STUDY SESSION AGENDA
Tuesday
October 25, 2022

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE

STUDY SESSION ITEMS

12:00 p.m.  ATTENDEE(S): Nancy Duncan / Marc Osborne
ITEM:  2023 Adams County Budget Development - Wrap Up Discussion

12:45 p.m.  ATTENDEE(S): Marc Osborne
ITEM:  Third 2022 Budget Amendment

1:15 p.m. – 1:25 p.m.  ATTENDEE(S): 
ITEM:  Break

1:25 p.m.  ATTENDEE(S): Jenni Hall
ITEM:  Intergovernmental Agreement with Commerce City Urban Renewal Authority

1:55 p.m.  ATTENDEE(S): Alisha Reis
ITEM:  Sustainability 2030 Plan Implementation Update

2:25 p.m.  ATTENDEE(S): Byron Fanning
ITEM:  Arapahoe County TIP Grant Support Request – Colfax Underpass at the Highline Canal

2:55 p.m. – 3:05 p.m.  ATTENDEE(S): 
ITEM:  Break

3:05 p.m.  ATTENDEE(S): Noel Bernal
<table>
<thead>
<tr>
<th>Time</th>
<th>Attendee(s)</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 p.m.</td>
<td>Nancy Duncan / Marc Osborne</td>
<td>2023 Adams County Budget Development - Wrap Up Discussion</td>
</tr>
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<td></td>
<td>Break</td>
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<tr>
<td>3:05 p.m.</td>
<td>Noel Bernal</td>
<td>Administrative Item Review / Commissioners Communication</td>
</tr>
<tr>
<td>3:35 p.m.</td>
<td>Heidi Miller</td>
<td>Executive Session Pursuant to C.R.S. 24-6-402(4)(b) for Legal Advice and Instructing Negotiators Regarding Union</td>
</tr>
<tr>
<td>4:05 p.m.</td>
<td>Doug Edelstein</td>
<td>Executive Session Pursuant to C.R.S. 24-6-402(4)(b) for Legal Advice Regarding the Treasurer Litigation</td>
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<tr>
<td>STUDY SESSION ITEM SUMMARY</td>
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<tr>
<td><strong>DATE OF STUDY SESSION:</strong>  October 25, 2022</td>
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<td></td>
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<tr>
<td><strong>SUBJECT/TITLE:</strong> 2023 Adams County Budget Development - Wrap Up Discussion</td>
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<tr>
<td><strong>OFFICE/DEPARTMENT:</strong> Budget</td>
<td></td>
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<tr>
<td><strong>CONTACT:</strong> Nancy Duncan</td>
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<tr>
<td><strong>FINANCIAL IMPACT:</strong> None at this time. Informational only.</td>
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<td></td>
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<tr>
<td><strong>SUPPORT/RESOURCES REQUEST:</strong> None at this time.</td>
<td></td>
<td></td>
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<tr>
<td><strong>DIRECTION NEEDED:</strong> Informational only.</td>
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**DISCUSSION POINTS:**

- These Study Sessions will cover: October 25, 2022 – Review of 2023 Adams County Budget
**DATE OF STUDY SESSION:** October 25, 2022  
**SUBJECT/TITLE:** Third 2022 Budget Amendment  
**OFFICE/DEPARTMENT:** Budget  
**CONTACT:** Pernell Olson  

**FINANCIAL IMPACT:** Due to the length of the amendment, please see attached Amendment Summary and Amendment Detail for fiscal impact.  

**SUPPORT/RESOURCES REQUEST:** Additional budget will be appropriated during a future Public Hearing.  

**DIRECTION NEEDED:** Review requested amendment items with the Board of County Commissioners and answer any questions regarding these items.  

