

**PARKS, RECREATION & CULTURE MEMORANDUM
#1-2023**

DATE: Jan. 9, 2023

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*

FROM: Amanda J. Peterson, Director of Parks, Recreation & Culture *ajp*

SUBJECT: CR-4 – Adams County Open Space Grant Acceptance – E.B. Rains Jr. Memorial Park Improvements

PURPOSE

To consider CR-4, a resolution approving a grant agreement and accepting grant funding in the amount of \$1.35 million to help fund the design and construction of improvements to E.B. Rains Jr. Memorial Park.

BACKGROUND

There are two opportunities each year to seek grant funding from Adams County Open Space (ACOS). Funding for these grants comes from the ACOS tax, of which 68% is distributed through a competitive grant process. Adams County Resolution 99-1 and the ACOS Policies and Procedures manual outline eligible uses for these funds.

Funding from this new grant would be used to renovate or replace the existing restroom facility, renovate the seating wall and the ADA pedestrian access trail, add hardscape improvements near the Don Anema Memorial Skatepark, and add a new storage facility with additional restrooms on the east side of the park. This new storage facility would be utilized by the Parks and Events divisions and would take the place of the storage areas that are in the current City Hall.

During the fall 2022 ACOS grant cycle, the ACOS Advisory Board recommended the grant request for the improvements to E.B. Rains Jr. Memorial Park be funded in full. That recommendation was accepted by the Adams County Commissioners, and a grant award of \$1.35 million was approved for this project.

The total cost of this project is estimated to be \$2.7 million; matching funds of \$1.35 million are available in the Capital Projects Fund.

BUDGET/TIME IMPLICATIONS

The grant agreement must be signed and submitted to the ACOS office within 45 days of award.

A supplemental appropriation increasing revenues and the corresponding expenditures in the Capital Projects Fund by \$1.35 million would be brought forward later in 2023.

Design work is currently underway. Construction is anticipated to begin in the fall of 2023.

STAFF RECOMMENDATION

Staff recommends approval of CR-4, authorizing the Mayor to sign the ACOS Grant Agreement for E.B. Rains Jr. Memorial Park and accepting grant funding in the amount of \$1.35 million.

STAFF REFERENCE

If Council members have any questions, please contact Amanda Peterson, Director of Parks, Recreation & Culture, at apeterson@northglenn.org or 303.450.8950.

CR-4 – Adams County Open Space Grant Acceptance – E.B. Rains Jr. Memorial Park Improvements
Adams County Open Space Grant Agreement

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER’S RESOLUTION

RESOLUTION NO.

No. CR-4
Series of 2023

Series of 2023

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 E.B. Rains, Jr. Memorial Park Renovation Project to provide a complete renovation or replacement of existing restrooms near the playground, sitting wall and pedestrian access trail replacement, skatepark hardscape enhancements, and the construction of a new Parks & Recreation storage facility with restrooms; and

WHEREAS, the Adams County Board of County Commissioners has approved the grant application and has prepared an Adams County Open Space Grant Agreement, which provides \$1,350,000 for the E.B. Rains, Jr. Memorial Park Renovation 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 \$1,350,000 is hereby accepted and the Adams County Open Space Grant Agreement, attached hereto as **Exhibit 1**, between the City of Northglenn and the Adams County Board of County Commissioners for the E.B. Rains, Jr. Memorial Park Renovation Project is hereby approved and the Mayor is authorized to execute same on behalf of the City.

DATED, at Northglenn, Colorado, this _____ day of _____, 2023.

MEREDITH LEIGHTY
Mayor

ATTEST:

APPROVED AS TO FORM:

JOHANNA SMALL, CMC
City Clerk

COREY Y. HOFFMANN
City Attorney

ADAMS COUNTY OPEN SPACE GRANT AGREEMENT

The Grant Agreement (“Agreement”) is made and entered into this _____ day of _____, 202____, 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, in November 2020, the citizens of Adams County authorized the permanent extension of the existing county-wide sales tax of one-fourth of one percent for the continuing purpose of preserving open space and creating and maintaining parks and recreation facilities; and

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

WHEREAS, on September 16th 2022, Applicant applied for an Adams County Open Space Grant to complete the “E.B. Rains Jr. Memorial Park Renovation Project” (the “Project”); and

WHEREAS, on November 29th 2022, Adams County awarded Applicant an Adams County Open Space Grant to complete the Project; and

WHEREAS, Adams County awarded the Project 50% of the total Project costs, not to exceed \$1,350,000.00.

