Grant application – Northglenn Recreation Center/NYT

Dear Mr. Magnett,

I am writing in support of the Northglenn Youth Theater, which is housed in the Northglenn Recreation Center. I understand they are seeking a \$500,000 grant in order to replace the HVAC system.

The Northglenn Youth Theater has been a very important part of both of my sons' lives. They have always been involved in music and theater, but they have really honed their skills and talents through NYT. Kim is an amazing and supportive director, and they have made some amazing friends, both kids and adults, by being in NYT shows. We have seen many shows at the DL Parsons Theatre and hope to continue to do so. The theater program is probably the best in the Northglenn/Thornton area. We are so blessed to have a program of this caliber in our neighborhood.

I am asking that the Adams County Open Space Board please approve the grant application seeking \$500,000 for the replacement of the HVAC system. Thank you for your consideration in this matter.

Very truly yours,

Jody King

To: Adams County Open Space Board
From: Addison O'Donnell

10732 Cook Court
Northglenn, CO 80233

RE: Grant request for The
Northglenn Recreation Center
Date: July 28, 2010

My name is Addison O'Donnell.
I am 9 years old and I am
asking for help and support by
giving a grant to The Northglenn
Recreation Center for repairs. I
am a community member and I
have used their pool and facility
since I was 18 months old.
I am a member of the C.A.R.A
swim team, The Snappers, at that
pool. I have been on The Snappers
for 2 years and swimming is my
passion. I want to be in The
Olympics someday and without
the pool or my coach I would
never reach that goal.

Addison E. O'Donnell



July 28, 2010


Dear Adams County Open Space Advisory Board,

The Parks and Recreation Board is composed of Northglenn residents, and serves in an advisory capacity to City Council for parks and recreation in the community. The Parks and Recreation Advisory Board makes recommendations to City Council and City staff regarding recreation programs, as well as parks and recreation capital improvements. The board fully supports the need for the heating, ventilation and air conditioning systems at the Recreation Center to be replaced. The Northglenn Parks and Recreation Advisory Board is writing to you to ask for your assistance in funding this vital component of the Recreation Center renovation. The board evaluates funding that is available each year for capital improvement projects, and has identified funding in the amount of \$500,000.00 to be dedicated for this purpose; however, this is not enough to complete the entire project. Grant funding from the Adams County Open Space Board would allow for the entire project to be completed in 2011 and for other improvements to the facility to be scheduled in the coming years. The Parks and Recreation Advisory Board supports the grant application for the following reasons.

- The Recreation Center is a well utilized community asset, with attendance at the Northglenn Recreation Center increasing during the last several years. In 2010, the Recreation Center had over 200,000 visits.
- The Recreation Center is utilized by individuals who live throughout the entire region. Approximately 50% of the users of the recreation center live in Northglenn, with many of the other 50% living in the surrounding communities of Thornton, Westminster, Federal Heights, Commerce City, and Unincorporated Adams County.
- The Recreation Center serves a diverse population, with a variety of activities for all ages and abilities. To name just a few, the Northglenn Recreation Center is home to the Senior Center, the award winning Northglenn Youth Theater, a state licensed child care center facility, Club 22 for teens, cultural programs and events. The Recreation Center is also heavily used for community meetings and a variety of sports leagues, swim teams and other recreation programs.
- The existing HVAC system is not fully functional, nor is it energy efficient. A new HVAC system will make the building more energy efficient and comfortable to the many users of the recreation center whether they are participants, audience members, or spectators.
- This improvement is desired by residents of the community and users of the facility, which has been communicated to the Parks and Recreation Advisory Board during public meetings

Your consideration of the City of Northglenn and the Recreation Center Renovation project for Adams County Open Space grant funding is greatly appreciated. This improvement to the Recreation Center will make a tremendous difference to the users of this community amenity.

