



STAFF BRIEFINGS and WORK SESSIONS

Hybrid Meeting

AGENDA

June 10, 2025, Immediately Follow Hearings

BCC Boardroom, 5th Floor and WebEx Virtual Platform

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BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Use of RPPF Funds for COHERO Enhancements

Presented by Annette Cannon, Coroner

Date: 6/10/2025

☐ For Information ☐ For Discussion/Board Direction ☒ Consent to
Place on Business/
Hearing Agenda

Issue: The Coroner's office is requesting to add an additional use of the Rescue Plan Project Fund (RPPF) Funds in the amount of \$25,000 for enhancements of Case Management System.

Background:

The Board of County Commissioners previously awarded the Coroner's office RPPF funding, which was approved to use for the purchase of equipment and supplies. The Coroner's Office is now requesting approval to use \$25,000 of its existing RPPF fund allocation to pay for enhancements of our Coroner Case Management system regarding two system improvements. It is vital that we regularly update our software to meet the changes in our laws and to improve our system performance. These enhancements will optimize our system and improve user-level efficiency, and make sure that the Coroner's Office is up to date, which prevents disruptions and ensures seamless operations, which will be better suited to our evolving needs.

Discussion:

First, this request is in response to the passing of HB 25-1109, which adds gender to death certificates. This information needs to be captured on our case management system to adhere to the standards of this law. To fulfill this, we would have the requirements of adding new fields, and renaming current fields on our forms, reports, system dashboard, column choosers, including a new case setting to show/hide the new gender field. This would undergo a configuration and required testing. It is vital that the Coroner's Office adheres to data quality standards, delivers accurate data to reporting systems, and operates in an efficient manner, while respecting individual identities.

The request also includes an improvement to our system that will make it possible to transfer Task notes to Case notes within the system. This will save time for staff from having to type out the notes twice in two different places. A button will be added on the Task Edit screen to copy notes to Case notes. The developers will ensure that the button is hidden for reminder tasks that are not associated with a specific case. This

update will streamline the workflow, automate the tasks, by synchronizing our notes, save staff time, and account for efficiency in the office.

Fiscal Impact: ☐ yes ☒ no

No impact on the General Fund, dollars are in the RPPF Fund.

- Year(s) of impact: 2025
- Existing grant or project: Existing
- New grant or project: No
- Requested in adopted budget: No
- Ongoing or one-time: One-time
- General Fund impact: None
- Staffing impact: None
- Match requirements: None
- Mandate/Contractual obligation: HB 25-1109

SPA Review: Support with no concerns. Zoe Jenkins, 5/29/2025

County Attorney Review: Jean Biondi, 6/2/25, Supports

Facilities Review: Mark Danner, 5/30/25, Supports

BIT Review: Andy Corbet, 6/1/25, Supports

Fleet Review: Janice Mayer, 5/30/25, Supports

County Human Resources Review (new FTE only): No FTE

Recommendations:

Staff recommends that an agenda item be brought to a future hearing requesting that the Board of County Commissioners approve the Coroner's Office to use \$25,000 of its currently appropriated RPPF funds to pay for enhancements to its Cohero Case Management Software, to adhere to the standards of HB 25-1109.

Originator: Annette Cannon, Coroner, 6480

Contacts for Additional Information: Annette Cannon, Coroner, 6480
acannon@co.jefferson.co.us

Agenda Item 1.2.1

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Jeffco Road and Bridge Silva Construction Concrete Removal and Replacement Contract Funding Increase

**Presented by: Abel Montoya, Director, Development and Transportation,
Mike Secary, Director, Road and Bridge**

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue: Increase funding by \$750,000 for the Silva Construction Concrete Removal and Replacement Contract.

Background: The Road and Bridge Division requires a Contractor to remove and replace damaged curb and gutter and sidewalk concrete at various locations throughout Jefferson County. The replacement of damaged concrete reduces safety issues and damage to adjacent roadways. In addition, this Contract provides for asphalt patch back on the roadway after new concrete installation is complete. Concrete repair and replacement is performed on Jeffco roads prior to Road and Bridge performing In-House and Contract asphalt overlay operations.

Discussion: Jeffco Road and Bridge seeks to increase the funding to the Silva Construction Concrete Removal and Replacement Contract by \$750,000 for a total Contract amount of \$4,750,000 in 2025. The fund increase will allow for additional concrete curb and gutter work that must be completed under the 2025 budget.