**DISCUSSION POINTS:**

- Attached are the Summary & Detail for requested amendment items.
**Purpose of Resolution:**
A resolution to amend the 2022 Budget. Summary information by Fund and Department is listed below. Additional detailed information is attached for consideration and review.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Department</th>
<th>Expenditure Amount</th>
<th>Revenue Amount</th>
<th>Use of Fund Balance</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>District Attorney</td>
<td>$2,000,000</td>
<td>$2,000,000</td>
<td>-</td>
<td>3.00</td>
</tr>
<tr>
<td></td>
<td>County Manager</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Community Safety &amp; Well-being</td>
<td>135,000</td>
<td>135,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Parks, Open Space &amp; Cultural Arts</td>
<td>1,350,000</td>
<td>-</td>
<td>1,350,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Public Health</td>
<td>(2,152,500)</td>
<td>-</td>
<td>(2,152,500)</td>
<td>(9.00)</td>
</tr>
<tr>
<td></td>
<td>Admin/Org</td>
<td>(7,847,500)</td>
<td>40,814,283</td>
<td>(48,661,783)</td>
<td>18.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total Appropriation</strong></td>
<td><strong>$10,785,110</strong></td>
<td><strong>$39,249,393</strong></td>
<td><strong>($28,464,283)</strong></td>
<td><strong>42.75</strong></td>
</tr>
<tr>
<td>CAPITAL FACILITIES FUND</td>
<td>Capital Facilities</td>
<td>-</td>
<td>(6,000,000)</td>
<td>6,000,000</td>
<td>-</td>
</tr>
<tr>
<td>ROAD &amp; BRIDGE FUND</td>
<td>Road &amp; Bridge</td>
<td>15,000,000</td>
<td>-</td>
<td>15,000,000</td>
<td>-</td>
</tr>
<tr>
<td>WASTE MANAGEMENT FUND</td>
<td>Waste Management</td>
<td>147,610</td>
<td>147,610</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>PUBLIC HEALTH FUND</td>
<td>Public Health</td>
<td>2,152,500</td>
<td>2,152,500</td>
<td>-</td>
<td>30.75</td>
</tr>
</tbody>
</table>

**Total Appropriation**

<table>
<thead>
<tr>
<th>Fund</th>
<th>Summary</th>
<th>Expenditure Amount</th>
<th>Revenue Amount</th>
<th>Use of Fund Balance</th>
<th>FTE</th>
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</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td></td>
<td>$6,515,000</td>
<td>$42,949,283</td>
<td>$49,464,283</td>
<td>12.00</td>
</tr>
<tr>
<td>CAPITAL FACILITIES FUND</td>
<td></td>
<td>-</td>
<td>(6,000,000)</td>
<td>6,000,000</td>
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<td>ROAD &amp; BRIDGE FUND</td>
<td></td>
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<td>15,000,000</td>
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<td></td>
<td>2,152,500</td>
<td>2,152,500</td>
<td>-</td>
<td>30.75</td>
</tr>
</tbody>
</table>

**Total Appropriation**

$10,785,110 $39,249,393 $28,464,283 42.75
## GENERAL FUND

### District Attorney
- **Grant**
- Expenditure Amount: $2,000,000
- Revenue Amount: $2,000,000
- **Use of Fund Balance**: X
- **Reason for Amendment**: Conversion of 6 grant-funded positions within the DA's office from Project Designated to Regular full-time. Approved in Study Session on 6/14/2022.
- **FTE**: 3.00

### District Attorney
- **Grant**
- Expenditure Amount: $2,000,000
- Revenue Amount: $2,000,000
- **Use of Fund Balance**: -
- **Reason for Amendment**: The District Attorney's office received appropriations of $2M in federal funding for a Domestic Violence High Risk Team (DVHRIT). A portion of this grant ($396,000) will be used to fund 3 project designated positions for 1 year. (1) DVHRIT Coordinator, (1) Sr Deputy District Attorney, (1) Victim Witness Specialist within the Adams County District Attorney's Office. The remaining portion of the grant ($1,604,000) will be distributed by the Adams County District Attorney's Office to community partners. Approved in Study Session on July 26, 2022.

### County Manager
- **Fund Balance**
- Expenditure Amount: -
- Revenue Amount: -
- **Use of Fund Balance**: 1,350,000
- **Reason for Amendment**: Conversion of 1.0 ARPA Administrator position in the County Manager's Office from Project Designated to Regular full-time.

### Community Safety & Well-being
- **Grant**
- Expenditure Amount: $100,000
- Revenue Amount: $100,000
- **Use of Fund Balance**: -
- **Reason for Amendment**: Colorado Department of Local Affairs Grant to provide street outreach for people experiencing homelessness, emergency shelter, and homelessness management information systems data entry. Approved in AIR April 5, 2022.

