

Board of County Commissioners Meeting

Tuesday, December 6, 2016

Hearing Room 1, First Floor

AGENDA

The Tuesday meeting of the Board of County Commissioners (The Board) is an open meeting in which The Board approves contracts, expends funds, hears testimony, makes decisions on land use cases and takes care of other county matters. The public is welcome to attend.

The Board meeting has three parts: Public Comment, the Business Meeting and the Public Hearing.

General Procedures

Agenda items will normally be considered in the order they appear on this agenda. However, The Board may alter the agenda, take breaks during the meeting, work through the noon hour; and even continue an item to a future meeting date.

Public Comment (8:00 a.m.)

The Board welcomes your comments; During the Public Comment time, members of the public have three minutes to present views on county matters that are not included on the Hearing Agenda. The Public Comment time is not for questions and answers: it is your time to express your views.

Please note that you are always welcome to communicate with the Board on the county's Web site (www.jeffco.us), by e-mail (commish@jeffco.us), by phone (303-271-8525), fax (303-271-8941) or US mail (100 Jefferson County Parkway, Golden, CO 80419). You can also meet your Commissioners at numerous community events such as town hall meetings, homeowner associations and chamber meetings.

Business Meeting

Call to Order

Pledge of Allegiance

Approval of Minutes Dated November 1, 2016

Tuesday, December 6, 2016 (continued)

Approval of Minutes Dated November 15, 2016

Consent Agenda

CONSENT AGENDA PROCEDURES - Items on the Business Meeting Consent Agenda generally are decided by The Board without further discussion at the meeting. However, any Board member may remove an item from the Business Meeting Consent Agenda. The Board is not required to take public comment on removed items, but may request additional information and input.

1. **Resolution CC16-457** Expenditure Approval Listings Dated December 1, 2016 - Accounting
2. **Resolution CC16-458** Ratification of Expenditure Approval Listings Dated November 17, 2016 and November 23, 2016 - Accounting
3. **Resolution CC16-459** Bi-Weekly Payroll Register - Accounting
4. **Resolution CC16-460** Abatement/Refund of Property Taxes – Board of Equalization
5. **Resolution CC16-461** Abatement/Refund of Property Taxes – Board of Equalization
6. **Resolution CC16-462** Approval of Public Trustee Quarterly Report Dated October 25, 2016 for 3rd Quarter 2016 - Public Trustee
7. **Resolution CC16-463** Abstract of Assessment - Certification - Assessor
8. **Resolution CC16-464** 2017 Pre-Approval of Certain Items for the Department of Human Services - Human Services
9. **Resolution CC16-465** Payroll and Payment Certifications for the Month of September 2016 - Human Services
10. **Resolution CC16-466** Memorandum of Understanding with Required Workforce Innovation and Opportunity Act Partners - Clear Creek and Gilpin Counties - Human Services
11. **Resolution CC16-467** Intergovernmental Agreement - Teller County - 2016 Community Services Block Grant - Human Services

Tuesday, December 6, 2016 (continued)

12. **Resolution CC16-468** Peaks to Plains Trail - Mouth of Clear Creek Canyon Segment Great Outdoors Colorado (GOCO) Grant Award - Open Space
13. **Resolution CC16-469** City of Arvada - Moore Brothers Farm Subordination of Reverter JCOS16-13 - Open Space
14. **Resolution CC16-470** Deer Creek Canyon Park - Lockheed Martin Trail Easement Amendment JCOS16-22 - Open Space
15. **Resolution CC16-471** South Table Mountain Park - Sedita Trail OS10-26, Golden Canal and Reservoir Company (Welch Ditch) JCOS16-06, The Consolidated Mutual Water Company OS01-21 - Open Space
16. **Resolution CC16-472** Hangar Sale and Ground Lease - JETTECH, L.L.C. - Airport
17. **Resolution CC16-473** Contract First Amendment - T-Bone Construction, Inc. to Add Additional Work (Additional \$122,097.70 for Total Revised Contract Amount of \$717,298.36) - Airport
18. **Resolution CC16-474** Contract Second Renewal - W.L. Contractors, Inc for Traffic Signal Maintenance Services (NTE \$170,000.00) - Transportation and Engineering
19. **Resolution CC16-475** Amend the Retirement Benefit Plan Offerings for all Participants - Human Resources
20. **Resolution CC16-425** 2016 Budget - Supplementary Budget and Appropriation - Budget
21. **Resolution CC16-476** Policy Manual Part 7, Chapter 5, Section 5 Regarding Signature Authority for Deeds and Easements - Development and Transportation
22. **Resolution CC16-477** Policy Manual Part 2, Chapter 2, Section 14 Regarding The Airport Advisory Board - Development and Transportation
23. **Resolution CC16-478** Policy Manual Part 5, Chapter 4, Section 4 Regarding Information Technology Resources and Policy Manual Part 4, Chapter 6, Section 2 Regarding Procurement Cards - Finance and IT

Tuesday, December 6, 2016 (continued)

Regular Agenda

24. **2017 Public Trustee Budget**
25. **Resolution CC16-426** 2017 Budget Adoption and Appropriation - Budget
26. **Resolution CC16-427** Establishment of Mill Levies and Levying of General Property Taxes for the Budget Year 2017 - Budget
27. **Resolution CC16-428** Authorization for Payment of Various 2017 Agency Dues - Budget

Special Reports

Meadow Ranch Public Improvement District

Consent Agenda

28. **Resolution MR16-003** 2016 Budget - Supplementary Budget and Appropriation - Budget

Regular Agenda

29. **Resolution MR16-004** Adoption and Appropriation of the Meadow Ranch Public Improvement District Budget for Calendar Year 2017 and Establishing a Mill Levy and Levying of General Property Taxes for the 2017 Budget Year - Budget

Law Enforcement Authority

Regular Agenda

30. **Resolution LEA16-003** Adoption and Appropriation of the Jefferson County Law Enforcement Authority Budget for Calendar Year 2017 and Establishing a Mill Levy and Levying of General Property Taxes for the 2017 Budget Year - Budget

Tuesday, December 6, 2016 (continued)

Public Hearing

There are two parts to the Public Hearing Agenda: the Hearing Consent Agenda and the Regular Hearing Agenda.

Items are listed on the Hearing Consent Agenda because no testimony is expected. In the event a Commissioner or any member of the public wishes to testify regarding an item on the Consent Agenda, the item will be removed and considered with the Regular Hearing Agenda.

Unless otherwise stated by the Chair, a motion to approve the Hearing Consent Agenda shall include and be subject to staff's findings, recommendations, and conditions as listed in the applicable Staff Report.

Hearing Consent Agenda - No Items

The public is entitled to testify on items under the Public Hearing Regular Agenda. Information on participation in hearings is provided in the County's brochure, *"Your Guide to Board of County Commissioners Hearings."* It may be obtained on the rack outside the hearing room or from the County Public Engagement Office at 303-271-8512.

Hearing Regular Agenda

31. **Resolution CC16-456**

Case Number: 16-105311RZ: Rezoning (continued from September 13, 2016 and October 25, 2016)

Case Name: Emmaus Catholic Retreat & Conference Center ODP

Owner/Applicant: Camp St. Malo Catholic Conference & Retreat Center, Inc.

Location: 13034 South US Highway 285, Sections 5 & 6, Township 7 South, Range 71 West, Sections 31 & 32, Township 6 South, Range 71 West

Approximate Area: 247.1 Acres

Purpose: Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.

Case Manager: Justin Montgomery

Tuesday, December 6, 2016 (continued)

Reports

County Commissioners

County Manager

County Attorney

Adjournment

Jefferson County does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or sexual orientation in the provision of services. Disabled persons requiring reasonable accommodation to attend or participate in a County service, program or activity should call 303-271-5000 or TDD 303-271-8071. We appreciate a minimum of 24 hours advance notice so arrangements can be made to provide the requested auxiliary aid.

The Board meetings can be viewed on a television monitor in the cafeteria on the lower level of the Jefferson County Administration and Courts Facility. Also, you may use the cafeteria tables there to work or gather until The Board is ready to hear your case. The Board meetings and hearings are recorded and available on the county's Web site at www.jeffco.us.

COMMISSIONERS' MINUTES OF NOVEMBER 1, 2016

The Board of County Commissioners of the County of Jefferson, State of Colorado, met in regular session on November 1, 2016 in the Jefferson County Government Center, Golden, Colorado. Commissioner Libby Szabo, Chairman presided. Commissioner Casey Tighe and Debbie Quinn, Deputy Clerk to the Board, were present. Commissioner Donald Rosier was excused.

Commissioner Libby Szabo, Chairman called the meeting to order.

STAFF PRESENT:

Ralph Schell, County Manager
Ellen Wakeman, County Attorney
Eric Butler, Assistant County Attorney

APPROVAL OF MINUTES

Following a general discussion, the Board upon motion of Commissioner Tighe, duly seconded by Commissioner Szabo and by majority vote with Commissioner Rosier excused, approved the Minutes of October 25, 2016.

CONSENT AGENDA

The Board approved the following Resolutions:

1. **Resolution CC16-430** Expenditure Approval Listings Dated October 27, 2016 - Accounting
2. **Resolution CC16-431** Expenditure Approval Listings Dated November 3, 2016 - Accounting
3. **Resolution CC16-432** Bi-Weekly Payroll Register - Accounting
4. **Resolution CC16-433** Appointments to the Foothills Regional Emergency Trauma Advisory Council - Board of County Commissioners
5. **Resolution CC16-434** Appointment to the Jefferson County Corrections Board - Board of County Commissioners
6. **Resolution CC16-435** Appointment to the Jefferson County Housing Authority Board - Board of County Commissioners
7. **Resolution CC16-436** Appointment to the Jefferson County Library Board - Board of County Commissioners

8. **Resolution CC16-437** Appointments to the Tri-County Workforce Development Board - Board of County Commissioners
9. **Resolution CC16-438** Grant Application and Acceptance - State Court Administrator's Office for Colorado Security Fund Grant - Sheriff
10. **Resolution CC16-439** Change Order Approval - A-1 Chipseal Company for Contract over \$100,000.00 - Facilities
11. **Resolution CC16-440** Contract Second Amendment - LFI Fort Pierce Inc. dba Labor Finders for Temporary Flagger Services (Additional Contract Amount of \$100,000.00 for a total Revised Contract Amount NTE \$245,000.00) - Road and Bridge

REGULAR AGENDA – No Agenda Items

PUBLIC HEARING CONSENT AGENDA

No one requested to testify in the following case:

12. Resolution CC16-429

Case Number: 16-110093RZ: Rezoning

Case Name: Rising Properties Official Development Plan

Owner/Applicant: Rising Properties, LLC

Location: 27985 Meadow Drive

Section 3, Township 5 South, Range 71 West

Approximate Area: 0.63 acres

Purpose: To rezone from Commercial-One (C-1) to Planned Development (PD) to allow residential uses in an existing commercial building.

Case Manager: Mike Madrid

The Board upon motion of Commissioner Tighe, duly seconded by Commissioner Szabo and by majority vote with Commissioner Rosier excused, adopted a resolution approving the item on the consent agenda subject to the adopted conditions of approval.

PUBLIC HEARING REGULAR AGENDA – No Agenda Items

REPORTS

The Commissioners attended ceremonies for the Master Gardner Awards, Barber-Nichols Award, Rocky Flats Stewardship Meeting and the JECD where Congressman Perlmutter was awarded the Elected Official of the Year. The Commissioners encouraged everyone to vote.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

Attest:

Board of County Commissioners of
the County of Jefferson, Colorado

Debbie Quinn, Deputy Clerk

Libby Szabo, Chairman

COMMISSIONERS' MINUTES OF NOVEMBER 15, 2016

The Board of County Commissioners of the County of Jefferson, State of Colorado, met in regular session on November 15, 2016 in the Jefferson County Government Center, Golden, Colorado. Commissioner Donald Rosier, Chairman pro-tem presided. Commissioner Casey Tighe and Katelyn Kellogg and Tracy Emerson were present. Commissioner Libby Szabo was excused.

Commissioner Donald Rosier, Chairman pro-tem called the meeting to order.

STAFF PRESENT:

Ralph Schell, County Manager
Ellen Wakeman, County Attorney
Bryan Johnson, Airport Director
John Wolforth, Director of Planning and Zoning
Eric Butler, Assistant County Attorney
Christiana Farrell, Planner

PROCLAMATIONS

Rocky Mountain Metropolitan Airport Day

The State of Colorado and the County Commissioners recognized Rocky Mountain Metropolitan Airport for its participation in the Colorado Division of Aeronautics' General Aviation Sustainability Program. The County Commissioners together with the Office of the Governor proclaimed November 15, 2016 as Rocky Mountain Metropolitan Airport Day.

Pancreatic Cancer Awareness Day

The Board of County Commissioners proclaimed that November 17th, 2016 be declared Pancreatic Cancer Awareness Day.

CONSENT AGENDA

The Board approved the following Resolutions:

1. **Resolution CC16-444** Expenditure Approval Listings Dated November 10, 2016 - Accounting
2. **Resolution CC16-445** Ratification of Expenditure Approval Listings Dated November 3, 2016 – Accounting

3. **Resolution CC16-446** Expenditure Approval Listings Dated November 17, 2016 and November 23, 2016 - Accounting
4. **Resolution CC16-447** Bi-Weekly Payroll Register - Accounting
5. **Resolution CC16-448** Peaks to Plains (P2P) Trail Maintenance and Visitor Management Intergovernmental Agreement with Clear Creek County - Open Space
6. **Resolution CC16-449** Douglas Mountain Properties Kolin OS14-35 and Lamb Trust OS14-36 - Open Space
7. **Resolution CC16-450** CDOT Crown Castle Agreement – Contract with CDOT JCOS16-19 - Open Space
8. **Resolution CC16-451** First Amendment License Agreement – T-Mobile West Tower LLC, a Delaware limited liability company – Facilities
9. **Resolution CC16-452** Grant Application and Grant Acceptance - Colorado Department of Transportation for Safe Routes to School Infrastructure Grant 2018 - Transportation and Engineering
10. **Resolution CC16-453** Request for an Exception to the Cooperative Improvements Project Policy - Road and Bridge
11. **Resolution CC16-454** Contract - Rocky Mountain Microfilm and Imaging for Purchase of Service Agreement - Human Services
12. **Resolution CC16-455** Contract - Colorado Boys Ranch Foundation for Purchase of Service Agreement - Human Services

REGULAR AGENDA – No Agenda Items

PUBLIC HEARING CONSENT AGENDA

No one requested to testify in the following cases:

13. Resolution CC16-441

Case Number: 16-110589VA: Vacation

Owner: Jefferson County

Applicant: John B. Roybal

Location: Right-of-way adjoining 16774 County Road 126, Section 27, Township 7 South, Range 71 West

Approximate Area: 0.04 Acre

Purpose: To vacate a portion of a county road.

Case Manager: Steve Krawczyk

14. Resolution CC16-442

Case Number: 16-103547AM: Regulation Amendment

Applicant: Jefferson County

Location: Unincorporated Jefferson County

Purpose: To amend the Site Development Plan process and associated regulations within the Zoning Resolution and Land Development Regulations.

Today's Action: To continue the case to December 13, 2016

Case Manager: Heather Gutherless/Christiana Farrell

The Board upon motion of Commissioner Tighe, duly seconded by Commissioner Rosier and by majority vote with Commissioner Szabo excused, adopted a resolution approving the items on the consent agenda subject to the adopted conditions of approval.

PUBLIC HEARING REGULAR AGENDA

15. Resolution CC16-443

Case Number: 16-107974RZ: Rezoning (continued from October 18, 2016 for decision only)

Case Name: Ryan Ranch Lot 22 Official Development Plan

Owner/Applicant: Avel and Jessica Kolesnikov

Location: 15925 West 60th Circle, Section 12, Township 3 South, Range 70 West

Approximate Area: 5.27 Acres

Purpose: To rezone from Planned Development (PD) to PD to allow future subdivision of the property into 16 lots for single-family detached units.

Case Manager: Christiana Farrell

Following a general discussion, the Board upon motion of Commissioner Tighe, duly seconded by Commissioner Rosier and by majority vote with Commissioner Szabo excused, adopted **RESOLUTION CC16-443** approving Rezoning Case Number 16-107974RZ.

REPORTS

The Commissioners' reported on attending various meetings and events recently, including a Veteran's Day event at Human Services, the Arvada Branch of Jefferson County Library 4H event, Chatfield Watershed Authority meeting and the National Business Aircraft Association meeting. The entire Board congratulated the newly elected county officials and state legislators. Commissioner Rosier thanked the Elections Department and Clerk and Recorder for running a successful election. Additionally, the entire Board thanked the men, women and veterans of our armed forces.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

Attest:

Board of County Commissioners of
the County of Jefferson, Colorado

Katelyn Kellogg, Deputy Clerk

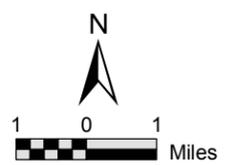
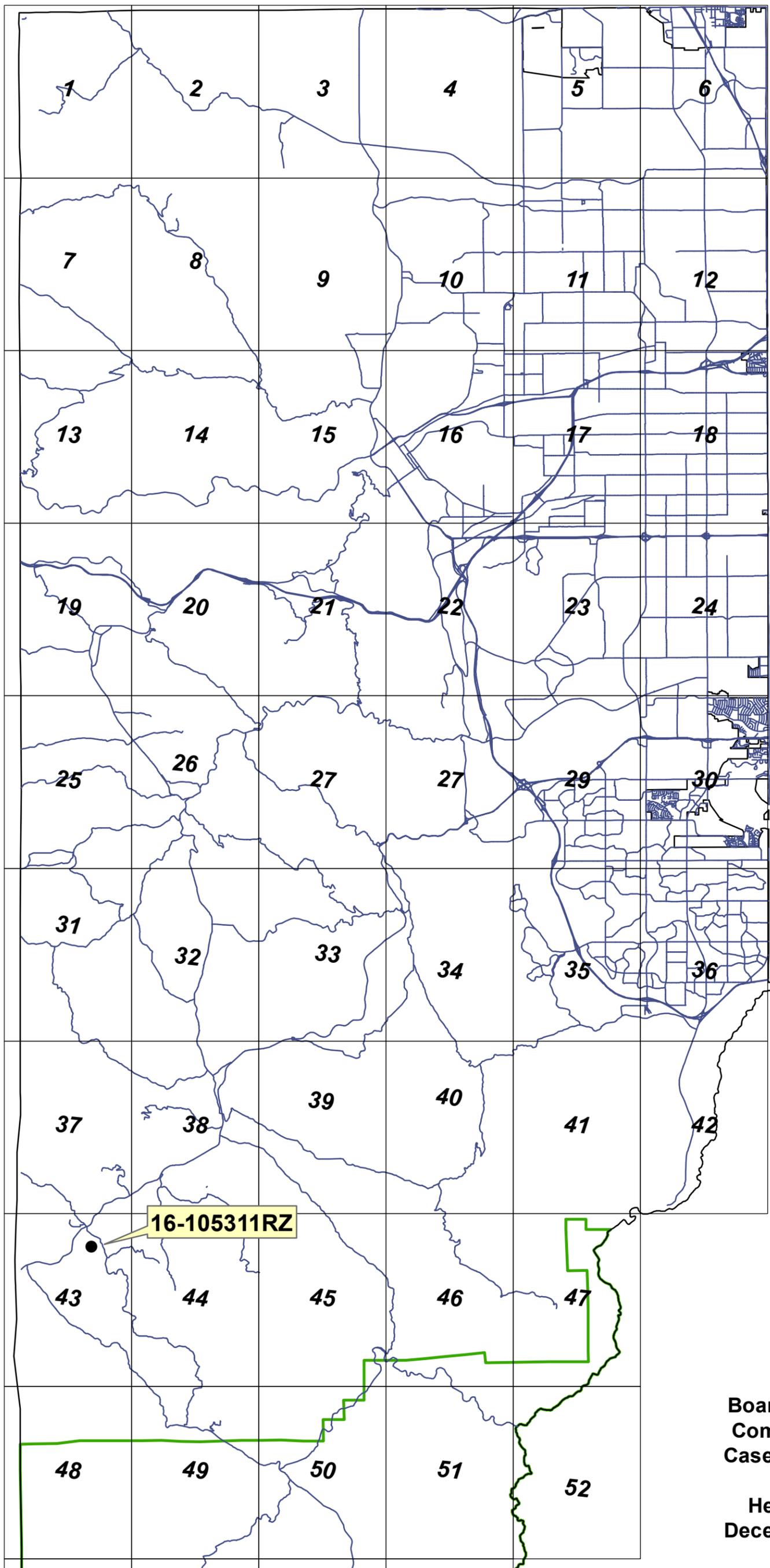
Donald Rosier, Chairman pro-tem

Legend

— County Road Atlas Map Number Grid

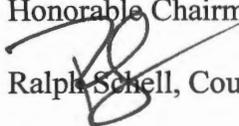
● Zoning Label Development

□ Pike National Forest line



**Board of County
Commissioners'
Case Vicinity Map
for
Hearing Date
December 6, 2016**

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
DIST: Tim Kauffman, County Treasurer
RE: EXPENDITURE APPROVAL LISTINGS
DATE: December 6, 2016

Staff Recommendation:

Allow settlement of accounts listed on the Expenditure Approval Listings dated December 1, 2016

Resolution No.

CC 16 - 4 5 7

Background:

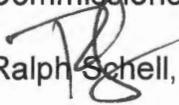
Jefferson County has established a system of controls to reasonably assure that the claims to be examined and settled by the BCC on the Expenditure Approval Listings are allowable.

Further, the staff has reviewed all claims and has reasonable assurance that all claims are allowable and are in order to be paid.

Prepared By: Kay Aberle, Accounting Supervisor, x8532, Jefferson County Accounting Division

Reviewed by: Deborah Freischlag, Director of Accounting, x8542, Jefferson County Accounting Division

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
DIST: Tim Kauffmann, County Treasurer
RE: Ratification of Expenditure Approval Listing dated November 17, 2016 and November 23, 2016
DATE: December 6, 2016

Staff Recommendation:

Allow settlement of accounts listed on the Expenditure Approval Listings dated November 17, 2016 and November 23, 2016 that were prepared by the Accounting Division and reviewed and approved by the County Manager or his designee.

Resolution No. **CC 16 - 4 5 8**

Background:

Jefferson County has established a system of controls to reasonably assure that the claims to be examined and settled by the BCC on the Expenditure Approval Listings are allowable.

Further, the staff has reviewed all claims and has reasonable assurance that all claims are allowable and are in order to be paid.

Prepared by: Sheri Haxton, Administrative Coordinator, x8559, Jefferson County Accounting Division

Reviewed by: Deborah Freischlag, Director of Accounting, x8542, Jefferson County Accounting Division.

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

DIST: Ralph Schell, Tim Kauffman, Accounting

RE: BI-WEEKLY PAYROLL REGISTER

DATE: December 6, 2016

Staff Recommendation:

Approve the issuance of county warrants as listed on this Bi-Weekly Payroll Register for period ending November 26, 2016.

Resolution No. **CC 16 - 4 5 9**

Background:

Payroll warrants and ACH Direct Deposit Notifications have been prepared in accordance with current Personnel Action forms and time sheets received in the Financial Control Division by the required deadlines and all applicable taxes and deductions have been withheld therefrom. A summary register of these claims has been circulated and thereby presented for audit and allowance by the Board of County Commissioners. The Board of County Commissioners hereby directs the County Treasurer to pay same.

Prepared By: Jefferson County Accounting Division

MEMORANDUM

TO: The Board of County Commissioners
FROM: Board of Equalization
CC: Ellen G. Wakeman, County Attorney
RE: Abatement/Refund of Property Taxes

Staff Recommendation:

Resolved, that the Board of County Commissioners approves the findings and recommendations of the Jefferson County Assessor denoted in the corresponding abatement resolutions and adopts those findings and recommendations as its final action on these abatement petitions.

<u>CASE NO.</u>	<u>PETITIONER</u>	<u>TAXES ABATED/ REFUNDED</u>
A16-247	Blount International	\$350.33
A16-243	Kristina Bomba	\$3,959.62
A16-221	Clear Creek Medical Group	\$2,097.33
A16-186	Daniel Jewelry Co. Inc	\$23,443.56
A16-129	Denver Holding CO LLC	\$25,867.42
A16-242	Alan R. Dunaway	\$738.48
A16-238	GE Capital Information Tech Solutions Inc.	\$25.14
A16-240	GE Capital Information Tech Solutions Inc.	\$5.10
A16-235	GE Equip Small Ticket LLC Series 2011-1	\$136.86
A16-210	Gov Lakewood Properties Trust	\$19,600.57
A16-245	Hoover Law Firm	\$9,460.28
A16-270	Lakewood Homestead LTD	\$11,045.17
A16-222	Lila Miller	\$508.41
A16-256	Mark Nichols	\$952.97
A16-233	Betty Shelley	\$7,584.01
A16-190	Linda E. and W. Peter Vellman	\$4,247.83

CC 16 - 460

Resolution No. _____

Background:

Final Board action on 16 abatement petitions, \$ 110,023.08 to be refunded. Taxpayers have filed abatement petitions alleging that their property has been overvalued or that their tax levy is illegal. The Assessor recommends approval of these petitions in the amounts indicated in the corresponding resolutions. The Board is taking action on these abatement petitions by accepting or rejecting the Assessor's recommendations.

If an abatement appeal is approved by the board, the Treasurer's Office will calculate interest owed and send payment to the taxpayer. The Property Tax Administrator must approve all refunds in excess of \$10,000.00. If unsatisfied with this Board's action, a taxpayer may appeal further to the State Board of Assessment Appeals. Abatement refunds over \$10,000.00 are recommended for the following reasons:

A16-186: Actual income and expenses provided by taxpayer, as well as physical inspection, supported lower value.

A16-129: Property was overvalued based on misinformation. Comparable properties support value reduction.

A16-210: Property overvalued based on leased fee value; market analysis supports lower value.

A16-270: Lower value supported due to property being placed in incorrect model.

Prepared by: Casie Stokes, Assistant County Attorney *CS*
Distribution: Board of Equalization

MEMORANDUM

TO: The Board of County Commissioners
FROM: Board of Equalization
CC: Ellen G. Wakeman, County Attorney
RE: Abatement/Refund of Property Taxes

Staff Recommendation:

Resolved, that the Board of County Commissioners approves the findings and recommendations of the board-appointed referee denoted in the corresponding abatement resolutions and adopts those findings and recommendations as its final action on these abatement appeals.

<u>CASE NO.</u>	<u>PETITIONER</u>	<u>TAXES ABATED/ REFUNDED</u>
A16-184	Patrick Cerne	\$0.00
A16-145	Clean Cars Car Wash LLC	\$0.00
A16-223	Jacqueline Crivello	\$0.00
A16-237	GE Capital Information Tech Solutions Inc.	\$0.00
A16-239	GE Capital Information Tech Solutions Inc.	\$0.00
A16-236	GE Capital Information Tech Solutions Inc.	\$0.00
A16-180	George Gibson Jr.	\$0.00
A16-216	Shaun Grimshaw	\$0.00
A16-147	Heimar LLC	\$0.00
A16-166	Randy S. Kee	\$0.00
A16-208	NUSS92 LLC	\$0.00
A16-113	Vista Wash LLC	\$0.00

Resolution No. CC 16 - 461

Background:

Final Board action on 12 abatement petitions, \$0.00 to be refunded. Taxpayers have filed abatement petitions, alleging that their property has been overvalued or that their tax levy is illegal. The Assessor recommended that the

petitions be denied and a hearing was held before a board-appointed referee. The referee also recommended denial of the petitions. The Board is taking final action on said petitions by accepting or rejecting the referee's recommendations. If unsatisfied with this Board's action, a taxpayer may appeal further to the State Board of Assessment Appeals.

Prepared by: Casie Stokes, Assistant County Attorney *CAS*
Distribution: Board of Equalization

MEMORANDUM

AGENDA ITEM 6

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM: Margaret Chapman, Public Trustee
RE: Approval of Public Trustee Quarterly Report dated October 25, 2016 for the 3rd Quarter 2016
DATE: December 6, 2016

Recommendation: That the Board of County Commissioners approves the Public Trustee's Quarterly Report for the 3rd Quarter of 2016 and authorizes the Chairman to sign the report.

Resolution No. **CC 16 - 462**

Background: Section 38-37-104(3) of the C.R.S. provides that the Public Trustee quarterly make and file a report with the Board of County Commissioners which contains a full and complete statement under oath of all transactions of the office of the Public Trustee and the Board of County Commissioners is required to approve said report prior to payments of funds in excess of staff salaries and benefits and incidental expenses for conduct of the Public Trustee's office to the County Treasurer. The Treasurer is required to place such funds in a Public Trustee salary fund.

At the expiration of each year, the County Treasurer shall, out of any moneys in the Public Trustee salary fund and not otherwise, pay to the Public Trustee such an amount, if any, as may be still due the public trustee on account of the Public Trustee's salary for that year just expired, such payment to be made only upon the certificate of the board stating the amount of such salary still remaining due and unpaid. The balance of said fund shall thereupon be transferred to the general fund of the County.

Prepared by: Margaret Chapman, Public Trustee

Distribution

Original returned to: Clerk to the Board
Copies to: Margaret Chapman, Public Trustee
 Joanne Kortendick, Assistant County Attorney

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

DATE: December 6, 2016

RE: Assessor - Board of Equalization - Abstract of Assessment - Certification

Staff Recommendation:

That the Jefferson County Board of County Commissioners approves and ratifies the Chairman's Certification that the County Board of Equalization has concluded its hearings, that the abstract of assessment has been examined and that all valuation changes ordered by the County Board of Equalization have been incorporated therein.

Resolution No.

CC 16 - 463

Background:

As required by statute, the Jefferson County Assessor has completed the assessment roll of all taxable property in the County and has prepared an abstract of assessment which has been subscribed by the Jefferson County Assessor as being a true and complete compilation of each and every property tax schedule. The Chairman of Jefferson County Board of County Commissioners executed a Certification stating that the abstract of assessment has been examined and that all valuation changes ordered by the County Board of Equalization have been incorporated therein. The Board is approving and ratifying that Certification.

Prepared by: Joanne Kortendick, Assistant County Attorney

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
RE: 2017 PRE-APPROVAL OF CERTAIN ITEMS FOR THE
DEPARTMENT OF HUMAN SERVICES
DATE: December 6, 2016

Recommendation: The Board of County Commissioners pre-approves the contracts and other items listed on Attachment A to be entered into on behalf of the Department of Human Services to allow for more rapid and efficient processing of those items and authorizes execution by the Chairman upon approval by the County Attorney's Office.

An estimate of the amount of each of the items is listed on Attachment A, but the amount of each item may differ at the time of execution.

For Expenditure Authorizations referenced in Attachment A, the County Manager is authorized to sign all Expenditure Authorizations in excess of \$100,000 and the Director of Human Services is authorized to sign all Expenditure Authorizations equal to or less than \$100,000.

Resolution No. **CC 16 - 464**

Background: The Department of Human Services enters into approximately 200 contracts and other items annually with various service providers and vendors. To streamline the approval process and ensure that services continue without disruption, the Board of County Commissioners has pre-approved items that are renewed annually.

BCC Briefing: The Board of County Commissioners was briefed on November 15, 2016.

Originator: Lynn Johnson, Director of Human Services, Extension 4002

Distribution: 1 Original to the Clerk to the Board
1 Original to Human Services Administration

ATTACHMENT A
2017

Children, Youth & Families

1. Core Services Plan with Colorado Department of Human Services: Jefferson County receives an annual Core Services allocation upon submittal of a plan to the State Department, which includes both mandated and County-designed programs for children at imminent risk of out-of-home placement, or to facilitate reunification of children with their families. The total cost of this plan is approximately \$4,200,000.00, of which a portion is reimbursed by the State allocation.
2. Chafee Foster Care Independence Plan with Colorado Department of Human Services: Jefferson County receives an annual Chafee Foster Care Independence allocation upon submittal of a plan to the State Department designed to provide emancipation services to adolescents 16 to 21 years of age and housing assistance to adolescents 18 to 21 years of age who have been involved in the foster care system. The State allocation for this plan is approximately \$160,000.00.
3. SIGNAL Behavioral Health, Core Services ADAD Contract: This contract provides a full continuum of substance abuse treatment services for Jefferson County children and parents with alcohol and drug problems and who are involved in the Children, Youth & Families (CYF) system. Contracting with Signal to provide Core Service substance abuse treatment allows for matching Alcohol and Drug Abuse Division (ADAD) funds. The addition of these ADAD funds provides nearly matching funds for treatment services. The total cost of this contract is approximately \$550,000.00 of which the majority will be reimbursed through ADAD funds.
4. Family Tree, Inc. Contract: This contract provides domestic violence consultation services. The total cost of this contract is approximately \$200,000.00.
5. Excelsior Youth Centers, Inc. Contract: This contract provides residential treatment, day treatment, aftercare and community based services for adolescent girls. The total cost of this contract is approximately \$200,000.00.
6. Savio House Contract: This contract provides as needed access and defined services, including in-home behavioral healthcare/treatment services, day treatment and residential treatment for children and adolescents. The total cost of this contract is approximately \$1,500,000.00.
7. Shiloh Home, Inc. Contract: This contract provides residential, day treatment and behavioral healthcare/treatment services, for the mandated program of community based sexual abuse treatment services for children/adolescents and their families. The total cost of this contract is approximately \$900,000.00.

8. Regents of the University of Colorado, a body corporate, for and on behalf of the University of Colorado Denver, dba Addiction Research and Treatment Services (ARTS/SYNERGY) Contract: This contract provides a full continuum of substance abuse treatment services for children, adolescents, and adults including residential treatment for male youth. The total cost of this contract is approximately \$200,000.00.
9. Tennyson Center for Children at Colorado Christian Home Contract: This contract provides residential, day treatment and behavioral healthcare/treatment services for children and adolescents. The total cost of this contract is approximately \$500,000.00
10. Mount St. Vincent Home, Inc. Contract: This contract provides residential, day treatment/therapeutic preschool and behavioral healthcare services to children/youth and their families. The total cost of this contract is approximately \$150,000.00.
11. Parker & Froyd Mental Health Services, P.C. Contract: This contract provides as needed access and defined services, including domestic violence treatment, substance abuse treatment, and psychological evaluations for adults involved with Jefferson County CYF. The total cost of this contract is approximately \$150,000.00.
12. Developmental Disability Consultants, P.C. Contract: This contract provides as needed access and defined services including family preservation programs, psychological and neurological testing, parent/child interaction assessment, and other behavioral healthcare for children/youth and/or families with or without members who have a developmental disability. The total cost of this contract is approximately \$200,000.00.
13. Griffith Center for Children Contract: This contract provides as needed access and defined services including residential treatment, day treatment and behavioral healthcare services for families involved in Jefferson County CYF. The total cost of this contract is approximately \$500,000.00.
14. Jefferson Center for Mental Health Contract: This contract provides mental health services to clients not eligible for Medicaid services, but who require mental health treatment to prevent out-of-home placement or to assist in returning children/youth to home or to less restrictive placements. The total cost of this contract is approximately \$180,000.00.
15. Intervention Contract: This contract provides substance abuse monitoring services for families involved with Jefferson County CYF. The total cost of this contract is approximately \$200,000.00.
16. Third Way Center Inc., Contract: This contract provides as needed access and defined services including residential services, emancipation/transition services and behavioral healthcare services for children/adolescents and their families involved with Jefferson County CYF. The total cost of this contract is approximately \$350,000.00.
17. Maple Star Colorado Contract: This contract provides behavioral healthcare and home study services to meet the needs of children and youth with mental illnesses; those with

emotional disturbances so severe that they are at imminent risk of out-of-home placement. The total cost of this contract is approximately \$750,000.00.

18. Creative Treatment Options, Inc. Contract: This contract provides as needed and defined Services to CYF involved adults including: substance abuse and domestic violence evaluation and treatment; individual, conjoint, group and family therapy; and a wide variety of psycho-educational groups targeting various issues. The total cost of this contract is approximately \$200,000.00.
19. Devereux Cleo Wallace Contract: This contract provides as needed and defined services to CYF children, adolescents and their families including: day treatment, behavioral healthcare, employment/independent living services. The total cost of this contract is approximately \$600,000.00.
20. Jefferson County Public Health Contract: This intra-county contract provides as needed and defined public health nursing services to children, adolescents and their families involved with CYF. The total cost of this contract is approximately \$300,000.00.
21. Life Support Behavioral Institute, Inc. Contract: This contract provides as needed and defined services to CYF involved children, adolescents, and their families including: behavioral health services; supervised visitation services and outpatient substance abuse treatment services. The total cost of this contract is approximately \$150,000.00.
22. Lifelong Adult Education Services, Inc. Contract: This contract provides behavioral healthcare services to CYF involved children, adolescents, and their families including: individual, conjoint, and family therapy services and psychological assessment/evaluation services. The total cost of this contract is approximately \$150,000.00.
23. State of Colorado Department of Human Services and Board of County Commissioners or other elected governing body of Jefferson County, Colorado: This Memorandum of Understanding (MOU) between Colorado Department of Human Services (CDHS) and Jefferson County explains the County's duties and responsibilities in implementing the Title IV-E Waiver Demonstration Projects. CDHS and the County understand and agree that the services outlined in this MOU are subject to available appropriations by the General Assembly and neither party will be obligated to provide services of assistance if adequate appropriations have not been made. The total amount payable under this MOU is approximately \$1,550,000.00.
24. Intergovernmental agreement between Arapahoe County Department of Human Services, Division of Children, Youth and Family Services; Douglas County Department of Human Services, Division of Child Welfare; and Jefferson County Department of Human Services, Division of Children, Youth and Families: Collaborative Foster Care Program (CFCP): This intergovernmental agreement establishes a partnership among the three counties in an effort to improve and expand foster and foster-to-adopt services to children of the three Counties, who are in need of out-of-home care. Cost N/A.

25. Memorandum of Understanding pursuant to House Bill 04-1451: This Memorandum of Understanding (MOU) authorizes the County Department of Human Services to enter into memorandums of understanding with specific agencies for the purpose of promoting a collaborative system of local-level interagency oversight groups and individualized services and support teams to coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services. In-kind costs only.
26. Rocky Mountain Microfilm and Imaging LLC Contract: This contract provides document scanning and video transfer services to CYF. The total cost of this contract is approximately \$250,000.00.
27. Senate Bill 15-242 - Child Welfare Staff Funding Allocation: As a component of the Governor's child welfare plan, Keeping Kids Safe and Families Healthy, a Colorado child welfare county workload study was conducted by an independent contractor. The workload study was designed to provide information about the time and resources necessary to provide specific client related child welfare services to achieve desired outcomes. Senate Bill 15-242 – Child Welfare Staff Funding Allocation was passed and allocated funding for 100 new positions statewide. The allocation requires a 10% match for tier one counties (Jefferson). Jefferson County requested fifteen (15) new FTE's, including supervisor positions. If all fifteen (15) positions were funded, the match requirement would not exceed County funds of \$103,597.30. The total amount of this funding would be approximately \$1,035,973.00.
28. Colorado Boys Ranch Foundation: This contract provides in-home/community-based family preservation services, focused on keeping children and families together and avoiding out of home placement, as well as assisting children/youth with transitioning home from out of home placement. The total cost of this contract is approximately \$300,000.00.

Community Assistance

1. State of Colorado Department of Human Services – Colorado Works and Child Care Assistance Programs: This Memorandum of Understanding (MOU) between the Colorado Department of Human Services and Jefferson County fulfills the statutory responsibility for annual performance of the Colorado Works program. The purpose of the MOU is to ensure effective provision of services based on local needs, allowing counties more local control without wavering from the overall goals of both the Colorado Works and Child Care Assistance programs. Services and assistance under this MOU are subject to available appropriations by the Colorado General Assembly and Jefferson County. This MOU involves a revenue amount to Jefferson County of approximately \$9.6 million in Colorado Works State funds and \$5.5 million in CCAP State funds.
2. Discover Goodwill of Southern and Western Colorado (Discover Goodwill): This contract between Colorado Department of Human Services (CDHS) and Discover Goodwill of Southern and Western Colorado (Discover Goodwill). However, Jefferson

County Department of Human Services (JCDHS) will continue to provide outreach. LEAP is a seasonal program that provides low-income citizens with financial assistance for heating and electrical bills from October through April. Jefferson County will receive approximately \$46,184 for Outreach in FFY 2016 – 2017.

3. Colorado Infant and Toddler Quality and Availability Project: This contract provides access to high-quality child care for low-income infants and toddlers. Jefferson County has been awarded a grant in the amount of \$176,774.00 from the Colorado Department of Human Services. Ten percent of these funds will be retained by the County to cover administration of these funds.
4. State of Colorado Single Entry Point (SEP) Contract: This contract allows Human Services to provide case management services for Long Term Care residents of Jefferson County. This contract involves a revenue amount of approximately \$2,508,612.00, funded totally through Federal and State Medicaid funds.
5. Medicaid Processing Incentive Program: The Medicaid Processing Incentive Program provides Jefferson County with an opportunity to earn financial incentives by meeting certain benchmarks. Jefferson County may earn funds up to \$399,401.33 in SYF16-17.
6. Colorado Disability Benefits Support Program: This contract will provide a Disability Benefit Advocate to help customers access Supplemental Security Income/Social Security Disability Insurance benefits. Social Services Block Grant dollars will fund the estimated cost of \$62,072.00 for salary, benefits, cell phone coverage, mileage and administration expenses. This provision will be part of a larger contract that includes comparable services for TANF participants.
7. Work Number Agreement IGA with State of Colorado: The State has contracted with the TALX Corporation, a provider of Equifax Verification Services (“EVS”) to allow TALX to provide employment verification services directly to Colorado counties for a reduced rate that an individual county could not negotiate alone. EVS bills the State for fees incurred by the counties and the State then bills each county individually. This IGA is an authorization by Jefferson County to allow the state to enter in to a contract with TALX on our behalf, and designates a minimum amount that Jefferson County will use the service, for calendar fiscal year 2017 approximately \$155,000. Funds have been budgeted for this expense in the Community Assistance budget.

Community & Workforce Development

1. Clear Creek Office Sub-Lease Amendment: An amendment to Office Sub-Lease dated December 31, 2000, enables the continued lease of space located at 1531 Colorado Boulevard, Idaho Springs, CO to provide mountain residents with workforce and employment-related services. Estimated total cost per month for program year 2017 is approximately \$1,135.01. Funds are available in the budget.

2. State of Colorado Department of Labor & Employment – Grant Agreement for Administration of Workforce Development Programs: This Agreement is the legal contract between the Colorado Department of Labor and Employment and Jefferson County allowing Jefferson County to deliver workforce development programs for the Tri-County workforce region which includes Jefferson, Gilpin, and Clear Creek counties. The approval of this grant agreement is the legal document which allows Jefferson County to provide the services listed in No. 3 below.
3. State of Colorado Department of Labor & Employment – Workforce Investment Plan and Expenditure Authorizations: The Federal Workforce Innovation and Opportunity Act requires the Tri-County workforce region, as the program operator serving Jefferson, Gilpin, and Clear Creek counties, to submit a workforce investment plan outlining the services that will be delivered through Jefferson County for Program Year 2017. Revenue is estimated to be approximately \$5 million in Federal funds for Jefferson County for the Program Year 2017.

In addition, specific workforce activities and expenditures for Program Year 2017 are set out in individual expenditure authorizations. To receive the funds, the County is required to sign individual expenditure authorizations as they become available. The County Manager will sign all expenditure authorizations in excess of \$100,000 for PY2017 and the Director of Human Services will sign all expenditure authorizations equal to or less than \$100,000.00 for PY2017.

4. Express Employment Services: This agreement with Express Employment Services allows JCHS to retain temporary employment services for the Workforce Programs. These services allow employment of job seekers, including youth, in our community through robust internship, work training experience and on the job training programs. The cost of the agreement is up to \$300,000, funded by the Workforce Innovation and Opportunity Act (WIOA) and Wagner-Peyser.

Head Start

1. Michael's of Denver: This contract will enable Head Start to continue to feed each enrolled child in Jefferson County Head Start centers two-thirds of their daily nutritional needs. The 2017 contract amount is for approximately \$234,659. This expenditure is 100% federally funded.
2. Colorado Child and Adult Care Food Program: This agreement allows Jefferson County Head Start to request reimbursement of food expenses. It requires the Chairman of the Board to sign the Certificate and Statement of Authority and Truth of Application form annually. The Colorado Child and Adult Care Food Program (CACFP) reimburses programs with signed contracts for free and reduced lunches. Since Head Start children are at or below the poverty income level, almost all of the children qualify for the free meals through this program. Head Start uses the reimbursements to pay for the majority of the food expenses for the program. Head Start receives approximately \$195,000 in reimbursements from CACFP per year. Without the CACFP contract, Head Start would

be unable to meet the two-thirds nutritional requirements for children as mandated by the Head Start Performance Standards.

Justice Services

1. State of Colorado Department of Public Safety, Division of Criminal Justice Office of Community Corrections: This ongoing five-year contract renewed July 1, 2014, through June 30, 2019, provides State funding to purchase and administer community correctional services as approved by the Jefferson County Community Corrections Board. State allocations supporting this contract are issued annually by the Department of Public Safety and approved by the State Controller. The 2016-17 contract allocation is \$4,139,484. This State revenue is included in the 2017 County budget.
2. Intervention: Concurrent with the terms of the State Community Corrections contract, this five-year agreement procures subcontracted community correctional services for the State First Judicial District. The current subcontract, effective July 1, 2014 through June 30, 2019, specifies a 2016-17 allocation of \$3,929,882 which is an included expenditure in the 2017 County budget.
3. State of Colorado Department of Corrections, Division of Adult Parole, Community Corrections, and Youthful Offender System: This ongoing, five-year contract effective July 1, 2012, through June 30, 2017, provides State funding to purchase and administer Intensive Supervision Program (ISP) community correctional services. State allocations supporting this contract are issued annually by the Department of Corrections and approved by the State Controller. The total contract value from July 1, 2016 through June 30, 2017, is \$431,000 with a 2016-17 allocation of \$55,500. This State revenue is included in the 2017 County budget.
4. GEO Group, parent company of B.I. Incorporated, concurrent with the terms of the State of Colorado Department of Corrections, Division of Adult Parole, Community Corrections, and Youthful Offender System contract, this five-year agreement procures Intensive Supervision Program (ISP) Services. State allocations support this contract and are issued on an annual basis by the Colorado Department of Corrections and approved by the State Controller. The total 2016-17 allocation and contract value through June 30, 2017 is \$48,000. This State revenue is included in the 2017 County budget.
5. Intervention: Concurrent with the terms of the State of Colorado Department of Corrections, Division of Adult Parole, Community Corrections, and Youthful Offender System contract, this five-year agreement procures Intensive Supervision Program (ISP) Services. State allocations support this contract and are issued on an annual basis by the Colorado Department of Corrections and approved by the State Controller. The total 2016-17 allocation and contract value through June 30, 2017 is \$6,390. This State revenue is included in the 2017 County budget.
6. Weld Adolescent Resources, Inc.: State funding provided under Senate Bill 94, through an annual agreement from Weld Adolescent Resources, supports mandated County juvenile residential work program services focused to divert juveniles from incarceration in State facilities. The County SB-94 residential work crew program supervises juvenile

offenders in maintenance work, facility improvements, and trail building benefiting R-1 Schools outdoor labs. The 2016-17 awarded revenue is \$116,365 which is included in the 2017 County budget.

7. Mark S. Loye: County funds are contracted annually for the operation of the Jefferson County Mediation Services program through Mark S. Loye. This program funds Mediation Services' program professional staff coordination and facilitation of the County's extensive team of volunteer mediators. The 2017 contract expenditure is approximately \$265,000.
8. Arapahoe House, Inc.: This annual services agreement is for the detoxification of public inebriates which reduces their alternate placement in the Jefferson County jail. The expected contract amount is approximately \$150,000 which is an included expenditure in the 2017 County budget.
9. Parker Froyd & Associates: Domestic Violence Treatment, Substance Abuse Treatment, and Psychological Evaluations: This contract provides as needed access and defined services, including, but not limited to, domestic violence treatment, anger management, and psychological evaluations for Jefferson County justice-involved clients. The 2017 contract expenditure is approximately \$87,000, which is included in the 2017 County budget.

Human Services Administration

1. Family Tree, Inc.: Family Tree, Inc. provides safety, as well as shelter, support and legal services for victims of domestic violence. It also provides safety, strength and self-reliance to homeless people within the community. Jefferson County is providing approximately \$252,692 in 2017 for the purpose of contracting for these services through its General Fund.
2. Seniors' Resource Center, Inc., (SRC): The Seniors' Resource Center, Inc., provides social and recreational services, medical services, transportation, and homemaker services to the aged in Jefferson County. SRC provides these services from the facility located at 3227 Chase Street, Denver, Colorado. Jefferson County is providing approximately \$780,308 in 2017 for the purpose of contracting for these services to the aged through its General Fund.
3. Jefferson Center for Mental Health (JCMH): Jefferson Center for Mental Health is the MHASA for Jefferson County. JCMH has the "right of first refusal" for this allocation of money. This contract addresses the mental health services for low-income Jefferson County residents. The fees vary according to service provided and clients' ability to pay. Jefferson County is providing approximately \$142,000 in 2017 for the purpose of contracting for these services through its General Fund.
4. The Developmental Disabilities Resource Center: In 2004, the voters approved a property tax mill levy increase of .5 mills to reach a maximum mill levy of 1.0 mills that

is dedicated to providing developmentally disabled services to County residents. Annually, the County contracts to provide developmentally disabled services to residents in the County. The contract designates the Developmental Disabilities Resource Center (DDRC) to provide developmentally disabled services to residents in Jefferson County. The budget for 2017 is approximately \$7,914,908.

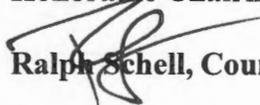
5. Express Employment Services: This agreement with Express Employment Services allows JCHS to retain temporary employment services as needed for time-limited projects utilizing temporary employees working less than 29.5 hours per week. The value of the agreement is up to \$400,000. Funds for this purpose are already budgeted.

Human Services Routing Form

Title of Contract or Briefing	2017 Pre-Approval of Certain Items for the Human Services Department	
Approvals	Hal Straatman Lynn Johnson Ellen Wakeman, County Attorney	✓11/28/16 ✓11/28/16 ✓11/28/16 <i>amy</i>
Final Signatory	<i>Libby Szabo</i>	
Vendor/Provider Name	<i>Jefferson County Department of Human Services</i>	
End User	<i>Jefferson County Department of Human Services</i>	
Type (Contract, PO, etc)	<i>Agreement</i>	
Dollar Value	<i>none</i>	
Term	<i>01/01/2017-12/31/17</i>	
Description/Service	<i>The Department of Human Services enters into approximately 200 contracts and other items annually with various service providers and vendors. To streamline the process and ensure that services continue without disruption, the Board of County Commissioners has pre-approved items that are renewed annually.</i>	
Originator		
Budgeted funds are available for this expenditure. Account number:		
Funding Source:		

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

DIST: Lynn A. Johnson

RE: PAYROLL AND PAYMENT CERTIFICATIONS
FOR THE MONTH OF SEPTEMBER 2016

Staff Recommendation:

Resolved, that the Board of County Commissioners approves the Divisions of Community Assistance, and Children, Youth and Families' payrolls and payments for the month of September 2016.

Resolution No. **CC 16 - 465**

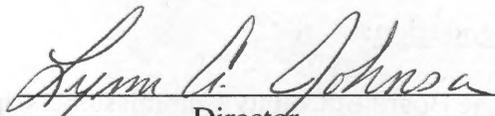
Background:

Section 26-1-123(3)(a), C.R.S. 1973 as amended, requires the County Board of County Commissioners to administer the Human Services' fund pursuant to rules and regulations adopted by the State Department. State Department regulations require all County Division payrolls, defined as "listings of multiple payees on a form providing warrant number, name of payee, and amount of warrant" be certified by the County Director and Chairman of the Board of County Commissioners upon approval by the Board. The September 2016 payrolls and payments have been certified by Lynn A. Johnson, and are temporarily placed in the possession of the Clerk to the Board of County Commissioners pending action on this resolution.

STATE OF COLORADO)
) S.S.
COUNTY OF JEFFERSON)

I, Lynn A. Johnson, Executive Director of the Department of Human Services for Jefferson County, Colorado, hereby certify that the payments herein set forth by the Divisions of Community Assistance, and Children, Youth and Families have been reviewed by staff to be true and accurate payments made to the respective payee(s), and totaling the sum of \$7,165,542.03 for the month of September 2016.

11-21-2016
Date


Director

STATE OF COLORADO)
) S.S.
COUNTY OF JEFFERSON)

I, Libby Szabo, Chairman of the Board of County Commissioners of Jefferson County, Colorado, hereby certify that the payment(s) as set forth herein have this date been approved, and warrant(s) in payment thereof ordered issued upon the programs as listed for the month of September 2016, totaling the sum of \$7,165,542.03.

Date

Chairman

MEMORANDUM

AGENDA ITEM 10

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM: Lynn A. Johnson, Executive Director Human Services Department
RE: Memorandum of Understanding with Required Workforce Innovation and Opportunity Act Partners
DATE: December 6, 2016

Staff Recommendation:

That the Board of County Commissioners approves the Memorandum of Understanding among the Chief Elected Officials of Jefferson, Clear Creek, and Gilpin counties, the Chair of the Tri-County Workforce Development Board, and the mandated workforce development partner organizations and authorizes the Chair to sign the Memorandum of Understanding on behalf of the County and authorizes Lynn A. Johnson to sign as the County Representative for the divisions within the County that are listed as Partners to this MOU.

Duration of Agreement: Date of execution - June 30, 2017

Resolution No.

CC 16 - 466

Background:

The federal Workforce Innovation and Opportunity Act (WIOA), enacted in 2014, requires the establishment of a Memorandum of Understanding between a workforce area and local partners to provide workforce services in the form of a one-stop system. WIOA sets out mandated partners to be included in the one-stop system. The mandated partners include representation from:

- WIOA Title I programs: Adult, Dislocated Worker, and Youth;
- Wagner-Peyser programs;
- WIOA Title II Adult Education and Family Literacy programs;
- Rehabilitation Act programs;
- Title V of the Older Americans Act programs;
- Career and technical education programs under the Carl Perkins Act;
- Trade Adjustment Act programs;
- Title 38 Jobs for Veterans programs;
- Community Services Block Grant programs;
- Housing and Urban Development employment and training programs;
- Unemployment Insurance programs; and
- Temporary Assistance for Needy Families (TANF) programs

Fiscal Impact:

There are no County or federal funds involved with these MOUs.

BCC Briefing: The Board of County Commissioners was briefed on May 31, 2016.

Originator: Lynn A. Johnson, Executive Director Human Services Department, (x4002)

Distribution: 1 Original to the Clerk to the Board, 1 Original to state

Human Services Routing Form

Agenda Memo for BCC Hearing December 6, 2016 that the Board of County Commissioners approves the Memorandum of Understanding among the Chief Elected Officials of Jefferson, Clear Creek, and Gilpin counties, the Chair of the Tri-County Workforce Development Board, and the mandated workforce development partner organizations and authorizes the Chair to sign the Memorandum of Understanding on behalf of the County and authorizes Lynn A. Johnson to sign as the County Representative for the divisions within the County that are listed as Partners to this MOU.

Title of Contract or Briefing	Memorandum of Understanding (MOU) with Required Workforce Innovation and Opportunity Act Partners TM 11-00286	
Approvals	Kat Douglas , Director Community and Workforce Development Division Kurtis Behn , County Attorney Lynn A. Johnson , Executive Director Human Service Department	Signature and approval date - <i>Kat Douglas</i> 11/22/16 Signature and approval date - <i>email approved 11/28</i> <i>[Signature]</i> 11/27/16
Final Signatory	Libby Szabo , Jefferson County Commissioner Chair	
Vendor/Provider Name	This Memorandum of Understanding (MOU) is an operational agreement entered into by the Tri-County Workforce Development Board (WDB), Jefferson County, a body politic and corporate, Clear Creek County, a body politic and corporate, and Gilpin County, a body politic and corporate, as the counties within the Tri-County Workforce Area, a designated Local Area, and their respective Boards of County Commissioners as the Chief Local Elected Officials who represent the Tri-County Area and the Workforce Development Partner Organizations (Partners).	
Originator/End User	Lynn Johnson, Director Human Services Department (x4065)	
Type (Contract, PO, etc)	Agenda Memo, MOU	
Dollar Value	There are no County or federal funds involved with MOUs.	
Term	The effective date of this MOU is July 1, 2016. The initial term of this MOU shall commence on July 1, 2016 and end on June 30, 2017, unless previously terminated by one of the parties pursuant to the terms of this MOU.	
Description/Service	<p>The federal Workforce Innovation and Opportunity Act (WIOA), enacted in 2014, requires the establishment of a Memorandum of Understanding between a workforce area and local partners to provide workforce services in the form of a one-stop system. WIOA sets out mandated partners to be included in the one-stop system. The mandated partners include representation from:</p> <ul style="list-style-type: none"> • WIOA Title I programs: Adult, Dislocated Worker, and Youth; • Wagner-Peyser programs; • WIOA Title II Adult Education and Family Literacy programs; • Rehabilitation Act programs; • Title V of the Older Americans Act programs; • Career and technical education programs under the Carl Perkins Act; • Trade Adjustment Act programs; • Title 38 Jobs for Veterans programs; • Community Services Block Grant programs; • Housing and Urban Development employment and training programs; • Unemployment Insurance programs; and • Temporary Assistance for Needy Families (TANF) programs 	
Budgeted funds are available for this expenditure. Account number:	N/A	

MEMORANDUM

AGENDA ITEM 11

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
RE: 2016 COMMUNITY SERVICES BLOCK GRANT TELLER COUNTY IGA
DATE: December 6, 2016

Staff Recommendation:

That the Board of County Commissioners approves and authorizes the following:

- The Director of Human Services to sign the 2016 Community Services Block Grant (CSBG) IGA between Jefferson County and Teller County; and
- The Director of Human Services to sign the IGA amendment and modification when prepared and reviewed by the County Attorney's Office; and

Duration of Agreement: Date of Execution – December 31, 2017

Resolution No.

CC 16 - 4 6 7

Background:

The Community Services Block Grant is a federally funded program that provides formulaic grants to alleviate the causes and conditions of poverty in communities. Since 1985, Jefferson County has received CSBG dollars administered by the State of Colorado Department of Local Affairs (DOLA). The purpose of the IGA is to alleviate the administrative burden for Teller County, maintain the same service levels for Teller County residents, with minimal cost to Jefferson County. The estimated 2017 award amount for Teller County will be approximately \$17,000 which will all be applied towards services in Teller County. The final award amount for Teller County will not be known until February 2017 or later and may be subject to change based on Federal budget appropriations.

Fiscal Impact: There are no local County dollars involved, as these are 100% Federal funds.

BCC Briefing: The Board of County Commissioners was briefed on October 4, 2016.

Originator: Missy Gildhouse, Community Development Division, x8374

Distribution: none

Title of Contract or Briefing	2016 Community Services Block Grant Teller County IGA TM-16-2773	
Approvals	Kat Douglas , Director Community and Workforce Development	✓ 11/21/2016
	Kurtis Behn , Assistant County Attorney	✓ 11/21/2016
	Lynn A. Johnson , Executive Director Human Services	✓ 11/28/16
Final Signatory	Lynn A. Johnson <i>ms</i>	
Vendor/Provider Name	Teller County	
End User	Community & Workforce Development	
Type (Contract, PO, etc)	Agenda Memo	
Dollar Value	There are no local County dollars involved, as these are 100% Federal funds. The estimated 2017 award amount for Teller County will be approximately \$17,000 which will all be applied towards services in Teller County. The final award amount for Teller County will not be known until February 2017 or later and may be subject to change based on Federal budget appropriations.	
Term	Date of Execution – December 31, 2017	
Description/Service	The purpose of the IGA is to alleviate the administrative burden for Teller County, maintain the same service levels for Teller County residents, with minimal cost to Jefferson County.	
Originator	Missy Gildhouse, Community Development Division, x8374	
Budgeted funds are available for this expenditure. Account number:	933313	
Funding Source:	Community Services Block Grant	

MEMORANDUM

AGENDA ITEM 12

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM: Ralph Schell, County Manager
RE: Peaks to Plains Trail – Mouth of Clear Creek Canyon Segment Great Outdoors Colorado (GOCO) Grant Award
DATE: December 6, 2016

Staff Recommendation:

That the Board of County Commissioners approve the Grant Agreement with The State Board of the Great Outdoors Colorado Trust Fund for a grant award of \$2,000,000 for design and construction of the Peaks to Plains Trail at the mouth of Clear Creek Canyon.

Authorization for: the Chairman of the Board to execute the Grant Agreement and all related documents.

Resolution No. **CC 16 - 468**

Background:

On Oct 7, 2016, Jefferson County was awarded a \$2,000,000 Great Outdoors Colorado (GOCO) Connect Initiative grant for the design and construction of a 1.75 mile segment of the Peaks to Plains Trail at the mouth of Clear Creek Canyon. The trail segment for this project (Project) will extend from where the concrete trail ends in Golden east of the U.S. Highway 6 underpass and to the west end of Tunnel #1. The Project also includes a bridge and two trailheads accommodating an estimated 50 cars each.

The Grant Agreement sets out the terms of the grant and provides that the Project will be completed by October 7, 2019.

BCC Briefing Presented: October 25, 2016

Fiscal Impact:

The fiscal impact of the Project to the County is expected to be approximately \$5,066,096. The total estimated Project cost is \$8,416,746. The Cities of Arvada, Golden, Lakewood and Wheat Ridge, Apex Park & Recreation District, Prospect Recreation & Park District, the Jeffco Outdoors Foundation and Team Evergreen Bicycle Club have committed to contributing a total of \$500,000 towards the Project. The County's award of \$850,650 from CDOT's Transportation Alternatives Program (TAP) grant program would also be applied to the Project cost.

Prepared by: Nancy York, Open Space Planning Supervisor

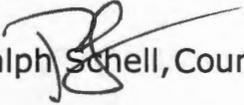
Distribution:

Original returned to: Teri Schmaedecke, Clerk to Board

Copies to: Rosanna Janzer, Nancy York and Steve Snyder

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: City of Arvada – Moore Brothers Farms Subordination of Reverter JCOS16-13

DATE: December 6, 2016

Staff Recommendation:

That the Board of County Commissioners approve the recommendation made in Open Space Advisory Committee Resolution #16-10 and authorize the execution of the Subordination of Reverter Interest on a portion of the City of Arvada Moore Brothers Farm property.

Authorization for: 1) the Chairman of the Board to execute the Subordination of Reverter Interest; and 2) the County Attorney’s Office to cause said document to be recorded in the Jefferson County Clerk and Recorder’s Office.

Resolution No: CC 16 - 469

Background:

Most of the City of Arvada’s Moore Brothers Farm (Moore Property) is subject to the County’s Open Space Reverter because the County contributed \$500,000, or 26.4%, of the purchase of the Moore Property. Arvada requested a subordination of the Open Space Reverter to allow for 1) a sanitary sewer line on approximately 14,344 square feet (0.3293 acres) that serves the Richards Farm subdivision that adjoins the western boundary of the Moore Property; and 2) a storm water channel on approximately 13,676 square feet (0.3140 acres) that serves the Richards Farm subdivision.

The County’s 26.4% share of the real estate fee for the Subordination of Reverter Interest would be \$15,756.21. With the \$1,500 processing fee, the County’s total compensation would be \$17,256.21.

BCC Briefing Presented on: August 23, 2016

Fiscal Impact: None, Easement revenue

Prepared by: Joy Lucisano, Real Estate Coordinator

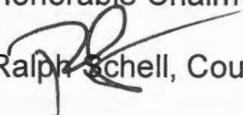
Distribution:

Original returned to: Teri Schmaedecke, Clerk to Board

Copies to: Rosanna Janzer, Steve Snyder, Don Klima and Joy Lucisano

MEMORANDUM

AGENDA ITEM 14

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
RE: Deer Creek Canyon Park – Lockheed Martin Trail Easement Amendment
JCOS16-22
DATE: December 6, 2016

Staff Recommendation:

That the Board of County Commissioners approve the Trail Easement Amendment with Lockheed Martin Corporation.

Authorization for: 1) the Chairman of the Board to execute the Easement Amendment Agreement; and 2) the County Attorney's Office to cause said document to be recorded in the Jefferson County Clerk & Recorder's Office.

Resolution No: CC 16 - 470

Background:

Lockheed Martin has requested that Jefferson County Amend the Trail easement that currently connects Deer Creek Canyon Park, to the existing Martin Marietta Trail Easement, and the Hildebrand Ranch Park. The proposed Amendment will provide for a permanent easement with the trail corridor width of 100 feet connecting to Deer Creek Canyon Park and a 50 foot wide segment connecting to the Martin Marietta trail easement. The cost of the permanent trail easement will be \$6,777.47. Jefferson County will construct a fence separating the trail from the remaining Lockheed Martin property.

BCC Briefing Presented: October 25, 2016

Fiscal Impact: Open Space funds from the adopted 2016 Budget

Prepared by: Joy Lucisano, Real Estate Coordinator

Distribution:

Original returned to: Teri Schmaedecke, Clerk to Board

Copies to: Rosanna Janzer, Steve Snyder, Don Klima and Joy Lucisano

CONTRACT REVIEW ROUTING FORM

Parties to Contract: Jefferson County and Lockheed Martin Corporation

Project: Deer Creek Canyon Park – Lockheed Martin Trail Easement Amendment JCOS16-22

Process Dates: Must be executed by BCC: December 6, 2016 Deadline to County Administrator: November 29, 2016

Contacts: Originating Department/Contact: Joy Lucisano Phone: 303-271-5962
 County Attorney/Contact: Steve Snyder Phone: 303-271-8926

MANDATORY ACCOUNT INFORMATION		Total Amount: \$6,777.47	
Account Number: 753017.457110	Project:	Funds Available: <input checked="" type="radio"/> Yes	<input type="radio"/> No

ROUTING

O R D E R	Department	Authorized Signatures Name/Initials (*)	Date Rec'd	Date Forward	Comments
	Originator	<i>JL</i>	<u>11/28/2016</u>		
	Department/Division Director	<i>PN</i>	<u>11/29/16</u>	<u>11/28/16</u>	
	County Attorney	<i>SUS</i>	<u>11/28/16</u>	<u>11/28/16</u>	
	Director of Accounting	<i>DF</i>	<u>11/28/16</u>	<u>11/28/16</u>	
	BCC Agenda Coordinator	<i>amg</i>			

INSTRUCTIONS

- (*) Initials of reviewer indicate that the contract is acceptable and ready for BCC action, from reviewer's perspective.
- (**) Signature of authorized department contact for contractual questions.

MEMORANDUM

AGENDA ITEM 15

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: South Table Mountain Park
 Sedita Trail OS10-26
 Golden Canal and Reservoir Company (Welch Ditch) JCOS16-06
 The Consolidated Mutual Water Company OS01-21

DATE: December 6, 2016

Staff Recommendation:

That the Board of County Commissioners approve the recommendations made in Open Space Advisory Committee Resolutions #16-03 and #16-07 and authorize the execution of the Purchase and Sale Contract with Dianne M. Sedita, the Purchase and Sale Contract with The Consolidated Mutual Water Company, and the Quitclaim Deed from The Golden Canal and Reservoir Company, for the acquisition of recreational trail rights between Denver West Circle and South Table Mountain Park, for a combined purchase price of \$34,000.

Authorization for: 1) the Chairman of the Board to execute the two Purchase and Sale Contracts and all related documents; 2) the Director of Open Space, or his designee, to sign the closing documents; 3) the Chairman of the Board or Assistant County Attorney Steve Snyder to accept the Quitclaim Deed and other documents when received; 4) the County Attorney's Office to cause said deeds or other documents to be recorded in the Jefferson County Clerk & Recorder's Office; and 5) the Treasurer or his designee to make an electronic payment for the purchase prices and transaction costs, using specific payment delivery instructions to be provided by the Director of Accounting.

Resolution No. **CC 16 - 471**

Background:

To develop a public trail connection between Denver West Circle and South Table Mountain Park, Jefferson County Open Space has negotiated the purchase of real property rights from Dianne M. Sedita and The Consolidated Mutual Water Company. The trail will be developed on the abandoned Welch Ditch maintenance road. The Golden Canal and Reservoir Company (Company) possesses a prescriptive easement for the ditch and maintenance road, which it will convey to the County in the negotiated Quitclaim Deed. To facilitate the development of other trail segments along the ditch maintenance road, the Quitclaim Deed will also transfer the Company's prescriptive easement for other segments of the ditch and maintenance road on South Table Mountain Park.

BCC Briefing Presented: August 23, 2016 and October 25, 2016

Fiscal Impact: Open Space funds from the adopted 2016 Budget

Prepared by: Joy Lucisano, Real Estate Coordinator

Distribution:

Original returned to: Teri Schmaedecke, Clerk to Board

Copies to: Rosanna Janzer, Steve Snyder, Don Klima, and Joy Lucisano

CONTRACT REVIEW ROUTING FORM

Parties to Contract: Jefferson County and Consolidated Mutual Water Company Agreement,
Jefferson County and Dianne M. Sedita
Jefferson County and Golden Canal and Reservoir Company

Project: South Table Mountain Park
Sedita Trail OS10-26
Golden Canal and Reservoir Company JCOS16-06
The Consolidated Mutual Water Company OS1-21

Process Dates: Must be executed by BCC: December 6, 2016 Deadline to County Administrator: November 29, 2016

Contacts: Originating Department/Contact: Joy Lucisano Phone: 303-271-5962
 County Attorney/Contact: Steve Snyder Phone: 303-271-8926

MANDATORY ACCOUNT INFORMATION	Total Amount: \$34,000	Sedita \$30,000 Consolidated Mutual Water Company \$4,000
Account Number: <u>753017.457110</u>	Project:	Funds Available: <input checked="" type="radio"/> Yes <input type="radio"/> No

ROUTING

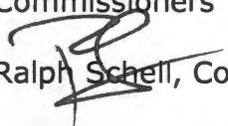
O R D E R	Department	Authorized Signatures Name/Initials (*)	Date Rec'd	Date Forward	Comments
	Originator	<i>JL</i>	<u>11/28/2016</u>		
	Department/Division Director	<i>PH</i>	<u>11/28/16</u>	<u>11/28/16</u>	
	County Attorney	<i>SLS</i>	<u>11/28/16</u>	<u>11/28/16</u>	
	Director of Accounting	<i>EF</i>	<u>11/28/16</u>	<u>11/28/16</u>	
	BCC Agenda Coordinator	<i>AMS</i>			

INSTRUCTIONS

- (*) Initials of reviewer indicate that the contract is acceptable and ready for BCC action, from reviewer's perspective.
- (**) Signature of authorized department contact for contractual questions.

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: JETTECH, L.L.C. – Hangar Sale & Ground Lease

DATE: December 6, 2016

Staff Recommendation: That the Board of County Commissioners approves the Asset Purchase, Termination, Settlement and Release agreement by and between Jefferson County and JETTECH, L.L.C. which will sell the existing hangar improvements to JETTECH, L.L.C. and terminate any previous leases and agreements for the property located at 10122 Airport Court.

BE IT FURTHER RESOLVED, that the Board of County Commissioners approves a new Hangar Ground Lease with JETTECH, L.L.C. for the parcel of land located at 10122 Airport Court and that the Development & Transportation Director and the Airport Director, or such other officer or agent to whom either person delegates authority, is authorized to do all other acts or things, and to execute and deliver, file or record any other document or instrument in connection with the foregoing lease.

Resolution No. **CC 16 - 472**

Background: The original hangar improvements were built in 1981 by Jefferson County to be used by the Jefferson County Sheriff Aviation Unit. Subsequent to the Sheriff's use, the hangar was leased to the current tenant, JETTECH, in June 2008. In June of 2010, JETTECH sought to purchase the hangar, but neither the Airport nor JETTECH could settle on a purchase price. JETTECH chose not to purchase but to continue to lease the hangar and renewed their lease in 2011. In 2013, JETTECH added 1,721 SF of finished office space to the original 5,120 sq. ft. hangar. In 2015, JETTECH started construction on a new 6,791 sq. ft. hangar to be attached to the current hangar improvements with shared office space between the two hangars. In 2015, JETTECH again approached the Airport about purchasing the hangar. Airport staff has since concluded the negotiation process for both a purchase agreement for the aircraft hangar and the associated ground lease.

Fiscal Impact: \$320,000 from the proceeds of the sale and lease will be placed in the appropriate airport business unit and is considered 2016 revenue.

BCC Briefing Presented on November 15, 2016

Distribution

Original returned to: Bryan Johnson, Airport

Copies to: Kourtney Hartmann, County Attorney's Office and Accounting

BCC HEARING ROUTING FORM (non-purchasing items)

Contacts: Originating Division and Contact: Bryan Johnson Phone: Ext 4851
 County Attorney Contact: Kourtney Hartmann Phone: Ext 8694

JETTECH, LLC - Hangar Sale and Ground Lease

ROUTING					
O R D E R	Division	Authorized Signatures Name/Initials	Date Rec'd	Date Frw'd	Comments
(1)	Originator	Bryan Johnson <i>B</i>	11-28	11-28	
(1)	Division Director	Bryan Johnson <i>B</i>	11-28	11-28	
(3)	Department Director	Jeanie Rossillon <i>JR</i>	11/29	11/29	
(2)	County Attorney	Kourtney Hartmann <i>KH</i>	11-29 16	11/29/ 16	
(5)	Elected Official	Chair Szabo			
(4)	BCC Agenda Coordinator	Janice Fredricksen <i>JF</i>			

09/02/2009

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: First Amendment – T-Bone Construction Contract

DATE: December 6, 2016

Staff Recommendation: Approve a First Amendment to Construction Contract between Jefferson County and T-Bone Construction, Inc. to add additional work and increase the contract price by \$122,097.70 for a revised total contract amount of \$717,298.36. The County's authorized representatives are Bryan Johnson and Bill Branyan of Surf Fore, LLC.

Resolution No. **CC 16 - 473**

Background: Early in the project the County needed additional dirt work completed to prepare the entire 15 acre site to receive additional dirt because the full 15 acre development will still require importing large amount of fill. T-Bone's pricing for the dirt work was favorable, so the County elected to exercise the option to add the dirt work to the contract in the amount of \$49,250. In addition, several other additions need to be made to the contract, which exceed the County Representative's change order authority. This includes an increase in the contract price for additional work which addresses changes from the Bid Set to the Permit Set plans which were still being approved by the City and County of Broomfield when the bidding process was completed and the increased costs due to changes in the sewer manhole cover specifications. The total value of the amended contract with T-Bone will be \$717,298.36, an increase of \$122,097.70 of which approximately \$50,000 is due to additional work being added to the contract.

BCC Briefing Presented on November 15, 2016

Fiscal Impact: This will not change the total budgeted amount of the project this year. The budget will continue to be \$900,000.

Prepared by: Bryan Johnson, Airport Director, ext 4851

Distribution

Original returned to: Bryan Johnson, Airport Director

Copies to: Kourtney Hartmann, County Attorney's Office and Accounting

BCC HEARING ROUTING FORM (non-purchasing items)

Contacts: Originating Division and Contact: Bryan Johnson Phone: Ext 4851
 County Attorney Contact: Kourtney Hartmann Phone: Ext 8694

First Amendment - T-Bone Construction Contract

ROUTING					
O R D E R	Division	Authorized Signatures Name/Initials	Date Rec'd	Date Frw'd	Comments
(1)	Originator	Bryan Johnson <i>BJ</i>	<i>11-28</i>	<i>11-28</i>	
(1)	Division Director	Bryan Johnson <i>BJ</i>	<i>11-28</i>	<i>11-28</i>	
(3)	Department Director	Jeanie Rossillo <i>JR</i>	<i>11/29</i>	<i>11/29</i>	
(2)	County Attorney	Kourtney Hartmann <i>KH</i>	<i>11-29</i>	<i>11-29</i>	
(5)	Elected Official	Chair Szabo			
(4)	BCC Agenda Coordinator	Janice Fredricksen <i>JF</i>			

09/02/2009

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM: Ralph Schell, County Manager
DIST: Clerk to the Board, Derek Schuler, Kourtney Hartmann, Deborah Freischlag, Dawn Krank
RE: Second Contract Renewal of Traffic Signal Maintenance
Transportation and Engineering

Staff Recommendation: Approve the renewal of the contract between Jefferson County and W.L. Contractors, Inc. in an amount not to exceed \$170,000.00 for traffic signal maintenance services. The County's Representative is the Derek Schuler, or other person as may be designated by the Division Director or County Manager.

The renewal term is January 1, 2017 through December 31, 2017.

Resolution No. CC 16 - 474

Background: Jefferson County requires the services of a contractor for continuous maintenance and emergency service for traffic signal equipment and operations.

The original contract was approved by the Board of County Commissioners on December 23, 2014 and allows for four one-year optional renewals. This request represents the second renewal option.

Transportation and Engineering staff have determined that the rates are reasonable and acceptable.

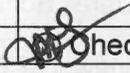
Fiscal Information: Funding for supplies and services is available from the 2017 OPS budget. This is within the scope and budget for these services.

BCC Briefing Presented By: Steve Durian on September 20, 2016.

Originator: Agenda memo prepared by Dawn Krank, Purchasing, Ext. 8590.