Sincerely,


Cheryl Mendenhall, Vice President
Northglenn Parks and Recreation Advisory Board

July 28, 2010

Adams Country Open Space Board

RE: City of Northglenn's Grant Request

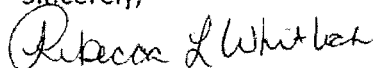
I am writing to request that you grant the City of Northglenn's application for grant funding for the HVAC system update.

I am not a resident of Northglenn but we spend a considerable amount of time at this recreation center. Having this facility enables my daughter to participate in a competitive swim program. Without the Northglenn Fusion Swim Club opportunity, she would not be able to participate in this wonderful sport that she loves. The program is cost effective and serves the community well as it also provides a growth path for those kids involved in the Snappers CARA swim team (who also practice and swim under the recreation program sanction) who want a more competitive environment. Many of life's lessons taught and learned in these programs and I feel strongly that supporting this facility and its staff helps build strong, healthy kids that are better prepared for handling life's challenges.

As a parent that has spent many hours on the pool deck and in the other rooms in the building, this HVAC system update is very much needed. The pool deck is very hot, especially in the summer, and there is little airflow to make it more tolerable for observers. In addition, if you leave the pool deck area many of the other waiting areas are cold. In the winter months it is hard to find a comfortable place to observe our kids during practice.

Again, I ask that you grant this application. It will benefit the many different programs for people of all ages.

Sincerely,



Rebecca L. Whitlock

Amanda Peterson - Fwd: Grant Application

From: Brian Magnett
To: Peterson, Amanda
Date: 7/28/2010 1:30 PM
Subject: Fwd: Grant Application

Brian Magnett
Recreation Supervisor-Facilities/Sports/Fitness/Special Interests
Northglenn Parks, Recreation & Cultural Services
Ph: 303-450-8899
Fx: 303-450-8723
www.northglenn.org

UPCOMING SPORTS PROGRAMS
CARA CROSS COUNTRY FOR AGES 6-14 SEASON BEGINS August 24
CARA VOLLEYBALL GRADES 6-8 SEASON BEGINS August 30
YOUTH BASKETBALL-OCTOBER 2010

>>> Dee Jay Beach <deejaybeach@msn.com> 7/28/2010 1:21 PM >>>
Dear Mr. Magnett,

It is my understanding that the Northglenn Rec Center and the programs that use the facility, are applying for an Adams County grant for repairs to the roof and HVAC on the building. I live in Broomfield, but over the years, I've attended a church that met in the Rec Center, our small private school has been able to use the gym for volleyball and basketball practices/games because we have no gym, and most recently, my son has had the privilege of being involved with the Northglenn Youth Theater. He has truly enjoyed the opportunity to use his acting skills and learn many new techniques. The public has also benefitted from the excellent entertainment the NYT produces. The larger community of the north area has been blessed by the many activities that are housed in the Rec Center. It would be a shame to lose this well-known and much-used facility.

I am asking the Adams County Open Space Board to approve the grant application for the necessary repairs to the Northglenn Rec Center.

Sincerely,
Kathy Beach
1739 Dogwood Ct.
Broomfield, CO 80020

Attachment I-17 (Users and User Groups)

Attn: Adams County Open Space Board

To Whom It May Concern:

My name is Maxine Gerbino. I am writing because I would appreciate your support for the \$500,000 grant for the new HVAC for the Northglenn Recreation Center. My family and I live in unincorporated Adams County. We are not considered residents for any town recreation center yet we choose the Northglenn Rec. Center based primarily on the programs and classes offered. My family and I do not mind paying extra, even in this economy, for the quality of service we have always received at this recreation center.

Your support will be greatly appreciated not just by me but also my children.