### Community Safety & Well-being
- **Grant**
- Expenditure Amount: $35,000
- Revenue Amount: $35,000
- **Use of Fund Balance**: -
- **Reason for Amendment**: Grant to assist in the startup of the Volunteers in Service to America (VISTA) project. Approved by Executive Leadership Team on October 7, 2022.

### Parks, Open Space & Cultural Arts
- **Fund Balance**
- Expenditure Amount: $1,350,000
- Revenue Amount: -
- **Use of Fund Balance**: 1,350,000

### Public Health
- **Fund Balance**
- Expenditure Amount: (1,033,500)
- Revenue Amount: (1,033,500)
- **Use of Fund Balance**: -
- **Reason for Amendment**: Move 9.0 FTEs originally setup in the General Fund to the Public Health Fund. 1.0 Environmental Health Division Director, 1.0 Nursing Division Director, 1.0 Epidemiology & Informatics Division Director, 1.0 Community & Behavioral Health Division Director, 1.0 Informatics Project Manager, 1.0 Health Equity & Community Engagement Manager, 1.0 Policy & Public Affairs Manager, 1.0 Executive Assistant. These were approved in the 2nd Amendment to the 2022 Budget. This includes the original Public Health Implementation Director position.

### Public Health
- **Fund Balance**
- Expenditure Amount: (1,119,000)
- Revenue Amount: -
- **Use of Fund Balance**: (1,119,000)
- **Reason for Amendment**: Deappropriate Public Health operating budget in the General Fund and transfer to the Public Health Fund.

### Admin/Org
- **Fund Balance**
- Expenditure Amount: 2,152,500
- Revenue Amount: -
- **Use of Fund Balance**: 2,152,500
- **Reason for Amendment**: Interfund transfer of Public Health operating and salary & benefit budget from General Fund to Public Health Fund.

### Various
- **Fund Balance**
- Expenditure Amount: -
- Revenue Amount: -
- **Use of Fund Balance**: -
- **Reason for Amendment**: New support staff for implementation of the Public Health Department in the General Fund. Accountant II 1.0, Accounting Supervisor 1.0, Fiscal Grants Analyst II 1.0, Grants Compliance Analyst II 1.0, Building Maintenance Techs 2.00, HVAC Technician 1.0, Land & Asset Projects Coordinator 1.0, Real Estate Technician 1.0, Facilities Operations Supervisor 1.0, Air Quality Policy & Program Specialist 1.0, Land Use Specialist/Coordinator 1.0, IT Operations Manager 1.0, Senior Infrastructure Administrator 1.0, Desktop and Network Systems Analyst 1.0, Senior Security and Network Administrator 1.0, IT Service Desk Analyst 1.0, and Senior Systems Administrator 1.0. Approved in Study on 7/12/2022.

### Admin/Org
- **Fund Balance**
- Expenditure Amount: (10,000,000)
- Revenue Amount: (10,000,000)
- **Reason for Amendment**: Deappropriate $10,000,000 of the $15,000,000 of the interfund transfer originally budgeted to go to the Capital Facilities Fund from the General Fund. Sales Taxes are coming in higher than expected and Capital Facilities Fund will not need the full appropriation from the General Fund.

### Admin/Org
- **Grant**
- Expenditure Amount: 40,814,283
- Revenue Amount: (40,814,283)
- **Reason for Amendment**: Appropriation of ARPA revenue dollars to be spent by December 2024. This had previously been held in deferred revenue.

