

**PARKS, RECREATION & CULTURE MEMORANDUM
#16-2024**

DATE: July 22, 2024

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*
Jason Loveland, Deputy City Manager *JL 2*

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

SUBJECT: CR-127 – Adams County Open Space Grant Acceptance – Audio, Lighting & Video Security Enhancements

PURPOSE

To consider CR-127, a resolution approving a grant agreement and accepting grant funding in the amount of \$385,000 for Audio, Lighting & Video Security Enhancements.

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.

During the spring 2024 ACOS grant cycle, the ACOS Advisory Board recommended the grant request for Audio, Lighting & Video Security Enhancements be funded in full. That recommendation was accepted by the Adams County Commissioners, and a grant award of \$385,000 was approved for this project.

Funding from this grant would be used to implement Crime Prevention Through Environmental Design (CPTED) recommendations at E.B. Rains, Jr. Memorial Park and the Interstate 25 pedestrian underpass. Improvements include an audible alert system at the park, video cameras and additional pedestrian lighting.

BUDGET/TIME IMPLICATIONS

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

The total cost of this project is estimated to be \$550,000; matching funds in the amount of \$165,000 are allocated in the 2024 Capital Projects Fund.

The design phase of this project is complete; construction is anticipated to begin this fall.

STAFF RECOMMENDATION

Staff recommends approval of CR-127, authorizing the Mayor to sign the ACOS Grant Agreement for Audio, Lighting & Video Security Enhancements and accepting grant funding in the amount of \$385,000.

CR-127 – Adams County Open Space Grant Acceptance – Audio, Lighting & Video Security Enhancements
July 22, 2024
Page 2 of 2

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-127 – Adams County Open Space Grant Acceptance – Audio, Lighting & Video Security Enhancements
Adams County Open Space Grant Agreement

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-127
Series of 2024

Series of 2024

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 Audio, Lighting and Video Security Enhancements Project, which will incorporate Crime Prevention Through Environmental Design (CPTED) principles to deter criminal activity, convey critical information during emergencies, and foster a safe environment for park users by providing additional lighting, video surveillance, and an emergency alert system at E.B. Rains, Jr. Memorial Park and the Civic Center Campus; 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 \$385,000 for the Audio, Lighting and Video Security Enhancements 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 \$385,000.00 is hereby accepted and the Adams County Open Space Grant Agreement, attached hereto as **Exhibit A**, between the City of Northglenn and the Adams County Board of County Commissioners for the Audio, Lighting and Video Security Enhancements Project is hereby approved and the Mayor is authorized to execute same on behalf of the City.

DATED, at Northglenn, Colorado, this _____ day of _____, 2024.

MEREDITH LEIGHTY
Mayor

ATTEST:

APPROVED AS TO FORM:

JOHANNA SMALL, MMC
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 _____, 2024, between the 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 March 29, 2024, Applicant applied for an Adams County Open Space Grant to complete the “Audio, Lighting & Video - Safety Enhancements” (the “Project”); and

WHEREAS, on July 9, 2024, Adams County awarded Applicant an Adams County Open Space Grant to complete the Project; and

WHEREAS, Adams County awarded the Project 70% of the total Project costs, not to exceed \$385,000.00.

AGREEMENT

NOW, THEREFORE, the Parties hereto agree as follows:

1. Grant Award. Adams County hereby awards to Applicant a grant in the amount of 70% of the total Project costs, not to exceed \$385,000.00 (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 July 9, 2026, (“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 July 9, 2026 to remain compliant with the Project Completion Date, as set forth above. Reimbursements disbursed from Adams County shall not exceed 70% of project costs incurred during the previous period with cumulative reimbursements totaling no more than \$385,000.00.
 - b. Acceptable Expenditures. Applicant can request payment for 70% all project costs incurred within the previous period with cumulative reimbursements totaling no more than \$385,000.00 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

Northglenn

By (signature)

Printed name

Title

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Adams County Open Space Grant Application - Active ...

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Table

Plain text

Data (YAML)

[Previous submission](#)

[Next submission](#)

Submission information

Applicant Organization Name:	City of Northglenn
Name of Project:	Audio, Lighting & Video – Safety Enhancements
Grant Request (this cycle only)	\$385,000
Previous Adco Grants (total for this project only)	
Matching Funds (cash + in-kind)	\$165,000
Total Project Costs	\$550,000

Grant Request (% of Total Project Costs) 70%%

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? No

If yes, please list the amount being used:

Applicant Organization Name: City of Northglenn

Sponsoring Jurisdiction:

Name of Project: Audio, Lighting & Video – Safety Enhancements

Primary Contact Name: Jesse Mestrovic

Phone: 3034508838

Email: jmestrovic@northglenn.org

Title: Project Manager

City: Northglenn

State: Colorado

Zip 80233

Address: 11701 Community Center Drive

Name Amanda Peterson

Title Director

Phone 3034508950

Email apeterson@northglenn.org

Name Willis Waterhouse

Title Parks Manager

Phone 3032807814

Email wwaterhouse@northglenn.org

Briefly describe your project (

This project includes the design and construction of additional lighting, video surveillance and an emergency alert system for E.B. Rains, Jr. Memorial Park and the Civic Center Campus, incorporating CPTED (Crime Prevention Through Environmental Design) principles to deter criminal activity, convey critical information during emergencies and foster a safe environment for park visitors.

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

Grant Cycle

Award Amount

Reason for Current Request:

Grant Cycle

Award Amount

Reason for Current Request:

Property site address: 11701 Community Center Drive, Northglenn, CO 80233

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.

Attachment - G - LocationMap.GreenwayTrails.pdf
(407.25 KB)

Please provide GPS Coordinates, longitude and latitude.

39.910037, -104.984850

a. Please describe each component of the project and scope of work in detail
(

The project includes the design and construction of an audible emergency system, installation of enhanced lighting, and the addition of a video surveillance system, as well as all of the associated electrical infrastructure, at the Civic Center Campus and E.B. Rains, Jr. Memorial Park.

Each of the three components of the project, an audible emergency system, enhanced lighting, and video surveillance, were identified through a CPTED (Crime Prevention Through Environmental Design) assessment of the site that was completed in 2022 in response to concerns from park users and residents about safety. Each component serves a different purpose, helping create a safer environment for over 400,000 park users each year.

Additional lighting will provide improved visibility throughout the site. The Farmers Highline Canal Trail that traverses the Civic Center Campus and E.B. Rains, Jr., Memorial Park and the pedestrian underpass that is on the western-most edge of the property is well-used by commuters at all hours of the day, often after the sun has set in the evening or before the sun has risen in the morning. The trail provides commuters with access to the Wagon Road Park and Ride, as well as to the nearby Safeway shopping center. The tunnel is over 300 feet long, and visibility is extremely limited. Many trail users have expressed that they have stopped using the trail because they do not feel safe because the tunnel is too dark. They fear that someone may be hiding in the shadows. Lighting in the tunnel, along the trail corridor and in the park would improve visibility and safety.

The audible emergency system would allow for announcements to be made to all park visitors simultaneously. This is particularly important during large-scale events when there may be 15,000 people in the park at a single point in time. Whether it be an impending weather event, criminal activity or medical incident, there is currently no system in place that

allows for staff to make an urgent announcement alerting visitors of an emergency situation. The addition of an audible emergency alert system would allow for park staff or the police department to quickly communicate important instructions and information to visitors. This may include evacuation procedures, shelter locations, and other critical details that can help ensure the safety of park-goers. Clear communication is essential to preventing panic and chaos; an audible alert system provides a reliable method for disseminating information quickly and effectively, helping maintain order and calm among park-goers. Additionally, audible alerts are important for individuals with visual impairments that cannot rely on visual cues in an emergency situations. The addition of video surveillance in the park is intended to serve as both a deterrent and as a tool if an incident does occur in the park. The cameras will be placed throughout the park corridor, from the pedestrian tunnel on the west side of the Civic Center Campus, and throughout the park. Cameras are already in place on Festival Lawn and have proven to be a useful tool in establishing timelines, identifying perpetrators, or providing other crucial details that aid investigations.

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

Attachment-F-
ProjectSitePlan.CivicCampus.EB_.pdf (222.07 KB)

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. (

E.B. Rains Jr. Memorial Park and the Civic Center Campus is a well-defined public 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 and Civic campus that create separation between the public spaces and the adjacent residential and commercial properties.

Although there are already features in place that physically separate the park from the nearby residential properties, this is one of the most densely populated and heavily used areas in the city. As a result of that density and the undesirable or illegal behavior that has been increasing at the park in recent years, the conflict between park users and the neighboring residential properties has increased. Some measures have already been put in place to address these conflicts, including increasing the presence of Park Rangers during the busiest times and seasons, enforcement of park hours, and new fencing on the east side of the park. The city's Crisis Response Unit works closely with Parks staff to provide resources and services to individuals who may need mental health or housing support. In addition to improving the safety of park users, lighting, video and audible emergency alerts will also have a positive impact on the conflict that has been emerging between the park and the residential properties. The park should be an asset to every resident, especially those that live right next door.

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.). (

E.B. Rains, Jr. Memorial Park and the Civic Center Campus are the heart of Northglenn. They are well used, well-loved, easily identified spaces. However, for the past few years, they are also beginning to be identified as unsafe spaces. This project is one step in changing that. The community needs to know that the park is a safe place to gather. This project helps communicate a clear message to our residents that they have been heard and steps are being taken to effectively address health and safety concerns.

The implementation of lighting, audible alerts and video surveillance is one step that will help visitors enjoy the park without looking over their shoulder or worrying about whether or not this is a safe place to be. These measures encourage all visitors to use the park in a safe, responsible manner.

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

This park is very well used by the community by individuals of all ages. With over 400,000 visitors to the park each year, the park is always busy. 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 I-25 pedestrian tunnel is an important access point to the RTD Wagon Road Parks & Ride.

The Civic Center Campus is located within walking distance from housing areas, restaurants and shops, the current city hall (with a new city hall currently under construction on the site), and the new Northglenn Recreation Center, Senior Center & Theatre. The old Recreation Center has just been demolished. The Civic Campus is surrounded by the highest density of housing in the city. There are townhomes 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 census tract that this property is in has an LMI (Low-Moderate Income) of 72% and a poverty index of 23. This means that 72% of the households in this immediate area have an income that is less than 80% of the state median income and a high exposure to poverty. One resident who lives next to the park shared that she loves her home and the park, but with an increase in violence, feels trapped. She can afford her home but cannot afford to move anywhere else in the metro area – and doesn't really want to. She just wants to feel secure in her home and safe taking her children to the park. This project is one way to help this homeowner, and many others like her, regain their sense of security.

Securing Adams County Open Space Grant funds is essential to the project's success. Without this

funding, the scope of the project may need to be scaled back significantly. This could result in fewer reduced safety measures, or delays in implementation, ultimately compromising the quality and effectiveness of park safety.

a. Describe all current and anticipated future uses of the project, including all programmed and nonprogrammed activities.
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The project aims to support the wide range of programmed and non-programmed activities that are taking place now and into the future.