Sincerely,

Maxine Gerbino
12041 Ivy Way
Brighton, CO 80602

Chris Carson

9336 Welby Road Terrace

Thornton, CO 80229

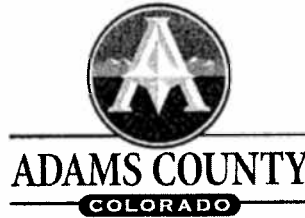
Dear Adams County Open Space Board Members,

For the past 4 plus years, I was an employee of the Northglenn Recreation Center. I worked in the Youth/Adult Sports department. In those 4 years, I had the opportunity to come across many, many adults and children as a referee in the youth basketball league. It was a great pleasure to work with so many kids during that timeframe. I see some of the kids out in the community and have made friends of their parents. For some, I assume that the Rec Center is the only time they get to play competitive sports at their age. Sports have always been an important part of my development and I would hope someday these kids can say the same. Many times during the fall/winter/spring seasons, the heating/cooling in the gym was very unpredictable. As I'm running up and down the court all day in the winter, I would still have to wear long sleeves under my referee shirt to stay warm. For the spring seasons, some days the heat was very uncomfortable. You really never knew what you were going to walk into each Saturday. If this problem was evident every day, that would mean most programs are affected by the HVAC system. A few members here and there that can't handle the conditions will (and probably have) look elsewhere for their recreation. Those few members over time will add up. It is my fear that these conditions could be enough for parents to have their kids play elsewhere. I am asking that you consider this grant to replace the HVAC to help keep the Rec Center going.

Thank you,

Chris Carson

Diane C. Christner
TREASURER



Treasurer's Office
450 South 4th Avenue
Brighton, CO 80601
PHONE 303.654.6160
FAX 303.654.6171
www.co.adams.co.us

July 23, 2010

Adams County Open Space Board

To whom it may Concern:

On behalf of the Northglenn Senior and Recreation Center, The Adams County Free Income Tax program would like to express support for the city of Northglenn's request for funding of a new HVAC system. Adams County's free income tax program has been part of the center since the mid 1980's shortly after the building was built. Northglenn was one of the first tax sites opened to help assist in the preparation of the free income tax program it also helped us develop our model for the income tax program. Being involved with and part of the entire Northglenn Community Center we feel as a whole that the center is a valuable gathering place for its entire citizen.

The Adams County Free Tax Program hopes it can continue its relationship with the City of Northglenn.

Sincerely,

A handwritten signature in black ink, appearing to read 'Diane C. Christner', written in a cursive style.

Diane C. Christner
Adams County Treasurer

A handwritten signature in black ink, appearing to read 'George V. Mazzotti, II', written in a cursive style.

George V. Mazzotti, II
Tax Assistance Program Coordinator

July 28, 2010

Adams County Open Space Board

Dear Board Members,

This letter is to offer the strongest support I can lobby for the approval of \$500k to repair or replace the HVAC system and perform roof repairs at Northglenn Recreation Center.

My family's lived in the Adams county and Westminster/Northglenn community since 1990. We've raised two children who have participated and attended many programs at the rec center. It's not only been a staple for the community but also the surrounding area, with regional attendance of family members and friends from Colorado, Nebraska and Wyoming.

Currently my stepdaughter is taking classes and is very active in the Northglenn Youth Theatre. This has been a foundational experience in her development as a budding actress and singer. Her experiences at the youth theatre are what in large part has led her to chose acting as her life's pursuit and career. We believe deeply that her success in life will have been shaped in a very large part by her experiences in this and other programs at the Northglenn Youth Theatre.

Thank you for providing this facility over the years and I plead that you continue its availability to generations now and to come.

Thank you.

Sincerely,

Mitchell Ashley
11953 Clay Court
Westminster, CO 80234

Date: July 28, 2010

To: Adams County Open Space Board

From: Marge Carlow
1540 Dean Drive
Northglenn CO 80233

This letter is requesting you to favorably consider the request by the City of Northglenn for a grant of \$500,000 for HVAC units for the Northglenn Recreation Center. As a community member and resident of Northglenn I participate in the senior fitness classes on a regular basis, normally three times a week, and I feel it has helped me a great deal with various health issues. The class I attend regularly has 30-35 participants and there is an identical class after ours that others attend. I can tell you from my experience in those classes that the HVAC units are definitely in need of replacement.