### TOTAL GENERAL FUND
- Expenditure Amount: $6,515,000
- Revenue Amount: $42,949,283
- **Use of Fund Balance**: $49,464,283
- **FTE**: 12.00
<table>
<thead>
<tr>
<th>Department - (Division)</th>
<th>Expenditure Amount</th>
<th>Revenue Amount</th>
<th>Use of Fund Balance</th>
<th>Ongoing (K)</th>
<th>Reason for Amendment</th>
<th>FTE</th>
</tr>
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<tbody>
<tr>
<td><strong>CAPITAL FACILITIES FUND</strong></td>
<td></td>
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</tr>
<tr>
<td>Capital Facilities</td>
<td>Fund Balance</td>
<td>$ -</td>
<td>$ (10,000,000)</td>
<td>$ 10,000,000</td>
<td>Deappropriation of $10,000,000 of the $15,000,000 interfund transfer originally budgeted for the Capital Facilities Fund from the General Fund. Sales Taxes are coming in higher than expected and the Capital Facilities Fund will not need the full appropriation from the General Fund.</td>
<td></td>
</tr>
<tr>
<td>Capital Facilities</td>
<td>Sales Tax Revenue</td>
<td>-</td>
<td>$4,000,000</td>
<td>($4,000,000)</td>
<td>Sales tax revenue for 2022 is coming in higher than expected. This is to recognize the additional expected revenue amount.</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL CAPITAL FACILITIES FUND</strong></td>
<td>$ -</td>
<td>$ (6,000,000)</td>
<td>$ 6,000,000</td>
<td></td>
<td></td>
<td>0.00</td>
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<tr>
<td><strong>ROAD &amp; BRIDGE FUND</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road &amp; Bridge</td>
<td>Fund Balance</td>
<td>$ 15,000,000</td>
<td>-</td>
<td>$ 15,000,000</td>
<td>Additional funds for active Capital Improvement projects in the Road &amp; Bridge Fund. These funds cover anticipated costs through the end of the year, and appropriate budget to cover existing contracts.</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL ROAD &amp; BRIDGE FUND</strong></td>
<td>$ 15,000,000</td>
<td>-</td>
<td>$ 15,000,000</td>
<td></td>
<td></td>
<td>0.00</td>
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<tr>
<td><strong>WASTE MANAGEMENT FUND</strong></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Waste Management</td>
<td>Grant</td>
<td>$ 147,610</td>
<td>-</td>
<td>$ 147,610</td>
<td>Grant from Front Range Waste Diversion Enterprise Board to fund county's Waste Diversion Improvement Project. Approved in Study Session October 18, 2022.</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL WASTE MANAGEMENT FUND</strong></td>
<td>$ 147,610</td>
<td>$ 147,610</td>
<td>-</td>
<td></td>
<td></td>
<td>0.00</td>
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<tr>
<td><strong>PUBLIC HEALTH FUND</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Health</td>
<td>Interfund Transfer</td>
<td>$ -</td>
<td>$ 2,152,500</td>
<td>(2,152,500)</td>
<td>Interfund transfer from General Fund to Public Health Fund for operations and salary &amp; benefits budget.</td>
<td>9.00</td>
</tr>
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<td>Public Health</td>
<td>Fund Balance</td>
<td>$ 1,033,500</td>
<td>$ 1,033,500</td>
<td>X</td>
<td>Move 9.0 FTEs originally setup in the General Fund to the Public Health Fund. 1.0 Environmental Health Division Director, 1.0 Nursing Division Director, 1.0 Epidemiology &amp; Informatics Division Director, 1.0 Community &amp; Behavioral Health Division Director, 1.0 Informatics Project Manager, 1.0 Health Equity &amp; Community Engagement Manager, 1.0 Policy &amp; Public Affairs Manager, 1.0 Executive Assistant. These were approved in the 2nd Amendment to the 2022 Budget. This includes the original PH Implementation Director position. This is an interfund transfer from the General Fund.</td>
<td></td>
</tr>
<tr>
<td>Public Health</td>
<td>Fund Balance</td>
<td>1,119,000</td>
<td>-</td>
<td>1,119,000</td>
<td>Allocation of the operating budget previously in the General Fund for Public Health into the Public Health Fund.</td>
<td>4.00</td>
</tr>
<tr>
<td>Public Health</td>
<td>Fund Balance</td>
<td>-</td>
<td>-</td>
<td>- X</td>
<td>New positions for implementation of Public Health department in relation to Monkeypox: 1.0 Nurse Practitioner, 1.0 Registered Nurse, 1.0 Medical Assistant, 1.0 Clinical Support Staff. Approved in Study Session on 9/20/2022.</td>
<td></td>
</tr>
<tr>
<td>Admin/Org</td>
<td>Fund Balance</td>
<td>-</td>
<td>-</td>
<td>- X</td>
<td>New FTEs for implementation of Public Health Department. Deputy Director 1.0, Medical Officer 0.75, Operations and Accreditation Manager 1.0, Lead Department Reception and Business Support 1.0, Public Health Emergency Preparedness and Response Supervisor 1.0, Community Health Promotion Program Manager 1.0, Mental Health Promotion and Policy Coordinator 1.0, Maternal, Child, and Family Health Systems Coordinator 1.0, Public Health Performance Management Coordinator 1.0, Communicable Disease Epidemiologist 1.0, Nutrition and Family Health Division Director 1.0, WIC IARC and Special Projects Coordinator 1.0, Consumer Protection Program Manager 1.0, Nursing Operations Supervisor 1.0, Administrative Coordinator - Grants and Budget 1.0, Administrative Coordinator - Medical Records 1.0, Medical Biller 1.0, and Sexual Health and Harm Reduction Nurse Manager 1.0. These were approved in Study Session on 7/12/2022.</td>
<td>17.75</td>
</tr>
<tr>
<td><strong>TOTALS PUBLIC HEALTH FUND</strong></td>
<td>$ 2,152,500</td>
<td>$ 2,152,500</td>
<td>-</td>
<td></td>
<td></td>
<td>30.75</td>
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</table>