For many nearby residents, the park is the first place they visit in the morning or the last place they go in the evening as they jog around the lake, walk the dog or photograph nature. Families and friends gather for family reunions, birthday parties and retirement celebrations, often returning to the same pavilion year after year. Parents bring small children to the park to learn to fish, play on the playground or run through the grass. On a sunny weekend day, the parking lot is full all day long, and the park is bustling.

The park and Civic Campus are also the site of Northglenn's signature special events. We offer Food Truck Carnival, Pirate Fest, the July 4th Festival, Dancing Through the Decades, Northglenn Pride, Summer Concerts, Summer Movies, and residents have requested even more! Park Rangers offer a variety of programming, including wildlife programs, Leave No Trace education, and stargazing. Summer Camps visit the park to spend time at the playground, riding pedal boats and enjoying the outdoors.

This project will help ensure that people will continue to feel safe when participating in these programs and drop-in use. The use of the park is expected to continue to evolve based on participant's needs, regional trends, and community input. The project will support and encourage these evolving needs, ensuring that the park continues to serve as a vibrant and dynamic community hub for years to come.

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). (

This project is designed to appeal to a broad diversity of users by prioritizing safety, inclusivity, accessibility. The audible system is essential for promptly conveying vital instructions and alerts during emergencies, thereby safeguarding the well-being of park visitors. Similarly, enhanced lighting and video surveillance in EB Rains, Jr. Memorial Park and adjacent public areas plays a critical role in deterring criminal activity, furnishing evidence for investigations, and bolstering overall security measures. These safety measures collectively contribute to fostering a safer environment for visitors and staff, while serving as a deterrent against unlawful or unsafe behavior. This project will appeal to a broad diversity of users while addressing the specific needs of vulnerable populations such as youth, the elderly, and individuals with disabilities.

a. Explain how this project fits into a regional or master plan. (

This project directly correlates with the feedback that we have received in our developing Playbook, the Parks, Recreation & Culture long-range plan. Both the statistically valid survey and the general citywide survey identified improved lighting and safety at our parks high priorities. Additional lighting and improved safety were noted as the top two areas that, if addressed, would increase respondent's use of the city's Parks, Recreation & Culture facilities. Within that survey, the open-ended comments most often identified E.B. Rains, Jr. Memorial Park as the location where safety concerns were the most significant. Seven goals have been identified for Playbook. These are Quality of Life, Health and Wellness, Equitable Access, Safety & Maintenance, Community Needs, Social Connections, and Northglenn Pride. This project is fully in alignment with these goals and the priority projects that have been developed to support those goals in Playbook.

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

Attachment-I-Plans.Playbook.Safety.pdf (450.34 KB)

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. (

E.B. Rains Jr. Memorial Park and the Civic Center Campus is located along the Farmers Highline Canal Trail, and is adjacent to the Northglenn Recreation Center, Senior Center & Theater. The Civic Center Campus includes the new Recreation Center, Senior Center & Theatre, the new City Hall, Festival Lawn, and the recently demolished old Recreation Center. The I-25 pedestrian tunnel is the trail connection between the Civic Campus and the RTD Wagon Road, Park & Ride. The tunnel has been viewed as a tremendous asset to the community. By enhancing the safety measures, the tunnel is expected to be utilized even more heavily.

Additionally, this park property is on the 120th corridor, a hub for other community assets, including housing, grocery shopping, employers and restaurants. The project accommodates a variety of users and modes of transportation, including pedestrians, cyclists, and public transit users. This multi-use and multi-modal access encourages alternative transportation options, reduces congestion, and promotes sustainable travel patterns. This project enhances connectivity and accessibility for users. A well-lit and safe network of interconnected trails, parks, and open space properties attracts visitors and tourists, stimulating economic activity and supporting local businesses.

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. (

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 the Civic Center Campus & E.B. Rains Jr. Memorial Park provides a clear benefit to the community, to further enhance a long-standing, well-loved, landmark community asset. By aligning with the guidelines outlined in Resolution 2020-480, the project ensures that Open Space Sales Tax dollars are utilized effectively to preserve natural areas, enhance recreational opportunities, and promote environmental stewardship for the benefit of current and future generations.

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. (

To understand the project budget, it's important to provide additional information regarding the design and cost estimates provided by PK Electrical.

- Design Scope: PK Electrical collaborated with the project team to develop comprehensive design plans and specifications for the park and recreational facilities. This scope of work included site analysis, conceptual design development, drawings and design, tailored to meet the project's specific requirements and objectives.

- Cost Estimates: PK Electrical prepared detailed cost estimates based on the design plans, considering factors such as materials, labor, equipment, permits, and other project-related expenses. These estimates provide a breakdown of anticipated costs for various components of the project, including electrical infrastructure, lighting systems, safety equipment, and any other electrical-related aspects.

- Budget: The cost estimates provided by PK Electrical serve as a basis for developing the project budget. The budget allocates funds for design, construction, contingency, and other project-related expenses, ensuring that the project remains within budgetary constraints and meets financial objectives. Overall, PK Electrical's design and cost estimates play a crucial role in shaping the project budget, informing decision-making processes, and ensuring financial accountability throughout the project's execution. Their expertise and collaboration contribute to the successful implementation of the project while maximizing value for the client and stakeholders involved.

Please list partners and describe how each partner is contributing to the project. Please DO NOT write any dollar amounts below. (

N/A

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.

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.

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

This project was initiated because community members reached out to share their concerns. As a result, a CPTED assessment was completed. The outcomes of these assessment were presented at City Council meetings in August 2022, September 2022, and April 2023.

An implementation plan for the CPTED improvements was developed in April 2023, and brought forward to the Parks & Recreation Advisory Board at a Public Hearing in June 2024 and again in August 2024 for public comment.

As a part of Playbook, a statistically valid survey was conducted in the spring and early summer of 2023. Results of this survey clearly indicated a desire for additional lighting and improved safety. These two items were rated as the top two changes that would increase a respondent’s use of Northglenn’s Parks, Recreation & Culture Facilities. These results were brought forward for public comment at the Parks & Recreation Advisory Board meeting in July 2023.

An article sharing details about this project was included in the February 2024 Connection, a printed publication mailed to every household in Northglenn, and also made available online. Additionally, information about the project was posted on social media throughout the month of February 2024.

Letters of Support

Attachment-L-LettersofSupport.Safety.pdf (316.81 KB)

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. (

To ensure the safety of users and long-term sustainability of the project, the City has a dedicated crew of Facilities, Parks, Police and Information Technology. The Parks Maintenance crew that take primary responsibility for the Civic Campus property and E.B. Rains, Jr. Memorial Park includes three staff members. This staff will be responsible for the ongoing maintenance of the site and the project. This includes routine upkeep of facilities, landscaping, infrastructure, and safety inspections. The Parks Project Manager will work closely with the Information Technology Department to ensure that all technology elements are properly functioning. The Parks and Recreation Department will work closely with the Police Department to ensure that the video surveillance system is effectively monitored and useful as a law enforcement tool. By implementing a proactive and systematic approach to maintenance, the project ensures the safety of users and preserves the quality and functionality of facilities for long-term sustainability. Regular inspections, timely repairs, and strategic investments in upkeep and improvements contribute to a positive user experience and foster community pride in the project. Additionally, ongoing communication and collaboration with stakeholders and user groups facilitates feedback, ensuring that the project truly meets the needs and expectations of the community over time.

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.

Project Name	Jaycee Park Ballfield Improvements
Project Manager	Jesse Mestrovic
Award Date	7/27/21
Completion Date	Fall 2023
Project Name	Wyco Park Tennis Court Replacement
Project Manager	Jesse Mestrovic
Award Date	11/13/2018
Completion Date	Fall 2023
Project Name	Croke Reservoir Improvements
Project Manager	Jesse Mestrovic
Award Date	12/9/21
Completion Date	Fall 2023
Project Name	Kiwanis Pool Improvements Phase 2
Award Amount	\$1,919,722
Original Due Date	10/1/23
Status	Open - under construction
Project Name	Rotary Park Pavilion

Award Amount \$20,000

Original Due Date 8/9/22

Status Project just closed - spring 2024

Project Name E.B. Rains, Jr. Memorial Park Renovation

Award Amount \$1,350,000

Original Due Date 11/29/2024

Status Currently in design

Project Name Fox Run Playground Project

Award Amount \$250,000

Original Due Date 6/27/24

Status Playground has been ordered - May Construction

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

1st Priority: Audio, Lighting & Video – Safety Enhancements

2nd Priority: Greenway Trails Project

3rd Priority: Northglenn's First EV Mower

Please upload Attachment A - Project Budget Attachment-A-Project Budget-AudioLightingVideo.Safety Enhancements.1.pdf (1.03 MB)

Please upload Attachment B - Project Budget Categories

Attachment-B-Project Budget Categories-AudioLightingVideo.Safety Enhancements.1.pdf (994.26 KB)

Please upload Attachment C - Estimated Project Timeline

Attachment-C-Estimated-Project-Timeline.AudioLightingVideo.Safety Enhancements.pdf (987.95 KB)

Please upload Attachment D - Source of Funds

Attachment-D-Source of Funds-AudioLightingVideo.Safety Enhancements.pdf (879.84 KB)

Please upload Attachment E - Source of Funds Categories

Attachment-E-Source of Funds Categories-Audio.Lighting.Video_.Safety Enhancements.pdf (860.41 KB)

Attach any additional information you may have.

Applicant Name:

Jesse Mestrovic

Title:

Project Manager

Date:

3/29/24



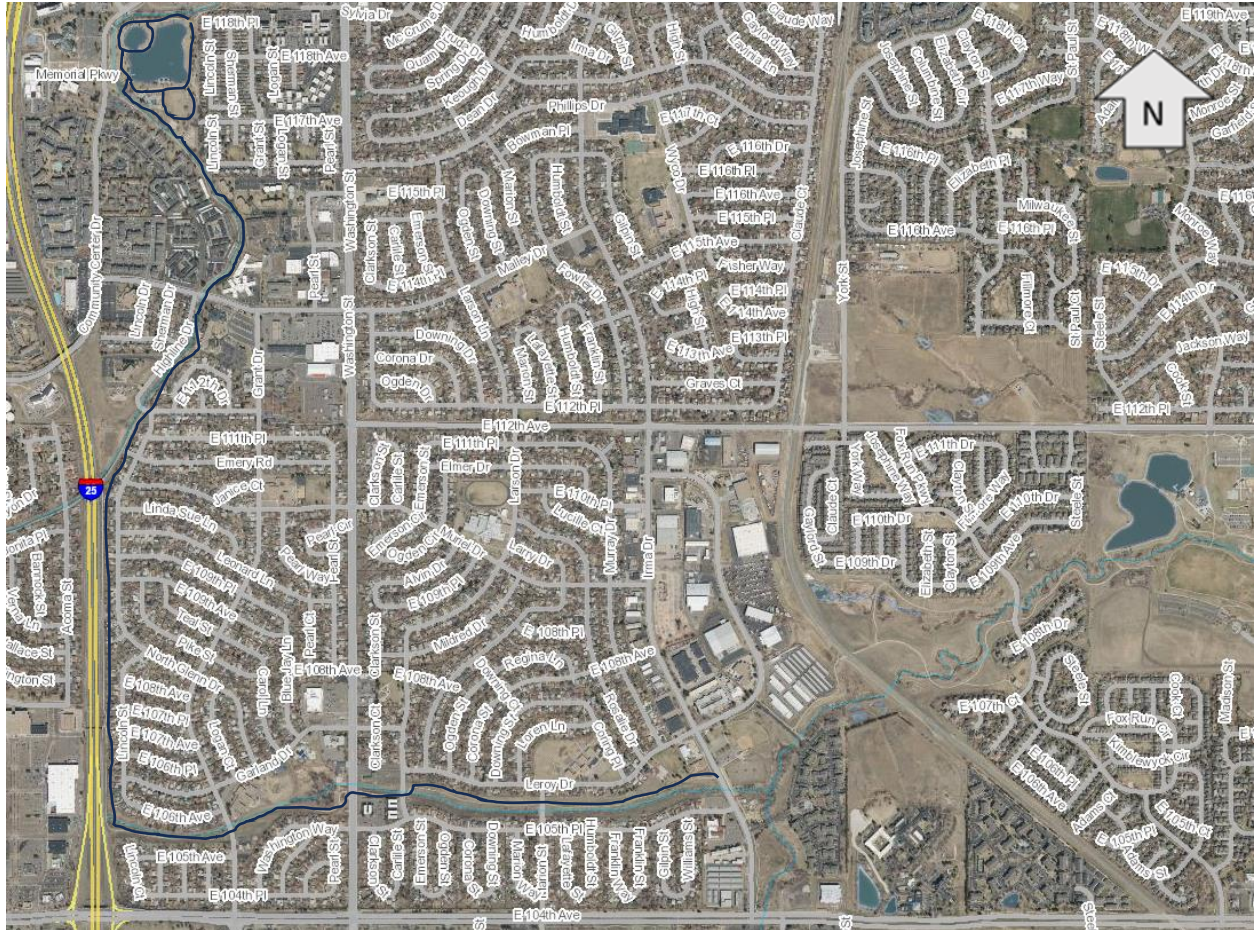
City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233

Greenway Trail Project:

Location / Area

Coordinates: 39.888497, -104.970508

Grange Hall Creek Trail (north tributary), E.B. Rains, Jr. Memorial Park, & 104th Trail





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
<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											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Description of Task	Year Two Task Dates											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
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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)
<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)
<i>Total</i>							



City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233

Civic Center Campus & E.B. Rains Jr. Memorial Park:

Location / Area

11701 Community Center Drive, Northglenn, CO 80233

Coordinates: 39.910037, -104.984850



Mission and Vision

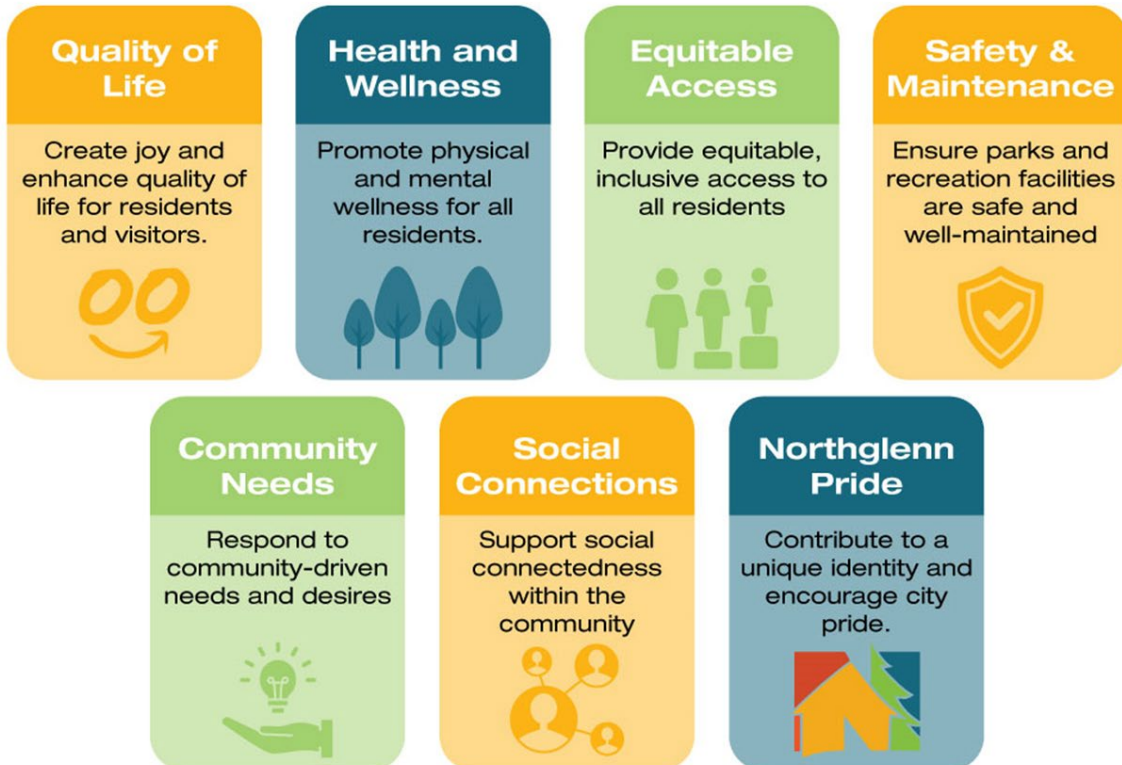
MISSION:

“The City of Northglenn’s Department of Parks, Recreation & Culture’s mission is to promote health and wellbeing, enhance the community’s quality of life, and provide opportunities for community interaction through inclusive and high-quality recreation programs, parks, facilities, and special events.”

VISION:

Parks and recreation facilities and programming help make Northglenn a great place to live and contribute to a healthy and vibrant community. Community connections are built through diverse recreational activities that ensure accessible, welcoming, and safe experiences for all residents and participants.

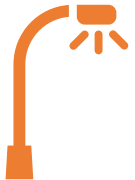
Goals



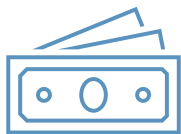
Key Findings



City parks and open spaces, and trails and pathways are the most important facilities to respondents, each with an average rating of 4.6 out of 5, with 5 being “very important”; however, these categories rated lower on meeting the needs of the community (4.2 average) indicating some room for improvement.



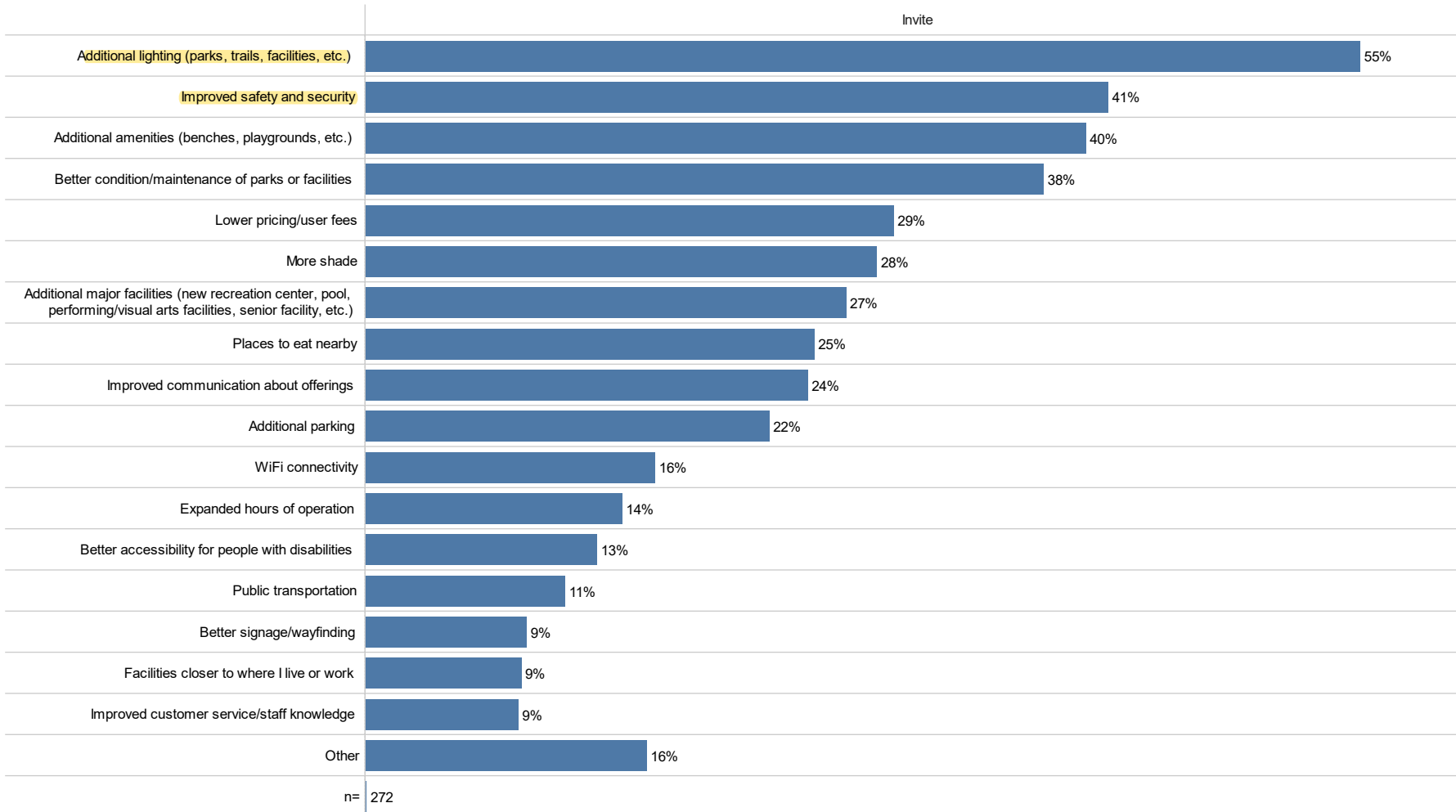
Additional lighting, improved safety and security, and additional amenities are the highest rated aspects that, if addressed, would increase respondents’ use of the City of Northglenn Parks, Recreation and Culture facilities, programs, and services.



Respondents are favorable toward additional spending on parks, recreation, and culture programs. While 43% said they’d prefer the City to spend about the same, 47% of the Invite sample said they’d like to see the City invest more.

Increasing Use

What are the most important areas, that if addressed, would increase your use of the City of Northglenn Parks, Recreation, and Culture facilities, programs, and services?
(CHECK ALL THAT APPLY)



Source: RRC

- Additional lighting, improved safety and security, and additional amenities are the highest-rated area that if addressed, would increase respondents' use of the City of Northglenn Parks, Recreation and Culture facilities, programs, and services.