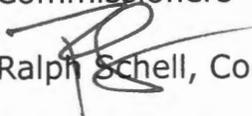
Original returned to: Dawn Krank, Purchasing

Copies w/o contract to: Jeanie Rossillon, Development & Transportation
Steve Durian, Transportation & Engineering
Sam Bican, Risk Management

Approvals	Kourtney Hartmann, County Atty Jeanie Rossillon, Dept Dir Mike Vanatta on behalf of Steve Durian, Div Dir Mike Secary on behalf of Larry Benshoof	Approved: 11/18/2016 5:53 PM Approved: 11/21/2016 7:43 AM Approved: 11/21/2016 8:43 AM Approved: 11/28/2016 10:50 AM
Agenda Coordinator Review		 Check
Final Signatory	BCC	
Vendor	W L Contractors, Inc	
End User	Transportation & Engineering	
Type (Contract, PO, etc)	Contract Renewal	
Dollar Value	\$170,000.00	
Term	January 1, 2017 through December 31, 2017	
Description	2 nd Renewal of the Traffic Signal Maintenance Contract	
Purchasing Agent	Dawn Krank	

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: **Amend the Retirement Benefit Plan Offerings for all Participants**

DATE: **December 6, 2016**

Staff Recommendation: Effective with compensation earned on or after April 2, 2017, the Jefferson County employee retirement benefit plan offerings are amended as follows:

1. For employees of the Jefferson County Sheriff's Office who are currently certified by the Colorado Peace Officer's Standards and Training Board as Level 1 Peace Officers ("JCSO Sworn Personnel"), the County will match a contribution to the CCOERA or Nationwide 457 Deferred Compensation Plan up to a maximum of 3%, provided that the County's entire match on all of the participant's 401(a) and 457 plans combined does not exceed 9% of the participant's compensation.
2. The County will match a participant's contributions to the CCOERA or Nationwide 457 Deferred Compensation Plan for all participants other than JCSO Sworn Personnel up to a maximum of 2%, provided that the county's entire match on all of a participant's 401(a) and 457 plans combined does not exceed 8% of the participant's compensation.
3. Limitations on the amount of the County's match shall not be construed to limit other unmatched contributions to the 401(a) Retirement Plan or 457 Deferred Compensation Plans as allowed by law.
4. Effective April 2, 2017, CCOERA 401(a) and 457 loans for any participant are allowed to be refinanced no more than once in a rolling 12 month period.

Resolution No. CC 16 - 475

Background:

Employees have requested the opportunity for flexibility in their retirement and deferred compensation elections. This Resolution will permit new employees to adjust their retirement contributions to utilize a match in a deferred compensation plan to allow flexibility, and will allow current employees who did not select the maximum contribution to receive a match in their 457 deferred compensation account to allow them to receive the maximum match. Additionally, administrative and compliance issues resulting from the frequent refinancing of loans from the retirement accounts necessitated that loans be limited to one refinance per rolling 12-month period. The effective date is specified as April 2, 2017 to allow for Payroll to incorporate the changes.

BCC Briefing Presented on: November 15, 2016

Fiscal Impact: Estimate to be cost neutral

Original returned to: Leticia Lamprecht, County Attorney's Office

Distribution: Tina Wise, Total Compensation Manager
Ellen Wakeman, County Attorney

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM: Ralph Schell, County Manager

RE: Finance and IT - Budget & Risk Management Division - 2016 Budget - Supplementary Budget and Appropriation

DATE: December 6, 2016 **CC 16 - 425**

Staff Recommendation:

RESOLVED, that the 2016 Budget adopted by the Board of County Commissioners on December 8, 2015, is hereby amended as follows:

1. The budget and appropriation of the General Fund for the Deputy County Manager, Facilities and Construction Management Division, are hereby decreased in the amount of \$393,000 for various capital projects reassigned to the Capital Expenditures Fund; and a like amount restored to the unrestricted fund balance of the General Fund.
2. The budget and appropriation of the General Fund for the Development and Transportation Department, Transportation and Engineering Division, are hereby increased in the amount of \$11,000 for the Flood Hazard Area Delineation (FHAD) study; to be offset by a like amount unrestricted fund balance of the General Fund.
3. The budget and appropriation of the General Fund for the Human Services Department, Head Start Division, are hereby increased \$75,000 to transfer monies from the General Fund to the Head Start Fund for security upgrades at Arvada Head Start; to be offset by a like amount of unrestricted fund balance of the General Fund.
4. The budget and appropriation of the General Fund for the Parks Department, CSU Extension, are hereby increased in the amount of \$15,000 for conservation projects; to be offset by a transfer of a like amount from the Conservation Trust Fund.
5. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$16,398 for first and second quarter

overtime for the enforcement of impaired driving laws; to be offset by a like amount of awarded state grants.

6. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$27,900 for third quarter and fourth quarter overtime for the enforcement of impaired driving laws; to be offset by a like amount of awarded state grants.
7. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$26,486 for the purchase of automated license plate readers; to be offset by a like amount of awarded federal grants.
8. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$72,402 for the purchase of a biometric fingerprint matcher; to be offset by a like amount of awarded federal grants.
9. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$27,950 for the purchase of software to track victim services activities; to be offset by a like amount of awarded federal grants.
10. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$65,009 for the increase of capacity of the DNA laboratory; to be offset by a like amount of awarded federal grants.
11. The budget and appropriation of the General Fund for the Sheriff's Office are hereby increased in the amount of \$40,000 for the repair of hail-damaged vehicles and facilities; to be offset by a like amount of insurance reimbursements.
12. The budget and appropriation of the General Fund for Non-Departmental are hereby decreased in the amount of \$184,500 for the transfer to the Social Services Fund which has been realigned to the Capital Expenditures Fund for Certificate of Participation (COP) eligible projects; and a like amount restored to the unrestricted fund balance of the General Fund.
13. The budget and appropriation of the Capital Expenditures Fund for the County Manager are hereby increased in the amount of \$4,300,000 for multiple Certificate of Participation (COP) eligible projects; to be offset by a like amount of unrestricted fund balance of the Capital Expenditures Fund.
14. The budget and appropriation of the Community Development Fund for the Human Services Department, Community and Workforce Development Division, are hereby increased in the amount of \$888,450 for the portion of multi-year projects carried out in 2016; to be offset by a like amount of program-generated income and awarded federal grants.

15. The budget and appropriation of the Contingent Fund for the Development and Transportation Department, Road and Bridge Division, are hereby increased in the amount of \$2,799,284 for projects to repair flood-damaged retaining walls; to be offset by a like amount of unrestricted fund balance of the Contingent Fund.
16. The budget and appropriation of the Developmentally Disabled Fund for the Human Services Department are hereby increased in the amount of \$1,095,000 for operational usage by the Developmentally Disabled Resource Center; to be offset by a like amount of unrestricted fund balance of the Developmentally Disabled Fund.
17. The budget and appropriation of the Fleet Fund for the Deputy County Manager, Fleet Services Division, are hereby increased in the amount of \$230,000 for the repair of hail-damaged vehicles; to be offset by a like amount of insurance reimbursements.
18. The budget and appropriation of the Fleet Fund for the Development and Transportation Department, Road and Bridge Division, are hereby increased in the amount of \$1,000,000 for the purchase Certificate of Participation (COP) eligible heavy equipment; to be offset by a transfer of a like amount from the Capital Expenditures Fund.
19. The budget and appropriation of the Head Start Fund for the Human Services Department, Head Start Division, are hereby increased in the amount of \$52,867 for cost of living salary adjustments (COLA) for Head Start employees; to be offset by a like amount of awarded federal grants.
20. The budget and appropriation of the Head Start Fund for the Human Services Department, Head Start Division, are hereby increased in the amount of \$15,989 for playground upgrades at Arvada Head Start; to be offset by a like amount of awarded federal grants.
21. The budget and appropriation of the Head Start Fund for the Human Services Department, Head Start Division, are hereby increased in the amount of \$75,000 for security upgrades at Arvada Head Start; to be offset by a transfer of a like amount from the General Fund.
22. The budget and appropriation of the Health Fund for the Public Health Department are hereby increased 1.50 Grant Funded Positions (GFP) for the Communities That Care program.
23. The budget and appropriation of the Health Fund for the Public Health Department are hereby decreased in the amount of \$605,671 for various capital projects reassigned to the Capital Expenditures Fund; and a like amount restored to the unrestricted fund balance of the Public Health Fund.

24. The budget and appropriation of the Insurance Fund for the Finance and Information Technology Department, Budget and Risk Management Division, are hereby increased in the amount of \$227,112 for estimated year end variances resulting from unanticipated general liability and crime insurance claims; to be offset by a like amount of unrestricted fund balance of the Insurance Fund.
25. The budget and appropriation of the Open Space Fund for the Parks Department, Open Space Division, are hereby increased in the amount of \$6,500,000 for several land acquisitions including Indigena, Delores/Wright, White Ranch Park, and Douglas Mountain; to be offset by a like amount of unrestricted fund balance of the Open Space Fund.
26. The budget and appropriation of the Open Space Fund for the Parks Department, Open Space Division, are hereby increased in the amount of \$1,222,000 for land acquisition of Kolin and Lamb Trust properties; to be offset by a like amount of unrestricted fund balance of the Open Space Fund.
27. The budget and appropriation of the Open Space Fund for the Parks Department, Open Space Division, are hereby increased in the amount of \$1,100,000 for a local grant to the Prospect Recreation and Park District for the purchase of the Applewood Golf Course; to be offset by a like amount of unrestricted fund balance of the Open Space Fund.
28. The budget and appropriation of the Open Space Fund for the Parks Department, Open Space Division, are hereby increased in the amount of \$38,000 for the purchase of a multi-purpose utility vehicle and development of the Clear Creek Canyon Peaks to Plains trail; to be offset by a like amount of unrestricted fund balance of the Open Space Fund.
29. The budget and appropriation of the Open Space Land Acquisition/Conservation Fund for the Parks Department, Open Space Division, are hereby increased in the amount of \$8,600 for the disbursement of interest monies held in escrow for the acquisition of Section 16 for development of the Jefferson County Parkway; to be offset by a like amount of unrestricted fund balance of the Open Space Land Acquisition/Conservation Fund.
30. The budget and appropriation of the Patrol Fund for the Sheriff's Office are hereby increased in the amount of \$25,000 for the repair of hail-damaged vehicles and facilities; to be offset by a like amount of insurance reimbursements.
31. The budget and appropriation of the Social Services Fund for the Human Services Department are hereby increased 3.00 Full Time Equivalent (FTE) regular positions to support mandatory reporting of at-risk adults with intellectual and developmental disabilities.

32. The budget and appropriation of the Social Services Fund for the Human Services Department are hereby decreased in the amount of \$184,500 for the transfer from the General Fund which has been realigned to the Capital Expenditures Fund for Certificate of Participation (COP) eligible projects.
33. The budget and appropriation of the Worker's Compensation Fund for the Finance and Information Technology Department, Budget and Risk Management Division, are hereby increased in the amount of \$24,179 for estimated year end variances resulting from unanticipated Worker's Compensation self-insurance claims; to be offset by a like amount of unrestricted fund balance of the Worker's Compensation Fund.

FURTHER RESOLVED, that a copy of this Resolution shall be transmitted immediately to the affected spending agencies; and

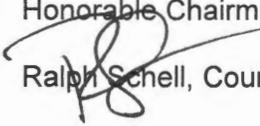
FURTHER RESOLVED, that a certified copy of this Resolution be filed by the Director of Budget and Risk Management with the Division of Local Government in the State of Colorado Department of Local Affairs.

Resolution No. CC16-425

BCC Briefing Presented on: November 15, 2016 by Mary O'Neil, Director of Budget and Risk Management

Originator: Daniel Conway, Budget Manager

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
RE: Development and Transportation – Policy Manual Part 7, Chapter 5, Section 5 Regarding Signature Authority for Deeds and Easements
DATE: December 6, 2016

Staff Recommendation: WHEREAS, the existing Signature Authority for Deeds and Easements Policy has been updated and revised for clarity that avigation easements may be processed in accordance with the Policy.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Jefferson County that the existing policy 7.5.5 regarding Signature Authority for Deeds and Easements is hereby rescinded and replaced with the policy attached hereto, effective December 6, 2016.

Resolution No. CC16-

CC 16 - 4 7 6

Background:

Staff proposes to revise the policy to clarify that avigation easements are included in the policy and can be processed in accordance with the policy.

BCC Briefing Presented on November 15, 2016

Prepared by: Kate Newman

Distribution

Original returned to: Kate Newman

Copies to: Kate Newman, Kourtney Hartmann, Jeanie Rossillon, Brian Johnson

Title: Administrative Policy Signature Authority for Deeds and Easements	Policy No. Part 7, Planning and Land Use Chapter 5, Miscellaneous Section 5
	Effective Date December 6, 2016
Policy Custodian Development and Transportation Department	Adoption/Revision Date December 6, 2016

Adopting Resolution(s): CC16-

References (Statutes/Resos/Policies): CC92-453, CC92-573, CC04-065, CC06-066, CC06-544, CC15-310

Purpose: To permit the Chairman of the Board of County Commissioners to sign commissioner's deeds and acceptance certificates on right-of-way and easement deeds under defined circumstances.

Policy: Signature Authority for Deeds and Easements

- A. The Chairman of the Board of County Commissioners is authorized to execute:
1. The acceptance certificate on deeds conveying rights-of-way and/or easements to the county,
 2. Commissioner's deeds conveying right-of-way and/or easements or relinquishing county interest in an easement, and
 3. Commissioner's deeds for the conveyance of park land and school land when a parcel of land has been conveyed to the county to satisfy a park and school dedication requirement, and the county desires to convey that land to another entity for such continued use.
- B. The following criteria must be met prior to execution:
1. The deed or easement is required pursuant to one of the following:
 - a. The deed or easement is required pursuant to county regulations as a part of an approved Cooperative Road Improvement or other county project, or any land development regulation, including, but not limited to a plat, exemption from plat, site development plan, minor adjustment, land disturbance permit and site approval; or
 - b. The avigation easements is obtained in accordance with the Rocky Mountain Metropolitan Airport Master Plan, as such may be amended from time to time; and
 2. The deed or easement and legal description have been approved by county staff; and
 3. The deed or easement has been approved as to form by the County Attorney's Office.

Title: Administrative Policy Signature Authority for Deeds and Easements	Policy No. Part 7, Planning and Land Use Chapter 5, Miscellaneous Section 5
Policy Custodian Planning and Zoning Division <u>Development and Transportation Department</u>	Effective Date August 18, 2015 <u>December 6, 2016</u> Adoption/Revision Date August 18, 2015 <u>December 6, 2016</u>

Adopting Resolution(s): ~~CC15-310~~ CC16-

References (Statutes/Resos/Policies): CC92-453, CC92-573, CC04-065, CC06-066, CC06-544, CC15-310

Purpose: To permit the Chairman of the Board of County Commissioners to sign commissioner's deeds and acceptance certificates on right-of-way and easement deeds under defined circumstances.

Policy: Signature Authority for Deeds and Easements

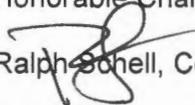
A. The Chairman of the Board of County Commissioners is authorized to execute:

1. The acceptance certificate on deeds conveying rights-of-way and/or easements to the cCounty,
2. Commissioner's deeds conveying right-of-way and/or easements or relinquishing cCounty interest in an easement, and
3. Commissioner's deeds for the conveyance of park land and school land when a parcel of land has been conveyed to the cCounty to satisfy a park and school dedication requirement, and the cCounty desires to convey that land to another entity for such continued use.

B. The following criteria must be met prior to execution:

1. The deed or easement is required pursuant to one of the following:
 - a. The deed or easement is required pursuant to cCounty regulations as a part of an approved Cooperative Road Improvement or other cCounty project, or any land development regulation, including, but not limited to a plat, exemption from plat, site development plan, minor adjustment, land disturbance permit and site approval; ~~and~~ or
 - b. the avigation easements is obtained in accordance with the Rocky Mountain Metropolitan Airport Master Plan, as such may be amended from time to time; and
2. The deed or easement and legal description have been approved by ~~the C~~ ccounty staff, and
3. The deed or easement has been approved as to form by the County Attorney's Office.

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
RE: Development and Transportation – Policy Manual Part 2, Chapter 2, Section 14 Regarding The Airport Advisory Board
DATE: December 6, 2016

Staff Recommendation: WHEREAS, the Airport Advisory Board Policy establishes an Airport Advisory Board, and

WHEREAS, the Airport Advisory Board will establish a feedback mechanism regarding the Airport, build awareness of the Airport and its role in the economic health of the region, develop Airport advocacy, educate users/tenants/neighbors about operating guidelines, create opportunities to engage the public, and ensure good neighbor practices by the Airport.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Jefferson County that policy 2.2.14 regarding the Airport Advisory Board Policy be adopted, effective December 6, 2016.

Resolution No. CC16- CC 16 - 4 7 7

Background:

Staff proposes to establish an Airport Advisory Board to establish a feedback mechanism regarding the Airport, build awareness of the Airport and its role in the economic health of the region, develop Airport advocacy, educate users/tenants/neighbors about operating guidelines, create opportunities to engage the public, and ensure good neighbor practices by the Airport.

BCC Briefing Presented on November 15, October 25, September 13, and August 2, 2016

Prepared by: Kate Newman

Distribution

Original returned to: Kate Newman

Copies to: Kate Newman, Jeanie Rossillon, Brian Johnson

Title: Administrative Policy Airport Advisory Board	Policy No. Part 2, Board Administration Chapter 2, Establishment of Appointed Boards Section 18
	Effective Date December 6, 2016
Policy Custodian Board of County Commissioners	Adoption/Revision Date December 6, 2016

Adopting Resolution(s): CC16-

References (Statutes /Resos/Policies):

Purpose: To establish the Airport Advisory Board, specify its membership and terms, and define its responsibilities.

Policy: Airport Advisory Board

A. Establishment

The purpose of the Airport Advisory Board (the Advisory Board) is to establish a feedback mechanism regarding the Airport, build awareness of the Airport and its role in the economic health of the region, develop Airport advocacy, educate users/tenants/neighbors about operating guidelines, create opportunities to engage the public, and ensure good neighbor practices by the Airport.

B. Responsibilities

1. The Advisory Board shall review and make recommendations regarding establishment of Airport goals, development and adoption of Airport master plans and relevant planning documents, major airport capital project schedules, Airport design guidelines and Airport ad hoc committee efforts. In addition, the Advisory Board will work as advocates of the Airport.
2. Meetings
 - a. The Advisory Board shall meet on a regular basis with the Board of County Commissioners (BCC). Such meetings shall be scheduled at the discretion of the BCC.
 - b. Regular meetings of the Advisory Board shall be held a minimum of 6 times a year or more frequently as requested by a majority of the Advisory Board members or by the Chair.
 - c. Special meetings may be called by the Chair.
 - d. The meetings shall be open to the public and minutes of such meetings shall be kept. The Advisory Board shall make meeting notices, agendas, date, time and location of regular and special meetings available to the public. Meetings that require additional notice as prescribed by Federal or State law or regulation will be announced as required.
 - e. Advisory Board members shall receive written or electronic notices containing the date, time, location, and agenda at least five (5) days prior to the day of the meeting.
 - f. More than fifty percent (50%) of the members shall constitute a quorum.

3. Staff

The Airport Director and staff will serve as staff to the Advisory Board. To accomplish the purposes of the Advisory Board, staff shall provide services, information, and other necessary professional assistance.

4. Remuneration

Members shall not be compensated.

C. Membership

1. Composition

- a. The Advisory Board shall be composed of seven (7) members to be appointed by the BCC. Neighboring business owners and residential property owners are defined as those that operate a business or reside within the Airport Influence Area (General Boundary Map, dated March 22, 2010, attached hereto).
- b. Advisory Board composition shall be: two (2) neighboring business owners, two (2) Jefferson County citizens-at-large, one (1) neighboring residential property owner, one (1) neighboring jurisdiction, and one (1) airport tenant.
- c. Whenever a member's status changes and the member no longer represents the sector that he/she was appointed to represent, the member must tender their resignation or reapply for membership through the BCC. If reapplying, the member will have voting rights until reappointment is either granted or denied.

2. Terms

- a. Each member shall be appointed for a two (2)-year term. Note: For the initial establishment of the Advisory Board, three (3) members will have one-year terms, and four (4) members will have two-year terms in order to stagger the term end dates. No member shall serve more than three (3) consecutive terms, unless otherwise approved by the BCC.
- b. Members shall be subject to reappointment by the BCC upon application for renewal. Should a delay occur during the reappointment process, members shall have voting rights until the reappointment is either granted or denied.
- c. Each member shall serve until his or her term expires, membership is terminated by written resignation, is terminated because of two (2) consecutive unexcused absences in twelve (12) consecutive months, or is revoked by the BCC.
- d. Members may be removed by the BCC with or without cause prior to the expiration of their term.

3. Conflict of Interest

A member of the Advisory Board shall avoid conflicts of interest, actual or perceived, by not: 1) voting on matters under consideration by the Advisory Board a) regarding the provision of services by such member (or an entity that such members represents); or b) that would provide direct financial benefit to such member or the immediate family of such member; or 2) engaging in any other activity determined by the County Attorney to be a conflict of interest.

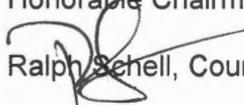
4. Vacancies

- a. Vacancies shall be filled by appointment by the BCC.
- b. The Advisory Board and Airport Director may review the applications for appointment and make recommendations to the BCC for vacancies that occur.

5. Absences

- a. Members may be not select alternates to represent him/her at Advisory Board meetings.

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners
FROM:  Ralph Schell, County Manager
RE: Finance and Information Technology – Policy Manual Part 5, Chapter 4, Section 4 Regarding Information Technology Resources and Policy Manual Part 4, Chapter 6, Section 2 Regarding Procurement Cards
DATE: December 6, 2016

Staff Recommendation: WHEREAS, the existing Information Technology Resources Policy has been renumbered from 1.2.4 to 5.4.4, and

WHEREAS, the revised Information Technology Resources Policy designates the Information Technology Services Division Director as the Chief Information Officer and assigns him/her responsibilities, creates the Information Technology Advisory Committee and assigns responsibilities, and updates the standards for provision of critical information technology resources, moving the responsibility from IT Services to the ITAC and the IT units within the various Departments and Elected/Appointed Offices, and

WHEREAS, the existing Procurement Card Policy has been revised to clarify that Appointed Officials are required to follow the requirements and updates terminology.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Jefferson County that the existing policies 1.2.4 regarding Information Technology Resources and 4.6.2 regarding Procurement Cards are hereby rescinded and replaced with the policies attached hereto, effective December 6, 2016.

Resolution No. CC16-

CC 16 - 4 7 8

Background:

Staff proposes to revise the Information Technology Resources Policy to renumber it from 1.2.4 to 5.4.4. This amendment designates the Information Technology Services Division Director as the Chief Information Officer and assigns him/her responsibilities, creates the Information Technology Advisory Committee and assigns responsibilities, and updates the standards provision of critical information technology resources, moving the responsibility from IT Services to the ITAC and the IT units within the various Departments and Elected/Appointed Offices.

The amendment to the Procurement Cards Policy clarifies that Appointed Officials are included in the P Card requirements and updates terminology.

BCC Briefing Presented on November 15, 2016

Prepared by: Kate Newman

Distribution

Original returned to: Kate Newman

Copies to: Kate Newman, Jim Smith, Joanne Kortendick, Marcia Sieben, Holly Bjorklund

Title: Administrative Policy Information Technology Resources	Policy No. Part 5, Staff Policies Chapter 4, Information Technology Security and Safety Section 4
	Effective Date December 6, 2017
Policy Custodian Information Technology Services Division	Adoption/Revision Date December 6, 2017

Adopting Resolution(s): CC16-

References (Statutes/Resos/Policies): CC91-390, CC02-602, CC04-626, CC07-467

Purpose: To ensure compatibility, access, and protection of Jefferson County's Information Technology and Electronic Information.

Procedure: Yes

Policy: Information Technology Resources

A. Definitions

1. Information Technology Resources

- a. **Hardware and Equipment:** Includes all physical devices that are capable of accessing, storing, transmitting or processing Electronic Information via a County wired or wireless networks. This includes, but is not limited to, network devices, servers, computer workstations, printers/copiers, fax machines laptops, tablets, smartphones, USB memory devices and CD/DVD. Hardware used to store, transmit or process electronic information solely on state or federal networks are excluded.
- b. **Software:** Executable code that operates on Hardware.
- c. **Internet Services:** Services provided by a third party that are used for accessing, storing or processing County Electronic Information. This includes, but is not limited to email, on-line computing/storage, and on-line applications whether by purchase, subscription or for free.
- d. **Mobile Devices:** Any devices that are capable of being used to store, transmit or process Electronic Information when not connected to a network jack in a County building.
- e. **Electronic Information:** Information that is stored or transmitted in clear or encrypted formats on Hardware or Internet Services.

B. Responsibilities of the Chief Information Officer or designee

1. The Board of County Commissioners (BCC) designates the Director of the IT Services Division as the Chief Information Officer (CIO) for Jefferson County. In the event there is a vacancy in the position, the BCC authorizes the County Manager, to designate and name an employee to serve as the CIO.
2. Responsibilities of the CIO include:
 - a. Coordinate distribution of this policy and any applicable procedures, standards, and/or other documents, to county elected or appointed officials, employees, volunteers, contractors, business partners and vendors that utilize County Information Technology Resources to store, transmit or process Electronic Information.
 - b. Oversee an annual review and update of this policy and any applicable procedures, standards, and/or other documents needed to reflect changes to business objectives. Review proposed amendments to any policies or procedures that may impact Information Technology Resources.
 - c. Establish the Information Technology Advisory Committee (ITAC) comprised of all members of the Information Security Advisory Committee (ISAC) and representatives of other County Departments/Divisions and Elected/Appointed Offices as needed. Establish procedures for the ITAC to coordinate the acquisition and use of Information Technology Resources across the County; ensure compatibility of County Information Technology Resources; enable the effective exchange of Electronic Information; and promote efficient use of County Information Technology Resources.
 - d. Coordinate the goals and activities of the ITAC as appropriate with those of the ISAC.

C. Responsibilities of all ITAC members

1. Consult with the Information Technology Advisory Committee on the proposed purchase and implementations of all new Hardware and Equipment, Software or Internet Services that have the potential for increasing risks to security, systems' compatibilities or performance, facilitating the effective exchange of data, and improving the efficiency of County investments in Information Technology Resources. Issues related to Information Security shall be forwarded to the Information Security Advisory Committee for review.
2. Oversee compliance with this policy and related policies and procedures within their Department/Division or Elected/Appointed Office.
3. Coordinate the purchase and use of Information Technology Resources within their Department/Division or Elected/Appointed Office.

D. Provision of Critical Information Technology Resources

1. All ITAC member organizations, committee members and the committee as a whole shall ensure the following Information Technology Resources are provided to all Departments/Divisions and Elected/Appointed Offices:
 - a. **Electronic Mail**
Email services to every county computer user as required to support the functions of his or her position. Departments under the Board of County Commissioners are required to use the IT Services approved email service(s) for internal business record communications unless otherwise prohibited by Federal, State, or other regulation or county policy. Appointed and Elected Offices are encouraged to use the IT Services approved email service(s) and shall intergrate any separate service(s) with the IT Services approved email service(s) unless otherwise prohibited by Federal, State, or other regulation or county policy.
 - b. **Electronic Calendar**
Electronic calendaring and scheduling service(s) to every county computer user as required to support the functions of his or her position. Departments under the Board of County Commissioners are required to use the IT Services approved calendaring and scheduling service(s) to schedule all business meetings and resources unless otherwise prohibited by Federal, State, or other regulation or county policy. Appointed and Elected Offices are encouraged to use the IT Services approved calendaring and scheduling service(s) and shall integrate any separate service(s) unless otherwise prohibited by Federal, State, or other regulation or county policy.
 - c. **Mobile Devices**
Acquisition, delivery, maintenance and support of mobile devices to employees that have been approved for a county cell phone or authorized to use an employee owned cell phone per the Use of Information Technology Resources Policy. ITAC may establish procedures and standards regarding the acquisition, delivery, maintenance and support of mobile devices.
 - d. **Internet Access and Services**
Internet access to every county computer user as required for outbound and inbound county business subject to copyright, licensing, property rights, and privacy laws, rules and regulations. The availability, reliability and security of internet access and county Electronic Information stored, transmitted or processed by services provided over the Internet shall be ensured through compliance with security requirements.
 - e. **Remote Access**
The acquisition, delivery, maintenance, and security of access to the county's Information Technology Resources and Electronic Information from locations outside of the county's internal network.
 - f. **Data Backup and Restore**
Data backup and restoration services for county Software and Electronic Information. The county shall not provide data backup and restore services

for local disk drives on individual computers unless required for service to the public.

2. Problem Escalation and Management

Problems with Information Technology Resources or Electronic Information with the Departments/Divisions or Elected/Appointed Offices supported by an ITAC member shall be handled in accordance with their own local procedures and escalated to IT Services or other ITAC members when needed. ITAC members will assist each other when needed to restore services.

3. Security

a. Physical Access

Physical access to the systems, networks, software services, and Electronic Information shall be limited to those authorized personnel who require access to perform assigned duties. Where systems are deployed in areas where controls may not completely restrict access to only authorized personnel, access shall be managed in accordance with established procedures.

b. Enhanced Access for IT Administrators

Enhanced system/service administrator access in compliance with relevant information security policies, procedures and standards.

c. Computer Facility Access and Protection Systems

Authorized information technology staff shall accompany all visitors, vendors and county staff who do not have the appropriate access credentials while accessing a computer room, data center or wiring closet. A record of all access to data centers and wiring closets by other than authorized information technology staff shall be maintained for a minimum of one year. Data centers shall have automatic fire protection systems installed. All systems within a data center shall be supported by a power conditioning uninterruptible power supply that provides adequate time to shut down systems per system hardware or software manufacturer's recommendations.

Title: Administrative Policy Information Technology Services-Resources	Policy No. Part 15 , County Administration Staff Policies Chapter 24 , Information Technology Security and Safety-<u>Services</u> Section 54
Policy Custodian Information Technology Services Division	Effective Date October 16, 2007 <u>December 6, 2017</u> Adoption/Revision Date October 16, 2007 / May 24, 2013 <u>December 6, 2017</u>

Adopting Resolution(s): ~~CC07-467~~ CC16-

References (Statutes/Resos/Policies): CC91-390, CC02-602, CC04-626, CC07-467

Purpose: To ensure compatibility ~~with~~, access ~~to~~, and protection of Jefferson County's Information Technology and Electronic Information Network (JGIN).

Procedure: Yes

Policy: Information Technology ~~Services~~ Resources

A. Definitions

1. Information Technology Resources

- a. Hardware and Equipment: Includes all physical devices that are capable of accessing, storing, transmitting or processing Electronic Information via a County wired or wireless networks. This includes, but is not limited to, network devices, servers, computer workstations, printers/copiers, fax machines laptops, tablets, smartphones, USB memory devices and CD/DVD. Hardware used to store, transmit or process electronic information solely on state or federal networks are excluded.
- b. Software: Executable code that operates on Hardware.
- c. Internet Services: Services provided by a third party that are used for accessing, storing or processing County Electronic Information. This includes, but is not limited to email, on-line computing/storage, and on-line applications whether by purchase, subscription or for free.
- d. Mobile Devices: Any devices that are capable of being used to store, transmit or process Electronic Information when not connected to a network jack in a County building.
- e. Electronic Information: Information that is stored or transmitted in clear or encrypted formats on Hardware or Internet Services.

B. Responsibilities of the Chief Information Officer or designee

1. The Board of County Commissioners (BCC) designates the Director of the IT Services Division as the Chief Information Officer (CIO) for Jefferson County. In the event there is a vacancy in the position, the BCC authorizes the County Manager, to designate and name an employee to serve as the CIO.

2. Responsibilities of the CIO include:

- a. Coordinate distribution of this policy and any applicable procedures, standards, and/or other documents, to county elected or appointed officials, employees, volunteers, contractors, business partners and vendors that utilize County Information Technology Resources to store, transmit or process Electronic Information.
- b. Oversee an annual review and update of this policy and any applicable procedures, standards, and/or other documents needed to reflect changes to business objectives. Review proposed amendments to any policies or procedures that may impact Information Technology Resources.
- c. Establish the Information Technology Advisory Committee (ITAC) comprised of all members of the Information Security Advisory Committee (ISAC) and representatives of other County Departments/Divisions and Elected/Appointed Offices as needed. Establish procedures for the ITAC to coordinate the acquisition and use of Information Technology Resources across the County; ensure compatibility of County Information Technology Resources; enable the effective exchange of Electronic Information; and promote efficient use of County Information Technology Resources.
- d. Coordinate the goals and activities of the ITAC as appropriate with those of the ISAC.

C. Responsibilities of all ITAC members

- 1. Consult with the Information Technology Advisory Committee on the proposed purchase and implementations of all new Hardware and Equipment, Software or Internet Services that have the potential for increasing risks to security, systems' compatibilities or performance, facilitating the effective exchange of data, and improving the efficiency of County investments in Information Technology Resources. Issues related to Information Security shall be forwarded to the Information Security Advisory Committee for review.
- 2. Oversee compliance with this policy and related policies and procedures within their Department/Division or Elected/Appointed Office.
- 3. Coordinate the purchase and use of Information Technology Resources within their Department/Division or Elected/Appointed Office.

Compatibility

1. ~~All information technology investments for Jefferson County shall be reviewed in partnership with Information Technology Services (ITS) Division in accordance with the established ITS procedures.~~
2. ~~ITS investments include but are not limited to:~~
 - a. ~~equipment,~~
 - b. ~~security protection mechanisms,~~
 - c. ~~enterprise servers and databases,~~
 - d. ~~mobile computing devices,~~
 - e. ~~proprietary and vendor supplied commercial off the shelf applications, and~~
 - f. ~~desktop, laptop, printer and other related peripherals.~~
3. ~~ITS shall also consider factors such as supportability and maintenance costs, and compliance with data protection and security requirements.~~

~~B. Access to JGIN~~

D. Provision of Critical Information Technology Resources

1. All ITAC member organizations, committee members and the committee as a whole shall ensure the following Information Technology Resources are provided to all Departments/Divisions and Elected/Appointed Offices:

a. 1. Electronic Mail

~~a. An eEmail accountservices shall be made available to every county computer user as required to support the functions of his or her position. b. —Departments under the Board of County Commissioners are required to use the IT Services designated approved email service(s)system for internal business record communications unless otherwise prohibited by Federal, State, or other regulation or county policy. c. —Agencies and Appointed and Elected Officesials are encouraged to use the IT Services approved email service(s) email application and shall intergrate any separate service(s) with the IT Services approved email service(s) unless otherwise prohibited by Federal, State, or other regulation or county policy.~~

b. 2. Electronic Calendar

~~a. An eElectronic calendaring and scheduling service(s)account shall be made available to every county computer user as required to support the functions of his or her position via an ITS specified email system. b. —Departments under the Board of County Commissioners are required to use the IT Services approved calendaring and scheduling service(s) to schedule all business meetings and resources through this system regardless of the type and nature of any other system in use unless otherwise prohibited by Federal, State, or other regulation or county policy. c. —Agencies and Appointed and Elected Officesials are encouraged to use the IT Services~~

approved calendaring and scheduling service(s) and shall integrate any separate service(s) unless otherwise prohibited by Federal, State, or other regulation or county policy this application.

c.3. Wireless Mobile Devices

a. The aAcquisition, delivery, maintenance and support of Wireless mobile devices shall be to employees that have been approved for a county cell phone or authorized to use an employee owned cell phone per the Use of Information Technology Resources Policy managed by ITS in accordance with ITS procedures. ITAC may establish procedures and standards regarding the acquisition, delivery, maintenance and support of mobile devices. The acquisition, delivery, maintenance and support of cell phones shall be managed by the Agency, Appointed of Elected Official or Department or Division Director who assigned the phone.

d. 4. Internet Access and Services

The Internet access shall be made available to every county computer user as required for outbound and inbound county business subject to copyright, licensing, property rights, and privacy laws, rules and regulations. The availability, reliability and security of internet access and county Electronic Information stored, transmitted or processed by services provided over the Internet shall be ensured through compliance with security requirements.

e. 5. Remote Access

ITS shall manage Tthe acquisition, delivery, and maintenance, and security of access to the county's Information Technology Resources and Electronic Information from locations outside of the county's internal network.-

C. Protection

1. ITS shall develop and manage a Security Program to prohibit the unauthorized access, disclosure, duplication, modification, diversion, destruction, loss, misuse or theft of electronic information stored on or transmitted over County computer systems and networks in order to maintain appropriate confidentiality, integrity, and availability.

2. Software

All software, regardless of origin, shall be approved for use by ITS. Only authorized software shall be used on County systems, PC's and networks.

f. 3. Data Backup and Restore

ITS shall provide Ddata backup and restoratione services for cCounty Software and Electronic Information. systems and networks, in accordance with ITS procedures and schedules. ITS The county shall not provide data backup and restore services for local disk drives on individual PCsc computers unless required for service to the public.

2. 4. Problem Escalation and Management

System pProblems with Information Technology Resources or Electronic Information with the Departments/Divisions or Elected/Appointed Offices

supported by an ITAC member shall be handled in accordance with their own local procedures and escalated to IT Services or other ITAC members when needed. ITAC members will assist each other when needed to restore services. identified by a department or person outside of ITS shall be reported in accordance with established ITS procedure.

37. Security

a. 5.—Physical AccessSecurity

ITS shall limit pPhysical access to the systems, networks, software services, and Electronic Information data shall be limited to those authorized personnel who require access to perform assigned duties. Where systems are deployed in areas where controls may not completely restrict access to only authorized personnel, access shall be managed in accordance with established ITS procedures.

b. 6.—Enhanced Access for IT AdministratorsInternal Security

Enhanced system/service administrator access in compliance with relevant information security policies, procedures and standards. Access to all infrastructure computing/networking devices [i.e., routers, hubs, firewalls, servers, etc.] shall be restricted. Access shall only be granted in accordance with established ITS procedures. Internal network connection points (ports) shall not be available in unmonitored or unrestricted publicly accessible areas.

c. Computer Facility Access and Protection SystemsSecurity

a. —An aAuthorized ITS representative information technology staff shall accompany all visitors, vendors and Jefferson Ccounty staff who do not have the appropriate access credentials while accessing a computer room, data center and/or wiring closets. b. —A record of all access to data centers and wiring closets by other than authorized information technology staff shall be maintained for a minimum of one year. c. Data centers shall have automatic fire protection systems installed. d. All systems within a the data center shall be supported by a power conditioning uninterruptible power supplyUPS that provides adequate time to shut down systems per system hardware or software manufacturer's recommendations.

Title: Administrative Policy Procurement Cards	Policy No. Part 4, Financial Administration Chapter 6, Procurement and Contracting Section 2
	Effective Date December 6, 2016
Policy Custodian Finance and Information Technology	Adoption/Revision Date December 6, 2016

Adopting Resolution(s): CC16-

References (Statutes/Resos/Policies): CC07-201, CC09-452, CC12-198

Procedure: Procurement Cards Procedure

Purpose: The Jefferson County, Colorado Procurement Card (P Card) program was created to provide an efficient, cost effective alternative to the traditional, labor-intensive purchase transactions for goods and services such as purchase orders, petty cash and voucher requests, and field purchase orders. The card can be used to purchase those items requiring accelerated acquisition, and emergency purchases required to maintain operations.

Policy: Procurement Cards

A. Purchasing Operations and Accounting Division Responsibility

1. Purchasing Operations shall establish procedures to issue Procurement Cards (P Cards), set up accounts and monitor compliance.
2. The Purchasing Operations Manager may designate a Program Administrator.
3. On a monthly basis, Purchasing Operations shall:
 - a. Perform usage reviews to verify appropriate card usage.
 - b. Compare list of cardholders with list of employees separated from employment and cancel cards as necessary.
4. On a monthly basis, the Accounting Division shall review transactions to identify purchases of Capital Equipment and Non-Capital Equipment that must be inventoried in accordance with the Property and Equipment Inventory Policy.
5. Purchasing Operations, in conjunction with Elected/Appointed Officials and Department/Division Directors, or their designee, shall establish monthly charge limits for each P Card. Each P card shall be assigned a unique Business Unit (BU) number linked to a specific individual and respective Department, Division or Office. Once issued, the BU number can only be changed by Purchasing.

B. Department/Division Director or Elected/Appointed Official Responsibility

1. Each Department/Division Director or Elected/Appointed Official shall designate cardholders and determine spending authority limits. A Procurement Card Request Form shall be completed for each cardholder.

2. Each Division, Department, or Office shall have a designated P Card Coordinator.
 - a. The P Card Coordinator shall be responsible for providing monthly account statements for cardholder and supervisor verification that purchases fall within the scope of P Card Policy and Procedure.
 - b. If any purchases do not conform, the P Card Coordinator will contact the cardholder and/or their supervisor to initiate corrective measures as necessary.
3. On a monthly basis, the Department/Division Director or Elected/Appointed Official, or designee, shall notify Purchasing Operations of any cardholders who have separated from employment.
4. On an annual basis, the Department/Division Director or Elected/Appointed Official shall review each employee's spending behavior and adjust the spending limit accordingly.

C. Employee Responsibility

1. Employees shall comply with P Card Policy and Procedures, including proper safekeeping, knowing permitted categories of use and inappropriate uses, and shall be accountable for non-compliance.
2. On a monthly basis, cardholders shall:
 - a. Review and verify the account statement
 - b. Submit receipt or verification for each transaction
3. Cardholders shall not permit others to use their card.
4. Accidental or deliberate misuse of the card shall be reported immediately to the cardholder's supervisor or manager to determine acceptability and accountability.
5. If unsure whether a particular purchase is within the bounds of the P Card Policy and Procedure, the cardholder shall contact the P Card Program Administrator or the Purchasing Operations Manager for clarification.
6. Failure to comply with P Card Policy and Procedure will result in loss of card privileges and further disciplinary action pursuant to existing Jefferson County Personnel Rules.

D. P Card Usage

1. Department/Division Directors or Elected/Appointed Officials retain the right to cancel P Card privileges at any time. Cards will be collected and cancelled should any cardholder fail to follow Policy and Procedures.
2. Examples of permitted categories for using the P Card are outlined in the P Card Procedures. Finalized categories for permitted uses of the P Card will be determined by the individual requirements of the business unit.

Title: Administrative Policy Procurement Cards	Policy No. Part 4, Financial Administration Chapter 6, Procurement and Contracting Section 2
	Effective Date May 22, 2012 December 6, 2016
Policy Custodian Finance and Information Technology	Adoption/Revision Date May 22, 2012/April 19, 2016 December 6, 2016

Adopting Resolution(s): ~~CG12-198~~

References (Statutes/Resps/Policies): CC07-201, CC09-452, ~~CC12-198~~

Procedure: Procurement Cards Procedure

Purpose: The Jefferson County, Colorado Procurement Card (P Card) program was created to provide an efficient, cost effective alternative to the traditional, labor-intensive purchase transactions for goods and services such as purchase orders, petty cash and voucher requests, and field purchase orders. The card can be used to purchase those items requiring accelerated acquisition, and emergency purchases required to maintain operations.

Policy: Procurement Cards

A. Purchasing Operations and Accounting Division Responsibility

1. Purchasing Operations shall establish procedures to issue Procurement Cards (P Cards), set up accounts and monitor compliance.
2. The Purchasing Operations Manager may designate a Program Administrator.
3. On a monthly basis, Purchasing Operations shall:
 - a. Perform usage reviews to verify appropriate card usage.
 - b. Compare list of cardholders with list of employees separated from employment and cancel cards as necessary.
4. On a monthly basis, the Accounting Division shall review transactions to identify purchases of Capital Equipment and Non-Capital Equipment that must be inventoried in accordance with the Property and Equipment Inventory Policy.
5. Purchasing Operations, in conjunction with Elected/Appointed Officials and Department/Division Directors, or their designee, shall establish monthly charge limits for each P Card. Each P card shall be assigned a unique Business Unit (BU) number linked to a specific individual and respective Department, Division or Office. Once issued, the BU number can only be changed by Purchasing.

B. Department/Division Director or Elected/Appointed Official Responsibility

1. Each Department/Division Director or Elected/Appointed Official shall designate cardholders and determine spending authority limits. A Procurement Card Request Form shall be completed for each cardholder.

2. Each Division, Department, or Office shall have a designated P Card Coordinator.
 - a. The P Card Coordinator shall be responsible for ~~printing~~ providing monthly account statements for cardholder and supervisor verification that purchases fall within the scope of P Card Policy and Procedure.
 - b. If any purchases do not conform, the P Card Coordinator will contact the cardholder and/or their supervisor to initiate corrective measures as necessary.
3. On a monthly basis, the Department/Division Director or Elected/Appointed Official, or designee, shall:~~a. Review and verify cardholder account statements.~~ b. Notify Purchasing Operations of any cardholders who have separated from employment.
4. On an annual basis, the Department/Division Director or Elected/Appointed Official shall review each employee's spending behavior and adjust the spending limit accordingly.

C. Employee Responsibility

1. Employees shall comply with P Card Policy and Procedures, including proper safekeeping, knowing ~~Acceptable and Unacceptable Uses~~ permitted categories of use and inappropriate uses, and shall being aAccountable for non-compliance.
2. On a monthly basis, cardholders shall:
 - a. Review and verify the account statement
 - b. Submit receipt or verification for each transaction
3. Cardholders shall not permit others to use their card.
4. Accidental or deliberate misuse of the card shall be reported immediately to the ~~Purchasing Operations Manager or the Accounting Division Director~~ cardholder's supervisor or manager to determine acceptability and accountability.
5. If unsure whether a particular purchase is within the bounds of the P Card Policy and Procedure, the cardholder shall contact the P Card Program Administrator or the Purchasing Operations Manager for clarification.
6. Failure to comply with P Card Policy and Procedure will result in loss of card privileges and further disciplinary action pursuant to existing Jefferson County Personnel Rules.

D. P Card Usage

1. ~~Department/Division Directors or Elected/Appointed Officials Jefferson County~~ retains the right to cancel P Card privileges at any time. Cards will be collected and cancelled should any cardholder fail to follow Policy and Procedures.
2. Examples of ~~acceptable and unacceptable uses of~~ permitted categories for using the P Card are outlined in the P Card Procedures. Finalized categories for acceptable and unacceptable ~~permitted~~ uses of the P Card will be determined by the individual requirements of the business unit.
3. ~~In evaluating instances of misuse, emergency circumstances as outlined in the P Card Procedures will be considered, however, when feasible, an attempt to obtain approval should be made prior to purchase.~~

2017 BUDGET MESSAGE
OFFICE OF THE JEFFERSON COUNTY PUBLIC TRUSTEE

Since 1894, Jefferson County's Public Trustees have followed Colorado Statutes to protect the rights of property owners, lenders, lien holders and the public.

Colorado's Public Trustee system, the only one in the United States, grew out of the devastating economic blow to Colorado when the country switched to the gold standard. In the other 49 states, there is a combination of private trustees and judicial foreclosures to administer the release and foreclosure of deeds of trust. In addition to following Colorado Statutes, our goal and duty is to wisely and carefully use the fees we collect.

We are completely funded by fees set by statute. We can only perform those actions that come to us. It is not as if we can "market" our services. Also, we cannot add services or change fees. In addition to the excess fees we send to the county, we write checks monthly to the county for services and goods including rent, salaries, legal, Information Technology Services, etc.

No tax money is allocated to the Office of the Public Trustee. In fact, at year's end, any excess fees collected are transferred to the county to provide services for citizens.

The numbers of foreclosures have decreased to historical lows. From 4,207 foreclosures in 2009 to a projected 531 foreclosures this year. Jefferson County no longer records a "normal" number of foreclosures, which had averaged 2,000 per year prior to the recession.

What does this mean in terms of the bottom line? Total income from all sources for 2015 was \$754,205. Expenses were \$788,863. The negative difference of \$34,658 is reflected in the reduction of our salary reserve fund.

Current and historical financial reports and statistical reports on foreclosures and releases are available for free on our website: <http://jeffco.us/pubtrust>

Predicting the number of Foreclosures and Releases of Deeds of Trust is more an art than a science. In preparing the 2017 budget, we consulted with other Public Trustees and reviewed statistics, reports from bankers, mortgage lending associations and governmental agencies.

For 2015, the Office recorded 611 foreclosures started and 40,531 Deeds of Trust released. At the end of the third quarter of 2016, we had opened 398 Foreclosures. This figure puts us on track for 531 foreclosures in 2016. For Releases, 28,706 were recorded at the end of the third quarter, estimating 38,275 for the year.

As far as internal activities are concerned:

Due to the decline in business, we once again reduced employee count by one. We have five employees, including the Public Trustee. It would be difficult to decrease staff any further as we are open 10 hours a day – more than any other Public Trustee in the state.

The scope of foreclosures reflects the tight housing market. Of the foreclosures filed, fewer actually go to sale as the owners are able to sell their properties up until the time of sale. Those that go to sale often realize large overbids. Our largest this year exceeded \$160,000. These overbid funds have become quite

attractive to fee finders. We are fortunate here at Jeffco to have cooperation from the Jefferson County Sheriff's Office in finding those due funds. Additionally, legislation regulating fee finders was passed by the 2016 Colorado General Assembly.

In-depth cross training of all staff has been completed for all foreclosure actions. Cross-training continues on new legislation from the 2016 session of the Colorado General Assembly. Colorado statutes require each Deputy Public Trustee to act in the place of the Public Trustee. All employees rated as Full-Time Equivalent, have taken sworn oaths and are covered by the county's crime insurance coverage.

To improve efficiencies, we continue to work with our software/hardware vendors to upgrade their systems. This includes county Information Technology Services for hardware, support and web services; GTS for foreclosure software; and Corporation Service Company (CSC) and Simplifile for Releases. We are in the testing phase for CSC, who has assumed the business of Kuvera.

We comply with all recent Colorado Revised Statutes regarding an audit for the office outside the regular county office and for bidding out all expenditures more than \$20,000 and for continuing contracts. This does include legal publications, foreclosure software and banking business. We use county purchasing services to handle this for us.

If you have any questions or comments about this budget, please attend our public hearing at 10 a.m., Oct. 14, 2016, in the Office of the Jefferson County Public Trustee, Room 2510/1540, Jefferson County Administration and Court Facility, 100 Jefferson County Parkway, Golden, CO 80419. You may also call me at 303-271-8576 or submit written comments to mchapman@jeffco.us.

Respectfully submitted,
Margaret T. Chapman
Jefferson County Public Trustee

PUBLIC TRUSTEE SALARY FUND

DESCRIPTION	ACTUAL 2015	ADOPTED BUDGET 2016	ADOPTED BUDGET 2017
REVENUES			
Foreclosures	\$ 145,366	\$ 300,000	\$ 102,394
Releases	\$ 607,959	\$ 379,701	\$ 543,934
Other Charges for Services	\$ 2	\$ -	\$ -
Interest Revenue	\$ 877	\$ 900	\$ -
TOTAL REVENUES	\$ 754,205	\$ 680,601	\$ 646,328
EXPENDITURES			
<i>Salaries</i>			
Regular Salaries	\$ 333,087	\$ 337,959	\$ 299,941
Awards & Bonuses	\$ -	\$ 4,158	\$ -
Termination Pay	\$ -	\$ -	\$ -
Overtime Regular Salaries	\$ 51	\$ -	\$ -
Total Salaries	\$ 333,138	\$ 342,117	\$ 299,941
<i>Employer's Payroll</i>			
Medicare	\$ 4,711	\$ 5,179	\$ 4,349
OASI	\$ 20,145	\$ 21,016	\$ 18,596
State Unemployment	\$ 6,150	\$ 2,000	\$ -
Worker's Compensation	\$ 357	\$ 460	\$ 325
Total Employer's Payroll	\$ 31,363	\$ 28,655	\$ 23,270
<i>Benefits</i>			
Dental Insurance	\$ 4,225	\$ 4,212	\$ 3,855
Employee Assistant Program	\$ -	\$ -	\$ -
Benefits Administration	\$ 1,299	\$ 1,049	\$ 1,264
Health Insurance	\$ 57,846	\$ 62,793	\$ 51,127
Life Insurance	\$ 1,349	\$ 1,065	\$ 1,227
Long-Term Disability	\$ 1,114	\$ 1,024	\$ 1,215
Retirement	\$ 24,917	\$ 25,271	\$ 23,112
Vision Insurance	\$ 588	\$ 583	\$ 1,012
Short-Term Disability	\$ 436	\$ 769	\$ 338
Total Benefits	\$ 91,773	\$ 96,766	\$ 83,150
<i>Supplies</i>			
Pc Supplies/Software	\$ -	\$ 643	\$ 200
Office Supplies	\$ 5,792	\$ 14,000	\$ 8,800
Postage	\$ 12,006	\$ 28,000	\$ 13,600
Recognition/Appreciation	\$ 266	\$ 400	\$ 200
Computer Hardware & Software	\$ 1,029	\$ 500	\$ 600
Total Supplies	\$ 19,093	\$ 43,543	\$ 23,400

PUBLIC TRUSTEE SALARY FUND

DESCRIPTION	ACTUAL 2015	ADOPTED BUDGET 2016	ADOPTED BUDGET 2017
<i>Other Services & Charges</i>			
Accounting & Auditing	\$ -	\$ 34,350	\$ 8,600
Legal Services	\$ -	\$ 1,000	\$ 300
Telephone	\$ 754	\$ 1,100	\$ 600
Equipment Maintenance	\$ -	\$ 3,000	\$ 1,200
Equipment Rental	\$ 1,790	\$ 1,764	\$ 1,500
Contract Services	\$ 110	\$ 120	\$ 100
Printing Services	\$ 1,792	\$ 13,510	\$ 2,500
Services & Charges	\$ -	\$ 1,607	\$ 400
Computer Training	\$ -	\$ 1,000	\$ 400
Meetings & Seminars	\$ -	\$ 500	\$ 100
Professional Dues	\$ -	\$ 1,400	\$ 400
Business Meals	\$ 282	\$ 770	\$ 1,000
Training & Education	\$ -	\$ 450	\$ 100
Pt Operating Expenses	\$ 21,165	\$ 1,000	\$ 20,800
Education/Training	\$ 486	\$ 500	\$ 400
Total Other Services & Charges	\$ 26,379	\$ 62,071	\$ 38,400
<i>Interdepartmental</i>			
Legal Fees	\$ 20,400	\$ 25,000	\$ 16,500
Facilities Building Maintenance	\$ 23,568	\$ 22,178	\$ 26,200
Its Technology Replacement	\$ 2,848	\$ 3,165	\$ 3,165
Motor Pool	\$ 496	\$ 223	\$ 697
Accounting	\$ 12,428	\$ 13,659	\$ 13,144
Budget	\$ 1,743	\$ 1,374	\$ 1,170
County Attorney	\$ 3,783	\$ (707)	\$ 2,880
Facilities	\$ -	\$ -	\$ 3,038
Human Resources	\$ 5,573	\$ 4,363	\$ 1,830
Public Engagement Office	\$ 924	\$ 658	\$ 638
Its Indirect Charges	\$ 39,066	\$ 34,308	\$ 35,813
Purchasing	\$ 4,228	\$ 165	\$ 1,753
Treasurer Indirect	\$ 175	\$ 191	\$ 171
Intra-County Transfers	\$ 171,055	\$ -	\$ -
Liability Insurance	\$ 539	\$ 1,788	\$ 1,788
Property Insurance	\$ 292	\$ 1,084	\$ 875
Total Interdepartmental	\$ 287,118	\$ 107,449	\$ 109,662
TOTAL EXPENDITURES	\$ 788,863	\$ 680,601	\$ 577,823
PUBLIC TRUSTEE SALARY FUND	\$ (34,658)	\$ -	\$ 68,505

RESOLUTION NO. PT16-1
OFFICE OF PUBLIC TRUSTEE
COUNTY OF JEFFERSON, STATE OF COLORADO

RESOLUTION TO ADOPT AND APPROPRIATE THE 2017 BUDGET

WHEREAS, Office of the Public Trustee of the County of Jefferson, State of Colorado, pursuant to Colorado Revised Statutes CRS 38-37-104(6) that the public trustee of each county shall adopt a budget pursuant to the Colorado Local Government Budget Law, CRS 29-1-104; and

WHEREAS, the public trustee of each county shall submit that budget to the Board of County Commissioners for its review; and

WHEREAS, the Office of the Jefferson County Public Trustee, State of Colorado, pursuant to statute designated and appointed Catherine Bortles, Chief Deputy Public Trustee, to prepare and submit to the Public Trustee a proposed budget for the year 2017; and

WHEREAS, Catherine Bortles, Chief Deputy Public Trustee, did submit a proposed budget for 2017 to the Public Trustee, for her consideration; and

WHEREAS, pursuant to the notice published October 13, 2016, in accordance with CRS 29-1-106, the proposed 2017 budget has been open for inspection by the public since October 13, 2016; and

WHEREAS, a public hearing was held by the Public Trustee on October 14, 2016, in order to provide interested citizens an opportunity to file or register any objections, and to review evidence and hear testimony as presented to the Office on the proposed 2017 budget; and

WHEREAS, up to and including this date, said proposed budget has been open for inspection by the public and interested citizens, and the electors have been given the opportunity to file or register any objections to said proposed budget pursuant to CRS 29-1-107; and

WHEREAS, Attachment A outlines the revenue, expenditure and fund balance details of the 2017 budget; and

WHEREAS, the Public Trustee, upon appropriation of the 2017 budget, pursuant to CRS 38-37-104(8) will be required to follow the Procurement Policy and Procedures adopted by the Board of County Commissioners for any purchase of \$20,000 or more and for any multiple year purchase agreement to the extent that such rules require an open and competitive bidding process, and be required to follow the state "Procurement Code," articles 101 to 112 of Title 24 CRS for such purchases if the County Procurement Policy does not require an open and competitive bidding process.

NOW, THEREFORE, BE IT RESOLVED THAT:

- A. The Office of the Public Trustee is prohibited from expending or obligating funds in excess of the total amount budgeted for 2017.
- B. All approved changes as presented to the Public Trustee have been incorporated into these budgeted figures.
- C. The 2017 budget as shown in Attachment A is hereby adopted by the Office of the Public Trustee.

BE IT FURTHER RESOLVED that pursuant to Section 29-1-111, CRS, the sums listed in the adopted budget shown in Attachment A are hereby appropriated out of revenues now held or to be collected by the Public Trustee during 2017; and

BE IT FURTHER RESOLVED that pursuant to Section 29-1-113, CRS, a certified copy of this budget, including the budget message, shall be filed with the Colorado Department of Local Affairs, Division of Local Government, no later than January 30, 2017.

DONE this day, December 6, 2016, at Golden, Colorado

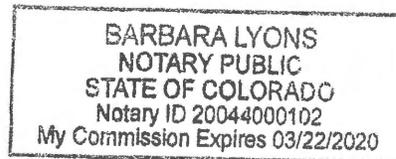
OFFICE OF THE PUBLIC TRUSTEE
JEFFERSON COUNTY, COLORADO

By: Margaret T. Chapman
Margaret T. Chapman, Public Trustee

Subscribed and sworn to before me this 6th day of December, 2016, Margaret T. Chapman,
Jefferson County Public Trustee.

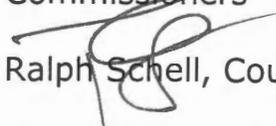
Barbara Lyons
Notary Public

My commission expires: 03/22/2020



M E M O R A N D U M

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: 2017 Budget Adoption and Appropriation

DATE: December 6, 2016

CC 16 - 4 2 6

Staff Recommendation: The Board of County Commissioners of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget for 2017 to the Board of County Commissioners for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of County Commissioners caused to be published legal notice showing that the 2017 proposed budget for Jefferson County was open for inspection by the public at the Office of Budget and Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of County Commissioners would consider the adoption of such proposed budget at a meeting of the Board of County Commissioners to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room No. 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget, file or register objections to the same; and

The Board of County Commissioners has in public hearing reviewed and considered the proposed 2017 budget, and desires to formally adopt and appropriate the same as amended hereby.

RESOLVED that the Board of County Commissioners of the County of Jefferson, State of Colorado, hereby and herewith approves, adopts and appropriates the following budget for the individual funds set forth in Exhibit A for the County for the calendar year 2017.

FURTHER RESOLVED that a summary of the adopted and appropriated expenditures by fund set forth in Exhibit A is attached as part of this resolution.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

FURTHER RESOLVED that the authorized positions specified in the Jefferson County 2017 Adopted Budget document are hereby adopted.

Resolution No: CC16-426 2017 Budget Adoption and Appropriation

Background: The County Manager presented the 2017 Proposed Budget to the Board of County Commissioners on October 4, 2016. The Board of County Commissioners met with departments, elected officials, and appointed officials to review the proposed budget. Adjustments were made to the proposed budget and are presented in the 2017 Budget for adoption and appropriation.

Fiscal Impact: Local governments must adopt a budget before certifying Mill Levies by December 15th. If the budget is not adopted by certification deadline, December 31st, then 90% of the amount appropriated (property taxes) in 2016 will be appropriated for operations and maintenance expenses.

Originator: Mary O'Neil, Director, Budget & Risk Management

Contacts: Holly Bjorklund, Director, Finance & IT
Ralph Schell, County Manager

EXHIBIT A – 2017 ADOPTED and APPROPRIATED BUDGET BY FUND

Fund	2017 Expenditures & Transfers
General Fund *	\$202,354,677
Airport Fund	\$7,636,335
Benefit Plan Fund	\$35,126,784
Capital Expenditures Fund	\$10,412,788
Community Development Fund	\$2,055,978
Conservation Trust Fund	\$2,203,000
Contingent Fund	\$2,572
Developmentally Disabled Fund	\$8,097,426
Fleet Services Fund	\$12,307,759
Head Start Fund	\$5,735,202
Public Health Fund	\$15,709,784
Inmate Welfare Fund	\$860,485
Insurance Fund	\$1,646,773
Library Fund	\$39,298,874
Open Space Fund	\$24,447,215
Open Space Cities Share Fund	\$13,569,003
Open Space Debt Service – 2009 Fund	\$8,442,400
Open Space Debt Service – 2010 Fund	\$2,282,700
Open Space Debt Service – 2013 Fund	\$2,144,908
Patrol Fund	\$27,854,775
Road and Bridge Fund	\$45,794,120
SE Sales Tax - Capital Project Fund	\$5,109,318
SE Sales Tax - Debt Service Fund	\$4,879,724
Social Services Fund	\$53,102,573
Solid Waste Disposal Site and Facility Fund	\$288,731
Traffic Impact – Evergreen/Conifer Fund	\$498,419
Traffic Impact – North Fund	\$83,372
Traffic Impact – South Fund	\$4,823,908
Wildland Fire Fund	\$12,259
Worker's Compensation Fund	\$1,822,527
Workforce Development Fund	\$4,450,675
TOTAL	\$543,055,064

**Includes the following subfunds: Boettcher Mansion; Clerk & Recorder Electronic Filing Fees; Dog Licensing; District Attorney Services & Charges Account.*



2017 Budget Adoption Presentation

Board of County Commissioners
Public Hearing
December 6, 2016



Introduction



- The County Manager presented the 2017 Proposed Budget to the Board of County Commissioners on October 11th
- The Board of County Commissioners reviewed and made revisions to the 2017 Proposed Budget
- The 2017 Budget presented for adoption includes these adjustments



Major Changes from Proposed to 2017 Budget

- Sheriff's Office – additions for interview equipment, radio replacement and body cameras
- Sherriff's Office – One-time increase in overtime of \$1.7M
- Human Services – funding added for Aging Well project and Jeffco Prosperity Project, including 1 FTE
- Assessor's Office – additions for Pictometry, MLS licenses and travel
- Funding for non-profits increased - Family Tree, Jefferson Center for Mental Health and Seniors' Resource Center



Mill Levies

Fund	2016 Adopted Mill Levy	2017 Mills	Proposed Temporary Reduction	2017 Proposed Mill Levy
General	15.595	14.576	0.969	15.545
Road & Bridge	1.248	3.280	-1.932	1.348
Social Services	1.306	1.710	-0.384	1.326
Capital Expenditure	0.942	1.912	-0.922	0.990
Subtotal	19.091	21.478	-2.269	19.209
Developmentally Disabled	1.000	1.000	0.000	1.000
Library	4.121	4.500	0.000	4.500
Law Enforcement Authority	2.928	3.223	-0.300	2.923
Meadow Ranch	8.687	10.937	-2.250	8.687
Mill Levy Total	35.827	41.138	-4.819	36.319



2017 Budget Summary

In Millions of Dollars

	2016 Adopted	2016 Amended ¹	2017 Budget	Variance 2017 to 2016 Adopted	Variance 2017 to 2016 Amended
Revenues					
• Revenues	\$401.1	\$402.8	\$416.9	\$15.8	\$14.1
• Transfers	\$93.6	\$93.8	\$97.4	\$3.8	\$3.6
• Use of Fund Balance	\$21.2	\$43.6	\$29.6	\$8.4	-\$14.0
Expenditures					
• Operating	\$416.7	\$430.0	\$443.4	\$26.7	\$13.4
• Capital	\$34.5	\$44.6	\$37.7	\$3.2	-\$6.9
• Interdepartmental	\$64.7	\$65.6	\$62.8	-\$1.9	-\$2.8
Total Budget	\$515.9	\$540.2	\$543.9	\$28.0	\$3.7

¹As of August 23, 2016



Personnel

- **2016 Adopted Positions – 3,000.45 FTE/GFP**
- Changes in 2016 – Increase of 2.50 FTE/GFP
- Additions for 2017 – Increase of 14.70 FTE/GFP
- **2017 Total Positions – 3,017.65 FTE/GFP**



Resolution CC16-426

- 2017 Budget Adoption and Appropriation
- Adopts and Appropriates Budget by Fund



Resolution CC16-427

- Establishment of Mill Levies and Levying of General Property Taxes for the Budget Year 2017

Fund	Mill Levy	Temporary Mill Adjustment	2017 Net Mill Levy
General Fund	14.576	0.969	15.545
Developmentally Disabled Fund	1.000	0.000	1.000
Road & Bridge Fund	3.280	-1.932	1.348
Social Services Fund	1.710	-0.384	1.326
Capital Expenditure Fund	1.912	-0.922	0.990
Library Fund	4.500	0.000	4.500
Mill Levy Total	26.978	-2.269	24.709



Resolution CC16-428



- **Authorization for Payment of Various 2017 Agency Dues & Fees**



- **Total Agency Dues \$304,567**



Resolution MR16-003



- **Meadow Ranch Public Improvement District**

- **Adoption and Appropriation 2017 Budget - \$234,148**



- **Establish a Mill Levy of 8.687 for 2017 Budget Year**





Resolution LEA16-003



- **Law Enforcement Authority**



- **Adoption and Appropriation 2017 Budget - \$9,940,716**



- **Establish a Mill Levy of 2.923 for 2017 Budget Year**



2017 Budget

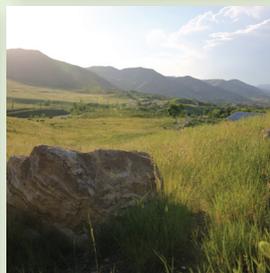
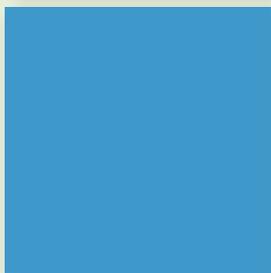
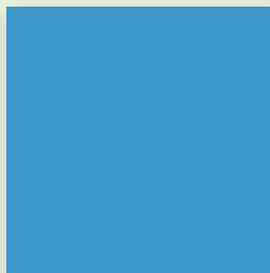
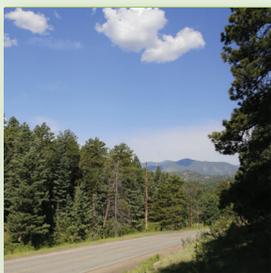


Jefferson County 2017 Budget Adoption



Jefferson County

— Colorado —



2017 BUDGET ADOPTION HEARING

DECEMBER 6, 2016

2017 Budget Adoption Hearing

December 6, 2016

Board of County Commissioners

Libby Szabo – District One – Chairman

Casey Tighe – District Two

Donald Rosier – District Three – Chair Pro Tem

Elected & Appointed Officials

Ron Sandstrom – Assessor

Faye Griffin – Clerk & Recorder

John Graham – Coroner

Peter A. Weir – District Attorney

Margaret T. Chapman – Public Trustee (Appointed by Governor)

Jeff Shrader – Sheriff

Robert Hennessy – Surveyor

Tim Kauffman – Treasurer

County Manager

Ralph Schell – County Manager

Kate Newman – Deputy County Manager

County Attorney

Ellen Wakeman

Department Directors

Jeanie Rossillon – Development & Transportation

Holly Björklund – Finance and IT

Jennifer Fairweather – Human Resources

Lynn Johnson – Human Services

Tom Hoby – Parks

Dr. Mark Johnson – Public Health

Kate McIntire – Public Engagement

Pam Nissler – Public Library

Budget & Management Analysis Staff

Mary O’Neil – Director

Daniel Conway – Budget Manager

Erin Collard – Budget Analyst

Krystle Alirez – Budget Analyst

Marlin McDaniel – Budget Analyst

Kenneth Earl – Budget Analyst

Becky Gehrig – Administrative Coordinator



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Jefferson County
Colorado**

For the Fiscal Year Beginning

January 1, 2016

Executive Director

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Budget Message

Budget Message



Date: December 6, 2016

To: Jefferson County Board of Commissioners

Please accept for your review and consideration for adoption the 2017 Operating and Capital Budget for Jefferson County, Colorado. The 2017 Budget represents the county's overall financial plan for the upcoming fiscal year beginning January 1, 2017, and serves as a guide for allocating available resources based on the stated objectives and goals of the Jefferson County Board of Commissioners. The county follows the modified accrual basis of accounting to prepare its annual budget, which is the same basis as used in the county's audited financial statements. The budget is prepared in accordance with all applicable Colorado Revised Statutes, Generally Accepted Accounting Principles, and Jefferson County budget and financial policies.

This message will provide an overview of the economic forecast assumptions used, a brief description of the major issues, initiatives, and projects surrounding this upcoming year's budget, and the overall financial condition of Jefferson County. This document reflects Jefferson County's continued focus on achieving the desired outcomes stated in its strategic vision, values, and goals as follows:

Mission

To promote the health, safety, quality of life, and economic opportunities of the residents and businesses of Jefferson County through well-managed government.

Vision

Providing quality services for residents and businesses to thrive.

Values

We believe in:

- Honesty and integrity
- Fiscal responsibility and accountability
- Quality workforce
- Safety
- Excellence in customer service
- Open and effective communications
- Collaborative environment

Goals/Core Functions

- Align people and financial assets to ensure measurably efficient, effective, and equitable service delivery
- Provide staff with information and necessary resources to support the county goals
- Use data as a base for decisions, considering program and organizational perspectives
- Consider all resources before proposing new additions
- Recruit, develop, and maintain a workforce that is engaged and mission focused
 - Motivate and engage employees through building a positive work environment
 - Promote work/life balance, a culture of wellness, and opportunities for professional development
 - Build a workforce that is representative of the community we serve

- Promote economic vitality and opportunity
 - Create an economic environment that streamlines regulations and partners with county businesses and organizations
- Encourage self-sufficiency for all our residents through education, information, and involvement
- Foster safe and healthy communities
 - Support crime prevention and law enforcement
 - Protect children, seniors, and persons with disabilities and collaborate with community organizations serving these populations
 - Enhance public health, infrastructure safety, and the environment
- Foster responsible land use, development, and redevelopment
 - Balance competing private property rights
 - Operate with long-term master planning in mind
- Maintain and enhance multi-modal transportation
 - Execute the county's transportation plan
 - Collaborate with community stakeholders, government agencies and local municipalities on the county's transportation plan
 - Continually evaluate the county's roadway, bridge, and culvert maintenance priorities
- Demonstrate wise use and stewardship of our natural resources
 - Implement the Open Space Master Plan
 - Promote strategies for responsible use and recycling of resources
- Continuously improve county operations
 - Increase efficiency through innovation and technology
 - Enhance community engagement and relationships
 - Thoughtfully streamline, enhance and right-size operations

Economic Climate

The 2017 Budget takes the economic climate, employment, inflation, and the real estate market into consideration when estimating expenditures and revenues, specifically property taxes and the demand for county services. Jefferson County's unemployment rate sits at 3.2% while Colorado's seasonally adjusted unemployment rate is 3.8% and the national unemployment rate is 4.9% (Bureau of Labor Statistics, August 2016). The first quarter 2016 unemployment rate, 3.0% in Jefferson County, was the lowest first quarter unemployment rate since 2001, 2.8% (Jefferson County Economic Development Corporation).

The average single-family detached home in Jefferson County appreciated 11% between first quarter 2015 and first quarter 2016 to \$410,310, while foreclosure rates continue to be among the lowest on record. Residential building permits in the county increased 84.3% between first quarter of 2015 and first quarter of 2016 (Jefferson County Economic Development Corporation). Inflation remains low; inflation in 2015 sat at 1.176% with projections for 2016 ranging from 2.0% to 2.4% (Colorado Department of Local Affairs). The Denver-Boulder-Greeley Consumer Price Index increased 3% from the first half of 2015 to the first half of 2016, primarily driven by the higher cost of shelter (7.6%) (Bureau of Labor Statistics). The Colorado State Demography Office estimated the population in Jefferson County grew 1.1% from 2014 to 2015, and anticipates growth will remain at 1.1% for 2016 and 2017.

Economic Assumptions

Jefferson County is dependent upon property tax revenues which have rebounded from the economic downturn. Property taxes account for approximately half of Jefferson County's overall revenues, and 67.4% of revenues in the General Fund. The Jefferson County Assessor is estimating that the overall property valuation for 2017 will increase 1% from 2016. Revenue limitations, as defined under the

Taxpayer Bill of Rights (TABOR), limit the amount of additional revenue to total allowable growth (Consumer Price Index plus local growth) times the allowable revenue of the prior year for property tax funds. The 2017 Budget assumes a Consumer Price Index (CPI) rate of 2.2% for 2016. The final CPI number is not published until after the county submits its budget to the state.

Strategic Financial Directives

In 2016, the Board of County Commissioners reviewed and updated financial philosophies used as a guideline to identify funds available for expenditures and to maintain county operations without a disruption in services for the 2017 Budget:

- Maintain the GFOA recommendation on unrestricted reserves, and the TABOR required reserve;
- Spending of fund balance shall not be used for ongoing operating expenditures;
- Fund balance in the Capital Expenditures Fund shall be used for major county projects;
- Fee-based programs shall be assessed for community need, cost, and benefit;
- Strive to maintain competitive salaries and benefits and an appropriately-sized workforce;
- Assets should be maintained at recommended service levels;
- Grants shall not have unintended fiscal impact to the county during the grant or after its expiration.

To achieve these philosophies, the 2017 Budget was created with the following guidelines:

- In order to maintain reasonable spending levels:
 - FTE requests with offsetting revenues or FTE exchange recommended;
 - Business cases and projects/capital are recommended if the fund can support the request (excluding general fund) or if there is offsetting revenue;
 - General fund business cases are evaluated and recommended. Categories that are reviewed include:
 - One time business cases;
 - Business cases that address special circumstances, such as on-going commitment, county-wide impact, statutory requirement;
 - Business case has been requested in the past;
 - Department priority 1 requests, not meeting other criteria;
 - Department priority 2 requests, not meeting other criteria;
- The county will cover the cost of the 1.6% employee benefits increase;
- Authorize an average 2.6% merit increase;
- Maintain workforce;
- Maintain infrastructure;
- Continue funding a major maintenance plan for facilities;
- Continue funding information technology;
- Accelerate road and bridge projects.

Issues/Initiatives

Jefferson County has experienced a number of challenges and has made efforts to address these challenges through several budget and operational initiatives.

Invest in Road and Bridge Initiatives and Facilities/Infrastructure

The Board of County Commissioners identified a need to place additional resources on maintaining the county's roads. Maintenance and reconstruction of the county's road and bridge assets are essential to ensuring that all Jefferson County residents have access to meet their daily needs, via car, walking, or

bikes. To further this effort, additional road and bridge projects were submitted and recommended during the 2017 Budget development process.

To address facilities use and space needs, now and in the future, development of a county-wide space and facilities master plan has been recommended for 2017.

Staffing – Compensation and Development

With unemployment rates remaining low, the job market continues to be competitive. The county competes with other counties, local municipalities and for some positions, the private sector for employees. Cities have bounced back from the economic downturn much more quickly than Jefferson County. This is due to the fact that cities are generally funded by sales tax, which has rebounded faster than property tax. With the higher salaries offered by cities, counties with fewer revenue restrictions and private companies, attracting and retaining employees becomes more challenging. To address compensation issues, a 2.6% merit increase is included in the 2017 Budget. In addition, specific departmental compensation issues are addressed in the 2017 Budget related to Sheriff's Office salaries and County Attorney's Office salaries.

Jefferson County's Human Resources division reviews position classifications and salary ranges annually. An additional \$17,045 is set aside to address changes in ranges and classifications and bringing employees to the new salary range minimum.

Jefferson County Human Resources data indicates that between 2017 and 2021, 688 county employees will become eligible for retirement. This represents 23% of the county's workforce. It is important for Jefferson County to plan ahead to meet the challenges the county may face due to a potential large turnover of staff and loss of institutional knowledge and leadership. To address this, the 2017 Budget incorporates additional emphasis on staff training and development. Specifically, additional funds are allocated for tuition reimbursement, a leadership academy, and targeted development and leadership training within the county.