AGREEMENT

NOW, THEREFORE, the Parties hereto agree as follows:

1. Grant Award. Adams County hereby awards to Applicant a grant in the amount of 50% of the total Project costs, not to exceed \$1,350,000.00 (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 1 (“Project Scope”), and incorporated herein by this reference. Exhibit 1 attachments include the grant application and all application attachments. 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 in the Open Space Policies and Procedures, attached as Exhibit 2 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 November 29, 2024 (“Completion Date”), which is two years after the date of Adams County’s approval of the Project. Project completion requires all necessary documentation be submitted to Open Space staff on or before the Completion Date. Applicant may request an extension of the Completion Date in compliance with the Extension Policy in the Open Space Policies and Procedures, exhibit 2, 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. Compliance with Open Space Sales Tax Resolution and Open Space Policies and Procedures. Applicant shall use the Grant in accordance with Resolution 2020-480, and the Open Space Policies and Procedures, collectively attached hereto as Exhibit 2.
5. 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 2.
6. Payment of Grant. Adams County agrees to make payments to the Applicant in the following manner:
 - a. Payments. Adams County agrees to disburse grant funds to Applicant to provide reimbursement for the payment of project costs upon successful completion of the Project, or on a quarterly basis. Itemized Reimbursement Requests, as set forth below, are required for reimbursements. Should the Project take two full years to complete, the Reimbursement Request for the final period of the project must be received by November 29th, 2024 to remain compliant with the Project Completion Date, as set forth above. Reimbursements disbursed from Adams County shall not exceed 50% of project costs incurred during the previous period with cumulative reimbursements totaling no more than \$1,350,000.00.
 - b. Acceptable Expenditures. Applicant can request payment for 50% of all project costs incurred within the previous period with cumulative reimbursements totaling no more than \$1,350,000.00 that: (1) have already been paid by the Applicant, and (2) are listed in the approved budget attached as Exhibit 1, under Application Attachment A – Project Budget. Applicant may request disbursement of grant funds for costs that have been incurred, but not paid by Applicant. However, Adams County will consider such

requests on a case-by-case basis and distribution of grant funds for these purposes is not guaranteed.

- c. Reimbursement Request. Applicant shall submit via hand delivery, email, or regular mail, to Adams County an itemized Reimbursement Request for project costs that have been incurred as of the date of the request. Each Reimbursement Request shall contain the following: (1) copies of invoices and/or employee time sheets complete with a spreadsheet indicating hours worked, wages earned, and taxes and benefits paid for work related specifically to the Project; (2) documentation substantiating that the Applicant has paid for the costs for which it is requesting reimbursement, including but not limited to cancelled checks or proof of a wire transfer; and (3) a brief summary of the work completed to date.
 - d. Approval of Payment of Reimbursement Requests. The Adams County Open Space Program Manager shall approve or disapprove the amount of each Reimbursement Request within fifteen (15) days of receipt of a legible Reimbursement Request. Payment shall be made to Applicant by check or electronic fund transfer.
 - e. Disapproval of Reimbursement Request. If Adams County disapproves any amount or amounts in a Reimbursement Request, Adams County shall promptly notify Applicant of the reason, therefore. Upon receipt of disapproval, Applicant and Adams County shall meet within one week to discuss what, if anything, the Applicant can do to obtain payment of the requested amount that was denied.
7. 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.
8. 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 originally passed by the Adams County voters in 1999, and reauthorized and permanently extended in November 2020.
9. 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. Venue for any dispute shall be in Adams County, Colorado.
 - 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.

The remainder of this page is left blank intentionally.

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

Chair

ATTEST:
CLERK AND RECORDER'S OFFICE

Deputy Clerk

APPROVED AS TO FORM:

County Attorney's Office

City of Northglenn

By (signature)

Printed name

Title

EXHIBIT 1

[Home](#) » [Adams County Open Space Grant Application - Active Use](#) » [Webform results](#)

Submission #39

[Previous submission](#) [Next submission](#)

[Resend e-mails](#)

Submission information

Form: [Adams County Open Space Grant Application - Active Use](#)
Submitted by [jmestrovic_14723](#)
Mon, 09/12/2022 - 16:21
50.238.0.238



Applicant Organization Name:

City of Northglenn

Name of Project:

E.B. Rains Jr. Memorial Park Renovation Project

Grant Request (this cycle only)

\$ 1,350,000

Previous Adco Grants (total for this project only)

Matching Funds (cash + in-kind)

\$ 1,350,000

Total Project Costs

\$ 2700000

Grant Request (% of Total Project Costs)

50 %

LAND ACQUISITION SUMMARY

Number of Acres

Cost Per Acre

Appraised Price Per Acre

If the owner is donating a portion of the value or the purchase price is more than the appraisal price, please explain:

Attach a copy of the appraisal summary page and label as Attachment M - Appraisal Summary Page.