Re: ADCO Grant Letters of Support Needed

Trevor H <trev.hosterman@gmail.com>

Mon 3/25/2024 2:03 PM

To: Jesse Mestrovic <jmestrovic@northglenn.org>

Jesse,

I absolutely support all three of these projects and would love to help in securing grants by providing a letter of support. Please find my letter of support below:

Dear Mr. Mestrovic,

I am writing to convey my wholehearted endorsement of three pivotal initiatives designed to elevate our community's infrastructure, safety standards, and commitment to environmental sustainability. Each of these endeavors addresses crucial needs within our city, and their successful execution is poised to significantly enhance the quality of life for residents and visitors alike.

First and foremost, I firmly support the restoration of select sections of the city's Greenway Trail System. It is imperative that we uphold secure and accessible pathways for pedestrians, cyclists, and nature enthusiasts to traverse our city's scenic locales. By directing our efforts towards repairing any cracked or damaged segments of the trail, we not only ensure the safety of daily commuters and recreational users but also champion an active and health-conscious lifestyle within our community. Investing in the preservation of our green spaces underscores our commitment to fostering the physical and mental well-being of our residents.

Additionally, I endorse the implementation of a safety notification system at the Civic Center campus. In an era marked by heightened uncertainties, prioritizing the safety and security of individuals, particularly during large-scale events or gatherings hosted at E.B. Rains, Jr. Memorial Park and the Civic Center campus, is paramount. The deployment of security cameras, enhanced lighting infrastructure in pedestrian areas, and an effective safety announcement system will instill confidence among attendees and organizers alike. These proactive measures not only serve as deterrents against potential threats but also cultivate an environment that is welcoming and secure for all members of our community.

Lastly, I advocate for the transition to electric lawn mowers for our parks. Despite the initial upfront investment, the long-term advantages of adopting electric-powered equipment far outweigh the associated costs. Electric mowers offer a sustainable alternative to their gas-powered counterparts, mitigating noise pollution and harmful emissions while preserving the immaculate appearance of our parks and green spaces. By embracing eco-friendly practices, we demonstrate our unwavering commitment to environmental stewardship and contribute to the holistic well-being of our planet for generations to come.

In conclusion, I urge you to carefully deliberate upon these proposed initiatives and take decisive action to support their implementation. By prioritizing the restoration of our trail systems, fortifying safety measures at public venues, and embracing sustainable practices in park maintenance, we reaffirm our dedication to cultivating a vibrant, inclusive, and environmentally conscious community.

Thank you for your thoughtful consideration of these matters, and I eagerly anticipate witnessing the positive impact of these endeavors on our city.

Sincerely,

Trevor Hosterman

Northglenn Parks and Recreation Advisory Board Member - Ward 2

Dear Mr. Mestrovic,

I am writing to express my full support for the implementation of safety improvements at our local parks, specifically the installation of audible emergency systems and video surveillance. These enhancements are crucial for ensuring the safety and well-being of park visitors, and I believe they will significantly contribute to creating a safer and more secure environment for our community.

Having an audible emergency system at parks is essential for several reasons. Firstly, it enables park authorities to quickly communicate important instructions and information to visitors during emergencies such as natural disasters, criminal activities, or medical incidents. This can include vital details like evacuation procedures and shelter locations, helping to ensure the safety of park-goers.

Additionally, audible emergency systems provide clear and attention-grabbing signals that alert visitors to potential dangers or emergencies in the area. This helps people react swiftly and appropriately, reducing the risk of injury or harm. Moreover, these systems ensure accessibility for individuals with visual impairments or those who may not rely on visual cues in emergency situations.

Furthermore, video surveillance in parks and public spaces is essential for various reasons. Not only does it act as a deterrent to criminal activity such as vandalism and theft, but it also helps park authorities monitor activities in real-time, identify suspicious behavior, and provide evidence for investigations in case of incidents. As a Northglenn resident who lives in the townhome community directly adjacent to E.B. Rains, Jr. Memorial Park, this project is extremely important to my family's well-being and quality of life.

Specifically, the implementation of video surveillance at pedestrian tunnels and skate parks is crucial due to the high-traffic nature of these areas. By continuously monitoring these spaces, authorities can quickly detect and respond to safety concerns, prevent criminal activities, and provide valuable evidence for investigations.

In conclusion, I fully support the efforts to enhance safety at our local parks through the installation of audible emergency systems and video surveillance. These improvements will not only contribute to the overall security of our community but also create a safer and more enjoyable environment for all park visitors.

Thank you for considering my input on this matter. Please feel free to reach out if you require any further information or assistance.

Sincerely,



Christie Chambers, Resident

11608 Community Center Drive, #13

Northglenn, CO 80233

EB Rains Park/Webster Lake Safety Concerns and Ideas

Chris Porter <coloradodj@gmail.com>

Fri 3/8/2024 10:12 AM

To: Jesse Mestrovic <jmestrovic@northglenn.org>

You don't often get email from coloradodj@gmail.com. [Learn why this is important](#)

Jesse,

I am writing to express my support for the initiative to enhance safety measures at EB Rains Park/Webster Lake. As a long-time member of the community who **used** to enjoy the park's amenities, I believe that investing in safety improvements is crucial for the well-being and enjoyment of all residents and visitors.

I am eager to offer my assistance in any way possible to help make this project a reality. Ensuring the safety and security of the community and park visitors should be a top priority for Northglenn, and I believe that these improvements will have a positive and lasting impact.

In considering potential safety improvements for the park, I would like to suggest several ideas that I believe would be beneficial:

Enhanced Lighting: Installing additional lighting throughout the park can improve visibility and deter illicit activities, making it safer for visitors during evening hours.

Surveillance Cameras: Implementing a surveillance system can help monitor the park's activity and provide valuable evidence in the event of incidents or emergencies.

Emergency Call Boxes: Installing emergency call boxes at strategic locations within the park can provide park users with a direct line to emergency services in case of accidents, injuries, or other emergencies.

Pathway Improvements: Repairing damaged pathways and adding non-slip surfaces can reduce the risk of slips, trips, and falls, especially during inclement weather conditions.

Signage and Wayfinding: Clear and informative signage can help users navigate the one way and park safely. Provide important information about park rules, amenities, and emergency procedures.

Rangers and Police: Increasing the presence of park rangers and police officers in the park would not only help deter criminal activity but also provide a sense of security and reassurance to the community. By having dedicated personnel patrolling the park regularly, we can better monitor and respond to potential safety concerns in a timely manner, ultimately creating a safer and more welcoming environment for all visitors. This increased presence should decrease the incidents of vandalism, loitering, and other undesirable visitors and behaviors that have been compromising the safety and enjoyment of park users.

These are just a few suggestions, and I'm sure there are many other innovative ideas that could further enhance safety at our local park. I am confident that with proper planning and community involvement,

we can create a safer and more enjoyable environment for everyone to enjoy.

Once again, thank you for your dedication to improving our community's parks and open spaces. I look forward to seeing the positive impact of these safety enhancements and am eager to support this project in any way I can. I miss my frequent walks around the lake with my family.

Sincerely,

Chris Porter



March 27, 2024

Jesse Mestrovic
Parks & Recreation Project Manager
City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233

RE: 2024 Adams County Open Space Grant Application

Dear Jesse Mestrovic,

Smart Commute is a non-partisan, non-profit transportation management organization serving the north metro region working collaboratively in partnership with the North Area Transportation Alliance (NATA), the Denver Regional Council of Governments' (DRCOG) Way to Go program, the Colorado Department of Transportation (CDOT), the Colorado Energy Office (CEO) and the Regional Transportation District (RTD). Smart Commute promotes transportation improvements that support safe, efficient, and sustainable mobility choices.

We are writing to express Smart Commute's enthusiastic support for two pivotal initiatives aimed at enhancing our region's infrastructure, safety, and environmental sustainability. Each of these projects addresses critical needs within the City of Northglenn and beyond, and their successful execution will undoubtedly enhance the well-being and enjoyment of commuters and residents alike.

First and foremost, Smart Commute endorses the restoration of select sections of the city's Greenway Trail System. It is imperative that we maintain safe and accessible pathways for pedestrians, cyclists, and nature enthusiasts to traverse the City of Northglenn and the region. By focusing on repairing cracked or damaged sections of the trail, this project not only ensures the safety of those who utilize it daily for commuting or recreation, but also promote an active and healthy lifestyle for the community.

Secondly, I extend my full support to the establishment of a safety notification system at the Civic Center campus. The implementation of security cameras, enhanced lighting in pedestrian areas, and a safety announcement system will provide peace of mind to attendees of events and organizers alike. These improvements will also address pedestrian and cyclist safety in and around the campus, making it safer and easier to bike or walk in the region.

In conclusion, we urge you to consider these proposed initiatives and take decisive action to support their implementation. By prioritizing the restoration of our trail systems and enhancing safety measures at the Civic Center campus, we reaffirm our dedication to creating a vibrant, inclusive, and environmentally conscious community.

Thank you for your attention to these matters, and Smart Commute eagerly anticipates witnessing the positive impact of these projects on our region.

Sincerely,

A handwritten signature in black ink, appearing to read "Carson Priest", written in a cursive style.

Carson Priest
Executive Director



Northglenn Police Department
50 W. Community Center Drive
Northglenn, CO 80234-3308
P: 303.450.8892
F: 303.450.8896
Courtesy, Professionalism, Respect

March 25, 2024

To Whom It May Concern:

I am writing to express my enthusiastic support for the implementation of a safety notification system at the Civic Center campus and E.B. Rains, Jr. Memorial Park in Northglenn. This project represents a crucial step forward in enhancing public safety and ensuring the well-being of residents and visitors, particularly during large events or festivals.

The proposed safety notification system, encompassing safety announcements at E.B. Rains, Jr. Memorial Park and the Civic Center campus are an essential addition to our community infrastructure. In today's dynamic environment, it is imperative that we prioritize the safety and security of individuals attending public gatherings. By providing real-time safety announcements, we can effectively communicate important information to attendees and mitigate potential risks or emergencies.

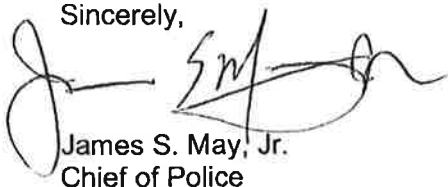
Furthermore, the inclusion of security cameras, enhanced lighting in the pedestrian tunnel, and other safety features within the system will significantly enhance overall security measures. These proactive measures not only serve as a deterrent to potential threats but also create a secure and welcoming environment for all members of our community.

I firmly believe that investing in public safety infrastructure is paramount to fostering a sense of security and confidence among residents and visitors. By implementing the safety notification system at the Civic Center, we demonstrate our commitment to prioritizing the well-being of our community members.

I am confident that this project will yield tangible benefits and contribute to the overall enhancement of public safety in Northglenn. Therefore, I urge you to give careful consideration to this proposal and take decisive action to support its implementation.

Thank you for your attention to this matter, and I look forward to witnessing the positive impact of this safety notification system on our city.