Community Stewardship

Jefferson County is addressing the following community impact areas in the 2017 Budget.

Veterans Services

According to the National Center for Veterans Analysis & Statistics, in FY 2015, Jefferson County had the third largest veteran population in Colorado. The primary responsibility of the Veteran Service Officer is to assist veterans in filing claims for insurance, pensions, disability compensation, hospitalization, vocational training, and other benefits. Requests for services have steadily increased since 2012. To address this increased demand for services, additional staffing is included for the Veterans Services program, to further support this important community service. The staffing increase enhances staffing that was approved during 2016.

Head Start Full Day Preschool

Funding is included in the 2017 Budget to expand full day preschool classes from a total of four to a total of nine full day classrooms. Currently, Jefferson County Head Start has four full day classrooms, with a wait list that remains full on a yearly basis. Providing full day services to children and families will provide the opportunity for an increase in school readiness and social/emotional skill development of the children in a safe, high quality preschool setting.

Jefferson County Aging Well

Aging Well in Jefferson County is a project that integrates planning and forums addressing the needs of seniors in Jefferson County. The number of people age 60 and older will double in Jefferson County

within the next 20 years. The project has six workgroups addressing Basic Needs, Housing, Care-giving and Supportive Services, Physical and Mental Health, Wellness and Preventions, Social and Civic Engagement, and the Local Coordinating Council for Human Services Transportation. Funding is included in the 2017 Budget to match grant funds for a need and demand study throughout the county. The need and demand study will provide accurate data for future decision making.

Jeffco Prosperity Project

The Jeffco Prosperity Project works with families to move out of generational poverty and become self-sufficient. Utilizing a two-generation framework, the Jeffco Prosperity Project seeks to stop the intergenerational transmission of poverty and achieves its mission by focusing on provision of supportive services to both adults and children/youth equally. The 2017 Budget includes funding that enables the Jeffco Prosperity Project to build a more comprehensive system of supports for the customers served, supporting overall positive growth and development of families.

Budget Overview

The 2017 Budget for Jefferson County includes a combined operating and capital expenditure budget of \$543.9 million, including interdepartmental and inter-fund transfers. This represents a 5.4% increase in expenditures, compared to the 2016 Adopted Budget, which totaled \$515.9 million, including transfers. The 2017 Budget includes \$62.8 million in appropriations for interdepartmental and inter-fund transfers that allow for funds to be moved between funds segregated for accounting purposes, but do not represent an actual cash outflow from the county. The county anticipates utilizing \$29.6 million in fund balance for one-time capital expenditures.

Revenues

Forecasted revenues for the 2017 fiscal year are estimated to be \$416.9 million, excluding inter-fund transfers of \$97.4 million. This represents an increase of 3.9% when compared to the \$401.1 million in revenues projected to be received in 2016. To balance the budget, Jefferson County anticipates the net use of available and unrestricted fund balance in the amount of \$29.6 million across all funds. This use of fund balance does not impact any restrictions or designations of fund balance related to bond covenants, grant requirements, or the county's reserve policy. Generally, the philosophy has been that fund balance represents a one-time funding source to be appropriated only for one-time or cyclical operating costs, the purchase or replacement of equipment, and projects requested in the county's Five-Year Capital Improvement Plan.

Property Taxes represent the largest single source of revenue for Jefferson County. Estimated collections will be approximately \$209.2 million for 2017. This represents an increase of 2.6% over the prior fiscal year estimated revenue. The 2017 Budget projects that revenues from other tax sources will increase in 2017. The county anticipates \$49.2 million in **Sales Tax** revenues, an increase of 6.8% over 2016. These revenues are generated from a dedicated 0.5% county-wide sales tax for the preservation of open space, as well as a 0.5% sales tax assessed only in the southeast portion of the county and dedicated for infrastructure improvements. Revenue from **Fuel (Highway User) Tax** is projected at \$15.1 million, an increase of 7.9% over 2016. This dedicated funding source is used to provide for roadway maintenance. **Auto Ownership Tax** for 2017 is estimated at \$16.4 million, 6.3% higher than the previous year's budget.

Revenues from **Charges for Services, Fines & Forfeitures, and Licenses & Permits** are expected to generate \$34.1 million in 2017.

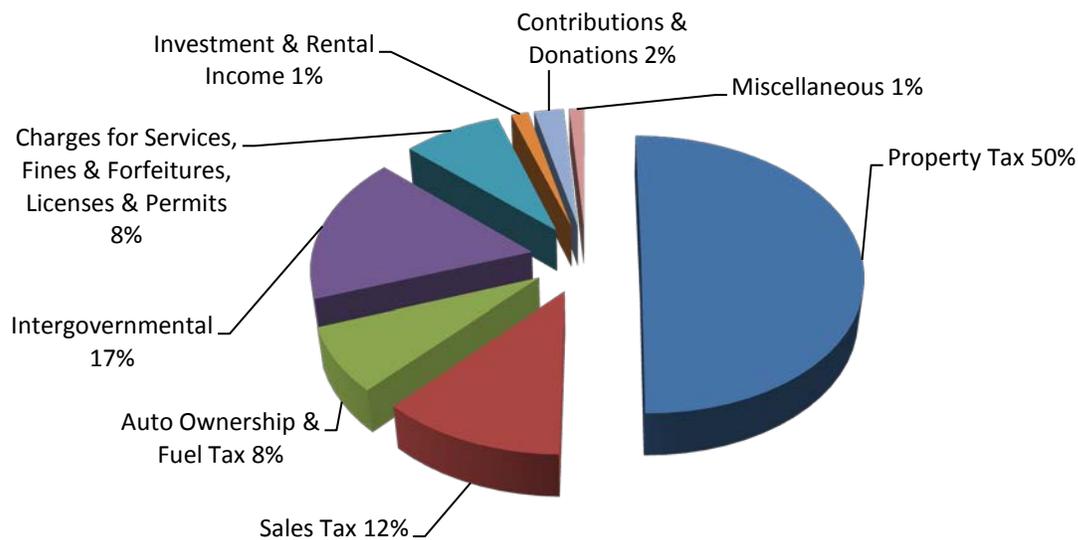
Intergovernmental (grant) revenues are projected to be \$71.6 million in 2017 which is a 1.7% increase from the prior year's adopted budget.

Investment Income and **Rental Income** is forecasted to stay relatively flat at \$6.0 million, with a slight decrease of 1.0% from 2016. These sources of funding are volatile and are considered one-time revenues.

The 2017 Budget projects **Contributions & Donations** to increase to \$10.2 million, 26.0% higher than the 2016. **Miscellaneous Revenue, Claims and Judgments, and Proceeds from Dispositions** are budgeted at \$5.1 million, an increase of \$2.3 million over prior fiscal year. The 2017 Budget reflects the Board of County Commissioners desire to not levy any additional debt to fund operations or capital projects at this time.

Figure 1 provides a summary of all county revenue sources by category for the 2017 Budget. These projections are estimations based on current information and may be impacted during the fiscal year by external factors such as inflation, consumer confidence, interest rates, and changes in housing market or commercial growth. These factors could impact revenue collections either positively or negatively throughout the year. Staff will continue to monitor these factors, update revenue projections as warranted, and keep the Board of County Commissioners apprised of any changes that might require the county to adjust budget appropriations accordingly.

Figure 1: Summary of Revenues by Category



County Mill Levy

For 2017, the Jefferson County property assessments are greater than the allowable growth stated in the Taxpayer Bill of Rights and the 5.5% Property Tax Revenue Limit known as the Annual Levy Law (Colorado Constitutional Amendment Article X §20 and C.R.S. §29-1-301). Voters can exempt government agencies from the Taxpayer Bill of Rights (TABOR); Jefferson County voters have exempted the Developmentally Disabled Fund mill levy, Open Space sales tax, and, the Library Fund mill levy.

In 2016, In order to stay within the requirements of the amendment and statute, the 2017 Budget reflects a temporary mill levy reduction for the 2017 fiscal year. Therefore, property tax revenue mills will be modified from 21.478 to 19.209, a temporary reduction of 2.269 mills for 2017.

During 2016, there was an unanticipated over collection of mill levy, which means that more property taxes were collected than allowed under TABOR. To address this over collection, the 2017 budget includes a temporary reduction of 0.259 mills to return to Jefferson County taxpayers these additional

property taxes that were collected in 2016. The reduction is based on a current forecast of property tax collections. The 2017 Budget does not include any movement of mill levy between funds.

Table 1: 2017 Mill Levy by Fund for Jefferson County

Fund	2017 Official Mill Levy	Temporary Adjustment	2017 Mill Levy
General Fund	14.576	0.969	15.545
Road & Bridge Fund	3.280	-1.932	1.348
Social Services Fund	1.710	-0.384	1.326
Capital Expenditures Fund	1.912	-0.922	0.990
Total	21.478	-2.269	19.209

Table 2: 2017 Mill Levy for Jefferson County Law Enforcement Authority

Fund	2017 Official Mill Levy	Temporary Adjustment	2017 Mill Levy
Law Enforcement Authority	3.223	-0.300	2.923

Table 3: 2017 Mill Levy for Meadow Ranch Public Improvement District

Fund	2017 Official Mill Levy	Temporary Adjustment	2017 Mill Levy
Meadow Ranch Public Improvement District	10.937	-2.250	8.687

Table 4: 2017 Mill Levy for Jefferson County Library Fund

Fund	2017 Official Mill Levy	Temporary Adjustment	2017 Mill Levy
Library Fund	4.500	0.000	4.500

Table 5: 2017 Mill Levy for Jefferson County Developmentally Disabled Fund

Fund	2017 Official Mill Levy	Temporary Adjustment	2017 Mill Levy
Developmentally Disabled Fund	1.000	0.000	1.000

Expenditures

The 2017 Budget for Jefferson County reflects total expenditures for operations and one-time capital needs of \$481.0 million, excluding inter-fund transfers of \$62.8 million. This is comprised of an operating budget of \$443.3 million, an increase of 6.4% over the 2016 Adopted Budget. The 2017 Budget also includes a category for **Capital Projects and Equipment** of \$37.7 million, an increase of 9.2% over 2016.

The largest expenditure category for the county, representing 50.5% of total expenditures, is **Salaries & Benefits**. This category amounts to \$243.1 million for the 2017 fiscal year, a 2.1% increase over 2016. The 2017 Budget includes an average 2.6% merit increase. In addition, the county will fully fund a 1.6% increase in benefits.

Expenditures for **Supplies** and **Services & Charges** are budgeted to be \$136.7 million for 2017, an increase of \$20.2 million from 2016.

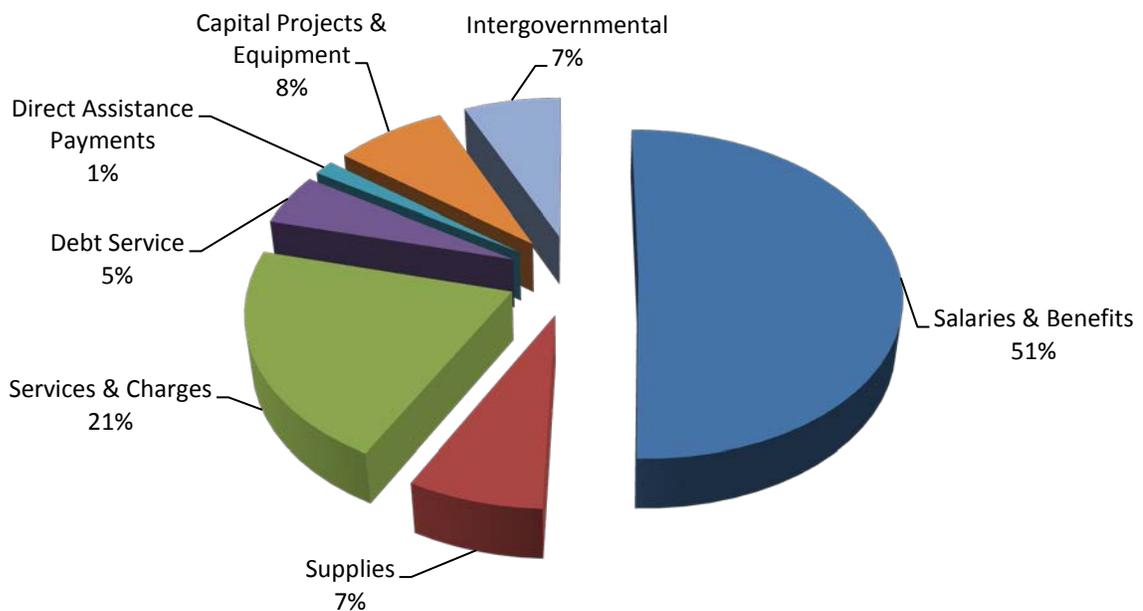
Human Services provides approximately \$6.9 million in **Direct Assistance Payments** directly to Jefferson County citizens. This is a decrease of approximately \$0.7 million, or 9.4% less than 2016.

Intergovernmentals are projected to be \$32.6 million, a 7.3% increase over 2016. This category is used for payment to other governments and any pass through funding such as grants to other entities and non-profit agencies.

Interdepartmental expenditures are projected at \$62.8 million, a 2.9% decrease from 2016.

Figure 2 provides a summary of all county expenditure sources by category for the 2017 Budget.

Figure 2: 2017 Summary of Expenditures by Category



Personnel

This budget recommends the authorization of **3,017.65** Full Time Equivalents (FTE) for the 2017 fiscal year. There was an addition of 2.50 FTE during calendar year 2016, and the 2017 Budget includes the addition of 14.70 FTE. This represents a net increase of 17.20 authorized FTE for 2017 from the 2016 Adopted Budget.

The Patient Protection and Affordable Care Act of 2010 implemented limitations on benefit levels for temporary employees. In order to accommodate this change, the county established Limited Term Employee (LTE) positions for special projects. The 2017 Budget includes 47.0 LTE positions.

The 2017 Budget includes the addition of 14.70 FTE new positions as follows:

- Development & Transportation – Road & Bridge – 4.00 FTE with additional funds – Construction Crew and Interns
- District Attorney – 2.00 FTE without additional funds – Victim Services

- Human Services – Community & Workforce Development – 0.50 FTE with additional funds – Veterans Services Officer.
- Human Services – Head Start – 5.00 FTE with additional funds – Head Start Teachers
- Human Services – Business, Finance & Administration – 1.00 FTE with additional funds – Jeffco Prosperity Project
- Parks – Open Space – 1.20 FTE with additional funds – Research and Planning Assistants
- Public Health – 1.00 FTE with additional funds – Environmental Health Specialist

Five-Year Project/Capital Improvement Plan (CIP)

The 2017 Five-Year Capital Improvement Plan strives to realistically address the necessary capital needs of the county while being aware of the limited resources available. Included in the 2017 Budget are appropriations totaling \$59.0 million for various capital projects related to infrastructure improvements, facility improvements, technology enhancements, and fleet acquisitions and replacements. The 2017 Budget is \$15.0 million more, or an increase of 34.0%, from 2016 for the Capital Improvement Plan.

Infrastructure improvement projects annually account for the largest portion of the county’s capital investments. The 2017 Budget includes various improvements related to roadways and bridges (\$23.4 million, Road & Bridge and General Funds), Open Space (\$9.8 million, Open Space Fund), facilities (\$4.1 million, Division of Facilities and Construction Management), fleet replacements (\$6.3 million, Fleet Services Fund), information technology (\$2.3 million, Division of IT Services), airport (\$3.9 million, Airport Fund), library (\$6.4 million, Library Fund), and Sheriff’s Office (\$2.9 million, General Fund).

Acknowledgements

Finally, I would like to express my sincere appreciation to our dedicated group of current elected officials, department heads, division directors, and members of our budget staff for their cooperative team approach and valuable leadership in the development of this budget. Through the efforts of all of these individuals, we have developed an effective budget that provides a strategic financial framework that helps the Board of County Commissioners make difficult resource allocation decisions. Throughout my tenure as County Administrator and County Manager, I have had the opportunity to present seven budgets to the Board of County Commissioners. During this time, the county has experienced an economic downturn and the beginning of a recovery. There have been a number of challenges, often presented as continuing increased demands for services with shrinking or slow growing revenues. I am pleased to present this 2017 Budget as our county’s financial plan for the 2017 fiscal year. I believe this budget reflects our commitment to ongoing fiscal sustainability, as well as our resolve to continue our focus on the implementation and achievement of the goals set forth by the Board of County Commissioners.

Respectfully,



Ralph Schell
County Manager



Budget Overview

Budget Overview



Jefferson County - 2017 Budget Adoption Hearing

Changes between Proposed Budget and Budget Adoption Hearing

During the budget deliberations with the Board of County Commissioners, the following changes were made from the 2017 Proposed Budget:

- Assessor Pictometry capital project added for \$129,032
- Sheriff interview recording capital project added for \$90,000
- Sheriff radio replacement capital project updated and added for \$203,532
- Faster Funds Asphalt capital project reduced from \$1,750,000 to \$1,630,000
- Increased membership for Jeffco Parkway IGA from \$200,000 to \$400,000, and decreased Jeffco Parkway capital project from \$1,000,000 to \$800,000
- Assessor MLS, CoStar, and AptInsight services business case added for \$19,840
- Assessor mass appraisal travel business case added for \$2,800
- ERP needs assessment business case added for \$150,000
- Sheriff contracted medical liaison business case added for \$65,000
- Sheriff body worn cameras business case added for \$416,028
- Fairgrounds capital supplies & equipment business case shifted from one-time to ongoing for \$50,000
- Sheriff overtime increase business case shifted from ongoing to one-time for \$1,664,000
- Public health environmental health business case reduced ongoing from \$131,513 to \$65,760
- Family Tree increased from \$252,692 to \$315,000
- JCMH increased from \$142,000 to \$200,000
- SRC increased from \$780,308 to \$900,000
- North Fork FPD IGA updated and added for the greater of \$30,000 or 50% of PILT received
- Human Services Aging Well business case added for \$18,000
- Human Services Jeffco Prosperity Project business case and 1.00 FTE updated and added for \$100,000



Jefferson County - 2017 Budget Adoption Hearing
Budget-Year Calendar

Date	Event
March - June	2017 Budget projection planning meetings
May - June	Update/prepare budget module for departments/divisions
June	Develop revenue projections for all sources
June 13	Budget kickoff
June 13	Distribution of <ul style="list-style-type: none"> • Budget kick-off memo • Budget instructions • Deadlines • Budget directives for departments/divisions
June	Internal service providers meet with departments/divisions to identify projects
June 29	Training for departments/divisions on budget entry into JDE
June 30	Revenue estimates finalized
July 5	Salary projections distributed to departments/divisions
July 5	Departments/divisions can begin budget entry into JDE
June 29	Training for departments/divisions on budget entry into JDE
July 22	Capital requests due
July 22	Operating budgets and business cases due
August 8	Budget presentations due
August 22, 24, 29	Department/division budget meetings on proposed budget
Sept 1 – Sept 9	Proposed budget reviewed and prepared
September 19	High level overview on proposed budget
October 4	Proposed budget submitted to BCC at briefing session
October 11	Public hearing on 2017 Proposed budget
October 17 - 21	Department/division meetings, as needed/requested
October 24 - 28	Review of 2017 Budget
December 6	2017 Budget Adoption and establishment of mill levies

Key	
Departments/Divisions	
Budget office	
Budget Review team	
Budget Prep team	
Budget Review team + Departments/Divisions	

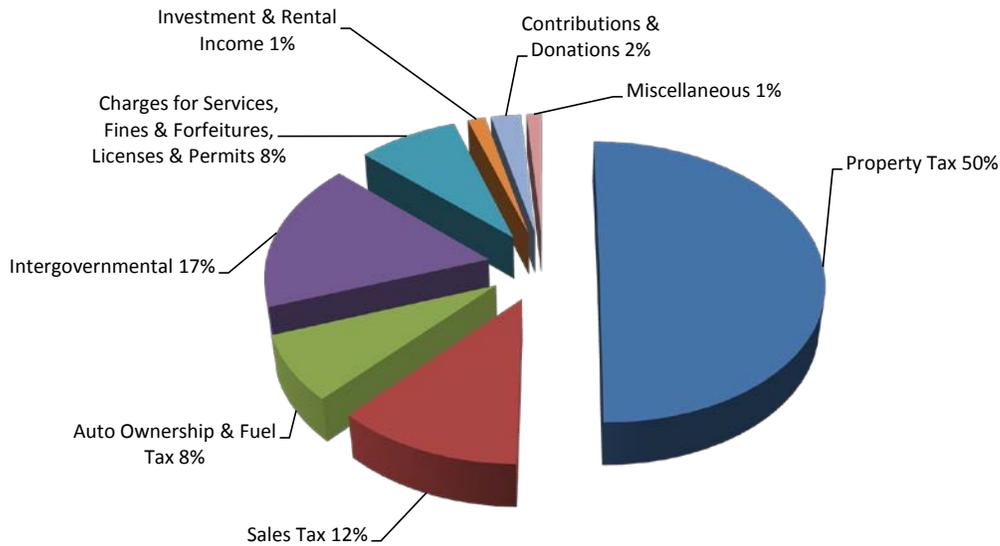
The budget review team is comprised of the Board of County Commissioners (BCC), County Manager, County Attorney, Deputy County Manager, Director of Finance & IT, and the Budget staff.

The budget prep team is comprised of the County Manager, Deputy County Manager, Director of Finance & IT, and the Budget staff.



Jefferson County - 2017 Budget Adoption Hearing

Revenues by Category

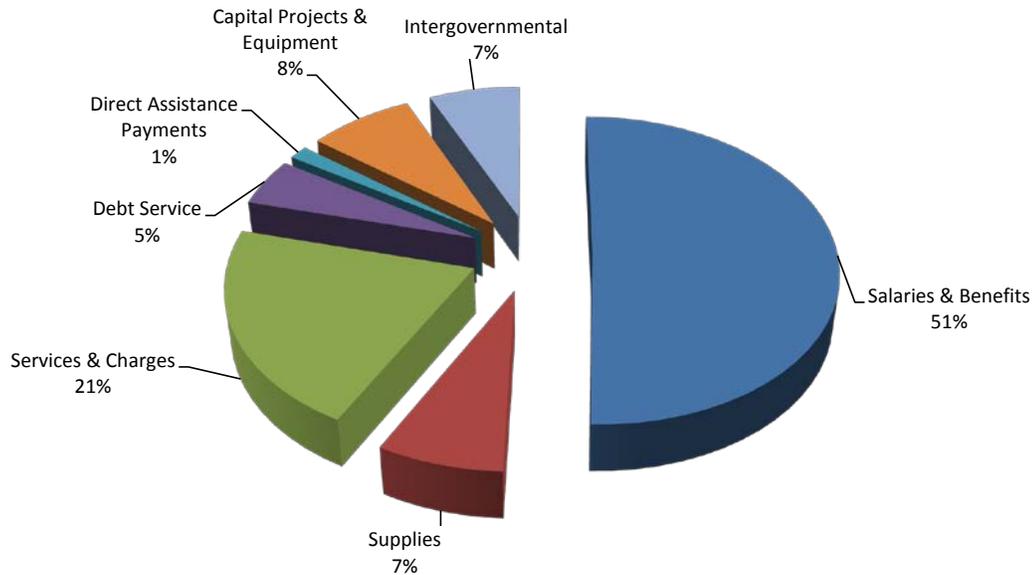


Revenues	2014 Actual	2015 Actual	2016 Adopted	2017 Adopted	Variance 2016 to 2017	% of Total	% Inc / (Dec)
Taxes & Special Assessments							
Property Tax	\$ 185,988,087	\$ 186,731,173	\$ 204,002,194	\$ 209,212,012	\$ 5,209,818	50.2%	2.6%
Sales Tax	\$ 44,320,364	\$ 47,229,018	\$ 46,117,307	\$ 49,237,985	\$ 3,120,678	11.8%	6.8%
Fuel Tax	\$ 13,782,839	\$ 14,316,015	\$ 14,030,072	\$ 15,142,593	\$ 1,112,521	3.6%	7.9%
Auto Ownership Tax	\$ 14,934,464	\$ 15,964,471	\$ 15,400,001	\$ 16,368,691	\$ 968,690	3.9%	6.3%
Subtotal	\$ 259,025,754	\$ 264,240,677	\$ 279,549,574	\$ 289,961,281	\$ 10,411,707	69.6%	3.7%
Licenses & Permits	\$ 5,937,912	\$ 6,100,432	\$ 5,154,318	\$ 4,722,500	\$ (431,818)	1.1%	-8.4%
Intergovernmental	\$ 77,309,217	\$ 69,960,477	\$ 70,387,379	\$ 71,566,387	\$ 1,179,008	17.2%	1.7%
Charges for Services	\$ 28,543,988	\$ 30,522,141	\$ 27,725,101	\$ 28,044,077	\$ 318,976	6.7%	1.2%
Fines & Forfeitures	\$ 1,468,379	\$ 1,422,256	\$ 1,360,650	\$ 1,334,012	\$ (26,638)	0.3%	-2.0%
Investment Income	\$ 3,083,105	\$ 2,438,610	\$ 2,050,057	\$ 1,986,600	\$ (63,457)	0.5%	-3.1%
Rental Income	\$ 3,696,027	\$ 3,784,539	\$ 3,964,829	\$ 3,969,262	\$ 4,433	1.0%	0.1%
Contributions & Donations	\$ 8,161,636	\$ 8,528,641	\$ 8,105,549	\$ 10,215,224	\$ 2,109,675	2.5%	26.0%
Miscellaneous	\$ 778,228	\$ 887,491	\$ 2,386,602	\$ 2,755,766	\$ 369,164	0.7%	15.5%
Claims & Judgements	\$ 457,705	\$ 222,185	\$ 1,000	\$ 1,300	\$ 300	0.0%	30.0%
Proceeds from Disposition	\$ 1,185,313	\$ 2,759,685	\$ 420,500	\$ 2,320,500	\$ 1,900,000	0.6%	451.8%
Subtotal	\$ 130,621,512	\$ 126,626,457	\$ 121,555,985	\$ 126,915,628	\$ 5,359,643	30.4%	4.4%
Subtotal	\$ 389,647,266	\$ 390,867,134	\$ 401,105,559	\$ 416,876,909	\$ 15,771,350	100.0%	3.9%
Intra-County Transactions	\$ 84,627,831	\$ 84,646,745	\$ 93,637,696	\$ 97,349,666	\$ 3,711,970		4.0%
Subtotal	\$ 474,275,097	\$ 475,513,879	\$ 494,743,255	\$ 514,226,575	\$ 19,483,320		3.9%
Use of Fund Balance	\$ (1,362,326)	\$ 2,200,699	\$ 21,113,556	\$ 29,640,460	\$ 8,526,904		40.4%
Total Revenues & Transfers	\$ 472,912,771	\$ 477,714,578	\$ 515,856,811	\$ 543,867,035	\$ 28,010,224		5.4%



Jefferson County - 2017 Budget Adoption Hearing

Expenditures by Category



Expenditures	2014 Actual	2015 Actual	2016 Adopted	2017 Adopted	Variance from 2016 to 2017	% of Total	% Inc / (Dec)
Salaries & Benefits							
Salaries	\$ 163,432,965	\$ 171,064,308	\$ 185,438,985	\$ 190,738,999	\$ 5,300,014	39.7%	2.9%
Benefits	\$ 48,107,279	\$ 50,183,476	\$ 52,781,762	\$ 52,394,656	\$ (387,106)	10.9%	-0.7%
Subtotal	\$ 211,540,244	\$ 221,247,784	\$ 238,220,747	\$ 243,133,655	\$ 4,912,908	50.5%	2.1%
Supplies	\$ 23,377,952	\$ 21,969,657	\$ 30,084,040	\$ 35,285,519	\$ 5,201,479	7.3%	17.3%
Other Services & Charges	\$ 79,461,199	\$ 82,699,860	\$ 86,413,493	\$ 101,415,125	\$ 15,001,632	21.1%	17.4%
Debt Service	\$ 23,841,243	\$ 23,845,112	\$ 23,962,880	\$ 24,036,084	\$ 73,204	5.0%	0.3%
Direct Assistance Payments	\$ 7,209,509	\$ 6,228,149	\$ 7,564,941	\$ 6,855,866	\$ (709,075)	1.4%	-9.4%
Intergovernmental	\$ 27,024,728	\$ 30,185,675	\$ 30,403,354	\$ 32,612,809	\$ 2,209,455	6.8%	7.3%
Subtotal	\$ 160,914,631	\$ 164,928,453	\$ 178,428,708	\$ 200,205,403	\$ 21,776,695	41.6%	12.2%
Subtotal Operating	\$ 372,454,875	\$ 386,176,237	\$ 416,649,455	\$ 443,339,058	\$ 26,689,603	92.2%	6.4%
Capital Projects & Equipment	\$ 41,948,991	\$ 34,767,441	\$ 34,514,171	\$ 37,687,320	\$ 3,173,149	7.8%	9.2%
Subtotal	\$ 414,403,866	\$ 420,943,678	\$ 451,163,626	\$ 481,026,378	\$ 29,862,752	100.0%	6.6%
Interdepartmental	\$ 58,508,905	\$ 56,770,900	\$ 64,693,185	\$ 62,840,657	\$ (1,852,528)		-2.9%
Total Expenditures	\$ 472,912,771	\$ 477,714,578	\$ 515,856,811	\$ 543,867,035	\$ 28,010,224		5.4%



Jefferson County - 2017 Budget Adoption Hearing

Summary of Business Cases

Department - Division	Business Case Description	FTE	LTE	One-Time	Ongoing	Total
D&T - Airport Admin	Airport 2017 Limited Term Employee	0.00	1.00	\$ 30,000	\$ -	\$ 30,000
Total - Airport Fund		0.00	1.00	\$ 30,000	\$ -	\$ 30,000
Parks - Boettcher Mansion	CTF - Boettcher Enhancements	0.00	0.00	\$ 110,000	\$ -	\$ 110,000
Parks - Boettcher Mansion	Network Printer Replacement	0.00	0.00	\$ 1,000	\$ -	\$ 1,000
Total - Boettcher Mansion Subfund		0.00	0.00	\$ 111,000	\$ -	\$ 111,000
Assessor	Aumentum Maintenance	0.00	0.00	\$ -	\$ 20,000	\$ 20,000
Assessor	Mass Appraisal Travel	0.00	0.00	\$ 2,800	\$ -	\$ 2,800
Assessor	MLS, Apt Insight, CoStar	0.00	0.00	\$ -	\$ 19,840	\$ 19,840
Assessor	Temp/Overtime Increase	0.00	0.00	\$ 85,000	\$ -	\$ 85,000
Board of County Commissioners	Fed/State Lobbyist Contracts	0.00	0.00	\$ -	\$ 152,500	\$ 152,500
Board of County Commissioners	SB 15-288 Salary Increase	0.00	0.00	\$ -	\$ 61,054	\$ 61,054
Coroner - Coroner	Autopsy Services	0.00	0.00	\$ -	\$ 163,864	\$ 163,864
County Attorney - Administration	Additional 2% Salary Increase	0.00	0.00	\$ -	\$ 64,204	\$ 64,204
County Attorney - Administration	Limited Status Business Asst.	0.00	0.00	\$ 50,000	\$ -	\$ 50,000
County Attorney - Board of Equalization	BOE Business Case	0.00	1.00	\$ 58,775	\$ -	\$ 58,775
County Manager - County Manager	Security Resources	0.00	0.00	\$ -	\$ 10,000	\$ 10,000
County Manager - Facilities	Conference Center Furniture Replacement	0.00	0.00	\$ -	\$ 17,000	\$ 17,000
County Manager - Facilities	Fitness Center Equip Replace	0.00	0.00	\$ -	\$ 67,000	\$ 67,000
County Manager - Human Resources	Leadership Academy	0.00	0.00	\$ -	\$ 20,000	\$ 20,000
County Manager - Public Engagement Office	Public Engagement Updates	0.00	0.00	\$ 150,000	\$ -	\$ 150,000
County Manager - Public Engagement Office	Swearing-In Ceremonies	0.00	0.00	\$ 10,000	\$ -	\$ 10,000
County Manager - Public Engagement Office	Telephone Town Halls	0.00	0.00	\$ -	\$ 22,000	\$ 22,000
D&T - Transportation & Engineering	2 T&E Limited Term Employees	0.00	2.00	\$ -	\$ -	\$ -
D&T - Transportation & Engineering	T&E Inspector Field Tablets	0.00	0.00	\$ -	\$ 18,740	\$ 18,740
District Attorney - Administration	DA Victim Services Team 2 GFPs	2.00	0.00	\$ 198,838	\$ -	\$ 198,838
Finance & IT - Accounting	New Check Printers	0.00	0.00	\$ 25,000	\$ -	\$ 25,000
Finance & IT - Budget Management Analysis	10-County Budget Conference	0.00	0.00	\$ 4,000	\$ -	\$ 4,000
Finance & IT - Budget Management Analysis	OpenGov Financial Transparency	0.00	0.00	\$ -	\$ 40,000	\$ 40,000
Finance & IT - Finance & IT	Staff & Leadership Development	0.00	0.00	\$ -	\$ 10,000	\$ 10,000
Others - Employee Relations	ERP Needs Assessment	0.00	0.00	\$ 150,000	\$ -	\$ 150,000
Others - Employee Relations	Service Awards	0.00	0.00	\$ -	\$ 10,000	\$ 10,000
Parks - CSU Extension	Tuition	0.00	0.00	\$ -	\$ 132,000	\$ 132,000
Parks - Fairgrounds	CTF - CSU Garden Improvements	0.00	0.00	\$ 2,000	\$ 16,000	\$ 18,000
Parks - Fairgrounds	Capital Supplies & Equipment	0.00	0.00	\$ -	\$ 50,000	\$ 50,000
Parks - Fairgrounds	CTF - Exhibit Hall & Conf. Rooms	0.00	0.00	\$ 1,000,000	\$ -	\$ 1,000,000
Sheriff - JCSO Detentions	Outsource Grounds Maintenance	0.00	0.00	\$ -	\$ 50,000	\$ 50,000
Sheriff - JCSO Detentions	JCSO Medical Liaison	0.00	0.00	\$ -	\$ 65,000	\$ 65,000
Sheriff - JCSO Detentions	JCSO Overtime Increase	0.00	0.00	\$ 1,664,000	\$ -	\$ 1,664,000
Sheriff - JCSO Detentions	JCSO Sworn Salary Increase	0.00	0.00	\$ -	\$ 315,000	\$ 315,000
Sheriff - JCSO Support Services	JCSO Body Worn Cameras	0.00	0.00	\$ 145,035	\$ 270,993	\$ 416,028
Treasurer	Office Increases	0.00	0.00	\$ -	\$ 9,200	\$ 9,200
Total - General Fund		2.00	3.00	\$ 3,545,448	\$ 1,604,395	\$ 5,149,843
Human Services - Head Start	Head Start Increased Services	5.00	0.00	\$ 447,781	\$ 316,055	\$ 763,836
Total - Head Start Fund		5.00	0.00	\$ 447,781	\$ 316,055	\$ 763,836
Finance & IT - Insurance	Actuarial Report	0.00	0.00	\$ 7,000	\$ -	\$ 7,000
Finance & IT - Insurance	County Building Appraisals	0.00	0.00	\$ -	\$ 12,000	\$ 12,000
Finance & IT - Insurance	Risk Management Software	0.00	0.00	\$ 75,000	\$ -	\$ 75,000
Finance & IT - Insurance	Training & Education	0.00	0.00	\$ -	\$ 4,000	\$ 4,000
Total - Insurance Fund		0.00	0.00	\$ 82,000	\$ 16,000	\$ 98,000
Library	Audio Visual Equipment	0.00	0.00	\$ 41,200	\$ -	\$ 41,200
Library	Books and Materials	0.00	0.00	\$ -	\$ 2,346,717	\$ 2,346,717
Library	Communications Process Implementation	0.00	0.00	\$ -	\$ 50,000	\$ 50,000
Library	DIY Lap Materials	0.00	0.00	\$ -	\$ 19,270	\$ 19,270
Library	Maintenance Technician	0.00	0.00	\$ -	\$ 102,484	\$ 102,484
Library	New Program & Events Model	0.00	0.00	\$ -	\$ 15,000	\$ 15,000
Library	Software Maintenance Agreements	0.00	0.00	\$ -	\$ 112,837	\$ 112,837
Library	Temporary Staff	0.00	0.00	\$ 65,480	\$ -	\$ 65,480
Total - Library Fund		0.00	0.00	\$ 106,680	\$ 2,646,308	\$ 2,752,988
Parks - Open Space	JCOS IT Improvements	0.00	0.00	\$ 17,000	\$ 72,407	\$ 89,407
Parks - Open Space	JCOS Operations	0.00	0.00	\$ 293,000	\$ 625,000	\$ 918,000
Parks - Open Space	JCOS Personnel	1.20	0.00	\$ 25,000	\$ 388,128	\$ 413,128
Parks - Open Space	OS Limited Term Employees	0.00	20.00	\$ -	\$ -	\$ -
Parks - Open Space	OS New Fleet Vehicles	0.00	0.00	\$ 117,900	\$ 22,600	\$ 140,500
Parks - Open Space	Parks Central Reserve & Support	0.00	0.00	\$ 85,000	\$ 22,000	\$ 107,000
Total - Open Space Fund		1.20	20.00	\$ 537,900	\$ 1,130,135	\$ 1,668,035
Public Health	Environmental Health - FTE & Vehicle	1.00	0.00	\$ 30,000	\$ 65,760	\$ 95,760
Total - Public Health Fund		1.00	0.00	\$ 30,000	\$ 65,760	\$ 95,760



Jefferson County - 2017 Budget Adoption Hearing

Summary of Business Cases

<i>Department - Division</i>	<i>Business Case Description</i>	<i>FTE</i>	<i>LTE</i>	<i>One-Time</i>	<i>Ongoing</i>	<i>Total</i>
D&T - Road & Bridge	R&B 4 FTEs Construction Crew	4.00	0.00	\$ -	\$ 225,000	\$ 225,000
D&T - Road & Bridge	R&B College Interns	0.00	4.00	\$ -	\$ 57,500	\$ 57,500
D&T - Road & Bridge	R&B Limited Term Employees	0.00	19.00	\$ -	\$ -	\$ -
D&T - Road & Bridge	R&B Road Inspection	0.00	0.00	\$ 350,000	\$ -	\$ 350,000
Total - Road & Bridge Fund		4.00	23.00	\$ 350,000	\$ 282,500	\$ 632,500
Human Services - Community & Workforce Dev.	Veteran Services Admin Assistant	0.50	0.00	\$ -	\$ 32,343	\$ 32,343
Human Services - Community Assistance	Jefferson County Aging Well	0.00	0.00	\$ -	\$ 18,000	\$ 18,000
Human Services - Business Finance & Admin	Jeffco Prosperity Project	1.00	0.00	\$ -	\$ 100,000	\$ 100,000
Total - Social Services Fund		1.50	0.00	\$ -	\$ 150,343	\$ 150,343
Total Countywide		14.70	47.00	\$ 5,240,809	\$ 6,211,496	\$ 11,452,305



Jefferson County - 2017 Budget Adoption Hearing
Summary of Capital Projects

<i>Department - Division</i>	<i>Description</i>	<i>2017</i>
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D&T - Airport FAA Operations	AIP-58/59	\$ 1,700,000
D&T - Airport Grounds	Pilatus Public Improvements	\$ 650,000
D&T - Airport Operations	NE-Development/15-Acre Grounds	\$ 300,000
D&T - Airport Operations	Snow Removal Equip. Bldg.	\$ 150,000
D&T - Airport Vehicle Equipment	Airport Fire Fighting Equip.	\$ 800,000
D&T - Airport Vehicle Equipment	Airport Loader	\$ 275,000
Total - Airport Fund		\$ 3,875,000

Others - County Manager	Jeffco Parkway Five-Year Plan	\$ 800,000
Total - Capital Expenditures Fund		\$ 800,000

D&T - Transportation & Engineering	JC73 Brook Forest-Thimbleberry	\$ 370,000
Total - Evergreen/Conifer Fund		\$ 370,000

County Manager - Fleet Services	Vehicle Replacement	\$ 6,318,969
Total - Fleet Services Fund		\$ 6,318,969

Assessor	Pictometry	\$ 129,032
Clerk & Recorder - Clerk Recorder Elections	Election Voting System	\$ 1,167,500
County Manager - Facilities	01CAB Facility Condition	\$ 75,000
County Manager - Facilities	01CAB Kitchen Refrigerators	\$ 17,800
County Manager - Facilities	01CAB Parking Structure Epoxy	\$ 750,000
County Manager - Facilities	01CAB Parking Structure Main.	\$ 200,000
County Manager - Facilities	01CAB Replace Liebert Units	\$ 60,000
County Manager - Facilities	01CAB Terrazzo Repair Design	\$ 10,000
County Manager - Facilities	01CAB UPS Battery Replacement - 1st Fl	\$ 8,000
County Manager - Facilities	01CAB UPS Battery Replacement - 2nd Fl	\$ 11,500
County Manager - Facilities	01CAB UPS Battery Replacement - Post 1	\$ 2,700
County Manager - Facilities	01DAB Replace Fire System	\$ 264,000
County Manager - Facilities	01DAK Hardscape Caulking	\$ 10,200
County Manager - Facilities	01DAK UPS Battery Replacement	\$ 15,500
County Manager - Facilities	01GCC Overflow Parking Lot Rep	\$ 26,000
County Manager - Facilities	01LAB Sidewalk/Curb Caulking	\$ 11,100
County Manager - Facilities	01LAB UPS Battery Replacement	\$ 59,500
County Manager - Facilities	01SDC Asphalt Concrete Repairs	\$ 12,500
County Manager - Facilities	01SDC Sheriff Exhaust Fan	\$ 18,700
County Manager - Facilities	01SDC Water Intrusion Correct	\$ 24,000
County Manager - Facilities	03RGF Central Fleet Shop Roof	\$ 203,600
County Manager - Facilities	04RSS Salt Building Crack	\$ 90,865
County Manager - Facilities	19MVE Hardscape Repairs	\$ 36,500
County Manager - Facilities	C/W ADA Compliance	\$ 30,000
County Manager - Facilities	C/W Carpet/Flooring	\$ 150,000
County Manager - Facilities	C/W Hardscape Repairs	\$ 45,000
County Manager - Facilities	C/W Measurement & Verification	\$ 9,200
County Manager - Facilities	C/W R&B South Fence Repair	\$ 30,000
County Manager - Facilities	C/W Replace FACM Software	\$ 350,000
County Manager - Facilities	C/W Replace Key Locks	\$ 45,000



Jefferson County - 2017 Budget Adoption Hearing
Summary of Capital Projects

<i>Department - Division</i>	<i>Description</i>	<i>2017</i>
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County Manager - Facilities	C/W Roof Audit	\$ 62,700
County Manager - Facilities	C/W Space Master Plan	\$ 500,000
County Manager - Facilities	C/W Surveillance Camera Repair	\$ 30,000
County Manager - Facilities	C/W Tree Replacement Program	\$ 30,000
County Manager - Facilities	C/W TVSS Suppression	\$ 25,000
County Manager - Facilities	C/W Window Replacement	\$ 79,500
County Manager - Facilities	Foundation Wall Crack Repairs	\$ 95,000
D&T - Transportation & Engineering	Beers Sisters Reservoir	\$ 400,000
D&T - Transportation & Engineering	Drainageway H Detention Pond	\$ 275,000
D&T - Transportation & Engineering	Massey Draw Drainage Repair	\$ 300,000
D&T - Transportation & Engineering	Van Bibber Culvert Replacement	\$ 550,000
Finance & IT - IT Services	Campus Fiber Replacement	\$ 150,000
Finance & IT - IT Services	Electronic Document Upgrade	\$ 195,000
Finance & IT - IT Services	GIS Upgrade	\$ 120,000
Finance & IT - IT Services	Kronos 8 Upgrade	\$ 150,000
Finance & IT - IT Services	Network Capacity Upgrade	\$ 146,000
Finance & IT - IT Services	Phone Handset Replacement	\$ 150,000
Finance & IT - IT Services	Virtual Server Upgrades	\$ 120,000
Sheriff - JCSO Support Services	JCSO Interview Recording	\$ 90,000
Sheriff - JCSO Support Services	JCSO Major Maintenance	\$ 359,650
Sheriff - JCSO Support Services	JCSO Mezzanine Meshing	\$ 230,000
Sheriff - JCSO Support Services	JCSO PC Replacement	\$ 396,400
Sheriff - JCSO Support Services	JCSO Radio Replacement	\$ 203,532
Sheriff - JCSO Support Services	JCSO Vehicle Replacement	\$ 1,271,000
Sheriff - JCSO Support Services	JCSO Waterproofing and Repairs	\$ 300,000
Total - General Fund		\$ 10,091,979

Human Services - Head Start	54HSA Asbestos Abatement	\$ 76,500
Human Services - Head Start	54HSA Building Hardscape	\$ 38,900
Human Services - Head Start	54HSA Replace Water line	\$ 10,000
Human Services - Head Start	54HSA Roof Repair Replacement	\$ 95,000
Total - Head Start Fund		\$ 220,400

Library	Annual - Book Sorter Sinking F	\$ 200,000
Library	Annual - Capital Maintenance	\$ 250,000
Library	Annual - Computer Replacement	\$ 250,000
Library	Annual - IT Infrastructure Replacement	\$ 462,000
Library	Annual - Other FFE Capital Replacement	\$ 56,000
Library	Columbine Library Remodel	\$ 4,250,000
Library	Current Year Facility Exp/update	\$ 80,000
Library	Edgewater Library	\$ 80,000
Library	Encore Server	\$ 37,000
Library	Entry Door Replacement	\$ 36,800
Library	Evergreen AHU Rebuild	\$ 135,000
Library	Implement RFID/Self Check	\$ 250,000
Library	JCPL Mobile Experience	\$ 15,700
Library	Large Format Printer	\$ 10,000



Jefferson County - 2017 Budget Adoption Hearing
Summary of Capital Projects

<i>Department - Division</i>	<i>Description</i>	<i>2017</i>
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Library	Long Range Facility Master Plan	\$ 75,000
Library	Mobility Solution	\$ 25,000
Library	Records Management Software	\$ 50,000
Library	Replace DC/DVD Disk Washer	\$ 8,000
Library	Virtual Server Upgrade	\$ 91,000
Total - Library Fund		\$ 6,361,500

Parks - Open Space	OS Clear Creek Trail - GOCO	\$ 5,500,000
Parks - Open Space	OS Deer Creek Canyon Park	\$ 100,000
Parks - Open Space	OS Elk Meadow Park	\$ 500,000
Parks - Open Space	OS Land Acquisitions	\$ 2,000,000
Parks - Open Space	OS Mt. Galbraith Park	\$ 100,000
Parks - Open Space	OS Park Design Development	\$ 220,000
Parks - Open Space	OS Park Upgrades	\$ 100,000
Parks - Open Space	OS Pine Valley Lake Drainage	\$ 1,000,000
Parks - Open Space	OS Van Bibber Park	\$ 180,000
Parks - Open Space	OS Windy Saddle Park	\$ 80,000
Total - Open Space Fund		\$ 9,780,000

Public Health	49PMB East Roof and Duct Work	\$ 290,000
Total - Public Health Fund		\$ 290,000

D&T - Road & Bridge	R&B Asphalt Supplies	\$ 1,200,000
D&T - Road & Bridge	R&B Culvert Replacement	\$ 600,000
D&T - Road & Bridge	R&B Faster Funds Asphalt	\$ 1,630,000
D&T - Road & Bridge	R&B Faster Funds Concrete	\$ 3,000,000
D&T - Road & Bridge	R&B Reconstruction CIP	\$ 340,000
D&T - Transportation & Engineering	Colfax/6th Ave Multi-Use Trail	\$ 1,000,000
D&T - Transportation & Engineering	Faster Misc. Safety Projects	\$ 1,300,000
D&T - Transportation & Engineering	Golden Parkway - SH3	\$ 1,860,335
D&T - Transportation & Engineering	Jefferson Public Parkway	\$ 4,350
D&T - Transportation & Engineering	McIntyre - 32nd to Hwy 58	\$ 160,000
D&T - Transportation & Engineering	McIntyre - 52nd Ave to 64th Ave	\$ 300,000
Total - Road & Bridge Fund		\$ 11,394,685

D&T - Transportation & Engineering	Chatfield (Pierce to Kendall)	\$ 4,275,000
D&T - Transportation & Engineering	Quincy (Eldridge - Youngfield)	\$ 250,000
D&T - Transportation & Engineering	Quincy (Kipling to Wadsworth)	\$ 20,000
Total - SE Sales Tax - Capital Project Fund		\$ 4,545,000

Human Services - HS Business Finance & Admin	01 HSB Carpet/Flooring	\$ 100,400
Human Services - HS Business Finance & Admin	01HSB HVAC - DDC Upgrade	\$ 80,000
Human Services - HS Business Finance & Admin	01HSB Loading Dock Repair	\$ 20,200
Human Services - HS Business Finance & Admin	01HSB UPS Battery Replacement	\$ 25,600
Human Services - HS Business Finance & Admin	01HSB Window Replacement	\$ 30,000
Total - Social Services Fund		\$ 256,200



Jefferson County - 2017 Budget Adoption Hearing

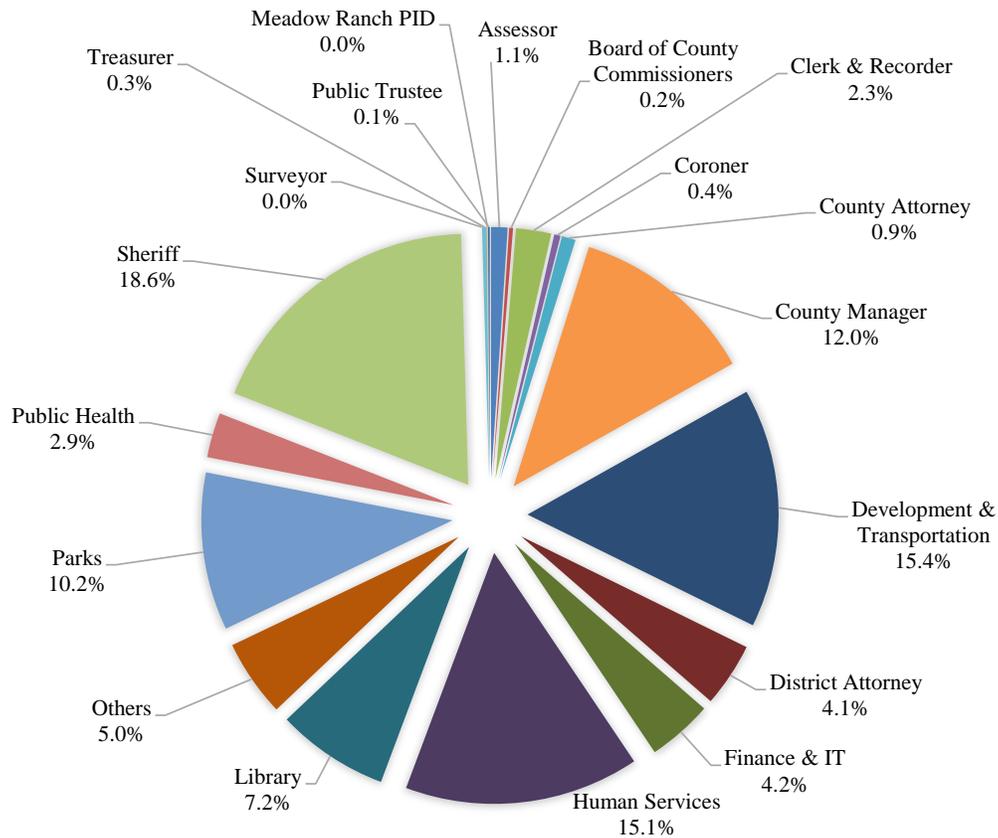
Summary of Capital Projects

<i>Department - Division</i>	<i>Description</i>	<i>2017</i>
D&T - Transportation & Engineering	Bowles Avenue Right Turn Lane	\$ 220,000
D&T - Transportation & Engineering	Quincy (Eldridge - Youngfield)	\$ 250,000
D&T - Transportation & Engineering	Waterton/Wadsworth Intersection	\$ 4,300,000
Total - South Traffic Impact Fund		\$ 4,770,000
Total - Countywide		\$ 59,073,733



Jefferson County - 2017 Budget Adoption Hearing

Summary of Expenditures by Department

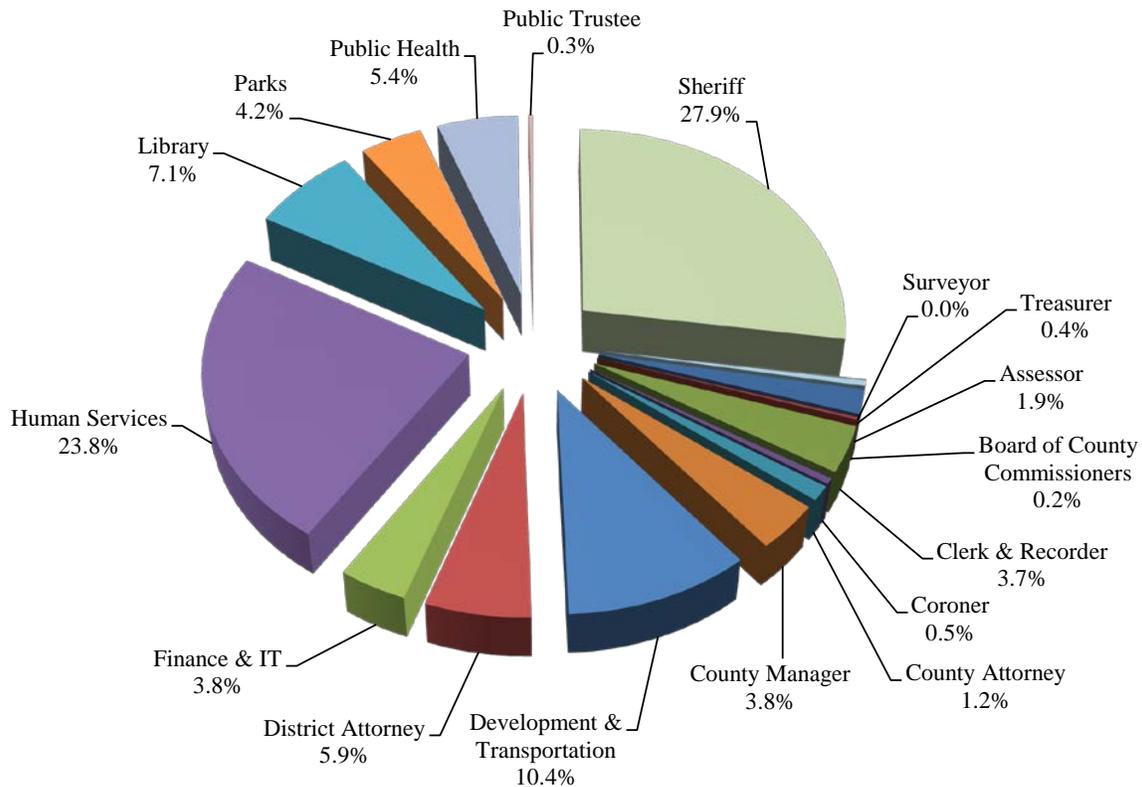


Department	2017 Base Budget	Business Cases	Capital Projects	Interfund Transfers	2017 Adopted Budget
Assessor	\$ 4,896,519	\$ 127,640	\$ 129,032	\$ 577,612	\$ 5,730,803
Board of County Commissioners	\$ 748,824	\$ 213,554	\$ -	\$ 377,075	\$ 1,339,453
Clerk & Recorder	\$ 9,465,169	\$ -	\$ 1,167,500	\$ 1,652,632	\$ 12,285,301
Coroner	\$ 1,764,560	\$ 163,864	\$ -	\$ 268,198	\$ 2,196,622
County Attorney	\$ 4,112,994	\$ 172,979	\$ -	\$ 555,061	\$ 4,841,034
County Manager	\$ 52,878,129	\$ 296,000	\$ 9,707,834	\$ 2,444,140	\$ 65,326,103
Development & Transportation	\$ 37,426,881	\$ 681,240	\$ 26,479,685	\$ 19,206,513	\$ 83,794,319
District Attorney	\$ 20,027,227	\$ 198,838	\$ -	\$ 2,212,292	\$ 22,438,357
Finance & IT	\$ 19,738,175	\$ 327,000	\$ 1,031,000	\$ 1,711,881	\$ 22,808,056
Human Services	\$ 72,695,303	\$ 914,179	\$ 476,600	\$ 8,118,649	\$ 82,204,731
Library	\$ 27,064,432	\$ 2,752,988	\$ 6,361,500	\$ 3,119,954	\$ 39,298,874
Others	\$ 13,483,556	\$ 142,000	\$ 800,000	\$ 12,588,601	\$ 27,014,157
Parks	\$ 39,432,566	\$ 2,897,035	\$ 9,780,000	\$ 3,166,265	\$ 55,275,866
Public Health	\$ 13,876,158	\$ 95,760	\$ 290,000	\$ 1,447,866	\$ 15,709,784
Sheriff	\$ 90,758,339	\$ 2,460,028	\$ 2,850,582	\$ 5,067,614	\$ 101,136,563
Surveyor	\$ 3,022	\$ -	\$ -	\$ 2,531	\$ 5,553
Treasurer	\$ 1,428,577	\$ 9,200	\$ -	\$ 211,711	\$ 1,649,488
Separate Funds					
Meadow Ranch PID	\$ 231,748	\$ -	\$ -	\$ 2,400	\$ 234,148
Public Trustee	\$ 468,161	\$ -	\$ -	\$ 109,662	\$ 577,823
Total Adopted Budget	\$ 410,500,340	\$ 11,452,305	\$ 59,073,733	\$ 62,840,657	\$ 543,867,035



Jefferson County - 2017 Budget Adoption Hearing

Summary of FTEs by Department



Department	2014 FTE Adopted	2015 FTE Adopted	2016 FTE Adopted	2017 FTE Adopted
Assessor	53.00	53.00	56.00	58.00
Board of County Commissioners	4.00	4.00	6.00	6.00
Clerk & Recorder	109.50	109.50	112.50	112.50
Coroner	12.00	12.00	14.00	14.00
County Attorney	35.00	35.00	36.00	36.00
County Manager	112.00	112.00	114.00	114.00
Development & Transportation	308.40	309.40	310.40	314.40
District Attorney	174.35	177.35	177.35	179.35
Finance & IT	117.40	115.90	116.00	116.00
Human Services	677.69	692.75	713.75	718.25
Library	215.00	215.00	215.00	215.00
Parks	116.10	121.10	124.10	125.30
Public Health	153.35	153.35	158.35	161.85
Sheriff	822.50	824.50	824.00	824.00
Surveyor	1.00	1.00	1.00	1.00
Treasurer	13.00	13.00	13.00	13.00
Separate Funds				
Public Trustee	9.00	9.00	9.00	9.00
Total Authorized Positions	2,933.29	2,957.85	3,000.45	3,017.65

Budget by Fund

Budget by Fund



Jefferson County - 2017 Budget Adoption Hearing

Fund Balance Summary

Fund	Fund Name	Estimated Beginning Fund Balance*	2017 Revenues	2017 Expenditures	Net Interfund Transfers	Ending Fund Balance	Reservations Designations	Funds Available for use in 2017	% Change in Fund Balance
General Fund									
030	General	77,398,969	166,676,434	173,461,976	(6,352,184)	64,261,242	25,000,000	39,261,242	-17.0%
Special Revenue Funds									
410	Community Development	39,457	2,032,978	1,862,957	(168,021)	41,457	0	41,457	5.1%
060	Conservation Trust	3,173,960	1,169,700	975,000	(1,228,000)	2,140,660	0	2,140,660	-32.6%
140	Contingent	2,796,265	24,000	0	(2,572)	2,817,693	21,428	2,796,265	0.8%
080	Developmentally Disabled	332,070	8,097,425	7,971,016	(126,409)	332,070	242,923	89,147	0.0%
210	Forfeiture	447,866	0	0	0	447,866	0	447,866	0.0%
123	Head Start	0	3,875,957	5,404,045	1,556,442	28,354	0	28,354	0.0%
200	Inmate Welfare	1,068,174	677,500	820,874	(39,611)	885,189	67,750	817,439	-17.1%
050	Open Space	10,994,200	18,750,291	21,968,868	(2,392,347)	5,383,276	1,883,629	3,499,647	-51.0%
051	Open Space Cities Share	247,511	13,578,303	13,569,003	0	256,811	0	256,811	3.8%
190	Law Enforcement (Patrol)	0	11,417,907	27,487,226	16,069,319	0	0	0	0.0%
110	Road & Bridge	9,495,906	40,171,720	33,912,239	(10,896,881)	4,858,506	1,234,702	3,623,804	-48.8%
120	Social Services	5,095,574	50,129,107	46,726,880	(3,402,227)	5,095,574	3,758,330	1,337,244	0.0%
400	Solid Waste	1,062,337	407,100	225,333	(63,398)	1,180,706	40,710	1,139,996	11.1%
104	Traffic Impact - Evrgm/Cnfr	1,884,461	149,700	455,000	(43,419)	1,535,742	0	1,535,742	-18.5%
101	Traffic Impact - North	689,481	318,200	0	(83,372)	924,309	0	924,309	34.1%
100	Traffic Impact - South	6,906,370	2,425,800	4,770,000	(53,908)	4,508,262	0	4,508,262	-34.7%
310	Wildland Fire	148,899	16,200	10,000	(2,259)	152,840	1,620	151,220	2.6%
121	Workforce Development	55,651	4,320,106	3,930,983	(439,692)	5,082	0	5,082	-90.9%
Enterprise Funds & Component Units									
280	Airport	2,234,546	6,585,340	7,305,449	(330,886)	1,183,551	1,175,000	8,551	-47.0%
160	Library	19,166,035	37,862,158	36,178,920	(3,119,954)	17,729,319	3,786,216	13,943,103	-7.5%
220	Public Health	1,732,548	8,867,263	14,261,918	5,394,655	1,732,548	471,294	1,261,254	0.0%
Debt Service Funds									
053	Open Space - 2009 Bond	1,129,260	8,450,400	8,442,400	0	1,137,260	1,137,260	0	0.7%
055	Open Space - 2010 Bond	301,681	2,284,300	2,282,700	0	303,281	303,281	0	0.5%
057	Open Space - 2013 Bond	288,013	2,146,408	2,144,908	0	289,513	289,513	0	0.5%
380	South East Sales Tax - Debt	8,278,432	4,826,900	1,354,724	(3,525,000)	8,225,608	2,032,086	6,193,522	-0.6%
Capital Project Funds									
130	Capital Expenditures	10,702,209	9,461,533	10,250,650	3,399,110	13,312,202	1,302,278	12,009,924	24.4%
056	Open Space Land Acquisition	8,576	0	0	0	8,576	0	8,576	0.0%
381	South East Sales Tax - Capital	6,792,184	17,400	4,545,000	2,960,682	5,225,266	0	5,225,266	-23.1%
Internal Service Funds									
170	Benefit Plan	6,910,342	10,393,056	34,842,833	25,682,933	8,143,498	5,315,134	2,828,364	17.8%
150	Fleet Services	10,710,508	884,180	11,914,432	8,851,515	8,531,771	8,531,771	0	-20.3%
040	Insurance	1,296,404	23,300	1,462,856	1,136,100	992,948	992,948	0	-23.4%
041	Worker's Compensation	944,093	18,600	1,788,278	1,840,455	1,014,870	450,000	564,870	7.5%
Separate Funds									
340	Meadow Ranch	224,757	171,315	231,748	(2,400)	161,924	81,571	80,353	-28.0%
230	Public Trustee	137,200	646,328	468,161	(109,662)	205,705	0	205,705	49.9%
Total Jefferson County		192,693,940	416,876,908	481,026,377	34,509,009	163,053,480	58,119,443	104,934,037	-15.4%

* Estimated Beginning Fund Balance is based off of FY2016 Year-End Expenditure Estimates.





Jefferson County - 2017 Budget Adoption Hearing

Summary of Revenues & Expenditures by Fund

GENERAL FUND

General Fund - 030, 031, 032, 033, 070

The General Fund is the County's major operating fund that accounts for all transactions not accounted for in other funds. It accounts for ordinary operating expenditures financed primarily by property taxes and charges for services. The General Fund includes the following subfunds: Boettcher Mansion, Clerk & Recorder Electronic Filing Fee, Dog Licensing, and District Attorney Services and Charges Account. Per House Bill 12-1329, the Office of the Public Trustee must adopt its own budget. Prior to 2013, the Public Trustee Salary Fund and budget were included within the General Fund roll-up.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 122,408,041	\$ 122,737,158	\$ 126,672,423	\$ 128,356,802
Licenses & Permits	\$ 3,569,877	\$ 3,814,924	\$ 4,419,392	\$ 3,212,500
Intergovernmentals	\$ 8,502,002	\$ 9,148,548	\$ 7,127,625	\$ 6,768,210
Charges for Services	\$ 22,001,081	\$ 24,479,249	\$ 24,949,354	\$ 22,593,671
Fines & Forfeitures	\$ 311,125	\$ 213,483	\$ 239,905	\$ 94,000
Investment Income	\$ 1,418,552	\$ 1,109,484	\$ 1,039,539	\$ 919,000
Rental Income	\$ 776,240	\$ 797,085	\$ 844,795	\$ 828,150
Contributions & Donations	\$ 156,030	\$ 97,854	\$ 167,170	\$ 7,000
Miscellaneous	\$ 192,717	\$ 254,647	\$ 314,157	\$ 2,195,800
Claims & Judgements	\$ 392,493	\$ 47,718	\$ 342,422	\$ 1,300
Intra-County Transfers	\$ 19,425,882	\$ 19,844,287	\$ 23,137,207	\$ 22,540,517
Proceeds from Disposition of Assets	\$ 786,485	\$ 601,127	\$ 67,663	\$ 1,700,000
Total Revenues and Transfers In:	\$ 179,940,525	\$ 183,145,564	\$ 189,321,652	\$ 189,216,950
Expenditures				
Salaries & Benefits	\$ 105,858,832	\$ 110,216,168	\$ 113,997,423	\$ 121,610,228
Supplies	\$ 8,863,691	\$ 8,847,444	\$ 8,382,896	\$ 10,245,347
Services & Charges	\$ 26,835,181	\$ 28,425,110	\$ 28,194,632	\$ 35,264,029
Direct Assistance Payments	\$ -	\$ 14,646	\$ 13,500	\$ -
Capital Projects & Equipment	\$ 2,478,394	\$ 4,274,734	\$ 3,111,876	\$ 3,956,532
Intergovernmental	\$ 1,310,641	\$ 1,968,697	\$ 2,806,536	\$ 2,385,840
Interdepartmental	\$ 28,793,928	\$ 29,280,698	\$ 31,882,410	\$ 28,892,701
Total Expenditures and Transfers Out:	\$ 174,140,667	\$ 183,027,497	\$ 188,389,273	\$ 202,354,677
Net Change	\$ 5,799,858	\$ 118,067	\$ 932,379	\$ (13,137,727)
Beginning Fund Balance	\$ 70,548,664	\$ 76,348,522	\$ 76,466,589	\$ 77,398,969
Ending Fund Balance	\$ 76,348,522	\$ 76,466,589	\$ 77,398,969	\$ 64,261,242



Jefferson County - 2017 Budget Adoption Hearing

Summary of Revenues & Expenditures by Fund

SPECIAL REVENUE FUNDS

Community Development Fund - 410				
The Community Development Fund accounts for federal and state grant monies received and expended in accordance with grant requirements.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ 1,051,808	\$ 2,746,118	\$ 2,327,940	\$ 2,032,978
Charges for Services	\$ 631,310	\$ 308,749	\$ 473,671	\$ -
Investment Income	\$ 1,998	\$ -	\$ 459	\$ -
Intra-County Transfers	\$ 21,550	\$ 22,665	\$ -	\$ 25,000
Total Revenues and Transfers In:	\$ 1,706,665	\$ 3,077,532	\$ 2,802,070	\$ 2,057,978
Expenditures				
Salaries & Benefits	\$ 231,245	\$ 272,234	\$ 320,828	\$ 353,732
Supplies	\$ 6,737	\$ 9,965	\$ 10,874	\$ 3,200
Services & Charges	\$ 14,137	\$ 28,628	\$ 35,495	\$ 31,454
Direct Assistance Payments	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 1,347,117	\$ 2,609,639	\$ 2,199,306	\$ 1,474,571
Interdepartmental	\$ 107,428	\$ 156,950	\$ 235,567	\$ 193,021
Total Expenditures and Transfers Out:	\$ 1,706,665	\$ 3,077,416	\$ 2,802,070	\$ 2,055,978
Net Change	\$ -	\$ 116	\$ -	\$ 2,000
Beginning Fund Balance	\$ 39,341	\$ 39,341	\$ 39,457	\$ 39,457
Ending Fund Balance	\$ 39,341	\$ 39,457	\$ 39,457	\$ 41,457

Conservation Trust Fund - 060				
The Conservation Trust Fund was established as required by Section 31-25-220, Colorado Revised Statutes 1973, to account for monies received from the State of Colorado for Conservation Trust Fund purposes.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ 1,083,302	\$ 1,080,746	\$ 1,147,856	\$ 1,150,000
Investment Income	\$ 25,571	\$ 21,364	\$ 26,674	\$ 19,700
Total Revenues and Transfers In:	\$ 1,108,873	\$ 1,102,110	\$ 1,174,530	\$ 1,169,700
Expenditures				
Services & Charges	\$ 50,964	\$ 23,192	\$ 36,338	\$ -
Capital Projects & Equipment	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 588,458	\$ 65,903	\$ 47,814	\$ 975,000
Interdepartmental	\$ 209,250	\$ 380,683	\$ 330,442	\$ 1,228,000
Total Expenditures and Transfers Out:	\$ 848,672	\$ 469,778	\$ 414,594	\$ 2,203,000
Net Change	\$ 260,201	\$ 632,332	\$ 759,936	\$ (1,033,300)
Beginning Fund Balance	\$ 1,521,491	\$ 1,781,692	\$ 2,414,024	\$ 3,173,960
Ending Fund Balance	\$ 1,781,692	\$ 2,414,024	\$ 3,173,960	\$ 2,140,660



Jefferson County - 2017 Budget Adoption Hearing

Summary of Revenues & Expenditures by Fund

Contingent Fund - 140				
The Contingent Fund accounts for monies generated by property taxes and expended only for contingencies or emergencies as defined in state statutes. Colorado counties are authorized by state law (Section 30-25-107 C.R.S.) to maintain a contingency fund. Currently, no portion of the mill levy is being allocated to this fund.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ -		\$ -	\$ -
Investment Income	\$ 36,533	\$ 26,834	\$ 24,269	\$ 24,000
Total Revenues and Transfers In:	\$ 36,533	\$ 26,834	\$ 24,269	\$ 24,000
Expenditures				
Interdepartmental	\$ 2,235	\$ 2,384	\$ 2,506	\$ 2,572
Total Expenditures and Transfers Out:	\$ 2,235	\$ 2,384	\$ 2,506	\$ 2,572
Net Change	\$ 34,298	\$ 24,450	\$ 21,763	\$ 21,428
Beginning Fund Balance	\$ 2,715,754	\$ 2,750,052	\$ 2,774,502	\$ 2,796,265
Ending Fund Balance	\$ 2,750,052	\$ 2,774,502	\$ 2,796,265	\$ 2,817,693

Developmentally Disabled Fund - 080				
The Developmentally Disabled Fund accounts for property tax revenues collected for use by the Developmental Disabilities Resource Center, Inc. and expended to provide services to the developmentally disabled.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 6,854,248	\$ 6,897,378	\$ 7,978,979	\$ 8,087,325
Investment Income	\$ 16,952	\$ 14,791	\$ 14,353	\$ 10,100
Total Revenues and Transfers In:	\$ 6,871,199	\$ 6,912,169	\$ 7,993,332	\$ 8,097,425
Expenditures				
Intergovernmental	\$ 6,689,779	\$ 6,819,762	\$ 7,914,908	\$ 7,971,017
Interdepartmental	\$ 133,673	\$ 114,432	\$ 125,244	\$ 126,409
Total Expenditures and Transfers Out:	\$ 6,823,452	\$ 6,934,194	\$ 8,040,152	\$ 8,097,426
Net Change	\$ 47,748	\$ (22,025)	\$ (46,820)	\$ (1)
Beginning Fund Balance	\$ 353,168	\$ 400,915	\$ 378,890	\$ 332,070
Ending Fund Balance	\$ 400,915	\$ 378,890	\$ 332,070	\$ 332,069

Forfeiture Fund - 210				
The Forfeiture Fund accounts for proceeds from seizures, forfeitures and restitution of the Sheriff's and District Attorney's Offices. State law restricts spending in this fund to non-budgeted Sheriff's Office equipment, commodities and/or training and does not require the County to appropriate expenditures as part of its budget.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ 351,680	\$ 3,850	\$ -	\$ -
Fines & Forfeitures	\$ 16,559	\$ 16,879	\$ -	\$ -
Total Revenues and Transfers In:	\$ 368,238	\$ 20,729	\$ -	\$ -
Expenditures				
Services & Charges	\$ 68,897	\$ 24,320	\$ -	\$ -
Capital Projects & Equipment	\$ 10,000	\$ 28,000	\$ -	\$ -
Total Expenditures and Transfers Out:	\$ 78,897	\$ 52,320	\$ -	\$ -
Net Change	\$ 289,341	\$ (31,591)	\$ -	\$ -
Beginning Fund Balance	\$ 190,116	\$ 479,457	\$ 447,866	\$ 447,866
Ending Fund Balance	\$ 479,457	\$ 447,866	\$ 447,866	\$ 447,866



Jefferson County - 2017 Budget Adoption Hearing
Summary of Revenues & Expenditures by Fund

Head Start Fund - 123				
The Head Start Fund is used to account for monies received from the U.S. Department of Health and Human Services to administer the Head Start program for Jefferson County. In addition Head Start also services Gilpin, Clear Creek and Park Counties.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ 3,343,313	\$ 3,242,954	\$ 3,277,512	\$ 3,367,411
Charges for Services	\$ -	\$ 24,779	\$ 86,576	\$ 146,322
Contributions & Donations	\$ 447,471	\$ 315,232	\$ 263,241	\$ 280,224
Miscellaneous	\$ 7,140	\$ 7,417	\$ 156,712	\$ 82,000
Intra-County Transfers	\$ 842,940	\$ 993,998	\$ 585,713	\$ 1,887,599
Total Revenues and Transfers In:	\$ 4,640,863	\$ 4,584,380	\$ 4,369,754	\$ 5,763,556
Expenditures				
Salaries & Benefits	\$ 2,913,643	\$ 3,011,588	\$ 3,050,566	\$ 3,478,622
Supplies	\$ 217,592	\$ 155,151	\$ 126,613	\$ 409,616
Services & Charges	\$ 1,057,320	\$ 1,035,571	\$ 895,063	\$ 1,313,721
Direct Assistance Payments	\$ 1,170	\$ 1,197	\$ 605	\$ 2,700
Capital Projects & Equipment	\$ 87,071	\$ -	\$ -	\$ 199,386
Interdepartmental	\$ 364,067	\$ 380,873	\$ 296,907	\$ 331,157
Total Expenditures and Transfers Out:	\$ 4,640,863	\$ 4,584,380	\$ 4,369,754	\$ 5,735,202
Net Change	\$ -	\$ -	\$ -	\$ 28,354
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 28,354



Jefferson County - 2017 Budget Adoption Hearing

Summary of Revenues & Expenditures by Fund

Inmate Welfare Fund - 200					
The Inmate Welfare Fund accounts for monies received from commissions for telephone services and jail commissary sales. These monies are spent for the welfare of incarcerated inmates/detainees.					
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted	
Revenues					
Charges for Services	\$ 707,942	\$ 700,791	\$ 719,011	\$ 665,000	
Investment Income	\$ 22,083	\$ 14,247	\$ 11,802	\$ 12,500	
Intra-County Transfers	\$ -	\$ -	\$ -	\$ -	
Total Revenues and Transfers In:	\$ 730,024	\$ 715,038	\$ 730,813	\$ 677,500	
Expenditures					
Salaries & Benefits	\$ 621,358	\$ 670,248	\$ 618,403	\$ 504,016	
Supplies	\$ 105,828	\$ 118,582	\$ 91,736	\$ 258,508	
Services & Charges	\$ 100,529	\$ 144,492	\$ 182,403	\$ 58,350	
Interdepartmental	\$ 42,471	\$ 33,209	\$ 35,724	\$ 39,611	
Total Expenditures and Transfers Out:	\$ 870,187	\$ 966,531	\$ 928,266	\$ 860,485	
Net Change	\$ (140,162)	\$ (251,493)	\$ (197,453)	\$ (182,985)	
Beginning Fund Balance	\$ 1,657,282	\$ 1,517,120	\$ 1,265,627	\$ 1,068,174	
Ending Fund Balance	\$ 1,517,120	\$ 1,265,627	\$ 1,068,174	\$ 885,189	