Are there any known existing easements on the project site?

No

If yes, attach one set of copies of the easements and label as Attachment N - Easements.

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

Yes

If yes, please list the amount being used: \$ 750,000

Project Information

Applicant Organization Name:

City of Northglenn

Sponsoring Jurisdiction:

Name of Project:

E.B. Rains Jr. Memorial Park Renovations Project

Contact Information

Primary Contact Name:

Jesse Mestrovic

Title:

Project Manager

Phone:

3034508838

Email:

jmestrovic@northglenn.org

Address:

11701 Community Center Drive

City:

Northglenn

State:

Colorado

Zip

80233

Name

Amanda Peterson

Title

Director

Phone

3034508950

Email

apeterson@northglenn.org

Name

Title

Phone

Email

Project Summary

Briefly describe your project (<100 words)

E.B. Rains Jr. Memorial Park is a heavily used, 22-acre regional park. The Park includes a variety of amenities, but this project will focus on the four primary components, below. The goal of each of these projects is to refresh and update several key areas within the park striving to increase accessibility, safety, security, and encouraging adequate use of the facilities.

This project will consist of construction of the four primary components:

- A. Complete Renovation or Replacement of Existing Restroom near Playground
- B. Sitting Wall & Pedestrian Access Trail Replacement
- C. Skatepark Hardscape Enhancements
- D. New Parks & Recreation Storage Facility with Restrooms (adjacent to east parking lot).

Summary of Funding

Pursuant to the Open Space Policies and Procedures, a project can be submitted for funding consideration up to three (3) times. Has this grant been submitted for funding consideration in a previous grant cycle?

No

If yes, please list the grant cycle(s) and the amount of the award(s), if any:

Grant Cycle

Award Amount

Reason for Current Request:**Grant Cycle****Award Amount****Reason for Current Request:****Property site address:**

11701 Community Center Drive

Parcel ID# (Required):

0171903108002

Nearest cross streets:

120th Avenue & Community Center Drive

Is this project located within Adams County?

Yes

Include a Location Map and label as Attachment G - Location Map. Location Map should clearly identify the location of the project (including the nearest cross streets) and should provide directions to the project site.

[ACOS-Attachment G - Location Maps.pdf](#)

Please provide GPS Coordinates, longitude and latitude.

39.910037, -104.984850

1. Project Description**a. Please describe each component of the project and scope of work in detail (<6,000 characters).****Complete Attachment C - Estimated Project Timeline below.**

E.B. Rains Jr. Memorial Park is a heavily used, 22-acre regional park. The Park includes a variety of amenities including picnic pavilions, Webster Lake, pedal boats, a sensory playground, a skatepark, basketball court, large grassy areas for events or other community gatherings, walking trails and parking areas. As separate projects, the parking lots and the sensory playground will also be renovated this year. The project shall enhance safety and security, encourage proper use of the facilities, and lessen the maintenance burden with new and modified park assets. The goal of each of these projects is to refresh this well-loved community asset.

This project will consist of construction of the four primary components:

- A. Complete Renovation or Replacement of Existing Restroom near Playground
- B. Sitting Wall & Pedestrian Access Trail Replacement
- C. Skatepark Hardscape Enhancements
- D. New Parks & Recreation Storage Facility with Restrooms (adjacent to east parking lot).

This project will include two primary phases. Phase I, the design phase is currently in process. This funding request is for the construction phase, Phase II, of this renovation project.

b. Attach a Project Site Plan that identifies all project components and label as Attachment F - Project Site Plan.**c. Does this project attempt to avoid conflicts between surrounding uses and park uses? Are there attempts to separate high use areas within the park to avoid user conflicts? If yes, clearly identify these areas on the Project Site Plan. (<2,000 characters)**

At approximately 22 acres, E.B. Rains Jr. Memorial Park is a well-defined park space in the community. There is existing parking available to the east and west, as well as across the street at the Northglenn Civic Campus. There are trails and other physical barriers throughout the park with good separation between the renovations and the areas that will be engaged by users to and from the park. Crosswalks with a new signalized crossings will be added in 2023.

a. 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.). (<2,000 characters)

This park is very well used by the community by individuals of all ages. There are amenities for nearly everyone, from the skatepark to the playground, walking, biking, running trails, a wavy walk for wheelchairs or scooters, pavilions for small family gatherings or large public events, large grassy fields for picnics and other recreation, paddle boats and fishing in the summer to name a few.