Fiscal Impact: ☐ yes ☒ no

Funds are available in the 2025 approved Road and Bridge budget.

SPA Review: Zoe Jenkins, 5/14/25, SPA supports, with no concerns

County Attorney Review: Carey Markel, 5/14/25, Approved

Facilities Review: Mark Danner, 5/14/25, No fiscal impact

BIT Review: Andy Corbett, 5/14/25, No Impact

Fleet Review: Janice Mayer, May 14, 2025, No fiscal impact

County Human Resources Review (new FTE only): No FTE

Recommendations: Staff recommends that the Board of County Commissioners direct staff to work with the County Attorney's office and the Purchasing Operations Manager regarding the Silva Construction Concrete Removal and Replacement contract and amend it to increase it by \$750,000 for a total new Contract amount of \$4,750,000 in 2025 so that it may be placed on a future Hearing agenda for approval and subsequent execution by the Purchasing Operations Manager.

Originator: Louis Anderson, Road and Bridge, x-5233

Contacts for Additional Information:

Abel Montoya, Director, Development and Transportation,
amontoya@jeffco.us, x-8578

Mike Vanatta, Director, Transportation and Engineering,
mvanatta@jeffco.us, x-8481

Mike Secary, Director, Road and Bridge, msecary@jeffco.us, x-5201

Carey Markel, Deputy County Attorney, County Attorney Dept, x-8964

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Development Fee Reduction Refund Program for Affordable Housing Projects

Presented by: Chris O’Keefe, Planning and Zoning Director

Date: 6/10/2025

☐ For Information

☒ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: Creating a Development Fee Reduction Refund Program for Affordable Housing Projects.

Background:

HB21-1271 (§ 24-32-130, C.R.S) created three programs for the Colorado Department of Local Affairs (DOLA) to provide state assistance to local governments to promote development of affordable housing strategies, including the Innovative Housing Planning Grant Program (IHOP). As an IHOP recipient, Jefferson County is committed to adopting a strategy to aid in increasing the supply of affordable housing. The menu of options for doing so under the law includes “[t]he creation of a program to subsidize or otherwise reduce local development review or fees, including but not limited to building permit fees, planning waivers, and water and sewer tap fees for affordable housing development.” § 24-32-130(3)(b)(I)(B), C.R.S

Pursuant to County regulations and the attached Development Application and Permit Fees Policy (Policy), Jefferson County charges fees for development applications and permits including, rezoning, preliminary and final plat, and building permit applications. The fees are charged in accordance with the Development Application and Permit Fees Table, attached. Generally, the fees are based on the size and impact of the development project.

Development fees contribute to housing costs and can create barriers to the construction of affordable units. Some example development fees for County land use processes are:

- 20-acre rezoning - \$8000
- Site Development Plan for a 20-unit apartment building - \$5,500

- 20 lot subdivision for Preliminary and Final Plat process - \$4350 for the Preliminary and Final Plat process
- Zoning Review Fee for Building Permits - \$250

Section C.2. of the Policy gives the Director of Planning and Zoning the discretion to reduce development fees for developments providing affordable housing units, if certified as affordable by the Community Development Division.

Pursuant to the law, "Affordable Housing" for renters means the "annual income of the household is at or below eighty percent of the area median income of households of that size" in the County. "Affordable Housing" for owners means the annual income of the household is at or below one hundred forty percent of the area median income of a household of that size" in the County. § 24-32-130(1)(a), C.R.S.

Discussion: To satisfy the County's commitment to promote the development of affordable housing in the County, the attached Development Fee Reduction Refund Program ("Program") is proposed.

This Program:

- Can be implemented by the Director of Planning and Zoning under Section C.2. of the Policy
- Requires no amendments to existing land use regulations or the Development Application and Permit Fees Policy or Fee Table
- Incorporates the statutory definition for Affordable Housing
- Involves coordination with the Community Development Division to certify that the proposed units are Affordable Housing units ("Certified Units")
- Identifies the percentage of development fee reduction based on the AMI percentage for Certified Units
- Sets a minimum 20-year Affordable Housing term
- Supports the goals of the 15-Year Housing Plan, Together Jeffco, the adopted Comprehensive Master Plan, and the forthcoming Comprehensive Plan and Unified Land Use Code

The short-term fiscal impact of the Program is expected to be minimal based on current construction trends, and the Program provides:

- A foundation for expanding affordable housing efforts;
- A measurable incentive to developers;
- A mechanism for tracking the number of affordable units built,

particularly by the private sector.