Open Space Fund - 050					
The Open Space Fund accounts for revenues generated from the ½ percent countywide sales tax, implemented in 1973 and expended for the acquisition, development and maintenance of Open Space land.					
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted	
Revenues					
Taxes & Special Assessments	\$ 14,355,994	\$ 16,209,370	\$ 9,188,082	\$ 18,060,974	
Intergovernmentals	\$ 281,973	\$ 324,531	\$ 2,193,150	\$ 75,000	
Charges for Services	\$ 395,041	\$ 370,272	\$ 405,102	\$ 333,005	
Fines & Forfeitures	\$ 2,737	\$ 6,124	\$ 12,828	\$ 10,000	
Investment Income	\$ 412,118	\$ 276,150	\$ 166,293	\$ 198,700	
Rental Income	\$ 20,064	\$ 27,474	\$ 19,158	\$ 19,112	
Contributions & Donations	\$ 29,551	\$ 10,379	\$ 141,161	\$ 3,500	
Miscellaneous	\$ 54,824	\$ 54,069	\$ 66,258	\$ 50,000	
Claims & Judgements	\$ -	\$ 799	\$ -	\$ -	
Intra-County Transfers	\$ 86,000	\$ 92,394	\$ 91,485	\$ 86,000	
Proceeds From Disposition of Assets	\$ 4,063	\$ -	\$ -	\$ -	
Total Revenues and Transfers In:	\$ 15,642,365	\$ 17,371,562	\$ 12,283,517	\$ 18,836,291	
Expenditures					
Salaries & Benefits	\$ 7,316,785	\$ 7,732,796	\$ 7,833,785	\$ 8,712,932	
Supplies	\$ 589,455	\$ 630,407	\$ 688,728	\$ 1,218,977	
Services & Charges	\$ 615,927	\$ 858,338	\$ 1,040,177	\$ 1,238,559	
Capital Projects & Equipment	\$ 6,871,073	\$ 12,147,371	\$ 14,906,604	\$ 10,048,400	
Intergovernmental	\$ 689,300	\$ 763,938	\$ 81,723	\$ 750,000	
Interdepartmental	\$ 1,773,902	\$ 1,961,844	\$ 2,068,644	\$ 2,478,347	
Total Expenditures and Transfers Out:	\$ 17,856,442	\$ 24,094,694	\$ 26,619,661	\$ 24,447,215	
Net Change	\$ (2,214,077)	\$ (6,723,132)	\$ (14,336,144)	\$ (5,610,924)	
Beginning Fund Balance	\$ 34,267,553	\$ 32,053,476	\$ 25,330,344	\$ 10,994,200	
Ending Fund Balance	\$ 32,053,476	\$ 25,330,344	\$ 10,994,200	\$ 5,383,276	



Jefferson County - 2017 Budget Adoption Hearing
Summary of Revenues & Expenditures by Fund

Open Space Cities Share Fund - 051				
The Open Space Cities Share Fund accounts for the "Cities Available Portion" of revenues generated from the ½ percent countywide sales tax that is shared with participating cities within the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 11,967,190	\$ 12,878,148	\$ 10,053,716	\$ 13,569,003
Investment Income	\$ 13,915	\$ 10,326	\$ 10,495	\$ 9,300
Total Revenues and Transfers In:	\$ 11,981,105	\$ 12,888,474	\$ 10,064,211	\$ 13,578,303
Expenditures				
Services & Charges	\$ 239,344	\$ 257,563	\$ 241,289	\$ 271,382
Intergovernmental	\$ 11,716,341	\$ 12,608,256	\$ 10,453,137	\$ 13,297,621
Total Expenditures and Transfers Out:	\$ 11,955,685	\$ 12,865,819	\$ 10,694,426	\$ 13,569,003
Net Change	\$ 25,421	\$ 22,655	\$ (630,215)	\$ 9,300
Beginning Fund Balance	\$ 829,650	\$ 855,071	\$ 877,726	\$ 247,511
Ending Fund Balance	\$ 855,071	\$ 877,726	\$ 247,511	\$ 256,811

Patrol Fund - 190				
The Patrol Fund accounts for revenues received from the Jefferson County Law Enforcement Authority (LEA) mill levy, grants and funding from the General Fund. Expenditures are for patrol services providing police protection in the unincorporated areas of the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 9,446,416	\$ 9,518,573	\$ 9,725,907	\$ 9,940,716
Intergovernmentals	\$ 785,290	\$ 694,601	\$ 793,515	\$ 795,479
Charges for Services	\$ 221,690	\$ 107,586	\$ 165,132	\$ 83,300
Fines & Forfeitures	\$ 504,117	\$ 564,487	\$ 895,245	\$ 590,512
Investment Income	\$ 819	\$ 1,023	\$ -	\$ 400
Miscellaneous	\$ 14,050	\$ 10,388	\$ 862	\$ 7,500
Intra-County Transfers	\$ 15,590,754	\$ 15,867,668	\$ 16,502,412	\$ 16,436,868
Total Revenues and Transfers In:	\$ 26,563,136	\$ 26,764,326	\$ 28,083,073	\$ 27,854,775
Expenditures				
Salaries & Benefits	\$ 25,023,159	\$ 25,406,433	\$ 26,550,510	\$ 26,047,694
Supplies	\$ 542,563	\$ 480,645	\$ 701,643	\$ 980,391
Services & Charges	\$ 414,656	\$ 438,557	\$ 394,514	\$ 459,141
Capital Projects & Equipment	\$ 49,708	\$ 73,731	\$ 45,300	\$ -
Intergovernmental	\$ 146,710	\$ -	\$ -	\$ -
Interdepartmental	\$ 386,340	\$ 364,960	\$ 391,106	\$ 367,549
Total Expenditures and Transfers Out:	\$ 26,563,136	\$ 26,764,326	\$ 28,083,073	\$ 27,854,775
Net Change	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -



Jefferson County - 2017 Budget Adoption Hearing
Summary of Revenues & Expenditures by Fund

Road & Bridge Fund - 110				
The Road & Bridge Fund accounts for monies generated by property taxes and other sources and expended for highway and street maintenance and repair.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 34,771,682	\$ 36,444,702	\$ 35,810,046	\$ 38,743,920
Licenses & Permits	\$ 827,135	\$ 762,518	\$ 791,844	\$ 750,000
Intergovernmentals	\$ 1,545,150	\$ 547,252	\$ (52,486)	\$ 579,000
Charges for Services	\$ 496,365	\$ 84,840	\$ 4,171	\$ -
Investment Income	\$ 124,573	\$ 110,980	\$ 114,301	\$ 98,800
Contributions & Donations	\$ 161,369	\$ 303,090	\$ 441,157	\$ -
Miscellaneous	\$ 292,707	\$ 3,985	\$ 3,447	\$ -
Claims & Judgements	\$ 145	\$ -	\$ -	\$ -
Intra-County Transfers	\$ 726,975	\$ 1,550,672	\$ 229,884	\$ 985,000
Proceeds from Disposition of Assets	\$ 10,120	\$ -	\$ 760,672	\$ -
Total Revenues and Transfers In:	\$ 38,956,220	\$ 39,808,039	\$ 38,103,036	\$ 41,156,720
Expenditures				
Salaries & Benefits	\$ 9,837,728	\$ 10,495,293	\$ 12,156,531	\$ 11,947,727
Supplies	\$ 2,528,171	\$ 2,729,833	\$ 6,084,372	\$ 6,373,250
Services & Charges	\$ 2,238,727	\$ 1,632,035	\$ 4,892,988	\$ 9,893,735
Capital Projects & Equipment	\$ 10,792,359	\$ 11,388,218	\$ 2,874,999	\$ 1,710,000
Intergovernmental	\$ 2,848,516	\$ 3,436,196	\$ 3,589,374	\$ 3,987,527
Interdepartmental	\$ 9,408,314	\$ 8,871,824	\$ 10,341,653	\$ 11,881,881
Total Expenditures and Transfers Out:	\$ 37,653,816	\$ 38,553,399	\$ 39,939,917	\$ 45,794,120
Net Change	\$ 1,302,405	\$ 1,254,640	\$ (1,836,881)	\$ (4,637,400)
Beginning Fund Balance	\$ 8,775,742	\$ 10,078,147	\$ 11,332,787	\$ 9,495,906
Ending Fund Balance	\$ 10,078,147	\$ 11,332,787	\$ 9,495,906	\$ 4,858,506

Social Services Fund - 120				
The Social Services Fund accounts for monies received from property taxes and state and federal grants expended for social welfare programs.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 10,041,399	\$ 10,104,682	\$ 10,420,054	\$ 10,723,160
Intergovernmentals	\$ 33,311,390	\$ 37,155,730	\$ 33,785,059	\$ 39,405,947
Charges for Services	\$ 116,617	\$ 88,089	\$ 121,850	\$ -
Investment Income	\$ 15,374	\$ 13,483	\$ 10,423	\$ -
Contributions & Donations	\$ (267)	\$ 575	\$ 5,100	\$ -
Miscellaneous	\$ 2,789	\$ 17,456	\$ 3,566	\$ -
Intra-County Transfers	\$ 2,115,005	\$ 1,936,511	\$ 5,096,030	\$ 2,973,466
Proceeds from Disposition of Assets	\$ 83	\$ 60,590	\$ -	\$ -
Total Revenues and Transfers In:	\$ 45,602,389	\$ 49,377,116	\$ 49,442,082	\$ 53,102,573
Expenditures				
Salaries & Benefits	\$ 29,506,195	\$ 33,027,741	\$ 34,562,155	\$ 35,008,663
Supplies	\$ 490,776	\$ 631,922	\$ 701,537	\$ 1,055,768
Services & Charges	\$ 2,935,485	\$ 2,833,903	\$ 2,480,232	\$ 4,727,554
Direct Assistance Payments	\$ 5,405,137	\$ 5,227,931	\$ 4,697,584	\$ 5,825,895
Capital Projects & Equipment	\$ 41,982	\$ 233,157	\$ -	\$ 10,000
Intergovernmental	\$ 1,080,619	\$ 1,403,375	\$ 57,773	\$ 99,000
Interdepartmental	\$ 6,142,109	\$ 6,019,087	\$ 6,942,801	\$ 6,375,693
Total Expenditures and Transfers Out:	\$ 45,602,304	\$ 49,377,116	\$ 49,442,082	\$ 53,102,573
Net Change	\$ 85	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 5,095,489	\$ 5,095,574	\$ 5,095,574	\$ 5,095,574
Ending Fund Balance	\$ 5,095,574	\$ 5,095,574	\$ 5,095,574	\$ 5,095,574



Jefferson County - 2017 Budget Adoption Hearing

Summary of Revenues & Expenditures by Fund

Solid Waste Disposal Site and Facility Fund - 400				
The Solid Waste Funds account for monies received from fees, state and federal grants, other local governments and contributions. The Solid Waste Funds are expended for solid waste program management and emergency and/or remediation operations related to landfills, solid waste or hazardous waste. Combined with the Solid Waste Management Fund in 2015.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Charges for Services	\$ 143,529	\$ 346,048	\$ 683,772	\$ 400,000
Investment Income	\$ 13,370	\$ 8,306	\$ 7,001	\$ 7,100
Intra-County Transfers	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 156,899	\$ 354,354	\$ 690,773	\$ 407,100
Expenditures				
Supplies	\$ -	\$ 2,109	\$ 5,433	\$ 6,000
Services & Charges	\$ 500,641	\$ 160,256	\$ 84,764	\$ 105,600
Intergovernmental	\$ 41,543	\$ 41,543	\$ 188,824	\$ 113,733
Interdepartmental	\$ 5,362	\$ 245,409	\$ 164,249	\$ 63,398
Total Expenditures and Transfers Out:	\$ 547,546	\$ 449,317	\$ 443,270	\$ 288,731
Net Change	\$ (390,647)	\$ (94,963)	\$ 247,503	\$ 118,369
Beginning Fund Balance	\$ 1,300,444	\$ 909,797	\$ 814,834	\$ 1,062,337
Ending Fund Balance	\$ 909,797	\$ 814,834	\$ 1,062,337	\$ 1,180,706

Solid Waste Management Fund - 401				
The Solid Waste Funds account for monies received from fees, state and federal grants, other local governments and contributions. The Solid Waste Funds are expended for solid waste program management and emergency and/or remediation operations related to landfills, solid waste or hazardous waste. Combined with the Solid Waste Disposal Site and Facility Fund in 2015.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Charges for Services	\$ 312,522	\$ 147,774		
Investment Income	\$ 127	\$ -		
Intra-County Transfers	\$ -	\$ 26,342		
Total Revenues and Transfers In:	\$ 312,649	\$ 174,116		
Expenditures				
Salaries & Benefits	\$ -	\$ -		
Supplies	\$ 4,645	\$ 2,757		
Services & Charges	\$ 159,254	\$ 43,693		
Intergovernmental	\$ 113,733	\$ 113,733		
Interdepartmental	\$ 83,101	\$ 56,309		
Total Expenditures and Transfers Out:	\$ 360,733	\$ 216,492		
Net Change	\$ (48,083)	\$ (42,376)		
Beginning Fund Balance	\$ 90,459	\$ 42,376		
Ending Fund Balance	\$ 42,376	\$ -		



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Summary of Revenues & Expenditures by Fund

Traffic Impact Evergreen / Conifer Fund - 104				
The Traffic Impact Funds, accounted for separately by geographic region, account for monies generated by traffic impact fees on new development and expenditures relative to road improvements in various districts throughout the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Licenses & Permits	\$ 190,023	\$ 250,930	\$ 359,440	\$ 135,000
Investment Income	\$ 22,508	\$ 17,091	\$ 16,474	\$ 14,700
Contributions & Donations	\$ -	\$ 8,629	\$ -	\$ -
Miscellaneous	\$ 1,102	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 213,633	\$ 276,650	\$ 375,914	\$ 149,700
Expenditures				
Services & Charges	\$ -	\$ 9,500	\$ -	\$ -
Capital Projects & Equipment	\$ 4,218	\$ 245,922	\$ 21,494	\$ 370,000
Intergovernmental	\$ 51,303	\$ 108,445	\$ 116,436	\$ 85,000
Interdepartmental	\$ 3,919	\$ 3,441	\$ 7,571	\$ 43,419
Total Expenditures and Transfers Out:	\$ 59,441	\$ 367,308	\$ 145,501	\$ 498,419
Net Change	\$ 154,192	\$ (90,658)	\$ 230,413	\$ (348,719)
Beginning Fund Balance	\$ 1,590,514	\$ 1,744,706	\$ 1,654,048	\$ 1,884,461
Ending Fund Balance	\$ 1,744,706	\$ 1,654,048	\$ 1,884,461	\$ 1,535,742

Traffic Impact North Fund - 101				
The Traffic Impact Funds, accounted for separately by geographic region, account for monies generated by traffic impact fees on new development and expenditures relative to road improvements in various districts throughout the County. Traffic Impact Central and Traffic Impact North Mountains combined with this fund in 2013.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Licenses & Permits	\$ 307,933	\$ 800,594	\$ 463,116	\$ 295,000
Charges for Services	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ 54,192	\$ 32,060	\$ 14,373	\$ 23,200
Contributions & Donations	\$ -	\$ 274,455	\$ -	\$ -
Intra-County Transfers	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 362,125	\$ 1,107,109	\$ 477,489	\$ 318,200
Expenditures				
Capital Projects & Equipment	\$ 1,304,579	\$ 2,103,280	\$ 1,856,271	\$ -
Interdepartmental	\$ 112,198	\$ 35,193	\$ 103,305	\$ 83,372
Total Expenditures and Transfers Out:	\$ 1,416,777	\$ 2,138,473	\$ 1,959,576	\$ 83,372
Net Change	\$ (1,054,652)	\$ (1,031,364)	\$ (1,482,087)	\$ 234,828
Beginning Fund Balance	\$ 4,257,583	\$ 3,202,932	\$ 2,171,568	\$ 689,481
Ending Fund Balance	\$ 3,202,932	\$ 2,171,568	\$ 689,481	\$ 924,309



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Summary of Revenues & Expenditures by Fund

Traffic Impact South Fund - 100				
The Traffic Impact Funds, accounted for separately by geographic region, account for monies generated by traffic impact fees on new development and expenditures relative to road improvements in various districts throughout the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Licenses & Permits	\$ 1,042,944	\$ 458,132	\$ 767,297	\$ 315,000
Intergovernmentals	\$ 9,693	\$ 137,703	\$ -	\$ 2,050,000
Investment Income	\$ 98,949	\$ 61,135	\$ 63,224	\$ 60,800
Total Revenues and Transfers In:	\$ 1,151,587	\$ 656,970	\$ 830,521	\$ 2,425,800
Expenditures				
Services & Charges	\$ 7,350	\$ -	\$ -	\$ -
Capital Projects & Equipment	\$ 2,706,267	\$ 386,310	\$ 327,850	\$ 4,770,000
Interdepartmental	\$ 59,953	\$ 12,886	\$ 56,337	\$ 53,908
Total Expenditures and Transfers Out:	\$ 2,773,570	\$ 399,196	\$ 384,187	\$ 4,823,908
Net Change	\$ (1,621,983)	\$ 257,774	\$ 446,334	\$ (2,398,108)
Beginning Fund Balance	\$ 7,824,245	\$ 6,202,262	\$ 6,460,036	\$ 6,906,370
Ending Fund Balance	\$ 6,202,262	\$ 6,460,036	\$ 6,906,370	\$ 4,508,262

Wildland Fire Fund - 310				
The Wildland Fire Fund accounts for monies generated by fireworks stand permits and expended for wildland fire training grants.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Licenses & Permits	\$ -	\$ 13,333	\$ 16,000	\$ 15,000
Investment Income	\$ 1,881	\$ 1,335	\$ 1,336	\$ 1,200
Total Revenues and Transfers In:	\$ 1,881	\$ 14,668	\$ 17,336	\$ 16,200
Expenditures				
Supplies	\$ 9,491	\$ 9,720	\$ 4,844	\$ 10,000
Interdepartmental	\$ 1,414	\$ 2,372	\$ 2,489	\$ 2,259
Total Expenditures and Transfers Out:	\$ 10,905	\$ 12,092	\$ 7,333	\$ 12,259
Net Change	\$ (9,024)	\$ 2,576	\$ 10,003	\$ 3,941
Beginning Fund Balance	\$ 145,344	\$ 136,320	\$ 138,896	\$ 148,899
Ending Fund Balance	\$ 136,320	\$ 138,896	\$ 148,899	\$ 152,840

Workforce Development Fund - 121				
The Workforce Development Fund was established to account for the monies received as part of an intergovernmental agreement to serve Gilpin, Clear Creek and Jefferson Counties with a "one-stop" system integrating county administered employment and training programs.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ -	\$ -	\$ -	\$ -
Intergovernmentals	\$ 6,079,879	\$ 4,346,979	\$ 3,916,673	\$ 4,232,535
Charges for Services	\$ 10,000	\$ 59,725	\$ 92,023	\$ 87,571
Miscellaneous	\$ 704	\$ 95	\$ 72	\$ -
Intra-County Transfers	\$ 29,000	\$ 63,624	\$ 109,584	\$ 80,000
Total Revenues and Transfers In:	\$ 6,119,582	\$ 4,470,423	\$ 4,118,352	\$ 4,400,106
Expenditures				
Salaries & Benefits	\$ 2,681,587	\$ 2,496,001	\$ 2,612,411	\$ 2,797,198
Supplies	\$ 183,019	\$ 57,467	\$ 43,056	\$ 197,934
Services & Charges	\$ 763,622	\$ 730,480	\$ 441,212	\$ (91,420)
Direct Assistance Payments	\$ 1,803,202	\$ 959,374	\$ 633,890	\$ 1,027,271
Interdepartmental	\$ 686,879	\$ 227,046	\$ 337,214	\$ 519,692
Total Expenditures and Transfers Out:	\$ 6,118,310	\$ 4,470,368	\$ 4,067,783	\$ 4,450,675
Net Change	\$ 1,273	\$ 55	\$ 50,569	\$ (50,569)
Beginning Fund Balance	\$ 3,754	\$ 5,027	\$ 5,082	\$ 55,651
Ending Fund Balance	\$ 5,027	\$ 5,082	\$ 55,651	\$ 5,082



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Summary of Revenues & Expenditures by Fund

ENTERPRISE FUNDS & COMPONENT UNITS

Airport Fund - 280				
The Airport Fund is the County's single enterprise fund. It encompasses the Rocky Mountain Metropolitan Airport.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 306,995	\$ 239,672	\$ 302,000	\$ 302,000
Intergovernmentals	\$ 12,949,876	\$ 1,230,676	\$ 4,826,650	\$ 2,936,650
Charges for Services	\$ 121,134	\$ 151,177	\$ 129,422	\$ 154,200
Investment Income	\$ 33,769	\$ 99,529	\$ 44,028	\$ 39,400
Rental Income	\$ 2,890,660	\$ 2,948,066	\$ 3,270,956	\$ 3,122,000
Miscellaneous	\$ 17,110	\$ 236,771	\$ 21,614	\$ 10,590
Claims & Judgements	\$ -	\$ 8,058	\$ -	\$ -
Intra-County Transfers	\$ 1,610	\$ -	\$ 11,269	\$ -
Proceeds from Disposition of Assets	\$ 1,893	\$ 1,667,633	\$ (19,817)	\$ 20,500
Total Revenues and Transfers In:	\$ 16,323,047	\$ 6,581,582	\$ 8,586,122	\$ 6,585,340
Expenditures				
Salaries & Benefits	\$ 1,435,522	\$ 1,375,686	\$ 1,436,043	\$ 1,728,129
Supplies	\$ 538,500	\$ 551,403	\$ 502,126	\$ 589,875
Services & Charges	\$ 2,831,404	\$ 4,145,890	\$ 781,930	\$ 529,112
Capital Projects & Equipment	\$ -	\$ -	\$ 6,153,783	\$ 4,458,333
Intergovernmental	\$ 142,999	\$ 2,430	\$ 7,116	\$ -
Interdepartmental	\$ 341,832	\$ 305,870	\$ 326,320	\$ 330,886
Total Expenditures and Transfers Out:	\$ 5,290,258	\$ 6,381,279	\$ 9,207,318	\$ 7,636,335
Net Change	\$ 11,032,789	\$ 200,303	\$ (621,196)	\$ (1,050,995)
Beginning Fund Balance	\$ 1,205,740	\$ 1,205,740	\$ 1,205,742	\$ 2,234,546
Plus net change in investment, net of related debt	\$ (11,032,789)	\$ (200,301)	\$ 1,650,000	\$ -
Ending Fund Balance	\$ 1,205,740	\$ 1,205,742	\$ 2,234,546	\$ 1,183,551

Public Health Fund - 220				
The Health Fund is a budgetary fund that accounts for monies received from state and federal grants, licenses, permits, other fees, and funding from the General Fund, and expended for countywide public health programs.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ 6,358,398	\$ 6,661,716	\$ 6,502,761	\$ 6,656,433
Charges for Services	\$ 2,087,073	\$ 2,082,800	\$ 2,325,990	\$ 2,201,230
Investment Income	\$ 6,291	\$ 4,763	\$ 947	\$ 2,600
Miscellaneous	\$ 15,811	\$ 3,805	\$ 11,726	\$ 7,000
Intra-County Transfers	\$ 4,676,284	\$ 4,812,728	\$ 5,510,941	\$ 6,842,521
Proceeds from Disposition of Assets	\$ 12	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 13,143,870	\$ 13,565,812	\$ 14,352,365	\$ 15,709,784
Expenditures				
Salaries & Benefits	\$ 9,861,754	\$ 10,078,259	\$ 10,636,156	\$ 11,485,366
Supplies	\$ 666,845	\$ 508,308	\$ 631,884	\$ 712,845
Services & Charges	\$ 1,411,265	\$ 1,465,455	\$ 1,356,591	\$ 1,669,207
Direct Assistance Payments	\$ -	\$ 25,000	\$ -	\$ -
Capital Projects & Equipment	\$ 2,700	\$ 334,735	\$ 220,256	\$ 121,000
Intergovernmental	\$ 257,668	\$ 243,758	\$ 264,840	\$ 273,500
Interdepartmental	\$ 943,638	\$ 910,297	\$ 1,242,638	\$ 1,447,866
Total Expenditures and Transfers Out:	\$ 13,143,870	\$ 13,565,812	\$ 14,352,365	\$ 15,709,784
Net Change	\$ 0	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 1,732,549	\$ 1,732,548	\$ 1,732,548	\$ 1,732,548
Ending Fund Balance	\$ 1,732,548	\$ 1,732,548	\$ 1,732,548	\$ 1,732,548



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Summary of Revenues & Expenditures by Fund

Library Fund - 160				
The Library Fund is a budgetary fund that accounts for the monies received from property taxes and other sources and expended to provide library services countywide.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 23,475,717	\$ 23,623,522	\$ 32,882,515	\$ 36,392,968
Intergovernmentals	\$ 133,173	\$ 204,448	\$ 157,302	\$ 130,000
Charges for Services	\$ 140,236	\$ 99,643	\$ 115,462	\$ 153,470
Fines & Forfeitures	\$ 633,841	\$ 621,284	\$ 579,361	\$ 639,500
Investment Income	\$ 224,089	\$ 172,372	\$ 207,686	\$ 149,200
Rental Income	\$ 9,062	\$ 11,914	\$ 3,531	\$ -
Contributions & Donations	\$ 197,790	\$ 155,426	\$ 144,227	\$ 200,000
Miscellaneous	\$ 98,016	\$ 81,091	\$ 77,393	\$ 197,020
Claims & Judgements	\$ -	\$ 951	\$ -	\$ -
Intra-County Transfers	\$ 1,279	\$ 3,330	\$ 6,040	\$ -
Proceeds from Disposition of Assets	\$ 18,481	\$ 1,821	\$ (128,374)	\$ -
Total Revenues and Transfers In:	\$ 24,931,685	\$ 24,975,802	\$ 34,045,143	\$ 37,862,158
Expenditures				
Salaries & Benefits	\$ 13,266,932	\$ 13,495,603	\$ 15,175,881	\$ 16,315,772
Supplies	\$ 4,704,423	\$ 4,718,313	\$ 7,412,675	\$ 9,702,998
Services & Charges	\$ 2,818,628	\$ 2,958,896	\$ 3,168,300	\$ 8,965,450
Capital Projects & Equipment	\$ 213,102	\$ 169,878	\$ 629,643	\$ 1,194,700
Interdepartmental	\$ 2,937,442	\$ 2,770,255	\$ 1,601,113	\$ 3,119,954
Total Expenditures and Transfers Out:	\$ 23,940,527	\$ 24,112,945	\$ 27,987,612	\$ 39,298,874
Net Change	\$ 991,158	\$ 862,857	\$ 6,057,531	\$ (1,436,716)
Beginning Fund Balance	\$ 11,254,489	\$ 12,245,647	\$ 13,108,504	\$ 19,166,035
Ending Fund Balance	\$ 12,245,647	\$ 13,108,504	\$ 19,166,035	\$ 17,729,319



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Summary of Revenues & Expenditures by Fund

DEBT SERVICE FUNDS

Jefferson Finance Corporation Debt Service Fund - 330

The Jefferson County Finance Corporation fund holds the monies used to pay for debt service of the certificates of participation issued to finance the construction, acquisition and equipping of government facilities.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Investment Income	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ -	\$ -	\$ -	\$ -
Expenditures				
Services & Charges	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Transfers Out:	\$ -	\$ -	\$ -	\$ -
Net Change	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -

Open Space Debt Service Fund - 2009 Bond - 053

The Open Space Debt Service Funds (2009) hold the monies used to pay for the debt service of the bonds issued for land acquisitions for the purpose of open space preservation based on the Open Space Master Plan.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 8,436,266	\$ 8,439,343	\$ 8,426,740	\$ 8,442,400
Investment Income	\$ 4,492	\$ 6,717	\$ 21,004	\$ 8,000
Total Revenues and Transfers In:	\$ 8,440,757	\$ 8,446,060	\$ 8,447,744	\$ 8,450,400
Expenditures				
Services & Charges	\$ 8,446,397	\$ 8,444,944	\$ 10,135,410	\$ 8,442,400
Total Expenditures and Transfers Out:	\$ 8,446,397	\$ 8,444,944	\$ 10,135,410	\$ 8,442,400
Net Change	\$ (5,639)	\$ 1,116	\$ (1,687,666)	\$ 8,000
Beginning Fund Balance	\$ 2,821,450	\$ 2,815,811	\$ 2,816,927	\$ 1,129,260
Ending Fund Balance	\$ 2,815,811	\$ 2,816,927	\$ 1,129,260	\$ 1,137,260

Open Space Debt Service Fund - 2010 Bond - 055

The Open Space Debt Service Funds (2010) hold the monies used to pay for the debt service of the bonds issued for land acquisitions for the purpose of open space preservation based on the Open Space Master Plan.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 2,273,051	\$ 2,275,417	\$ 2,267,707	\$ 2,282,700
Investment Income	\$ 961	\$ 1,829	\$ 5,743	\$ 1,600
Total Revenues and Transfers In:	\$ 2,274,012	\$ 2,277,246	\$ 2,273,450	\$ 2,284,300
Expenditures				
Services & Charges	\$ 2,274,199	\$ 2,277,798	\$ 2,730,712	\$ 2,282,700
Total Expenditures and Transfers Out:	\$ 2,274,199	\$ 2,277,798	\$ 2,730,712	\$ 2,282,700
Net Change	\$ (187)	\$ (552)	\$ (457,262)	\$ 1,600
Beginning Fund Balance	\$ 759,682	\$ 759,495	\$ 758,943	\$ 301,681
Ending Fund Balance	\$ 759,495	\$ 758,943	\$ 301,681	\$ 303,281



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Summary of Revenues & Expenditures by Fund

Open Space Debt Service Fund - 2013 Bond - 057				
The Open Space Debt Service Funds (2013) hold the monies used to pay for the debt service of the bonds issued for land acquisitions for the purpose of open space preservation based on the Open Space Master Plan.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 2,101,542	\$ 2,132,428	\$ 2,134,318	\$ 2,144,908
Investment Income	\$ 1,024	\$ 1,659	\$ 5,158	\$ 1,500
Proceeds of General Long Term Debt	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 2,102,566	\$ 2,134,087	\$ 2,139,476	\$ 2,146,408
Expenditures				
Services & Charges	\$ 2,112,769	\$ 2,132,500	\$ 2,564,102	\$ 2,144,908
Total Expenditures and Transfers Out:	\$ 2,112,769	\$ 2,132,500	\$ 2,564,102	\$ 2,144,908
Net Change	\$ (10,203)	\$ 1,587	\$ (424,626)	\$ 1,500
Beginning Fund Balance	\$ 721,255	\$ 711,052	\$ 712,639	\$ 288,013
Ending Fund Balance	\$ 711,052	\$ 712,639	\$ 288,013	\$ 289,513

South East Sales Tax Debt Service Fund - 380				
The South East Sales Tax - Debt Fund holds the monies used to pay for debt service of the special revenue bonds issued to construct street improvements within a portion of the southern unincorporated boundaries of the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 5,186,321	\$ 5,294,312	\$ 3,626,122	\$ 4,738,000
Investment Income	\$ 138,344	\$ 97,444	\$ 98,012	\$ 88,900
Total Revenues and Transfers In:	\$ 5,324,665	\$ 5,391,756	\$ 3,724,134	\$ 4,826,900
Expenditures				
Services & Charges	\$ 1,322,599	\$ 1,332,182	\$ 1,534,406	\$ 1,354,724
Interdepartmental	\$ 4,513,000	\$ 3,000,000	\$ 3,000,000	\$ 3,525,000
Total Expenditures and Transfers Out:	\$ 5,835,599	\$ 4,332,182	\$ 4,534,406	\$ 4,879,724
Net Change	\$ (510,933)	\$ 1,059,574	\$ (810,272)	\$ (52,824)
Beginning Fund Balance	\$ 8,540,064	\$ 8,029,131	\$ 9,088,705	\$ 8,278,432
Ending Fund Balance	\$ 8,029,131	\$ 9,088,705	\$ 8,278,432	\$ 8,225,608



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Summary of Revenues & Expenditures by Fund

CAPITAL PROJECT FUNDS

Capital Expenditures Fund - 130				
The Capital Expenditures Fund provides and accumulates monies for major capital expenditures and lease payments of the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 7,244,916	\$ 7,290,510	\$ 7,515,847	\$ 8,005,090
Intergovernmentals	\$ 1,488,879	\$ 2,351,260	\$ 1,062,094	\$ 1,386,744
Investment Income	\$ 67,455	\$ 91,308	\$ 122,063	\$ 69,700
Contributions & Donations	\$ 115,920	\$ -	\$ -	\$ -
Miscellaneous	\$ 77,669	\$ 24,084	\$ 59,457	\$ -
Intra-County Transfers	\$ 2,777,590	\$ 3,307,696	\$ 177,828	\$ 3,561,248
Proceeds of General Long Term Debt	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 11,772,430	\$ 13,064,858	\$ 8,937,289	\$ 13,022,782
Expenditures				
Supplies	\$ 310,375	\$ -	\$ -	\$ -
Services & Charges	\$ 11,114,151	\$ 10,804,512	\$ 11,392,501	\$ 9,050,650
Capital Projects & Equipment	\$ 13,923,906	\$ 2,074,355	\$ 390,514	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ 1,200,000
Interdepartmental	\$ 307,507	\$ 229,438	\$ 914,199	\$ 162,138
Total Expenditures and Transfers Out:	\$ 25,655,940	\$ 13,108,305	\$ 12,697,214	\$ 10,412,788
Net Change	\$ (13,883,510)	\$ (43,447)	\$ (3,759,925)	\$ 2,609,994
Beginning Fund Balance	\$ 28,389,093	\$ 14,505,582	\$ 14,462,134	\$ 10,702,209
Ending Fund Balance	\$ 14,505,582	\$ 14,462,134	\$ 10,702,209	\$ 13,312,203

Open Space Land Acquisition / Conservation Fund - 056				
The Open Space Land Acquisition / Conservation Fund accounts for the financial resources used for the acquisition and preservation of Open Space land.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Investment Income	\$ 68	\$ 21	\$ -	\$ -
Total Revenues and Transfers In:	\$ 68	\$ 21	\$ -	\$ -
Expenditures				
Services & Charges	\$ 28,323	\$ -	\$ -	\$ -
Total Expenditures and Transfers Out:	\$ 28,323	\$ -	\$ -	\$ -
Net Change	\$ (28,256)	\$ 21	\$ -	\$ -
Beginning Fund Balance	\$ 36,811	\$ 8,555	\$ 8,576	\$ 8,576
Ending Fund Balance	\$ 8,555	\$ 8,576	\$ 8,576	\$ 8,576



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Summary of Revenues & Expenditures by Fund

South East Sales Tax-Capital Projects Fund - 381				
The South East Sales Tax - Capital Projects Fund accounts for the financial resources used for the construction of street improvements within a portion of the southern unincorporated boundaries of the County.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ -	\$ 83,364	\$ 247,214	\$ -
Charges for Services	\$ 1,200	\$ 69,440	\$ -	\$ -
Investment Income	\$ 10,354	\$ 18,299	\$ 37,042	\$ 17,400
Contributions & Donations	\$ 35,893	\$ 2	\$ -	\$ -
Miscellaneous	\$ -	\$ 192,569	\$ -	\$ -
Claims & Judgements	\$ 9,766	\$ -	\$ -	\$ -
Intra-County Transfers	\$ 4,513,000	\$ 3,000,000	\$ 3,000,000	\$ 3,525,000
Proceeds From Disposition of Assets	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 4,570,213	\$ 3,363,674	\$ 3,037,042	\$ 3,542,400
Expenditures				
Services & Charges	\$ 26,314	\$ 32,707	\$ 54,051	\$ 15,000
Capital Projects & Equipment	\$ 3,463,631	\$ 1,307,749	\$ 780,165	\$ 4,530,000
Interdepartmental	\$ 543,053	\$ 384,265	\$ 140,100	\$ 564,318
Total Expenditures and Transfers Out:	\$ 4,032,998	\$ 1,724,721	\$ 974,316	\$ 5,109,318
Net Change	\$ 537,215	\$ 1,638,953	\$ 2,062,726	\$ (1,566,918)
Beginning Fund Balance	\$ 2,553,292	\$ 3,090,506	\$ 4,729,458	\$ 6,792,184
Ending Fund Balance	\$ 3,090,506	\$ 4,729,458	\$ 6,792,184	\$ 5,225,266



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Summary of Revenues & Expenditures by Fund

INTERNAL SERVICES FUNDS

Benefit Plan Fund - 170

The Employee Benefits Fund was established in 2001 to account for the new self-insured employee benefits plans including a self-funded health plan, dental plan, flexible spending accounts for medical and dependent care, life insurance, accidental death and long-term disability.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Charges for Services	\$ 351,059	\$ 550,631	\$ 944,567	\$ 400,000
Investment Income	\$ 78,623	\$ 58,634	\$ 59,867	\$ 62,700
Contributions & Donations	\$ 7,017,880	\$ 7,362,999	\$ 8,879,426	\$ 9,724,500
Miscellaneous	\$ 1,975	\$ -	\$ -	\$ 205,856
Intra-County Transfers	\$ 22,876,605	\$ 23,412,232	\$ 25,869,079	\$ 25,966,884
Proceeds From Disposition of Assets	-	-	-	-
Total Revenues and Transfers In:	\$ 30,326,141	\$ 31,384,496	\$ 35,752,939	\$ 36,359,940
Expenditures				
Salaries & Benefits	\$ 358,428	\$ 346,306	\$ 348,452	\$ 370,626
Supplies	\$ 21,335	\$ 1,694	\$ -	\$ 700
Services & Charges	\$ 29,323,585	\$ 31,024,519	\$ 31,974,714	\$ 34,471,507
Interdepartmental	\$ 64,949	\$ 226,885	\$ 263,884	\$ 283,951
Total Expenditures and Transfers Out:	\$ 29,768,297	\$ 31,599,404	\$ 32,587,050	\$ 35,126,784
Net Change	\$ 557,844	\$ (214,908)	\$ 3,165,889	\$ 1,233,156
Beginning Fund Balance	\$ 3,401,517	\$ 3,959,361	\$ 3,744,453	\$ 6,910,342
Ending Fund Balance	\$ 3,959,361	\$ 3,744,453	\$ 6,910,342	\$ 8,143,498

Fleet Services Fund - 150

The Fleet Services Fund was established to account for revenues generated from interdepartmental charges to be used for regular vehicle maintenance, fuel and replacement of the County's fleet service vehicles.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Intergovernmentals	\$ 33,412	\$ -	\$ -	\$ -
Charges for Services	\$ 152,045	\$ 97,219	\$ 85,771	\$ 179,980
Investment Income	\$ 157,691	\$ 119,405	\$ 110,881	\$ 104,200
Miscellaneous	\$ 1,614	\$ 1,114	\$ 15,529	\$ -
Intra-County Transfers	\$ 8,645,303	\$ 7,984,085	\$ 7,744,134	\$ 9,244,842
Proceeds from Disposition of Assets	\$ 364,177	\$ 428,513	\$ 761,599	\$ 600,000
Total Revenues and Transfers In:	\$ 9,354,242	\$ 8,630,336	\$ 8,717,914	\$ 10,129,022
Expenditures				
Salaries & Benefits	\$ 1,748,961	\$ 1,780,930	\$ 1,783,885	\$ 1,890,853
Supplies	\$ 3,557,550	\$ 2,486,464	\$ 2,271,414	\$ 3,415,810
Services & Charges	\$ 3,169,659	\$ 3,160,488	\$ 330,634	\$ 288,800
Capital Projects & Equipment	\$ -	\$ -	\$ 4,778,806	\$ 6,318,969
Interdepartmental	\$ 279,192	\$ 363,371	\$ 378,917	\$ 393,327
Total Expenditures and Transfers Out:	\$ 8,755,362	\$ 7,791,253	\$ 9,543,656	\$ 12,307,759
Net Change	\$ 598,880	\$ 839,083	\$ (825,742)	\$ (2,178,737)
Beginning Fund Balance	\$ 11,536,247	\$ 11,536,248	\$ 11,536,250	\$ 10,710,508
Plus net change in investment, net of related debt	\$ (598,879)	\$ (839,081)	\$ -	\$ -
Ending Fund Balance	\$ 11,536,248	\$ 11,536,250	\$ 10,710,508	\$ 8,531,771



Jefferson County - 2017 Budget Adoption Hearing

Summary of Revenues & Expenditures by Fund

Insurance Fund - 040				
The Insurance Fund was established for property and automobile physical damage, surety and other liability coverage deductibles.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Charges For Services	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ 46,020	\$ 29,617	\$ 17,770	\$ 23,300
Claims & Judgements	\$ 55,301	\$ 164,658	\$ 152,088	\$ -
Intra-County Transfers	\$ 1,160,299	\$ 368,089	\$ 411,933	\$ 1,320,017
Total Revenues and Transfers In:	\$ 1,261,620	\$ 562,364	\$ 581,791	\$ 1,343,317
Expenditures				
Salaries & Benefits	\$ 262,204	\$ 270,581	\$ 301,866	\$ 306,890
Supplies	\$ 16,673	\$ 7,482	\$ 5,030	\$ 78,900
Services & Charges	\$ 600,108	\$ 1,026,187	\$ 1,223,745	\$ 1,077,066
Interdepartmental	\$ 95,998	\$ 118,307	\$ 136,128	\$ 183,917
Total Expenditures and Transfers Out:	\$ 974,983	\$ 1,422,557	\$ 1,666,769	\$ 1,646,773
Net Change	\$ 286,637	\$ (860,193)	\$ (1,084,978)	\$ (303,456)
Beginning Fund Balance	\$ 2,954,940	\$ 3,241,576	\$ 2,381,382	\$ 1,296,404
Ending Fund Balance	\$ 3,241,576	\$ 2,381,382	\$ 1,296,404	\$ 992,948

Worker's Compensation Fund - 041				
The Worker's Compensation Fund was established to account for specific expenditures of work-related injuries.				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Investment Income	\$ 33,355	\$ 17,527	\$ 17,065	\$ 18,600
Miscellaneous	\$ -	\$ -	\$ -	\$ -
Intra-County Transfers	\$ 1,137,754	\$ 1,360,425	\$ 1,949,825	\$ 1,874,704
Total Revenues and Transfers In:	\$ 1,171,109	\$ 1,377,952	\$ 1,966,890	\$ 1,893,304
Expenditures				
Salaries & Benefits	\$ 144,220	\$ 115,642	\$ 79,750	\$ 168,846
Supplies	\$ 1,245	\$ 899	\$ 2,157	\$ 2,000
Services & Charges	\$ 1,640,329	\$ 933,387	\$ 1,765,322	\$ 1,617,432
Interdepartmental	\$ 17,741	\$ 23,338	\$ 30,274	\$ 34,249
Total Expenditures and Transfers Out:	\$ 1,803,535	\$ 1,073,266	\$ 1,877,503	\$ 1,822,527
Net Change	\$ (632,426)	\$ 304,686	\$ 89,387	\$ 70,777
Beginning Fund Balance	\$ 1,182,446	\$ 550,020	\$ 854,706	\$ 944,093
Ending Fund Balance	\$ 550,020	\$ 854,706	\$ 944,093	\$ 1,014,870



Jefferson County - 2017 Budget Adoption Hearing
Summary of Revenues & Expenditures by Fund

SEPARATE FUNDS

Public Trustee Fund - 230

The Public Trustee Salary Fund was established pursuant to C.R.S. 38-37-104 to account for fee revenue and operating expenses, including contracting with Jefferson County for goods and services. Per House Bill 12-1329, the Office of the Public Trustee must adopt its own budget. It is rolled up with the County budget for ease of reporting.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Charges for Services	\$ 655,145	\$ 753,327	\$ 608,288	\$ 646,328
Investment Income	\$ 1,055	\$ 877	\$ 572	\$ -
Total Revenues and Transfers In:	\$ 656,200	\$ 754,204	\$ 608,860	\$ 646,328
Expenditures				
Salaries & Benefits	\$ 471,690	\$ 456,273	\$ 429,837	\$ 406,361
Supplies	\$ 19,035	\$ 19,093	\$ 14,302	\$ 23,400
Services & Charges	\$ 48,339	\$ 26,379	\$ 37,503	\$ 38,400
Interdepartmental	\$ 145,842	\$ 287,118	\$ 96,086	\$ 109,662
Total Expenditures and Transfers Out:	\$ 684,906	\$ 788,863	\$ 577,728	\$ 577,823
Net Change	\$ (28,706)	\$ (34,659)	\$ 31,132	\$ 68,505
Beginning Fund Balance	\$ 169,433	\$ 140,727	\$ 106,068	\$ 137,200
Ending Fund Balance	\$ 140,727	\$ 106,068	\$ 137,200	\$ 205,705

Meadow Ranch Public Improvement Fund - 340

The Meadow Ranch Public Improvement Fund is a quasi-municipal corporation district of the State of Colorado and was organized pursuant to Part 5, Article 20, Title 30 of the Colorado Revised Statutes, to provide for the construction and installation of certain public improvements within the District. The District contains approximately 103 acres of property encompassing the Meadow Ranch planned development, a mixed-use community in the southwest Denver metropolitan area. Development of Meadow Ranch began in 1998.

Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 155,977	\$ 155,463	\$ 157,091	\$ 171,315
Proceeds of General LT Debt	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 155,977	\$ 155,463	\$ 157,091	\$ 171,315
Expenditures				
Services & Charges	\$ 132,340	\$ 133,490	\$ 132,915	\$ 231,748
Interdepartmental	\$ 2,167	\$ 2,155	\$ 2,797	\$ 2,400
Total Expenditures and Transfers Out:	\$ 134,507	\$ 135,645	\$ 135,712	\$ 234,148
Net Change	\$ 21,470	\$ 19,818	\$ 21,379	\$ (62,833)
Beginning Fund Balance	\$ 162,090	\$ 183,560	\$ 203,378	\$ 224,757
Ending Fund Balance	\$ 183,560	\$ 203,378	\$ 224,757	\$ 161,924



Jefferson County - 2017 Budget Adoption Hearing
Summary of Revenues & Expenditures by Fund

SUMMARY

JEFFERSON COUNTY ALL FUNDS - COUNTYWIDE TOTAL				
Categories	2014 Actual	2015 Actual	2016 Estimated	2017 Adopted
Revenues				
Taxes & Special Assessments	\$ 259,025,755	\$ 264,240,678	\$ 267,161,548	\$ 289,961,281
Licenses & Permits	\$ 5,937,912	\$ 6,100,431	\$ 6,817,089	\$ 4,722,500
Intergovernmentals	\$ 77,309,217	\$ 69,960,476	\$ 67,065,651	\$ 71,566,387
Charges for Services	\$ 28,543,988	\$ 30,522,139	\$ 31,910,162	\$ 28,044,077
Fines & Forfeitures	\$ 1,468,379	\$ 1,422,257	\$ 1,727,339	\$ 1,334,012
Investment Income	\$ 3,083,105	\$ 2,438,610	\$ 2,268,854	\$ 1,986,600
Rental Income	\$ 3,696,027	\$ 3,784,539	\$ 4,138,440	\$ 3,969,262
Contributions & Donations	\$ 8,161,636	\$ 8,528,641	\$ 10,041,482	\$ 10,215,224
Miscellaneous	\$ 778,228	\$ 887,491	\$ 730,793	\$ 2,755,766
Claims & Judgements	\$ 457,705	\$ 222,184	\$ 494,510	\$ 1,300
Intra-County Transfers	\$ 84,627,831	\$ 84,646,746	\$ 90,433,364	\$ 97,349,666
Proceeds from Disposition of Assets	\$ 1,185,313	\$ 2,759,684	\$ 1,441,743	\$ 2,320,500
Proceeds of General Long Term Debt	\$ -	\$ -	\$ -	\$ -
Total Revenues and Transfers In:	\$ 474,275,098	\$ 475,513,876	\$ 484,230,975	\$ 514,226,575
Expenditures				
Salaries & Benefits	\$ 211,540,244	\$ 221,247,782	\$ 231,894,482	\$ 243,133,655
Supplies	\$ 23,377,952	\$ 21,969,658	\$ 27,681,320	\$ 35,285,519
Services & Charges	\$ 103,302,444	\$ 106,544,972	\$ 108,101,943	\$ 125,451,209
Direct Assistance Payments	\$ 7,209,509	\$ 6,228,148	\$ 5,345,579	\$ 6,855,866
Capital Projects & Equipment	\$ 41,948,991	\$ 34,767,440	\$ 36,097,561	\$ 37,687,320
Intergovernmental	\$ 27,024,728	\$ 30,185,675	\$ 27,727,787	\$ 32,612,809
Interdepartmental	\$ 58,508,905	\$ 56,770,899	\$ 61,456,625	\$ 62,840,657
Total Expenditures and Transfers Out:	\$ 472,912,772	\$ 477,714,574	\$ 498,305,297	\$ 543,867,035
Net Change	\$ 1,362,325	\$ (2,200,698)	\$ (14,074,322)	\$ (29,640,460)
Beginning Fund Balance	\$ 218,627,691	\$ 208,358,345	\$ 205,118,262	\$ 192,693,940
Plus net change in investment, net of related debt	\$ (11,631,668)	\$ (1,039,382)	\$ 1,650,000	\$ -
Ending Fund Balance	\$ 208,358,348	\$ 205,118,265	\$ 192,693,940	\$ 163,053,480

Department Budgets

Department Budgets



Jefferson County - 2017 Budget Adoption Hearing

Detail of Expenditures by Department and Division

Department / Division	2016 Adopted Budget	2017 Adopted Budget					2017 Adopted Budget
		2017 Base	Business Cases	Capital Projects	Interfund Transfers		
Assessor	\$ 5,298,643	\$ 4,896,519	\$ 127,640	\$ 129,032	\$ 577,612	\$ 5,730,803	
Board of County Commissioners	\$ 1,002,093	\$ 748,824	\$ 213,554	\$ -	\$ 377,075	\$ 1,339,453	
Clerk and Recorder							
Clerk Recorder Administration	\$ 1,197,378	\$ 1,014,099	\$ -	\$ -	\$ 161,330	\$ 1,175,429	
Clerk Recorder Clerk to the Board	\$ 295,614	\$ 232,113	\$ -	\$ -	\$ 101,037	\$ 333,150	
Clerk Recorder Elections	\$ 4,862,757	\$ 2,388,041	\$ -	\$ 1,167,500	\$ 427,082	\$ 3,982,623	
Clerk Recorder Motor Vehicle	\$ 5,353,643	\$ 4,741,539	\$ -	\$ -	\$ 792,756	\$ 5,534,295	
Clerk Recorder Recording	\$ 1,270,637	\$ 1,089,377	\$ -	\$ -	\$ 170,427	\$ 1,259,804	
Subtotal	\$ 12,980,029	\$ 9,465,169	\$ -	\$ 1,167,500	\$ 1,652,632	\$ 12,285,301	
Coroner	\$ 1,972,183	\$ 1,764,560	\$ 163,864	\$ -	\$ 268,198	\$ 2,196,622	
County Attorney							
Administration	\$ 4,332,047	\$ 3,927,153	\$ 114,204	\$ -	\$ 459,885	\$ 4,501,242	
Board of Equalization	\$ 275,858	\$ 185,841	\$ 58,775	\$ -	\$ 95,176	\$ 339,792	
Subtotal	\$ 4,607,905	\$ 4,112,994	\$ 172,979	\$ -	\$ 555,061	\$ 4,841,034	
County Manager							
County Manager	\$ 1,091,866	\$ 823,031	\$ 150,000	\$ -	\$ 112,318	\$ 1,085,349	
Fleet Services	\$ 9,773,156	\$ 5,595,463	\$ -	\$ 6,318,969	\$ 393,327	\$ 12,307,759	
Human Resources	\$ 35,994,089	\$ 36,465,318	\$ 67,000	\$ -	\$ 632,837	\$ 37,165,155	
Facilities	\$ 12,751,365	\$ 9,356,890	\$ 27,000	\$ 3,388,865	\$ 1,218,291	\$ 13,991,046	
Public Engagement Office	\$ 1,128,861	\$ 637,427	\$ 52,000	\$ -	\$ 87,367	\$ 776,794	
Subtotal	\$ 60,739,337	\$ 52,878,129	\$ 296,000	\$ 9,707,834	\$ 2,444,140	\$ 65,326,103	
Development and Transportation							
Airport Administration	\$ 2,194,633	\$ 1,927,525	\$ 30,000	\$ -	\$ 330,886	\$ 2,288,411	
Airport Airfield	\$ 154,850	\$ 154,850	\$ -	\$ -	\$ -	\$ 154,850	
Airport Airshow	\$ 31,000	\$ 31,000	\$ -	\$ -	\$ -	\$ 31,000	
Airport Building 1	\$ 5,750	\$ 5,750	\$ -	\$ -	\$ -	\$ 5,750	
Airport Customs Services	\$ 138,600	\$ 138,600	\$ -	\$ -	\$ -	\$ 138,600	
Airport Environmental	\$ 10,500	\$ 10,500	\$ -	\$ -	\$ -	\$ 10,500	
Airport FAA Operations	\$ 5,716,665	\$ 383,333	\$ -	\$ 1,700,000	\$ -	\$ 2,083,333	
Airport Grounds	\$ 1,042,925	\$ 42,925	\$ -	\$ 650,000	\$ -	\$ 692,925	
Airport Operations	\$ 291,340	\$ 291,340	\$ -	\$ 450,000	\$ -	\$ 741,340	
Airport Operations Building	\$ 33,500	\$ 33,500	\$ -	\$ -	\$ -	\$ 33,500	
Airport T Hangars	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ 13,000	
Airport Terminal	\$ 110,250	\$ 110,250	\$ -	\$ -	\$ -	\$ 110,250	
Airport Vehicle Equipment	\$ 203,500	\$ 128,500	\$ -	\$ 1,075,000	\$ -	\$ 1,203,500	
Airport Building 4	\$ 31,000	\$ 31,000	\$ -	\$ -	\$ -	\$ 31,000	
Airport Building 2	\$ 98,376	\$ 98,376	\$ -	\$ -	\$ -	\$ 98,376	
Building	\$ 3,602,308	\$ 2,862,381	\$ -	\$ -	\$ 801,167	\$ 3,663,548	
Transportation & Engineering	\$ 6,991,363	\$ 3,817,037	\$ 18,740	\$ 5,849,685	\$ 772,150	\$ 10,457,612	
Development Transportation	\$ 276,379	\$ 225,831	\$ -	\$ -	\$ 43,404	\$ 269,235	
Planning Zoning	\$ 4,707,788	\$ 3,796,405	\$ -	\$ -	\$ 1,107,008	\$ 4,903,413	
Road & Bridge	\$ 36,179,020	\$ 21,885,054	\$ 632,500	\$ 6,770,000	\$ 11,881,881	\$ 41,169,435	
Subtotal	\$ 61,832,747	\$ 35,987,157	\$ 681,240	\$ 16,494,685	\$ 14,936,496	\$ 68,099,578	
District Attorney							
District Attorney Administration	\$ 21,722,590	\$ 19,652,227	\$ 198,838	\$ -	\$ 2,212,292	\$ 22,063,357	
DA Bank Accounts	\$ 375,000	\$ 375,000	\$ -	\$ -	\$ -	\$ 375,000	
Subtotal	\$ 22,097,590	\$ 20,027,227	\$ 198,838	\$ -	\$ 2,212,292	\$ 22,438,357	
Finance & IT							
Accounting	\$ 3,008,524	\$ 2,682,346	\$ 25,000	\$ -	\$ 476,571	\$ 3,183,917	
Finance & IT	\$ 286,662	\$ 232,310	\$ 10,000	\$ -	\$ 35,931	\$ 278,241	
Budget Management Analysis	\$ 774,867	\$ 701,141	\$ 44,000	\$ -	\$ 111,145	\$ 856,286	
Insurance	\$ 1,422,920	\$ 1,364,856	\$ 98,000	\$ -	\$ 183,917	\$ 1,646,773	
IT Services	\$ 14,881,084	\$ 12,969,244	\$ 150,000	\$ 1,031,000	\$ 870,068	\$ 15,020,312	
Workers Comp	\$ 1,750,790	\$ 1,788,278	\$ -	\$ -	\$ 34,249	\$ 1,822,527	
Subtotal	\$ 22,124,847	\$ 19,738,175	\$ 327,000	\$ 1,031,000	\$ 1,711,881	\$ 22,808,056	



Jefferson County - 2017 Budget Adoption Hearing

Detail of Expenditures by Department and Division

Department / Division	2016 Adopted Budget	2017 Adopted Budget					2017 Adopted Budget
		2017 Base	Business Cases	Capital Projects	Interfund Transfers		
Human Services							
Aging Adult & Child Support	\$ 4,904,548	\$ 4,048,517	\$ -	\$ -	\$ 951,655	\$ 5,000,172	
Developmentally Disabled	\$ 6,945,005	\$ 7,971,017	\$ -	\$ -	\$ 126,409	\$ 8,097,426	
Head Start	\$ 4,647,696	\$ 4,419,809	\$ 763,836	\$ 220,400	\$ 331,157	\$ 5,735,202	
Justice Services	\$ 9,028,212	\$ 8,190,200	\$ -	\$ -	\$ 572,677	\$ 8,762,877	
Community Assistance	\$ 19,635,112	\$ 16,253,145	\$ 18,000	\$ -	\$ 1,267,729	\$ 17,538,874	
Business Finance & Admin	\$ 5,528,003	\$ 3,855,864	\$ 100,000	\$ 256,200	\$ (872,617)	\$ 3,339,447	
Children Youth Families	\$ 24,949,345	\$ 22,053,668	\$ -	\$ -	\$ 5,019,183	\$ 27,072,851	
Community & Workforce Development	\$ 6,660,160	\$ 5,903,083	\$ 32,343	\$ -	\$ 722,456	\$ 6,657,882	
Subtotal	\$ 82,298,081	\$ 72,695,303	\$ 914,179	\$ 476,600	\$ 8,118,649	\$ 82,204,731	
Library	\$ 32,396,129	\$ 27,064,432	\$ 2,752,988	\$ 6,361,500	\$ 3,119,954	\$ 39,298,874	
Meadow Ranch	\$ 136,787	\$ 231,748	\$ -	\$ -	\$ 2,400	\$ 234,148	
Others							
Capital Expenditure	\$ 9,322,515	\$ 9,050,650	\$ -	\$ -	\$ 162,138	\$ 9,212,788	
Conservation Trust	\$ 1,885,300	\$ 975,000	\$ -	\$ -	\$ 1,228,000	\$ 2,203,000	
Contingent	\$ 2,506	\$ -	\$ -	\$ -	\$ 2,572	\$ 2,572	
County Manager	\$ 1,000,000	\$ 400,000	\$ -	\$ 800,000	\$ -	\$ 1,200,000	
Historical Commission	\$ 10,775	\$ 10,775	\$ -	\$ -	\$ -	\$ 10,775	
Intergovernmental Projects	\$ 30,379,806	\$ 1,061,098	\$ -	\$ -	\$ 26,064,910	\$ 27,126,008	
Non - Departmental	\$ (10,542,260)	\$ 335,700	\$ -	\$ -	\$ (14,934,676)	\$ (14,598,976)	
Non - Profits	\$ -	\$ 1,415,000	\$ -	\$ -	\$ -	\$ 1,415,000	
Employee Relations	\$ 148,000	\$ -	\$ 142,000	\$ -	\$ -	\$ 142,000	
Solid Waste	\$ 326,504	\$ 225,333	\$ -	\$ -	\$ 63,398	\$ 288,731	
Wildland Fire	\$ 12,489	\$ 10,000	\$ -	\$ -	\$ 2,259	\$ 12,259	
Subtotal	\$ 32,545,635	\$ 13,483,556	\$ 142,000	\$ 800,000	\$ 12,588,601	\$ 27,014,157	
Parks							
Boettcher Mansion	\$ 655,013	\$ 502,335	\$ 111,000	\$ -	\$ 81,634	\$ 694,969	
CSU Extension	\$ 858,480	\$ 739,913	\$ 18,000	\$ -	\$ 108,148	\$ 866,061	
Fairgrounds	\$ 2,095,189	\$ 1,230,474	\$ 1,100,000	\$ -	\$ 498,136	\$ 2,828,610	
Open Space	\$ 46,792,801	\$ 36,959,844	\$ 1,668,035	\$ 9,780,000	\$ 2,478,347	\$ 50,886,226	
Subtotal	\$ 50,401,483	\$ 39,432,566	\$ 2,897,035	\$ 9,780,000	\$ 3,166,265	\$ 55,275,866	
Public Health	\$ 16,095,519	\$ 13,876,158	\$ 95,760	\$ 290,000	\$ 1,447,866	\$ 15,709,784	
Public Trustee	\$ 680,601	\$ 468,161	\$ -	\$ -	\$ 109,662	\$ 577,823	
Sheriff							
Emergency Management	\$ 571,237	\$ 916,834	\$ -	\$ -	\$ -	\$ 916,834	
Inmate Welfare	\$ 1,067,251	\$ 820,874	\$ -	\$ -	\$ 39,611	\$ 860,485	
JCSO Criminal Investigations	\$ 8,533,561	\$ 8,620,976	\$ -	\$ -	\$ -	\$ 8,620,976	
JCSO Detentions	\$ 39,205,211	\$ 42,014,167	\$ 2,044,000	\$ -	\$ -	\$ 44,058,167	
JCSO Law Enforcement	\$ 19,940,029	\$ 19,534,703	\$ 416,028	\$ -	\$ 141,489	\$ 20,092,220	
JCSO Executive	\$ 2,415,083	\$ 2,035,026	\$ -	\$ -	\$ -	\$ 2,035,026	
JCSO Support Services	\$ 23,800,351	\$ 16,815,759	\$ -	\$ 2,850,582	\$ 4,886,514	\$ 24,552,855	
Subtotal	\$ 95,532,723	\$ 90,758,339	\$ 2,460,028	\$ 2,850,582	\$ 5,067,614	\$ 101,136,563	
Surveyor	\$ 36,303	\$ 3,022	\$ -	\$ -	\$ 2,531	\$ 5,553	
D&T Traffic Impact & SE Sales Tax Fund							
Transportation & Engineering	\$ 9,267,313	\$ 85,000	\$ -	\$ 9,985,000	\$ 745,017	\$ 10,815,017	
Southeast Jeffco Sales Tax LID	\$ 2,156,240	\$ 1,354,724	\$ -	\$ -	\$ 3,525,000	\$ 4,879,724	
Subtotal	\$ 11,423,553	\$ 1,439,724	\$ -	\$ 9,985,000	\$ 4,270,017	\$ 15,694,741	
Treasurer	\$ 1,654,623	\$ 1,428,577	\$ 9,200	\$ -	\$ 211,711	\$ 1,649,488	
TOTAL	\$ 515,856,811	\$ 410,500,340	\$ 11,452,305	\$ 59,073,733	\$ 62,840,657	\$ 543,867,035	



Jefferson County - 2017 Budget Adoption Hearing
Detail of FTEs by Department and Division

Department	2014 Adopted	2015 Adopted	2016 Adopted	2016 Inc / (Dec)	2017 Business Cases	2017 Adopted
Assessor	53.00	53.00	56.00	2.00	0.00	58.00
Board of County Commissioners	4.00	4.00	6.00	0.00	0.00	6.00
Clerk & Recorder						
Administration	8.00	9.00	9.00	0.00	0.00	9.00
Clerk to the Board	3.00	3.00	3.00	0.00	0.00	3.00
Elections	16.00	15.00	15.00	0.00	0.00	15.00
Motor Vehicle	65.50	65.50	69.50	0.00	0.00	69.50
Recording	17.00	17.00	16.00	0.00	0.00	16.00
Subtotal	109.50	109.50	112.50	0.00	0.00	112.50
Coroner	12.00	12.00	14.00	0.00	0.00	14.00
County Attorney	35.00	35.00	36.00	0.00	0.00	36.00
County Manager						
County Manager	5.00	5.00	7.00	0.00	0.00	7.00
Facilities & Construction Mgmt.	56.00	56.00	58.00	0.00	0.00	58.00
Fleet Services	24.00	24.00	24.00	0.00	0.00	24.00
Human Resources	19.00	19.00	20.00	0.00	0.00	20.00
Public Information Office	8.00	8.00	5.00	0.00	0.00	5.00
Subtotal	112.00	112.00	114.00	0.00	0.00	114.00
Development & Transportation						
Administration	2.00	2.00	2.00	0.00	0.00	2.00
Airport	21.80	21.80	21.80	0.00	0.00	21.80
Building Safety	27.00	28.00	28.00	0.00	0.00	28.00
Planning & Zoning	41.00	41.00	41.00	0.00	0.00	41.00
Road & Bridge	181.60	181.60	182.60	0.00	4.00	186.60
Transportation & Engineering	35.00	35.00	35.00	0.00	0.00	35.00
Subtotal	308.40	309.40	310.40	0.00	4.00	314.40
District Attorney	174.35	177.35	177.35	0.00	2.00	179.35
Finance and IT						
Accounting	27.40	27.90	28.00	0.00	0.00	28.00
Budget & Risk Management	11.00	11.00	11.00	0.00	0.00	11.00
Finance & IT Administration	1.00	1.00	1.00	0.00	0.00	1.00
IT Services	78.00	76.00	76.00	0.00	0.00	76.00
Subtotal	117.40	115.90	116.00	0.00	0.00	116.00
Human Services						
Aging Adult & Child Support	80.00	120.00	120.00	3.00	0.00	123.00
Business, Finance & Admin	120.00	54.00	54.00	(6.00)	1.00	49.00
Children, Youth & Families	192.43	192.45	207.45	0.00	0.00	207.45
Community Assistance	137.00	171.00	177.00	1.00	0.00	178.00
Community & Workforce Development	44.00	45.00	45.00	0.00	0.50	45.50
Head Start	61.26	61.30	61.30	0.00	5.00	66.30
Justice Services	43.00	49.00	49.00	0.00	0.00	49.00
Subtotal	677.69	692.75	713.75	(2.00)	6.50	718.25



Jefferson County - 2017 Budget Adoption Hearing

Detail of FTEs by Department and Division

Department	2014 Adopted	2015 Adopted	2016 Adopted	2016 Inc / (Dec)	2017 Business Cases	2017 Adopted
Library	215.00	215.00	215.00	0.00	0.00	215.00
Parks						
Boettcher Mansion	6.00	6.00	6.00	0.00	0.00	6.00
CSU Extension	5.00	5.00	5.00	0.00	0.00	5.00
Fairgrounds	9.00	9.00	10.00	0.00	0.00	10.00
Open Space	96.10	101.10	103.10	0.00	1.20	104.30
<i>Subtotal</i>	116.10	121.10	124.10	0.00	1.20	125.30
Public Health	153.35	153.35	158.35	2.50	1.00	161.85
Sheriff						
Criminal Investigations	77.00	77.00	77.00	0.00	0.00	77.00
Detentions	370.00	370.00	370.00	0.00	0.00	370.00
Emergency Management	4.00	6.00	6.00	0.00	0.00	6.00
Executive	18.00	18.00	18.00	0.00	0.00	18.00
Inmate Welfare	10.00	10.00	10.00	0.00	0.00	10.00
Patrol	209.00	209.00	209.00	0.00	0.00	209.00
Support Services	134.50	134.50	134.00	0.00	0.00	134.00
<i>Subtotal</i>	822.50	824.50	824.00	0.00	0.00	824.00
Surveyor	1.00	1.00	1.00	0.00	0.00	1.00
Treasurer	13.00	13.00	13.00	0.00	0.00	13.00
Separate Funds						
Public Trustee	9.00	9.00	9.00	0.00	0.00	9.00
Total Authorized Positions	2,933.29	2,957.85	3,000.45	2.50	14.70	3,017.65
Limited Term Employees						
Airport	0.00	0.00	1.00	(1.00)	1.00	1.00
Budget	0.00	0.00	1.00	(1.00)	0.00	0.00
County Attorney	0.00	0.00	0.00	0.00	1.00	1.00
Human Services	0.00	4.00	0.00	0.00	0.00	0.00
Library	0.00	1.00	1.00	(1.00)	0.00	0.00
Open Space	0.00	12.00	0.00	0.00	20.00	20.00
Road & Bridge	0.00	13.00	4.00	(4.00)	23.00	23.00
Transportation & Engineering	0.00	2.00	1.00	(1.00)	2.00	2.00
Limited Term Employees	0.00	32.00	8.00	(8.00)	47.00	47.00
Total Authorized & Limited Term Positions	2,933.29	2,989.85	3,008.45	(5.50)	61.70	3,064.65

Capital Improvement Plan

Capital Improvement Plan



Jefferson County - 2017 Budget Adoption Hearing

Five-Year Capital Improvement Plan

Department - Division	Description	2017	2018	2019	2020	2021	Total
D&T - Airport FAA Operations	AIP-58/59	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ 1,700,000
D&T - Airport Grounds	Pilatus Public Improvements	\$ 650,000	\$ 350,000	\$ -	\$ -	\$ -	\$ 1,000,000
D&T - Airport Operations	NE-Development/15-Acre Grounds	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
D&T - Airport Operations	Snow Removal Equip. Bldg.	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
D&T - Airport Vehicle Equipment	Airport Fire Fighting Equip.	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
D&T - Airport Vehicle Equipment	Airport Loader	\$ 275,000	\$ -	\$ -	\$ -	\$ 300,000	\$ 575,000
Total - Airport Fund		\$ 3,875,000	\$ 350,000	\$ -	\$ -	\$ 300,000	\$ 4,525,000
Others - County Manager	Jeffco Parkway Five Year Plan	\$ 800,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,800,000
Total - Capital Expenditures Fund		\$ 800,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,800,000
D&T - Transportation & Engineering	JC73 Brook Forest-Thimbleberry	\$ 370,000	\$ 470,000	\$ 370,000	\$ -	\$ -	\$ 1,210,000
Total - Evergreen/Conifer Fund		\$ 370,000	\$ 470,000	\$ 370,000	\$ -	\$ -	\$ 1,210,000
County Manager - Fleet Services	Vehicle Replacement	\$ 6,318,969	\$ -	\$ -	\$ -	\$ -	\$ 6,318,969
Total - Fleet Services Fund		\$ 6,318,969	\$ -	\$ -	\$ -	\$ -	\$ 6,318,969
Assessor	Pictometry	\$ 129,032	\$ 129,032	\$ 129,032	\$ 129,032	\$ 129,032	\$ 645,160
Clerk & Recorder - Clerk Recorder Elections	Election Voting System	\$ 1,167,500	\$ 130,500	\$ 130,500	\$ 130,500	\$ 130,500	\$ 1,689,500
County Manager - Facilities	01CAB Caulking Parking Structure	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
County Manager - Facilities	01CAB Entry Jamb Repair	\$ -	\$ 11,100	\$ -	\$ -	\$ -	\$ 11,100
County Manager - Facilities	01CAB Facility Condition	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
County Manager - Facilities	01CAB Kitchen Refrigerators	\$ 17,800	\$ -	\$ -	\$ -	\$ -	\$ 17,800
County Manager - Facilities	01CAB Parking Structure Epoxy	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
County Manager - Facilities	01CAB Parking Structure Main.	\$ 200,000	\$ 550,000	\$ 85,000	\$ 335,000	\$ -	\$ 1,170,000
County Manager - Facilities	01CAB Replace Liebert Units	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
County Manager - Facilities	01CAB Terrazzo Repair Design	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
County Manager - Facilities	01CAB UPS Battery Replacement - 1st Fl	\$ 8,000	\$ -	\$ -	\$ 8,000	\$ -	\$ 16,000
County Manager - Facilities	01CAB UPS Battery Replacement - 2nd Fl	\$ 11,500	\$ -	\$ -	\$ 11,500	\$ -	\$ 23,000
County Manager - Facilities	01CAB UPS Battery Replacement - Post 1	\$ 2,700	\$ -	\$ -	\$ 2,700	\$ -	\$ 5,400
County Manager - Facilities	01DAB - HVAC DDC Upgrade	\$ -	\$ 113,800	\$ -	\$ -	\$ -	\$ 113,800
County Manager - Facilities	01DAB - Replace Fire System	\$ 264,000	\$ -	\$ -	\$ -	\$ -	\$ 264,000
County Manager - Facilities	01DAB Asphalt Concrete Repairs	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ 32,000
County Manager - Facilities	01DAK Asphalt Concrete Repairs	\$ -	\$ 23,050	\$ -	\$ -	\$ -	\$ 23,050
County Manager - Facilities	01DAK Hardscape Caulking	\$ 10,200	\$ -	\$ -	\$ -	\$ -	\$ 10,200
County Manager - Facilities	01DAK UPS Battery Replacement	\$ 15,500	\$ -	\$ -	\$ 15,500	\$ -	\$ 31,000
County Manager - Facilities	01GCC Overflow Parking Lot Replacement	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ 26,000
County Manager - Facilities	01LAB Asphalt Concrete Repairs	\$ -	\$ -	\$ -	\$ 62,440	\$ -	\$ 62,440
County Manager - Facilities	01LAB Replace Phone Closet AC	\$ -	\$ 26,000	\$ 26,000	\$ -	\$ -	\$ 52,000
County Manager - Facilities	01LAB Sidewalk/Curb Caulking	\$ 11,100	\$ -	\$ -	\$ -	\$ -	\$ 11,100
County Manager - Facilities	01LAB UPS Battery Replacement	\$ 59,500	\$ -	\$ -	\$ 59,500	\$ -	\$ 119,000
County Manager - Facilities	01OSB Asphalt Concrete Repairs - GF	\$ -	\$ 13,500	\$ -	\$ -	\$ 15,000	\$ 28,500
County Manager - Facilities	01OSB Asphalt Concrete Repairs - OS	\$ -	\$ 23,500	\$ -	\$ -	\$ 26,300	\$ 49,800
County Manager - Facilities	01OSB HVAC Upgrade - GF	\$ -	\$ 109,500	\$ 101,100	\$ 169,300	\$ 329,000	\$ 708,900
County Manager - Facilities	01OSB HVAC Upgrade - OS	\$ -	\$ 192,500	\$ 177,700	\$ 297,800	\$ 578,500	\$ 1,246,500
County Manager - Facilities	01OSB North 40 Parking Lot	\$ -	\$ 112,500	\$ 114,500	\$ 26,000	\$ -	\$ 253,000
County Manager - Facilities	01OSB North 40 Parking Lot	\$ -	\$ 64,000	\$ 65,000	\$ 14,500	\$ -	\$ 143,500
County Manager - Facilities	01SDC Asphalt Concrete Repairs	\$ 12,500	\$ -	\$ -	\$ 60,000	\$ 56,800	\$ 129,300
County Manager - Facilities	01SDC Design Detention Ponds	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000
County Manager - Facilities	01SDC Sheriff Exhaust Fan	\$ 18,700	\$ -	\$ -	\$ -	\$ -	\$ 18,700
County Manager - Facilities	01SDC Water Intrusion Correct	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
County Manager - Facilities	03RGD Salt Dome Roof Replace	\$ -	\$ -	\$ 84,000	\$ -	\$ -	\$ 84,000
County Manager - Facilities	03RGF Central Fleet Shop Roof	\$ 203,600	\$ -	\$ -	\$ -	\$ -	\$ 203,600
County Manager - Facilities	03RGS Central Storage Roof	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
County Manager - Facilities	04RSS Roof Replacement	\$ -	\$ -	\$ 185,000	\$ -	\$ -	\$ 185,000
County Manager - Facilities	04RSS Salt Building Crack	\$ 90,865	\$ -	\$ -	\$ -	\$ -	\$ 90,865
County Manager - Facilities	19MVE Hardscape Repairs	\$ 36,500	\$ -	\$ 4,000	\$ -	\$ -	\$ 40,500
County Manager - Facilities	38MRC Demo McCormick Ranch	\$ -	\$ -	\$ 187,500	\$ -	\$ -	\$ 187,500
County Manager - Facilities	42Misc. Mine Remediation	\$ -	\$ -	\$ -	\$ -	\$ 67,000	\$ 67,000
County Manager - Facilities	49RMB Asphalt/Concrete Repairs	\$ -	\$ -	\$ 24,000	\$ -	\$ -	\$ 24,000
County Manager - Facilities	49RMB Boiler Replacement	\$ -	\$ 73,000	\$ -	\$ -	\$ -	\$ 73,000
County Manager - Facilities	49RMB Cooling Towers Replace	\$ -	\$ 112,000	\$ -	\$ -	\$ -	\$ 112,000
County Manager - Facilities	49RMB Heat Pump Replacement	\$ -	\$ 113,500	\$ -	\$ -	\$ -	\$ 113,500
County Manager - Facilities	53SSC Asphalt Concrete Repairs	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ 14,000
County Manager - Facilities	53SSC Flag Poles	\$ -	\$ 5,500	\$ -	\$ -	\$ -	\$ 5,500
County Manager - Facilities	C/W ADA Compliance	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
County Manager - Facilities	C/W Carpet/Flooring	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 150,000	\$ 600,000
County Manager - Facilities	C/W Hardscape Repairs	\$ 45,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 165,000
County Manager - Facilities	C/W Measurement & Verification	\$ 9,200	\$ 9,445	\$ 9,725	\$ -	\$ -	\$ 28,370
County Manager - Facilities	C/W R&B South Fence Repair	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
County Manager - Facilities	C/W Replace FACM Software	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
County Manager - Facilities	C/W Replace Key Locks	\$ 45,000	\$ 35,000	\$ 35,000	\$ 50,000	\$ 50,000	\$ 215,000