The park is located within walking distance from low-income housing areas, restaurants and shops, old city hall with new city hall in development now, and the new Northglenn Recreation Center, Senior Center & Theatre. The park is surrounded by the highest density of housing in the city. There are small townhouse homes on the north and east and apartments further to the west and to the north. There is senior housing just to the east, as well as single family houses. There are also childcare facilities and elementary schools within walking distance.

The park infrastructure and facilities are loved to death and in a desperate need of a renovation. The desired renovation not only helps the community users but lessens the maintenance burden. Modernization and utilitarian improvements of the facilities will enhance our staff's ability to adequately maintain the park and the Civic Campus of the city of Northglenn.

b. Explain the urgency to complete this project, including how the scope of the project will be affected if Adams County Open Space Grant funds go unsecured and what, if any, opportunities will be lost if the project does not receive grant funding this cycle. (<2,000 characters)

The improvements are currently in the design phase and the funding schedule would align perfectly for construction to begin once the students go back to school in the fall of 2023. Another matter of urgency is that the parks and events crews are losing their maintenance and storage facility with the construction of the new City Hall. When the Northglenn Police Department moved to the new Justice Center it created space in the current City Hall, the parks and events staff took advantage of the space once utilized by the police. The sally port at the City Hall became the hub for the Civic Campus' maintenance and special events storage, thus eliminating external storage containers and the need to haul equipment by trailer over two miles from the Northglenn Maintenance and Operations Facility. With the new City Hall design, the parks and events staff are losing this much needed space and we would like to recreate this hub in the park. This funding would allow for the projects to be completed simultaneously and in their entirety. The current restrooms at the park are being loved to death and in a dire need of renovation or replacement. The current ADA path and sitting wall is deteriorating and potentially a hazard. We would like to address these priorities of the city quickly and efficiently.

a. Describe all current and anticipated future uses of the project, including all programmed and nonprogrammed activities. (<2,000 characters)

The city of Northglenn is in the process of revitalizing its civic campus and that includes E.B. Rains Jr. Memorial Park. The park is expected to have a newly renovated playground in 2023 and hopefully an enhanced park with this project. This project will complete the renovation of this regional park and enhance the park amenities making them more user friendly, accessible, and vibrant. The park is the hub and the focal point for most of the city's events and activities. It is also a gathering spot for daily park users as well as our summer day camps. To better serve our constituents and our visitors alike, these new additions will only enhance all programmed and nonprogrammed activities for the city of Northglenn.

b. Explain how this project will appeal to a broad diversity of users or address the needs of specific groups (i.e. the project will provide facilities specifically for youth, the elderly, those with a disability, or will serve a combination of many groups). (<2,000 characters)

As a regional hub, this park project will enhance the users experience for a broad range of users and user groups. These facility enhancements will improve the restrooms in appearance and function and enhance ADA accessibility on all levels throughout the park. The renovations will include new sitting areas on the sitting wall along the walkway thus allowing individuals an opportunity to rest and enjoy the mountain view. A new accessible ramp will connecting the adjacent neighborhood to the park with a more appropriate slope for modern ADA compliance. The new restrooms on the east side of the park will replace the porta-johns with a plumbed restroom. The joint facility will act as storage and maintenance amenity that serves the park in which it allows for more visibility of park staff in the park.

a. Explain how this project fits into a regional or master plan. (<2,000 characters)

The city of Northglenn's most recent Parks and Recreation Master Plan was adopted in 2017. This plan outlines the need for improvements at E.B. Rains Jr. Memorial Park. The project was identified in the 2017 Master Plan as an identified priority.

The city recently contracted with a consulting firm to conduct our next master plan update.

Attach relevant portions of the plan(s) and label as Attachment I - Plans (limit 3 pages).