I understand the City is required to match these funds. As a former City Council member for eight years I'm confident the current City Council will see the need and value to our community and approve those funds. This improvement will definitely benefit many of the residents in Northglenn as well as the surrounding community.

Thank you for reviewing the grant application seeking \$500,000 for the replacement of the HVAC units at the Northglenn Recreation Center. I respectfully ask that you approve the application.

Amanda Peterson - Fwd: Recreation Center Grant

From: Brian Magnett
To: Peterson, Amanda
Date: 7/30/2010 9:03 AM
Subject: Fwd: Recreation Center Grant

Brian Magnett
 Recreation Supervisor-Facilities/Sports/Fitness/Special Interests
 Northglenn Parks, Recreation & Cultural Services
 Ph: 303-450-8899
 Fx: 303-450-8723
www.northglenn.org

UPCOMING SPORTS PROGRAMS
CARA CROSS COUNTRY FOR AGES 6-14 SEASON BEGINS August 24
CARA VOLLEYBALL GRADES 6-8 SEASON BEGINS August 30
YOUTH BASKETBALL-OCTOBER 2010

>>> Michael Fabian <mikefabian@counsellor.com> 7/30/2010 9:00 AM >>>
 To whom it may concern,

It has come to my attention that the Northglenn Recreation Center is applying for grants to upgrade mechanical systems and other elements of the center. I believe it important to consider the end users of such programs when applying for grants. My family are residents of the City of Thornton, CO, but we have spent a great deal of time at the Northglenn Rec center due to the quality of the staff, diversity of programs and positive environment.

We decided to put both of our children through swimming lessons at the pool. We started both of them at a very early age and both are now competent swimmers. We consistently appreciated the small groups, individual attention and level of care that seemed to be absent at other regional recreation centers. Other classes and activities are too numerous to name, but we have always felt confident leaving our children at your facility.

More importantly to us has been to opportunity for our children to participate in numerous Northglenn Youth Theater (NYT) productions. We have not particularly pushed our child toward theater, yet he continues to show interest NYT. Over the years, we have become aware of other productions in the community, but our child seems drawn to NYT. We believe the consistency and quality of the production staff, specifically the director, offer a superior opportunity for children to thrive and grow. Bringing these productions to local audiences requires a tremendous amount of skill, hard work and focused passion that NYT's director and staff exhibit with every show. We have family and friends from all over the Front Range asking us for details of upcoming productions. This is testament to the high level of attention, care and skill evident every season.

We were disappointed that Northglenn residents did not approve a bond issue to grow the rec center some years ago, however this may appear as a benefit, rather than a liability. The intimacy of the current facility may foster a greater sense of community, a higher level of security and a greater opportunity for individual achievement. Yes, we appreciate the larger regional rec centers for other reasons (big water parks, larger locker rooms, more programs, etc), but we think of Northglenn's facility and NYT as little jewels in the overall community. We were slightly upset by whatever scenario prompted the installation of stairs and restriction of the number of personnel allowed back-stage in the theater (under the heading of "fire codes"?), but we are happy with the revisions made subsequently. If there are grant funds available to potentially improve the theater to allow more children to participate in each production, we strongly encourage pursuit of these funds. Mention of "mechanical systems" brings to mind many, many hours sitting in the theater sweating and struggling to enjoy these quality productions, wishing for proper, temperature-controlled air flow. Again, if funds might be available

Attachment I-23 (Users and User Groups)

to improve the comfort of patrons and participants in the building, find those funds. Granted, we are merely participants in the rec center's programs and may not be aware of all the intricacies of facility operation-these are just our observations.