Jefferson County - 2017 Budget Adoption Hearing

Five-Year Capital Improvement Plan

Department - Division	Description	2017	2018	2019	2020	2021	Total
County Manager - Facilities	C/W Roof Audit	\$ 62,700	\$ -	\$ -	\$ -	\$ -	\$ 62,700
County Manager - Facilities	C/W Space Master Plan	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
County Manager - Facilities	C/W Surveillance Camera Repair	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 100,000	\$ 220,000
County Manager - Facilities	C/W Transformer Replacement	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
County Manager - Facilities	C/W Tree Replacement Program	\$ 30,000	\$ 30,000	\$ 30,000	\$ 50,000	\$ 50,000	\$ 190,000
County Manager - Facilities	C/W TVSS Suppression	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 85,000
County Manager - Facilities	C/W Window Replacement	\$ 79,500	\$ 35,000	\$ 35,000	\$ 50,000	\$ 100,000	\$ 299,500
County Manager - Facilities	County Wide Asphalt Assessment	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000
County Manager - Facilities	Foundation Wall Crack Repairs	\$ 95,000	\$ 45,000	\$ -	\$ -	\$ -	\$ 140,000
D&T - Transportation & Engineering	Massey Draw Drainage Repair	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
D&T - Transportation & Engineering	Beers Sisters Reservoir	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
D&T - Transportation & Engineering	Drainageway H Detention Pond	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
D&T - Transportation & Engineering	Dutch Creek Culvert Replacement	\$ -	\$ -	\$ 100,000	\$ 30,000	\$ 750,000	\$ 880,000
D&T - Transportation & Engineering	Van Bibber Culvert Replacement	\$ 550,000	\$ 2,700,000	\$ 1,500,000	\$ -	\$ -	\$ 4,750,000
Finance & IT - IT Services	Campus Fiber Replacement	\$ 150,000	\$ 175,000	\$ -	\$ -	\$ -	\$ 325,000
Finance & IT - IT Services	Electronic Document Upgrade	\$ 195,000	\$ 31,000	\$ 32,550	\$ 34,178	\$ 35,886	\$ 328,614
Finance & IT - IT Services	Enterprise Services Upgrades	\$ -	\$ 510,000	\$ 350,000	\$ 500,000	\$ 400,000	\$ 1,760,000
Finance & IT - IT Services	GIS Upgrade	\$ 120,000	\$ 4,200	\$ 4,410	\$ 4,631	\$ 4,862	\$ 138,103
Finance & IT - IT Services	Information Security and Mgmt.	\$ -	\$ 250,000	\$ 275,000	\$ 75,000	\$ 150,000	\$ 750,000
Finance & IT - IT Services	Kronos 8 Upgrade	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Finance & IT - IT Services	Network Capacity Upgrade	\$ 146,000	\$ 29,200	\$ 30,660	\$ 32,193	\$ 33,803	\$ 271,856
Finance & IT - IT Services	Network Infrastructure Growth	\$ -	\$ 50,000	\$ 300,000	\$ 275,000	\$ 250,000	\$ 875,000
Finance & IT - IT Services	Periodic Core Infrastructure	\$ -	\$ 500,000	\$ 400,000	\$ 500,000	\$ -	\$ 1,400,000
Finance & IT - IT Services	Phone Handset Replacement	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Finance & IT - IT Services	Service Infrastructure Growth	\$ -	\$ 100,000	\$ 100,000	\$ 200,000	\$ 275,000	\$ 675,000
Finance & IT - IT Services	Virtual Server Upgrades	\$ 120,000	\$ 24,000	\$ 25,200	\$ 26,460	\$ 27,783	\$ 223,443
Sheriff - JCSO Support Services	JCSO Interview Recording	\$ 90,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 162,000
Sheriff - JCSO Support Services	JCSO Major Maintenance	\$ 359,650	\$ 359,650	\$ 359,650	\$ 359,650	\$ 359,650	\$ 1,798,250
Sheriff - JCSO Support Services	JCSO Mezzanine Meshing	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000
Sheriff - JCSO Support Services	JCSO PC Replacement	\$ 396,400	\$ 396,400	\$ 396,400	\$ 396,400	\$ 396,400	\$ 1,982,000
Sheriff - JCSO Support Services	JCSO Radio Replacement	\$ 203,532	\$ 168,001	\$ -	\$ -	\$ -	\$ 371,533
Sheriff - JCSO Support Services	JCSO Vehicle Replacement	\$ 1,271,000	\$ 1,271,000	\$ 1,271,000	\$ 1,271,000	\$ 1,271,000	\$ 6,355,000
Sheriff - JCSO Support Services	JCSO Waterproofing and Repairs	\$ 300,000	\$ 300,000	\$ 200,000	\$ 150,000	\$ -	\$ 950,000
Total - General Fund		\$ 10,091,979	\$ 9,278,878	\$ 7,317,927	\$ 5,643,284	\$ 5,909,516	\$ 38,241,584
Human Services - Head Start	54HSA Asbestos Abatement	\$ 76,500	\$ 62,100	\$ 76,500	\$ 45,100	\$ 31,000	\$ 291,200
Human Services - Head Start	54HSA Building Hardscape	\$ 38,900	\$ -	\$ 10,700	\$ -	\$ -	\$ 49,600
Human Services - Head Start	54HSA Replace Water line	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Human Services - Head Start	54HSA Roof Repair Replacement	\$ 95,000	\$ -	\$ 190,000	\$ -	\$ -	\$ 285,000
Total - Head Start Fund		\$ 220,400	\$ 62,100	\$ 277,200	\$ 45,100	\$ 31,000	\$ 635,800
Library	Annual - Book Sorter Sinking	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Library	Annual - Capital Maintenance	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
Library	Annual - Computer Replacement	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
Library	Annual - IT Infrastructure Replacement	\$ 462,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 330,000	\$ 1,182,000
Library	Annual - Other FFE Capital Replacement	\$ 56,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 200,000
Library	Arvada Remodel	\$ -	\$ -	\$ -	\$ 30,000	\$ 2,000,000	\$ 2,030,000
Library	Belmar AHU Replacement	\$ -	\$ -	\$ -	\$ 165,000	\$ -	\$ 165,000
Library	Belmar Chiller Replacement	\$ -	\$ -	\$ -	\$ 145,000	\$ -	\$ 145,000
Library	Belmar Library Remodel	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ 4,000,000
Library	Columbine Library Remodel	\$ 4,250,000	\$ -	\$ -	\$ -	\$ -	\$ 4,250,000
Library	Current Year Facility Exp/update	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Library	Edgewater Library	\$ 80,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,080,000
Library	Encore Server	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ 37,000
Library	Entry Door Replacement	\$ 36,800	\$ 18,525	\$ -	\$ -	\$ -	\$ 55,325
Library	Evergreen AHU Rebuild	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ 135,000
Library	Evergreen Library Remodel	\$ -	\$ 30,000	\$ 2,000,000	\$ -	\$ -	\$ 2,030,000
Library	Golden Parking Lot Replacement	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
Library	High Availability Internet Red	\$ -	\$ 36,000	\$ 36,000	\$ 36,000	\$ -	\$ 108,000
Library	Implement RFID/Self Check	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Library	JCPL Mobile Experience	\$ 15,700	\$ 35,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,700
Library	Lakewood Admin Restroom Remodel	\$ -	\$ 48,000	\$ -	\$ -	\$ -	\$ 48,000
Library	Lakewood Fence Replacement	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ 55,000
Library	Lakewood Public Restroom Expansion	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
Library	Lakewood Remodel	\$ -	\$ -	\$ 30,000	\$ 2,000,000	\$ -	\$ 2,030,000
Library	Large Format Printer	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Library	Long Range Facility Master Plan	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Library	Mobility Solution	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Library	Paperless Office Project	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
Library	Records Management Software	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Library	Replace DC/DVD Disk Washer	\$ 8,000	\$ 8,000	\$ -	\$ 10,000	\$ 10,000	\$ 36,000
Library	Standley Lake Clerestory Roof	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000



Jefferson County - 2017 Budget Adoption Hearing

Five-Year Capital Improvement Plan

Department - Division	Description	2017	2018	2019	2020	2021	Total
Library	Virtual Server Upgrade	\$ 91,000	\$ -	\$ -	\$ -	\$ 91,000	\$ 182,000
Library	Westminster Express Service	\$ -	\$ -	\$ 100,000	\$ 30,000	\$ -	\$ 130,000
Total - Library Fund		\$ 6,361,500	\$ 6,341,525	\$ 3,147,000	\$ 3,307,000	\$ 3,192,000	\$ 22,349,025
D&T - Transportation & Engineering	S. Golden Rd (Moss to Iris)	\$ -	\$ -	\$ 330,000	\$ 200,000	\$ 1,100,000	\$ 1,630,000
Total - North Impact Fund		\$ -	\$ -	\$ 330,000	\$ 200,000	\$ 1,100,000	\$ 1,630,000
Parks - Open Space	OS Capital Renovations	\$ -	\$ -	\$ -	\$ 145,000	\$ -	\$ 145,000
Parks - Open Space	OS Clear Creek Canyon Park	\$ -	\$ 250,000	\$ 750,000	\$ 500,000	\$ -	\$ 1,500,000
Parks - Open Space	OS Clear Creek Trail - GOCO	\$ 5,500,000	\$ 2,100,000	\$ 3,000,000	\$ -	\$ -	\$ 10,600,000
Parks - Open Space	OS Coal Creek Canyon	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000
Parks - Open Space	OS Deer Creek Canyon Park	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Parks - Open Space	OS Elk Meadow Park	\$ 500,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,500,000
Parks - Open Space	OS FACM Major Maintenance	\$ -	\$ 192,500	\$ 313,700	\$ 412,300	\$ 604,500	\$ 1,523,000
Parks - Open Space	OS Hildebrand Ranch Park	\$ -	\$ -	\$ 60,000	\$ 600,000	\$ -	\$ 660,000
Parks - Open Space	OS Land Acquisitions	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 4,000,000
Parks - Open Space	OS Mt. Falcon Park	\$ -	\$ -	\$ -	\$ 600,000	\$ 600,000	\$ 1,200,000
Parks - Open Space	OS Mt. Galbraith Park	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Parks - Open Space	OS North Table Mountain Park	\$ -	\$ -	\$ -	\$ 800,000	\$ 100,000	\$ 900,000
Parks - Open Space	OS Park Design Development	\$ 220,000	\$ 250,000	\$ 900,000	\$ 330,000	\$ -	\$ 1,700,000
Parks - Open Space	OS Park Upgrades	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Parks - Open Space	OS Pine Valley Lake Drainage	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Parks - Open Space	OS South Table Mountain Park	\$ -	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ 200,000
Parks - Open Space	OS Van Bibber Park	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000
Parks - Open Space	OS Windy Saddle Park	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Total - Open Space Fund		\$ 9,780,000	\$ 4,442,500	\$ 5,773,700	\$ 4,287,300	\$ 1,904,500	\$ 26,188,000
Public Health	49PMB East Roof and Duct Work	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Public Health	49PMB HVAC DDC Controls	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
Public Health	49PMB Parfet Hardscape	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
Public Health	49PMB Window Replacement	\$ -	\$ -	\$ -	\$ 1,004,000	\$ -	\$ 1,004,000
Total - Public Health Fund		\$ 290,000	\$ 125,000	\$ 40,000	\$ 1,004,000	\$ -	\$ 1,459,000
D&T - Road & Bridge	R&B Asphalt Supplies	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 6,000,000
D&T - Road & Bridge	R&B Culvert Replacement	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,000,000
D&T - Road & Bridge	R&B Faster Funds Asphalt	\$ 1,630,000	\$ 620,000	\$ -	\$ -	\$ 2,000,000	\$ 4,250,000
D&T - Road & Bridge	R&B Faster Funds Concrete	\$ 3,000,000	\$ 2,322,000	\$ 675,000	\$ 1,075,000	\$ 2,275,000	\$ 9,347,000
D&T - Road & Bridge	R&B Reconstruction CIP	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 340,000	\$ 1,700,000
D&T - Transportation & Engineering	Colfax/6th Ave Multi-Use Trail	\$ 1,000,000	\$ 70,000	\$ -	\$ -	\$ -	\$ 1,070,000
D&T - Transportation & Engineering	Faster Misc. Safety Projects	\$ 1,300,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 4,300,000
D&T - Transportation & Engineering	Golden Parkway - SH3	\$ 1,860,335	\$ -	\$ -	\$ -	\$ -	\$ 1,860,335
D&T - Transportation & Engineering	JC73 - SH74 to Brook Forest	\$ -	\$ -	\$ 335,000	\$ 150,000	\$ 475,000	\$ 960,000
D&T - Transportation & Engineering	Jefferson Public Parkway	\$ 4,350	\$ -	\$ -	\$ -	\$ -	\$ 4,350
D&T - Transportation & Engineering	McIntyre - 32nd to Hwy 58	\$ 160,000	\$ 35,000	\$ 75,000	\$ 150,000	\$ 525,000	\$ 945,000
D&T - Transportation & Engineering	McIntyre-52nd Ave to 64th Ave	\$ 300,000	\$ 600,000	\$ 2,600,000	\$ 3,150,000	\$ 55,000	\$ 6,705,000
Total - Road & Bridge Fund		\$ 11,394,685	\$ 6,537,000	\$ 6,575,000	\$ 7,415,000	\$ 8,220,000	\$ 40,141,685
D&T - Transportation & Engineering	Chatfield (Pierce to Kendall)	\$ 4,275,000	\$ 580,000	\$ 25,000	\$ 25,000	\$ -	\$ 4,905,000
D&T - Transportation & Engineering	Dutch Creek at Coal Mine Ave.	\$ -	\$ -	\$ 240,000	\$ 925,000	\$ -	\$ 1,165,000
D&T - Transportation & Engineering	Kipling Corridor Study	\$ -	\$ -	\$ 375,000	\$ -	\$ -	\$ 375,000
D&T - Transportation & Engineering	Quincy (Eldridge - Youngfield)	\$ 250,000	\$ 175,000	\$ 1,845,000	\$ 25,000	\$ 25,000	\$ 2,320,000
D&T - Transportation & Engineering	Quincy (Kipling to Wadsworth)	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
D&T - Transportation & Engineering	Quincy (Youngfield to Simms)	\$ -	\$ 425,000	\$ 315,000	\$ 4,150,000	\$ -	\$ 4,890,000
Total - SE Sales Tax - Capital Project Fund		\$ 4,545,000	\$ 1,180,000	\$ 2,800,000	\$ 5,125,000	\$ 25,000	\$ 13,675,000
Human Services - Business Finance & Admin	01HSB Asphalt Concrete Repair	\$ -	\$ 22,500	\$ 30,000	\$ 41,500	\$ 37,800	\$ 131,800
Human Services - Business Finance & Admin	01HSB Carpet/Flooring	\$ 100,400	\$ 100,400	\$ 100,400	\$ 100,400	\$ 100,400	\$ 502,000
Human Services - Business Finance & Admin	01HSB Elevator Modernization	\$ -	\$ 188,800	\$ -	\$ -	\$ -	\$ 188,800
Human Services - Business Finance & Admin	01HSB HVAC - DDC Upgrade	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 160,000
Human Services - Business Finance & Admin	01HSB Loading Dock Repair	\$ 20,200	\$ -	\$ -	\$ -	\$ -	\$ 20,200
Human Services - Business Finance & Admin	01HSB UPS Battery Replacement	\$ 25,600	\$ -	\$ -	\$ -	\$ -	\$ 25,600
Human Services - Business Finance & Admin	01HSB Window Replacement	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Total - Social Services Fund		\$ 256,200	\$ 421,700	\$ 160,400	\$ 171,900	\$ 168,200	\$ 1,178,400
D&T - Transportation & Engineering	Alkire St (Bellevue - Bowles)	\$ -	\$ -	\$ 250,000	\$ 70,000	\$ 1,075,000	\$ 1,395,000
D&T - Transportation & Engineering	Bowles Avenue Right Turn Lane	\$ 220,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 870,000
D&T - Transportation & Engineering	Quincy (Eldridge - Youngfield)	\$ 250,000	\$ 75,000	\$ 1,845,000	\$ -	\$ -	\$ 2,170,000
D&T - Transportation & Engineering	Waterton (Wadsworth to County Line)	\$ -	\$ -	\$ -	\$ 2,020,000	\$ -	\$ 2,020,000
D&T - Transportation & Engineering	Waterton/Wadsworth Intersection	\$ 4,300,000	\$ -	\$ -	\$ -	\$ -	\$ 4,300,000
Total - South Traffic Impact Fund		\$ 4,770,000	\$ 725,000	\$ 2,095,000	\$ 2,090,000	\$ 1,075,000	\$ 10,755,000
Total - Countywide		\$ 59,073,733	\$ 30,933,703	\$ 29,886,227	\$ 30,288,584	\$ 22,925,216	\$ 173,107,463



Appendix

Appendix

Commissioner
adopted:

moved that the following Resolution be

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF JEFFERSON
STATE OF COLORADO
RESOLUTION NO. CC16-426

RE: Finance and IT – Budget – 2017 Budget Adoption and Appropriation

The Board of County Commissioners of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget for 2017 to the Board of County Commissioners for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of County Commissioners caused to be published legal notice showing that the 2017 proposed budget for Jefferson County was open for inspection by the public at the Office of Budget and Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of County Commissioners would consider the adoption of such proposed budget at a meeting of the Board of County Commissioners to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room No. 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget, file or register objections to the same; and

The Board of County Commissioners has in public hearing reviewed and considered the proposed 2017 budget, and desires to formally adopt and appropriate the same as amended hereby.

RESOLVED that the Board of County Commissioners of the County of Jefferson, State of Colorado, hereby and herewith approves, adopts and appropriates the following budget for the individual funds set forth in Exhibit A for the County for the calendar year 2017.

FURTHER RESOLVED that a summary of the adopted and appropriated expenditures by fund set forth in Exhibit A is attached as part of this resolution.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

FURTHER RESOLVED that the authorized positions specified in the Jefferson County 2017 Adopted Budget document are hereby adopted.

Commissioner _____ seconded the adoption of the foregoing Resolution. The roll having been called, the vote was as follows:

Commissioner
Commissioner
Commissioner

The Resolution was adopted by _____ vote of the Board of County Commissioners of the County of Jefferson, State of Colorado.

Dated: December 6, 2016

EXHIBIT A – 2017 ADOPTED and APPROPRIATED BUDGET BY FUND

Fund	2017 Expenditures & Transfers
General Fund *	\$202,354,677
Airport Fund	\$7,636,335
Benefit Plan Fund	\$35,126,784
Capital Expenditures Fund	\$10,412,788
Community Development Fund	\$2,055,978
Conservation Trust Fund	\$2,203,000
Contingent Fund	\$2,572
Developmentally Disabled Fund	\$8,097,426
Fleet Services Fund	\$12,307,759
Head Start Fund	\$5,735,202
Public Health Fund	\$15,709,784
Inmate Welfare Fund	\$860,485
Insurance Fund	\$1,646,773
Library Fund	\$39,298,874
Open Space Fund	\$24,447,215
Open Space Cities Share Fund	\$13,569,003
Open Space Debt Service – 2009 Fund	\$8,442,400
Open Space Debt Service – 2010 Fund	\$2,282,700
Open Space Debt Service – 2013 Fund	\$2,144,908
Patrol Fund	\$27,854,775
Road and Bridge Fund	\$45,794,120
SE Sales Tax - Capital Project Fund	\$5,109,318
SE Sales Tax - Debt Service Fund	\$4,879,724
Social Services Fund	\$53,102,573
Solid Waste Disposal Site and Facility Fund	\$288,731
Traffic Impact – Evergreen/Conifer Fund	\$498,419
Traffic Impact – North Fund	\$83,372
Traffic Impact – South Fund	\$4,823,908
Wildland Fire Fund	\$12,259
Worker’s Compensation Fund	\$1,822,527
Workforce Development Fund	\$4,450,675
TOTAL	\$543,055,064

**Includes the following subfunds: Boettcher Mansion; Clerk & Recorder Electronic Filing Fees; Dog Licensing; District Attorney Services & Charges Account.*

Commissioner
adopted:

moved that the following Resolution be

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF THE COUNTY OF JEFFERSON

STATE OF COLORADO

RESOLUTION NO. CC16-427

RE: Finance and IT – Budget - Establishment of Mill Levies and Levying of General Property Taxes for the Budget Year 2017

Pursuant to Section 39-1-111, C.R.S., the Board of County Commissioners shall be authorized to levy taxes, levy against the valuation for assessment of all taxable property located in the County on the assessment date, and in the various special districts within the County, the requisite property taxes for all purposes required by law; and

The Board of County Commissioners has in public hearing reviewed and considered the 2017 Mill Levies, and desires to formally fix the rate of levy for Jefferson County and certify all such levies; and

For fiscal year ending December 31, 2016, the County of Jefferson is projecting collected property taxes to be in excess of limitations as set forth in Article X, Section 20 of the Colorado Constitution ("Taxpayers Bill of Rights", or "TABOR") by approximately 2.1 million dollars; and

The Board of County Commissioners seeks to comply with Article X, Section 20 of the Colorado Constitution by temporarily reducing the rate of levy for various funds, to include a temporary reduction of 0.259 mills to abate property taxes collected in fiscal year 2016 forecasted to be in excess of TABOR limitations.

Temporary Mill Adjustments	Mills
2016 Abatement	-0.259
2017 Adjustment	-2.010
TOTAL	-2.269

RESOLVED that the Board of County Commissioners of the County of Jefferson, State of Colorado, hereby and herewith, fixes a rate of levy and levies a tax upon each dollar of valuation for assessment of taxable property

within the County for purposes of paying of expenses, costs, and other obligations of the County for budget year 2017 as set forth below:

Fund	Mill Levy	Temporary Mill Adjustment	2017 Net Mill Levy
General Fund	14.576	0.969	15.545
Developmentally Disabled Fund	1.000	0.000	1.000
Road and Bridge Fund	3.280	-1.932	1.348
Social Services Fund	1.710	-0.384	1.326
Capital Expenditures Fund	1.912	-0.922	0.990
Library Fund	4.500	0.000	4.500
TOTAL	26.978	-2.269	24.709

FURTHER RESOLVED that the Board of County Commissioners hereby and herewith authorizes and directs the Budget and Risk Management Director to certify to the Board of County Commissioners, County of Jefferson, Colorado, the mill levy herein above determined and set.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

Commissioner _____ seconded the adoption of the foregoing Resolution. The roll having been called, the vote was as follows:

Commissioner
 Commissioner
 Commissioner

The Resolution was adopted by _____ vote of the Board of County Commissioners of the County of Jefferson, State of Colorado.

Dated: December 6, 2016

Commissioner
adopted:

moved that the following Resolution be

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF THE COUNTY OF JEFFERSON

STATE OF COLORADO

RESOLUTION NO. CC16-428

RE: Finance and IT – Budget – Authorization for Payment of Various 2017 Agency Dues and Fees

The Board of County Commissioners of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget and agency dues and fees for 2017 to the Board of County Commissioners for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of County Commissioners caused to be published legal notice showing that the 2017 proposed budget for Jefferson County was open for inspection by the public at the Office of Budget and Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of County Commissioners would consider the adoption of such proposed budget at a meeting of the Board of County Commissioners to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget, file or register objections to the same; and

The Board of County Commissioners has in public hearing reviewed and considered the 2017 proposed agency dues and fees, and desires to formally authorize the same as amended hereby.

RESOLVED that the Board of County Commissioners of the County of Jefferson, State of Colorado, hereby and herewith determines that the dues and fees in Exhibit A benefit the County and authorizes the Budget and Risk Management Division to pay the following agencies upon receipt of an invoice for the calendar year 2017.

Commissioner _____ seconded the adoption of the foregoing Resolution. The roll having been called, the vote was as follows:

Commissioner
Commissioner
Commissioner

The Resolution was adopted by _____ vote of the Board of County Commissioners of the County of Jefferson, State of Colorado.

Dated: December 6, 2016

EXHIBIT A – 2017 ADOPTED and AUTHORIZED AGENCY DUES AND FEES

Entity	Agreement Type	2017 Budget
ARNF Foundation (Front Range Roundtable)	Dues	\$1,500
Applewood Chamber of Commerce	Fee	\$150
Arvada Chamber of Commerce	Fee	\$300
Bear Creek Watershed Association	Fee	\$23,200
Chatfield Watershed Authority	Fee	\$24,155
Coalition for the Upper South Platte	Fee	\$3,000
Colorado Counties, Inc. (CCI)	Fee	\$70,000
CCI Public Lands Committee	Fee	\$572
Colorado Department of Public Health & Environment Clean Water Permit Annual Fee	Fee	\$4,050
Colorado Stormwater Council	Fee	\$2,500
Conifer Chamber of Commerce	Fee	\$2,500
Denver Regional Council of Governments	Fee	\$131,900
Evergreen Chamber of Commerce	Fee	\$2,500
I-70 Coalition	Fee	\$5,700
National Association of Counties	Fee	\$10,691
Regional Air Quality	Fee	\$10,000
South Metro Denver Chamber of Commerce	Fee	\$10,000
Upper Clear Creek Watershed Association	Fee	\$1,849
Total		\$304,567

Director moved that the following Resolution be adopted:

BEFORE THE MEADOW RANCH PUBLIC IMPROVEMENT DISTRICT BOARD

RESOLUTION NO. MR16-004

RE: Meadow Ranch Public Improvement District - Adoption and Appropriation of the Meadow Ranch Public Improvement District Budget for Calendar Year 2017 and Establishing a Mill Levy and Levying General Property Taxes for the 2017 Budget Year.

The Board of Directors of the Meadow Ranch Public Improvement District, of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget for 2017 to the Board of Directors for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of Directors caused to be published legal notice showing that the 2017 proposed budget for the Meadow Ranch Public Improvement District was open for inspection by the public at the Office of Budget & Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of Directors would consider the adoption and appropriation of such proposed budget at a meeting of the Board of Directors to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget file, or register objections to the same; and

The Board of Directors has in public hearing reviewed and considered the 2017 proposed budget and desires to formally adopt and appropriate the same as amended hereby; and

Pursuant to Section 30-20-515, C.R.S., the Board of Directors has determined the necessary rate of levy to be made upon each dollar of the total valuation for assessment of all taxable property within the Meadow Ranch Public Improvement District, taking into consideration other sources of revenue of the Meadow Ranch Public Improvement District, in order to raise the amount required by the Meadow Ranch Public Improvement District during the 2017 fiscal year for paying all expenses, costs, and other obligations of the Meadow Ranch Public Improvement District; and

The Board of Directors desires to fix the rate of levy for the Meadow Ranch Public Improvement District and to certify to the Board of County Commissioners of Jefferson County said rate of levy.

RESOLVED that the Board of Directors of the Meadow Ranch Public Improvement District, Jefferson County, Colorado, hereby and herewith approves, adopts, and appropriates a budget in the total amount of \$234,148 for the calendar year 2017.

FURTHER RESOLVED that the Board of Directors of the Meadow Ranch Public Improvement District hereby and herewith sets an official mill levy of 10.937, with a temporary reduction of 2.250 mills for a temporary mill levy of 8.687, for the Meadow Ranch Public Improvement District for property tax year 2016 (calendar year 2017) and hereby and herewith levies a tax of 8.687 mills upon each dollar of valuation for assessment of taxable property within Meadow Ranch Public Improvement District for purposes of paying all expenses, costs and other obligations of the Meadow Ranch Public Improvement District for budget year 2017.

FURTHER RESOLVED that the Board of Directors hereby and herewith authorizes and directs the Budget and Risk Management Director to certify to the Board of Directors, County of Jefferson, Colorado, the mill levy for the Meadow Ranch Public Improvement District as herein above determined and set.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

Director _____ seconded the adoption of the foregoing Resolution. The roll having been called, the vote was as follows:

Director
Director
Director

The Resolution was adopted by _____ vote of the Meadow Ranch Public Improvement District Board of the County of Jefferson, State of Colorado.

Dated: December 6, 2016

Director moved that the following Resolution be adopted:

BEFORE THE BOARD OF DIRECTORS
OF THE JEFFERSON COUNTY LAW ENFORCEMENT AUTHORITY
RESOLUTION NO. LEA16-003

RE: Law Enforcement Authority - Adoption and Appropriation of the Jefferson County Law Enforcement Authority Budget for Calendar Year 2017 and Establishing a Mill Levy and Levying General Property Taxes for the 2017 Budget Year

The Board of Directors of the Jefferson County Law Enforcement Authority, of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget for 2017 to the Board of Directors of the Jefferson County Law Enforcement Authority for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of Directors caused to be published legal notice showing that the 2017 proposed budget for the Jefferson County Law Enforcement Authority was open for inspection by the public at the Office of Budget & Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of Directors would consider the adoption and appropriation of such proposed budget at a meeting of the Board of Directors to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget file, or register objections to the same; and

The Board of Directors has in public hearing reviewed and considered the 2017 proposed budget for the Jefferson County Law Enforcement Authority, and desires to formally adopt and appropriate the same; and

The Board of Directors has determined the necessary rate of levy to be made upon each dollar of the total valuation for assessment of all taxable property within the Jefferson County Law Enforcement Authority, taking into consideration other sources of revenue of the Jefferson County Law

Enforcement Authority, in order to raise the amount required by the Jefferson County Law Enforcement Authority during the 2017 fiscal year for paying all expenses, costs, and other obligations of the Jefferson County Law Enforcement Authority; and

Pursuant to Section 30-11-406(1)(e), C.R.S. the Board of Directors desires to fix the rate of levy for the Jefferson County Law Enforcement Authority and to certify to the Board of County Commissioners of Jefferson County said rate of levy.

RESOLVED that the Board of Directors of the Jefferson County Law Enforcement Authority, Jefferson County, Colorado, hereby and herewith approves, adopts, and appropriates a budget in the total amount of \$9,940,716 for the calendar year 2017.

FURTHER RESOLVED that the Board of Directors of the Jefferson County Law Enforcement Authority hereby and herewith sets an official mill levy of 3.223, with a temporary reduction of 0.300 mills for a temporary mill levy of 2.923 for the Jefferson County Law Enforcement Authority for property tax year 2016 (calendar year 2017) and hereby and herewith levies a tax of 2.923 mills upon each dollar of valuation for assessment of taxable property within Jefferson County Law Enforcement Authority for purposes of paying all expenses, costs and other obligations of the Jefferson County Law Enforcement Authority for budget year 2017.

FURTHER RESOLVED that the Board of Directors hereby and herewith authorizes and directs the Budget and Risk Management Director to certify to the Board of County Commissioners, Jefferson County, Colorado, the mill levy for the Jefferson County Law Enforcement Authority as herein above determined and set.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

Director _____ seconded the adoption of the foregoing Resolution.
The roll having been called, the vote was as follows:

Director
Director
Director

The Resolution was adopted by _____ vote of the Board of
Directors of the Jefferson County Law Enforcement Authority.

Dated: December 6, 2016



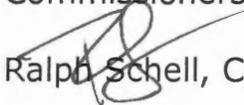


Jefferson County, Colorado

www.jeffco.us/budget

MEMORANDUM

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: 2017 Budget Mill Levy Certification

DATE: December 6, 2016

CC 16 - 4 2 7

Staff Recommendation: Pursuant to Section 39-1-111, C.R.S., the Board of County Commissioners shall be authorized to levy taxes, levy against the valuation for assessment of all taxable property located in the County on the assessment date, and in the various special districts within the County, the requisite property taxes for all purposes required by law; and

The Board of County Commissioners has in public hearing reviewed and considered the 2017 Mill Levies, and desires to formally fix the rate of levy for Jefferson County and certify all such levies; and

For fiscal year ending December 31, 2016, the County of Jefferson is projecting collected property taxes to be in excess of limitations as set forth in Article X, Section 20 of the Colorado Constitution ("Taxpayers Bill of Rights", or "TABOR") by approximately 2.1 million dollars; and

The Board of County Commissioners seeks to comply with Article X, Section 20 of the Colorado Constitution by temporarily reducing the rate of levy for various funds, to include a temporary reduction of 0.259 mills to abate property taxes collected in fiscal year 2016 forecasted to be in excess of TABOR limitations.

Temporary Mill Adjustments	Mills
2016 Abatement	-0.259
2017 Adjustment	-2.010
TOTAL	-2.269

RESOLVED that the Board of County Commissioners of the County of Jefferson, State of Colorado, hereby and herewith, fixes a rate of levy and levies a tax upon each dollar of valuation for assessment of taxable property within the County for purposes of paying of expenses, costs, and other obligations of the County for budget year 2017 as set forth below:

Fund	Mill Levy	Temporary Mill Adjustment	2017 Net Mill Levy
General Fund	14.576	0.969	15.545
Developmentally Disabled Fund	1.000	0.000	1.000
Road and Bridge Fund	3.280	-1.932	1.348
Social Services Fund	1.710	-0.384	1.326
Capital Expenditures Fund	1.912	-0.922	0.990
Library Fund	4.500	0.000	4.500
TOTAL	26.978	-2.269	24.709

FURTHER RESOLVED that the Board of County Commissioners hereby and herewith authorizes and directs the Budget and Risk Management Director to certify to the Board of County Commissioners, County of Jefferson, Colorado, the mill levy herein above determined and set.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

Resolution No: CC16-427 Establishment of the Mill Levies and Levying of General Property Taxes for the Budget Year 2017

Background: The County Manager presented the 2017 Proposed Budget and Mill Levies to the Board of County Commissioners on October 4, 2016. There were no adjustments made to the Mill Levies as presented.

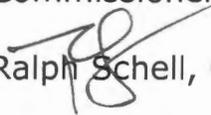
Fiscal Impact: Local governments must adopt a budget before certifying Mill Levies by December 15th. If the budget is not adopted by certification deadline, December 31st, then 90% of the amount appropriated (property taxes) in 2016 will be appropriated for operations and maintenance expenses.

Originator: Mary O'Neil, Director, Budget & Risk Management

Contacts: Holly Bjorklund, Director, Finance & IT
Ralph Schell, County Manager

M E M O R A N D U M

TO: Honorable Chairman and Members of the Board of County Commissioners

FROM:  Ralph Schell, County Manager

RE: 2017 Budget Agency Dues Authorization

DATE: December 6, 2016

CC 16 - 4 2 8

Staff Recommendation: The Board of County Commissioners of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget and agency dues and fees for 2017 to the Board of County Commissioners for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of County Commissioners caused to be published legal notice showing that the 2017 proposed budget for Jefferson County was open for inspection by the public at the Office of Budget and Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of County Commissioners would consider the adoption of such proposed budget at a meeting of the Board of County Commissioners to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget, file or register objections to the same; and

The Board of County Commissioners has in public hearing reviewed and considered the 2017 proposed agency dues and fees, and desires to formally authorize the same as amended hereby.

RESOLVED that the Board of County Commissioners of the County of Jefferson, State of Colorado, hereby and herewith determines that the dues and fees in Exhibit A benefit the County and authorizes the Budget and Risk Management Division to pay the following agencies upon receipt of an invoice for the calendar year 2017.

CC16-428

Page 2

Resolution No: CC16-428 Authorization for Payment of Various 2017 Agency Dues

Background: The County Manager presented the 2017 Proposed Agency Dues to the Board of County Commissioners on October 4, 2016. Adjustments were made to the proposed agency dues and are presented in the 2017 Budget for payment authorization.

Fiscal Impact: Funding is authorized in the 2017 Adopted Budget for interagency payments.

Originator: Mary O'Neil, Director, Budget & Risk Management

Contacts: Holly Bjorklund, Director, Finance & IT
Ralph Schell, County Manager

EXHIBIT A – 2017 ADOPTED and AUTHORIZED AGENCY DUES AND FEES

Entity	Agreement Type	2017 Budget
ARNF Foundation (Front Range Roundtable)	Dues	\$1,500
Applewood Chamber of Commerce	Fee	\$150
Arvada Chamber of Commerce	Fee	\$300
Bear Creek Watershed Association	Fee	\$23,200
Chatfield Watershed Authority	Fee	\$24,155
Coalition for the Upper South Platte	Fee	\$3,000
Colorado Counties, Inc. (CCI)	Fee	\$70,000
CCI Public Lands Committee	Fee	\$572
Colorado Department of Public Health & Environment Clean Water Permit Annual Fee	Fee	\$4,050
Colorado Stormwater Council	Fee	\$2,500
Conifer Chamber of Commerce	Fee	\$2,500
Denver Regional Council of Governments	Fee	\$131,900
Evergreen Chamber of Commerce	Fee	\$2,500
I-70 Coalition	Fee	\$5,700
National Association of Counties	Fee	\$10,691
Regional Air Quality	Fee	\$10,000
South Metro Denver Chamber of Commerce	Fee	\$10,000
Upper Clear Creek Watershed Association	Fee	\$1,849
Total		\$304,567

MEMORANDUM

TO: Honorable Chairman and Members of the Board of Directors of the Meadow Ranch Public Improvement District

FROM: Ralph Schell, County Manager

RE: Finance and IT - Budget & Risk Management Division - 2016 Budget - Supplementary Budget and Appropriation

DATE: December 6, 2016

Staff Recommendation:

RESOLVED, that the 2016 Budget adopted by the Board of Directors of the Meadow Ranch Public Improvement District on December 8, 2015, is hereby amended as follows:

The budget and appropriation of the Meadow Ranch Public Improvement Fund are hereby increased in the amount of \$90,000 for an additional payment of principle in acceleration of the debt repayment schedule from five years to three years; to be offset by a like amount unrestricted fund balance of the Meadow Ranch Public Improvement Fund.

FURTHER RESOLVED, that a copy of this Resolution shall be transmitted immediately to the affected spending agencies; and

FURTHER RESOLVED, that a certified copy of this Resolution be filed by the Director of Budget and Risk Management with the Division of Local Government in the State of Colorado Department of Local Affairs.

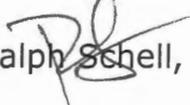
Resolution No. MR16-003

BCC Briefing Presented on: November 15, 2016 by Mary O'Neil, Director of Budget and Risk Management

Originator: Daniel Conway, Budget Manager

MEMORANDUM

TO: Honorable Chairman and Members of the Board of Directors of the Meadow Ranch Public Improvement District

FROM:  Ralph Schell, County Manager

RE: 2017 Budget Adoption, Appropriation and Mill Levy Certification

DATE: December 6, 2016

MR16-004

Staff Recommendation:

The Board of Directors of the Meadow Ranch Public Improvement District, of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget for 2017 to the Board of Directors for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of Directors caused to be published legal notice showing that the 2017 proposed budget for the Meadow Ranch Public Improvement District was open for inspection by the public at the Office of Budget & Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of Directors would consider the adoption and appropriation of such proposed budget at a meeting of the Board of Directors to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget file, or register objections to the same; and

The Board of Directors has in public hearing reviewed and considered the 2017 proposed budget and desires to formally adopt and appropriate the same as amended hereby; and

Pursuant to Section 30-20-515, C.R.S., the Board of Directors has determined the necessary rate of levy to be made upon each dollar of the total valuation for assessment of all taxable property within the Meadow Ranch Public Improvement District, taking into consideration other sources of revenue of the Meadow Ranch Public Improvement District, in order to raise the amount required by the Meadow Ranch Public Improvement District

during the 2017 fiscal year for paying all expenses, costs, and other obligations of the Meadow Ranch Public Improvement District; and

The Board of Directors desires to fix the rate of levy for the Meadow Ranch Public Improvement District and to certify to the Board of County Commissioners of Jefferson County said rate of levy.

RESOLVED that the Board of Directors of the Meadow Ranch Public Improvement District, Jefferson County, Colorado, hereby and herewith approves, adopts, and appropriates a budget in the total amount of \$234,148 for the calendar year 2017.

FURTHER RESOLVED that the Board of Directors of the Meadow Ranch Public Improvement District hereby and herewith sets an official mill levy of 10.937, with a temporary reduction of 2.250 mills for a temporary mill levy of 8.687, for the Meadow Ranch Public Improvement District for property tax year 2016 (calendar year 2017) and hereby and herewith levies a tax of 8.687 mills upon each dollar of valuation for assessment of taxable property within Meadow Ranch Public Improvement District for purposes of paying all expenses, costs and other obligations of the Meadow Ranch Public Improvement District for budget year 2017.

FURTHER RESOLVED that the Board of Directors hereby and herewith authorizes and directs the Budget and Risk Management Director to certify to the Board of Directors, County of Jefferson, Colorado, the mill levy for the Meadow Ranch Public Improvement District as herein above determined and set.

FURTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

Resolution No: MR16-004 Adoption and Appropriation of the Meadow Ranch Public Improvement District Budget for Calendar Year 2017 and Establishing a Mill Levy and Levying General Property Taxes for the 2017 Budget Year

Background: The County Manager presented the 2017 Proposed Budget to the Board of Directors on October 4, 2016. The Board of Directors reviewed the proposed budget and no adjustments were made.

Fiscal Impact: Special Districts must adopt a budget before certifying Mill Levies by December 15th. If the budget is not adopted by certification

MR16-004

Page 3

deadline, December 31st, then 90% of the amount appropriated (property taxes) in 2016 will be appropriated for operations and maintenance expenses.

Originator: Mary O'Neil, Director, Budget & Risk Management

Contacts: Holly Bjorklund, Director, Finance & IT
Ralph Schell, County Manager

M E M O R A N D U M

TO: Honorable Chairman and Members of the Board of Directors of the Jefferson County Law Enforcement Authority

FROM:  Ralph Schell, County Manager

RE: 2017 Budget Adoption, Appropriation and Mill Levy Certification

DATE: December 6, 2016

LEA-003

Staff Recommendation: The Board of Directors of the Jefferson County Law Enforcement Authority, of the County of Jefferson, State of Colorado, pursuant to Section 29-1-104, C.R.S., designated and appointed Ralph Schell, County Manager, to prepare and submit to the Board a proposed budget for the year 2017; and

Ralph Schell, County Manager, did submit a proposed budget for 2017 to the Board of Directors of the Jefferson County Law Enforcement Authority for its consideration; and

Pursuant to Section 29-1-106, C.R.S., the Board of Directors caused to be published legal notice showing that the 2017 proposed budget for the Jefferson County Law Enforcement Authority was open for inspection by the public at the Office of Budget & Risk Management, Jefferson County Administration and Judicial Facility, Golden, Colorado; that the Board of Directors would consider the adoption and appropriation of such proposed budget at a meeting of the Board of Directors to be held on the 6th day of December, 2016, at 8:00 a.m. in Hearing Room 1, Jefferson County Administration and Judicial Facility, Golden, Colorado; and that any interested electors could inspect such proposed budget and, at any time prior to the final adoption and appropriation of said budget file, or register objections to the same; and

The Board of Directors has in public hearing reviewed and considered the 2017 proposed budget for the Jefferson County Law Enforcement Authority, and desires to formally adopt and appropriate the same; and

The Board of Directors has determined the necessary rate of levy to be made upon each dollar of the total valuation for assessment of all taxable property within the Jefferson County Law Enforcement Authority, taking into consideration other sources of revenue of the Jefferson County Law Enforcement Authority, in order to raise the amount required by the Jefferson County Law Enforcement Authority during the 2017 fiscal year for

paying all expenses, costs, and other obligations of the Jefferson County Law Enforcement Authority; and

Pursuant to Section 30-11-406(1)(e), C.R.S. the Board of Directors desires to fix the rate of levy for the Jefferson County Law Enforcement Authority and to certify to the Board of County Commissioners of Jefferson County said rate of levy.

RESOLVED that the Board of Directors of the Jefferson County Law Enforcement Authority, Jefferson County, Colorado, hereby and herewith approves, adopts, and appropriates a budget in the total amount of \$9,940,716 for the calendar year 2017.

FURTHER RESOLVED that the Board of Directors of the Jefferson County Law Enforcement Authority hereby and herewith sets an official mill levy of 3.223, with a temporary reduction of 0.300 mills for a temporary mill levy of 2.923 for the Jefferson County Law Enforcement Authority for property tax year 2016 (calendar year 2017) and hereby and herewith levies a tax of 2.923 mills upon each dollar of valuation for assessment of taxable property within Jefferson County Law Enforcement Authority for purposes of paying all expenses, costs and other obligations of the Jefferson County Law Enforcement Authority for budget year 2017.

FURTHER RESOLVED that the Board of Directors hereby and herewith authorizes and directs the Budget and Risk Management Director to certify to the Board of County Commissioners, Jefferson County, Colorado, the mill levy for the Jefferson County Law Enforcement Authority as herein above determined and set.

FUTHER RESOLVED that pursuant to 29-1-113(1), the Budget and Risk Management Director shall cause a certified copy of the adopted budget to be filed in the Office of the Division of Local Government.

Resolution No: LEA16-003 Adoption and Appropriation of the Jefferson County Law Enforcement Authority Budget for Calendar Year 2017 and Establishing a Mill Levy and Levying General Property Taxes for the 2017 Budget Year

Background: The County Manager presented the 2017 Proposed Budget to the Board of Directors on October 4, 2016. The Board of Directors reviewed the proposed budget and no adjustments were made.

LEA16-003

Page 3

Fiscal Impact: Special Districts must adopt a budget before certifying Mill Levies by December 15th. If the budget is not adopted by certification deadline, December 31st, then 90% of the amount appropriated (property taxes) in 2016 will be appropriated for operations and maintenance expenses.

Originator: Mary O'Neil, Director, Budget & Risk Management

Contacts: Holly Bjorklund, Director, Finance & IT

Ralph Schell, County Manager

CASE SUMMARY
Regular Agenda

PC Hearing Date: August 24, 2016
BCC Hearing Date: December 6, 2016
(Previous Hearing Dates: September 13, 2016 and October 25, 2016)

16-105311RZ Rezoning (Continued from October 25, 2016)
Case Name: Emmaus Catholic Retreat & Conference Center ODP
Owner/Applicant: Camp St. Malo Religious Catholic Conference & Retreat Center, Inc.
Location: 13034 South US Highway 285
Sections 5 & 6, Township 7 South, Range 71 West
Sections 31 & 32, Township 6 South, Range 71 West
Approximate Area: 247.1 Acres
Purpose: Rezone from Agriculture-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.
Case Manager: Justin Montgomery

Issues:

- The proposed access goes through a floodplain/wetland area, the size of the proposed structures, traffic, water quality, fire danger, and scale of development.

Related Deeds:

- Special Warranty Deed, Reception No. 2015053426

Recommendations:

- **Staff:** Recommends Approval
- **Planning Commission:** Recommends Approval (6-1)

Interested Parties:

- Local residents and business owners

Level of Community Interest: Moderate

Representative for Applicant: Jon Rosenthal, Eidos Architects

General Location: South US Highway 285 & South Elk Creek Road

Case Manager Information: Phone: 303-271-8792 e-mail: jmontgom@jeffco.us

Staff Report - Addendum

PC Hearing Date: August 24, 2016
BCC Hearing Date: December 6, 2016
(Previous Hearing Dates: September 13, 2016 and October 25, 2016)

16-105311RZ Rezoning (Continued from October 25, 2016)
Case Name: Emmaus Catholic Retreat & Conference Center ODP
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Approximate Area: 247.1 Acres
Purpose: Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.
Case Manager: Justin Montgomery
Representative: Jon Rosenthal, Eidos Architects

BACKGROUND/UNIQUE INFORMATION:

The Board of County Commissioners, at the October 25, 2016 Hearing, voted to continue this rezoning case to allow time for the applicant to work with the Elk Creek Fire District and Registered Associations regarding the proposed agreement with the Fire District. This time was given because there was not a representative from the Fire District present at the October 25th Hearing to answer questions and address concerns.

The applicant met with the Fire Chief on November 10, 2016 and the Elk Creek Fire District's Board of Directors ("Board") on November 15, 2016 to work out details for an agreement. The Board had a special meeting on November 28, 2016 that was open to the public to review the agreement. The applicant states that the Board is prepared to sign the agreement but will not do so until the applicants meet with the Registered Associations. The meeting between the applicants and Registered Associations is planned for December 1, 2016.

Based on the meetings with the Fire District, the applicant has proposed the following language be added to the ODP:

1. Under "SITE BUILDING STANDARDS" section, under (b)(v). Adult Retreat Center:

- **Modify #1** to read "The total building shall not exceed 80,000 total square feet."
- **Add the following language** as #'s 3, 4 and 5 under (b)(v):
 3. The tallest finished floor (to the third floor from grade at the front entry level of the Adult Retreat Center building) shall not exceed 28 feet.
 4. Non-combustible materials will be used in construction of the Adult Retreat Center and the building will be equipped with an automatic sprinkler system.
 5. Stairwells in the building will be extended to the roof for additional fire protection, and design of the building will include standpipes, with a fire pump, in the stairwells.

2. Under the “FIRE MITIGATION” section, ADD new #'s 3, 4 & 5, as follows:

3. Forestry conditions on the property shall be implemented and maintained as recommended in the approved Plan on a continuing basis.
4. Any permitted outdoor fire pits in Area B shall be restricted to only gas-fueled fires and shall be in compliance with applicable Fire Code provisions.
5. Design for all roads and parking areas on the property shall include adjacent fire breaks as identified in the Forest Management Plan.

These changes will be incorporated into the red-marked Official Development Plan dated December 6, 2016 and is included in the Hearing Packet. Correspondence from the applicant, Elk Creek Fire District, and citizens are also contained within the Hearing Packet, attached.

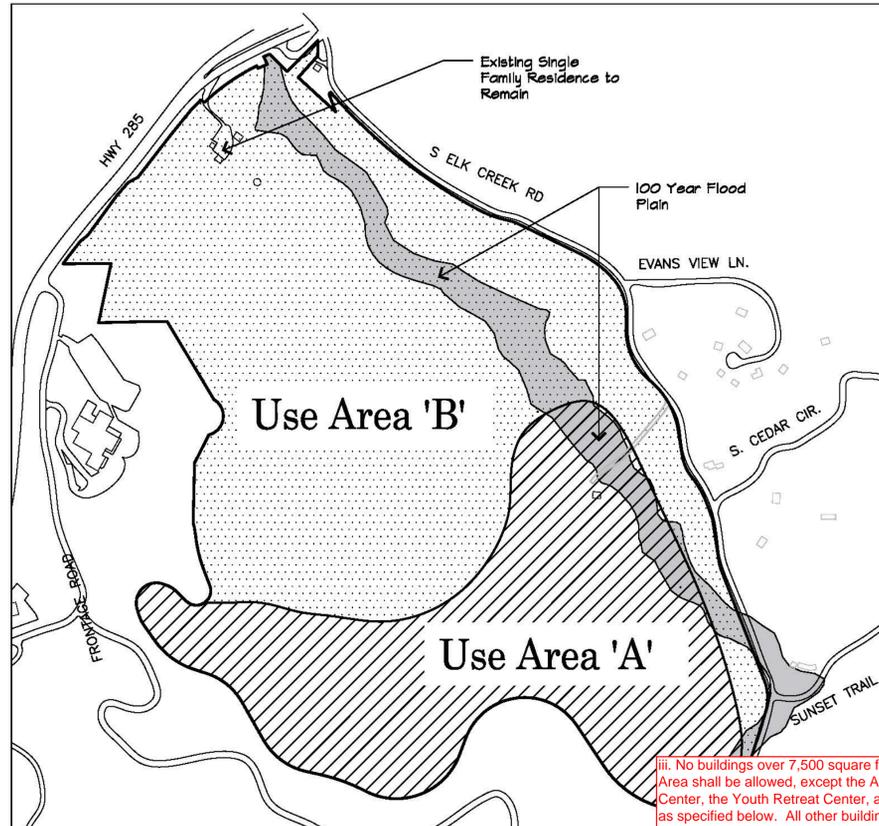
COMMENTS PREPARED BY:

Justin Montgomery

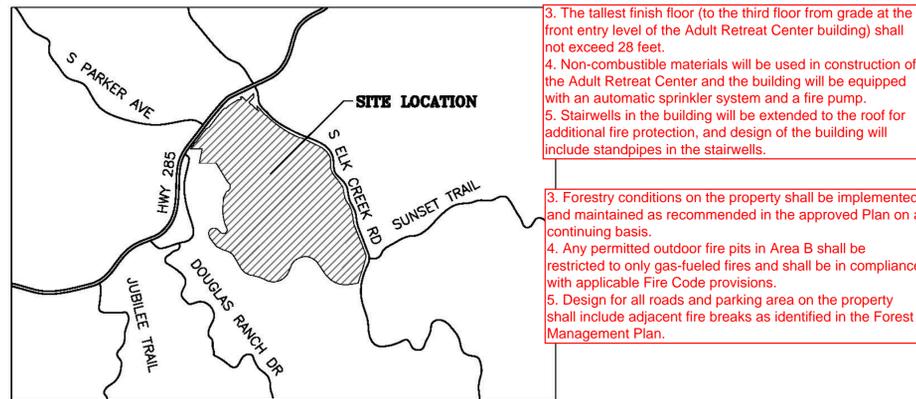
Justin Montgomery, AICP
Planner
November 29, 2016

EMMAUS CATHOLIC RETREAT & CONFERENCE CENTER OFFICIAL DEVELOPMENT PLAN

Case Number: 16-105311RZ
Map Number: 220 AND 256



Site Map
1" = 500'



Vicinity Map
1" = 2000'

WRITTEN RESTRICTIONS: (continued)

- d. Outdoor Recreational / Educational activities
- e. Hermitage Facilities
- f. Picnic Shelter / Scenic overlook
- g. Existing single family detached residences
- h. All permitted uses of the A-2 zone district

PERMITTED ACCESSORY USES

- 1) All accessory uses as identified in the Jefferson County Zoning Resolution for the A-2 zone district.
- 2) A maximum of six (6) total controlled fire pits are allowed in Use Area A and Use Area B.

SITE BUILDING STANDARDS

- 1) Design consistent with a Retreat and Conference Center to include but not limited to the following:

a. SITE / LANDSCAPE

1. Preserve the meadow between the Elk Creek and S. Elk Creek Road
2. Preserve land forms and vegetation to provide screening for parking areas.
3. Integrate new landscape to natural landscape.
4. Modification of existing topography will be minimized in relation to new roads and retaining walls.
5. Buildings will be integrated with the natural landscape.

b. BUILDING

- i. Architectural materials to be consistent with the natural environment primarily consisting of:
 1. Exposed timber
 2. Stone / Brick / Stucco
 3. Primarily Sloped Roofs

Within Use Area B, permitted uses a-f may have multiple structures on a lot.

- ii. 80% of the total site shall remain open area

- iii. No buildings over 7,500 square feet Gross Floor Area shall be allowed, except the Adult Retreat Center, the Youth Retreat Center, and the Chapel, as specified below. All other buildings shall not exceed 7,500 square feet Gross Floor Area each.
- iv. Within Use Area A, the total number of buildings over 20,000 square feet each shall not exceed 6 and all smaller buildings shall not exceed 7,500 square feet each. Within Use Area A, permitted uses a-g may have multiple buildings on a lot. The minimum lot size for these uses is 100 acres.

iv. Setbacks as identified in the Jefferson County Zoning Resolution for A-2 Zoning.

v. Adult Retreat Center

1. The building(s) shall not exceed 80,000 total square feet.
2. The maximum building height shall not exceed 60 feet measured from average grade to average center of roof pitch.

vi. Youth Retreat Center

1. The building(s) shall not exceed 60,000 total square feet.
2. The maximum building height shall not exceed 35 feet measured from average grade to average center of roof pitch.

vii. Chapel

1. The building shall not exceed 20,000 total square feet.
2. The maximum building height shall not exceed 45 feet measured from average grade to average center of roof pitch.

viii. All other buildings shall follow the lot and building standards for the A-2 zone district.

PARKING STANDARDS

1. CAMPING - 1 parking stall per tent structure minimum
2. HERMITAGES (single occupancy) - 1 parking stall per Hermitage.
3. MAINTENANCE BUILDING - as identified under Warehouse in the Jefferson County Zoning Resolution: 0.5 per 1,000 s.f. GFA.
4. ADULT RETREAT CENTER - as identified under Lodging in the Jefferson County Zoning Resolution: 1.0 Sleeping Room and 75% of spaces for other associated uses.
5. YOUTH RETREAT CENTER - as identified under Lodging in the Jefferson County Zoning Resolution: 1.0 Sleeping Room and 75% of spaces for other associated uses.
6. CHAPEL - as identified under Religious Assembly in the Jefferson County Zoning Resolution: 0.25 per Fixed seat.
7. All other uses shall follow the parking requirements set forth in the Jefferson County Zoning Resolution.

LIGHTING

- 1) Design consistent with Jefferson County Zoning Regulations except as follows:

- a. Light poles shall be a maximum height of 12'.
 - Outdoor Amplification: 1) No outdoor amplification is permitted.

SIGNAGE STANDARDS

- 1) One monument sign with a maximum height of 12 feet and 50 square foot in size shall be allowed adjacent to the main site access.
 - a. The sign shall not be internally lit.
 - b. All luminaries shall not face the homes across Elk Creek Road.
- 2) Within Use Area A, the total area of exterior signage for each individual building shall not exceed 50 square feet total. This includes any sign attached or detached from each individual building.
- 3) Within Use Area B, all signs shall be required to follow Jefferson County Zoning Resolution for A-2 Zoning.
- 4) Signage materials will be compatible with the building materials which included exposed timbers, stone, brick, stucco and minimal metal components.

FIRE MITIGATION

- 1) Prior to site development plan approval, a wildfire mitigation plan will be prepared by a natural resource professional. The wildfire mitigation plan will be a site specific analysis, including:
 - a. A map of current wildfire hazard for the property.
 - b. A map of the current natural vegetation, including timber or fuel types on the property.
 - c. A map showing the locations of the existing and proposed development, and fire infrastructure such as cisterns, hydrants etc.
 - d. Detailed descriptions of the proposed wildfire mitigation actions.
 - e. Descriptions of how the wildfire mitigation identified in the plan will be implemented.
 - f. Identification of the entities responsible for implementing the plan.
- 2) The wildfire mitigation plan will be referred by Jefferson County to the Colorado State Forest Service and the Elk Creek Fire District for review of its adequacy and recommendations of any additional mitigation measures that may improve the plan.

STANDARD FLEXIBILITY STATEMENT

- 1) The graphic drawing contained within this Official Development Plan is intended to depict general locations and illustrate concepts of the textual provisions of this Official Development Plan.

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF THE SOUTHEAST 1/4 OF SECTION 31, AND THE SOUTHWEST 1/4 OF SECTION 32, ALL IN TOWNSHIP 6 SOUTH, RANGE 71 WEST OF THE 6TH P.M., AND A PORTION OF THE NORTHWEST 1/4, THE NORTHEAST 1/4, THE SOUTHWEST 1/4, AND THE SOUTHEAST 1/4 OF SECTION 5, AND A PORTION OF THE NORTHEAST 1/4 OF SECTION 6, ALL IN TOWNSHIP 7 SOUTH, RANGE 71 WEST OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO, CONTAINING 247.3 ACRES MORE OR LESS.

SEE REZONING RESOLUTION RECORDED AT _____ FOR COMPLETE LEGAL DESCRIPTION

OWNERSHIP CERTIFICATION

Camp St. Malo Religious Retreat and Conference Center, Inc.
dba Emmaus Catholic Retreat and Conference Center
OWNER

By: _____ Date: _____
Keith Parsons, President
Camp St. Malo Religious Retreat and Conference Center, Inc.

STATE OF COLORADO }
COUNTY OF _____ } SS

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

COUNTY COMMISSIONERS CERTIFICATE:

This rezoning titled Emmaus Catholic Retreat & Conference Center, was approved the _____ day of _____, 20__, and is accepted by The Board of County Commissioners, this _____ day of _____, 20__

Board of County Commissioners: _____
Chairman

Clerk

CLERK & RECORDER'S CERTIFICATE

Accepted for filing in the Office of the County Clerk and Recorder of Jefferson County at Golden, Colorado, this _____ day of _____, 20__.

County Clerk and Recorder

By: Deputy Clerk

WRITTEN RESTRICTIONS:

STATEMENT OF INTENT

- 1) To allow a Religious Retreat and Conference Center.

PERMITTED USES IN USE AREA A

- a. Overnight Lodging and camping - No leasing of camp sites shall be permitted.
- b. Shower and Restroom Facilities
- c. Maintenance Facilities
- d. Retreats, Conferences, and Receptions - Outdoor events shall only be during daylight hours.
- e. Religious worship and related activities including weddings, celebrations, and special events - Outdoor events shall only be during daylight hours.
- f. Outdoor Recreational / Educational activities
- g. Hermitage Facilities
- h. All permitted uses of the A-2 zone district

PERMITTED USES IN USE AREAS B

- a. Camping - No leasing of camp sites shall be permitted.
- b. Shower and Restroom Facilities
- c. Maintenance Facilities

Emmaus Catholic Retreat & Conference Center

Preparer Name: Eidos Architects
Address: 5400 Greenwood Plaza Blvd.
Greenwood Village, Co 80111
Phone #: 720-200-0630
Owner's Name: Camp St. Malo Religious Retreat Center/Conf. Ctr.
Address: 1300 S. Steele St.
Denver, Co 80210
Phone #: 303-715-3258



2	8/10/16	Rezoning Submittal REVISIONS
2	8/01/16	2nd Rezoning Submittal REVISIONS
2	6/14/16	2nd Rezoning Submittal
1	2/25/16	Initial Rezoning Submittal
REV #	DATE	DESCRIPTION

From: [Bill McLaughlin](#)
To: [Justin Montgomery](#)
Subject: Re: 16-105311RZ_Emmaus Retreat & Conference Center Rezoning
Date: Friday, November 11, 2016 8:30:46 AM

Justin,

I have met with the Archdiocese, and have another meeting requested for Tuesday 11/15. I cannot guarantee the hearing on December 6, unless the weather changes. I will make every effort to attend. It is likely that the Board of Directors will also attend, as they have been getting considerable feedback against the project from the community.

--

Bill McLaughlin
Fire Chief
Elk Creek Fire District
PO Box 607
Conifer CO 80433
303-816-9385
bmclaughlin@elkcreekfire.org

On Thu, Oct 27, 2016 at 5:36 PM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hi Bill,

If you haven't already heard, this rezoning case has been continued until December 6, 2016 . The main reason for this continuance is to give the applicants time to work out an agreement with Elk Creek Fire Protection District. They will most likely be contacting you, if they haven't already.

I know it is difficult to foresee your schedule, but if you can, please attend or have another representative from your fire district attend the BCC hearing on December 6th. If you have any questions or need County Staff input on anything up until that date, please let me know.

Thank you,

Justin

From: [Bill McLaughlin](#)
To: [Justin Montgomery](#)
Subject: Re: 16-105311RZ_Emmaus Retreat & Conference Center Rezoning
Date: Wednesday, November 16, 2016 5:58:34 PM

Justin,

We have worked out nearly all of the zoning issues, and are discussing whether or not any agreement is needed. or whether we can submit a letter with any final red-lines. We have also been discussing how the Archdiocese can help offset the impact on the fire department. While nothing is finalized, I believe we will be able to have that worked out within the next few days.

--

Bill McLaughlin
Fire Chief
Elk Creek Fire District
PO Box 607
Conifer CO 80433
303-816-9385
bmclaughlin@elkcreekfire.org

On Wed, Nov 16, 2016 at 5:30 PM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hi Bill,

I hope all is well. Can you provide a status update for me? I just need to know where this situation stands from your viewpoint, so I can provide a brief report to the BCC before the hearing.

Thank you,

Justin

Justin Montgomery, AICP

Planner | Planning & Zoning Division

Jefferson County, Colorado

100 Jefferson County Parkway, Suite 3550

From: [Jonathan Rosenthal](mailto:Jonathan.Rosenthal@archden.org)
To: [Justin Montgomery](mailto:Justin.Montgomery@archden.org)
Cc: [Lou Bishop \(Lou.Bishop@archden.org\)](mailto:Lou.Bishop@archden.org); deacon.hoffman@archden.org; keith.parsons@archden.org; [Bob Saas](mailto:Bob.Saas@archden.org); [Michael Six \(Michael.Six@archden.org\)](mailto:Michael.Six@archden.org)
Subject: RE: Emmaus Rezoning
Date: Thursday, November 17, 2016 12:03:24 PM

Justin,

We had a very productive meeting with the Fire Board and the Fire Chief. Both sides need to review terms of the agreement and we believe it will be worked out prior to Dec. 6th, but we won't be able to give you the information by the 22nd. We will forward you on more information as it becomes available to us.

In the meantime, we would like you to incorporate these additional items in the ODP. Can we get your thoughts on this? See below:

Requested insertions on face of ODP per Elk Creek Fire District concerns/issues ---

1. **Under "SITE BUILDING STANDARDS" section, under (b)(v). Adult Retreat Center:**

- **Modify #1** to read "The total building shall not exceed 80,000 total square feet."
- **Add the following language** as #'s 3, 4 and 5 under (b)(v):

3. The tallest finished floor (to the third floor from grade at the front entry level of the Adult Retreat Center building) shall not exceed 28 feet.

4. Non-combustible materials will be used in construction of the Adult Retreat Center and the building will be equipped with an automatic sprinkler system.

5. Stairwells in the building will be extended to the roof for additional fire protection, and design of the building will include standpipes, with a fire pump, in the stairwells.

2. **Under the "FIRE MITIGATION" section, ADD new #'s 3, 4 & 5, as follows:**

3. Forestry conditions on the property shall be implemented and maintained as recommended in the approved Plan on a continuing basis.

4. Any permitted outdoor fire pits in Area B shall be restricted to only gas-fueled fires and shall be in compliance with applicable Fire Code provisions.

5. Design for all roads and parking areas on the property shall include adjacent fire breaks as identified in the Forest Management Plan.



Jon Rosenthal
Architect

From: Justin Montgomery [mailto:jmontgom@co.jefferson.co.us]
Sent: Wednesday, November 16, 2016 5:32 PM
To: Jonathan Rosenthal; Bob Saas
Subject: Emmaus Rezoning

From: [Valerie Amburn](#)
To: [commish1](#); [commish2](#); [commish3](#); [Justin Montgomery](#)
Subject: Cause of St Malo Fire
Date: Tuesday, October 25, 2016 11:11:23 AM

Dear Comissioners

The Archdiocese states that the cause of the St Malo building burning down was an electrical fire. You should know this is UNTRUE. It was started in a fireplace ...

http://www.dailycamera.com/ci_19332078

Valerie Amburn
Glenelk Association

From: [Bob Saas](#)
To: [Justin Montgomery](#)
Cc: [Lou Bishop \(Lou.Bishop@archden.org\)](#); [Jonathan Rosenthal](#); [Deacon Hoffman](#)
Subject: FW: Emmaus informational session on Fire District matter
Date: Wednesday, November 23, 2016 2:59:32 PM
Importance: High

Justin,

As discussed we will be meeting w/ the neighborhood groups prior to the 12/6/16 Commissioner Hearing (see attached). We will keep you informed as the meeting outcome.

Bob

Eidos | Robert Saas, AIA
ARCHITECTS | Principal

From: Lou Bishop [mailto:Lou.Bishop@archden.org]
Sent: Wednesday, November 23, 2016 2:52 PM
To: bmclaughlin@elkcreekfire.org
Cc: Bob Saas
Subject: FW: Emmaus informational session on Fire District matter
Importance: High

Good afternoon, Chief -----

I just wanted you to see the invite that we've sent out to our Elk Creek neighbor groups regarding our meeting with them later next week, after the District's similar "review" session. Bob Saas is also forwarding a copy to Justin Montgomery so that he also is aware that we're following his directions about our needing to have another, separate meeting on the Agreement with the local citizens, even though the District is also meeting with them earlier in the week.

Hope that you have a good holiday!

Lou Bishop, Director of Real Estate
Archdiocese of Denver Management Corp.

From: Lou Bishop
Sent: Wednesday, November 23, 2016 2:26 PM
To: 'KPFestag@wispertel.net' <KPFestag@wispertel.net>; 'Valerie.Amburn@finra.org' <Valerie.Amburn@finra.org>; 'ssparer@wispertel.net' <ssparer@wispertel.net>; 'meborrego@aol.com' <meborrego@aol.com>
Cc: 'bsaas@eidosarch.com' <bsaas@eidosarch.com>; Michael Six <Michael.Six@archden.org>

Subject: Emmaus informational session on Fire District matter

Importance: High

Dear Elk Creek Neighbors in Douglass Ranch, Elk Creek Ranch, Elk Falls Ranch and to our East -----

In response to our Jeffco Commissioners' request that Camp St. Malo/Emmaus get together with you as representative members of the Homeowners associations and/or neighborhood residents proximate to the Emmaus Retreat Center property to review the agreement being worked on between the Elk Creek Fire District and Camp St. Malo/Emmaus ----

Emmaus Team members are making themselves available to meet with you next

Thursday, December 1st, starting at 11:30 A.M. and extending through the lunch hour until no later than 1 P.M., at Our Lady of the Pines Parish in Conifer (9444 Eagle Cliff Road, just off of Hwy 285).

We are suggesting that you limit any additional persons from the group that you represent to *only one other than yourself*

so that we can have an efficient meeting and engage in a productive discussion amongst a limited number of attendees.

We will then look to each of you to further communicate with the other members of your groups or organizations prior to the continued rezoning hearing before the Board of County Commissioners scheduled for Tuesday, December 6th.

Please respond ASAP by return email in acknowledgement of your receipt of this email, as well as with confirmation of

your attendance at the December 1st session and designation of the person or persons, if any, who may be in attendance with you (or perhaps in your stead) at that time so we can plan accordingly with Our Lady of Pines in advance of our meeting.

Thank you, and have a wonderful Thanksgiving weekend!

Lou Bishop, Director of Real Estate
Archdiocese of Denver Management Corp.

From: [Bill McLaughlin](#)
To: [Justin Montgomery](#)
Subject: Re: 16-105311RZ_Emmaus Retreat & Conference Center Rezoning
Date: Tuesday, November 29, 2016 11:34:53 AM

Justin,

We have an agreement between the Archdiocese and our Board on the table. We held a special meeting last evening, with a fair turnout of the local residents. All of them were opposed to any development on the property, but appreciated our position. The board agreed to table the agreement until after the Archdiocese meeting with the residents on the first. They asked me to attend that meeting, which i am willing to do. I let Lou Bishop at the Archdiocese know, and she was going to get back to me after they meet later this afternoon.

On Wed, Nov 16, 2016 at 5:58 PM, Bill McLaughlin <bmclaughlin@elkcreekfire.org> wrote:
Justin,

We have worked out nearly all of the zoning issues, and are discussing whether or not any agreement is needed. or whether we can submit a letter with any final red-lines. We have also been discussing how the Archdiocese can help offset the impact on the fire department. While nothing is finalized, I believe we will be able to have that worked out within the next few days.

--

Bill McLaughlin
Fire Chief
Elk Creek Fire District
PO Box 607
Conifer CO 80433
[303-816-9385](tel:303-816-9385)
bmclaughlin@elkcreekfire.org

On Wed, Nov 16, 2016 at 5:30 PM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hi Bill,

I hope all is well. Can you provide a status update for me? I just need to know where this situation stands from your viewpoint, so I can provide a brief report to the BCC before the hearing.

Thank you,

Justin

Justin Montgomery, AICP

Planner | Planning & Zoning Division

Jefferson County, Colorado

100 Jefferson County Parkway, Suite 3550

Golden, Colorado 80419

Office: [303.271.8792](tel:303.271.8792)

From: Bill McLaughlin [mailto:bmclaughlin@elkcreekfire.org]
Sent: Friday, November 11, 2016 8:31 AM
To: Justin Montgomery
Subject: Re: 16-105311RZ_Emmaus Retreat & Conference Center Rezoning

Justin,

I have met with the Archdiocese, and have another meeting requested for Tuesday 11/15. I cannot guarantee the hearing on December 6, unless the weather changes. I will make every effort to attend. It is likely that the Board of Directors will also attend, as they have been getting considerable feedback against the project from the community.

--

Bill McLaughlin

Fire Chief

Elk Creek Fire District

PO Box 607

Conifer CO 80433
[303-816-9385](tel:303-816-9385)

bmclaughlin@elkcreekfire.org

On Thu, Oct 27, 2016 at 5:36 PM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hi Bill,

If you haven't already heard, this rezoning case has been continued until December 6, 2016 . The main reason for this continuance is to give the applicants time to work out an agreement with Elk Creek Fire Protection District. They will most likely be contacting you, if they haven't already.

I know it is difficult to foresee your schedule, but if you can, please attend or have another representative from your fire district attend the BCC hearing on December 6th. If you have any questions or need County Staff input on anything up until that date, please let me know.

Thank you,

Justin

Justin Montgomery, AICP

Planner | Planning & Zoning Division

Jefferson County, Colorado

100 Jefferson County Parkway, Suite 3550

Golden, Colorado 80419

Office: [303.271.8792](tel:303.271.8792)

--

Bill McLaughlin

Fire Chief

Elk Creek Fire District

PO Box 607

Conifer CO 80433

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--

Bill McLaughlin

Fire Chief

Elk Creek Fire District

PO Box 607

Conifer CO 80433

303-816-9385

bmclaughlin@elkcreekfire.org

please address "access"
to get out of Elk Creek during
a fire there's currently more
than 1,000 ~~to~~ homes then add
this
development

You're up for
reflection Remember
* Represent us they can
rent out for concerts too!

From: [Valerie Amburn](#)
To: [commish1](#); [commish2](#); [commish3](#); [Justin Montgomery](#)
Cc: [Valerie Amburn](#)
Subject: Re: Catholic Retreat
Date: Tuesday, October 25, 2016 9:22:52 AM

On Tuesday, October 25, 2016, Bill McLaughlin <bmclaughlin@elkcreekfire.org> wrote:

Valerie, they did not answer the request for meeting the ICC WUI code for the development, and more importantly, the MOU as written is not a binding agreement. The archdiocese made a number of offers in the discussions, but none of them made it into their MOU. That included purchasing equipment and funding training.

On Oct 25, 2016 3:54 AM, "Valerie Amburn" <valerieamburn@gmail.com> wrote:

Hi Bill

Are there any other issues in the MOU where you and the Archdiocese were unable to reach agreement aside from financial cost of \$10,000 vs \$20,000? The reason I ask is that this issue alone could be spun by the developer as an attempted money grab by the ECFD which should be set aside. I don't agree with this but it could be a desperation approach for them to try to set aside the departments objectives.

If you can share with me for the public hearing any other issues on which you could not reach agreement, or share the draft MOU or communications with me that would help.

Nervous about today's hearing but hoping it goes well. I hope you are being safe and that the fire is toward containment.

Valerie
[206-227-4583](tel:206-227-4583)

From: [Commish](#)
To: worthmeg@comcast.net
Cc: [Justin Montgomery](#)
Subject: RE: Jefferson County Board of Commissioners Contact Us Request Form [#637]
Date: Wednesday, November 02, 2016 9:10:46 AM

Ms. Worth, on behalf of the Jefferson County Board of Commissioners (BCC), thank you for providing comments on the proposed development Emmaus Catholic Retreat & Conference Center (Case #16-105311-RZ).

The BCC is the body who will be responsible for conducting a public hearing on the proposal, considering all the testimony and evidence, and making a decision on the proposal. This particular proposed development is an open case, scheduled for hearing. Therefore, it would not be appropriate for them to comment on the matter before they have heard all the information regarding the case.

However, we welcome all citizens' participation in the process and your comments have been forwarded to the Jefferson County Planning and Zoning Case Manager, Justin Montgomery. All comments received will be included in the record for review by County staff and BCC.

For future reference, all land use cases are available for review on the County's website, <http://jeffco.us/planning-and-zoning/active-cases/> If you would like to be added to the distribution list to receive future email communications regarding this case or, have questions regarding this case specifically, please contact the Case Manager directly.

We hope this information is helpful and we look forward to your continued participation in this process.

Deborah Churchill | Executive Assistant
Jefferson County Commissioners Office
ph. 303-271-8502 | dchurchi@jeffco.us

-----Original Message-----

From: Jefferson County Board of County Commissioners [<mailto:no-reply@wufoo.com>]
Sent: Tuesday, November 1, 2016 9:43 PM
To: Deborah Churchill
Subject: Jefferson County Board of Commissioners Contact Us Request Form [#637]

Your Name: Meg Worth
Your Email: worthmeg@comcast.net
Comments: 9869 S. Turkey Creek Road
Morrison, CO 80465
Nov. 2, 2016

Jefferson County Commissioners:
RE: The Emmaus Catholic Retreat & Conference Center

I wish to officially voice my strong opposition to the retreat near Shaffer's Crossing.
I have resided in the same home on S. Turkey Creek since 1954.

I have read about the major arguments against this facility, but there are several others deserve greater consideration.

WATER!!!! Such a retreat will require enormous amounts of water. Many of us have been conscientiously conserving water for years. The amount of water consumed by this many people will be astronomical, and visitors

have no motivation to use our very precious resource judiciously. Water treatment? Big Problem.

Property TAX!!! This has been a major issue with regards to the fire department, but other services also depend on property taxes. A center such as this will require a large number of public services that will not be funded by this "non-profit" organization.

Sales TAX!!! People will come to the area, but will spend little, if any, money at local businesses. I would like to highlight a very unfortunate situation in Lafayette CO: The Flatiron Crossing Church. When the church first moved into an abandoned grocery store, many thought it would be a financial boon to the local economy. It was imagined that church goers would dine at local restaurants and shop in quaint Lafayette antique shops or at least pick up some groceries. Exactly the opposite occurred. The people came in droves to the church, monopolized every parking space for blocks, then hopped in their cars and went home. The church effectively drove paying customers away from the area, then purchased the buildings out from under the businesses---tax paying businesses we decimated.

Lodging for outside groups: many retreats which are owned by churches (a number around Buena Vista, for example) rent out their facilities to outside organizations. Such groups are attracted by considerably lower rates charged because no taxes are charged, and by the ability of the facility to sidestep regulations. This gives them an unfair advantage over commercial operations, and will draw even more people to the area who will tax public services with no contribution.

Even though this decision has been tabled for a later date, this situation needs your most serious consideration.