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. (<2,000 characters)

E.B. Rains Jr. Memorial Park is located along the Farms Highline Canal trail, and is adjacent to the Northglenn Recreation Center, Senior Center & Theater. It will used and well loved, by Northglenn residents (both current and past), but the park also has more regional draw. The Northglenn Civic Campus Master Plan has been developed an anticipated to take about 15 years to fully implement. This includes the new Recreation Center, Senior Center & Theatre, the new City Hall, housing, and small retail on the property just west of the park. This civic campus is between the Ramada and Wester Lake Promenade to the north and the apartment complexes to the south. There is also a trail connection under I-25 connecting the civic campus to the RTD Wagon Road, Park & Ride. The park has been viewed as a tremendous asset to that type of development and is a clear landmark for the project. With that development, the park use will only continue to increase.

a. Open Space Sales Tax dollars are to be used in accordance with Resolution 2020-480. Please describe how the project complies with the Tax. (<2,000 characters)

The use of Adams County Open Space funds to complete this project meets the definition provided within section 8(c)iii, "Active open space lands may include lands for park purposes and other recreational uses such as sports fields, golf courses and recreation center. 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."

Improvements to E.B. Rains Jr. Memorial Park provides a clear benefit to the community, to further enhance a long-standing, well-loved, landmark community asset.

Project Detail

Provide any additional information needed to understand the project budget - Attachment A (i.e., how land value was estimated without an appraisal, how costs were estimated on equipment or staff time, etc.). Please DO NOT write any dollar amounts below. (<2,000 characters)

Project budget includes funding needed for the design and construction of the wall, facility, restrooms, and trail. Cost estimates were developed based on recent similar projects.

Please list partners and describe how each partner is contributing to the project. Please DO NOT write any dollar amounts below. (<2,000 characters)

The city funding for this project is from the Capital Improvement Project (CIP) funds for the E.B. Rains Jr. Memorial Park and partially funded through the new City Hall CIP funds.

3. Qualified Jurisdiction Sponsorship

If applying as an organization other than a qualified jurisdiction, please attach a letter of sponsorship from a qualified jurisdiction and label as Attachment J - Letter of Sponsorship.

4. Partnerships and Sources of Funds - Please complete Attachment D - Source of Funds.

5. 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 K - Letters of Commitment. Letters of commitment should include dollar amounts.

[ACOS-Attachment-K.2021 Northglenn Budget.pdf](#)

Project Support

1. Community Outreach

Briefly describe any effort made on the part of the applicant to gain support for this project (i.e., community surveys completed, neighborhood meetings, solicited comments, etc.). (<2,000 characters)

Each year, two public hearings are held by the Parks and Recreation Advisory Board, one focuses on Recreation Programming and one on Capital Improvement Projects. This project has been on the Capital Improvement Project schedule since 2019. In addition, the City Council hosts one public hearing each year regarding the Capital Improvement Project budget.

More recently, staff utilized social media to reach out to the public and published in the Northglenn Connection that is mailed to every household in Northglenn.

With the renovation design to become developed this winter, it will allow for more opportunities for the consultants and the city to engage with the residents and visitors. We are excited for more community outreach to come.

In addition, members of the community and a local business owner have reached out in support of the project. Letters of support are attached.

2. Letters of Support

Project Management and Applicant's Past Performance of Awarded Projects

a. Describe how this project will be managed to ensure safety of users and for long-term sustainability. Include in your answer the entity responsible for maintenance, the available resources, and the typical maintenance schedule. (<2,000 characters)

The Parks Maintenance staff is composed of 20 crew members and one supervisor. Two of those crew members take primary responsibility for the maintenance of the Civic Campus property and E.B. Rains Jr. Memorial Park.

Staff conducts daily maintenance and the restroom facility cleaned and restocked daily. We have contracted a cleaning service to clean the restroom facility multiple times on the weekends during peak use. Each day park pavilions are cleaned; trash is removed, and debris is removed from the park and trails. During the summer months, turf areas are mowed approximately twice weekly.

The proposed improvements will minimally increase the maintenance requirements at this park, and we will continue to actively manage the ongoing maintenance at the park.

b. Is there a written agreement or Intergovernmental Agreement for things such as access or maintenance?

No

If yes, please provide a copy of this agreement and label as Attachment H - Agreement.

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 3 projects). For example, if this is a trail project, list completed trail projects.