Sincerely,



James S. May, Jr.
Chief of Police

*Adams County Open Space Program
Policies and Procedures*



Newly Revised and Adopted June 27, 2013

(As Amended January 6, 2014, November 14, 2017, July 14, 2020,

July 27, 2021, November 29, 2022, and June 27, 2023)

Table of Contents

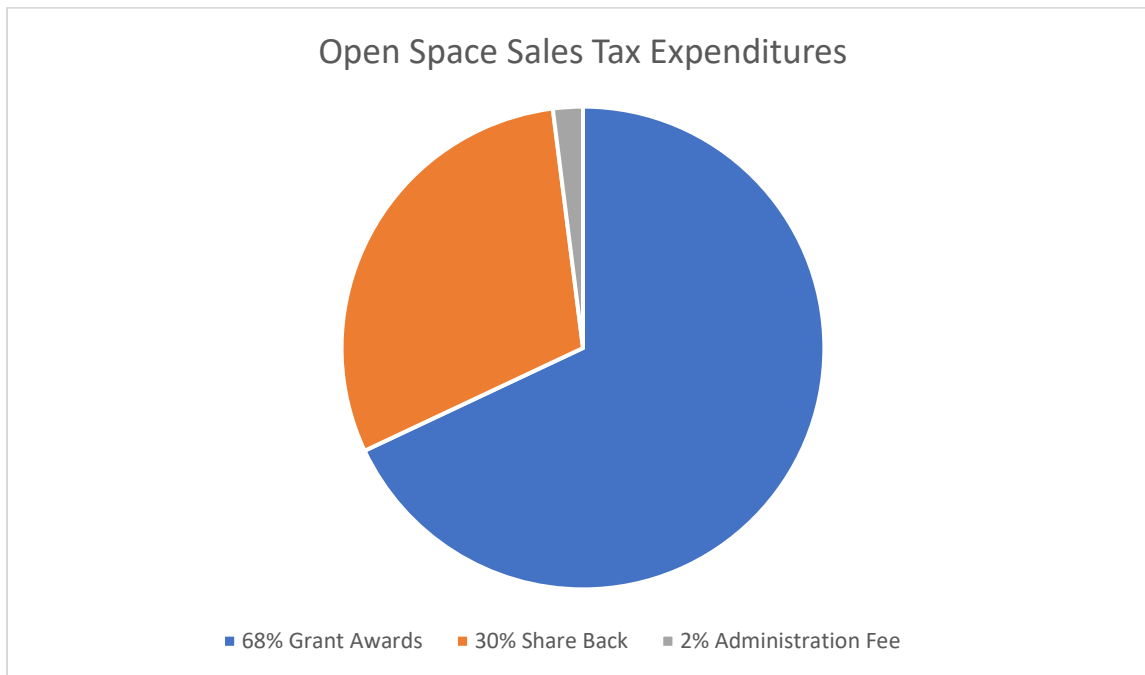
INTRODUCTION	4
2% ADMINISTRATION FUND	4
ANNUAL REPORT	5
ANNUAL AUDITS.....	5
30% SHARE BACK PROGRAM	5
PURPOSE	5
ELIGIBLE EXPENSES.....	5
ANNUAL REPORTING	6
68% GRANT FUND	6
PURPOSE	6
AVAILABLE FUNDING	6
GRANT CYCLE TIMELINE	6
APPLICANT ELIGIBILITY.....	7
QUALIFIED JURISDICTIONS.....	7
SPONSORED ORGANIZATIONS	7
ELIGIBLE PROJECTS	8
ELIGIBLE PROJECT TYPES	8
SALARY	12
CONSERVATION EASEMENT STEWARDSHIP ENDOWMENT	12
INDIRECT COSTS	12
PRIOR COMPLETED WORK	13
SPECIFIC REQUIREMENTS OF LAND ACQUISITIONS	13
APPLYING TO THE PROGRAM	13
APPLICATION TYPES	13
SUBMISSION REQUIREMENTS	14
MATCHING FUNDS	14
APPLICATION COMPONENTS SPECIFIC TO REAL ESTATE TRANSACTIONS	14
APPLICATION CRITERIA AND SCORING	15
AFTER GRANT AWARD	16
GRANT AGREEMENT	16
PROJECT DUE DATE	16
PROJECT EXTENSION POLICY	16
PROJECT MODIFICATION POLICY	17
GRANT NON-COMPLIANCE.....	17
OPEN SPACE SIGNAGE AND LOGO USE	18
REIMBURSEMENT AND CLOSEOUT PROCESS	18
LAND ACQUISITION/CONSERVATION EASEMENT REIMBURSEMENT PROCESS	19
ALL OTHER PROJECTS REIMBURSEMENT PROCESS.....	20
REPORTING FOLLOWING CLOSEOUT	20
CODE OF ETHICS	20

GLOSSARY OF TERMS **20**
 DEAUTHORIZATION OF FUNDS21
 IN-KIND SOURCES OF FUNDS.....21
 QUALIFIED APPRAISAL21
APPENDIX A **22**

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.

At an election on November 3, 2020, Adams County citizens then approved permanently extending the existing county wide sales tax of one-fourth of one percent (one-fourth penny per dollar) for the continued purpose of preserving open space and creating and maintaining parks and recreation facilities.



This document is meant to provide a brief overview of each component of the Sales Tax program and provide specific guidance for use of 30% Share back funds and the administration of the 68% Grant Fund.

2% Administration Fund

The 2% Administration Fund is the first set of funds removed from the Sales Tax revenues. These monies are used annually to fund the salaries and benefits of Open Space staff who administer the program. In addition, these funds are used for the day-to-day administration of the entire Sales Tax revenue. Major costs from this fund include public relations costs (such as promotional materials, attending local community days, and publishing an annual report), and all costs associated with coordinating two grant

cycles per year. The budget for these funds is developed annually by Open Space staff and is approved by the Adams County Parks and Open Space Director, the Adams County

Finance Department staff, and ultimately the Adams County Board of County Commissioners (BoCC) as part of the overall County budget.

Annual Report

An annual report describing projects funded with the open space funds will be made available to the residents of Adams County annually. The County will compile information based upon reporting they receive from each jurisdiction describing how 30% Share back funds were used. The County will also compile a list of projects funded in the past year, including a brief description of each project and the amount of funding awarded.

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.

30% Share back Program

Purpose

The Share back Program distributes a portion of Open Space Sales Tax revenues directly back to the taxing jurisdiction for use on either passive or active projects. The share back is distributed as described in Section 8, b (iii) of Resolution 2020-480: “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”.

Distributions of these funds are made twice yearly to all qualified jurisdictions. Payments are distributed as electronic fund transfers or check to the qualified jurisdiction, or in the case of Adams County, as an internal transfer of funds.

Eligible Expenses

Share back funds received by the qualified jurisdiction may be used for passive or active uses. However, there are some limitations to use of the share back funds, including but not limited to:

- As stated in Resolution 2020-480 Section 7 (c) (iv), “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 interests be given, without the approval of such action by the Board [of County Commissioners]”.

- Funds from the 30% distribution can be used to maintain active and passive projects previously funded through the Open Space Sales Tax but may not otherwise augment existing budgets.

Annual Reporting

In approximately January of each year, Open Space staff will distribute an annual reporting form to qualified jurisdictions. The purpose of this form is to detail how each qualified jurisdiction allocated the previous year's 30% distribution. Forms from all qualified jurisdictions must be returned to Adams County Open Space staff prior to any spring distributions being processed. The information acquired through this process will be included in the annual report.

68% Grant Fund

Purpose

The 68% Grant Fund is a competitive grant process where parks and open space projects compete for limited funds available through the Sales Tax program. Applications are reviewed by the Open Space Advisory Board (OSAB), comprised of seven (7) volunteer members appointed by the BoCC. The OSAB makes funding recommendations to the BoCC based on funds available and project merits. All final funding decisions are made by the BoCC.

Available Funding

The funding available in each grant cycle is comprised of the grant fund share of Open Space Sales Tax revenues for the last six months of the previous year (Spring grant cycle) or the first six months of the year (Fall grant cycle), all interest earnings on Open Space Sales Tax revenues, any unallocated monies remaining from previous revenues, and monies returned to the fund due to projects coming in under budget or projects that were unable to be completed.

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. The BoCC will review the recommendations of the OSAB and award in full, modify the amount, or deny grant funds to specific projects.

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.

Grant Cycle Timeline

Grant cycles occur twice each year in March and September. For a more detailed grant cycle schedule, visit www.adcogov.org/open-space-grant-information or contact Open Space Sales Tax Grant Program staff.

Applicant Eligibility

Applicants 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.

Qualified Jurisdictions

The Qualified Jurisdictions are defined as the sales tax collecting entities in the County and special districts that solely provide parks or recreational facilities or programs currently include: City of Arvada, City of Aurora, Town of Bennett, Bennett Park and Recreation District, City of Brighton, City of Commerce City, City of Federal Heights, Hyland Hills Park and Recreation District, City of Northglenn, Strasburg Parks and Recreation District, City of Thornton, City of Westminster, and Adams County.

Qualified jurisdictions must have an adopted Parks and/or Open Space Plan. Metropolitan Districts that provide park and recreation services among other services shall not be considered park and recreation districts for the purposes of these policies and procedures. Homeowner's Associations (HOA's) are not eligible to apply for and/or receive open space grants.

Sponsored Organizations

Any organization, including, but not limited to Metropolitan Districts providing services in addition to parks and recreation, other governmental entities and non-profit organizations are eligible to apply, provided they are sponsored by a qualified jurisdiction. These organizations must receive sponsorship from one of the qualified jurisdictions, as evidenced by documentation from the sponsoring qualified jurisdiction indicating their sponsorship of and support for the project. These organizations should contact the most appropriate qualified jurisdiction well ahead of the grant application due date to allow for enough time to navigate that jurisdiction's process. If seeking sponsorship from Adams County, please contact Open Space staff at least 6 weeks ahead of the grant application due date for additional information. If a qualified jurisdiction agrees to sponsor an application, the sponsored application does not count against the qualified jurisdiction's allowed number of applications per grant cycle. Homeowner's Associations (HOA's) are not eligible to apply for and/or receive open space grants, (Resolution 2020-402).

The role of the sponsoring qualified jurisdiction is flexible, but at minimum consists of providing approval for the requesting organization to apply for the program. A more significant relationship between sponsoring qualified jurisdiction and sponsored organization is encouraged, especially for organizations new to the Open Space program, but is not required. Any additional contact between the sponsoring qualified jurisdiction and sponsored organization is optional at the will of either party.

Eligible Projects

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

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 land acquisitions and conservation easements for agricultural preservation and habitat preservation.

Eligible Project Types

The following is a list of eligible projects for the Adams County Open Space Sales Tax Grant Program. This list comes from Resolution 2020-480 7-(c). If a prospective project is not directly related to one of these items, please contact Open Space staff for further discussion. Adams County Open Space Sales Tax funds in the grant program can be used for:

Purchase, construction, maintenance of the following:

- Horse, bike, 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
- Picnic facilities

Acquisition of:

- Fee title interest and less than fee title interest(s) in real property for open space, natural areas, wildlife habitat, agricultural and ranch lands, historical amenities, parks, and trails. Less than fee title interests include easements (including conservation and agricultural), leases, options, future interests, covenants, development rights, subsurface rights and contractual rights, either on an exclusive or nonexclusive basis.
- Water rights and water storage rights for use in connection with aforementioned purposes
- Rights-of-way and easements for trails and access to public lands and to build and improve such trails and accessways.
- Joint projects between counties and municipalities, recreation districts, or other governmental entities in the County.