Sincerely, Meg Worth

CASE SUMMARY
Regular Agenda

PC Hearing Date: August 24, 2106

BCC Hearing Date: October 25, 2016 (**Continued from September 13, 2016**)

16-105311RZ Rezoning

Case Name: Emmaus Catholic Retreat & Conference Center ODP

Owner/Applicant: Camp St. Malo Religious Catholic Conference & Retreat Center, Inc.

Location: 13034 South US Highway 285
Sections 5 & 6, Township 7 South, Range 71 West
Sections 31 & 32, Township 6 South, Range 71 West

Approximate Area: 247.1 Acres

Purpose: **Rezone from Agriculture-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.**

Case Manager: Justin Montgomery

Issues:

- The proposed access goes through a floodplain/wetland area, the size of the proposed structures, traffic, water quality, fire danger, and scale of development.

Related Deeds:

- Special Warranty Deed, Reception No. 2015053426

Recommendations:

- **Staff:** Recommends Approval
- **Planning Commission:** Recommends Approval (6-1)

Interested Parties:

- Local residents and business owners

Level of Community Interest: Moderate

Representative for Applicant: Jon Rosenthal, Eidos Architects

General Location: South US Highway 285 & South Elk Creek Road

Case Manager Information: Phone: 303-271-8792 e-mail: jmontgom@jeffco.us

Staff Report - Addendum

PC Hearing Date: August 24, 2106

BCC Hearing Date: October 25, 2016 (Continued from September 13, 2016)

16-105311RZ Rezoning

Case Name: Emmaus Catholic Retreat & Conference Center ODP

Owner/Applicant: Camp St. Malo Religious Catholic Conference & Retreat Center, Inc.

Location: 13034 South US Highway 285
Sections 5 & 6, Township 7 South, Range 71 West
Sections 31 & 32, Township 6 South, Range 71 West

Approximate Area: 247.1 Acres

Purpose: **Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.**

Case Manager: Justin Montgomery

Representative: Jon Rosenthal, Eidos Architects

BACKGROUND/UNIQUE INFORMATION:

The Board of County Commissioners, at the September 13, 2016 Hearing, voted to continue this rezoning case to allow time for the applicant to work with the Elk Creek Fire District. This time was given because public testimony from the Fire Chief at the hearing was contrary to the response Planning & Zoning received from the Fire Marshall during the referral period of this case.

The applicant met with the Elk Creek Fire District on September 25, 2016 and October 4, 2016. Each party has provided separate letters detailing the issues discussed and agreed upon during the meetings. These letters are attached to this addendum and, as you can see, are nearly identical. This assures Planning Staff that the Elk Creek Fire District no longer opposes this rezoning, and that the applicants and the fire district are working together to address potential fire danger issues. Please note that some compromises to the size of the proposed development were made during these meetings and should be incorporated into the red-marked Official Development Plan, if approved. These concessions are as follows:

- The Adult Retreat Center should be reduced to a maximum of 80,000 square feet.
- The tallest finish floor of any building shall not exceed 28 feet from the entry level grade.

The applicants also attempted to work with the local community as well, by completing a "balloon study" to demonstrate the visual impact from the Glenelk property and meeting with representatives of the Douglass Ranch Property Owners Association. Notes from this meeting are included in the attached write-up provided by the applicants. No changes to the Official Development Plan were proposed as a result of this meeting.

The "balloon study" was completed on October 10, 2016 and the photographs and graphics from that study are attached to this addendum. This study shows that the proposed buildings will be heavily screened by the existing trees on the property. The results of this study should alleviate some of the visual concerns from the Glenelk community. The applicants noted that they will meet with the Glenelk

representative to review the results of this study.

COMMENTS PREPARED BY:

Justin Montgomery

Justin Montgomery, AICP
Planner
October 18, 2016

October 4, 2016

Board of Commissioners
Jefferson County
100 Jefferson County Parkway
Golden, Colorado 80419

Re: Emmaus Catholic Retreat and Conference Center
Pine, Colorado
Eidos Project No. 15033

On September 21, 2016, subsequently followed up on October 4, 2016, I met with the Archdiocese of Denver Management Corporation representing Camp St. Malo Retreat and Conference Center, Inc. (the "AOD"), their design team as well as representatives from Jefferson County Planning and Zoning Departments to address concerns that were expressed at the Jefferson County Commissioner's Hearing held on September 13, 2016. At those meetings, six major topics of concern were thoroughly reviewed and with the information that is identified in these six topics that follow, the Elk Creek Fire District will no longer object to the project, thereby taking a neutral position.

The six topics that were discussed and agreed upon are as follows:

Size of Building / Height

- Phase 1 construction of the Adult Retreat Center indicates a building between 38,000 sq. ft. and 40,000 sq. ft. There was concern about the expansion of the building and the overall square footage for adding onto the Retreat Center was reduced to an expansion of 40,000 sq. ft. This is a reduction from the original documented square footage of 36% (125,000 to 80,000).
- The building as designed on the site is a three-story structure with a walk-out basement.
- The tallest finish floor (to the third floor from grade at the entry level of the building) shall not exceed 28 feet.
- The building is intended to be designed with standpipes in the stairwell equipped with a fire pump.
- The stairwells will be extended to the roof for additional fire protection.
- Noncombustible materials will be used in the construction of the building. Most specifically, noncombustible materials on the exterior skin which will include the roofing materials, heavy timber, siding and finally, stone veneer materials. In addition, the building will be equipped with an automatic sprinkler system.
- The height and size of the building were discussed and lowering the building and spreading the building out can create additional fire protection challenges especially on a sloping site. Therefore, lowering the building does not necessarily achieve improvements to fire protection.
- The AOD suggested supplying a 35' or 50' fire ladder stored on site.

Insurance Impact

- The AOD is a self-insured entity; therefore, there will be no effect on the insurance rates district wide at this time. Insurance rates for the District will not be affected as long as the AOD owns the site. It is understood that the AOD has no intention at this time, of selling this property once this facility has been built.

Traffic Impact on 285

- The traffic consultant for the project indicates that according to industry standards in analyzing traffic, this project will have minimal impact on Elk Creek Road as well as Highway 285. The Colorado Department of Transportation would view this project as almost no impact on the Schaffer's Crossing ramps to the project.
- The AOD realizes that the local neighborhood is still concerned with additional traffic and the AOD will do everything they can with scheduling of events to minimally impact Friday evening and Sunday afternoon times.

Second Means of Egress

- Although not currently finalized, a second means of egress off of the site for fire protection will be a part of this development.
- The AOD is diligently trying to coordinate with the adjacent property owners to the south to create a common second means of egress off of the Emmaus site. The property owners to the south are currently restricted by one means of egress. A shared egress with these property owners would be an agreement improving safety for all.
- The Fire Chief confirmed that a second means of egress could start from the north access to buildings and parking areas currently planned, which would eliminate the visual impact of the southern loop.

Resources Needed / Impact on Fire Department Operation

- As the site is blessed with strong water wells and the project will be storing hundreds of thousands of gallons of water, the stored water will be available to fighting potential fires on the site. In addition, the AOD wants to be as good a neighbor as possible, and will allow access to the Fire Department in emergency situations to use water from the water storage on the site for fighting fires as needed in other areas. In doing so, please be aware that the Fire Department will need to be responsible for legal ramifications, if any, of using the water for firefighting at off-site properties.
- As the existing fire equipment currently does not have standpipe connectors on their trucks, the AOD is considering paying for this additional equipment (approximately \$6,000 was discussed).
- As the AOD is identified as a nonprofit organization but will be tapping into the resources of the Fire Department to protect their grounds and buildings, a fair share contribution will be considered. This is yet to be determined through a process of investigating mill levy assessments for the area.
- As staff training will be needed to train the staff in standpipe fire protection techniques, the AOD will consider assisting in the cost of training Fire Department personnel.
- The AOD will have trained personnel on the site to assist in the monitoring of all activities on the site such as fire pits, camp fires, etc. to minimize false alarm calls to the Fire Department.
- The AOD shall investigate the possibility of utilizing the pond on site for an additional water source for firefighting through the redevelopment of distribution of pond depths which can enhance existing fish habitat in the pond and also allow this to be used as a water source during the winter.
- The AOD will consider hiring employees trained as volunteer firefighters to assist with Elk Creek Fire District fire calls.

Accidental Ignitions

- Onsite training of the Emmaus Retreat Center staff will be coordinated with and through the Fire Department.
- There shall be onsite training of the users in terms of fire pits, camp fires, general fire protection in the forest.
- Gas fire pits will be utilized next to the building.
- The Yurt areas will be equipped with fire pits for wood fires that will only be used when wind weather reports are favorable as well as coordinate with any fire restrictions in the fire district due to dry conditions in the area. These areas will always be monitored by trained adult supervisors.
- Smoking will only be allowed in designated areas on the site.
- Fire pits will be designed with Fire Department input.

- All roads and parking areas shall be designed with adjacent fuel breaks as identified in the Forest Management Plan.
- The Fire Management Plan that has been developed for the project will be implemented as the project moves forward.

Respectfully submitted,

Bill McLaughlin

cc: Attachment of Attendees

10/4/16 ~~EMERSON RESEARCH CENTER~~
SIGN-IN SHEET

9/21/16

x ~~1/10~~ ROBERT GARD ~~EMERSON ARCHITECTS~~ 720.200.0630
BENJAMIN@EMERSONARCH.COM

Russ Clark Jeffco 303 271 8754
RCLARK@JEFFCO.VS

x W Tim Harvath THE BAUARD GROUP 303-998-4514

x Bill McCaughlin Elk Creek

x ~~MS~~ Michael Six Div. of Operations Cent. St. Judo (720) 417 0503

x ~~Rob~~ Don. Robert Hoffman Dir. of Planning & Const. Architecture (303) 715-3251

x ~~W~~ Lyle Lavery The Lavery Group 720 490. 6878

x BJORN DAHL Och Services LLC 720-560.3714

x ~~ph~~ Jon Rosenthal jrosenthal EIOU 720 200 0636

LANCE VANEMARK VERTEX 3/263-3102

From: [Diane Koenig](#)
To: [Justin Montgomery](#)
Cc: [Robert Hoffman](#); [Keith Parsons](#); [Bob Saas](#); [Michael Six](#); [Jonathan Rosenthal](#)
Subject: Emmaus Retreat Center
Date: Monday, October 10, 2016 4:16:18 PM
Attachments: [Ballon Study_Glenelk.pdf](#)

October 10, 2016

Justin:

In response to your request for information about what has been discussed and accomplished prior to the County Commissioner's meeting at 8:00 a.m. on October 25, 2016, we have completed, or are still in the process, of meeting with and completing the following:

1. We have met with the Chief from the Elk Creek Fire District on September 25, 2016 and October 4, 2016 and have responded to the Chief's six major categories of issues as follows:

Size of Building / Height

- Phase 1 construction of the Adult Retreat Center indicates a building between 38,000 sq. ft. and 40,000 sq. ft. There was concern about the expansion of the building and the overall square footage for adding onto the Retreat Center was reduced to an expansion of 40,000 sq. ft. This is a reduction from the original documented square footage of 36% (125,000 to 80,000).
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- The AOD suggested supplying a 35' or 50' fire ladder stored on site.

Insurance Impact

- The current ISO rating is 5 in the Elk Creek Fire District but the Chief informed us that they will lose this because there are no hydrants in the District. The Emmaus Retreat Center is intended to be designed with hydrants.
- The AOD is a self-insured entity; therefore, there will be no effect on the insurance rates district wide. Insurance rates for the District will not be affected as long as the AOD owns the site. It is understood that the AOD has no intention at this time, of selling this property once this facility has been built.

Traffic Impact on 285

- The traffic consultant for the project indicates that according to industry standards in analyzing traffic,

this project will have minimal impact on Elk Creek Road as well as Highway 285. The Colorado Department of Transportation would view this project as almost no impact on the Schaffer's Crossing ramps to the project.

- The AOD realizes that the local neighborhood is still concerned with additional traffic and the AOD will do everything they can with scheduling of events to minimally impact Friday evening and Sunday afternoon times.

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- Smoking will only be allowed in designated areas on the site.
- Fire pits will be designed with Fire Department input.

- All roads and parking areas shall be designed with adjacent fuel breaks as identified in the Forest Management Plan.
- The Fire Management Plan that has been developed for the project will be implemented as the project moves forward.

It is our understanding that the Fire Chief will be utilizing these discussion points in a letter to the County Commissioners establishing a neutral position on the project.

2. On Monday, October 10, 2016, we were on site hoisting helium balloons to the ridgeline of the building. Enclosed please refer to the attached photos that identify that the Adult Retreat Center will not be visible from the Glenelk pond. Eidos will also be putting together some documents showing this balloon study from some of the other neighboring properties.

Also on October 10, 2016, a meeting was held with the Douglas Ranch HOA. The purpose of the meeting was have a discussion with the HOA's representatives (Susan Festas, Randy Jensen and Todd Williams) about their concerns regarding the Emmaus Retreat Center Rezoning

Representatives from the HOA expressed their concern and would like to see the Emmaus Catholic Retreat Center take these items into consideration during the Rezoning and future development of the project:

- Provide a fuel break and road between the property and adjacent property.
 - Exceed standard fire pit and fire ring guidelines. It was suggested the property only allow gas fires in Use Area B due to its more secluded location from the main development.
 - Allow the neighbors to partner with the Retreat Center in arranging fire mitigation to help reduce some of the premiums that the neighbors have to pay for a small acreage.
 - It was suggested by the HOA that the Retreat Center support them in their efforts to make the surrounding properties disallow shooting of firearms.
 - Eidos Architects will put together another Site Plan that shows the Douglas Ranch Property in relation to the Emmaus development.
 - The balloons shown in the first photo were at the highest peaks of the building and at both ends as well as the center. Page 2 of the photos shows a view from the cabin next to the pond and is the only location from around the pond that the balloons were visible. The trees that are in front of the balloons are not immediately next to the Retreat Center building as seen on page 3 of the attached images. From this analysis we concluded that the highest points of the Retreat Center will almost entirely be hidden by the terrain and trees. The highest peak is well below the tree tops.
3. We will be meeting with Valerie Amburn from Glenelk to review our balloon photos and discuss any of their other concerns.

Hopefully, with these efforts we will be able to successfully move the rezoning forward allowing the rezoning for the Archdiocese and moving ahead to the next phase of development. If you have any questions, please do not hesitate to contact us.

Bob Saas

Diane Koenig
Office Manager

Eidos Architects, PC
5400 Greenwood Plaza Blvd.
Greenwood Village, CO 80111
720-200-0630 Phone
720-200-0631 Fax

www.eidosarch.com Check out our BRAND NEW WEBSITE!!!

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**Terrain between
Retreat Center and Pond**

**Location of
Retreat Center**

**The Retreat Center property
is not visible behind these hills**

Pond

**Glenelk Association
Cabins**

13762 S Elk Creek Rd



September 30, 2016

VIA U.S. MAIL

Emmaus Catholic Retreat Center
Linda L. Bishop, Esq.
Director of Real Estate
1300 South Steele Street
Denver, Colorado 80210-2599

Re: OBJECTION; Development of the property owned by The Camp St. Malo Religious Retreat and Conference Center, Inc., a Colorado non-profit corporation ("Malo"), doing business as Emmaus Catholic Retreat Center; Jefferson County Case No. 16-105311RZ

Dear Ms. Bishop,

This firm represents Elk Creek Estates LLC, a Colorado limited liability company ("Elk Creek"). Elk Creek owns the property which lies just south of the property owned by Malo on Elk Creek Drive, as identified on the attached graphic.

Elk Creek has been notified that Malo intends to locate outdoor camping with fire pits and a sewer treatment facility near the border of the two properties. Elk Creek asserts that the proposed location of such a facility would significantly and negatively impact the enjoyment of its property, and it strongly objects to the proposed location near the border of the two properties. Critically, the proposed sewer treatment facility is very close to a constant running stream that feeds into the creek known as Elk Creek on the east side of the property. Elk Creek respectfully requests that Malo locate the outdoor camping and sewer treatment facility on the other side of the nearby ridge located on Malo's property and away from the properties' shared border and the running stream.

Thank you for your consideration of this request. Please do not hesitate to contact me should you wish to discuss this matter further.

Sincerely,

Moye White LLP

Jennifer Stenman

JLS/jan

Enclosure

September 30, 2016

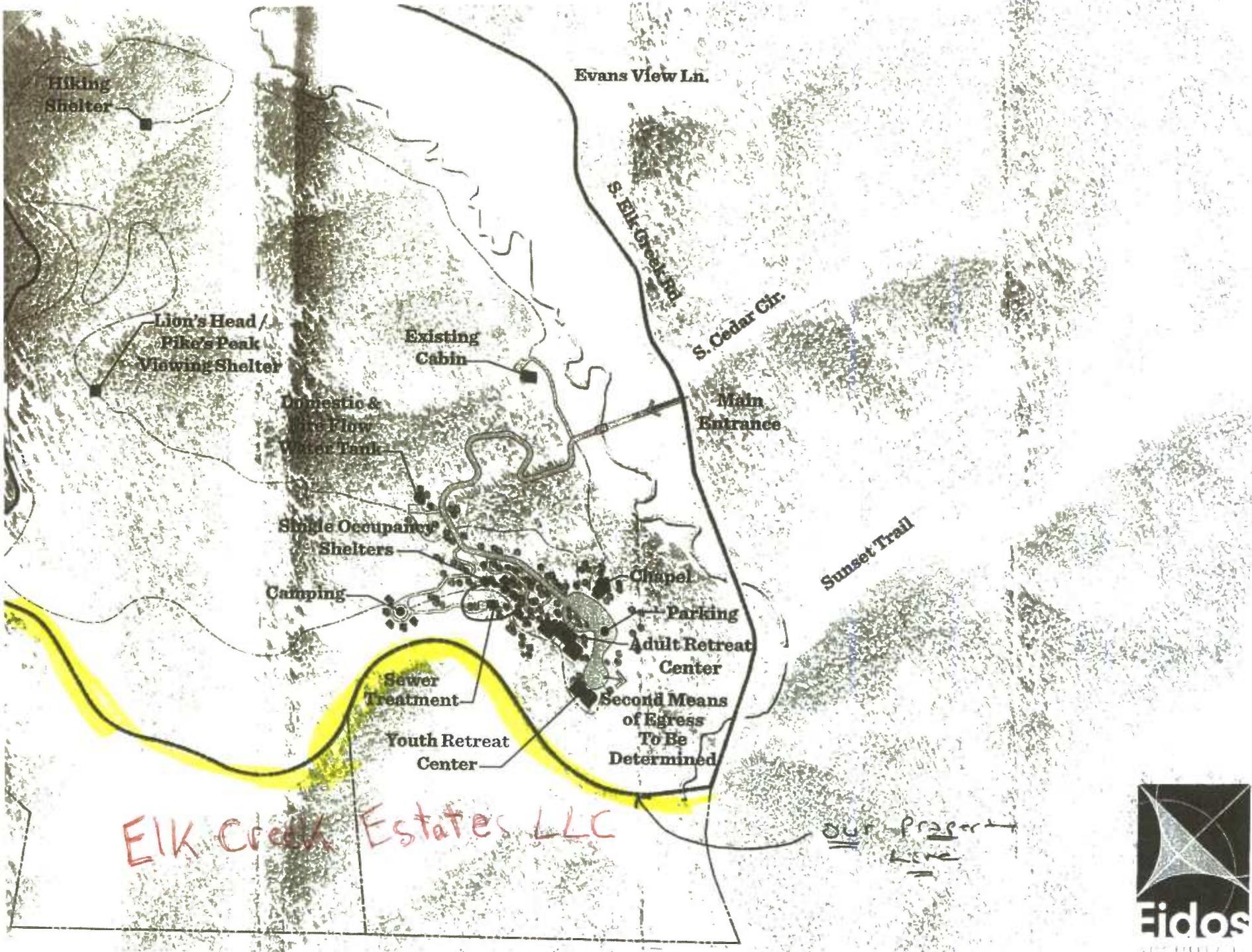
Page 2

cc: Jefferson County Planning and Zoning Division (*via U.S. Mail*)
Attn: Allison Wenlund, Alan Tiefenbach, Justin Montgomery
100 Jefferson County Parkway
Golden, Colorado 80419

Jefferson County Planning Commission (*via U.S. Mail*)
100 Jefferson County Parkway
Golden, Colorado 80419

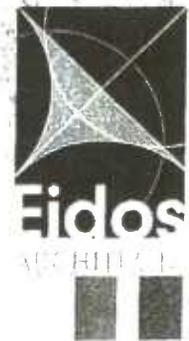
Jefferson County Board of County Commissioners (*via U.S. Mail*)
100 Jefferson County Parkway
Golden, Colorado 80419

Greg Podd (*via email*)



Elk Creek Estates LLC

our property



From: [John Wolforth](#)
To: [Justin Montgomery](#)
Cc: [Russell Clark](#); [Mike Schuster](#)
Subject: FW: Jefferson County Board of Commissioners Contact Us Request Form [#618]
Date: Monday, October 10, 2016 8:48:55 AM

-----Original Message-----

From: Deborah Churchill
Sent: Monday, October 10, 2016 8:42 AM
To: John Wolforth
Cc: commish3; commish1; commish2
Subject: FW: Jefferson County Board of Commissioners Contact Us Request Form [#618]

John, FYI. Please include in the case file.

Deborah Churchill
Executive Assistant
Jefferson County Board of County Commissioners
100 Jefferson County Parkway
Golden, CO 80419
303.271.8525 (Main)
303.271.8502 (Direct)
dchurchi@jeffco.us

-----Original Message-----

From: Jefferson County Board of County Commissioners [<mailto:no-reply@wufoo.com>]
Sent: Thursday, October 6, 2016 5:17 PM
To: Deborah Churchill
Subject: Jefferson County Board of Commissioners Contact Us Request Form [#618]

Your Name: Gary Barrett
Your Email: conifermail@gmail.com
Comments: Commissioners,

Rezoning Request for St Malo Catholic Center:

I request that the Commissioners deny the request for rezoning for the following reasons:

It places additional burdens on the fire department with no increase in tax revenue to offset demands for services.

The size of the building increases the possibility that fire insurance rates in the district will increase and may result in loss of insurability for some district properties. ISO uses the size of the 5 largest buildings in the district as part of their assessment. The proposed zoning and development increases the collective size significantly.

Emergency egress routes in the proposed area are already questionable ... this adds to emergency egress issues in the area.

The fire department is uncertain of their ability to protect the proposed structures.

The potential approval of the development and waiver of county building policy indicates to me that the current

county policies, standards, codes, and plans do not sufficiently recognize the unique hazard posed by wildfire. It is the only single hazard capable of destroying our entire community. Other concerns and issues must be secondary. More than half of our large fires on the front range are human caused. Adding population density requires extraordinary measures to reduce fire risk.

This proposed rezoning and subsequent development must significantly reduce the risk of wildfire and reduce the burden on our local fire department or it should be denied.

thank you,

Gary Barrett
Conifer resident

From: [John Wolforth](#)
To: [Justin Montgomery](#)
Cc: [Russell Clark](#); [Mike Schuster](#)
Subject: FW: VOTE NO: Proposed rezoning (case # 16-105311RZ)
Date: Monday, October 10, 2016 8:22:51 AM

From: commish3
Sent: Sunday, October 09, 2016 2:40 PM
To: John Wolforth
Subject: Fwd: VOTE NO: Proposed rezoning (case # 16-105311RZ)

Donald Rosier
Jefferson County Commissioner
Sent via my mobile office

----- Original message -----

From: Anamaria Popescu <drapopescu610@gmail.com>
Date: 10/9/16 2:07 PM (GMT-07:00)
To: commish1 <commish1@co.jefferson.co.us>, commish2 <commish2@co.jefferson.co.us>, commish3 <commish3@co.jefferson.co.us>
Cc: John Jerz <jjerz@thinkbrg.com>
Subject: VOTE NO: Proposed rezoning (case # 16-105311RZ)

Dear Ms. Szabo, (Mr. Tighe & Mr. Rosier):

As a resident of the Douglass Ranch community we strongly urge you to vote NO to the proposed rezoning (case # 16-105311RZ) by the Camp St. Malo Catholic Conference & Retreat Center located at 13034 South US Highway 285.

Our concerns are for our safety and the safety of the surrounding residential neighborhoods, primarily due to the wild fire danger and excessive traffic on Hwy 285 at Shaffers Crossing and the surrounding area.

Our neighborhood barely escaped the fires a few years back and allowing a facility with over hundred campsites in such a close proximity to homes in such a dry and arid environment with constant threat of gusting winds is not a feasible plan and endangers us all.

The Elk Creek Fire District has stated to you in the hearing on September 13, 2016 why this facility is a very bad idea and I hope you would take their expertise under consideration. Other so called 'experts' on this matter are employed by St. Malo making their testimony biased and self-serving at best.

Traffic at Kings Valley and Shaffers Crossing is already maxed out on Fridays and Sundays during the summer months which is the time that St. Malo will also be at its peak occupancy

making an already bad situation even worse. We have bottlenecks getting home from work that sometimes leave us stuck in track for only 2 miles for over an hour.

The placement of this large commercial facility in the midst of multiple residential areas is not appropriate for this area.

Again, please vote **NO** on this matter.

Thank you,

Anamaria and John Jerz

RECEIVED

OCT 13 2016

**JEFFERSON COUNTY
COMMISSIONERS**

October 9, 2016

Kay and Bryan Collier

13831 Douglass Ranch Drive

Pine, Co. 80470

Dear Ms. Szabo,

As residents of the Douglass Ranch Community, we strongly urge you to vote NO on the proposed rezoning (case # 16-105311RZ) by the Camp St. Malo Catholic Conference and Retreat Center located at 13034 South US Highway 285.

Our concerns are for our safety and the safety of the surrounding residential neighborhoods and the Elk Creek Elementary School, located near us, primarily due to wild fire danger and excessive traffic on Highway 285 at Shaffers Crossing and the surrounding area. We have personally witnessed traffic accidents in this area during peak hours!! Traffic at Kings Valley and Shaffers Crossing is already maxed out on Fridays and Saturdays during the summer months which is the time that St. Malo will also be at its peak occupancy making an already bad situation even worse.

The fire danger is our largest concern. St. Malo is proposing having fire pits. Really? A very bad idea for a place that will have one way in and one way out! We have already experienced fires in our area as we have been evacuated twice for fires that have come very close to our sub division.

The Elk Creek Fire District has stated to you in the hearing on September 13, 2016 why the facility is a very bad idea and they are the experts!!

The placement of this large commercial facility in the midst of multiple residential areas is not appropriate for this area. Please....we urge you to vote NO on this matter.

We appreciate your time and efforts! Thank you!

Kay & Bryan Collier

Kay and Bryan Collier

From: [John Wolforth](#)
To: [Justin Montgomery](#)
Cc: [Russell Clark](#); [Mike Schuster](#)
Subject: Fwd: Please help stop a threat to our community
Date: Sunday, October 09, 2016 8:28:59 AM

Justin,

For case packet.

John

Begin forwarded message:

From: commish3 <commish3@co.jefferson.co.us>
Date: October 8, 2016 at 8:29:15 PM MDT
To: John Wolforth <jwolforth@co.jefferson.co.us>
Subject: Fwd: Please help stop a threat to our community

Donald Rosier
Jefferson County Commissioner
Sent via my mobile office

----- Original message -----
From: MARK <mark.wallace@msn.com>
Date: 10/8/16 7:57 PM (GMT-07:00)
To: commish3 <commish3@co.jefferson.co.us>
Subject: Please help stop a threat to our community

Dear Mr. Rosier,

As decade-long owners of a 5-acre lot in Douglass Ranch, and a family who hopes to begin building our new home in the community next spring, we're counting on you to do the right thing and vote **NO** to the proposed rezoning (case # 16-105311RZ) by the Camp St. Malo Catholic Conference & Retreat Center located at 13034 South US Highway 285.

Our concerns are for our safety of our community, as well as the safety of neighboring residential areas, primarily due to wild fire danger and excessive traffic on Hwy 285 at Shaffer's Crossing and the surrounding area. And these dangers are not just based on our opinions, but those of experts in their fields.

The Elk Creek Fire District testified at a hearing on September 13, 2016 and explained why they believe this facility is a very bad idea. Other so called 'experts' on this matter, who also gave testimony, are employed by St. Malo itself, making their testimony biased and unreliable at best. Our homes and land have already been threatened by fire, approaching from several miles away, but locating a facility that will bring thousands of non-mountain dwellers to the neighborhood to literally "play with fire", would represent a gross disregard for the safety of our community. This proposed commercial facility -- one that features outdoor fires, and will draw visitors who will be largely unfamiliar with mountain living, and cannot possibly understand the treat that an out-of-control wildfire will present. With the initial plan being for several thousand visitors each year with major expansion in the future, this cannot be something that you can seriously consider.

With regard to traffic, we all know how dangerous the Shaffer's Crossing Interchange and the King's Valley intersection are, and adding hundreds of vehicles every weekend to this treacherous section of Hwy 285 will only increase the problem. Traffic at King's Valley and Shaffer's Crossing is already maxed out on Fridays and Sundays during the summer months which is the time that St. Malo will also be at its peak. This area already has the highest traffic-related fatality rate in the region. Can you seriously be considering making this horrible situation worse?

The placement of this large commercial facility in the midst of multiple residential areas is not appropriate for this area. Again, please do the right thing and vote **NO** on this matter.

Thanks in advance for your consideration,

Mark Wallace & Sue Ley

4600 Terracewood Drive

Bloomington, MN 55437

952-454-2630

mark.wallace@msn.com

Douglass Ranch Property Owners Association
P.O. Box 695
Pine, CO 80470

October 11, 2016

Captain Del Kleinschmidt, Patrol Division
Jefferson County Sheriff's Department
200 Jefferson County Parkway
Golden, CO 80401

Captain Kleinschmidt:

This is our request for you to provide formal comments and voice any concerns you may have about the effect the proposed rezoning at the intersection of Hwy 285 & Elk Creek Road will have on Public Safety. This is rezoning request, case # 16-105311RZ, applicant, Camp St. Malo Catholic Conference & Retreat Center, Inc. located at 13034 South US Highway 285.

As you may recall, at the Conifer Area Council meeting on September 21, 2016, some of our neighbors spoke with you regarding concerns about this proposed rezoning. We asked if the Sheriff's office had been contacted by the Jefferson County Department of Planning & Zoning to comment on the impact this proposed rezoning would have on both public safety and the staffing levels & operations of your department. At that time you told us that you had not been contacted.

You also told us that if you had been contacted, you could provide information about the affect various types of uses might have. You stated that a conference center & retreat would have one type of impact and a camping area would have a different type of impact. You also stated that you would need a formal request to make any comments.

For your information and to aid you in making any comments, we have attached a letter from the proposed project's architect to the Jefferson County Planning & Zoning Division listing the components of the Retreat Center. It is our understanding that the components listed are only for Phase 1 and the uses allowed in the Official Development Plan provide for a much larger project.

We have also attached the original response by Fire Chief Bill McLaughlin, Elk Creek Fire District, to the referral that he received from the Jefferson County Planning & Zoning Division. We share his concerns and are interested in knowing if you have similar or additional concerns, especially as they deal with traffic and the danger of wildfire.

On behalf of the Douglass Ranch Property Owners Association, the Board of Directors is asking you to provide information and attend the Board of County Commissioners hearing on October 25, 2016 to discuss public safety concerns and the impact this proposal would have on your department and the community at large.

Thank you for any information and assistance that you can provide to us.

Susan Festag
President

Todd Williams
Vice-President

Carl Price
Treasurer

Barbara Pleva
Secretary

Randy Jensen
Roads & Grounds Chair

Attachments: Memo from Fire Chief McLaughlin dated July 20, 2015
Letter from Eidos Architects dated February 25, 2016

Cc: Justin Montgomery, Case Manager, Jefferson County Planning & Zoning Division

From: [Amburn, Valerie](#)
To: [Justin Montgomery](#)
Subject: RE: Public Comment
Date: Wednesday, October 12, 2016 3:23:45 PM

This is concerning honestly and a potential 'crack' in the transparency of this hearing. Will check it out tomorrow.

From: Justin Montgomery [mailto:jmontgom@co.jefferson.co.us]
Sent: Wednesday, October 12, 2016 3:20 PM
To: Amburn, Valerie
Subject: RE: Public Comment

Hi Valerie,

1. No, it is not automatic. I manually copy them into the case file. The only way to ensure the comments make the public record is to send them to me.
2. Yes, I set this folder up for organization sake because I was inundated with emails after the hearing packets were sent. I have no issue reorganizing the comment folder as requested. The changes might not be visible right away, but you should be able to see them tomorrow (at the latest).

Thanks,
Justin

Justin Montgomery, AICP

Planner | Planning & Zoning Division
Jefferson County, Colorado
100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419
Office: 303.271.8792

From: Amburn, Valerie [mailto:Valerie.Amburn@finra.org]
Sent: Wednesday, October 12, 2016 3:05 PM
To: Justin Montgomery
Subject: Public Comment
Importance: High

Justin,

Two questions about the public comments folder on the rezoning case file:

1. I see that some new public comments appear to have been sent direct to the Commissioners, and then were forwarded for inclusion in the case file. Is this automatic? If not, what is the

process to ensure that all emails which go direct to the commissioners make it to the public record?

2. Can the folder "Comments Received After Hearing Packet" be deleted, and all 14 comments residing in that folder be added to the folder one level up, titled "Citizen Comments"? The date of the emails will make it clear which were received after the application packet so the folder would seem unnecessary. As it is structured currently it is not immediately evident that there are recent public comments. Alternatively, can you please a copy of all new comments (including the 14) into the Citizen Comments folder so they are viewable at a glance?

Please advise

Thank you!

Valerie Amburn

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From: [BRAD KATHLEEN COORS](#)
To: [commish1](#); [commish2](#); [commish3](#); [Justin Montgomery](#)
Subject: Vote NO on Rezoning 16-105311
Date: Wednesday, October 12, 2016 6:05:51 PM

I am a homeowner in the Glenelk Association of homes along South Elk Creek Road. My family and I are extremely concerned about the proposed rezoning Case No. 16-105311-RZ, as it presents a life safety threat to the surrounding communities, including ours.

My family and I share a lifelong dedication to preserving the Western way of life, and the Coors family tries to do our part to perpetuate strong Western values for the generations to come. One of those values is speaking out when you see a wrong, and the proposed Emmaus Catholic Retreat is just that – wrong for our community. Coloradans need elected officials who will fight for our community, and we need you now!

The initial plan is for several thousand visitors each year with major expansion in the future. The Official Development Plan, if approved, would allow for a 100,000 square foot building and a 60,000 square foot building. And yet, church officials, the architect, traffic figures, and the fire mitigation plans inconceivably speak ONLY to a single structure less than 45,000 SF. If, despite community outcry, the Commissioners determine to approve this rezoning, the structure MUST BE LIMITED TO 45,000 SF OR LESS. This will align the legal document with the church's statement of intent and with the supporting data. Anything less would be empty promises, and UNENFORCEABLE.

A commercial facility featuring outdoor fires and thousands of visitors who do not understand the threat of fire is a bad idea! Putting it in a residential area that is one of the highest wildfire risk zones is an irresponsible decision. This project creates a reckless wildfire danger for our entire community. At the public meeting in September 2015, the archdiocese stated twice that groups who come to the Retreat will be responsible for providing their own supervision over people attending the retreat. Since then, the archdiocese and their representatives have provided vague and conflicting statements about how they might supervise fire pits and fire risks presented by thousands of transient visitors. This project cannot be approved given the extreme risk, lack of detail, and shifting stories concerning supervision at the site.

Kathy Coors
13853 South Elk Creek Road
Pine, CO 80470

From: [John Wolforth](#)
To: [Justin Montgomery](#)
Subject: FW: St Malo Conference Facility
Date: Friday, October 14, 2016 9:11:52 AM

From: commish3
Sent: Friday, October 14, 2016 9:05 AM
To: John Wolforth
Subject: Fwd: St Malo Conference Facility

Donald Rosier
Jefferson County Commissioner
Sent via my mobile office

----- Original message -----

From: Nita Drolet -Johnson <nmdj@ymail.com>
Date: 10/14/16 8:30 AM (GMT-07:00)
To: commish2 <commish2@co.jefferson.co.us>, commish1 <commish1@co.jefferson.co.us>, commish3 <commish3@co.jefferson.co.us>
Subject: Fwd: St Malo Conference Facility

Nita
Sent from my iPhone

Begin forwarded message:

From: Nita Drolet -Johnson <nmdj@ymail.com>
Date: October 14, 2016 at 8:26:40 AM MDT
To: commish1@jeffco.us, commish2@jeffco.us, commish3@jeffco.us
Subject: St Malo Conference Facility

Good Morning,
As I read the large ad placed in the High Timber Times opposing this facility, I am urged to present my take on this.

I welcome the development! I believe this facility is an asset to an area that could very well be developed into cluster housing.

However, I strongly disagree with allowing fire pits! We have minimal road accesses to safety in this area.
I believe with some "tweaks" to their master plan this development is the best use of this land.

We already have a developing state park in our area that has increased traffic & will allow camping. Thus far, with the recent signage & road improvements at Schaffers crossing at 285 we have not experienced an increase in accidents.

The foothills are becoming urbanized. Opposing this retreat will not preserve this piece of land from development. And I believe this conference center is the best way to go!

Nita Drolet-Johnson
Sent from my iPhone

From: [Jeremy Martin](#)
To: [commish1](#); [commish2](#); [commish3](#); [Justin Montgomery](#)
Subject: Case #16-105311RZ
Date: Monday, October 17, 2016 12:20:21 PM

I just wanted to send in my opposition to the rezoning request for the St Malo Catholic Center. What they are proposing is entirely too large for the area, and will place an undue tax burden on everyone else already living here. Especially given their tax free status, I am also strongly opposed to their plans on renting out the facility for profit - it's like they are taking advantage of our community twice instead of just once.

Finally, please take a moment to review the well documented, systemic abuse that the Catholic Church has carried out against children across the world for decades. They have a well documented practice of relocating priests accused of abuse to other cities and even countries, to avoid prosecution, so even if all of the staff is OK on day 1, someone bad could be transferred in at any point. Given their proven track record, I am deeply afraid the opportunities for abuse if this facility is built as planned -- dormitories with room for 1 adult, separate small cabins, etc -- is immense. Not as immense as the wildfire danger in the area they will only be making worse with open fire pits, but still, given recent history I can only assume the number of children who end up being abused at this facility will be greater than 0 sooner or later, which is not acceptable. At a minimum I would want a public-approved "abuse prevention plan" in place, such as doing background checks on all staff members and having an independent third party verify no one with a history of abuse is allowed to work there.

Sincerely,
Jeremy Martin
Evergreen

RECEIVED

OCT 19 2016

**JEFFERSON COUNTY
COMMISSIONERS**

13532 Douglass Ranch Drive
Pine, CO 80470
October 17, 2016

Donald Rosier
Jefferson County Commissioner District 3
100 Jefferson County Parkway
Administration and Courts Facility
Golden, CO 80419

Dear Commissioner Rosier,

I have never written nor expressed my opinion to a public official. This letter is a first for me.

I am compelled to write to you regarding my deepest concern for proposed fire pits at the Camp St. Malo Catholic Conference & Retreat Center at 13034 South US Highway 285.

I reference Case No. 16-105311-RZ.

Management of the fire pits by camp visitors who do not have a vested interest in the property (i.e.: visitors do not own the property but rather they simply visit) increases the risk of a "fire accident".

I urge you to consider allowing only propane or natural gas fire pits – which do not throw sparks like a wood fire does.

All of us long timers in Jefferson County and in Colorado know full well of the effects of a wild fire – uncontrollable destruction on a grand scale.

I do not object to Camp St. Malo itself – but please help them to be safe neighbors by restricting the type of fires in fire pits.

Thank you for taking a few minutes to consider the importance of my request.

Sincerely,



Tom Washburn

From: [John Wolforth](#)
To: [Justin Montgomery](#)
Cc: [Russell Clark](#); [Mike Schuster](#)
Subject: Fwd: Opposed to rezoning proposal of St Malo Catholic Retreat
Date: Tuesday, October 18, 2016 11:52:46 AM

Begin forwarded message:

From: commish3 <commish3@co.jefferson.co.us>
Date: October 18, 2016 at 11:28:35 AM MDT
To: Deborah Churchill <dchurchi@co.jefferson.co.us>, Kyle Ennenga <kennenga@co.jefferson.co.us>, John Wolforth <jwolfort@co.jefferson.co.us>
Subject: FW: Opposed to rezoning proposal of St Malo Catholic Retreat

Donald Rosier, PE

Jefferson County Commissioner
100 Jefferson County Parkway
Golden, CO 80419
Phone: [303.271.8525](tel:303.271.8525)
email: Commish3@jeffco.us
www.jeffco.us

From: Lindsay Borgers [<mailto:lindsaylee230@gmail.com>]
Sent: Tuesday, October 18, 2016 11:11 AM
To: commish3 <commish3@co.jefferson.co.us>
Subject: Opposed to rezoning proposal of St Malo Catholic Retreat

Attention: Donald Rosier,

I am a nearby resident in the surrounding area and I am highly concerned about the purposed rezoning request for the St. Malo Conference retreat. Case number 16-105311-RZ It raises serious safety concerns for fire, wildlife, traffic, vehicle fatalities, school zone, well water consumption, loss of tax revenue, and thousands of visitors and camping concerns. Please deny this zoning request. It is wrong for our mountain community.

Sincerely,
Concerned resident, Jim Schatz (303) 838-6435

From: [John Wolforth](#)
To: [Justin Montgomery](#)
Subject: Fwd: St. Malo Retreat and Conference Center
Date: Tuesday, October 18, 2016 10:00:19 PM

Begin forwarded message:

From: commish3 <commish3@co.jefferson.co.us>
Date: October 18, 2016 at 8:44:25 PM MDT
To: Deborah Churchill <dchurchi@co.jefferson.co.us>, John Wolforth <jwolfort@co.jefferson.co.us>
Subject: Fwd: St. Malo Retreat and Conference Center

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Barb Brunt <barbaraannbrunt@gmail.com>
Date: 10/18/16 6:25 PM (GMT-07:00)
To: commish3 <commish3@co.jefferson.co.us>
Subject: St. Malo Retreat and Conference Center

I am a elk creek road home owner and ask that you turn down the catholic church's request to build a 38,000 to 100,000 foot buildings and retreat, OUTDOOR FIRES, and thousands of visitors. This would put all the residents in jeopardy due to:

*Fire safety concerns...those who do not live here do not realize our fire concerns. All we would need is one careless camper, etc. We who live on elk creek KNOW fire would come down this canyon like a wild fire. Loss of property and life would be catastrophic.

* The Schaffer crossing exit off of 285 is a dangerous intersection and this huge increase in traffic would only add to the problem.

*The plans are for a massive complex....I did not move to this community expecting to have this in my back yard...

Please take all of this in to consideration when making your decision...would you like this in your back yard. Vote your conscience.

Barbara Brunt

Sent from my iPad

Sent from my iPad

CASE SUMMARY
Regular Agenda

PC Hearing Date: August 24, 2106

BCC Hearing Date: September 13, 2016

16-105311RZ Rezoning

Case Name: Emmaus Catholic Retreat & Conference Center ODP

Owner/Applicant: Camp St. Malo Religious Catholic Conference & Retreat Center, Inc.

Location: 13034 South US Highway 285
Sections 5 & 6, Township 7 South, Range 71 West
Sections 31 & 32, Township 6 South, Range 71 West

Approximate Area: 247.1 Acres

Purpose: **Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.**

Case Manager: Justin Montgomery

Issues:

- The proposed access goes through a floodplain/wetland area, the size of the proposed structures, traffic, water quality, fire danger, and scale of development.

Related Deeds:

- Special Warranty Deed, Reception No. 2015053426

Recommendations:

- **Staff:** Recommends APPROVAL subject to conditions
- **Planning Commission:** Recommends APPROVAL subject to conditions

Interested Parties:

- Local residents and business owners

Level of Community Interest: Moderate

Representative for Applicant: Jon Rosenthal, Eidos Architects

General Location: South US Highway 285 & South Elk Creek Road

Case Manager Information: Phone: 303-271-8792 e-mail: jmontgom@jeffco.us

Planning Commission Minutes of August 24, 2016

The Planning Commission of the County of Jefferson, State of Colorado, met for pre-meeting on August 24, 2016 in the Jefferson County Government Center, rooms 1566/67, Golden, Colorado. Commissioner Tim Rogers, Chairman, presided. Commissioner Harris, Commissioner Moore, Commissioner Hatton, Commissioner Burke, Commissioner Schiche, and Commissioner Spencer were present.

Commissioner's, Hammond and Westphal were absent.

STAFF PRESENT:

Mike Schuster, Assistant Director
Russ Clark, Planning Supervisor
Justin Montgomery, Planner
Heather Gutherless, Senior Planner
Elyse Dinnocenzo, Planner
Bonnie Benedik, Administrative Assistant
Kourtney Hartmann, Assistant County Attorney

PRE-MEETING is recorded on Livelink.

Public Comment – Hearing 6:15 P.M.

No citizens came forward to present their views during the public comment period.

APPROVAL OF MINUTES

The Planning Commission upon motion of Commissioner Schiche, duly seconded by Commissioner Harris and by unanimous vote, approved the minutes of August 3, 2016.

PUBLIC HEARING CONSENT AGENDA

No one requested to testify in the following case:

16-108726AM

Applicant:

Purpose:

Regulation Amendment

Jefferson County

Amendment to Section 5: Accessory Uses of the Zoning Resolution

- Allowing for the keeping of ducks as an Accessory Use on certain residential properties.
- Restricting the combined number of chickens and ducks allowed on a residential property.

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- Clarification of when the keeping of chickens and ducks is governed by Section 5 or by the underlying zoning district.

Case Manager: Elyse Dinnocenzo

The Planning Commission, upon motion of Commissioner Burke, duly seconded by Commissioner Moore and by unanimous vote, adopted the attached resolution recommending **approval** of this case on the consent agenda subject to the conditions of approval identified in the applicable staff report.

PUBLIC HEARING REGULAR AGENDA

16-105311RZ

Rezoning

Case Name: Emmaus Catholic Retreat & Conference Center

Owner: Camp St. Malo Religious Retreat & Conference Center, Inc.

Applicant: Eidos Architects, PC

Location: 13034 South US Highway 285
Section 5, Township 7 South, Range 71 West

Approximate Area: 241.26 Acres

Purpose: **Rezone from Agriculture-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.**

Case Manager: Justin Montgomery

SWORN TESTIMONY

Bob Saas, Eidos Architecture

Jon Rosenthal, Eidos Architecture

Ray Hamilton, Emich Foster Wheeler Engineering for waste water

Austin Creswell, Emich Foster Wheeler Engineering for fresh water

Michael Six, Director of operations water treatment systems

Kevin Brown, concerns with the rezoning

Diana Lynn, concerns about the rezoning

Randy Brame, concerns about the rezoning

Gail Hite, concerns about the rezoning

Susan Festag, Douglas Ranch POA, concerns about the rezoning

Valerie Amburn, GlenElk HOA, concerns about the rezoning

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John Lay, concerns about the rezoning
Mark Fisher, in support of the rezoning
John Wimmer, in support of the rezoning
Zeck Weitzl, in support of the rezoning
Agata Weitzl, in support of the rezoning
James Forsyth, in support of the rezoning
Tim Forsythe, in support of the rezoning
Randy Jensen, concerns with the rezoning

Following the taking of sworn testimony, the Planning Commission discussed the concerns of the public which included a narrow road that was not maintained by the County, fire danger with fire pits, building size and location of the resort building, contaminating and lessening existing well water, and evacuation issues in case of fire.

Staff reviewed the questions regarding improvements to the road. Visual impacts with cars turning into the property and the width of the road have been addressed with Transportation and Engineering which will require access improvements. The treatment facility they are proposing needs to be approved by the State. Drainage and water quality are monitored with the Planning Engineers and they will monitor the water quality aspects. Fire mitigation needs to be approved by the State Forestry Service and Elk Creek Fire and Rescue. All of these happen during the Site Development Process and need to be approved prior to building permit.

The applicant discussed water issues, both clean water and waste water, and talked about the water filtration system they are proposing for this area. Wells were discussed and they mentioned that they will only need three wells versus the well count that was planned in the past. There will be water for fire mitigation as well, once the site is designed. Building size and parking were discussed, along with traffic study information. He explained that Use Area A is the least buildable area of the site and in the lowest area without building in the meadow next to the floodplain. Camp sites will be in groups rather than spread out.

Included in their discussion, the Planning Commission had concerns about Use Area B which would stay A-2 zoning. They were worried about this area later being subdivided into a future housing development. Knowing that the applicant wasn't sure how that land would be used in the future, the Planning Commission asked the applicant to discuss the following areas amongst themselves while they took a short break, and see if they could make some changes that might be more reassuring to them before they approved this

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case. The areas they wanted them to talk about were these:

- The amount of development for Use Area B
- Building Height
- Fire Pits
- Noise
- Total square footage of buildable area

Following the break, the applicant agreed to do these changes:

- Reduce the 125,000 sq. ft. area to 100,000 sq. ft.
- The building height will lower from 60' to 55' in the Retreat Center and 35' in the Chapel.
- The minimum parcel size for the Retreat Center shall be 100 acres for Use Area 1.
- 80% of the total site shall remain open area.
- No outdoor amplification is permitted, and all outdoor events shall only be during daylight hours.
- 6 firepits total for the site.
- No leasing of campsites shall be permitted.

Upon motion of Commissioner Harris, duly seconded by Commissioner Burke and by majority vote, adopted the attached resolution recommending **approval with conditions** of this case.

There being no further business to come before the Planning Commission, the meeting was adjourned at 11:09 p.m.

ATTEST:

PLANNING COMMISSION OF THE
COUNTY OF JEFFERSON, COLORADO



Administrative Assistant

Chairman

August 24, 2016

Date

Date

It was moved by Commissioner **HARRIS** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION
COUNTY OF JEFFERSON
STATE OF COLORADO

August 24, 2016

RESOLUTION

<u>16-105311RZ</u>	Rezoning
Case Name:	Emmaus Catholic Retreat & Conference Center
Owner:	Camp St. Malo Religious Retreat & Conference Center, Inc.
Applicant:	Eidos Architects, PC
Location:	13034 South US Highway 285 Section 5, Township 7 South, Range 71 West
Approximate Area:	241.26 Acres
Purpose:	Rezone from Agriculture-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.
Case Manager:	Justin Montgomery

The Jefferson County Planning Commission hereby recommends **APPROVAL WITH CONDITIONS** of the above application on the basis of the following facts:

1. That the factors upon which this decision is based include evidence and testimony and staff findings presented in this case.
2. The Planning Commission finds that:
 - A. The proposal is in general conformance with the Comprehensive Master Plan because it meets all applicable sections of the Plan policies.
 - B. The proposed land use is compatible with existing and allowable land uses in the surrounding area because the property is located in a Mountain Area Plan and meets the required criteria for both a Destination Resort and Even Center, including being appropriately sized to mitigate impacts, taking access from a Collector Road, architectural restrictions, and restrictions that preserve the wet mountain

meadow.

- C. The proposed land use will not result in significant impacts to the health, safety, and welfare of the residents and landowners in the surrounding area.
3. The following is a condition of approval:
- A. Recordation of a revised Official Development Plan in accordance with the red-marked print dated August 24, 2016.

Commissioner **BURKE** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	Rogers	Aye
Commissioner	Moore	Aye
Commissioner	Harris	Aye
Commissioner	Hatton	Aye
Commissioner	Burke	Aye
Commissioner	Schiche	Aye
Commissioner	Spencer	Nay

The Resolution was adopted by **majority** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Bonnie Benedik, Administrative Assistant for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, August 24, 2016.



Bonnie Benedik
Administrative Assistant

Staff Report

PC Hearing Date: August 24, 2106

BCC Hearing Date: September 13, 2016

16-105311RZ Rezoning

Case Name: Emmaus Catholic Retreat & Conference Center ODP

Owner/Applicant: Camp St. Malo Catholic Conference & Retreat Center, Inc.

Location: 13034 South US Highway 285
Sections 5 & 6, Township 7 South, Range 71 West
Sections 31 & 32, Township 6 South, Range 71 West

Approximate Area: 247.1 Acres

Purpose: **Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.**

Case Manager: Justin Montgomery

Representative: John Rosenthal, Eidos Architects

Existing Use: Agricultural

BACKGROUND/UNIQUE INFORMATION:

The applicant is requesting to rezone the subject property in order to add a religious retreat and conference center to the existing A-2 uses. The proposed development is a relocation of the St. Malo Retreat Center that was destroyed by a fire in Boulder County in 2011. The subject property is southwest of US Highway 285 and the Elk Creek Road intersection, east of Elk Creek Elementary School and south of Shaffer's Crossing (sand and gravel quarry). The applicants are proposing three main buildings: an adult retreat center, youth retreat center, and chapel, in addition to camping areas and hermitages. The majority of the uses will follow the building standards of the existing A-2 zone district, with a few exceptions that will be discussed within this report.

This site is mostly forested with pockets of dense trees and open area. Elk Creek traverses the property, beginning at the northernmost point and running roughly parallel with the eastern property line. A FEMA 100 year floodplain is designated along both sides of the creek. There is no development planned for the area within the floodplain aside from the proposed main access to the property. The US Fish and Wildlife Service's web site (called 'Wetlands Mapper') depicts areas near Elk Creek as freshwater emergent wetlands and freshwater forested/shrub wetlands. Any grading or construction affecting these areas will likely require a 404 permit from the Army Corps of Engineers.

SURROUNDING ZONING/LAND USE:

	Adjacent Zoning	Land Use
North:	Planned Development (PD) and Agricultural –Two (A-2)	Mineral Extraction & Single Family Residential (1du/10 acres)
South:	Agricultural –Two (A-2)	Single Family Residential (1du/10 acres)

East:	Agricultural –Two (A-2)	Single Family Residential (1du/1 acre)
West:	Agricultural –Two (A-2)	School & Single Family Residential (1du/10 acres)

NOTIFICATION:

A community meeting was held for this rezoning application on August 20, 2015. According to the applicant, several people were in attendance and once they heard specific information about the project, most of their concerns were adequately addressed. Staff has heard from members of the public who are not completely satisfied with the proposal and their concerns will be discussed below.

As a requirement of the Jefferson County Zoning Resolution, the following notice was provided for this proposal:

1. Notification of this proposed development was mailed to property owners within a 500 foot radius of the site and to Homeowners’ Associations and Umbrella Groups located within a 2-mile radius of the site. In accordance with the Zoning Resolution, the mailing to property owners was reduced from a 1,320 foot (1/4 mile) radius to a 500 foot radius due to the high number of properties (more than 50 individual property owners within a 1,320 foot radius) in the vicinity of the proposed development. The initial notification was mailed at the time of the 1st referral. Additional notification was mailed 14 days prior to the Planning Commission Hearing identifying the scheduled hearings dates for both the Planning Commission Hearing and the Board of County Commissioners’ Hearing.
2. Signs, identifying the dates of both the Planning Commission Hearing and the Board of County Commissioners’ Hearing, were provided to the applicant for posting on the site. The signs were provided to the applicant with instructions that the site be posted 14 days prior to the Planning Commission Hearing.
3. Notification of the hearing before the Planning Commission and the Board of County Commissioners’ was published in the West Jeffco Hub.

The Homeowners’ Associations and Umbrella Groups that received notification are as follows:

- Conifer Area Council
- Conifer Ridge POA
- Douglass Ranch POA
- Elk Falls POA
- Golden View Acres HOA
- Jefferson County Horsemen's Association
- Preserve Our Mountain Community

During the processing of the application, Staff **has** received responses in objection to the proposal. The concerns raised are with the scale of the development, the proposed three-story building, and the topography on which the development is proposed. The proposed access point across from S. Cedar Circle was questioned since the proposed road will cross the designated wetland areas. There is a local business owner who is of the opinion that additional traffic on Highway 285 will decrease the number of customers who stop into his business. Another concern is with water quality during construction and future use of the property, since several wells are located near Elk Creek. Traffic is another concern and the fear that visitors to the retreat will drive around the local roads at all hours of the night.

**COMPREHENSIVE MASTER PLAN ASSESSMENT:
Area Plan: Conifer/285 Corridor Area Plan**

	Land Use	Physical Constraints	Community Resources	Infrastructure, Water and Services	Design Guidelines
Conformance	X(1)	X (2)	X (3)	X (4)	X (5)
Non-Conformance					

Services: Elk Creek Fire Protection District
Onsite well

Onsite wastewater treatment system

ANALYSIS OF PLAN:

- 1. **Land Use:** The Comprehensive Master Plan (CMP) discusses encouraging development that is appropriate to the area, ensuring that there are unique and diverse communities in which to live, work, and enjoy outdoor recreation. It encourages economic development, infill and redevelopment projects. New developments should be evaluated for the impacts on the health of a community, and that new development should strive to properly and reasonably mitigate the harmful effects, if any, on existing and entitled uses on adjacent parcels.

Areas of Conformance:

a. All Development

The CMP accommodates the development of a balance of land uses and states that new development should strive to properly and reasonably mitigate the harmful effects, if any, on existing and currently entitled uses on adjacent parcels. New developments should be evaluated for their impacts to the health of the community and regional impacts (air quality and transportation) should be considered.

The proposed use will minimize impacts to the adjacent properties by integrating the design of buildings with the natural landscape, preserving land forms and vegetation to provide screening of parking areas, preserving the meadow between Elk Creek and South Elk Creek Road, and minimizing the modification of the existing topography while constructing access roads and retaining walls. The proposed use is allowed by the CMP in residential areas, provided it can meet the criteria of a Destination Resort and Event Center which is discussed below. The site is adjacent to US Highway 285 and a collector road (Elk Creek Road). The applicants provided a Traffic Impact Analysis which concluded that no nearby intersection is expected to operate less than Level of Service (LOS) B through 2035.

b. Business and Industry

The CMP allows for the development of destination resorts and event centers in residential areas and offers the following criteria to evaluate these uses. The proposed project is both a destination resort and event center.

Criteria for all uses:

The massing and scale of the building should be compatible with the area. Mountain Site Design should be followed and new buildings should be located on slopes of less than 30%. Signage should be comparable to surrounding uses. Additionally, the proposed use should address impacts and other applicable goals and policies in this Plan.

The applicants provided a visual impact analysis to Staff to illustrate the adult retreat center, which is the largest proposed building. The rendering shows the facility screened by trees and designed to blend in with the natural setting. Staff is of the opinion that the massing and scale is compatible with the area and from a distance will look like a majority of the large houses constructed in the area. Mountain Site Design is being followed (using the Conifer/285 Corridor Area Plan and Site Development Plan process as a guide), and no portion of the site appears to have slopes exceeding 30%. The proposed signage is modest and comparable to the current A-2 zone district requirements. This use is also being evaluated against other goals and policies of the CMP.

Destination Resorts Criteria:

Destination Resorts are allowed in Mountain Area Plans on lots that are at least 10 acres in order to mitigate negative impacts. Proposed buildings should utilize quality architectural design. Buffers should be designated on all sides to mitigate impacts to surrounding properties and visual resource corridors along roads should be preserved. The CMP urges traffic to access the site from a collector road and should not go through a residential street.

The subject site is 247 acres and is located in Pine, CO. The proposed buildings are being designed by Eidos Architects using quality architectural design. The proposed buildings must meet the requirements of the Architecture Section of the Zoning Resolution when the design and architectural elevations are reviewed during the subsequent Site Development Plan process. The development is surrounded by trees on all sides will not impact visual resource corridors along roads. Furthermore, access to the subject site is from Elk Creek Road, which is a county maintained collector road.

Event Centers Criteria:

Event Centers in Mountain Area Plans must be on lots that are of sufficient size to mitigate negative impacts. Proposed buildings should utilize quality architectural design.

As mentioned above, the subject site is located near Pine, CO and is 247 acres in size, which is more than sufficient to mitigate negative impacts. The proposed buildings are being designed by Eidos Architects using quality architectural design. The proposed buildings must meet the requirements of the Architecture Section of the Zoning Resolution when the design and elevations are reviewed during the subsequent Site Development Plan process.

c. Site Design

The CMP seeks to ensure that the design of new development is compatible with community character and natural surroundings. Policies promote using clustering to minimize visual impacts and direct buildings away from environmentally and visually sensitive lands. Architectural and site design elements should be addressed in the rezoning. Usable Outdoor Spaces and small-scale cultural and recreational facilities should be encouraged. Natural stream channels and flows should be maintained to protect the surface drainage network as well as native vegetation along drainageways.

The design of the proposed development is compatible with community character and natural surroundings. The bulk of the proposed development will be clustered in Use Area A and shielded by trees. The floodplain, wetlands, and meadow areas of the subject property will not contain any of the main uses of the site and will be preserved to the greatest extent practicable.

d. Area Recommendation

The subject property is in Use Area 4 of the Conifer/285 Corridor Area Plan which recommends 1 dwelling unit per 5 acres with special policies for mountain meadows. This area is not within other constraint areas, such as severe wildfire hazard or high wildlife quality habitat, however due to the presence of mountain meadows, special care should be taken if the property is developed. The special policies for mountain meadows are as follows:

- 1) Use the natural topography to minimize the visual impacts of the buildings, as much as practicable.
- 2) Construct only open-style fencing in the meadow area.
- 3) Minimize disturbance in the 'wet' portion of the meadow, if such an area exists.

The proposed development uses the natural topography to minimize the visual impacts of the buildings, as much as practicable. The fencing is not specifically addressed in the ODP; rather it follows the standards of the A-2 zone district like the majority of the area. Disturbance in the wet portions of the meadow will be minimized by a restriction in the ODP that requires the preservation of the meadow between Elk Creek and S. Elk Creek Road.

In addition, the following should be included in the architectural design.

- 1) Use colors that help the structures blend into the natural surroundings.
- 2) Use more than one building material. One of the materials used should be stone, faux stone, cultured stone, or timbers.
- 3) Minimize the impact of other non-building structures on the meadow, such as driveways, septic systems and detention areas.

The proposed project must go through a Site Development Plan process if this rezoning is approved.

The architectural design will be reviewed during that process and the zoning resolution requires earth-toned colors. The ODP states that the architectural materials must be consistent with the natural environment and proposed consist primarily of exposed timber, stone, brick, and stucco. No septic systems or detention areas are proposed in the meadow.

Areas of Non-Conformance:

a. Business and Industry

Criteria for all uses:

The building height should not exceed 35 feet.

Only two (2) of the proposed buildings are planned to exceed 35 feet in height – the adult retreat center (60 feet) and the chapel (45 feet). Staff was concerned about the height of the adult retreat center and requested a visual impact analysis from the applicant. Staff reviewed the visual analysis provided and is of the opinion that the proposed building is compatible with the landscape and terrain and is not excessively large for the area.

At the Planning Commission Hearing, revisions to the Official Development Plan were proposed that reduced the building height of the adult retreat center to 55 feet and the chapel to 35 feet. There is now only one proposed structure that is not conforming to the criteria above.

Destination Resort Criteria:

The CMP states that 80% of the site should contain open area.

The proposed ODP states that 25% of Use Area A will remain undisturbed but does not commit to 80% open area for the whole site. Use Area B is nearly two times the size of Use Area A and permits less impactful uses. It is very likely that 80% of this site will remain open area, because of the size of the parcel, the natural constraints, and the applicant's intentions to develop a retreat center, but the proposed zoning does not require 80% open space.

At the Planning Commission Hearing, revisions to the Official Development Plan were proposed that now state that 80% of the entire site shall remain open area. Therefore, the proposed project is in conformance with the criteria above.

Event Center Criteria:

The CMP states that no outdoor amplification should be permitted and outdoor receptions/events should be allowed only during daylight hours. Furthermore only security lighting should be permitted and no additional lighting during events that negatively impact the neighbors or produce excessive sky glow should be allowed.

The proposed ODP does not restrict outdoor amplification or the hours of receptions/events. The lighting proposed must meet the standards of the Lighting section of the zoning resolution and the Lighting Plan will be reviewed in the subsequent Site Development Plan process. The proposed light poles on the site will not exceed 12 feet in height, which is a step beyond the requirements of the zoning resolution.

At the Planning Commission Hearing, revisions to the Official Development Plan were proposed that prohibits outdoor amplification and restricts the hours of outdoor events to daylight hours. Therefore, the red-marked ODP is in conformance with the criteria above. No action was taken regarding the proposed lighting.

Summary of Analysis:

Overall the proposed project is in general conformance with the Land Use section of the CMP and Area Plan for the reasons cited above. The site is large enough to mitigate potential impacts to surrounding properties, is located next to a highway and collector road, takes access from the collector road, and meets several goals and policies of the CMP.

2. **Physical Constraints:** The Comprehensive Master Plan describes physical constraints are those physical features that due to safety concerns may potentially restrict where and how development occurs. Physical Constraints include geologic hazards and constraints, floodplains, wetlands, wildfire, radiation, landfills, abandoned mines, and wildlife habitat.

Areas of Conformance:

a. General

The CMP states that development should not aggravate, accelerate, or increase the level of risk from natural hazards, and physical constraints should be identified to ensure that the intensity of development is appropriate when weighed against these conditions. Where physical constraints exist, the priority should be to avoid these areas if possible. Safety and environmental concerns should be balanced with aesthetic concerns.

The proposed project is meeting the goal of this section of the CMP by properly addressing the physical constraints on the property. The floodplain will be mostly avoided, aside from the main access road, and a wildfire mitigation plan prepared by a natural resource professional will be required prior to the approval of the Site Development Plan.

b. Floodplains

The CMP states that 100-year floodplains should be identified on Official Development Plans and should be preserved.

The 100-year floodplain is designated on the Official Development Plan's Site Map. There is no development proposed for the floodplain aside from the main access road.

c. Wetlands

The CMP encourages the protection of Wetlands and mitigation to any impacts that are unavoidable.

Areas near Elk Creek are designated as freshwater emergent wetlands and freshwater forested/shrub wetlands. The only known impact to these wetland areas is the proposed main access to the site. Any grading or construction affecting these areas will likely require a 404 permit from the US Army Corps of Engineers.

d. Wildfire

The CMP hopes to ensure that proposed land uses are managed to decrease Wildfire hazards.

A wildfire mitigation plan prepared by a natural resource professional will be required prior to the approval of the Site Development Plan.

e. Specific Area Policies:

The Conifer/285 Corridor Area Plan has special policies for mountain meadow areas that were covered above in the Land Use section of this report. The proposed project is preserving the meadow area on the property and not developing in any of the wetland areas.

Summary of Analysis:

The project is in conformance with the Physical Constraints section of the CMP because of the reasons stated above. The proposed project is meeting the goal of this section by properly addressing the physical constraints on the property.

3. **Community Resources:** The Community Resources chapter contains policies that relate to historic structures or sites, scenic corridors, natural features, air quality, light, odor and noise pollution, open space and trails.

Areas of Conformance:

a. Visual Resources

The CMP strives to protect the visual resources and unique natural features of the County and mitigate the visual impact of New Development in visually sensitive areas. Natural features should be protected and trees should be preserved.

The proposed project is not within a defined visually sensitive area, but it is a beautiful natural site. The subject ODP seeks to preserve natural land forms and vegetation to help the development blend in with the natural environment.

b. Air, Light, Odor, and Noise

The CMP encourages the efficient use of lighting to reduce adverse light impacts while providing for public safety. Other policies seek to protect the night sky. The CMP also states that levels of noise that are within State noise standards but still an annoyance should be mitigated.

The proposed rezoning will follow the regulations of the Lighting Section in the Zoning Resolution and take them a step farther by reducing the height of light poles to 12 feet. A lighting plan will be reviewed during the Site Development Plan process if this rezoning is approved. Given the size of the property and the fact that the primary use will be buffered by large trees, noise should not be an issue.

Summary of Analysis:

The project is in general conformance with the Community Resources section of the CMP because of the reasons stated above.

4. **Infrastructure, Water & Services:** The applicable elements of this chapter include Transportation, Water and Wastewater, and Services.

Areas of Conformance:

a. Transportation

The CMP encourages New Development to have adequate transportation infrastructure to serve it and that infrastructure should not degrade the Level of Service (LOS) below level D during peak periods.

The proposed project is adequately sited adjacent to US Highway 285 and Elk Creek Road (a collector road). The applicants provided a Traffic Impact Analysis which concluded that no nearby intersection is expected to operate at less than LOS B through 2035.

b. Water & Wastewater

The CMP seeks to protect the quality and quantity of water resources in the County.

The applicants have been working with the Colorado Division of Water Resources and Jefferson County Public Health. Both of these entities are satisfied with the plans to use the existing well and develop an onsite wastewater treatment system.

Summary of Analysis:

The proposed project is in conformance with the Infrastructure, Water, & Services section of the CMP.

5. **Design Guidelines:**

Design Guidelines are contained in the Conifer/285 Corridor Area Plan. These guidelines cover both site design and architectural design. Guidelines that apply to this proposal include preserving natural landscape, screening parking areas, minimizing the amount of signage, and designing structures in proportion to the site or the particular parcel, surrounding landforms, and vegetation.

The proposed rezoning preserves the meadow between Elk Creek and Elk Creek Road, preserves land forms and vegetation to provide screening for parking areas, integrates new landscape with the natural landscape, minimizes modification to the existing topography, and integrates the buildings with the natural landscape. The architectural materials are to be consistent with the natural environment and primarily consisting of exposed timber, stone, brick, and stucco.

Summary of Analysis:

The proposed project is in general conformance with the Design Guidelines within the Conifer/285 Corridor Area Plan.

COMPATIBILITY:

The vast majority of the area is comprised of rural residential uses. What is unique about the subject property is that it's adjacent to a school, industrial uses, "smaller" 1-acre sized A-2 zoned lots, and larger A-2 zoned metes & bounds parcels that are over 30 acres in size. While some could question the scale of the proposed development, most of the uses will follow the A-2 zone district standards. The visual analysis of the adult retreat center shows that the proposed development will be adequately screened from public view and designed to blend in with the natural environment. The proposed use is a religious retreat and conference center; a place for worship, religious education, and outdoor recreation. The intention of the applicant is to create a destination resort in God's country – the site is gorgeous and the applicant desires to keep it that way. Sustaining the natural setting is crucial to the overall success of the development. They also want their privacy and will utilize the existing features of the site to mitigate their activities and provide a place of solace for years to come.

SUMMARY OF STAFF POSITION:

Staff has evaluated the proposed project against the goals and policies of the CMP and the Conifer/285 Corridor Area Plan. The project is in conformance with the majority of applicable goals and policies. The main concern with the proposed rezoning is the scale of the project. While the ODP is trying to see into the future and ask for as much as possible to accommodate future expansion, the impact to the surrounding area will be minimal, and will be mitigated through site design. This is a very large parcel of land, 247 acres, and the applicant wants to be a good neighbor and not negatively impact the area. The proposed use will minimize impacts to the adjacent properties by integrating the design of buildings with the natural landscape, preserving land forms and vegetation to provide screening of parking areas, preserving the meadow between Elk Creek and South Elk Creek Road, and minimizing the modification of the existing topography

PLANNING COMMISSION:

Planning Commission Recommendation (Resolution Dated August 24, 2016, Attached):

Approval	_____
Approval with Conditions	<u> X (6-1) vote </u>
Denial	_____

The case was scheduled on the regular agenda for the Planning Commission hearing. There were 14 people that appeared at the Planning Commission hearing and testified on this application. The testimony from the citizens was related to traffic, water quality, lighting, fire danger related to camping and campfires, size and location of the proposed structures, future subdivision of the property, and environmental concerns (wetlands/floodplain). Five of the citizens who spoke at the hearing were in support of the project. After hearing all testimony and questioning both the applicant and Staff, the Planning Commission requested red-marks to the proposed official development plan in order to address some of the concerns raised during public testimony, and the Commissioners' own concerns. The red-marks also addressed areas of non-conformance with the CMP. The applicant agreed to the proposed red-marks at the hearing.

Subsequent to the Planning Commission Hearing, Staff and the applicant have worked on the proposed red-marks to the ODP in order to fix grammatical errors and to make sure that the additions by the Planning Commission do not conflict with other provisions in the ODP document. For that reason the red-marked print referenced in the approval conditions of this Staff report are not exactly the same as the red-marks proposed by the Planning Commission. The changes made by Staff after the Planning Commission Hearing did not change the intent of the red-marks added by the Planning Commission. The Planning Commission red-marked print is attached for reference.

FINDINGS/RECOMMENDATIONS:

Staff recommends that the Board of County Commissioners find that:

1. The proposal is in general conformance with the Comprehensive Master Plan because it meets all applicable sections of the Plan policies;
2. The proposed land use is compatible with existing and allowable land uses in the surrounding area because the property is located in a Mountain Area Plan and meets the required criteria for both a Destination Resort and Event Center, including being appropriately sized to mitigate impacts, taking access from a Collector Road, architectural restrictions, and restrictions that preserve the wet mountain meadow.
3. The proposed land use will not result in significant impacts to the health, safety, and welfare of the residents and landowners in the surrounding area.

And;

Staff recommends that the Board of County Commissioners APPROVE Case No. 16-105311RZ subject to the following conditions:

1. Recordation of a revised Official Development Plan in accordance with the red-marked print dated September 13, 2016.

COMMENTS PREPARED BY:



Justin Montgomery, AICP
Planner
September 7, 2016

**Jefferson County Land Use Case Management
CASE DATES SUMMARY**

August 7, 2016

Case Number: **16-105311RZ**

Case Type: **Rezoning**

Pre-application Meeting Date: July 23, 2015

Community Meeting Date: August 20, 2015

Applicant Makes Complete Submittal: March 21, 2016

Case Sent on First Referral: March 24, 2016

All Responses Provided to Applicant: April 26, 2016

Case Sent on Second Referral: July 1, 2016

All Responses Provided to Applicant: July 22, 2016

Applicant Responds: July 29, 2016

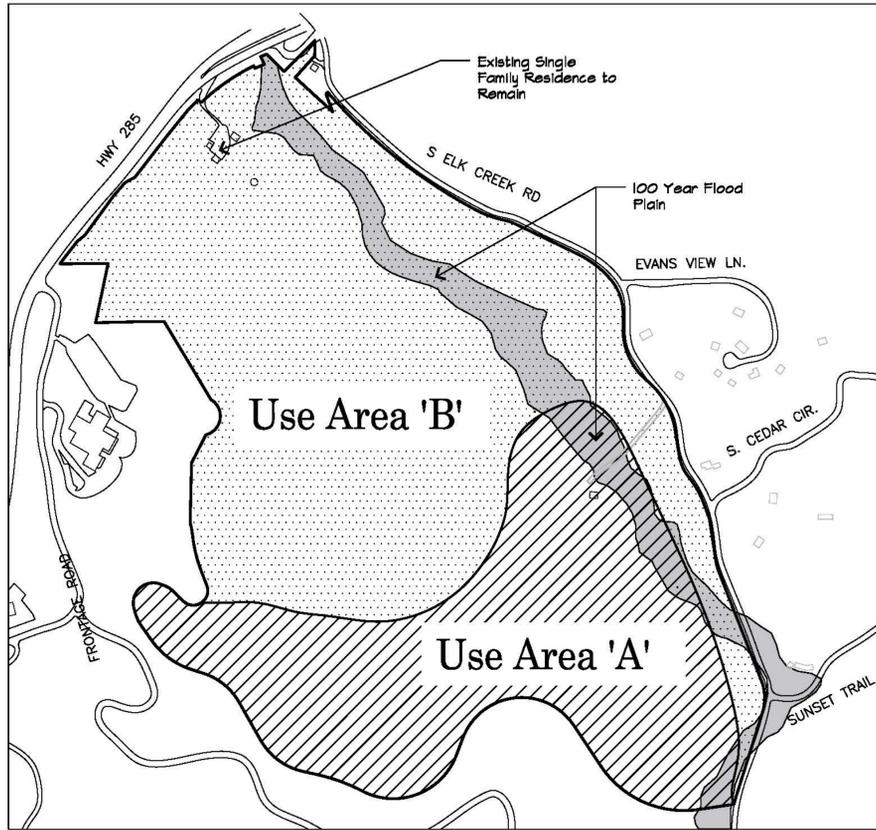
County Responds: August 2, 2016

Determination That Case Should Proceed to Hearing: August 2, 2016

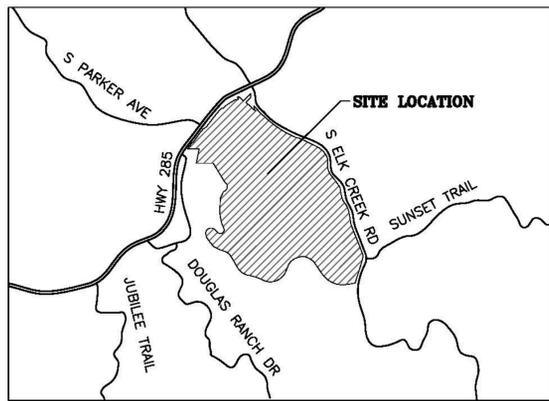
County Staff Determination: **X** Applicant's Request: **X**

EMMAUS CATHOLIC RETREAT & CONFERENCE CENTER OFFICIAL DEVELOPMENT PLAN

Case Number: 16-105311RZ
Map Number: 220 AND 256



Site Map
1" = 500'



Vicinity Map
1" = 2000'

WRITTEN RESTRICTIONS:

STATEMENT OF INTENT
1) To allow a Religious Retreat and Conference Center.