Project Name

Kiwanis Bath House Replacement & Splash Pad Addition

Project Manager

Juliana Berry

Award Date

Spring 2019

Completion Date

Fall 2021

Project Name

Northwest Open Space Renovation

Project Manager

Dana Kester

Award Date

Fall 2020

Completion Date

Fall 2021

Project Name

Northwest Open Space Design

Project Manager

Dana Kester

Award Date

Spring 2018

Completion Date

Spring 2019

Project Name

Sensory Playground

Award Amount

\$ 375000

Original Due Date

Spring 2020

Status

Equipment Ordered (34 week lead time)

Project Name

Jaycee Ballfield

Award Amount

\$ 170000

Original Due Date

Spring 2022

Status

Under Contract

Project Name

Croke Reservoir

Award Amount

\$ 40000

Original Due Date

Fall 2022

Status

Consultant Under Contract

Project Name

Wyco & Danahy Tennis Courts

Award Amount

\$ 300000

Original Due Date

Fall 2020

Status

Under Contract (breaking ground Oct.)

Please attach a separate list if the space above is not sufficient.

1st Priority: E.B. Rains Jr. Memorial Park Renovation Project

2nd Priority:

3rd Priority:

Please upload Attachment A - Project Budget

Please upload Attachment B - Project Budget Categories

Please upload Attachment C - Estimated Project Timeline

Please upload Attachment D - Source of Funds

Please upload Attachment E - Source of Funds Categories

Attach any additional information you may have.

Applicant Name:

Jesse Mestrovic

Title:

Project Manager

Date:

9/16/22

[Previous submission](#)

[Next submission](#)



ADAMS COUNTY OPEN SPACE

ATTACHMENT A - PROJECT BUDGET

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.
Attachment A should include dollar amounts.

Date: _____

Project Name: _____

Amount Requested: _____

% Total Project Costs: _____

| 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 |
|-----------------------------|---------------|---------------------|-----------------|---------------|---|---------------------|
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| <i>Budget Total</i> | | | | | | |



ADAMS COUNTY OPEN SPACE

ATTACHMENT B - PROJECT BUDGET CATEGORIES

Attachment B should not include dollar amounts.

Attachment B will mirror Attachment A but have corresponding check marks in place of dollar amounts.

Date: _____

Project Name: _____

% Total Project Costs: _____

| 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 |
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| <i>Budget Total</i> | | | | | | |



ADAMS COUNTY OPEN SPACE

ATTACHMENT C - ESTIMATED PROJECT TIMELINE

Attachment C should reflect scheduling for each task of your project over the next 24 months. Describe each task of your project and put a check mark in the column to the right for the month that task will occur.

Date: _____

Project Name: _____

| Description of Task | Year One Task Dates | | | | | | | | | | | |
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| Description of Task | Year Two Task Dates | | | | | | | | | | | |
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The timeline should reflect scheduling for each task of your project over the next 24 months. Describe each task of your project and put a check mark in the column for the month that task will occur.



ADAMS COUNTY OPEN SPACE

ATTACHMENT D - SOURCE OF FUNDS

In the chart below, please list all sources of funds. For partners, please provide a brief description of the contribution. Regarding the Applicant's contribution, only fill out the "Brief Description of Contribution" if the Applicant is making an in-kind contribution.

Attachment D should include dollar amounts.

Project Name: _____

% Total Project Costs: _____

| Source of Funds | Date Secured | Grant Request | Previous ADCO Grant Awards | Cash Match | In-Kind Match | Total Funding | Brief Description of Contribution (<10 Words) |
|-----------------|--------------|---------------|----------------------------|------------|---------------|---------------|---|
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| <i>Total</i> | | | | | | | |



ADAMS COUNTY OPEN SPACE

ATTACHMENT E - SOURCE OF FUNDS CATEGORIES

In the chart below, please mark all sources of funds. For partners, please provide a brief description of the contribution. Please mark each corresponding cell. Regarding the Applicant's contribution, only fill out the "Brief Description of Contribution" if the Applicant is making an in-kind contribution.

Attachment E should not include dollar amounts. Attachment E will mirror Attachment D but have corresponding check marks in place of dollar amounts.

Project Name: _____

% Total Project Costs: _____

| Source of Funds | Date Secured | Grant Request | Previous ADCO Grant Awards | Cash Match | In-Kind Match | Total Funding | Brief Description of Contribution (<10 Words) |
|-----------------|--------------|---------------|----------------------------|------------|---------------|---------------|---|
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| <i>Total</i> | | | | | | | |



City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233

E.B. Rains Jr. Memorial Park Renovation Project:

Location / Area

11701 Community Center Drive, Northglenn, CO 80233

Coordinates: 39.910037, -104.984850





General Fund expenditures total \$26,928,032. This represents a decrease over the 2020 Budget of 4.7%. The personnel line item is increasing by 2.8% due to increases in health care costs of 10.5% and salary adjustments for employees. Capital outlay has been decreased and other cost containment measures have been instituted as revenue recovery from the pandemic remains unknown.