Again, we are residents of an adjoining city, yet we continue to come to Northglenn's Recreation Center to take advantage of the wonderful programs available there, specifically NYT. If there are means available to improve the facility, existing programs or overall operations, we strongly support this effort.

Thank You,

Mike & Brenda Fabian



February 1, 2011

Adams County Open Space Staff
Adams County Open Space Grant
Adams County Parks and Community Resources Building
9755 Henderson Road, Brighton, CO 80601

Dear Adams County Open Space Staff:

On behalf of Tri-County Health Department, I am pleased to submit a letter of support for the Northglenn Recreation Center's application to purchase and install a new, energy-and-cost-efficient heating, ventilation, and air conditioning (HVAC) system, and a peaked, metal roof.

Tri-County Health Department (TCHD) is the local public health agency for Adams, Arapahoe and Douglas Counties. In this capacity, we provide a wide range of public health services to the 1.3 million residents in our jurisdiction. Recently, TCHD was awarded the Communities Putting Prevention to Work (CPPW) grant from the Centers for Disease Control and Prevention. The grant has helped TCHD expand its health advocacy role in the built environment by encouraging sustainable policy, systems and environmental changes that support healthy eating and active living. With CPPW grant funds, TCHD is supporting Built Environment Policy Coordinators who work with local government staff to develop policy and implement sustainable strategies that increase healthy eating and physical activity for all residents.

The Northglenn Recreation Center provides invaluable physical activity opportunities to area residents of all ages, including the growing senior population. A new HVAC system and roof will help ensure the viability of the structure so that the health benefits offered by the recreation center can continue to be available for another 25-30 years. We know that a lifestyle that incorporates regular physical activity will decrease obesity and related health conditions. We strongly encourage the committee to give this application its highest consideration.

Thank you for the opportunity to express our support for Northglenn Recreation Center's application for Adams County Open Space funding to provide sustainable access to physical activity for Northglenn and area community residents.

Sincerely yours,

A handwritten signature in black ink that reads "Richard L. Vogt, M.D." The signature is written in a cursive style.

Richard L. Vogt, M.D.
Executive Director

Modification Policy and Request Form:

Exhibit B

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
Rita 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

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 Sales 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 *John 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

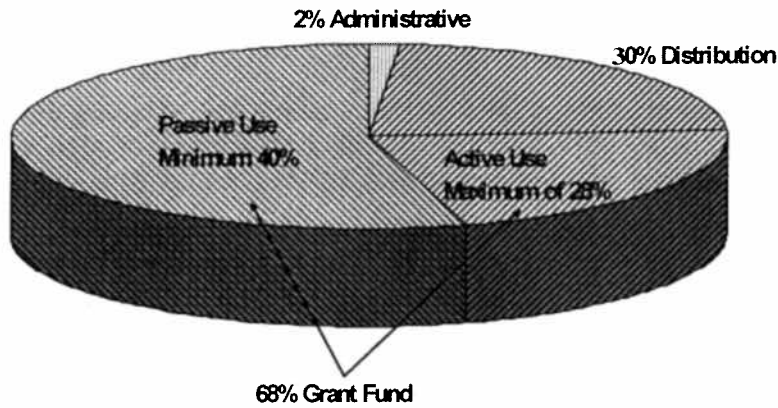
Exhibit I – Budget Form

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)

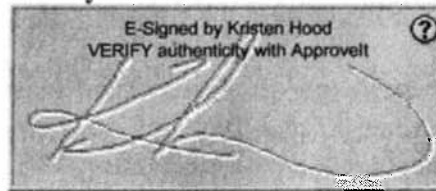
I, Karen Long, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in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

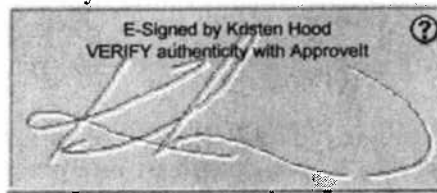
I, Karen Long, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in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



By:



Deputy