PERMITTED USES IN USE AREA A
a. Overnight Lodging and camping (No leasing of camp sites shall be permitted.)
b. Shower and Restroom Facilities
c. Maintenance Facilities
d. Retreats, Conferences, and Receptions
e. Religious worship and related activities including weddings, celebrations, and special events
f. Outdoor Recreational / Educational activities
g. Hermitage Facilities
h. All permitted uses of the A-2 zone district

PERMITTED USES IN USE AREAS B
a. Camping (No leasing of camp sites shall be permitted.)
b. Shower and Restroom Facilities
c. Maintenance Facilities

Planning Commission Red-Marks

WRITTEN RESTRICTIONS: (continued)

- d. Outdoor Recreational / Educational activities
- e. Hermitage Facilities
- f. Picnic Shelter / Scenic overlook
- g. Existing single family detached residences
- h. All permitted uses of the A-2 zone district

Permitted Fire Pits
a) Only 6 total controlled fire pits are allowed in Use Area A and Use Area B.

PERMITTED ACCESSORY USES

- 1) All accessory uses as identified in the Jefferson County Zoning Resolution for the A-2 zone district.

SITE BUILDING STANDARDS

- 1) Design consistent with a Retreat and Conference Center to include but not limited to the following:

a. SITE / LANDSCAPE

- 1. Preserve the meadow between the Elk Creek and S. Elk Creek Road
- 2. Preserve land forms and vegetation to provide screening for parking areas.
- 3. Integrate new landscape to natural landscape.
- 4. Modification of existing topography will be minimized in relation to new roads and retaining walls.
- 5. Buildings will be integrated with the natural landscape.

b. BUILDING

- i. Architectural materials to be consistent with the natural environment primarily consisting of:

- 1. Exposed timber
- 2. Stone / Brick / Stucco
- 3. Primarily Sloped Roofs

- ii. 80% of the total site shall remain open area

- iii. Within Use Area A, the total number of buildings over 20,000 square feet each shall not exceed 6 and all smaller buildings shall not exceed 7,500 square feet each.

- iv. Setbacks as identified in the Jefferson County Zoning Resolution for A-2 Zoning.

v. Adult Retreat Center

- 1. The building shall not exceed 100,000 total square feet.
- 2. The maximum building height shall not exceed 60 feet measured from average grade to average center of roof pitch.

vi. Youth Retreat Center

- 1. The building shall not exceed 60,000 total square feet.
- 2. The maximum building height shall not exceed 35 feet measured from average grade to average center of roof pitch.

vii. Chapel

- 1. The building shall not exceed 20,000 total square feet.
- 2. The maximum building height shall not exceed 45 feet measured from average grade to average center of roof pitch.

- viii. All other buildings shall follow the lot and building standards for the A-2 zone district.

The minimum parcel size for the retreat center shall be 100 acres.

PARKING STANDARDS

- 1. CAMPING - 1 parking stall per tent structure minimum
- 2. HERMITAGES (single occupancy) - 1 parking stall per Hermitage.
- 3. MAINTENANCE BUILDING - as identified under Warehouse in the Jefferson County Zoning Resolution: 0.5 per 1,000 s.f. GFA.
- 4. ADULT RETREAT CENTER - as identified under Lodging in the Jefferson County Zoning Resolution: 1.0 Sleeping Room and 75% of spaces for other associated uses.
- 5. YOUTH RETREAT CENTER - as identified under Lodging in the Jefferson County Zoning Resolution: 1.0 Sleeping Room and 75% of spaces for other associated uses.
- 6. CHAPEL - as identified under Religious Assembly in the Jefferson County Zoning Resolution: 0.25 per Fixed seat.
- 7. All other uses shall follow the parking requirements set forth in the Jefferson County Zoning Resolution.

LIGHTING

- 1) Design consistent with Jefferson County Zoning Regulations except as follows:
 - a. Light poles shall be a maximum height of 12'.

SIGNAGE STANDARDS

- 1) One monument sign with a maximum height of 12 feet and 50 square foot in size shall be allowed adjacent to the main site access.
 - a. The sign shall not be internally lit.
 - b. All luminaries shall not face the homes across Elk Creek Road.
- 2) Within Use Area A, the total area of exterior signage for each individual building shall not exceed 50 square feet total. This includes any sign attached or detached from each individual building.
- 3) Within Use Area B, all signs shall be required to follow Jefferson County Zoning Resolution for A-2 Zoning.
- 4) Signage materials will be compatible with the building materials which included exposed timbers, stone, brick, stucco and minimal metal components.

FIRE MITIGATION

- 1) Prior to site development plan approval, a wildfire mitigation plan will be prepared by a natural resource professional. The wildfire mitigation plan will be a site specific analysis, including:
 - a. A map of current wildfire hazard for the property.
 - b. A map of the current natural vegetation, including timber or fuel types on the property.
 - c. A map showing the locations of the existing and proposed development, and fire infrastructure such as cisterns, hydrants etc.
 - d. Detailed descriptions of the proposed wildfire mitigation actions.
 - e. Descriptions of how the wildfire mitigation identified in the plan will be implemented.
 - f. Identification of the entities responsible for implementing the plan.
- 2) The wildfire mitigation plan will be referred by Jefferson County to the Colorado State Forest Service and the Elk Creek Fire District for review of its adequacy and recommendations of any additional mitigation measures that may improve the plan.

STANDARD FLEXIBILITY STATEMENT

- 1) The graphic drawing contained within this Official Development Plan is intended to depict general locations and illustrate concepts of the textual provisions of this Official Development Plan.

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF THE SOUTHEAST 1/4 OF SECTION 31, AND THE SOUTHWEST 1/4 OF SECTION 32, ALL IN TOWNSHIP 6 SOUTH, RANGE 71 WEST OF THE 6TH P.M., AND A PORTION OF THE NORTHWEST 1/4, THE NORTHEAST 1/4, THE SOUTHWEST 1/4, AND THE SOUTHEAST 1/4 OF SECTION 5, AND A PORTION OF THE NORTHEAST 1/4 OF SECTION 6, ALL IN TOWNSHIP 7 SOUTH, RANGE 71 WEST OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO, CONTAINING 247.3 ACRES MORE OR LESS.

SEE REZONING RESOLUTION RECORDED AT _____ FOR COMPLETE LEGAL DESCRIPTION

OWNERSHIP CERTIFICATION

Camp St. Malo Religious Retreat and Conference Center, Inc.
dba Emmaus Catholic Retreat and Conference Center
OWNER

By: _____ Date: _____
Keith Parsons, President
Camp St. Malo Religious Retreat and Conference Center, Inc.

STATE OF COLORADO }
COUNTY OF _____ } SS

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

COUNTY COMMISSIONERS CERTIFICATE:

This rezoning titled Emmaus Catholic Retreat & Conference Center, was approved the _____ day of _____, 20__, and is accepted by The Board of County Commissioners, this _____ day of _____, 20__

Board of County Commissioners: _____
Chairman

Clerk

CLERK & RECORDER'S CERTIFICATE

Accepted for filing in the Office of the County Clerk and Recorder of Jefferson County at Golden, Colorado, this _____ day of _____, 20__.

County Clerk and Recorder

By: Deputy Clerk

Emmaus Catholic Retreat & Conference Center

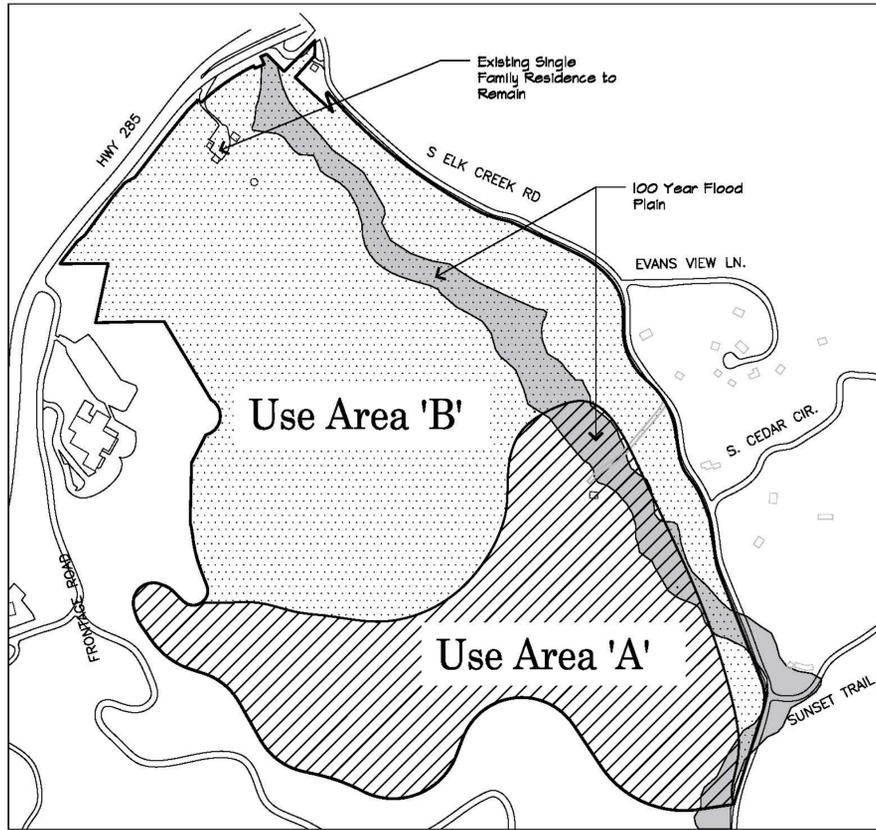
Preparer Name: Eidos Architects
Address: 5400 Greenwood Plaza Blvd.
Greenwood Village, Co 80111
Phone #: 720-200-0630
Owner's Name: Camp St. Malo Religious Retreat Center/Conf. Ctr.
Address: 1300 S. Steele St.
Denver, Co 80210
Phone #: 303-715-3258



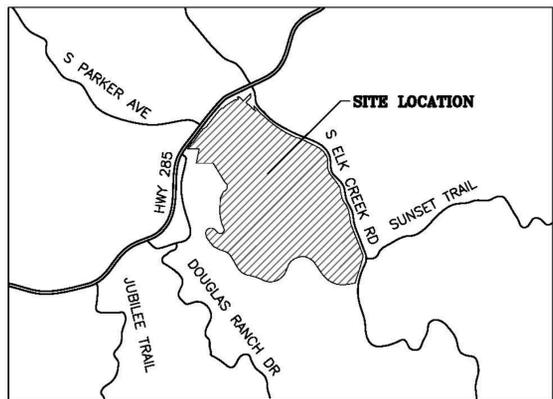
REV #	DATE	DESCRIPTION
2	8/10/16	Rezoning Submittal REVISIONS
2	8/01/16	2nd Rezoning Submittal REVISIONS
2	6/14/16	2nd Rezoning Submittal
1	2/25/16	Initial Rezoning Submittal

EMMAUS CATHOLIC RETREAT & CONFERENCE CENTER OFFICIAL DEVELOPMENT PLAN

Case Number: 16-105311RZ
Map Number: 220 AND 256



Site Map
1" = 500'



Vicinity Map
1" = 2000'

Staff's Suggested Red-Marks

WRITTEN RESTRICTIONS: (continued)

- d. Outdoor Recreational / Educational activities
- e. Hermitage Facilities
- f. Picnic Shelter / Scenic overlook
- g. Existing single family detached residences
- h. All permitted uses of the A-2 zone district

PERMITTED ACCESSORY USES

- 1) All accessory uses as identified in the Jefferson County Zoning Resolution for the A-2 zone district.
- 2) A maximum of six (6) total controlled fire pits are allowed in Use Area A and Use Area B.

SITE BUILDING STANDARDS

- 1) Design consistent with a Retreat and Conference Center to include but not limited to the following:

a. SITE / LANDSCAPE

1. Preserve the meadow between the Elk Creek and S. Elk Creek Road
2. Preserve land forms and vegetation to provide screening for parking areas.
3. Integrate new landscape to natural landscape.
4. Modification of existing topography will be minimized in relation to new roads and retaining walls.
5. Buildings will be integrated with the natural landscape.

b. BUILDING

- i. Architectural materials to be consistent with the natural environment primarily consisting of:
 1. Exposed timber
 2. Stone / Brick / Stucco
 3. Primarily Sloped Roofs

Within Use Area B, permitted uses a-f may have multiple structures on a lot.

- ii. 80% of the total site shall remain open area

- iii. Within Use Area A, the total number of buildings over 20,000 square feet each shall not exceed 6 and all smaller buildings shall not exceed 7,500 square feet each. Within Use Area A, permitted uses a-g may have multiple buildings on a lot. The minimum lot size for these uses is 100 acres.

- iv. Setbacks as identified in the Jefferson County Zoning Resolution for A-2 Zoning.

v. Adult Retreat Center

1. The building shall not exceed 100,000 total square feet.
2. The maximum building height shall not exceed 60 feet measured from average grade to average center of roof pitch.

vi. Youth Retreat Center

1. The building shall not exceed 60,000 total square feet.
2. The maximum building height shall not exceed 35 feet measured from average grade to average center of roof pitch.

vii. Chapel

1. The building shall not exceed 20,000 total square feet.
2. The maximum building height shall not exceed 45 feet measured from average grade to average center of roof pitch.

- viii. All other buildings shall follow the lot and building standards for the A-2 zone district.

PARKING STANDARDS

1. CAMPING - 1 parking stall per tent structure minimum
2. HERMITAGES (single occupancy) - 1 parking stall per Hermitage.
3. MAINTENANCE BUILDING - as identified under Warehouse in the Jefferson County Zoning Resolution: 0.5 per 1,000 s.f. GFA.
4. ADULT RETREAT CENTER - as identified under Lodging in the Jefferson County Zoning Resolution: 1.0 Sleeping Room and 75% of spaces for other associated uses.
5. YOUTH RETREAT CENTER - as identified under Lodging in the Jefferson County Zoning Resolution: 1.0 Sleeping Room and 75% of spaces for other associated uses.
6. CHAPEL - as identified under Religious Assembly in the Jefferson County Zoning Resolution: 0.25 per Fixed seat.
7. All other uses shall follow the parking requirements set forth in the Jefferson County Zoning Resolution.

LIGHTING

- 1) Design consistent with Jefferson County Zoning Regulations except as follows:

- a. Light poles shall be a maximum height of 12'. Outdoor Amplification: 1) No outdoor amplification is permitted.

SIGNAGE STANDARDS

- 1) One monument sign with a maximum height of 12 feet and 50 square foot in size shall be allowed adjacent to the main site access.
 - a. The sign shall not be internally lit.
 - b. All luminaries shall not face the homes across Elk Creek Road.
- 2) Within Use Area A, the total area of exterior signage for each individual building shall not exceed 50 square feet total. This includes any sign attached or detached from each individual building.
- 3) Within Use Area B, all signs shall be required to follow Jefferson County Zoning Resolution for A-2 Zoning.
- 4) Signage materials will be compatible with the building materials which included exposed timbers, stone, brick, stucco and minimal metal components.

FIRE MITIGATION

- 1) Prior to site development plan approval, a wildfire mitigation plan will be prepared by a natural resource professional. The wildfire mitigation plan will be a site specific analysis, including:
 - a. A map of current wildfire hazard for the property.
 - b. A map of the current natural vegetation, including timber or fuel types on the property.
 - c. A map showing the locations of the existing and proposed development, and fire infrastructure such as cisterns, hydrants etc.
 - d. Detailed descriptions of the proposed wildfire mitigation actions.
 - e. Descriptions of how the wildfire mitigation identified in the plan will be implemented.
 - f. Identification of the entities responsible for implementing the plan.
- 2) The wildfire mitigation plan will be referred by Jefferson County to the Colorado State Forest Service and the Elk Creek Fire District for review of its adequacy and recommendations of any additional mitigation measures that may improve the plan.

STANDARD FLEXIBILITY STATEMENT

- 1) The graphic drawing contained within this Official Development Plan is intended to depict general locations and illustrate concepts of the textual provisions of this Official Development Plan.

WRITTEN RESTRICTIONS:

STATEMENT OF INTENT

- 1) To allow a Religious Retreat and Conference Center.

PERMITTED USES IN USE AREA A

- a. Overnight Lodging and camping - No leasing of camp sites shall be permitted.
- b. Shower and Restroom Facilities
- c. Maintenance Facilities
- d. Retreats, Conferences, and Receptions - Outdoor events shall only be during daylight hours.
- e. Religious worship and related activities including weddings, celebrations, and special events - Outdoor events shall only be during daylight hours.
- f. Outdoor Recreational / Educational activities
- g. Hermitage Facilities
- h. All permitted uses of the A-2 zone district

PERMITTED USES IN USE AREAS B

- a. Camping - No leasing of camp sites shall be permitted.
- b. Shower and Restroom Facilities
- c. Maintenance Facilities

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF THE SOUTHWEST 1/4 OF SECTION 31, AND THE SOUTHWEST 1/4 OF SECTION 32, ALL IN TOWNSHIP 6 SOUTH, RANGE 71 WEST OF THE 6TH P.M., AND A PORTION OF THE NORTHWEST 1/4, THE NORTHEAST 1/4, THE SOUTHWEST 1/4, AND THE SOUTHWEST 1/4 OF SECTION 5, AND A PORTION OF THE NORTHEAST 1/4 OF SECTION 6, ALL IN TOWNSHIP 7 SOUTH, RANGE 71 WEST OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO, CONTAINING 247.3 ACRES MORE OR LESS.

SEE REZONING RESOLUTION RECORDED AT _____ FOR COMPLETE LEGAL DESCRIPTION

OWNERSHIP CERTIFICATION

Camp St. Malo Religious Retreat and Conference Center, Inc.
dba Emmaus Catholic Retreat and Conference Center
OWNER

By: _____ Date: _____

Keith Parsons, President
Camp St. Malo Religious Retreat and Conference Center, Inc.

STATE OF COLORADO }
COUNTY OF _____ } SS

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

COUNTY COMMISSIONERS CERTIFICATE:

This rezoning titled Emmaus Catholic Retreat & Conference Center, was approved the _____ day of _____, 20__, and is accepted by The Board of County Commissioners, this _____ day of _____, 20__

Board of County Commissioners: _____ Chairman

_____ Clerk

CLERK & RECORDER'S CERTIFICATE

Accepted for filing in the Office of the County Clerk and Recorder of Jefferson County at Golden, Colorado, this _____ day of _____, 20__.

County Clerk and Recorder

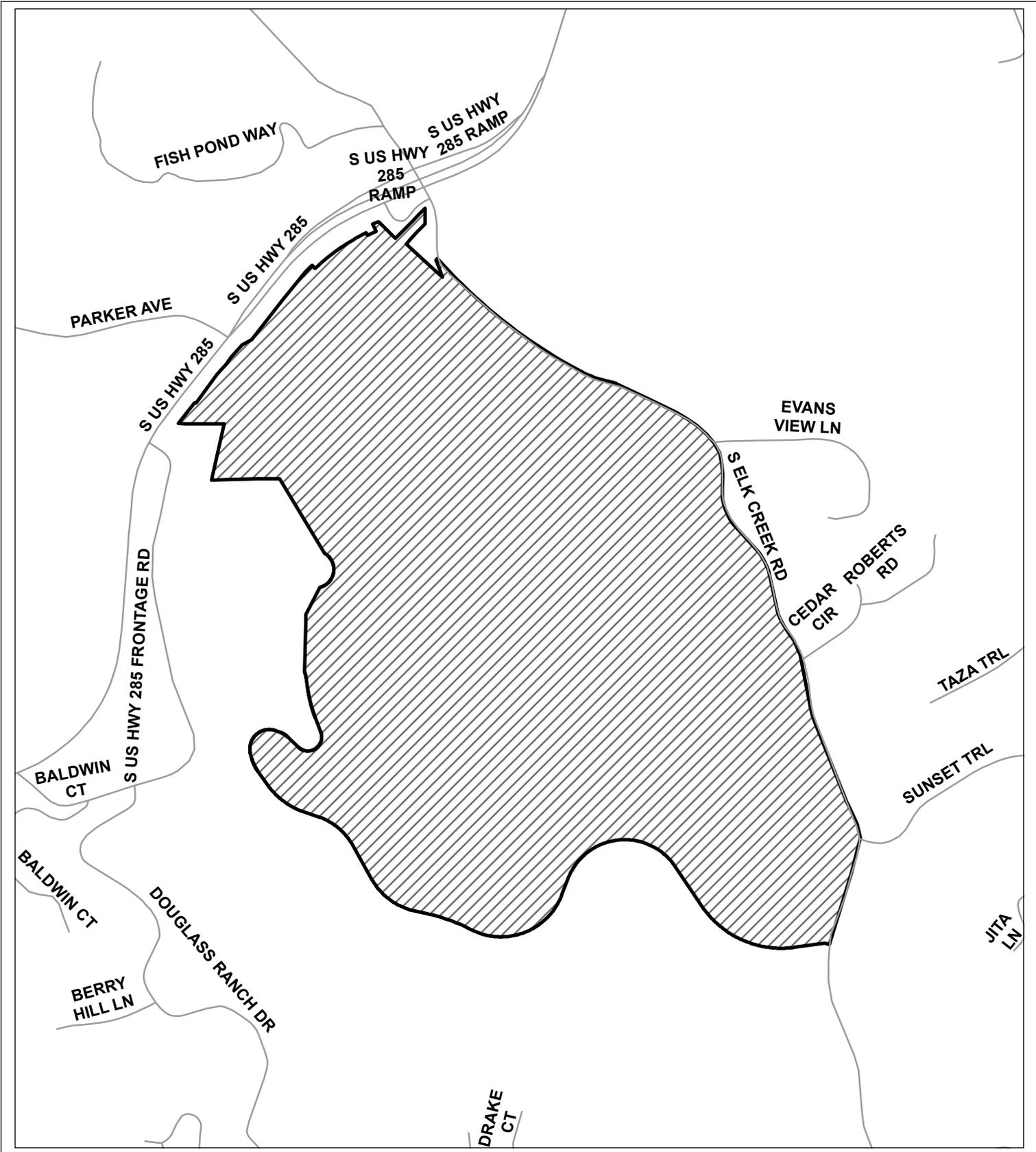
By: Deputy Clerk

Emmaus Catholic Retreat & Conference Center

Preparer Name: Eidos Architects
Address: 5400 Greenwood Plaza Blvd.
Greenwood Village, Co 80111
Phone #: 720-200-0630
Owner's Name: Camp St. Malo Religious Retreat Center/Conf. Ctr.
Address: 1300 S. Steele St.
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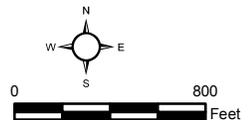


2	8/10/16	Rezoning Submittal REVISIONS
2	8/01/16	2nd Rezoning Submittal REVISIONS
2	6/14/16	2nd Rezoning Submittal
1	2/25/16	Initial Rezoning Submittal
REV #	DATE	DESCRIPTION



Case Number: 16-105311RZ

**Location: Secs. 31 and 32, T6S, R71W and
Secs. 5 and 6, T7S, R71W**



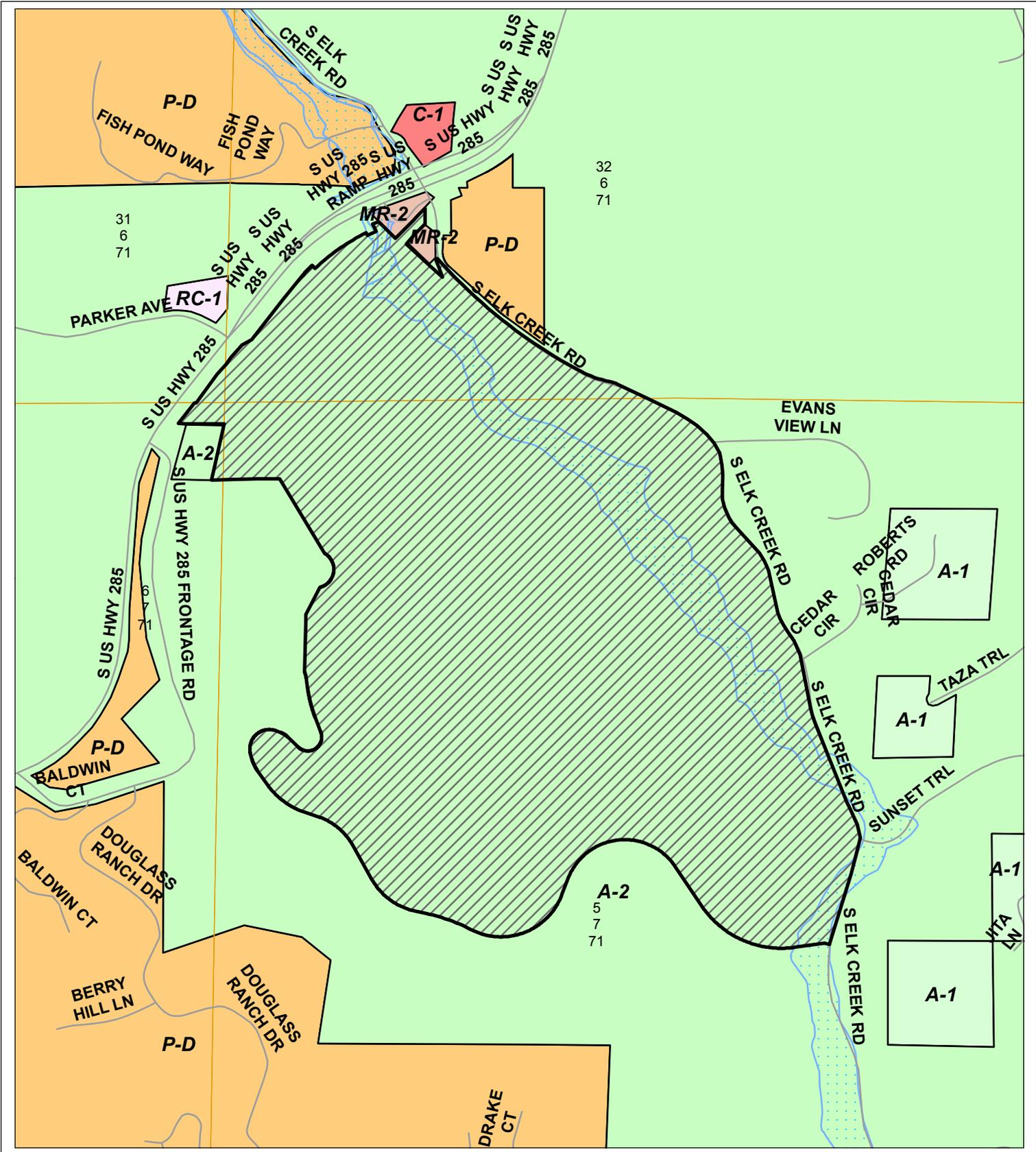
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Vicinity

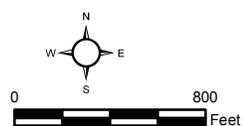
1:9,600

Plot: 2016-04-01

Orthos: 256, 220



Case Number: 16-105311RZ
Location: Secs. 31 and 32, T6S, R71W and
Secs. 5 and 6, T7S, R71W



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1:9,600 Plot: 2016-04-01
 Orthos: 256, 220

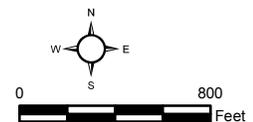
- Legend**
- Site_RZ
 - DFIRM_100Yr_FloodHazardZones

Zoning



Case Number: 16-105311RZ

**Location: Secs. 31 and 32, T6S, R71W and
Secs. 5 and 6, T7S, R71W**



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2012 Photography

1:9,600

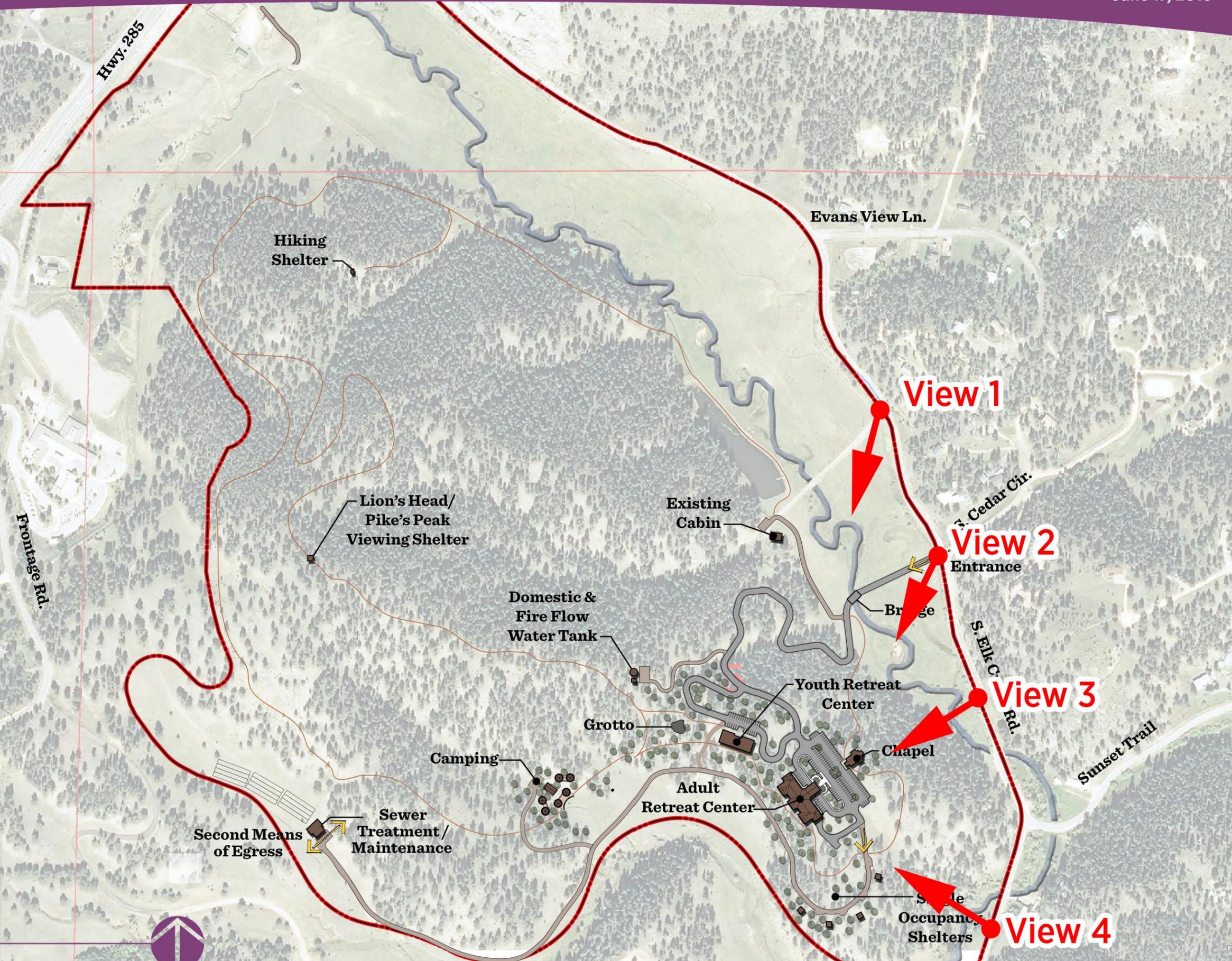
Plot: 2016-04-01

Orthos: 256, 220

DRCOG

Views From Road

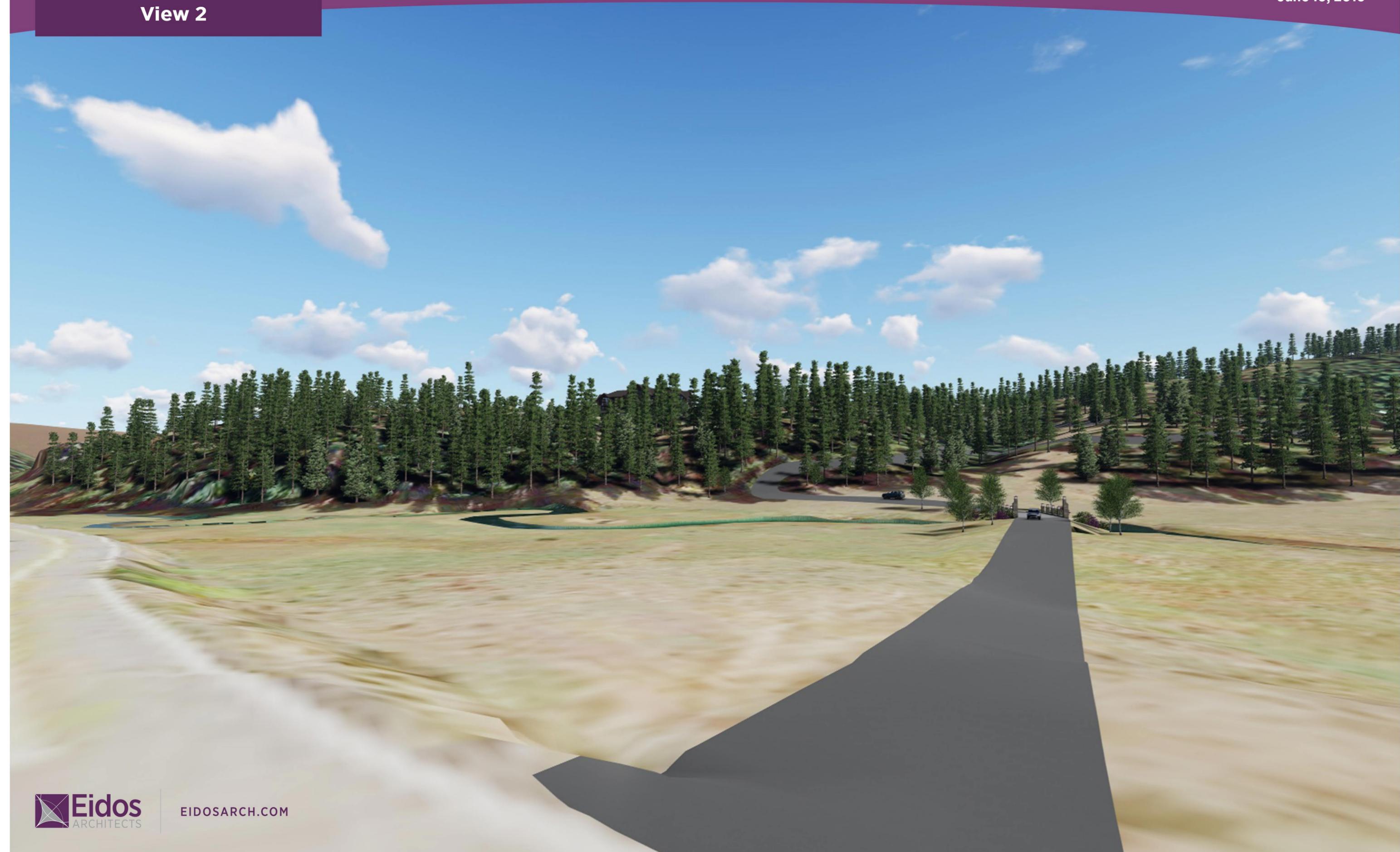
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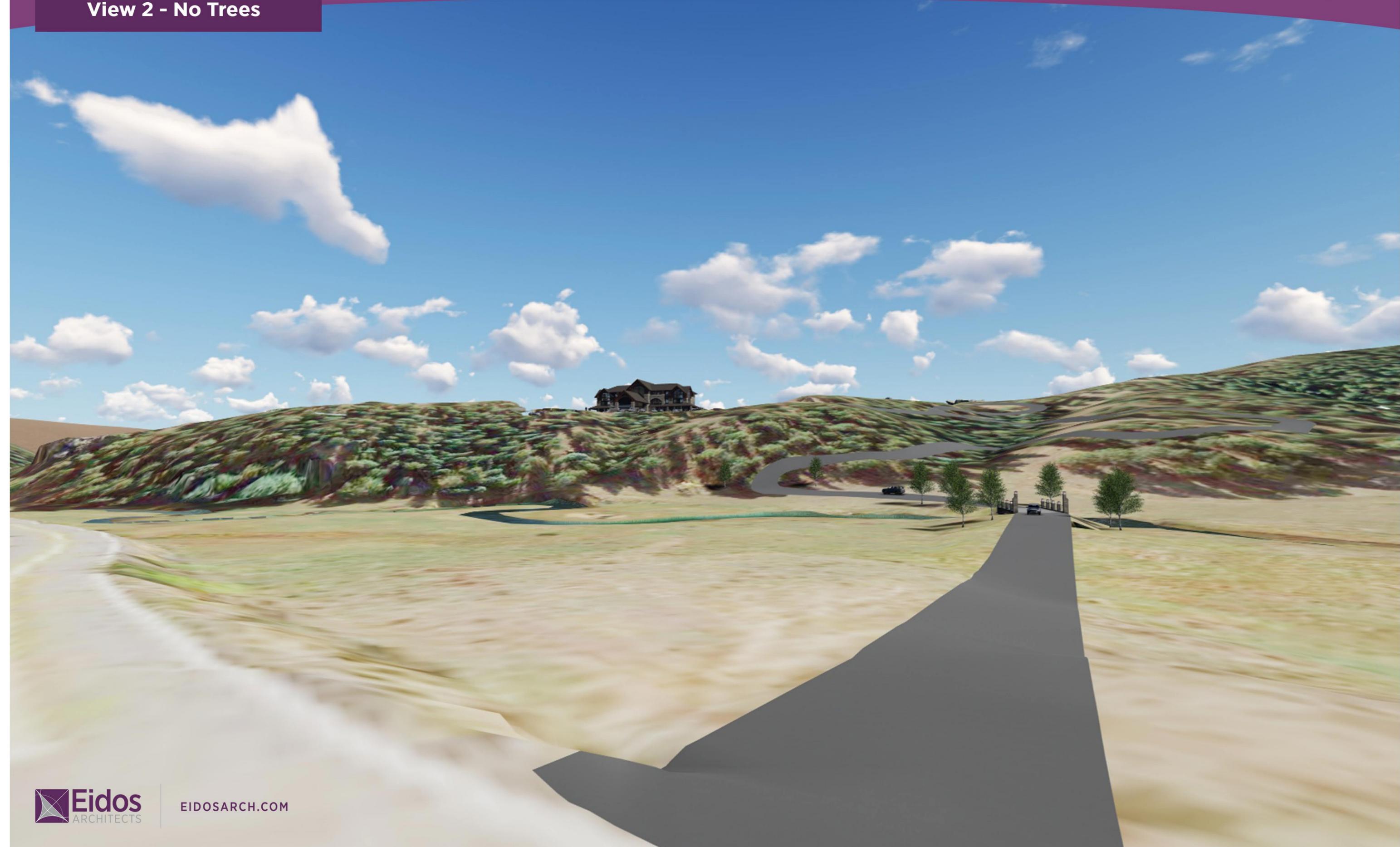


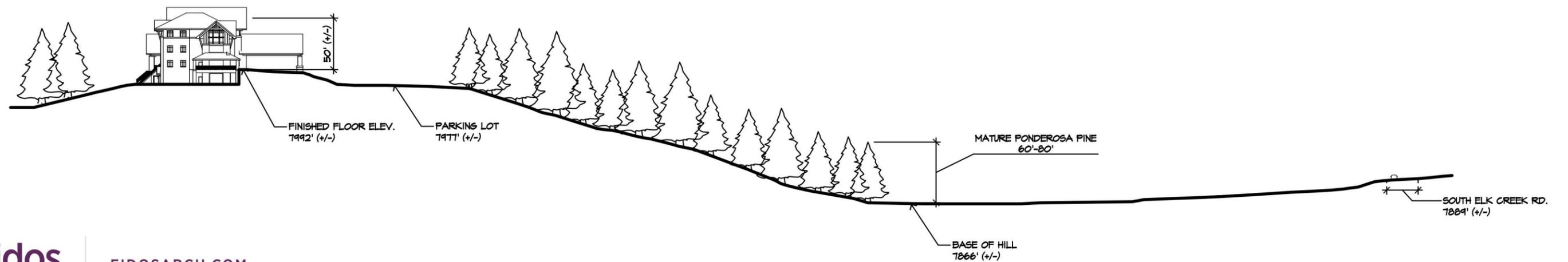
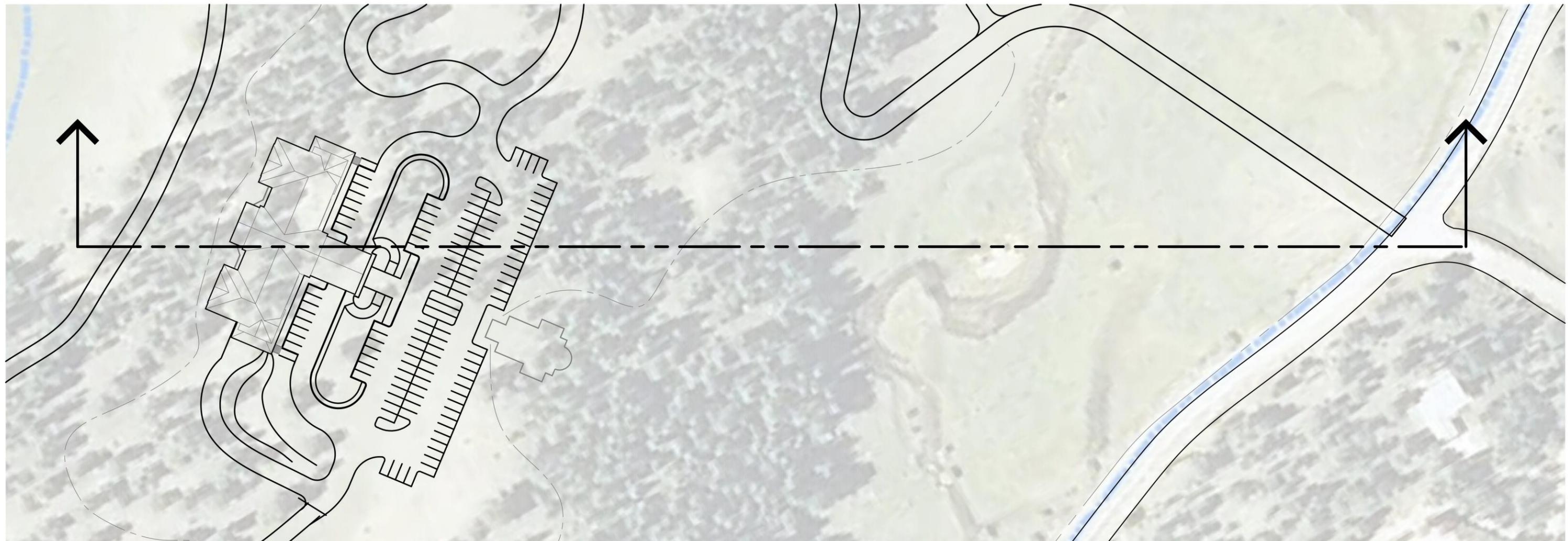
View 1



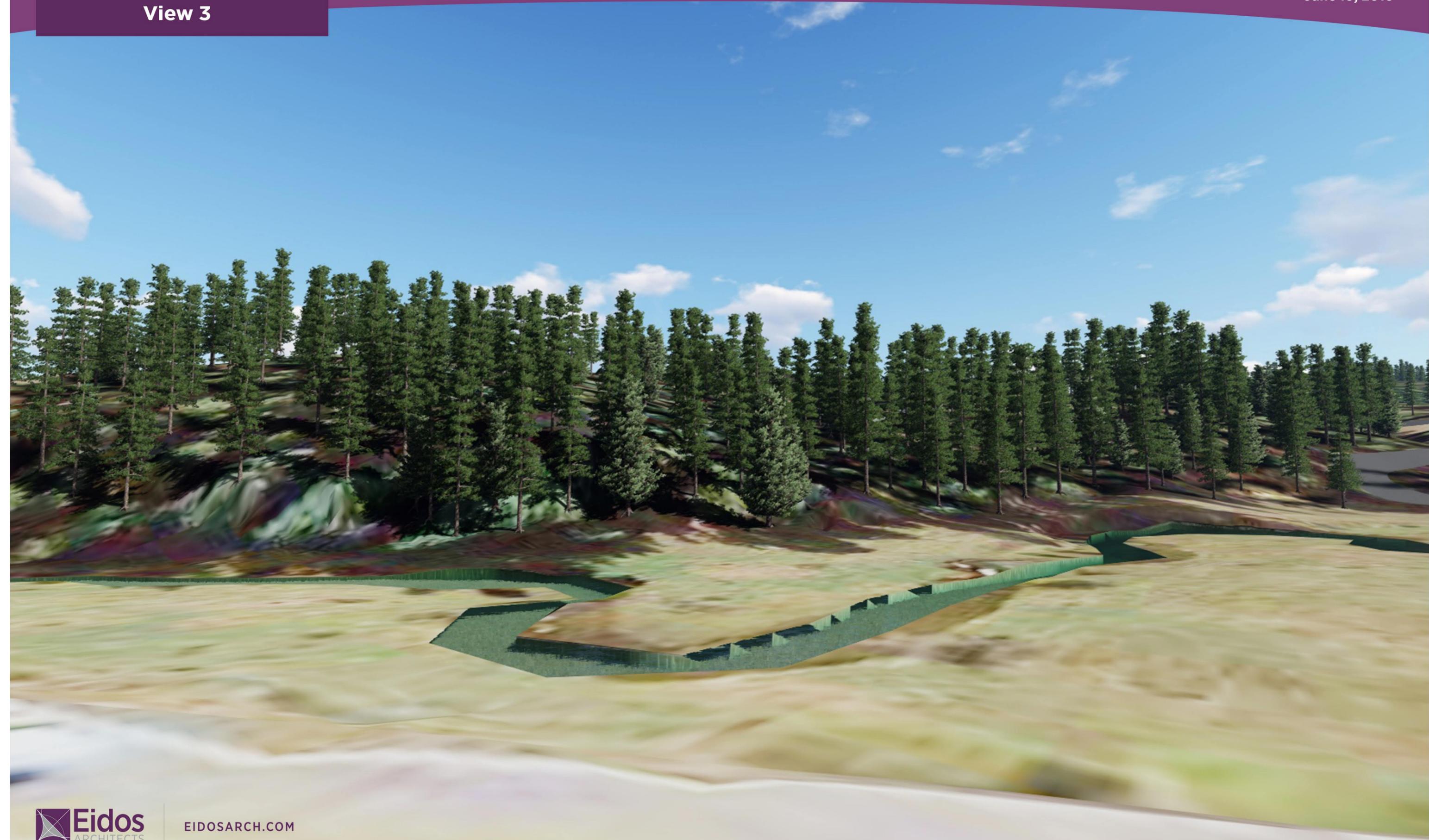
View 2



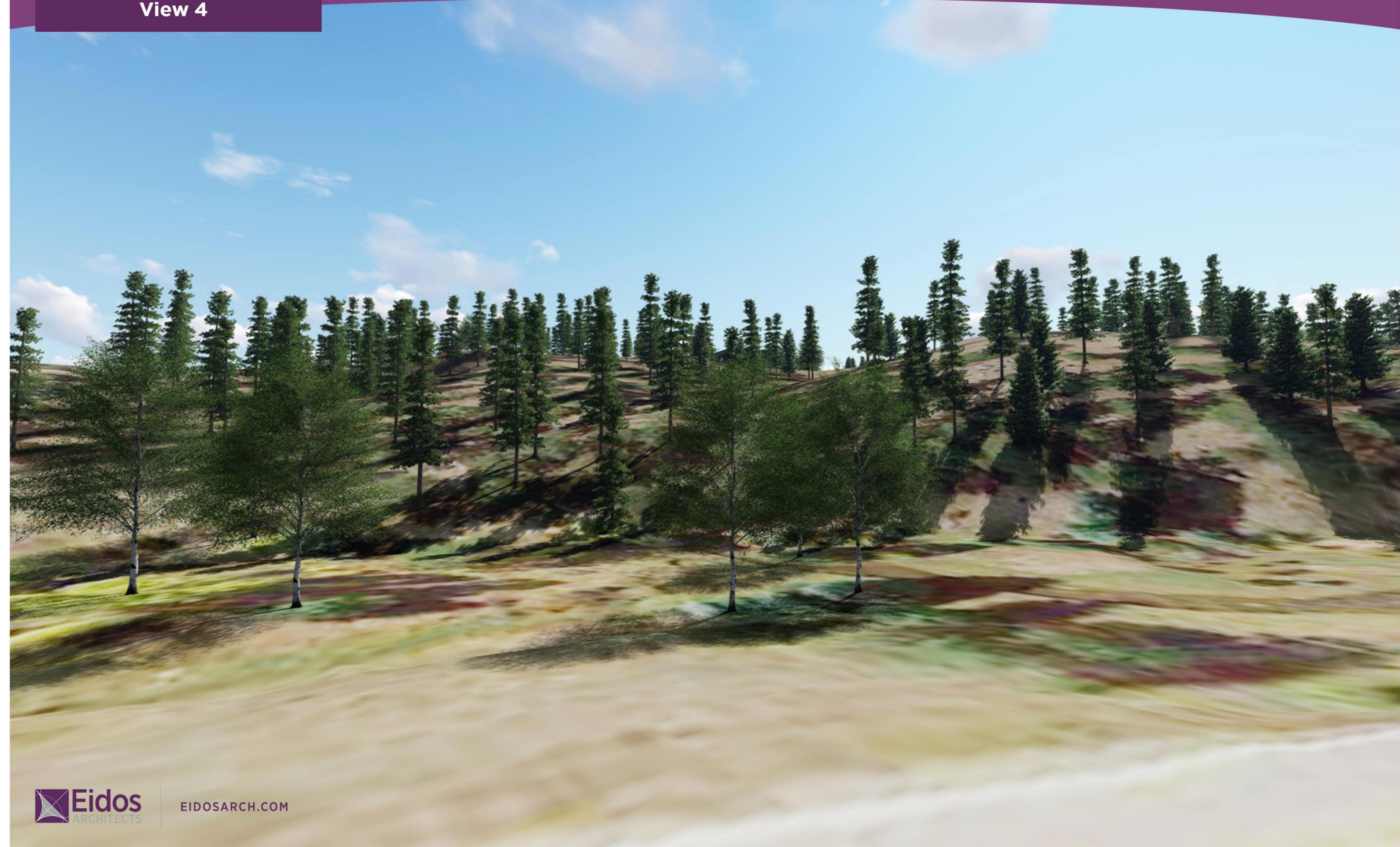




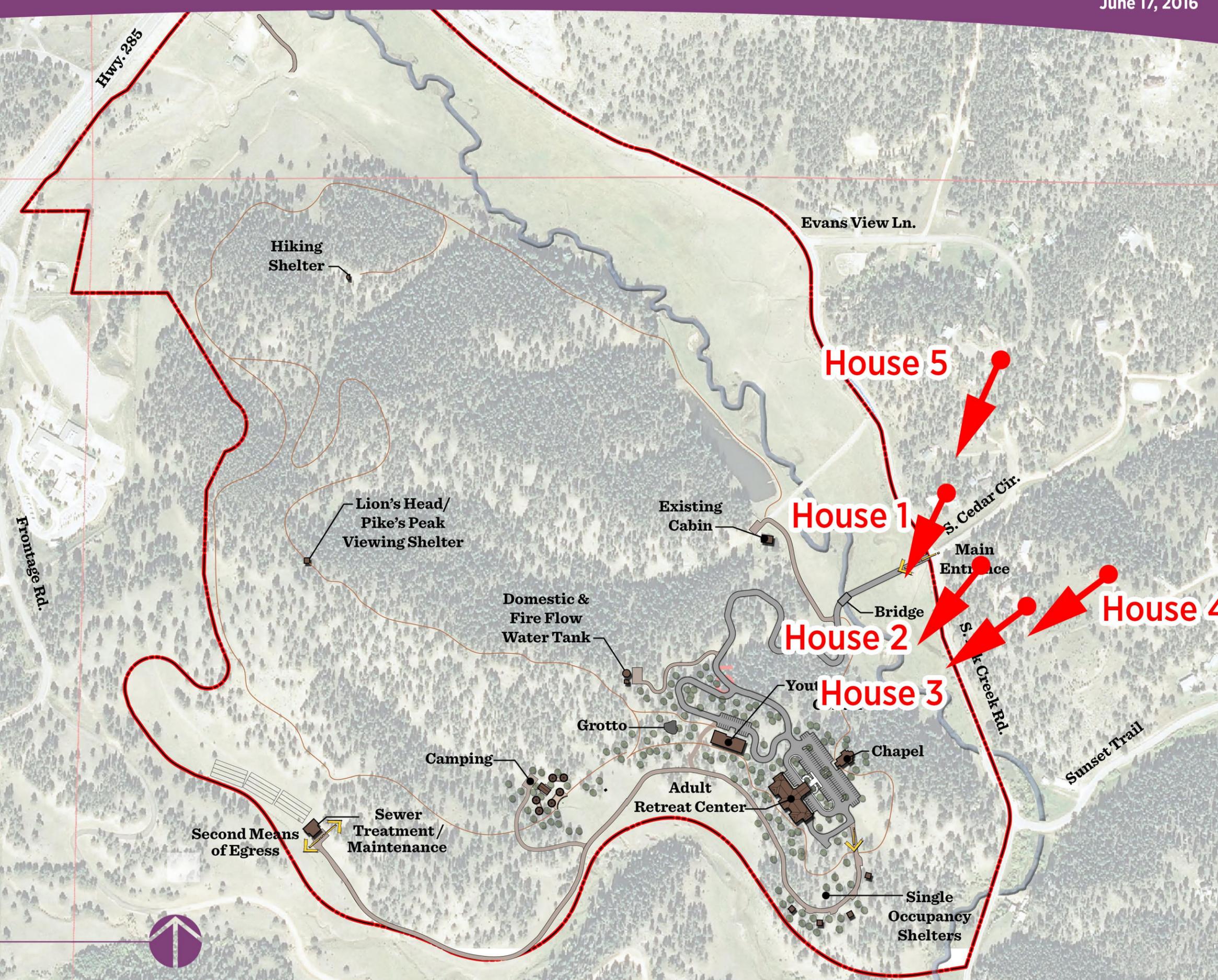
View 3



View 4



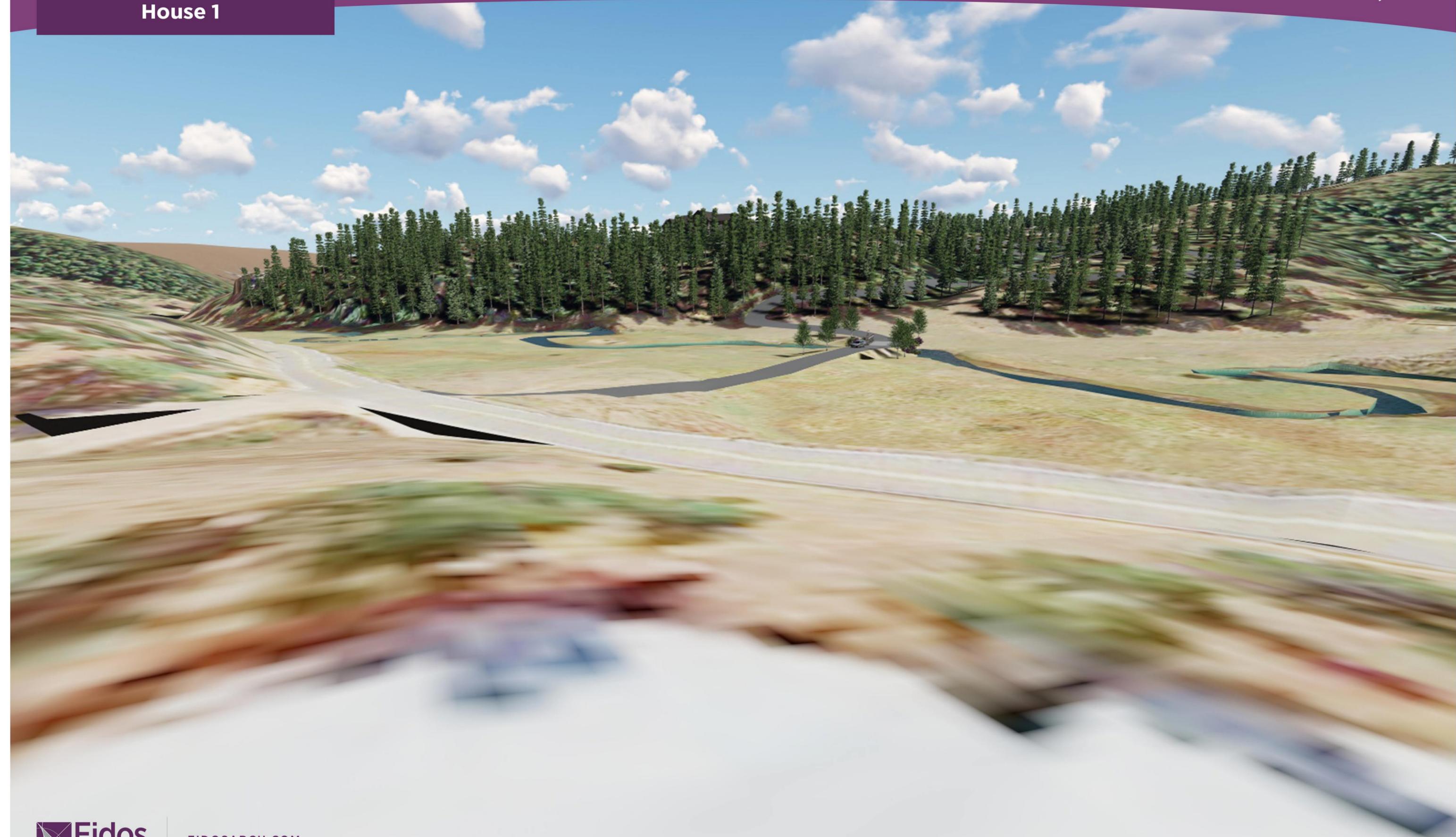
Views From Houses



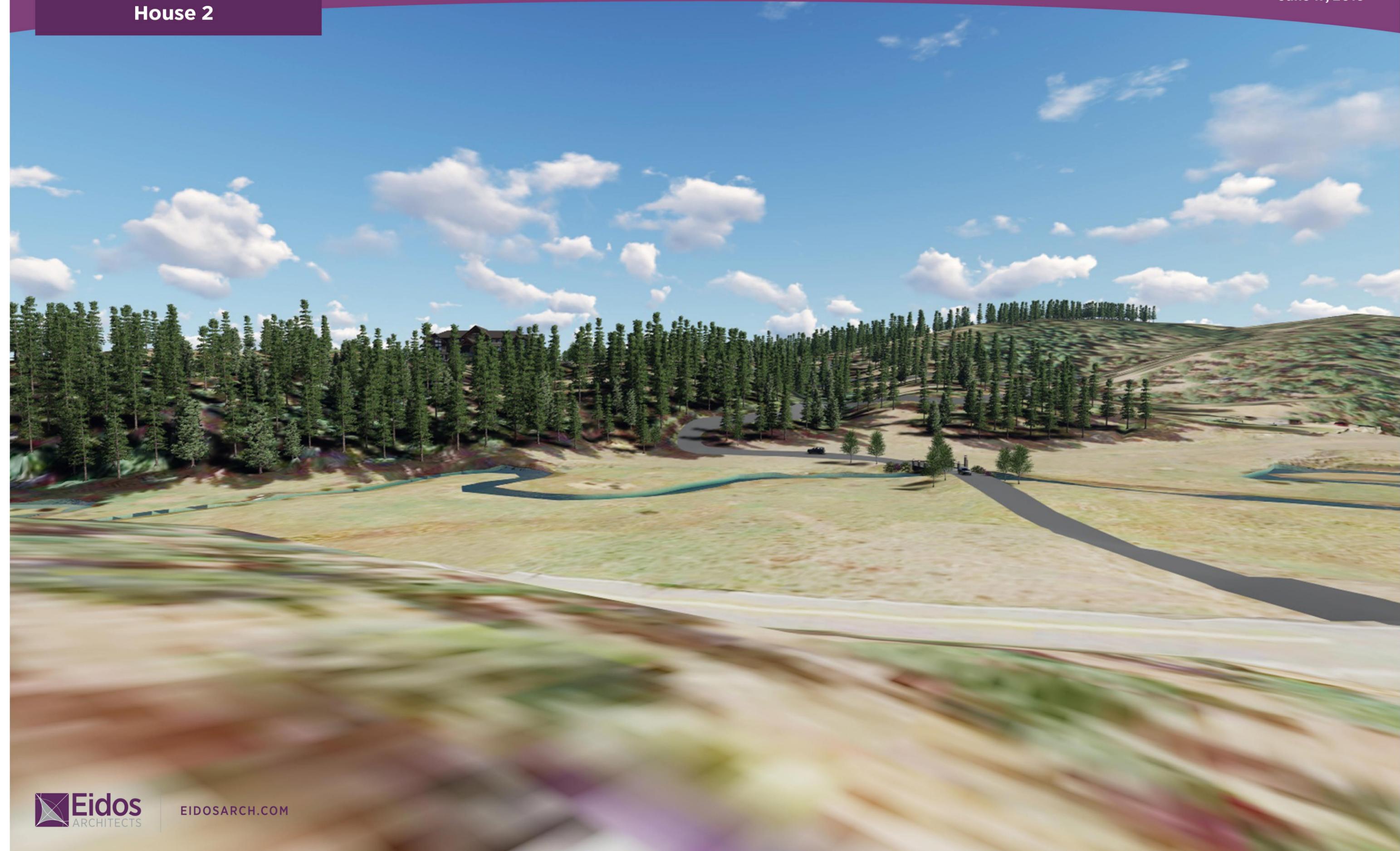
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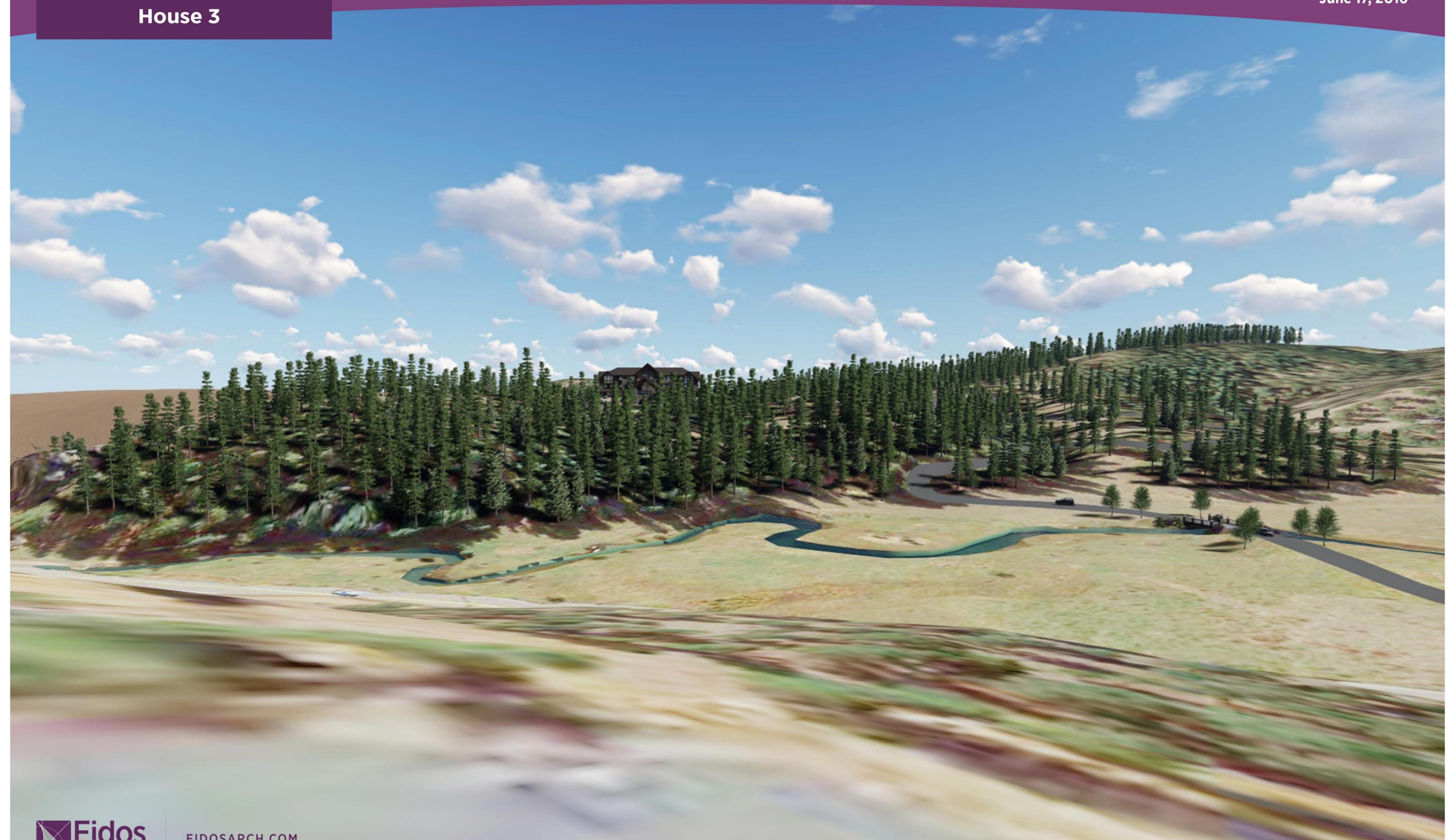
House 1

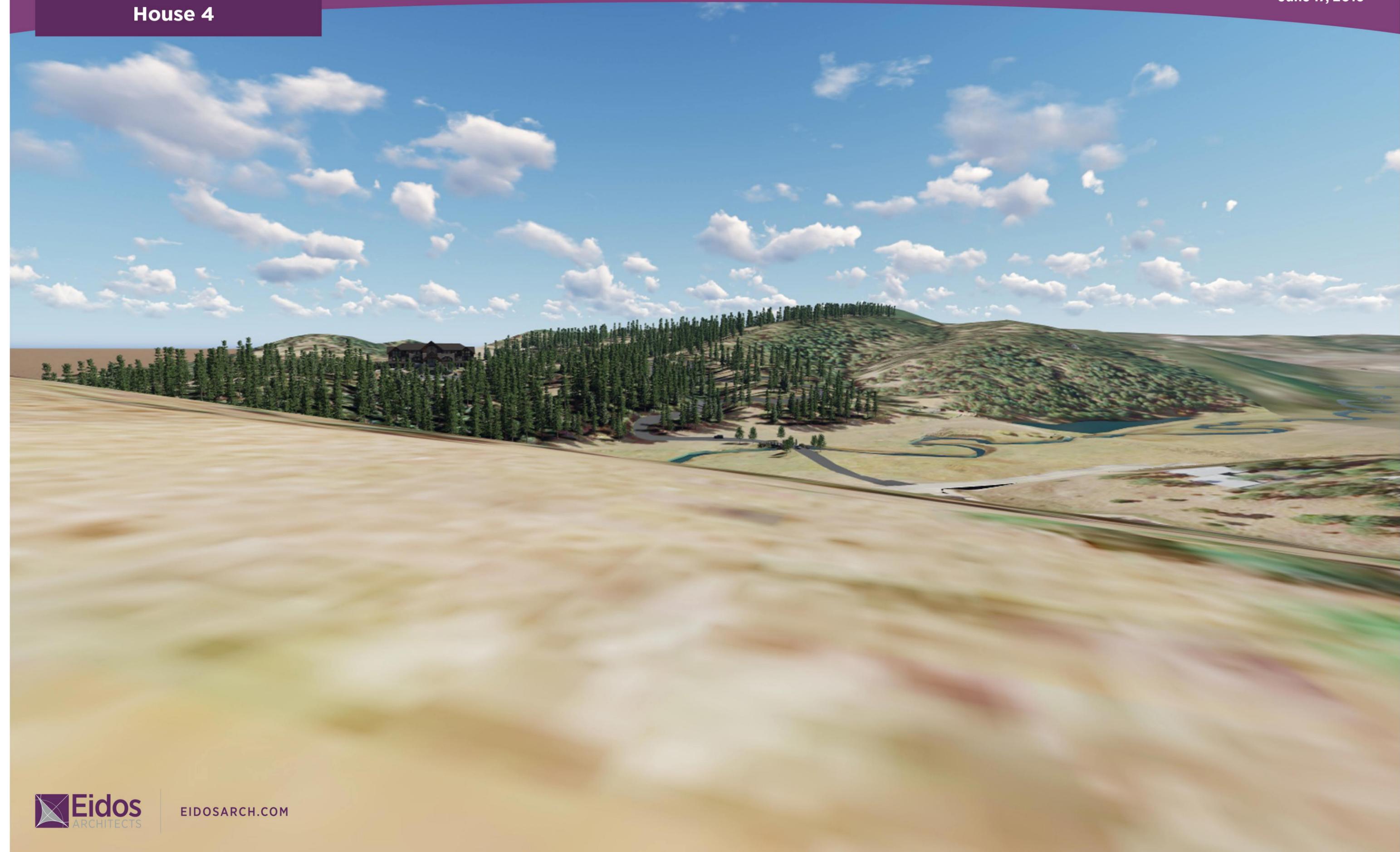


House 2

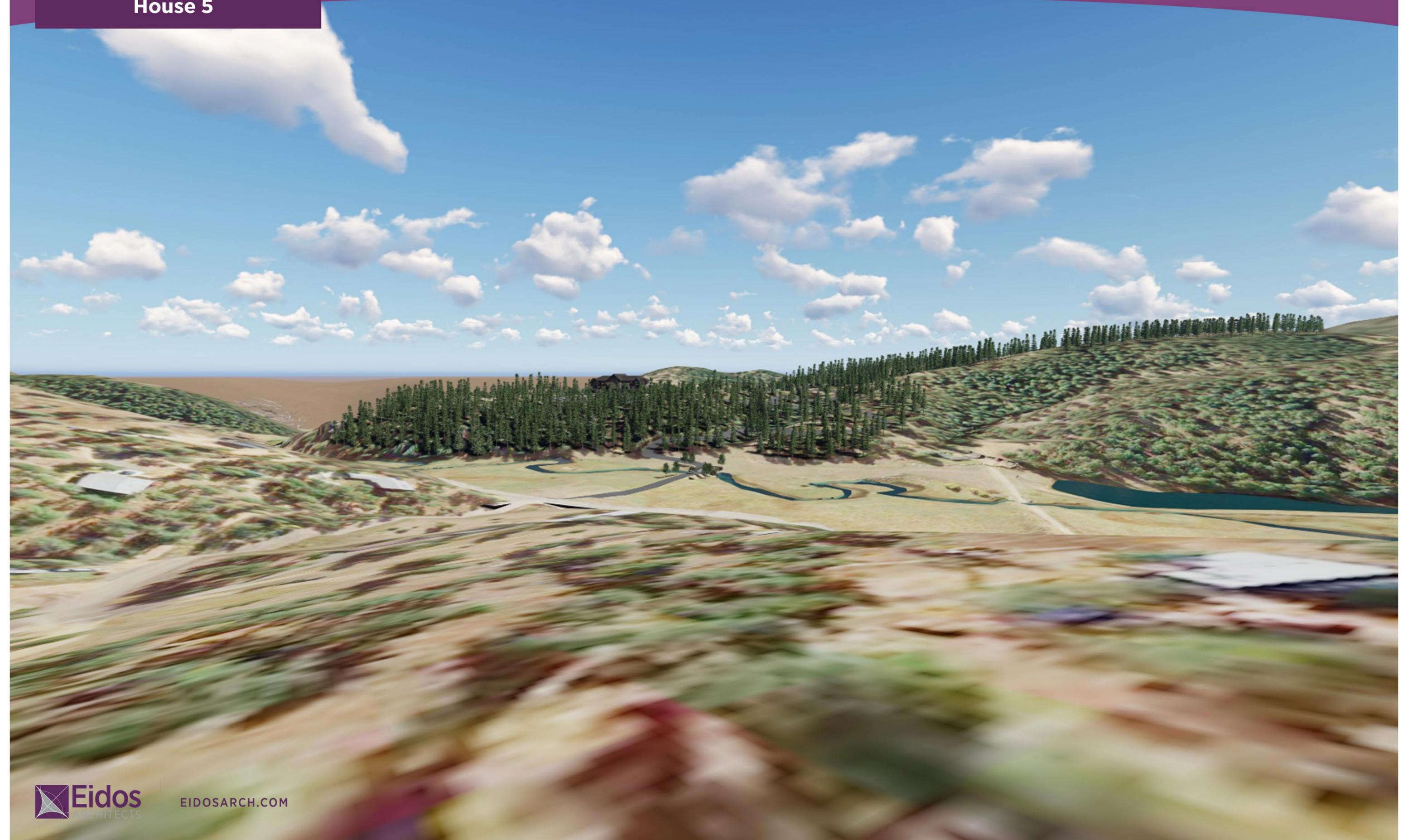


House 3





House 5



Legal Description

Street Location of Property 13034 S. US Hwy 285

Is there an existing structure at this address?

Yes X No _____

Type the legal description and address below.