As a first step and with other initiatives outlined in the 15-Year Housing Plan, the goal for this Program is to contribute to the County's affordable housing stock.

Fiscal Impact: ☒ yes ☐ no

Potential revenue loss to the General Fund of \$50,000.

- Year(s) of impact: Beginning 2025
- Existing grant or project: Innovative Housing Planning Grant Program (IHOP) award
- New grant or project: New
- Requested in adopted budget: No
- Ongoing or one-time: Ongoing
- General Fund impact: Small percentage of building permit revenue
- Staffing impact: none
- Match requirements: none
- Mandate/Contractual obligation: required as part of grant

SPA Review: Support with concerns regarding potential revenue loss of around \$50,000 to the General Fund. Zoe Jenkins, June 3, 2025

County Attorney Review: Kristin Cisowski, June 3, 2025

Facilities Review: No fiscal impact. Tim Doiel, June 3, 2025

BIT Review: Supports, Andy Corbett, June 3, 2025

Fleet Review: No fiscal Impact. Janice Mayer, June 3, 2025

County Human Resources Review (new FTE only): No FTE

Recommendations: Staff recommends the Board direct staff to implement the Development Fee Reduction Refund Program for Affordable Housing Projects pursuant to the Director of Planning and Zoning's authority set forth in the Development Application and Permit Fees Policy. The Policy gives the Director the authority to assess, reduce, or prorate application and permit fees based on the number of affordable units.

Originator: Chris O'Keefe, Director of Planning and Zoning

Contacts for Additional Information:

Kat Douglas, Housing, Economic & Employment Services Director

Kristin Cisowski, County Attorney's Office

Abel Montoya, Director, Development and Transportation

Development Fee Reduction Refund Program Affordable Housing Projects

This Development Fee Reduction Refund Program for Affordable Housing Projects applies to the Development Application & Permit Fees, highlighted/indicated on the attached Fee Table, processed by the Jefferson County Planning and Zoning Division.

Definitions:

"Affordable Housing" means housing that costs a household no more than 30% of the households monthly income on housing costs, including utilities.

1. For a household residing in housing on a rental basis, annual income of the household is at or below eighty (80) percent of the area median income (AMI) of households of that size in Jefferson County; or
2. For a household residing in housing on a home ownership basis, annual income of the household is at or below one hundred forty (140) percent of the area median income of households of that size in Jefferson County.

"Certified Unit" means housing certified as affordable housing by the Community Development Division because it meets the definition of Affordable Housing.

Term: A minimum 20-year Affordable Housing term is required.

Process:

1. Owner/Applicant indicates on the Development/Permit application (Application) the number of proposed Affordable Housing units.
2. Owner/Applicant pays the Application fee due for the proposed project based on no Affordable Housing units.
3. Planning and Zoning Division processes the Application pursuant to County regulations.
4. Planning and Zoning staff refers the Application to the Community Development Division (CDD)* to certify that the proposed units are affordable pursuant to the Program's definition for Affordable Housing units. For the assessment of Certified Units the Owner/Applicant must submit the proposed deed restrictions, restrictive covenants, or other

instrument to be recorded, securing the affordability of the unit for a minimum of 20 years. The recorded instrument must be in a form acceptable to the County Attorney's Office.

5. Planning and Zoning calculates the fee reduction, in accordance with the below table, based on the number of Certified Units.

Fee Reductions	
Home Ownership - AMI	Fee Reduction
Certified Units at 140% AMI	50%
Certified Units at 110% AMI	75%
Certified Units at 80% AMI	100%
Rental - AMI	
Certified Units at 80% AMI	100%

6. Planning and Zoning processes the fee refund once the accepted documents, securing the affordability of the Certified Units for at least 20 years, are recorded.

*The Community Development Division oversees a portfolio of grant-funded developments that require underwriting and eligibility review, and regular monitoring for compliance. Therefore, this CDD is well-suited to review affordability, proposed security documents and evaluate eligibility for fee waivers.