**TOTAL ALL FUNDS - 2022 THIRD AMENDMENT**

<table>
<thead>
<tr>
<th></th>
<th>Revenue Amount</th>
<th>Use of Fund Balance</th>
<th>Ongoing (K)</th>
<th>Reason for Amendment</th>
<th>FTE</th>
</tr>
</thead>
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<tr>
<td></td>
<td>$ 10,785,110</td>
<td>$ 39,249,393</td>
<td>($28,464,283)</td>
<td></td>
<td>42.75</td>
</tr>
</tbody>
</table>

7
STUDY SESSION ITEM SUMMARY

DATE OF STUDY SESSION:  October 25, 2022

SUBJECT/TITLE: Intergovernmental Agreement with Commerce City Regarding Cost Sharing for Urban Renewal Study

OFFICE/DEPARTMENT: Community & Economic Development

CONTACT:  Jenni Hall

FINANCIAL IMPACT: Financial request not available until bids are received on 10/20 - estimated at apx. $50,000

SUPPORT/RESOURCES REQUEST: Requesting cost share amount from General Fund - account to be determined by County Manager's Office

DIRECTION NEEDED: Direction to move forward with proposed IGA terms as presented for cost sharing of consultant services

DISCUSSION POINTS:

Adams County has a substantial number of properties in the unincorporated areas near the RTD commuter rail station near 72nd Avenue and Colorado Boulevard in Commerce City. In an effort to better facilitate vision-aligned development and redevelopment projects and activities, Commerce City staff approached Adams County staff about engaging earlier in the urban renewal designation process. In exchange for sharing in the initial consultant costs of a blight study, taxing entity revenue impact reports, and an urban renewal plan, County staff will provide input on the boundaries for the blight study, participate in review of the consultant's deliverables, and engage in the urban renewal plan development. Proposals and bid packages are due on 10/20 and will be known at the time of study session discussion.
Intergovernmental Agreement with Commerce City Regarding Cost Sharing of Urban Renewal Area Study & Plan for the 72nd Avenue & Colorado Station Area

*Presentation by Adams County Standing Urban Renewal Review Committee (SURRC)*

October 25, 2022
72nd Avenue & Colorado Station Area

Final boundaries to be set in Urban Renewal Plan
Timeframe:

08.26.22 – Request for Proposals Issued
10.20.22 – Proposals Due
10.24.22 – Interviews Conducted (week of)

10.25.22 – BoCC Study Session

11.03.22 – End of 2-week Review Period
11.04.22 – Consultant Selection
11.07.22 – Commerce City Considers Contract for Approval

11.15.22 – BoCC Agenda Item – IGA
6-Month Scope of Work Includes:

- Blight Study
- Taxing Entity Impact Statements
- Urban Renewal Plan

Consultant Tasks:

- Prepare and maintain detailed project timeline
- Lead public hearing and study session presentations
- Meetings with staff
- Conduct stakeholder meetings and public outreach
- Conduct technical analysis
- Prepare and refine documentation
- Assist staff and representatives with taxing entity negotiations
- Document preparation
URA Formation Process per C.R.S. 31-25-107

1) **Blight Conditions Study**
   Property conditions assessment to document if sufficient blight factors exist for the proposed geographic area

2) **Taxing Entity Impact Statement/Reports**
   Outlines the anticipated revenue impacts of the proposed Urban Renewal Plan on each taxing entity

3) **Negotiations with Taxing Entities**
   TIF negotiations with taxing entities to determine the amount of property tax increment revenue sharing that will occur

4) **Urban Renewal Plan**
   Addresses elimination and prevention of blight, cooperation plan to achieve the best use of land to deliver a quality environment, outline for urban renewal projects and activities, enforcement of state and local laws, implementation tools, and associated activities
Blight Conditions per C.R.S. 31-25-103(2)

1. Slum, deteriorated, or deteriorating structures;
2. Predominance of defective or inadequate street layout;
3. Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;
4. Unsanitary or unsafe conditions;
5. Deterioration of site or other improvements;
6. Unusual topography or inadequate public improvements or utilities;
7. Defective or unusual conditions of title rendering the title non-marketable;
8. Existence of conditions that endanger life or property by fire or other causes;
9. Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities;
10. Environmental contamination of buildings or property; and
11. Existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements.

**Reminder:** Only 4 of 11 blight conditions must be present (5 in cases where eminent domain is used)
County Benefits of IGA to Cost Share:

- Opportunity to include blighted properties in unincorporated areas
- Active role in developing the Urban Renewal Plan
- Greater leverage in negotiations of revenue sharing agreements
- Stronger ability to influence and catalyze redevelopment activity
STUDY SESSION ITEM SUMMARY

DATE OF STUDY SESSION:  October 25, 2022
SUBJECT/TITLE: Sustainability 2030 Plan Implementation Update
OFFICE/DEPARTMENT: County Manager's Office
CONTACT:  Alisha Reis
FINANCIAL IMPACT:  None
SUPPORT/RESOURCES REQUEST: None at this time
DIRECTION NEEDED: Information only

DISCUSSION POINTS:

• The Board of County Commissioners adopted the updated Sustainability 2030 Plan in December 2021.

• The contract with consultants, Brendle Group, included two renewal years to assist County staff in launching the work of the plan.

• The team, including Brendle Group consultant Sarah Kaye, Deputy County Manager Alisha Reis and Deputy Director of Fleet & Facilities Management Jeff Bowman, will update the Board on the 2021 work, as well as an overview of the work anticipated for 2022.
Sustainability 2030 Plan Implementation Update
Sustainable Adams County 2030 Process

Year 1
Update Sustainability Plan

Year 2
Round 1 Implementation Support

Year 3
Round 2 Implementation Support
Sustainability Plan At a Glance

90 action-oriented strategies

Organized into 8 plan topics

Measuring impact across 55 metrics
Year in Review
Year 2: Implementation Support Round 1

- Sustainable design guidelines for county facilities
- Water audits
- Low waste meeting guidelines
- Low waste event, facility rental, and vendor guidelines
- Sustainable procurement guidelines
- Organizational sustainability
Sustainable Design Guidelines

Strategies

✓ **Strategy 1.2** Develop sustainable, resilient, and health focused design and operations guidelines

✓ **Strategy 4.7** Establish construction and demolition waste management policies for county facilities and projects

Targets

- Sustainable technologies in new facilities
- Energy Use Intensity
- Facilities with on-site solar
- Construction and demolition diversion rate
- County waste diversion rate
- Indoor and outdoor water use of facilities
Sustainable Design Guidelines

Guidance from schematic to construction

Specific, impactful criteria

Project-specific flexibility

Reviewed 219 strategies from 6 rating systems

Identified 46 criteria across 7 plan topic areas
Sustainable Design Guidelines

Next Steps:

1. Finish County staff review
2. Finalize plan document
3. Develop project tracking matrix
4. Roll out criteria to project managers
Water Audits

Strategies

✓ Strategy 8.1 Analyze water use annually
✓ Strategy 8.7 Conduct on-site water assessments

Targets

- Indoor water use
- Outdoor water use
- % of water supply that is non-potable
Water Audits

- Completed 6 water audits.
- Audited 547,000 SF of building space.
- Identified 529,000 gallons of potential water savings.
- 4 of 6 buildings and 2 of 5* outdoor areas are estimated to be efficient.