A PARCEL OF LAND BEING A PORTION OF THE SOUTHEAST 1/4 OF SECTION 31, AND THE SOUTHWEST 1/4 OF SECTION 32, ALL IN TOWNSHIP 6 SOUTH, RANGE 71 WEST OF THE 6TH P.M., AND A PORTION OF THE NORTHWEST 1/4, THE NORTHEAST 1/4, THE SOUTHWEST 1/4, AND THE SOUTHEAST 1/4 OF SECTION 5, AND A PORTION OF THE NORTHEAST 1/4 OF SECTION 6, ALL IN TOWNSHIP 7 SOUTH, RANGE 71 WEST OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST 1/16 CORNER OF SAID SECTION 5; THENCE N 89°01'56" W, A DISTANCE OF 33.31 FEET TO A POINT LYING IN THE CENTER OF SOUTH ELK CREEK ROAD; THENCE ALONG SAID CENTERLINE THE FOLLOWING TWO (2) COURSES: THENCE N 23°22'37" W, A DISTANCE OF 282.12 FEET TO A POINT; THENCE 433.52 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 36°57'44", A RADIUS OF 672.00 FEET, AND WHOSE CHORD BEARS N 4°53'46" W, A DISTANCE OF 426.04 FEET TO THE POINT OF BEGINNING; THENCE S 81°41'38" W, A DISTANCE OF 212.11 FEET TO A POINT; THENCE 663.94 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 64°29'03", A RADIUS OF 589.93 FEET, AND WHOSE CHORD BEARS N 66°03'51" W, A DISTANCE OF 629.45 FEET TO A POINT; THENCE N 33°49'19" W, A DISTANCE OF 286.00 FEET TO A POINT; THENCE 812.29 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 125°25'55", A RADIUS OF 371.04 FEET AND WHOSE CHORD BEARS S 83°27'44" W, A DISTANCE OF 659.53 FEET TO A POINT; THENCE S 20°44'47" W, A DISTANCE OF 104.08 FEET TO A POINT; THENCE 670.51 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 96°32'57", A RADIUS OF 397.90 FEET, AND WHOSE CHORD BEARS S 69°01'15" W, A DISTANCE OF 593.94 FEET TO A POINT; THENCE 291.47 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 15°00'48", A RADIUS OF 1112.33 FEET, AND WHOSE CHORD BEARS N 70°12'40" W, A DISTANCE OF 290.64 FEET TO A POINT; THENCE N 77°43'04" W, A DISTANCE OF 74.91 FEET TO A POINT; THENCE 327.12 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 48°01'35", A RADIUS OF 390.26 FEET, AND WHOSE CHORD BEARS N 53°42'17" W, A DISTANCE OF 317.63 FEET TO A POINT; THENCE N 29°41'30" W, A DISTANCE OF 251.97 FEET TO A POINT; THENCE 275.04 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 42°28'57", A RADIUS OF 370.95 FEET, AND WHOSE CHORD BEARS N 50°55'58" W, A DISTANCE OF 268.79 FEET TO A POINT; THENCE N 72°10'26" W, A DISTANCE OF 77.24 FEET TO A POINT; THENCE 295.56 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 36°46'51", A RADIUS OF 460.41 FEET, AND WHOSE CHORD BEARS N 53°47'01" W, A DISTANCE OF 290.51 FEET TO A POINT; THENCE N 35°23'35" W, A DISTANCE OF 104.80 FEET TO A POINT; THENCE 78.89 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 19°37'22", A RADIUS OF 230.28 FEET, AND WHOSE CHORD BEARS N 25°34'54" W, A DISTANCE OF 78.48 FEET TO A POINT; THENCE N 15°46'13" W, A DISTANCE OF 30.98 FEET TO A POINT; THENCE 259.42 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 125°33'00", A RADIUS OF 118.39 FEET, AND WHOSE CHORD BEARS N 47°00'17" E, A DISTANCE OF 210.54 FEET TO A POINT; THENCE S 70°13'13" E, A DISTANCE OF 27.15 FEET TO A POINT; THENCE 55.63 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 24°02'56", A RADIUS OF 132.54 FEET, AND WHOSE CHORD BEARS S 58°11'45" E, A DISTANCE OF 55.22 FEET TO A POINT; THENCE S 46°10'16" E, A DISTANCE OF 90.03 FEET TO A POINT; THENCE 229.43 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 154°54'13", A RADIUS OF 84.86 FEET, AND WHOSE CHORD BEARS N 56°22'36" E, A DISTANCE OF 165.67 FEET TO A POINT; THENCE N 21°04'33" W, A DISTANCE OF 93.75 FEET TO A POINT; THENCE 183.04 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 12°53'31", A RADIUS OF 813.50 FEET, AND WHOSE CHORD BEARS N 14°37'47" W, A DISTANCE OF 182.66 FEET TO A POINT; THENCE N 8°11'02" W, A DISTANCE OF 63.76 FEET TO A POINT; THENCE 39.45 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 10°56'38", A RADIUS OF 206.54 FEET, AND WHOSE CHORD BEARS N 13°39'20" W, A DISTANCE OF 39.39 FEET TO A POINT; THENCE N 1°17'42" E, A DISTANCE OF 354.19 FEET TO A POINT; THENCE N 27°10'50" E, A DISTANCE OF 185.85 FEET TO A POINT; THENCE 266.49 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 135°08'26", A RADIUS OF 112.99 FEET, AND WHOSE CHORD BEARS N 8°06'32" E, A DISTANCE OF 208.88 FEET TO A POINT; THENCE N 31°01'06" W, A DISTANCE OF 533.26 FEET TO A POINT; THENCE N 89°57'30" W, A DISTANCE OF 140.50 FEET TO A POINT; THENCE S 88° 42' 00" W, A DISTANCE OF 264.73 FEET TO THE SOUTHEAST CORNER OF A PARCEL OF LAND AS RECORDED AT RECEPTION NO. 90056952; THENCE ALONG THE EASTERLY AND NORTHERLY LINES OF SAID PARCEL OF LAND AS RECORDED AT RECEPTION NO. 90056952 THE FOLLOWING TWO COURSES: THENCE N 11° 54' 38" E, A DISTANCE OF 354.70 FEET TO A POINT; THENCE S 89° 42' 12" W, A DISTANCE OF 283.65 FEET TO A POINT ON THE EASTERLY LINE OF THE US HIGHWAY 285 RIGHT OF WAY; THENCE ALONG THE EASTERLY LINE OF SAID US HIGHWAY 285 RIGHT OF WAY THE FOLLOWING 9 COURSES: THENCE N 36° 50' 23" E, A DISTANCE OF 48.02 FEET TO A POINT; THENCE N 38° 17' 51" E, A DISTANCE OF 117.90 FEET TO A POINT; THENCE N 50° 39' 11" E, A DISTANCE OF 58.40 FEET TO A POINT; THENCE N 36° 15' 51" E, A DISTANCE OF 292.39 FEET TO A POINT; THENCE N 41° 27' 39" E, A DISTANCE OF 98.83 FEET TO A POINT; THENCE N 61° 48' 36" E, A DISTANCE OF 65.40 FEET TO A POINT; THENCE N 37° 51' 32" E, A DISTANCE OF 307.26 FEET TO A POINT; THENCE N 39° 09' 34" E, A DISTANCE OF 190.94 FEET TO A CURVE; THENCE 89.70 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 1302.46 FEET, A CENTRAL ANGLE OF 3° 56' 46", AND WHOSE CHORD BEARS N 43° 50' 17" E, A DISTANCE OF 89.68 FEET TO A POINT ON THE SOUTHERLY LINE OF JEFFERSON COUNTY SCHOOLS LAND RECORDED AT RECEPTION NO. 88064435; THENCE ALONG THE SOUTHERLY EASTERLY AND NORTHERLY LINES OF SAID SCHOOLS LAND THE FOLLOWING FIVE (5) COURSES: THENCE S 43° 21' 04" E, A DISTANCE OF 25.36 FEET TO A POINT OF CURVATURE; THENCE 380.48 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 1278.50 FEET, A CENTRAL ANGLE OF 17° 03' 05", AND WHOSE CHORD BEARS N 55° 10' 28" E A DISTANCE OF 379.08 FEET; THENCE S 26° 18' 03" E, A DISTANCE OF 16.00 FEET TO A POINT; THENCE N 67° 27' 18" E, A DISTANCE OF 59.70 FEET TO A POINT; THENCE N 25° 12' 04" W, A DISTANCE OF 49.94 FEET TO A POINT ON THE EASTERLY LINE OF SAID US HIGHWAY RIGHT OF WAY; THENCE N 65° 37' 32" E ALONG SAID RIGHT OF WAY, A DISTANCE OF 37.32 FEET TO THE MOST WESTERLY CORNER OF LOT 6, SHAFFERS CROSSING AS RECORDED IN BOOK 2 AT PAGE 67 OF THE JEFFERSON COUNTY RECORDS; THENCE S 45° 19' 52" E ALONG THE SOUTHWESTERLY LINE OF SAID LOT 6, A DISTANCE OF 146.20 FEET TO THE MOST SOUTHERLY CORNER OF SAID LOT 6 AND A POINT ON THE NORTHWESTERLY LINE OF A PLATTED ROADWAY; THENCE ALONG SAID NORTHWESTERLY LINE THE FOLLOWING TWO (2) COURSES: THENCE N 44° 40' 08" E, A DISTANCE OF 247.21 FEET TO A POINT; THENCE N 46° 16' 29" E, A DISTANCE OF 10.45 FEET TO THE MOST EASTERLY LINE OF LOT 3, SAID SHAFFER'S CROSSING; THENCE S 0° 27' 46" W, A DISTANCE OF 99.28 FEET TO A POINT ON THE NORTHEASTERLY LINE OF LOT 40, SAID SHAFFER'S CROSSING; THENCE N 47° 38' 34" W ALONG SAID NORTHEASTERLY LINE, A DISTANCE OF 5.48 FEET TO THE MOST NORTHERLY CORNER OF SAID LOT 40 AND A POINT ON THE SOUTHEASTERLY LINE OF SAID PLATTED ROADWAY; THENCE S 42° 21' 25" W ALONG SAID SOUTHEASTERLY LINE, A DISTANCE OF 164.45 FEET TO THE MOST WESTERLY CORNER OF LOT 42, SAID SHAFFERS CROSSING; THENCE S 47° 38' 35" E ALONG THE SOUTHWESTERLY LINE OF SAID LOT 42, A DISTANCE OF 300.00 FEET TO A POINT; THENCE N 21° 04' 41" W, A DISTANCE OF 111.80 FEET TO A POINT; THENCE N 42° 21' 25" E, A DISTANCE OF 14.22 FEET TO A POINT ON THE CENTERLINE OF ELK CREEK ROAD; THENCE ALONG SAID CENTERLINE THE FOLLOWING TWENTY-ONE (21) COURSES: THENCE 1119.57 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 3130.55

Legal Description continued

FEET, A CENTRAL ANGLE OF 20° 29' 26", AND WHOSE CHORD BEARS S 51° 41' 26" E, A DISTANCE OF 1113.61 FEET; THENCE 160.00 FEET ALONG THE ARC OF A COMPOUND CURVE, HAVING A RADIUS OF 622.00 FEET, A CENTRAL ANGLE OF 14° 44' 18", AND WHOSE CHORD BEARS S 69° 18' 19" E, A DISTANCE OF 159.56 FEET; THENCE S 76° 40' 28" E, A DISTANCE OF 40.63 FEET TO A POINT; THENCE 38.78 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 180.00 FEET AND A CENTRAL ANGLE OF 12° 20' 43", AND WHOSE CHORD BEARS S 70° 30' 07" E, A DISTANCE OF 38.71 FEET TO A POINT; THENCE S 64° 19' 45" E, A DISTANCE OF 416.67 FEET TO A POINT; THENCE 246.73 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 600.00 FEET AND A CENTRAL ANGLE OF 23° 33' 41", AND WHOSE CHORD BEARS S 52° 32' 55" E, A DISTANCE OF 245.00 FEET TO A POINT; THENCE 213.46 FEET ALONG THE ARC OF A COMPOUND CURVE, HAVING A RADIUS OF 300.00 FEET, A CENTRAL ANGLE OF 40° 46' 04", AND WHOSE CHORD BEARS S 20° 23' 02" E, A DISTANCE OF 208.99 FEET; THENCE S 0°00'00" W, A DISTANCE OF 95.00 FEET TO A POINT; THENCE 347.00 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 396.00 FEET AND A CENTRAL ANGLE OF 50°12'20", AND WHOSE CHORD BEARS S 25° 06' 10" E, A DISTANCE OF 336.00 FEET TO THE POINT OF CURVATURE OF A REVERSE CURVE; THENCE 341.29 FEET, ALONG SAID REVERSE CURVE HAVING A RADIUS OF 475.00 FEET, A CENTRAL ANGLE OF 41° 10' 04", AND WHOSE CHORD BEARS S 29° 37' 17" E, A DISTANCE OF 334.00 FEET; THENCE S 9° 02' 15" E, A DISTANCE OF 148.20 FEET TO A POINT; THENCE 144.45 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 275.00 FEET AND A CENTRAL ANGLE OF 30° 05' 44", AND WHOSE CHORD BEARS S 24° 05' 07" E, A DISTANCE OF 142.79 FEET TO THE POINT OF CURVATURE OF A REVERSE CURVE; THENCE 175.44 FEET ALONG SAID REVERSE CURVE, HAVING A RADIUS OF 540.00 FEET, A CENTRAL ANGLE OF 18° 36' 53", AND WHOSE CHORD BEARS S 29° 49' 33" E, A DISTANCE OF 174.67 FEET; THENCE S 20° 31' 06" E, A DISTANCE OF 88.23 FEET TO A POINT; THENCE 12.35 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 60.00 FEET AND A CENTRAL ANGLE OF 11° 47' 28", AND WHOSE CHORD BEARS S 14° 37' 22" E, A DISTANCE OF 12.33 FEET TO A POINT; THENCE S 8° 43' 38" E, A DISTANCE OF 245.94 FEET TO A POINT; THENCE 65.88 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 296.00 FEET AND A CENTRAL ANGLE OF 12° 45' 09", AND WHOSE CHORD BEARS S 15° 06' 12" E, A DISTANCE OF 65.75 FEET TO A POINT; THENCE S 21° 28' 47" E, A DISTANCE OF 684.36 FEET TO A POINT; THENCE 197.32 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 290.00 FEET AND A CENTRAL ANGLE OF 38° 59' 04", AND WHOSE CHORD BEARS S 1° 59' 15" E, A DISTANCE OF 193.53 FEET TO A POINT; THENCE S 17° 30' 16" W, A DISTANCE OF 515.43 FEET TO A POINT; THENCE 45.97 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 672.00 FEET, A CENTRAL ANGLE OF 3°55'10", AND WHOSE CHORD BEARINGS S 15°32'42" W, A DISTANCE OF 45.96 FEET TO THE POINT OF BEGINNING, CONTAINING 247.1 ACRES (10,762,830 SQ.FT.) MORE OR LESS.

Advise of Ortho Map No. 220 and 256 Sections 31 & 32 Township 6 S. Range 71 W. and Sections 5 & 6 Township 7 S. Range 71 W.

Calculated Acreage 247.1 Acres Checked by: Ed Wieland

Address Assigned (or verified) 13034 S. US Hwy 285

(page 2 of 2)

ELECTRONIC REFERRAL

JEFFERSON COUNTY, COLORADO

Documents related to a Rezoning have been submitted to Jefferson County Planning and Zoning. This case is now beginning the 1st Referral part of the process. Please review the specific electronic documents related to the 1st Referral found **here**. Comments on the 1st Referral should be submitted electronically to the case manager by the due date below.

Case Number: 16-105311RZ

Case Name: Emmaus Catholic Retreat and Conference Center Rezoning

Address: 13034 S Us Hwy 285

General Location: SW of US Highway 285 and S. Elk Creek Rd. intersection

Case Type: Rezoning

Type of Application: To rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow religious retreat and conference center.

Case Manager: Alan Tiefenbach

Comments Due: April 14, 2016

Case Manager Contact Information: **atiefenb@jeffco.us** 303-271-8738

The entire case file for this application can be viewed **here**.

JEFFCO:	EXTERNAL:	HOA:
Cartography Addressing Building Open Space Geologist Planning Engineering Long Range Historic Commission Zoning Administration Public Health Transportation & Engineering CDOT Road & Bridge, Dist. 4	Elk Creek Fire Dist. Upper So. Platte Water District Colorado Division of Water Resources Division of Wildlife Park County	CONIFER AREA COUNCIL CONIFER RIDGE POA DOUGLASS RANCH POA ELK FALLS POA GOLDEN VIEW ACRES HOA JEFFERSON COUNTY HORSEMENS ASSN PRESERVE OUR MOUNTAIN COMMUNITY

MEMO

TO: Justin Montgomery
Jefferson County Planning and Zoning Division

FROM: Terri Leichtweis
Jefferson County Environmental Health Services Division

DATE: August 5, 2016

SUBJECT: Case #16-105311 RZ
Eidos Architects, Llc
13034 S Us Hwy 285

PROPOSAL SUMMARY

To rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow religious retreat and conference center.

COMMENTS

Jefferson County Public Health (JCPH) provided comments dated April 12, 2016 regarding a previous rezoning process and on July 20, 2015 regarding the pre-application review for this property. We have reviewed the documents submitted by the applicant for this proposed rezoning process and have the following updated comments:

The applicant must submit the following documents or take the following actions prior to a ruling on the proposed rezoning of this property. NOTE: Items marked with a “✓” indicate that the document has been submitted or action has been taken. **Please read entire document for requirements and information. Please note additional documentation may be required.**

REZONING REQUIREMENTS:

✓	Date Reviewed	Required Documentation/Actions	Refer to Sections
✓	Applicant submitted proof of legal water in the form of well permits and a water court decree	Submit a letter describing the plan for obtaining legal rights to the water for this proposed rezoning in accordance with the County Zoning Resolution and Land Development Regulation (LDR) Section 21.B.2.a.(1) (a) (a-2). There will be a subsequent site development plan for this development proposal.	Water

✓	Date Reviewed	Required Documentation/Actions	Refer to Sections
✓	07/08/16	Provide copies of the well permits or water court decrees for the existing single family dwellings.	Water
✓	08/05/16	Submit a letter stating that the use of the single family dwellings will not change.	Water
✓	Site Approval was submitted to Colorado Department of Public Health and Environment	Submit an Onsite Wastewater Report (Form 6001) in accordance with the LDR Section 22. B.2. Contact Jefferson County Public Health, Craig Sanders at 303.271.5759 or csanders@jeffco.us or Tracy Volkman at 303.271.5763 or tvolkman@jeffco.us	Wastewater
✓	07/08/16	Submit Use Permits (Form 700) for the existing two single family dwellings units located on the property.	Wastewater
		Submit As-built drawings drawn to scale for the existing two single family dwellings units located on the property per specifications in the Wastewater Section.	Wastewater

WATER

Since there will be a subsequent site development plan for this development proposal, a letter describing the plan for obtaining legal rights to the water for this proposed rezoning in accordance with the Jefferson County Zoning Resolution and Land Development Regulation (LDR) Section 21.B.2.a.(1) (a) (a-2) may be submitted for the rezoning process. However, the applicant opted to submit well permits and a water court decree as proof of legal water supply for the proposed development per LDR Section 21 B.2.a(1) (a-1).

Water Documents Reviewed:

- Well permits 79331-F, 79330-F and 79329-F
- Water court decree 2006CW079
- Water Supply Summary Form
- Preliminary Well Water Supply Report for Emmaus Catholic Retreat and Conference Center

An existing well (well permit number 79330-F, 40 feet deep) and new wells will be used as the water supply source. Additionally, well permits 79331-F and 79329-F were submitted as part of the water supply system. Water Court Case number 06CW079 provides the details of the water supply for this development proposal. A totalizing flow meter must be installed on each well per permit conditions.

Water court decree 2006CW079 and the well permits submitted by the applicant provide the Emmaus site owner with the legal right to the water source as proposed. For the Emmaus

development, a portion of the rights in 2006CW079 were purchased and transferred to the current owner. The transfer is presented in Appendix B of the Preliminary Well Water Supply Report for Emmaus Catholic Retreat and Conference Center. This transfer included the rights for 43 of the 70 wells in 2006CW079, with six of these wells allowed to divert water at rates up to 30 gallons per minute (gpm). The remainder of the wells may divert water at 15 gpm. Total annual water usage is limited to 37.8 acre-feet. 58.91 shares of the Mountain Mutual Reservoir Company were purchased to provide 1.85 acre-feet of augmentation water to replace consumptive use.

The Water Supply Summary form indicates the estimated water requirement to be 8.8 acre feet per year.

Since this property is in the Mountain Groundwater Overlay District, an aquifer test per LDR 21.B.2.a (4)(a) is required if water supply requirement is greater than 0.28 acre-feet per acre per year. Given that the estimated water supply requirement is 8.8 acre-feet per year and the total acreage of 247.3 acres, the calculated water supply requirement is 0.036 acre-feet per acre per year. As such, an aquifer test is not required.

The estimated water demands for the proposed development are presented in the figures in Appendix D of the Preliminary Well Water Supply Report for Emmaus Catholic Retreat and Conference Center. Figure 1 shows an estimate of the average daily demand at 100% occupancy, which is 19,850 gallons per day (gpd). The daily per capita use rates are from the Jefferson County Comprehensive Master Plan, Appendix C, Section I, Water Resources.

The Emmaus facilities will not operate continuously at 100% occupancy. Using the monthly average occupancy rates, average monthly water demands were calculated and presented as Figure 3 in Appendix D. The total estimated annual demand is 8.91 acre-feet. The estimated consumptive use is 10%, or 0.891 acre-feet. As stated earlier, the augmentation plan allows for consumptive use up to 1.85 acre-feet. Water will be stored in a large tank on site in order to meet requirements for peak demands. Storage will be in excess of 180,000 gallons. This will provide enough water storage on site to meet the supply demands during peak hours and peak days. The well water supply design flow rate is twice the average daily demand rate for the peak month, which is July. This total well design flow rate is 32,662 gpd, or 22.7 gallons per minute (gpm).

Additional wells are planned, and will be drilled and constructed as needed until the total well production rate of 22.7 gpm has been achieved. All wells will comply with the Colorado Division of Water Resources, State Engineer's Office (SEO) regulations. Additional well permit applications will be filed with the SEO as needed.

Well permit 122663 provides water to the south single family dwelling. Well permit 122664 is irrigation well. Water Court decree W-5783 provides legal proof to allow the use of well 122663 and 122664.

Well permit 153437 is an exempt non-decreed well for the north single family dwelling. Water court decree per an email dated June 20, 2016 that was sent by Austin Creswell, PE, Senior Water Resources Engineer with Amec Foster Wheeler, engineer consultant for the applicant. Mr. Creswell states in an email dated June 21, 2016 that the use of the single family dwellings will remain as homes for caretakers. The applicant has submitted a letter dated August 5, 2016 stating that the single family dwellings will continue to be used for residential purposes only.

Based on our review of the water supply documents provided, the applicant has met the applicable water supply standards.

The drinking water for this facility will meet the definition of a non-community drinking water supply system as stipulated in the Colorado Primary Drinking Water Regulations. The water supply would then require a Colorado Department of Public Health and Environment (CDPHE) approved water treatment system, water quality monitoring, and a state licensed water treatment plant operator. If the onsite well will be used in this manner, please contact the Water Quality Control Division, CDPHE at 303.692.3500 or Cathy Heald at 303.692.3613 for application and monitoring requirements. This Department would inspect such a drinking water supply for compliance once in operation. **Application must be made to the CDPHE at the time of Site Development.**

WASTEWATER

JCPH has records of one existing onsite wastewater treatment system (Permit #9227, Folder 05-15640 Old OW) that serves a two (2) bedroom single family dwelling located at 13034 S. US Highway 285. Our records show that this repaired system never received a final inspection and as such do not know if it was installed. We have no records for the second single family dwelling. Use Permit 16-113057 OW was issued on June 27, 2016 for 13034 S. US HWY 285, Building #1. From this report the system was functioning at the time of inspection.

Use Permit 16-113059 OW was issued on June 27, 2016 for 13034 S. US HWY 285, Building #2. From this report the system was functioning at the time of inspection.

The applicant **must still submit “As Built” drawings identifying all of the OWTS components (Septic tanks and absorption fields) drawn to scale for each system.** All appropriate setbacks must be met according to the OWTS Regulation of Jefferson County. Please contact Craig Sanders at 303.271.5759 for more information.

The onsite wastewater treatment system for this proposed retreat center will exceed 2,000 gallons per day. As such, the applicant has submitted for Site Approval for this system to the Colorado Department of Public Health and Environment, Water Quality Division. JCPH will issue the OWTS permit and will inspect and provide final approval to use this system once Site Approval is granted.

AIR

The developer may be required to obtain a fugitive dust permit in accordance with Regulation No. 1 of the Colorado Air Quality Control Commission from the Colorado Department of Public Health and Environment, Air Quality Division and use the best available control technology (BACT) to mitigate dust problems during demolition, land clearing and construction activities. This department will investigate any reports of fugitive dust emissions from the project site. If confirmed, a notice of violation will be issued with appropriate enforcement action taken by the State. Contact the Air Pollution Control Division at 303.692.3100 for more information on this process and to determine if a fugitive dust permit will be required for this development.

The Colorado Department of Public Health and Environment, Air Quality Control Commission Regulation No. 8, Part B, Asbestos Control requires that all buildings that are going to be remodeled, renovated, and or demolished must have a full inspection by a current Colorado-certified asbestos building inspector before conducting any work and must obtain a Demolition Permit. Based on the results of the inspection, if asbestos is detected, the applicant must obtain an Asbestos Abatement Permit from the Asbestos Section at the Colorado Department of Public

Health and the Environment (303.692.3100). All building materials that will be impacted that contain asbestos that is friable or will become friable during the remodel, renovation, or demolition in quantities over the volume of a 55-gallon drum must be removed prior to any work. The asbestos removal must be done by a certified asbestos removal contractor (General Abatement Contractor) using trained and certified asbestos abatement workers prior to demolition.

Please contact Dave Volkel at 303.271.5730 for more information about this process.

Please be advised that a vehicle tracking pad or equivalent should be placed at egress points to prevent off property transport of materials during construction.

NOISE

Since this facility is essentially surrounded by residential properties; noise levels emitted from this property are more stringent and must comply with the Colorado Revised Statutes (Sections 25-12-101 through 108) which stipulates that the maximum residential noise levels must comply with the following 25 feet from the property line:

- 55dB(A) between 7:00 a.m. and 7:00 p.m.
- 50dB(A) at all other times.

REGULATED FACILITIES

Certain commercial uses may be subject to plan reviews, inspections, licensing and/or permitting by this Department, or referred to State agencies. Regulated uses include the following:

- Food Service Establishments
- Camps housing children
- Campgrounds

The proposed retail food service establishment (kitchen) may be subject to a plan review, yearly licensing and routine inspections by this Department. Please contact Matthew Garcia, Plan Review Coordinator (303.271.5762) for specific requirements to determine if a plan review, license and routine inspections will be required. "Retail food establishment" means a retail operation that stores, prepares, or packages food for human consumption or serves or otherwise provides food for human consumption to consumers directly or indirectly through a delivery service, whether such food is consumed on or off the premises or whether there is a charge for such food. Colorado Revised Statutes 25-4-1602(14).

The proposed camp for the children may be subject to a plan review, yearly inspection fee and routine inspections by this Department. Please contact Matthew Garcia, Plan Review Coordinator (303.271.5762) for specific requirements.

The applicant will be required to submit a detailed plan of the proposed campground in order for this Department to evaluate that it will meet the minimum standards set forth in the Colorado Department Of Public Health And Environment, Consumer Protection Division, 6 CCR 1010-9, State Board Of Health, Standards and Regulations for Campgrounds and Recreation Areas (Adopted February 19, 1975). The applicant must submit this plan and the associated Environmental Health Services fee of \$50.00 per hour to this Department for this plan review. Please note a minimum of one hour will be charged for this review.

NOTE: These case comments are based solely upon the submitted application package. They are intended to make the applicant aware of regulatory requirements. Failure by Jefferson County Public Health to note any specific item does not relieve the applicant from conforming to all County regulations. Jefferson County Public Health reserves the right to modify these comments and or add appropriate additional comments.

From: [Loeffler - CDOT, Steven](#)
To: [Justin Montgomery](#)
Cc: [Marilyn Cross](#)
Subject: Case #16-105311RZ, Emmaus Catholic Retreat and Conf. Ctr. Rezoning
Date: Wednesday, July 13, 2016 9:33:07 AM
Attachments: [Emmaus Catholic Retreat comments 4-14-16.pdf](#)

Justin,

I have reviewed the request to rezone from A-2 to PD to allow a religious retreat and conference center on property generally located at 13034 S. US Hwy 285 and have the following comments:

- Previous comments sent to jefferson County on April 14, 2016 (attached) still apply.
- For the development in Use Area B, we will want to review the final drainage report to confirm that there will be no negative impact to US 285.

Thank you for the opportunity to review this referral.

Steve Loeffler
Permits Unit



P 303.757.9891 | F 303.757.9886
2000 S Holly Street, Denver, CO 80222
steven.loeffler@state.co.us | www.codot.gov | www.cotrip.org





100 Jefferson County Parkway, Suite 3500, Golden, Colorado 80419-3500
303.271.8459 • Fax 303.271.8490 • http://jeffco.us/highways

Jefferson County, Colorado
Transportation & Engineering Division

P&Z REFERRAL T&E RESPONSE

To: *P&Z Case Manager* From:

Case #: Due Date:

Property Address or PIN:

- Amanda Attempt Result & Attachments:**
- Comments Sent = T&E wants 2nd referral
 - Complete = Do Not send further referrals
 - No Comments = Do Not send further referrals
 - Additional information, plans, etc are also attached in Amanda

Drainage

- T&E is currently working on a project in the area. See attached information.
- Other Notes:
- No Concerns

Right-of-Way / Roadway Corridor Expansion Projects

- Land owner will need to refund County \$ for ROW purchased in for . This amount **must** be paid before plat is recorded and/or plans are approved and released for construction.
 - Documentation attached in Amanda
 - Documentation to follow
- Additional ROW needed for upcoming T&E project. Plan sheet attached with required width/area.
- Fee-in-lieu of adjacent roadway construction preferred, due to planned construction by the County. Please have the applicant submit a cost estimate.
- Other Notes:
- No Concerns

Traffic Operations / Transportation Planning

	Included in referral	Reviewed		Comments
		No	Yes	
Traffic study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Signage & striping plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Signal plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trails or sidewalks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Street road plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> No Concerns				

Additional Comments

Comments

Name



ELK CREEK FIRE PROTECTION DISTRICT

11993 South Blackfoot Road P.O. Box 607 Conifer, CO 80433

April 13, 2016

Jefferson County Planning and Zoning
100 Jefferson County Parkway
Suite 3550
Golden, Colorado 80419-3550

Re: Camp St. Malo Religious Retreat Center 15-115488PA

To reiterate our comments and concerns regarding this project from the pre-application referral from 2015, the following issues are addressed:

The location for this proposed retreat is located in a significant high fire risk area. Extreme measures would need to be taken to evacuate in case of a wildfire in this area which would exceed available resources for additional needs. Mitigated emergency shelter areas will be required as well as evacuation plans to be approved.

Approved access including secondary access will be required to meet or exceed all Jefferson County Transportation Design Manual.

Buildings will be required to be sprinklered, monitored fire alarm system and full fire flow water supply and hydrants for the complex in accordance with the 2015 International Fire Code.

Please contact my office if I can be of further assistance.

Sincerely,

Shelley Hunter
Fire Marshal
Elk Creek Fire Dept.



COLORADO
Division of Water Resources
Department of Natural Resources

1313 Sherman Street, Room 821
Denver, CO 80203

April 12, 2016

Alan Tiefenbach
Jefferson County Planning and Zoning
Transmission via email: atiefenb@jeffco.us

Re: Emmaus Catholic Retreat and Conference Center Rezoning
Case Number 16-105311RZ (13034 S Highway 285)
Pt. Section 32, T6S and Section 5, T7S, R71W, 6th P.M.
Water Division 1, Water District 80

Dear Mr. Tiefenbach:

We have reviewed the above referenced proposal to rezone an approximately 247-acre site from Agricultural-Two (A-2) to Planned Development (PD) to allow for the construction and operation of a religious retreat and conference center. The retreat and conference center is intended to include a main lodge with 60 individual rooms, meeting rooms, and kitchen and dining areas; a youth retreat center with five dormitory pods for 16 youth and 2 adults each; a chapel with seating for 160 people; four cabins (with small kitchens) to accommodate one to two people each; a camping area to accommodate 80 people including a bathhouse/shower building; two existing house that will be used by staff; and various roadways, parking areas, and hiking/walking trails through the property.

The estimated water requirements for the retreat and conference center were given as 8.91 acre-feet per year, based on estimated monthly average occupancy rates. The proposed water supply is an existing well with permit no. 79330-F. The Applicant also has obtained well permit nos. 79329-F and 79331-F to construct two additional wells on the property. All three wells are included in the augmentation plan decreed in case no. 2006CW79. Each of the wells may be used for domestic and ordinary household purposes, irrigation, stock watering, commercial, industrial, and fire protection purposes. The three wells combined are permitted to withdraw up to a total of 36.6 acre-feet of water per year.

The Applicant should be aware that well permit no. 79330-F will expire on September 17, 2016 unless a pump is installed by that date. A Pump Installation and Test Report (GWS-32) must be submitted to this office to verify the pump has been installed. The Applicant may request a one-time extension of the permit expiration date through this office.

So long as the well(s) serving the conference and retreat center are operated in accordance with their permitted terms and conditions, and in accordance with the decreed plan for augmentation, this office has no concerns regarding the subject proposal. If you or the Applicant have any questions regarding this matter, please contact Sarah Brucker of this office for assistance.

Sincerely,

Tracy L. Kosloff, P.E.
Water Resource Engineer

Cc: Well permit file no. 79330-F
TLK/srb: Emmaus Retreat Center (Jefferson)





*Brooks Kaufman
Lands and Rights of Way Director*

April 8, 2016

Alan Tiefenbach
Jefferson County
Planning and Zoning Department
100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419-3550

Re: 13034 S. US HWY 285
Case No.: 16105311RZ

Dear Mr. Tiefenbach:

The Association has reviewed the contents in the above-referenced referral response packet. We reviewed the project for maintaining our existing facilities, utility easements, electric loading, and service requirements. We are advising you of the following concerns and comments:

The Association has an existing transmission line, underground electric and overhead electric facilities on the subject property. The Association will maintain the existing twenty-six foot wide utility easement and facilities (Book 2599 Page 245). The Association will require that all structures and landscaping maintain adequate clearances to the transmission line and allow for the Association to access the transmission line for maintenance purposes. In addition the association will require a grading profile if any grading work is to be done which could affect clearances or access to the transmission line. The Association requires that the applicant maintain proper clearances to transmission facilities as defined by the NESC. In the future, the Association will upgrade the transmission line and will request an additional width for the easement.

The Association will require utility easements along the designed electrical line route prior to installing facilities.

The Association will require that all structures and landscaping maintain adequate clearances to the underground facilities and allow for the Association to access for maintenance purposes. The Association has strong concern in regards to a potential screening of the electrical equipment.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brooks Kaufman", with a long horizontal flourish extending to the right.

Brooks Kaufman
Lands and Rights-of-Way Director

INTERMOUNTAIN RURAL ELECTRIC ASSOCIATION

5496 N. U.S. Highway 85, P.O. Drawer A / Sedalia, Colorado 80135
Telephone (720)733-5493
bkaufman@irea.coop

ADDRESSING

MEMO

To: Alan Tiefenbach
FROM: Patricia Romero
SUBJECT: 16-105311RZ 13034 S US Hwy 285
DATE: March 28, 2016

Addressing offers the following comments on this proposal:

1. The purpose of this Rezoning is to Rezone from Agricultural-Two (A-2) to Planned Development (PD) to allow religious retreat center.
2. Proof of access will be needed. There are two valid existing addresses, 13034 S US Highway 285 and 13253 S Elk Creek Road, in the addressing database. This address will change.
3. Interior roads on the parcel may need to be named and/or exterior roads off of the parcel may need to be extended.
4. Addresses will be based on access and will be available when the SDP is approved and recorded.

Please let me know if you have any questions.

May 14, 2016 Revised

Alan Tiefenbach
Planner
Jefferson County Planning and Zoning

Ref: Emmaus Catholic Retreat and Wastewater Reclamation Facility

Comments from Randy Brame, neighbor, Colorado native, and mountain resident:

I have had a chance to look over various documents on this proposed development in rural, historic, and very remote Jefferson County.

1. The Architects – in viewing their on-line portfolio of past projects, NOT one was a project in the mountains. Designing and building in the mountains is vastly different than urban. The overall ODP fits in an urban environment, not mountains. For example, the proposal has a three story building – Planning has asked.
2. Project scope is much too large for this setting and location –
 - a. Architect's initial plan assumes level terrain and normally a topographical survey is done later.
 - b. The proposed structures are on a steep hillside with major size/fit, construction and erosion challenges.
 - c. When the terrain is basically level, a topo survey could wait. In this case – in the mountains and proposed build site – suggest that topographical survey required now with updated site layout.
3. This would be the first project to have human wastewater treatment on Elk Creek. Elk Creek is a cold water, native trout inhabited, natural creek with pure water source from the Mt. Evans wilderness area. What are the requirements for this plant/any other buildings to ensure that it has a year around neutral effect on Elk Creek (aquatic insects/trout) as well as during any future construction? Any water discharged needs to be at a quality as good as Elk Creek and at a temperature of less than 15 degrees Celsius. Presently, "plans" are to discharge in some unnamed tributary of Elk Creek with temperatures as high as 23.9C. Aquatic insects and trout need pure (not levels in Design Report), cold water – around 15C.
4. Instead of building a new Wastewater facility – ask the Planning or developer (not Amec Foster Wheeler) to revisit option of using excess capacity from Mountain Water & Sanitation District (Keogh Ranch Report – pages 9-12). Seems like an artificial barrier that the Mountain Water Board could address. If a new facility were built, would it be by the same company who did the Design Report (Amec Foster Wheeler)? Self-fulfilling?
5. Project access – since this is mountain property with natural year around creek, access roads SHOULD be part of the ODP process. Presently there is an existing road from Elk Creek Road. Why can't this existing road be used for access instead of building a new road (across from S. Cedar Circle)? One report noted that a bridge needs replacing on existing road, so that was reason for new road – the bridge will be replaced anyway. Also there are wetlands all around where the new road is proposed (see photos). You will see them on your proposed visit.
6. Project needs to adhere to the entire Krogh Ranch Forest Management Plan – not just Fire Mitigation (included in Planning Response to First Submittal-April 26), but also for Water Quality -- Appendix 9.6 Colorado Best Management Practices – "Forestry Best Management Practices to Protect Water Quality on Colorado" --please include this requirement for the developer. Among other items, Elk Creek, a minimum of 50 feet must be set aside for Streamside Management Zone. Work (survey/well – stakes for proposed new road) was done without protecting Elk Creek. Please continue to promote sensitivity to the mountain environment.
7. What process does Planning use to work with Colorado Water to ensure an integrated, coordinated development occurs?

Thank you for the opportunity to comment. I hope that there will be others in the future as other neighbors will have input as well.

Respectfully,

Randy Brame

From: [Randy Brame](#)
To: [Justin Montgomery](#)
Subject: RE: Emmaus Catholic Retreat -- Brame comments, revised
Date: Monday, June 20, 2016 10:03:10 AM

Hi Justin – good morning! I would appreciate an update on this project and what was result of my input/answers to the questions from May 14th PDF, also, shown below. Did you have your site visit and observe the wetlands where new road was proposed? Thanks, Randy

++++
May 14, 2016

I have had a chance to look over various documents on this proposed development in rural, historic, and very remote Jefferson County.

1. The Architects – in viewing their on-line portfolio of past projects, NOT one was a project in the mountains. Designing and building in the mountains is vastly different than urban. The overall ODP fits in an urban environment, not mountains. For example, the proposal has a three story building – Planning has asked.
2. Project scope is much too large for this setting and location –
 - a. Architect’s initial plan assumes level terrain and normally a typographical survey is done later.
 - b. The proposed structures are on a steep hillside with major size/fit, construction and erosion challenges.
 - c. **When the terrain is basically level, a typo survey could wait. In this case – in the mountains and proposed build site – suggest that typographical survey required now with updated site layout.**
3. Project access – since this is mountain property with natural year around creek, access roads SHOULD be part of the ODP process. Presently there is an existing road from Elk Creek Road. **Why can’t this existing road be used for access instead of building a new road (across from S. Cedar Circle)?** One report noted that a bridge needs replacing on existing road, so that was reason for new road – the bridge will be replaced anyway. **Also there are wetlands all around where the new road is proposed (see photos). You will see them on your proposed visit.**
4. **Project needs to adhere to the entire Krogh Ranch Forest Management Plan – not just Fire Mitigation (included in Planning Response to First Submittal-April 26), but also for Water Quality -- Appendix 9.6 Colorado Best Management Practices – “Forestry Best Management Practices to Protect Water Quality on Colorado” --please include this requirement for the developer.** Among other items, Elk Creek, a minimum of 50 feet must be set aside for Streamside Management Zone. Work (survey/well – stakes for proposed new road) was done without protecting Elk Creek. Please continue to promote sensitivity to the mountain environment.
5. **What process does Planning use to work with Colorado Water to ensure an integrated, coordinated development occurs?**

Thank you for the opportunity to comment. I hope that there will be others in the future as other neighbors will have input as well.

From: [Vincent Tolpo](mailto:Vincent_Tolpo)
To: studiovp@aol.com; [Justin Montgomery](mailto:Justin_Montgomery)
Subject: Re: Fwd:Shaffers Crossing huge development HEARING TO ATTEND
Date: Wednesday, July 20, 2016 7:21:06 PM

Dear Justin,

Although I am not an immediate neighbor to the proposed retreat, I can assure you that I will be impacted by its added traffic to 285. Hwy 285 is already maxed out on the weekends. My business downstream from the area of the retreat receives drivers who will stop at my business when content. If they have been hassled and delayed by intense traffic then I lose customers. Save my business by stopping the retreat. 285 cannot handle it.

Vincent and Carolyn Lee Tolpo
Shawnee Mountain Gallery
PO Box 134, 55918 US HWY 285
Shawnee, Colorado 80475
303-838-6106 vtolpo@yahoo.com

www.ArtSpiral.com

Pottery Jewelry Painting Metal Art
Fiber Art Sculpture

On Wednesday, July 20, 2016 6:59 PM, "studiovp@aol.com" <studiovp@aol.com> wrote:

-----Original Message-----

From: shelly means <shellymeans@hotmail.com>
Sent: Wed, Jul 20, 2016 12:20 pm
Subject: Fw: Fwd: Elk creek development

Subject: Fw: Fwd: Elk creek development

Hey Pine, This is the plan for the christian retreat at Schaffers Crossing. It is Huge! There will be two public hearings on this. It can be stopped. A huge development on Elk Creek rd is a poor idea in my opinion. Please forward to any one and everyone who would be interested in attending these hearings to stop ,or at least scale down the scope of this monstrosity .

Thank you, Jim Mahoney

On Wednesday, July 20, 2016 6:43 AM, Jim Mahoney <thelonemahone@yahoo.com> wrote:

Will do

On Tuesday, July 19, 2016 3:04 PM, R Kevin Brown <rkevinbrown@icloud.com> wrote:

Jim feel free to share this info with any and everybody you know I think the one way to defeat this is to show up at both public hearings

R Kevin Brown
720-987-6864

Begin forwarded message:

From: Justin Montgomery <jmontgom@co.jefferson.co.us>
Date: July 19, 2016 at 3:00:26 PM MDT
To: 'R Kevin Brown' <rkevinbrown@icloud.com>

Subject: RE: Elk creek development

No, might be able to get them scheduled for August and September, but I will let you know once those dates are set.

-----Original Message-----

From: R Kevin Brown [mailto:rkevinbrown@icloud.com]
Sent: Tuesday, July 19, 2016 2:55 PM
To: Justin Montgomery
Subject: Re: Elk creek development

Have those been scheduled yet ?

R Kevin Brown m
720-987-6864

Begin forwarded message:

From: Justin Montgomery <jmontgom@co.jefferson.co.us>
Date: July 19, 2016 at 2:24:52 PM MDT
To: 'R Kevin Brown' <rkevinbrown@icloud.com>
Subject: RE: Elk creek development

Kevin,

They have to have the rezoning approved by the Board of County Commissioners. There will be two public hearings, one in front of the Planning Commission and then one in front of the BCC who will make the final decision. Attached is the visual impact analysis that they submitted. Follow this link or paste it into your browser to view all of the documents. Give me a call if it doesn't work for you.

<http://jeffco.us/amandaltol/index.cfm?fuseaction=DevAppProcessSearchByFolder&folderID=772104&permitNum=16105311> RZ&PZPermitCase=RZ

Thanks,

Justin
Justin Montgomery, AICP
Planner
Jefferson County, Colorado
Planning and Zoning Division
100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419
303.271.8792 (Office)

-----Original Message-----

From: R Kevin Brown [mailto:rkevinbrown@icloud.com]
Sent: Tuesday, July 19, 2016 1:56 PM
To: Justin Montgomery
Subject: Re: Elk creek development

Absolutely please send along anything or tell me how to access the file in general I'm not opposed to the project as long as it's the right scope and scale but I would like to know what the processes for them to obtain approval to move forward as proposed because I think it's way too big

R Kevin Brown
720-987-6864

On Jul 19, 2016, at 1:46 PM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hello,

Yes, I will make sure you are notified when the project is ready to go hearing. They have added some visual renderings to the case file that can be viewed online. Let me know if you would like to see them or need help accessing that file.

Best,

Justin

Justin Montgomery, AICP

Planner

Jefferson County, Colorado

Planning and Zoning Division

100 Jefferson County Parkway, Suite 3550

Golden, Colorado 80419

303.271.8792 (Office)

-----Original Message-----

From: R Kevin Brown [<mailto:rkevinbrown@icloud.com>]

Sent: Tuesday, July 19, 2016 1:43 PM

To: Justin Montgomery

Cc: R Kevin Brown

Subject: Elk creek development

Can I be added to an email list to find out how I can be kept informed about the retreat that's proposed at Schaeffers Crossing Also I would like to go on record as opposing anything that's oversized and too big for the area the services available as well as to big to fit the typography that's involved too

[http://jeffco.us/amandaltol/PublicDocs/Rezoning/16-105311RZ%2013034%20S%20Us%20Hwy%20285/4.%20Correspondence%20\(to%20-%20from%20applicant,%20citizens\)/3.%20Citizen%20Comments/RE_%20Emmaus%20Catholic%20Retreat%20-%20Bram%20comments.%20revised.pdf](http://jeffco.us/amandaltol/PublicDocs/Rezoning/16-105311RZ%2013034%20S%20Us%20Hwy%20285/4.%20Correspondence%20(to%20-%20from%20applicant,%20citizens)/3.%20Citizen%20Comments/RE_%20Emmaus%20Catholic%20Retreat%20-%20Bram%20comments.%20revised.pdf)

From: [R Kevin Brown](#)
To: [Justin Montgomery](#)
Cc: [R Kevin Brown](#)
Subject: Elk creek development
Date: Tuesday, July 19, 2016 1:43:38 PM
Attachments: [RE_Emmaus Catholic Retreat -- Bram comments, revised.pdf](#)
[ATT00001.txt](#)

Can I be added to an email list to find out how I can be kept informed about the retreat that's proposed at Schaeffers Crossing

Also I would like to go on record as opposing anything that's oversized and too big for the area the services available as well as to big to fit the typography that's involved too

[http://jeffco.us/amandaItoI/PublicDocs/Rezoning/16-105311RZ%2013034%20S%20Us%20Hwy%20285/4.%20Correspondence%20\(to%20-%20from%20applicant,%20citizens\)/3.%20Citizen%20Comments/RE_%20Emmaus%20Catholic%20Retreat%20--%20Bram%20comments.%20revised.pdf](http://jeffco.us/amandaItoI/PublicDocs/Rezoning/16-105311RZ%2013034%20S%20Us%20Hwy%20285/4.%20Correspondence%20(to%20-%20from%20applicant,%20citizens)/3.%20Citizen%20Comments/RE_%20Emmaus%20Catholic%20Retreat%20--%20Bram%20comments.%20revised.pdf)

Respectfully,

Randy Brame

Sent from [Mail](#) for Windows 10

From: [Justin Montgomery](#)
Sent: Tuesday, May 17, 2016 11:14 AM
To: '[Randy Brame](#)'
Subject: RE: Emmaus Catholic Retreat -- Bram comments, revised

Thank you, Randy.

Please let me know if you have any other comments or questions about the project or process.

Best,
Justin

Justin Montgomery, Planner
Planning and Zoning Division
100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419
303.271.8792 (Office)
303.271.8744 (Fax)

From: Randy Brame [<mailto:rabbit1371@comcast.net>]
Sent: Monday, May 16, 2016 1:53 PM
To: Alan Tiefenbach
Cc: Justin Montgomery
Subject: RE: Emmaus Catholic Retreat -- Bram comments, revised

Alan – thank you. Best wishes in the future.

Justin -- I am writing to ask you to disregard item 3 and 4 related to Wastewater Facility – in reading in more detail, the proposed alternative is to discharge to groundwater (leaching field) and not into Elk Creek or an unnamed tributary. Don't want you to waste any time on those two items. I apologize for the inconvenience.

Regards, Randy Brame

Sent from [Mail](#) for Windows 10

From: [Alan Tiefenbach](#)
Sent: Monday, May 16, 2016 1:00 PM
To: '[Randy Brame](#)'
Cc: [Justin Montgomery](#)
Subject: RE: Emmaus Catholic Retreat -- Bram comments, revised

Thanks, I'll put this in the case file.

Please note I have resigned my position with Jefferson County. All correspondence regarding this rezoning should be directed to Justin Montgomery, Planner.

I have copied him on this email.

Alan Tiefenbach
Planner
Jefferson County Planning and Zoning
100 Jefferson County Parkway, Suite 3550
Golden, CO 80419
303-271-8738

From: Randy Brame [<mailto:rabbit1371@comcast.net>]
Sent: Sunday, May 15, 2016 4:13 PM
To: Alan Tiefenbach
Subject: RE: Emmaus Catholic Retreat -- Bram comments, revised

Alan – please discard my email from May 14th and replace with this May 15th email – I added an item to the PDF file. Here are the photos again and the Revised PDF –

Regards, Randy Brame

Sent from [Mail](#) for Windows 10

From: [Randy Brame](#)
Sent: Saturday, May 14, 2016 5:40 PM
To: [Alan Tiefenbach](#)
Subject: RE: Emmaus Catholic Retreat

Attached are my comments in PDF file. Also, attached are a couple of photos of wetlands in area of new proposed road. Thank you for opportunity to comment – please let me know if any questions.

Regards, Randy Brame

Sent from [Mail](#) for Windows 10

From: Alan Tiefenbach
Sent: Tuesday, May 10, 2016 12:24 PM
To: 'Randy Brame'
Subject: RE: Emmaus Catholic Retreat

All information regarding this, including water can be located at:

<http://jeffco.us/amandaltol/PublicDocs/Rezoning/16-105311R7%2013034%20S%20Us%20Hwy%20285/3.%20Review%20Process%20-%20Agency%20Comments/1st%20Referral/>

The present zoning is A2 (Agricultural) and they are rezoning to Planned Development (PD) to allow this use. This is an appropriate time to comment.

Alan Tiefenbach
Planner
Jefferson County Planning and Zoning
100 Jefferson County Parkway, Suite 3550
Golden, CO 80419
303-271-8738

From: Randy Brame [<mailto:rabbit1371@comcast.net>]
Sent: Friday, May 06, 2016 9:56 AM
To: Alan Tiefenbach
Subject: RE: Emmaus Catholic Retreat

Alan, thank you for your quick response and information. Really encouraged by preventive action taking when drilling the well, but have to admit that work was done within a few feet of Elk Creek.

Couple of questions –

- 1) Where can I find the document mentioned by Wastewater Engineer – Site Location Report? Is it at your office in Planning? Do I just go by to see it – it is too large to email to me?
- 2) Does the Engineering Company working for the Church have past experience doing work in the mountains and with rivers or only urban work in the County?
- 3) What is present zoning and what is the applicant doing to change it – to what? Is there a public comments/input process for this?

Best regards, Randy

Sent from [Mail](#) for Windows 10

From: Alan Tiefenbach
Sent: Friday, April 29, 2016 7:46 AM
To: 'Randy Brame'
Subject: RE: Emmaus Catholic Retreat

Per their Engineer:

“The stakes/flagging he is referring to are the surveyed proposed road centerline. The stakes are on both sides of the creek, but not in the creek. No construction work has been done on the road. We have drilled one water supply well. The well was permitted through the State Engineer’s Office, Colorado Division of Water Resources, permit no. 79330-F. Out of an abundance of caution, we also obtained a discharge permit through CDPHE, permit no. COG603302, in the event that any well development water entered the creek. We successfully kept all well development water out of the creek.

From Wastewater engineer:

The purpose of the Regulation 22 Site Location project is to provide neighbors the opportunity to question and comment on the proposed facility just as this person has done. The Site Location Report is a public document. The minimum that should be done is to direct the person to the County for review of the submitted document.”

Hopefully this answers all your questions.

Alan Tiefenbach
Planner
Jefferson County Planning and Zoning
100 Jefferson County Parkway, Suite 3550
Golden, CO 80419
303-271-8738

From: Randy Brame [<mailto:rabbit1371@comcast.net>]
Sent: Tuesday, April 26, 2016 11:22 AM
To: Alan Tiefenbach
Subject: Emmaus Catholic Retreat

Hi Alan – I would appreciate some information on the above project. I stopped by Planning yesterday and was told that you are the Case Manager for the above project. I am a neighbor down stream with land also with Elk Creek flowing through it.

Around three weeks ago, there was excavation and flags staked in the ground where work has already been done which appears to be right on top or over Elk Creek (see photo, Emmaus 4-24-16) – excavation, flags, one across Elk Creek. There was no Permit posted by Jefferson County for this work nor any sign from Water Quality. A few days ago, a sign was posted by Water Quality (see attached photo—Emmaus 4-14-16 A).

I have contacted CO Water Quality and they have authorized no work to date.

So, the questions I have:

What work has been done and why is it so close to Elk Creek? Was this work authorized/permitted?
Why is there a water treatment plant being proposed?

What are the requirements for this plant/any building, etc. to ensure that it has a year around

neutral affect on Elk Creek as well as during any future construction? Elk Creek is a cold water, trout inhabited, natural creek with pure water source from the Mt Evans wilderness area.
Have building and land disturbance permits been issued by Water Quality Control and Jeffco Planning?

Thanks for your help and information --

Best regards,
Randy Brame
720-236-9444

Sent from [Mail](#) for Windows 10

From: wood3069@comcast.net
To: Justin.Montgomery
Subject: Fwd: Planned Elk Creek Development - Catholic Conference & Retreat Center
Date: Saturday, August 06, 2016 3:26:16 PM

Justin -

I am a downstream resident located in Sphinx Park (15772 Johnson Drive) and would like to be kept informed of the development of this property. My extended family owns several parcels in the area of Sphinx Park and along Elk Creek Road. We have been a family of residents for over 5 generations in this area.

My primary concerns are water quality (run off, sediment, etc during construction and during future use) mostly because our drinking water is primarily derived from wells near Elk Creek, as well as the likely increase in traffic on Elk Creek Road (no doubt that visitors to the retreat will find themselves driving up and down Elk Creek Road at all hours of the night and on weekends ... the road is very narrow and dangerous currently and many of the shoulders lack guard rails or similar protections from folks who are not familiar with the area. The County may be required to invest significantly in upgrading sections of this road and installing and maintaining storm water devices (culverts and rip rap) or water quality controls and best management practices on Elk Creek (water calming devices, stilling basins, engineered wetlands, sediment retention ponds, etc) some of which should be supported and paid for by the developer as a condition of permitting this project.

I would also like to see the developer be required to pay for future improvements on Highway 285 and the intersection at Elk Creek Road / Schaffer's Crossing ... in my opinion, this intersection and some sections of the highway leading to it are not suitable to handle a 500% increase in traffic - particularly on weekends. (For example, the 285 exit ramps leading to and from the resort can only handle about 6 to 8 vehicles coming off the road at one time, which will likely lead to a backup extending into traffic during peak weekend times for folks heading to and from the resort.)

Thanks for your efforts to provide outreach and communications to the neighborhood on this project.

Tom Wood
303 721 8412
(E-Mail: Wood3069@comcast.net)

From: "Caitlyn Bryan" <caitlync@q.com>
To: "Caitlyn Bryan" <caitlync@q.com>
Sent: Saturday, August 6, 2016 10:19:39 AM
Subject: Fwd: Planned Elk Creek Development - Catholic Conference & Retreat Center

Hello SPIA Members & Friends,

We have been discussing this planned complex on our side of Schaffer's Crossing for the past year. The general consensus seems to be that the beautiful Elk Creek meadow property (247 acres) was inevitably going to be developed by someone - and that the proposed Catholic Retreat/Conference Complex was probably the lesser of evils.

That being said, it is a huge facility, and there are some local people who would like to try and get it stopped, or at least scaled back in size and capacity. I am forwarding the below series of messages between Jeffco Planning & Zoning and two local residents with questions and answers, as well as contact info for the Jeffco Project Manager and links to Jeffco's website with both the Application and Approval Process documents. If this is something you have concerns about, this email is a great reference.

Just a note: SPIA, as an organization, will not be participating in this process. Rather, this is an action to be taken up by individual residents and property owners as a means to address their questions and concerns about the project.

Best,
Caitlyn Bryan
SPIA President

On Tuesday, July 19, 2016 3:04 PM, R Kevin Brown <rkevinbrown@icloud.com> wrote:

Jim feel free to share this info with any and everybody you know I think the one way to defeat this is to show up at both public hearings

R Kevin Brown
720-987-6864

Begin forwarded message:

From: Justin Montgomery <jmontgom@co.jefferson.co.us>
Date: July 19, 2016 at 3:00:26 PM MDT
To: 'R Kevin Brown' <rkevinbrown@icloud.com>
Subject: RE: Elk creek development

No, might be able to get them scheduled for August and September, but I will let you know once those dates are set.

-----Original Message-----

From: R Kevin Brown [<mailto:rkevinbrown@icloud.com>]
Sent: Tuesday, July 19, 2016 2:55 PM
To: Justin Montgomery
Subject: Re: Elk creek development

Have those been scheduled yet ?

R Kevin Brown m
720-987-6864

Begin forwarded message:

From: Justin Montgomery <jmontgom@co.jefferson.co.us>
Date: July 19, 2016 at 2:24:52 PM MDT
To: 'R Kevin Brown' <rkevinbrown@icloud.com>
Subject: RE: Elk creek development

Kevin,
They have to have the rezoning approved by the Board of County Commissioners. There will be two public hearings, one in front of the Planning Commission and then one in front of the BCC who will make the final decision. Attached is the visual impact analysis that they submitted.
Follow this link or paste it into your browser to view all of the documents. Give me a call if it doesn't work for you.

<http://jeffco.us/amandaltol/index.cfm?fuseaction=DevAppProcessSearchByFolder&folderID=772104&permitNum=16105311> RZ&PZPermitCase=RZ

Thanks,
Justin
Justin Montgomery, AICP
Planner
Jefferson County, Colorado
Planning and Zoning Division
100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419
303.271.8792 (Office)

-----Original Message-----

From: R Kevin Brown [<mailto:rkevinbrown@icloud.com>]
Sent: Tuesday, July 19, 2016 1:56 PM
To: Justin Montgomery
Subject: Re: Elk creek development

Absolutely please send along anything or tell me how to access the file in general I'm not opposed to the project as long as it's the right scope and scale but I would like to know what the processes for them to obtain approval to move forward as proposed because I think it's way too big

R Kevin Brown
720-987-6864

On Jul 19, 2016, at 1:46 PM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hello,

Yes, I will make sure you are notified when the project is ready to go hearing. They have added some

visual renderings to the case file that can be viewed online. Let me know if you would like to see them or need help accessing that file.

Best,

Justin

Justin Montgomery, AICP

Planner

Jefferson County, Colorado

Planning and Zoning Division

100 Jefferson County Parkway, Suite 3550

Golden, Colorado 80419

303.271.8792 (Office)

-----Original Message-----

From: R Kevin Brown [<mailto:rkevinbrown@icloud.com>]

Sent: Tuesday, July 19, 2016 1:43 PM

To: Justin Montgomery

Cc: R Kevin Brown

Subject: Elk creek development

Can I be added to an email list to find out how I can be kept informed about the retreat that's proposed at Schaeffers Crossing Also I would like to go on record as opposing anything that's oversized and too big for the area the services available as well as to big to fit the typography that's involved too

[http://jeffco.us/amandaltol/PublicDocs/Rezoning/16-105311RZ%2013034%20S%20Us%20Hwy%20285/4.%20Correspondence%20\(to%20-%20from%20applicant,%20citizens\)/3.%20Citizen%20Comments/RE_%20Emmaus%20Catholic%20Retreat%20-%20Bram%20comments.%20revised.pdf](http://jeffco.us/amandaltol/PublicDocs/Rezoning/16-105311RZ%2013034%20S%20Us%20Hwy%20285/4.%20Correspondence%20(to%20-%20from%20applicant,%20citizens)/3.%20Citizen%20Comments/RE_%20Emmaus%20Catholic%20Retreat%20-%20Bram%20comments.%20revised.pdf)

From: sternpj@colorado.edu
To: [Justin Montgomery](#)
Subject: Re: Emmaus
Date: Friday, August 05, 2016 7:47:16 PM

Many thanks. Would be nice to see rendering with 50% reduction of trees. Regardless, the main lodges location on a ridge line should be a no go. Has the planning department considered a restrictive conservation easement on the bulk of the property for passive use only? Boulder County did on about 95% of the Camp St Malo property (now about 99%) and it was the final compromise that leveled the playing field. It would be a good thing for Jefferson County and the neighbors if you did that too.

Anyway, thanks again.

-phil

On Aug 5, 2016, at 10:11 AM, Justin Montgomery <jmontgom@co.jefferson.co.us> wrote:

Hi Phil,

Please see the attached.

Thank you,

Justin

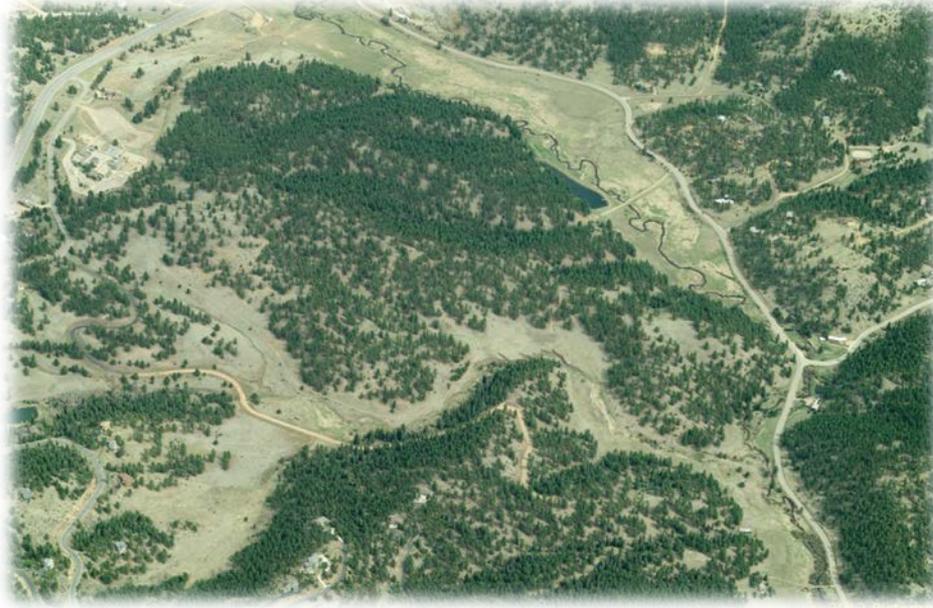
From: Philip Mary Stern [<mailto:Phil.Stern@colorado.edu>]
Sent: Friday, August 05, 2016 10:07 AM
To: Justin Montgomery
Subject: Emmaus

Justin,

We spoke several weeks ago about St Malo/Emmaus. I have since been in touch with Michael Six at the Archdiocese. It looks like there will be no tour on August 21 because of "legal" and "planning" issues. I'm disappointed that our group won't, most likely, be allowed on the property. But, Michael says there is graphic rendering of the proposed structures in location in one of the documents from, he thinks, June or July that was submitted to Jeffco. I seem unable to find that document on your website, probably due to lack of endurance on my part. Can you give me the url or document reference? Thanks so much.

-phil

<Visual Impact Analysis_06.17.16.pdf>

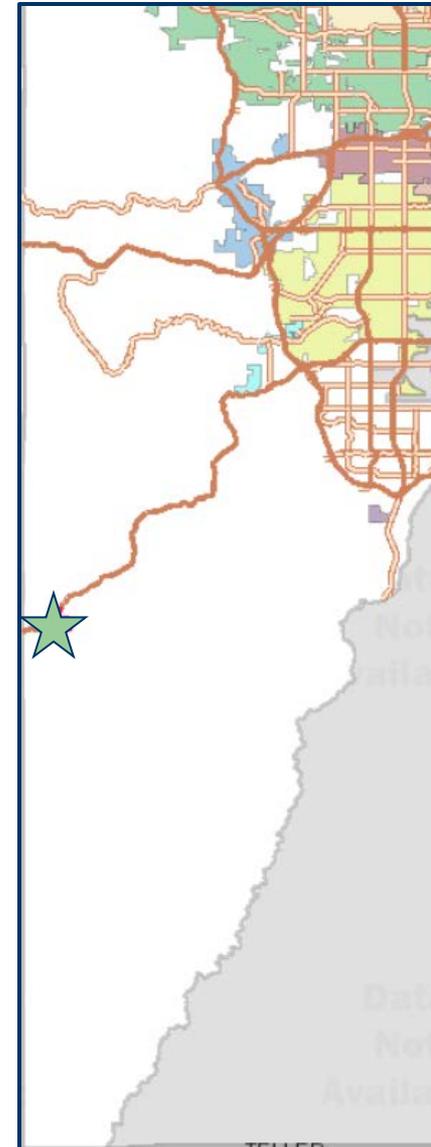
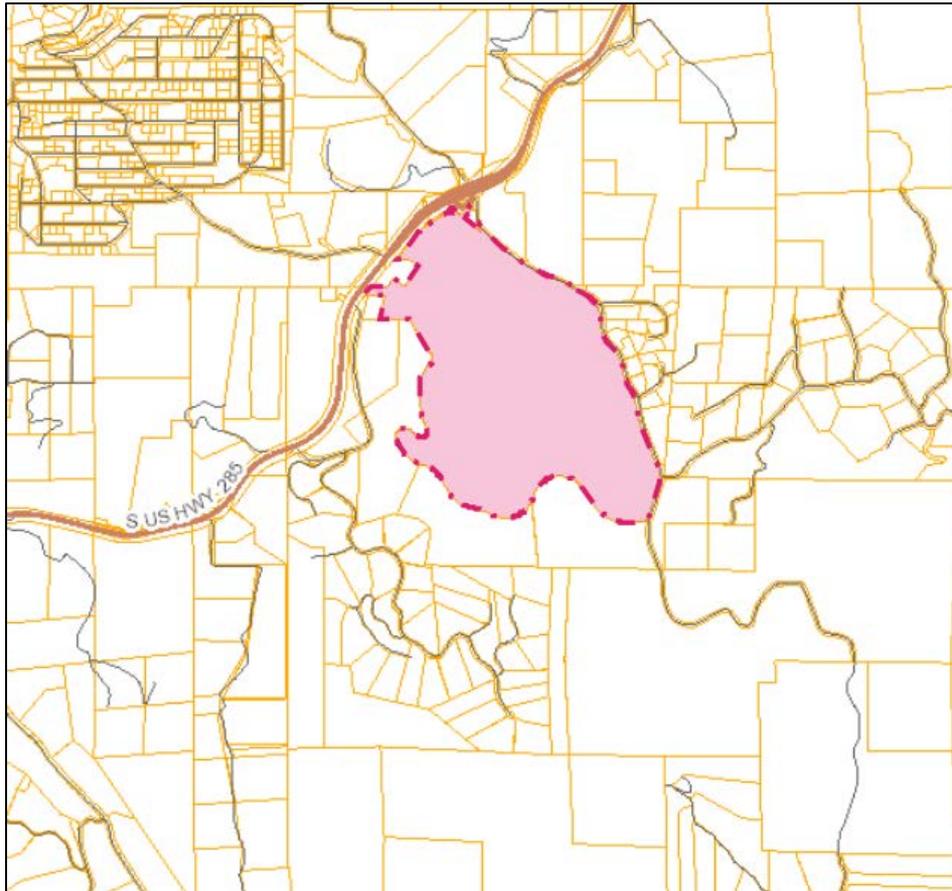


Case No. 16-105311RZ

**Emmaus Catholic Retreat &
Conference Center ODP**

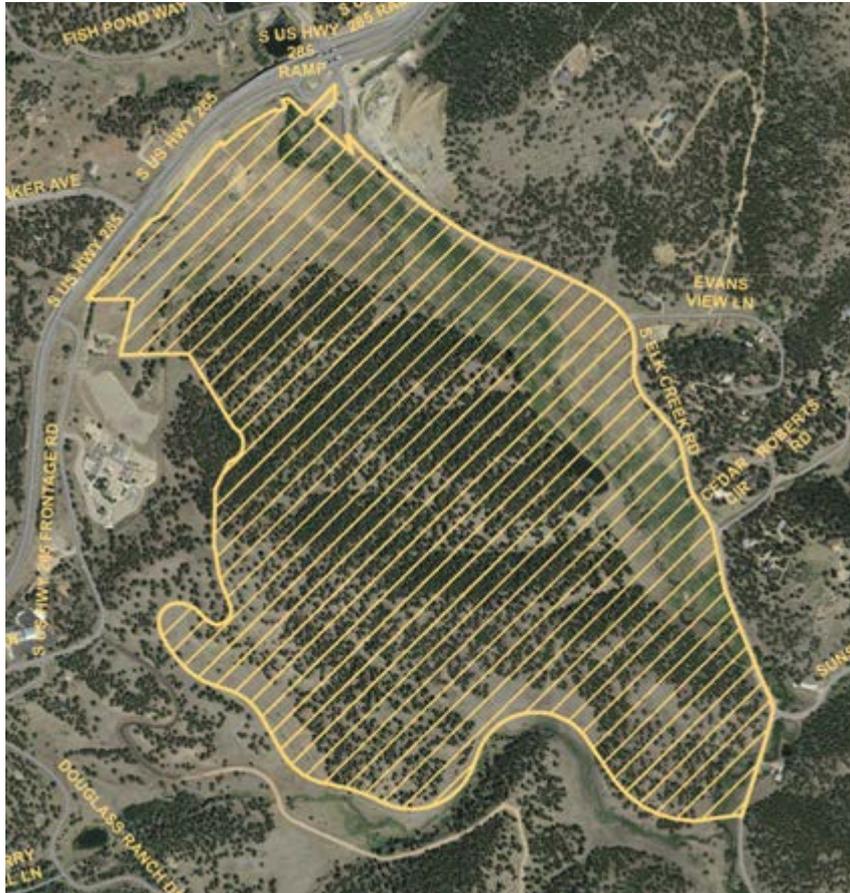


Subject property





Subject property



- 13034 South US Hwy 285
- Currently Zoned A-2
- 247.1 acres
- FEMA floodplain and wetland areas along Elk Creek



Subject Request

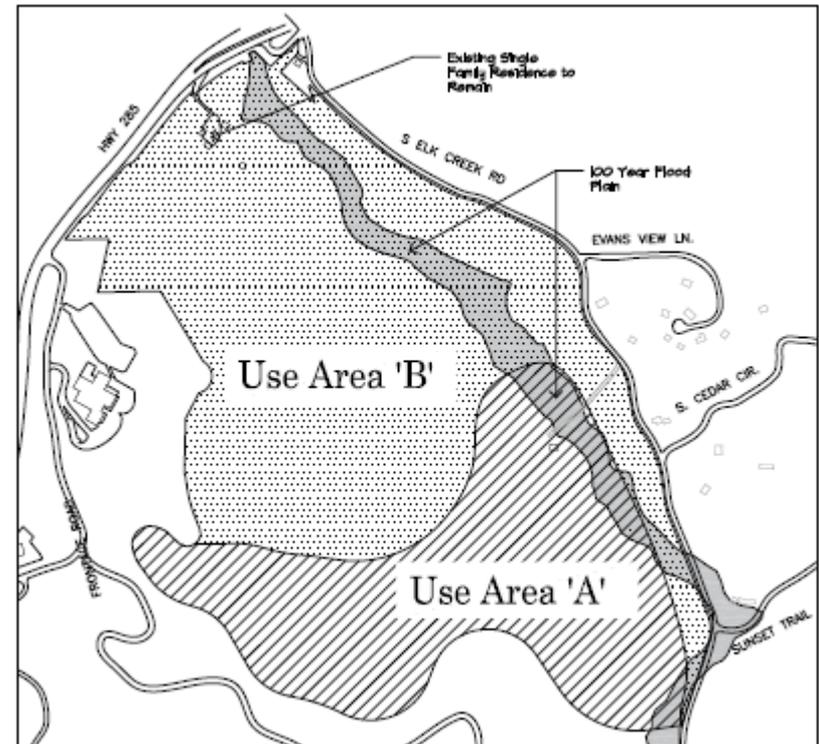
Rezone from Agriculture-Two (A-2) to Planned Development (PD) to allow a religious retreat and conference center and A-2 uses.

Use Area A:

- Adult Retreat Center
- Youth Retreat Center
- Chapel

Use Area B:

- Camping areas
- Hermitages





Staff's Analysis

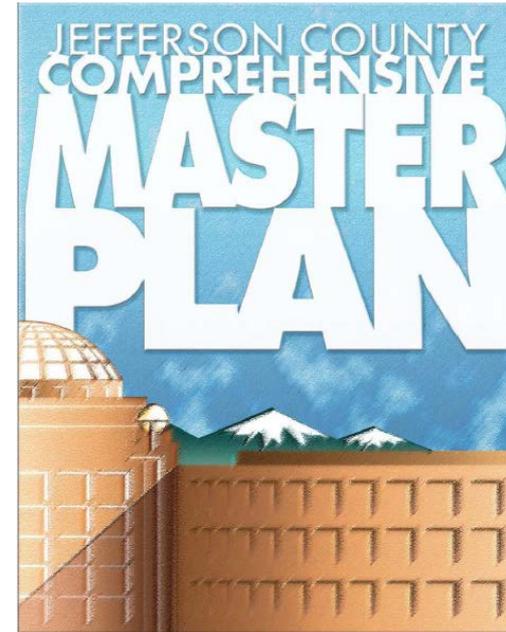
Land Use

Physical Constraints

Community Resources

Infrastructure, Water, and Services

Design Guidelines



Conifer/285 Corridor Area Plan



Potential Uses within Residential Areas

- a) Massing and scale
- b) Building height
- c) Mountain Site Design
- d) Slopes of less than 30%
- e) Signage
- f) Other applicable goals and policies in this Plan.



Destination Resorts Additional Criteria

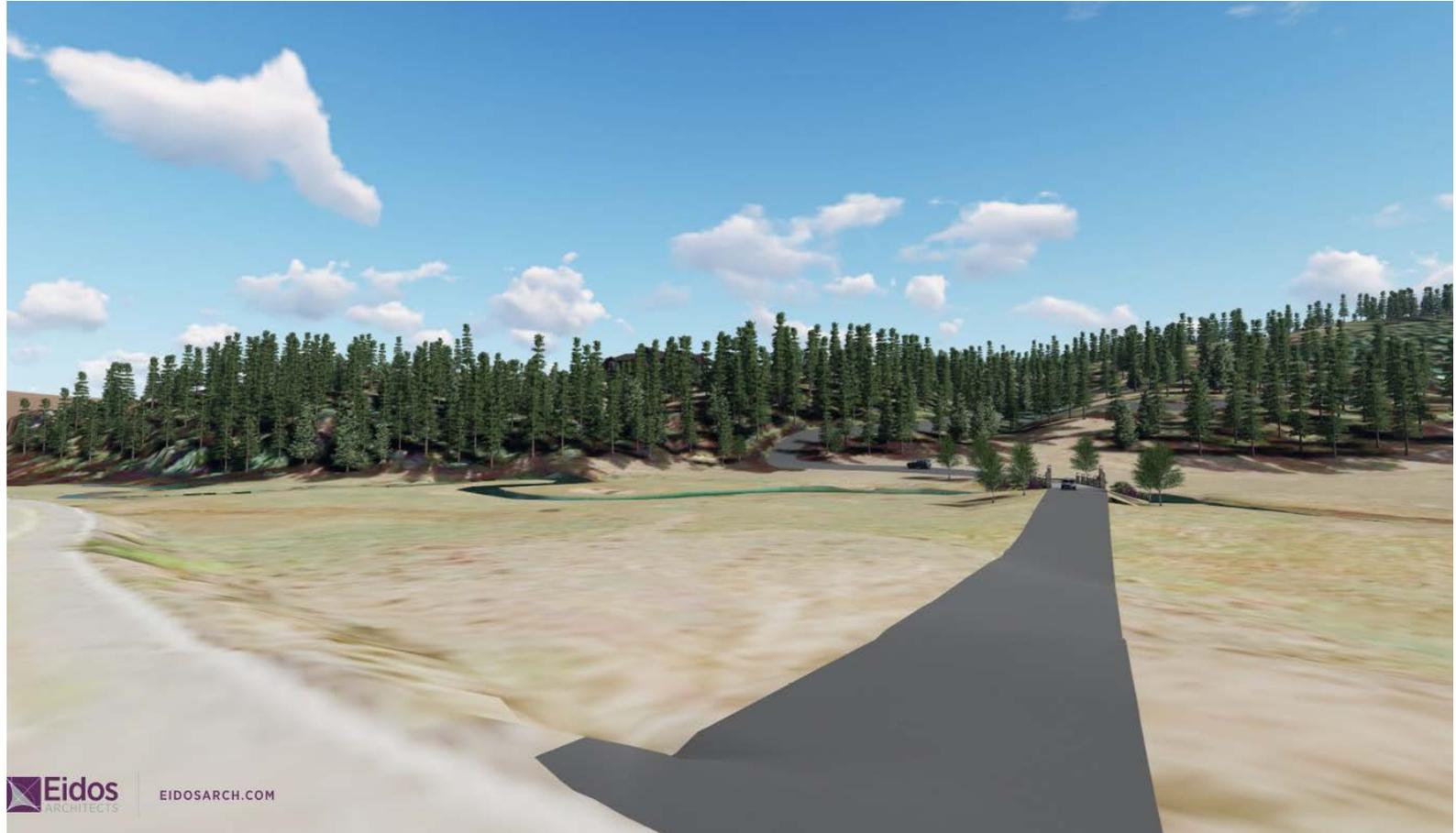
- a) Mountain Area Plans
- b) Quality architectural design
- c) Lot size
- d) Traffic from a collector road
- e) 80% open area
- f) A buffer on all sides
- g) Visual resource corridors preserved
- h) Access to open space

Event Center Additional Criteria

- a) No outdoor amplification and outdoor events only during daylight hours
- b) Minimal lighting



Visual Impact Analysis

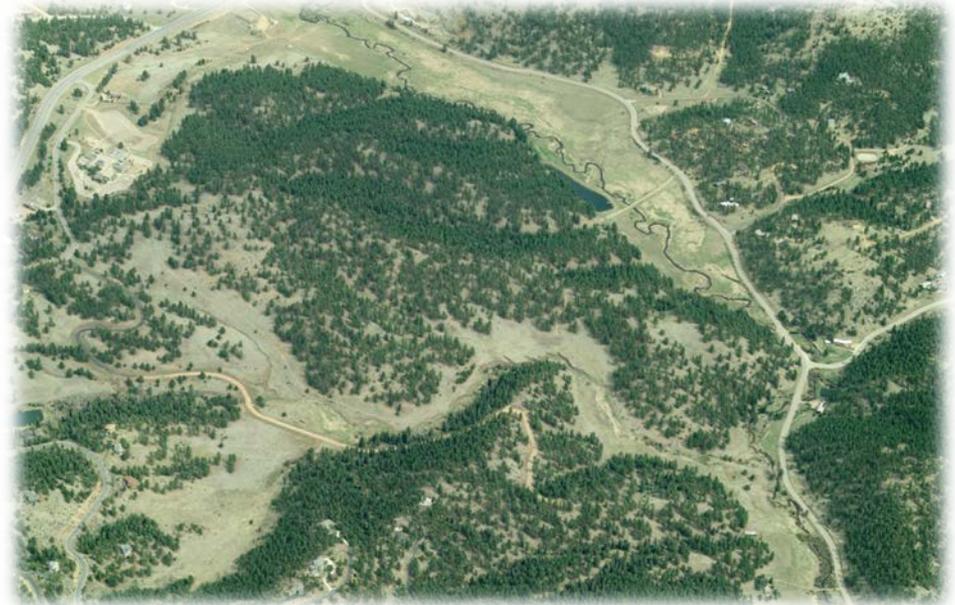


View from proposed main access



Community Concerns

- Traffic
- Water
- Wastewater
- Lighting
- Size of Structures
- Location of Structures
- Fire
- Wetlands/Floodplain





Staff Recommendation:

APPROVAL of Case No. 16-105311RZ

- General conformance with the Comprehensive Master Plan and Conifer/285 Corridor Area Plan.
- The proposed land use is compatible with existing and allowable land uses in the surrounding area – meeting the criteria of a Destination Resort and Event Center.
- The proposed land use will not result in significant impacts to the health, safety, and welfare of the residents and landowners in the surrounding area.