Policy Title: Development Application and Permit Fees

Policy Number: Part 7, Planning and Land Use; Chapter 4, Fees; Section 2

Type of Policy: Regulatory

Adopting Resolution: CC20-292

References: Zoning Resolution, Land Development Regulation; Resolutions CC94-250, CC94-297, CC94-342, CC95-134, CC95-415, CC95-785, CC99-426, CC99-634, CC99-695, CC00-367, CC00-406, CC01-054, CC01-536, CC02-338, CC04-463, CC06-484, CC09-271, CC09-398, CC10-154, CC10-470, CC19-190

Effective Date: October 20, 2020

Adoption Date: October 20, 2020

Administrative Revision Date: Not applicable

Policy Custodian: Planning and Zoning Division

Purpose: To set fees for development applications and permits.

A. Applicability

1. The fees set forth in the Fee Table shall supersede and replace all other references to the same fees in any other policy or regulation.
2. All Application and Permit Fees are non-refundable, except Miscellaneous Zoning Permit fees for firework stands per the Sale of Fireworks Policy.
3. Any person, firm or corporation failing to obtain the required zoning approval and/or permit(s) as required by the Zoning Resolution, and having submitted an application to correct such violation, shall be required to pay two times the amount of any applicable fee(s).
4. Fees for applications apply to the initial request and the first revision in response to staff recommendations and/or referral comments, depending on the type of review involved. Each additional resubmittal of a survey, plat, written restrictions or other such documents previously red marked and provided to the applicant in response to unresolved comments and recommendations, or submitted by the applicant evidencing new changes, will be charged an additional review fee as specified in the Fee Table.

B. Fee Computation

1. The Director of Planning and Zoning and/or the Director of Development and Transportation may increase/reduce fees in an amount not to exceed a 25% cost recovery based on an annual review of costs and revenues. Fee schedule changes shall be effective January 1 of each year. The Fee Table shall be modified accordingly.

C. Exceptions

1. The application fee for Preliminary Development Applications may be applied toward formal submittal if the formal application is submitted within one (1) year of the Preliminary Development Application.
2. If the proposed development provides affordable housing units, is certified by the Community Development Division as providing affordable housing, and is sustainable through deed or covenant restrictions, then application and permit fees may be assessed or prorated by the number of affordable units and reduced at the discretion of the Director of Planning and Zoning.
3. A written request to waive an application fee or a double fee for an application submitted to correct a violation may be submitted to the Director of Planning and Zoning and or the Director of Development and Transportation. Waiver requests may be approved at the discretion of the Director of Planning and Zoning prior to acceptance of the application.
4. Any fee paid to the county for rezoning for a landfill shall be credited toward the Certificate of Designation application fee.

D. Definitions

1. Miscellaneous permits: See Zoning Resolution.
2. The Administrative Review category includes the research/review of documents for the activities listed below. Minor indicates the required research will take one (1) hour or less. Major indicates the requested research will take more than one (1) hour.
 - a. Legal parcel verification
 - b. Access verification
 - c. Minor revisions to approved construction plans
 - d. Historical zoning verification
 - e. Address appeals
 - f. General research/review activities not covered by another review fee.

E. Firework Stand Permit Fees

1. Firework Stand Permit Fees shall be distributed equally to the applicable Fire Protection District or Sheriff's Office for inspection and enforcement services, the Wildland Fire Fund to assist the County in mitigating wildland fires, and the County.

**Development
Application
& Permit Fees**
as of January 1, 2025

JEFFERSON
COUNTY COLORADO
Planning and Zoning

100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzweb@jeffco.us

Administrative Relief	Fee
Alternative Standard	\$400
Director Determination Request	\$400
Minor Variation	\$400
Submittal Requirement Waiver	\$400

Inspections/As-Builts	Fee
Engineering As-Built Review	\$200
Engineering As-Built Review with Change	\$400
Landscape Inspection, 0.5 acres or less	\$250
Landscape Inspection, 0.5 to 2 acres	\$400
Landscape Inspection, 2 to 5 acres	\$650
Landscape Inspection, 5 acres or greater	\$1,000
Landscape Re-inspection	\$225

Land Disturbance	Fee
Flood Plain Permit	\$500
Grading Permit	\$1,200
Minor Flood Plain Permit	\$150
Notice of Intent	\$300

Miscellaneous Reviews	Fee
Case Reactivation Fee	25% of Initial Case Fee
Engineering Advisory Board	\$100 per hour
Resubmittal for 3 rd , 4 th , 5 th , etc. Referral	\$500