The ending fund balance is estimated at \$20,471,865, or 77% of operating expenditures. Of the ending fund balance, \$19,664,024 is considered unrestricted. The City's fund balance policy requires a minimum reserve balance of 25% of its operating expenditures, a portion of which is restricted through the 3% TABOR Reserve Restriction.

Package requests in the General Fund include:

- \$1,018,312 – On-going expenditures
- \$322,520 – One-time expenditures
- \$301,000 – Capital equipment expenditures

Conservation Trust Fund

Conservation Trust Fund revenue is projected at \$418,000 for 2021. The beginning fund balance is estimated at \$535,588.

Projects for 2020 include:

- \$250,000 – Sensory Playground repair
- \$50,000 – Greenway Trail replacement (sections of trail)
- \$10,000 – Bocce ball court at Danahy Park

In total, the proposed expenditures are \$310,000 with an ending fund balance estimate of \$643,588.

Community Development Block Grant Fund (CDBG)

CDBG funds become available annually through Federal award and are distributed to the City by Adams County. The City does not budget for revenues or expenditures until the grant award is in place. If funding is allocated in 2021, estimated at \$225,000, the City intends to allocate the funds to the Minor Home Improvement Program administered through Adams County.

Capital Projects Fund

Capital Projects Fund revenue is estimated at \$8,646,600. Excluding grants, revenues are flat when compared to 2020 year-end projections. Overall, tax collections are estimated to increase 1.0%. These taxes include: 4.000 Mill Property Tax dedicated to road projects, ½% Sales/Use Tax and the 4% Special Marijuana Tax.

Total expenditures are \$42,658,141 which includes \$4,135,819 of debt service payments for the Certificates of Participation issued for the Justice Center in 2017 and Recreation Center issued in 2019.

Projects for 2021 include:

- \$21,000,000 – Recreation center construction (\$53 million total project cost)
- \$9,937,043 – East 120th Avenue improvements from Washington Street to York Street
- \$1,350,000 – Residential streets, traffic signals, and concrete programs
- \$1,200,000 – Washington Street rehabilitation
- \$1,160,000 – Traffic signal upgrade

- **\$750,000 – E.B. Rains Jr. Memorial Park renovations**
- \$600,000 – Community Center Drive Bridge maintenance
- \$500,000 – City Hall planning and design work
- \$300,000 – Wyco Park tennis court
- \$250,000 – Other tennis court renovations
- \$136,951 – School Zone Safety Program
- \$100,000 – Citywide playground maintenance
- \$25,000 – Miscellaneous emergency park repairs

Water Fund

Water Fund revenue is estimated at \$12,881,500. An estimated increase of 2.5% in sales tax and a rate increase of 3% for water usage lead to revenue being 2.1% higher than 2020 year-end projections.

Water Fund expenditures are \$13,790,032, which is greater than the 2020 Budget due to one-time capital projects planned in 2021. Total expenditures include \$1,014,760 for debt service payments on the Standley Lake Pipeline project. This debt will be paid in full in 2022.

Projects for 2021 include:

- \$3,500,000 – Waste handling improvements
- \$418,000 – Filter to waste automation
- \$150,000 – Standley Lake pipeline
- \$100,000 – Waterline replacement (citywide)

Package requests in the Water Fund include:

- \$531,000 – Capital equipment expenditures
- \$413,520 – Ongoing expenditures
- \$360,000 – One-time expenditures

Wastewater Fund

Wastewater Fund operating revenue is projected at \$5,214,500. A rate increase of 8% to user charges and fees is included based on the rate plan approved in 2017. The increase is necessary to pay for infrastructure improvements that include replacing Lift Station A and the Force Main. These two components deliver the City's waste to the processing facility in Weld County.

Wastewater Fund expenditures total \$32,971,055, including an estimated \$1,097,636 for debt service created from the anticipated debt issuance for the required infrastructure improvements.