*Human Services Center’s irrigation system is managed by an external property management company.
Water Audits

Key Takeaways:
• Most buildings are efficient!
• Lots of opportunity for outdoor efficiency and projects.

Next Steps:
• Prioritize and implement identified projects.
• Brendle Group support with implementation and benchmarking.
• Audit the County jail.
Low Waste Meeting and Event Guidelines

Strategies

✅ **Strategy 4.4** Develop low-waste event and meeting guidelines

✅ **Strategy 6.1** Establish procurement requirements for event vendors and develop incentives to meet requirements

✅ **Strategy 6.2** Develop zero waste guidelines for County events and facility rentals

Targets

- County waste diversion rate
- Waste diversion rate at county-led events
Low-Waste Meeting Guidelines

• Three-page easy to follow “checklist”
• Use for any internal or public meeting
• Activate by reviewing, sharing, encouraging use
Low-Waste Event and Vendor Guidelines

- Four-page check list for event planners / facility renters
- Supplemental check-list/guidelines for vendors
- Use for major County events or facility rentals
- Start using now for County Fair 2023!
- Request, then incentivize, then require
Sustainable Procurement Guidelines

Strategies

✓ **Strategy 4.2** Develop countywide sustainable procurement policies and provide employee training

Targets

- Energy Use Intensity
- Indoor and outdoor water use
- County waste diversion rate
- Light-duty fleet converted to electric
Low-Waste Procurement Guidelines

- One page of purchasing best practices
- Two pages of product recommendations
- Review and circulate
- Individual departmental responsibility
Organizational Sustainability

- Re-established the Sustainability Committee
- Hosted 7 Sustainability Committee meetings
- Shared best practices, opportunities, and learnings
- Developed templates for tracking and reporting implementation progress
- Conducted organizational sustainability opportunities analysis
Organizational Sustainability Tracking Tool

- Measures implementation progress strategy and goal
- Measures implementation impact by target
- Quarterly update of implementation progress to be led by strategy leads
- Annual update of target progress to be led by target leads

<table>
<thead>
<tr>
<th>Goal</th>
<th>Status</th>
<th>Ongoing</th>
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<tbody>
<tr>
<td>Energy Goal 1: Incorporate energy efficiency and new energy technologies and building practices in new facilities and retrofit eligible existing facilities.</td>
<td>83% Exceeding Expectations</td>
<td>100% On Track</td>
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<tr>
<td>Energy Goal 2: Increase use and procurement of renewable energy for county facilities.</td>
<td>0% Not on track</td>
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<tr>
<td>Energy Goal 3: Expand, create, and advocate for equitable clean energy opportunities for all community members to reduce our carbon footprint.</td>
<td>18% Almost on track</td>
<td>100% On Track</td>
</tr>
<tr>
<td>Waste Goal 4: Reduce waste in county operations through source reduction, sustainable diversion practices, and fostering a waste reduction culture.</td>
<td>47% Exceeding Expectations</td>
<td>45% On Track</td>
</tr>
<tr>
<td>Waste Goal 5: Ensure that all Adams County residents in unincorporated areas have access to recycling.</td>
<td>33% Exceeding Expectations</td>
<td>100% On Track</td>
</tr>
<tr>
<td>Waste Goal 6: Achieve 30% waste diversion at county-led events</td>
<td>50% Exceeding Expectations</td>
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<tr>
<td>Waste Goal 7: Expand waste diversion and reduction practices in all new developments during construction.</td>
<td>0% Not on track</td>
<td>0% Not on track</td>
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<tr>
<td>Water Goal 8: Improve water use efficiency in county facilities and parks and promote the use of non-potable water supplies where available and feasible, including in parks, works operations.</td>
<td>32% Exceeding Expectations</td>
<td>42% On Track</td>
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<tr>
<td>Water Goal 9: Promote water use efficiency for new and redeveloped residential and commercial properties in unincorporated Adams County.</td>
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<tr>
<td>Land Goal 10: Acquire and conserve land that sustains the level of service of parks and open spaces for economic, social, and environmental benefits.</td>
<td>25% On Track</td>
<td>50% On Track</td>
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<tr>
<td>Sustainable Infrastructure Goal 11: Use sustainable infrastructure in Public Works projects to maximize economic, environmental, and social durability and minimize economic impacts from natural hazards.</td>
<td>43% Exceeding Expectations</td>
<td>18% On Track</td>
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<tr>
<td>Transportation Goal 12: Decrease county fleet emissions through vehicle and operational efficiency and fuel switching.</td>
<td>43% Exceeding Expectations</td>
<td>58% On Track</td>
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<tr>
<th>Units</th>
<th>Date Updated</th>
<th>Progress Toward Target</th>
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<td>Number of facilities with energy efficiency retrofits</td>
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<td>Tracking Only</td>
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<td>Number of sustainable technologies in new facilities</td>
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<td>Tracking Only</td>
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<td>Percent renewable energy supply</td>
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<td>Number of facilities with on-site solar</td>
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<td>Number of solar co-ops created</td>
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<td>Number of C-PACE Projects</td>
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<td>Number of participants in Weatherization programs</td>
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<td>Number of participants in Minor Home Repair Program</td>
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<td>Number of solar permits issued</td>
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Organizational Sustainability Reporting Template