Park and School	Fee
Per Multi-Family Unit (Mountains)	\$3,375
Per Multi-Family Unit (Plains)	\$4,050
Per Single Family Attached Unit (Mountains)	\$4,050
Per Single Family Attached Unit (Plains)	\$4,725
Per Single Family Detached Unit (Mountains, lot size less than 2 acres)	\$4,725
Per Single Family Detached Unit (Mountains, lot size from 2 to 4.99 acres)	\$3,375

Park and School	Fee
Per Single Family Detached Unit (Mountains, lot size greater than or equal to 5 acres)	\$1,350
Per Single Family Detached Unit (Plains)	\$5,400
Per Single Family Detached Unit, (Plains, lot size greater than or equal to 5 acres)	\$2,700

Preliminary Application Review	Fee
All Applications	\$350

All Preliminary Application Review cases go to Public Health, and the Public Health fee will be added to the base fee

Public Hearing	Fee
Public Hearing Fee (BCC Only)	\$200
Public Hearing Fee (BOA)	\$200
Public Hearing Fee (PC Only)	\$200
Public Hearing Fee (PC and BCC combined)	\$400

Rezoning [†]	Fee
Community Meeting	\$75
Certificate of Designation or Amendment	$400 \times \sqrt{\text{acreage}} + (0.0015 \times \text{total air space cubic yards})$
Mining	$400 \times \sqrt{\text{acreage}} + (0.001 \times \text{tonnage to be removed})$
Planned Development	$500 \times \sqrt{\text{acreage}}$ (\$1,500 min.)
Rehearing	\$300
Straight Zone District	$400 \times \sqrt{\text{acreage}}$ (\$900 min.)

Site Approval Review [†]	Fee
All Applications	\$600

Site Development Plan	Fee
Minor Modification	\$325
All Others	\$2,500 + \$150 for each residential unit (if applicable)

* Other referral agencies may require additional fees.

** The base fees indicated for processing a Special District Service Plan is established by state statute. In addition to the base fees, the statute allows the Board of County Commissioners to impose an additional special review fee if it is determined that a special review of the service plan is required.

† A Public Hearing Fee will apply to these cases at the time the case is scheduled for hearing. See "Public Hearing" table in this document.

Development Application & Permit Fees as of January 1, 2025

Special District Service Plan [†]	Fee
Formal Service Plan	\$500**
Formal Service Plan – Planning Review	\$2,500**
Material Modification	\$250**

Special Use [†]	Fee
Mining	\$400 × √acreage + (0.001 × tonnage to be removed)
Rehearing	\$300
All Others	\$550 × √acreage (\$900 min.)

Subdivision	Fee
Appeal to BCC [†]	\$400
Certificate of Compliance	\$100
Exemption from Platting (Administrative)	\$900
Exemption from Platting (BCC Hearing) [†]	\$1,100
Merger Agreement	\$235
Minor Adjustment (with survey)	\$1,200
Minor Adjustment (without survey)	\$400
Plat – Final [†]	\$1,350 + \$75 for each lot over 3
Plat – Preliminary [†]	\$1,200 + \$75 for each lot over 3
Preliminary and Final Plat [†]	\$1,800 + \$150 for each lot over 3
Preliminary and Final Plat Addressing (10 or under lots)	\$200
Preliminary and Final Plat Addressing (additional increments of 10 lots)	\$25
Rehearing	\$300
Rural Cluster [†]	\$800 + \$75 for each lot over 3

Vacation Right of Way [†]	Fee
All Applications	\$1,350

Variance/Administrative Exception	Fee
Administrative Exception	\$325
Board of Adjustment – Variance, Special Exception, Appeal [†]	\$800
Rehearing/Renewal	\$200

Vested Rights	Fee
Extension	\$300
Site Specific Development Plan	\$300

Zoning Review	Fee
Access	\$50
Administrative Review (Major)	\$350
Administrative Review (Minor)	\$125
Citizen Initiated Address Change	\$500
Citizen Initiated Road Name Change	\$1,000
Custom GIS Mapping	\$75
Historical Zoning Research	\$125
Fireworks Stand	\$4,000
Legal Parcel or Access Research Case	\$350
Miscellaneous	\$90
New Non-residential	\$300
New Residential	\$250
Non-residential Addition	\$125
Non-residential Alteration, Finish, Conversion	\$125
OWTS Simple Review	\$25
Residential Addition	\$125
Residential Alteration, Finish, Conversion	\$100
Short-term Rental	\$750
Signs	\$120
Special Event – block party	\$60
Special Event – all other	\$350
Telecommunication	\$550
Zoning Certificate/Affidavit	\$150

* Other referral agencies may require additional fees.