To improve, protect, manage, patrol, and maintain:

- Open space
- Natural areas
- Wildlife habitats
- Agricultural and ranch lands
- Historical amenities
- Parks
- Trails

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

To implement and effectuate the purposes of the Open Space Program

Acquisition and maintenance of:

- Lands with significant natural resource, scenic, and wildlife habitat values
- Lands that are buffers maintaining community identity
- Lands that are to be used for trails and/or wildlife migration routes
- Lands that will be preserved for agricultural or ranch purposes
- 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
- Lands with other important values such as scenic and historic sites that contribute to the County's and County municipalities' natural and cultural heritage

Purchase, construction, equipping, and maintenance of:

- Sports fields
- Golf courses
- Recreation centers
- Lands for park purposes
- Park and recreational improvements and facilities

In addition to eligible project types, the following list indicates Eligible Project Expenses. This list is meant to clarify eligible expenses but is not a comprehensive list of eligible expenses. Please contact Open Space staff regarding expenses not otherwise included on this list. These items can appear in the project budget and be reimbursed for as a part of the project. They can be grant request, applicant / partner match, or in-kind contribution or any combination thereof. The following items are Eligible Project Expenses:

- Consultant costs for acquisition, planning, design, and/or construction of parks, trails, or open space (including natural areas, wildlife habitats, agricultural lands, ranch lands, and historical amenities)
- General volunteer time or Board member time (see Salary below)
- Organization fees including certification and accreditation fees (directly relating to project or program, or a requirement thereof)
- Training tuition for programs/certifications directly related to the project
- Staff time and expenses that are related to a specific project (see Salary below)

- Costs that directly relate to the planning activities (inventories, design, GIS/mapping, printing, etc.)
- Existing operations and maintenance
- Public input costs (meeting rooms, mailings or other advertising, facilitation, surveys and web-based outreach)
- Acquisition of conservation easement or land for open space, park, or trail purposes:
 - Purchase price
 - Water rights
 - Mineral rights
 - Associated closing costs
 - Appraisal
 - Survey
 - Environmental assessment and cleanup
 - Baseline report
 - Mineral remoteness report, etc.
- Conservation easement stewardship endowments for passive use land acquisitions (see Conservation easement stewardship endowment below)
- Park amenities, including but not limited to:
 - Athletic fields/courts
 - Track and field facilities (including projects involving artificial turf)
 - Playgrounds
 - Swings
 - Climbing structures
 - Skateparks/rinks
 - Swimming pools (indoor or outdoor)
 - Splashpads
 - Water slides
 - Water slides
- Trails, including:
 - Bridges
 - Underpasses
 - Overpasses
- Construction and/or redevelopment of golf courses
- Development and/or redevelopment of environmental education facilities, outdoor classrooms, and natural areas intended for environmental education purposes
- Programmatic funding for environmental education
- Disc golf courses
- Whitewater parks
- Fishing piers and boat docks
- Sculptures and artwork in a park or open space, including memorials
- Outdoor amenities located at fairgrounds
- Concession stands and storage buildings located in a park or open space and used in association with activities conducted at the park or open space
- Indoor facilities, including:

- Recreation centers
- Buildings at fairgrounds
- Nature Centers
- Infrastructure, including:
 - Irrigation
 - Drainage
 - Parking lot
 - Lighting
 - Utilities, etc.
- Amenities, including:
 - Restrooms
 - Drinking fountains
 - Benches
 - Landscaping
 - Picnic tables
 - Grills
 - Pavilions
 - Amphitheaters or outdoor performing arts centers when located in a park or open space
 - Signage
 - Fencing
 - Lighting
 - Historical facilities when located in a park or open space, etc.
- Eligible work completed prior to application (see Prior Completed Work below)
 - Land acquisition and design work within three (3) years of application
 - All other eligible work within one (1) year of application.
- Expenses associated with on-the-ground project management
- Printing and development of parks, trails and open space related publications
- Promotional items (all to include Open Space logo, see Open Space Signage and Logo Use policy)
- Indirect costs (see Indirect Costs below)
- Non-fixed assets, including:
 - Lawnmowers
 - Snow blowers
 - Gloves
 - Shovels
 - Rakes
 - Weed eaters
 - Staff uniforms
 - Wildlife cameras, etc.
- Costs associated with volunteer programs, including:
 - Food and drink
 - Training
 - Clothing
 - Appreciation items
- Donations of the items above can be counted as in-kind match

The following are ineligible project expenses and may not appear in any form on the project budget:

- Fundraising costs
- Any meeting costs not associated with the project
- Grant writing
- Events, publications, advertising, and/or similar event items for fundraising
- Amusement parks
- Recreational program costs, including:
 - Staffing
 - T-shirts or uniforms
 - Trophies

Medals, etc.

Salary

Salary is an eligible project expense if it is project and/or program specific. The salary being funded must be time-limited and for specific project-related job duties, not general job duties of the position. At the time of project completion, documentation of hours spent working on the project must be provided either through timesheets or other tracking mechanism. Please speak with Open Space staff for specific questions related to salary and the documentation required.

Conservation easement stewardship endowment

A conservation easement stewardship endowment is meant to be the principle investment into a dedicated fund for use by the easement Grantee for annual stewardship and monitoring costs. The amount of the endowment allowance is determined by multiple factors that have been agreed upon by the qualifying jurisdictions. To reflect the perpetual nature of these obligations, the amount allowed as part of a grant request may fluctuate over time to reflect current costs in staffing, etc. and current interest rates. Please contact Open Space staff regarding current conservation easement stewardship endowment practices and allowance.

Indirect Costs

Up to 10% of a project's direct costs may be requested as part of the grant request. Additional indirect costs can be included as part of the applicant match. The Open Space program strongly encourages applicants to request reasonable amounts of funding for indirect costs to ensure that the application is competitive.

Indirect costs include costs which are frequently referred to as overhead expenses (e.g., rent and utilities) and general and administrative expenses (e.g., officers' salaries, accounting department costs and personnel department costs).

Prior Completed Work

Acquisition of property and design work previously completed and related to a specific project are eligible expenses, as long as the work is completed within three years of the application date. All other expenses, as listed in the Eligible Project Expenses section, are eligible as long as the work is completed within one year of the application date. Individual expenses may be older than the deadline only if the final work is completed within the deadline timeframe. All previously incurred expenses will be expected to submit the same documentation at project closeout as work completed directly as a part of the grant project (including invoices and proof of payment).

Specific Requirements of Land Acquisitions

To meet the intent of Resolution 2020-480 7-(c), land purchased with Open Space sales tax dollars with passive funds will be encumbered to perpetually protect the passive uses of the property.

Primarily, this encumbrance will take the form of a conservation easement. In some instances, a conservation easement may not be the best tool for land preservation and a declaration of covenants, conditions and restrictions may be placed on the land in lieu of the conservation easement. These situations may include but are not limited to property where there is less than five acres of habitat or preservable land, sites where there are no easily identified conservation values, a redevelopment site or site where significant changes to the property are anticipated, or land purchased solely for use as a trail corridor. In all situations, it is at Open Space staff's sole discretion whether a conservation easement or declaration of covenants, conditions and restrictions will be used to protect the land's passive uses.

The negotiation, approval, and full execution of a conservation easement or a declaration of covenants, conditions and restrictions are required before such a project will be closed out. Additional information on project closeout can be found in subsequent sections. Land purchased using active funds will not be required to have an encumbrance on the property. If the acquiring organization desires to place a conservation easement on a portion of a property purchased with active funds, please contact Open Space staff for additional information.

Applying to the Program

Application Types

- The terms Passive and Active are only used for internal purposes.
- Mini Grant applications are for uses defined in either of the above sections but are geared towards smaller scale projects. A project is determined to be a Mini-Grant if the total amount of the grant request does not exceed \$25,000. Funding for mini grants is limited to a total of \$50,000 per year, per applicant. The Mini Grant is also limited to one application per applicant, per grant cycle. Mini grant funding is capped to 2% of the available funds per cycle. For example, if \$12,000,000.00 is the funding available for the cycle, mini grant awards would be capped at \$240,000.00. Mini grants are to be subject to the same ranking process as full project applications.

Submission Requirements

Each qualified jurisdiction or sponsored organization applying to the Open Space Program may only submit up to three (3) grants per grant cycle, up to two (2) of which may be full project applications (i.e., not mini grants). For sponsored organizations, each project in a single grant cycle must be sponsored by a different qualified jurisdiction. Each qualified jurisdiction may only sponsor one project per grant cycle from any given sponsored organization, but there is no limit on the total number of applications a qualified jurisdiction may sponsor in any grant cycle. Sponsored applications do not count against a qualified jurisdiction's allowed number of applications per grant cycle.

Applications must be submitted online during the spring and fall grant cycles. Applications are submitted online at www.adcogov.org/open-space-grant-information. No applications will be accepted after the deadline date, with the exception of additional documentation requested by the Parks, Open Space and Cultural Arts Staff, the OSAB, or the BoCC.

The primary contact person(s) identified in the Open Space Application will be used for all official correspondence for each submitted project, including all correspondence regarding project status reports and closeout information. Please contact Parks, Open Space and Cultural Arts staff as soon as it becomes necessary to change the primary contact person.

Matching Funds

In-kind sources of funds, such as donations of goods or services or volunteer hours are acceptable forms of match. All donations of goods or services must be documented in the application with a letter from the donor describing the donation and its estimated value. The use of volunteer hours is acceptable.

Applicants must estimate the number of volunteer hours anticipated for completion of the project and include in the project narrative a description of the work to be completed by those volunteers.

Volunteer time should be valued at the standard rate for the state of Colorado as found at http://www.independentsector.org/volunteer_time. Please see the Glossary of Terms for additional information about what constitutes in-kind contributions.

All projects must leverage the funds being requested of the Open Space Grant Program. Applicants must provide a minimum of 30% of the total project costs toward the project. Any additional funds brought toward the project will be considered favorably by the OSAB during their evaluation.

Application Components Specific to Real Estate Transactions

For real estate transactions, applicants should obtain a qualified buyer's appraisal, see Glossary of Terms, page 20. When a qualified appraisal is not available at the time of application, applicants should provide additional information with their application verifying the purchase price they are estimating. Additional information can include, but is not limited to, recent purchases by the organization of similar land, comparable listings or sales in the area, and other information used by the applicant to determine

the cost included in the application. A qualified appraisal will be required prior to project closeout, or prior to closing if funds are to be wired at the time of closing. When the applicant is seeking to buy property for a price that exceeds the qualified appraisal value, the OSAB will make recommendations on a case-by-case basis to the BoCC for final approval. If no appraisal was available to the OSAB and more is paid for the property than the appraised value, unless specifically requested by the grantee from the BoCC, no reimbursement will be made for a purchase price exceeding the appraised value. If the grantee wishes to be reimbursed for that additional amount, a request will be sent to the BoCC for approval prior to reimbursement.