- At a glance document to summarize Sustainable Adams County 2030 Plan impact
- Customizable text to explain key implementation activities, target trends, and opportunities
- Annual update to be led by communications
Organizational Sustainability Opportunity Analysis

- Hiring process
- Employee onboarding
- Procurement training
- Cultivating top-down support
- Building Team Adams
- General learning opportunities
Look Ahead
Implementation Round 2

- Community WaterBaseline
- County-wide EVSupport
- Implement NewWater ConservationMeasures
- Grow CommunityPartner Networks
- Anti-Idling PolicySupport
- SustainabilityEducation
- OrganizationalSupport
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<th>Task 1.0 Organizational Support</th>
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39
Sustainability Committee Restructure

Quarterly meetings
In person, 90 minutes
Focused on tracking and reporting
Kicking off in January

Strategy activation meetings
Public Works
Fleet and Facilities
Community Economic Development
Wrap Up and Next Steps

1. Get **BOCC approval** for contract extension
2. Identify **points of contact** for each task
3. Set up **external kick off meetings** by task
4. Pick back up with **sustainability committee** in January
<table>
<thead>
<tr>
<th><strong>DATE OF STUDY SESSION:</strong></th>
<th>October 25, 2022</th>
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<tbody>
<tr>
<td><strong>SUBJECT/TITLE:</strong></td>
<td>TIP Grant Support Request from Arapahoe County for Colfax underpass at the Highline Canal</td>
</tr>
<tr>
<td><strong>OFFICE/DEPARTMENT:</strong></td>
<td>Parks, Open Space &amp; Cultural Arts</td>
</tr>
<tr>
<td><strong>CONTACT:</strong></td>
<td>Byron Fanning</td>
</tr>
<tr>
<td><strong>FINANCIAL IMPACT:</strong></td>
<td>$733,333 in 2024</td>
</tr>
<tr>
<td><strong>SUPPORT/RESOURCES REQUEST:</strong></td>
<td>Request to sign the support form.</td>
</tr>
<tr>
<td><strong>DIRECTION NEEDED:</strong></td>
<td>Does the Board support staff signing the support form for this project</td>
</tr>
</tbody>
</table>

**DISCUSSION POINTS:**

This study session is to request BOCC support for a Transportation Improvement Project being led by Arapahoe County.

- Total Project is $11,000,000 in partnership with the City of Aurora and Arapahoe County.
- Adams County’s portion would come out of the 2023 budget in the form of a grant request from our Open Space Grant program.
- This project is completely in Aurora with the southern approach in Arapahoe County and the northern approach in Adams.
- This is a much-needed connection for this regional trail.
- Staff strongly supports this project given the location and partnerships with other agencies involved.