** The base fees indicated for processing a Special District Service Plan is established by state statute. In addition to the base fees, the statute allows the Board of County Commissioners to impose an additional special review fee if it is determined that a special review of the service plan is required.

† A Public Hearing Fee will apply to these cases at the time the case is scheduled for hearing. See “Public Hearing” table in this document.



Jefferson County Affordable Housing Fee Refund Program

In Support of IHOP Grant Implementation

Chris O'Keefe, Planning and Zoning Director

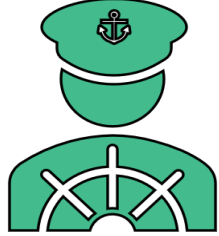
June 10, 2025

INTRODUCTION

Purpose of the Presentation



The purpose of the Innovative Housing Planning Grant Program (IHOP) is to assist political subdivisions to assess the housing needs of its communities and promote the development of affordable housing.



Jefferson County hired a qualified consultant to develop a Comprehensive Housing Plan which was approved by the BCC by resolution on 2/25/25.



The last requirement remaining for the grant is to adopt a qualifying innovative affordable housing strategy.



Jefferson County Proposed Strategy for IHOP Grant

The creation of a program to subsidize or otherwise reduce local development review or fees, including but not limited to building permit fees, planning waivers, and water and sewer tap fees, for affordable housing development.



WHY THIS MATTERS

Housing Affordability Challenges in Jeffco



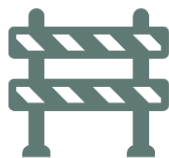
Homelessness is increasing faster in Jeffco than elsewhere in the metro.

Housing production is not on pace with demographic and economic growth.



Rapidly rising rents are outpacing income gains.

Seniors on a fixed income, people with disabilities, and manufactured housing community residents are vulnerable to housing challenges.



There are serious housing disparities for minorities.

Affordable developers face uncertainty, risk, additional time, and rising costs which are barriers to affordable housing.

PROGRAM OVERVIEW



What the Development Fee Refund Program Does



16 Strategy Choices from the IHOP Grant HB21-1271

Qualifying Land Use Strategies

1. The use of vacant publicly-owned real property within the local government for the development of affordable housing development
2. The creation of a program to subsidize or otherwise reduce local development review or fees, including but not limited to building permit fees, planning waivers, and water and sewer tap fees, for affordable housing development
3. The creation of an expedited development review process for affordable housing aimed at households at the annual income that is at or below 120% of the area median income (AMI)
4. The creation of an expedited development review process for acquiring or repurposing underutilized commercial property that can be rezoned to include affordable housing units, including the preservation of existing affordable housing units
5. The establishment of a density bonus program to increase the construction of units that meet critical housing needs in the community
6. With respect to water utility charges, the creation of processes to promote the use of sub-metering of utility charges for affordable housing projects and the creation of expertise in water utility matters dedicated to affordable housing
7. With respect to infrastructure, the creation of a dedicated funding source to subsidize infrastructure costs and associate fees related to publicly owned water, sanitary sewer storm sewers, and roadways infrastructure
8. Granting duplexes, triplexes, or other appropriate multi-family housing options as a use by right in single-family residential zoning districts
9. The classification of a proposed affordable housing development as a use by right when it meets the building density and design standards of a given zoning district
10. Authorizing accessory dwelling units as a use by right on parcels in single-family zoning districts that meet the safety and infrastructure capacity considerations or a given zoning district
11. Allowing planned unit developments (PUDs) with integrated affordable housing units
12. Allowing the development of small square footage residential unit sizes
13. Lessened minimum parking requirements for new affordable housing developments
14. The creation of a land donation, land acquisition, or land banking program
15. DOLA added: An inclusionary zoning ordinance (per CRS 29-20-104(1)); and
16. Other novel, innovative, creative approaches to incentivize affordable housing development



“Affordable Housing” means housing that costs a household no more than 30% of the households monthly income on housing costs, including utilities.