Application Criteria and Scoring

OSAB will request presentations by applicants for all applications. Presentations for mini-grant applications are welcomed but not required. Presentations will not be scored and are for informational purposes only. The OSAB will review projects and make funding recommendations to the BoCC based on criteria and information provided by the applicant in the following categories:

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

Other factors favorably considered by the OSAB when included in an applicant's answers to the existing questions on the grant application:

- Inclusivity of projects for people of all abilities
- Measured water efficiency
- Measured energy conservation
- Facility maintenance
- Use of recycled material
- Use of sustainable materials in construction, when possible
- Use of native/Colorado appropriate species

The OSAB utilizes standard score sheets while reviewing projects. Examples of the most recent score sheets can be requested from Open Space staff at any time. Each OSAB member ranks the projects based on their impressions of the project. Each project receives a unique ranking from each OSAB member. For example, if there are ten projects in a particular cycle, the OSAB members assign a one (1) to their highest priority project and a ten (10) to their least priority project. The rankings for each project are then totaled and projects are organized from highest ranking (lowest number of points) to lowest ranking (highest number of points). The projects are then discussed by the OSAB in rank order and funding recommendations are made. Mini grant applications are scored separate from full applications using the same criteria.

Note: Current scoring practice is described. This process may be changed as the OSAB changes and as projects change. Any changes to OSAB scoring of projects will be shared with applicants prior to the grant cycle in which the changes will be instituted.

After Grant Award

If a press release is issued, include the following statement:

“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 and reauthorized for a permanent extension on November 3, 2020”.

Grant Agreement

The BoCC will publicly award the grants at a public hearing. At the public hearing, Open Space staff will distribute copies of the grant agreement to each successful applicant. Signed grant agreements are due back to Open Space staff within 45 days of the public hearing. Once they are received back, Open Space staff will have the agreements signed by the BoCC and will return one fully executed copy to the applicant in either electronic or paper form. 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.

Project Due Date

All projects must be completed within two years of the grant award date. All documentation necessary to close out the project must be submitted to Open Space staff or an extension must be requested by this date. If no documentation is received by Open Space staff by the project due date, this may result in non-compliance. Please see the Grant Non-compliance section below.

Project Extension Policy

Requests for extension must be received prior to the project due date, preferably one month prior to the project due date. A sample Extension Request form is available on the website at <https://www.adcogov.org/open-space-grant-information> under “Required Forms”. Forms may be updated at any time.

As such, Grantee should confirm with Open Space staff the correct form to submit for their request. Project extension requests may be approved for up to 12 months at a time by Open Space staff. Grantee should include in their request progress made to date on the project, barriers to completion of the project and plans to overcome said barriers, and a timeline for project completion. If, at Open Space staff’s discretion, no significant progress towards completion has been made, the extension request may

be denied. Extension requests for projects not closed within 5 years of the award date will require approval from the Board of County Commissioners.

If a request for an extension is denied, Grantee will be promptly notified by Open Space staff. Upon receiving this notification, the Grantee must notify Adams County Open Space in writing 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 deauthorize awarded funds or 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 such a notification will result in an automatic de-authorization of the grant and may result in non-compliance. Please see Grant Non-compliance section below.

Project Modification Policy

If a change to an awarded project is anticipated, Grantee should contact Open Space staff to discuss the proposed change. At that time, Open Space staff will determine whether a formal project modification should be requested. Most change requests will likely fall into one of three categories: 1) minor material change, no request necessary; 2) more significant change to project described in the application, but no change to the budget, staff approval possible, and 3) significant change that impacts the intent of the project and/or the project budget, BoCC approval necessary. If there is any question of which category the request falls into, it will be elevated to the next level for approval.

If it is deemed necessary, the Grantee must submit a Modification Request form to Adams County Open Space staff. A sample Modification form is available on the website at <https://www.adcogov.org/open-space-grant-information> under "Required Forms". Forms may be updated at any time.

If necessary, this information will be forwarded to the BoCC along with a full staff report for the BoCC's consideration. If the modification request is rejected and the project cannot be completed as originally approved, the Grantee may request deauthorization of the grant award and submit a new application for the revised project for consideration in future grant cycles.

Failure to notify Adams County Open Space staff of changes to an awarded project may result in non-compliance. Please see Grant Non-compliance section below.

Grant Non-compliance

A non-compliance issue may arise due to a failure to adhere to the project due date policy, extension policy, modification policy, or at Open Space staff's discretion. At such time that Open Space staff feels a non-compliance issue has arisen, staff will forward the information and a full staff summary to the BoCC. The BoCC will review the issue and determine what if any remedy will be required. Potential consequences of non-compliance include 1) deauthorization of the current grant award, with a request to repay any funds plus interest already disbursed for the award, 2) suspension of the Grantee from participating in the Open Space Grant program as an applicant, partner, or sponsor, or 3) any other consequence deemed appropriate by the BoCC.

Open Space Signage and Logo Use

An Adams County Open Space Sign provided or approved by Open Space staff will be posted in a prominent place at the project site once the project is completed. This does not apply to projects that will not have public access (i.e., conservation easement projects or planning projects). Signs provided by the County must remain up at the project site through the reporting period (i.e., 10 years). For acquisitions funded through the Open Space program, signs must remain up on the property through the life of the sales tax. Open Space staff will periodically do audits of signs at project locations and will offer replacement signs when needed. Grantee may also ask for replacement signs at any time when a sign becomes damaged or otherwise in poor condition. Following the expiration of the Open Space Sales Tax, signs shall remain in place until damaged or otherwise in poor condition at which time the sign may be removed and not replaced.

If the Grantee wishes not to place a separate Adams County Open Space sign, but rather to use the logo as a part of new signage to be produced for the project, a high-quality digital design file of the Adams County Open Space logo can be provided by Open Space staff. Use of the Adams County Open Space logo on other permanent signage must be approved by Open Space staff prior to final production of said signage. The program logo can also be provided for other uses via digital image files at the sole discretion of Open Space staff. Any additional usage of the program logo must be approved by Open Space staff.

School playgrounds funded by the Open Space Tax must post the hours that the play areas are open to the public. Example: Playground is closed while school is in session from 8 am to 2pm. Playground is open to the public from 3:30 p.m. time to 8:00 p.m.

Reimbursement and Closeout Process

Funds will be disbursed:

- Once the project has been both physically and contractually completed as funded, or at a specified periodic reimbursement date as described in the grant agreement (subject to documentation described below).
- The documentation requested in the reimbursement process has been received and verified by staff. Documentation should indicate that all work has been completed, invoiced, and paid on the project contract, including payment of retainage, as necessary.
- If the final product of a project is a document, including but not limited to a plan, design, or construction documents, those documents must be sent to Open Space staff for inclusion in the project file and for project closeout. In addition, if a document is being developed in association with a land purchase including but not limited to surveys, baseline assessments, or environmental analysis, those documents must be forwarded to Open Space staff for project closeout.

The amount of funds disbursed will correspond to the submitted 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. All reimbursements will be based on the award percentage of the total project costs, up to the full award amount. At no time will the amount of reimbursement, whether periodic or final, exceed the project expenditures when in-kind contributions are used as match.

Unused grant funds will be returned to the grant fund. For example, if a project is under budget the leverage amount will be based on the final cost of the awarded project and the remaining award amount will be returned to the grant fund for future reallocation. Under no circumstances will the amount of funds reimbursed by Adams County Open Space Sales Tax increase over the awarded amount represented in the Grant Agreement. An increased percentage of project costs will only be allowed if approved by the BoCC in a modification requesting such a change (see Project Modification Policy).

In the case of periodic reimbursements, all procedures for reimbursement remain the same, see All Other Projects Reimbursement Process section below. The reimbursement will be for the awarded percentage for the project for that time period. Open Space staff will keep records of all periodic reimbursements to ensure that the total never exceeds the maximum award stated in the grant agreement.

Failure to provide requested documents may result in non-compliance. Examples of all forms can be found at www.adcogov.org/open-space-grant-information under required forms.

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 to receive the grant award:

- Copies of All Easements/Encumbrances
- Final Contract
- Full Qualified Appraisal
- Preliminary Buyers Settlement Agreement
- Title Commitment

It is the applicant's responsibility to ensure that Open Space staff is kept informed of any changes to the date, time or location of the closing. Adams County Open Space must have the wiring instructions at least five (5) business days ahead of the scheduled closing to forward to the Adams County Treasurer's Office to set up the wire transfer. All other documents should be to Open Space staff a minimum of two (2) business days before closing to have funds wired to closing. After closing, copies of the following documents must be forwarded to the Open Space Office prior to the project being closed out:

- Grant Closeout Request Form
- Recorded Deeds specific to this transaction
- Signed Settlement Statement
- Title Policy
- Fully executed Conservation Easement must be on file with Open Space staff (for passive acquisitions)
- Associated invoices and checks

- Other applicable items

All Other Projects Reimbursement Process

For all other projects, to close out a project the applicant must submit to the Open Space Office copies of the following documentation:

- Grant Closeout Request Form
- Completed Grant Closeout Worksheet
- Copies of ALL invoices listed on Grant Closeout Worksheet
- Copies of cancelled checks (front and back) for all costs indicated on Grant Closeout Worksheet
OR
- Signature of authorized Financial Officer on Grant Closeout Worksheet certifying all payments have been made
- Documentation for all in-kind donations (e.g., letter from donor stating value, invoice from business indicating value)
- Examples of all forms can be found at www.adcogov.org/open-space-grant-information under “Required Forms”.

Reporting Following Closeout

As stated in Resolution 2020-480, “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 interests be given, without the approval of such action by the Board [of County Commissioners]”.

At the 5- and 10-year anniversaries of project closeout, Open Space staff will send Grantee a reporting form for all projects closed out during that timeframe, not including planning projects or environmental education programs. This form will request basic information about all closed out projects specifically what, how and why anything has changed on the project. Grantee will include dated photos of the project for Open Space staff review. If in Open Space staff’s opinion, the intent of the original project has been changed, a full report will be forwarded to the BoCC. At that time, the BoCC will review the information and determine what, if any, action will be taken, including but not limited to the return of all grant funds plus interest.

Code of Ethics

The Code of Ethics applies to all employees and officials of Adams County, including the Open Space Advisory Board. The Code of Ethics can be found on the Adams County website: www.adcogov.org

Glossary of Terms

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 2020-480, Section 7 (b)(iv)(2)(B), item iii)

PASSIVE USE: Passive uses shall include, but not be limited to 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 2020-480, Section 7 (b)(iv)(2)(A))

Deauthorization of Funds

In cases where funds are deauthorized (i.e., non-compliance, project completed under budget) remaining funds are returned to the grant fund for future allocation to projects. When funds have been paid, either for a completed project or for periodic reimbursements, and the BoCC requests those funds be returned to the grant fund, it is at the BOCC's discretion to also request payment of interest on those funds being returned.