Projects for 2021 include:

- \$27,168,398 – Lift Station A and Force Main replacement (estimated \$28.5 million total project)
- \$500,000 – Clarifier rehabilitation
- \$330,391 – Collection system rehabilitation
- \$168,103 – Lift Station B assessment

Package requests in the Wastewater Fund include:

- \$385,000 – Capital equipment expenditures
- \$21,220 – Ongoing expenditures
- \$0 – One-time expenditures

From: [Alexzandor Kacsh](#)
To: [Jesse Mestrovic](#)
Subject: Re: E.B. Rains Jr. Memorial Park - Letter of Support
Date: Wednesday, September 14, 2022 2:42:15 PM
Attachments: [image001.png](#)

14 Sept 2022

Hi Jesse,
I've attached a note below. Let me know if I can make any changes to help you.
Annie

Hello,
We at Accurate Automotive are excited to show our support for phase II of the E.B. Rains Jr. Memorial Park project.

As long time residents of Northglenn, our employees have spent many enjoyable days, and special occasions at the park. As our community continues to grow, the need for more improvements has become obvious. As the most popular location in our community for families to visit, picnic, play, and more, the improvements outlined in the grant application, will serve to raise the quality of visits to the park for all ages.

It is our sincere hope that you will approve the grant requested herein. Northglenn is a beautiful, vibrant, growing community, and we feel the planned improvements to the park will help take it to the next level of quality for outdoor family fun.

Thank you,

Alex Kacsh, Owner
& The Employees at Accurate Automotive

On Tue, Sep 13, 2022 at 4:22 PM Jesse Mestrovic <jmestrovic@northglenn.org> wrote:

Greetings Alexzandor,

Thank you for offering to write a letter of support for Phase II of the project at EB Rains Jr. Memorial Park. The grant application is due this week and we appreciate you taking a moment to write a note. You can send it to me directly as I am completing the documents needed at this time. Feel free to call me on my cell, 720-512-7301, if you have any

questions. The letter of support can be in the form of an email. The grant application process is quite simple, but we need a couple documents to complete the application (due Friday).

Phase II of this project is the renovation of the restrooms, new ADA switchbacks and sitting wall on the east side of the lake, and a potential new restroom/maintenance storage on the east side as well. Last but not least is the additional hardscape near the skatepark.

Thanks,
Jesse

Mr. Jesse Mestrovic

Parks & Recreation Project Manager

11701 Community Center Drive | Northglenn, CO 80233

jmestrovic@northglenn.org

D 303-450-8838

C 720-512-7301

www.northglenn.org



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Alex Kacsh

(he/him/his)

Accurate Automotive

303-451-6880

visit us online at: accurateautomotiveinc.com

From: [Karen Knuepfer](#)
To: [Jesse Mestrovic](#)
Subject: community support
Date: Tuesday, September 13, 2022 1:21:59 PM

To Whom It May Concern,

I am currently a Northglenn resident and have been for over 40yrs. I am very proud of my City and all the improvements that are being made to enhance our community and services it provides to its residents. I consider E.B. Raines Park as Northglenn's signature attraction. It is a beautiful park that is not only enjoyed by its citizens but a destination for many people in surrounding cities. Because of the extensive usage, the Park needs repair and amenities upgraded in order to service the community as intended. It is like owning a home; it is in constant need of attention or it falls apart. We need to care for this beautiful park to keep it alive and a desirable part of the community.

Thank you for your time and consideration in this matter,
Karen Knuepfer
10021 Brigitte Drive
Northglenn, Co. 80260



Hi there

RE: Letter of Support - Phase II EB Rains Jr Memorial Park

Dear Grant Review Board,

I am the City of Northglenn's first full-time park ranger. Within that role, I oversee the safety and encourage optimal enjoyment of all of the City of Northglenn's 27 parks and open spaces. Phase II of the EB Rains Jr. Memorial Park will bring the revitalization of spaces that will aid in delivering more engaging and safe spaces. Therefore, this project further aids to reach our ultimate goal of community stewardship and ownership of these outdoor spaces.

Northglenn residents will engage these engineered areas in new, fun and creative ways. When the community invests themselves in these ways, the community will take pride and ownership to new levels. We want all of our spaces to be accessible to a wide diversity of users. This new phase will help us bring in a new diverse set of users and invigorate our current ones. I foresee great things ahead for our park patrons.

I send my full support of Phase II of EB Rains Jr. Memorial Park to this grant process. I further am open to any follow-up that this process might request.

Sincerely,

Karen Keeney

Karen Keeney
Park Ranger
kkeeney@northglenn.org
303.817.8691
12301 Claude Court
Northglenn, CO 80241
www.northglenn.org