In-kind Sources of Funds

In-kind sources of funds are donations of time, services, or goods. At no time is the applicant paying for this contribution to the project, whether directly from the project proceeds or indirectly from other funding. These sources must be documented through timesheets, invoices, or other means for project closeout purposes.

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 before and after easement values are not required.)
- Effective within one year prior to closing, the grantee will be required to have an appraiser update the appraisal.

BOARD OF COUNTY COMMISSIONERS FOR
ADAMS COUNTY, STATE OF COLORADO

A RESOLUTION CALLING AN ELECTION ON NOVEMBER 3, 2020 TO AUTHORIZE THE PERMANENT EXTENSION OF AN EXISTING COUNTYWIDE SALES TAX OF ONE-FOURTH OF ONE PERCENT (ONE-FOURTH PENNY PER DOLLAR) FOR THE CONTINUED PURPOSE OF PRESERVING OPEN SPACE AND CREATING AND MAINTAINING PARKS AND RECREATION FACILITIES; SETTING THE BALLOT TITLE AND TEXT FOR THE ELECTION; AND PROVIDING THE EFFECTIVE DATE OF SUCH RESOLUTION

Resolution 2020-480

WHEREAS, the Board of County Commissioners (the "Board") of Adams County, Colorado (the "County"), has determined that it is in the public interest and a priority of the residents of Adams County to protect water quality, wildlife areas, and wetlands; preserve farmland; protect open space to limit sprawl; and to create, improve and maintain parks, trails, and recreational facilities in Adams County; and,

WHEREAS, the Board has determined that there is and will be a deficiency in available funds to protect water quality, wildlife areas, and wetlands; preserve farmland; protect open space to limit sprawl; and to create, improve, and maintain parks, trails, and recreational facilities in Adams County for the foreseeable future; 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 the approval of the registered electors of the County; and,

WHEREAS, in 1999, the voters of Adams County approved a one-fifth of one percent (one-fifth penny per dollar) countywide sales tax 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 through 2006; and,

WHEREAS, in 2004 the voters of Adams County voted to increase the tax to one-fourth of one percent (one-fourth penny per dollar) to preserve land that protects water quality; protect wildlife areas, wetlands, rivers, and streams; preserve farmland; protect open space to limit sprawl; and for creating, improving, and maintaining parks, trails, and recreation facilities; and to extend the tax through 2026; and,

WHEREAS, the Board has determined that, as a result of the increase in growth in the County, the need to preserve open space has become increasingly urgent; and,

WHEREAS, the Board has therefore concluded that it is in the best interest of the residents of, and quality of life in, Adams County to permanently extend the existing one-fourth of one percent countywide sales tax (the "Open Space Sales Tax"), the receipts from which shall be restricted in application to the Open Space Program, as enumerated herein and in Resolutions 99-1 and 2004-01; and,

WHEREAS, the Board has determined that a ballot issue regarding a permanent extension of the Open Space Sales Tax for the purposes enunciated herein and in Resolutions 99-1 and 2004-01 should be submitted to the eligible electors of the County at the November 3, 2020 general election; and,

WHEREAS, the Board has determined to set the ballot title and text for the ballot issue 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 3, 2020, at which there shall be submitted to the eligible electors of the County a ballot issue authorizing a permanent extension of the Open Space Sales Tax originally imposed pursuant to Resolution No. 99-

1, and increased and extended pursuant to Resolution No. 2004-01 (the “Open Space Sales Tax”), the title of which issue shall be in substantially the following form:

ISSUE 1A

WITH NO INCREASE IN ANY COUNTY TAX RATE, SHALL ADAMS COUNTY’S EXISTING OPEN SPACE SALES TAX OF ONE-FOURTH OF ONE PERCENT (ONE-FOURTH PENNY PER DOLLAR) BE PERMANENTLY EXTENDED WITH THE PROCEEDS TO CONTINUE TO BE USED SOLELY TO:

PRESERVE LAND THAT PROTECTS WATER QUALITY;

PROTECT WILDLIFE AREAS, WETLANDS, RIVERS, AND STREAMS;

PRESERVE FARMLAND;

PROTECT OPEN SPACE TO LIMIT SPRAWL; AND;

FOR CREATING, IMPROVING, AND MAINTAINING PARKS, TRAILS, AND RECREATION FACILITIES; AND

WITH ALL COUNTY EXPENDITURES TO BE ALLOCATED BETWEEN ACTIVE AND PASSIVE OPEN SPACE USES BASED ON THE RECOMMENDATIONS OF A CITIZEN ADVISORY COMMISSION AND SUBJECT TO AN ANNUAL AUDIT, WHICH TAX SHALL BE IMPOSED, COLLECTED, ADMINISTERED, AND ENFORCED AS PROVIDED IN RESOLUTION 2020-480 AND SHALL ALL REVENUES FROM SUCH TAX AND ANY EARNINGS THEREON, INCLUDING REVENUES SHARED WITH THE INCORPORATED CITIES AND TOWNS IN ADAMS COUNTY, FOR THE DURATION OF THE TAX, CONSTITUTE A VOTER-APPROVED REVENUE CHANGE FOR THE PURPOSES OF ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION AND ANY OTHER REVENUE LIMITS IMPOSED BY THE LAWS OF THE STATE OF COLORADO?

YES _____

NO _____

2. The election shall be conducted by the Adams County Clerk and Recorder (“Clerk and Recorder”) in accordance with the Uniform Election Code, C.R.S. § 1-1-101, *et seq.*, 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 conducting this election shall be performed by the Clerk and Recorder.
4. The Clerk and Recorder shall cause all notices of election to be provided in accordance the laws of the State of Colorado, including but not limited to, the Uniform Election Code and TABOR.
5. Pursuant to C.R.S. § 29-2-104 (5), the Clerk and Recorder shall 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. If a majority of the votes cast on the ballot issue of permanently extending the imposition of the Open Space Sales Tax are in favor of such ballot issue, the Open Space Sales Tax shall be permanently extended and shall apply to all taxable transactions, unless exempt, occurring on or after January 1, 2021, and shall be collected and administered in accordance with County Resolutions 99-1, 2004-01, and this Resolution and the schedules set forth in the rules and regulations promulgated by the Colorado Department of Revenue.
 - (a) *Extension of the Imposition of the Sales Tax.* There is hereby permanently extended the imposition on all sales of tangible personal property at retail or the furnishing of services in the County, as provided in section 29-2-105, *et seq.*, C.R.S., as amended, a tax equal to one-fourth of one percent of the gross receipts (the “Open Space Sales Tax”).

(b) *Transactions Subject to the Sales Tax.* The transaction subject to the Open Space Sales Tax shall be as set forth below and as required by Colorado state law.

- (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., except as provided herein, and shall be subject to the same exemptions as those specified in part 7 of article 26 of title 39, C.R.S., expressly including the exemption allowed by section 39-26-709 (1), C.R.S., for purchases of machinery or machine tools, the exemption for sales of electricity, coal, wood, gas, fuel oil, or coke specified in section 39-26-715 (1)(a)(II), C.R.S., the exemption for sales of food specified in section 39-26-707 (1)(e), C.R.S., the exemption for vending machine sales of food set forth in section 39-26-714 (2), C.R.S., the exemption for occasional sales by a charitable organization set forth in section 39-26-718 (1)(b), C.R.S., the exemption for sales and purchases of farm equipment and farm equipment under lease or contract specified in section 39-26-716 (1)(d), (2)(b) and (2)(c), C.R.S., and the exemption for sales of low-emitting motor vehicles, power sources, or parts used for converting such power sources as specified in section 39-26-719 (1), C.R.S. Also expressly exempted are pesticides that are registered by the commissioner of agriculture for use in the production of agricultural and livestock products pursuant to the provisions of the “Pesticide Act,” article 9 of title 35, C.R.S., and offered for sale by dealers licensed to sell such pesticides pursuant to section 35-9-115, C.R.S., all sales and purchases of parts used in the repair or maintenance of farm equipment, all shipping pallets or aids paid for by a farm operation, and aircraft designed or adapted to undertake agricultural applications, and all sales and purchases of dairy equipment. Also expressly exempted are the exemption for sales of machinery or machine tools specified in section 39-26-709 (1), C.R.S., used in the processing of recovered materials by a business listed in the inventory prepared by the department of public health and environment pursuant to section 30-20-122 (1)(a)(V), C.R.S.; the exemption for sales of wood from salvaged trees killed or infested in Colorado by mountain pine beetles or spruce beetles as specified in section 39-26-723, C.R.S.; the exemption for sales of components used in the production of energy, including but not limited to alternating current electricity, from a renewable energy source specified in section 39-26-724, C.R.S.; the exemption for sales that benefit a Colorado school specified in section 39-26-725, C.R.S.; the exemption for sales by an association or organization of parents and teachers of public school students that is a charitable organization as specified in section 39-26-718 (1)(c), C.R.S.; the exemption for sales of property for use in space flight specified in section 39-26-728, C.R.S.; and the exemption for manufactured homes set forth in section 39-26-721 (3).
- (ii) The Sales Tax shall not be imposed on the sale of construction and building materials, as the term is used in section 29-2-109, C.R.S., 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 6 (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 6 (a) hereof.

(c) *Determination of Place at Which Sales are Consummated.* For the purpose of this Resolution, all retail sales are sourced as specified in section 39-26-104 (3), C.R.S. The amount subject to the Sales Tax shall not include the amount of any state sales and use tax imposed by article 26 of title 39, 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.

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

(a) *Open Space Advisory Board.* The Open Space Advisory Board shall continue to be appointed by the Board of County Commissioners.

(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 were 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 they 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, or as necessary to review proposed projects. All meetings shall be held in accordance with Colorado 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 has established an Open Space Fund within which all revenues and expenditures from the Open Space Sales Tax are accounted for.
- (ii) Two percent (2%) of the Open Space Sales Tax collected shall continue to 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 continue to 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 described above, the 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, defined as:
 - (A) Passive open space uses 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) Active uses 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 of 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;
 - (H) 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.
8. If a majority of the votes cast on the ballot issue of permanently extending the Open Space Sales Tax are in favor of such issue, the Clerk and Recorder shall 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, 2021.
 9. For the purpose of C.R.S. § 1-11-203.5, this Resolution shall serve to set the ballot title for the ballot question set forth herein, and the ballot title for such ballot question shall be the text of the ballot question itself.
 10. 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.
 11. The rate of the Sales Tax and the deposit of revenues collected from 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.
 12. All actions not inconsistent with the provisions of this Resolution heretofore taken by 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.
 13. All prior acts, orders or resolutions, or parts thereof, by the County inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.
 14. 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.

- 15. The cost of the election shall be paid from the County's general fund.
- 16. This Resolution shall take effect immediately upon its passage.

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

Henry _____ Aye
 Tedesco _____ Aye
 Pinter _____ Aye
 O'Doriso _____ Aye
 Hodge _____ Aye
 Commissioners

STATE OF COLORADO)
 County of Adams)

I, Josh Zygielbaum, 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. 2020.

County Clerk and ex-officio Clerk of the Board of County Commissioners

Josh Zygielbaum:



By:



Deputy