1. For a household residing in housing on a rental basis, annual income of the household is at or below eighty (80) percent of the area median income (AMI) of households of that size in Jefferson County; or
2. For a household residing in housing on a home ownership basis, annual income of the household is at or below one hundred forty (140) percent of the area median income of households of that size in Jefferson County.

Fee Reductions	
Home Ownership - AMI	Fee Reduction
Certified Units at 140% AMI	50%
Certified Units at 110% AMI	75%
Certified Units at 80% AMI	100%
Rental - AMI	
Certified Units at 80% AMI	100%

ELIGIBILITY CRITERIA



Long-term affordability guaranteed via:

- Deed restriction
- Covenant
- Other legally binding mechanism

OTHER JURISDICTIONS

Definitions of Affordability



City of Lakewood	<ul style="list-style-type: none">• Residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30% of their monthly income.
City of Wheat Ridge	<ul style="list-style-type: none">• A dwelling unit required to be used as affordable housing for income-qualified residents for a specified number of years pursuant to a restrictive covenant.
City of Golden	<ul style="list-style-type: none">• Affordable housing means residential housing located within the boundaries of the City of Golden, designed for and restricted to households with incomes at or below 120 percent of area median income.
City of Arvada	<ul style="list-style-type: none">• Arvada currently has some affordable incentives in place for Low Income Housing Tax Credit (LIHTC) projects, including a 1-story height bonus and parking reduction.
City and County of Denver	<ul style="list-style-type: none">• The city council hereby finds that a severe housing problem continues to exist within Denver with respect to the supply of housing relative to the need for moderately priced dwelling units or MPDUs.
Larimer County	<ul style="list-style-type: none">• Sales or rental costs serves persons with incomes less than or equal to 80% of the Area Median Income (AMI), as determined annually by the US Department of Commerce and adjusted by HUD.

FEE EXAMPLES



Development fees contribute significantly to housing costs, creating barriers to the construction of affordable units. This proposal would allow the County to refund Planning and Zoning fees for both single-family and multifamily affordable housing units.



- A 20-acre rezoning costs \$8000
- The Site Development Plan fee for a 20-unit apartment building is \$5,500.
- A 20 lot subdivision costs \$4350 for the Preliminary and Final Plat process
- Zoning Review Fee for Building Permits is \$250

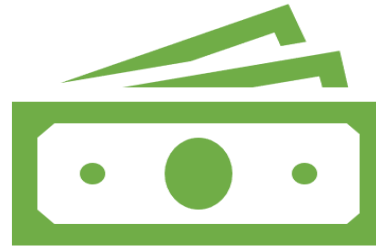
PROGRAM BENEFITS



Supports IHOP compliance



Encourages private-sector participation



Reduces financial burden
on affordable housing
developers



Measurable tool to track
affordable housing
development

FISCAL & ADMINISTRATIVE CONSIDERATIONS



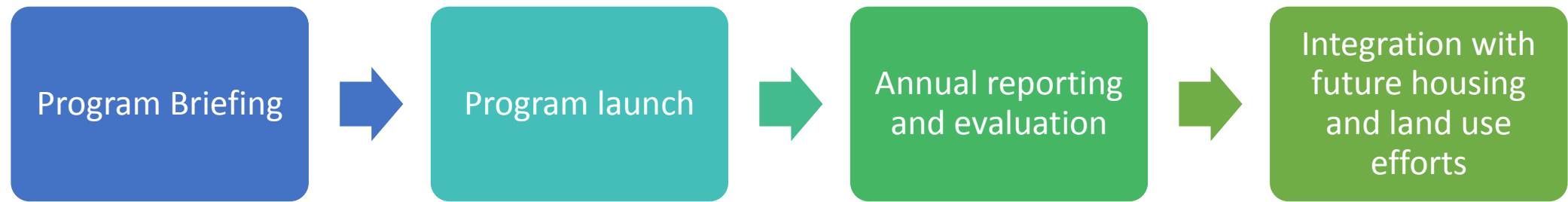
Minimal fiscal impact projected

Administered by Planning & Zoning Director/Housing Planner

Uses existing policy authority (Resolution CC20-292)

Easily trackable

TIMELINE & NEXT STEPS



CONCLUSION



Program is simple, impactful, and ready for implementation



Fulfills IHOP grant requirements



Lays groundwork for broader housing efforts



Q&A / DISCUSSION

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Retained Revenue – Wildfire Mitigation and Response

Presented by: Mike Smith, Acting Director of Strategy, Planning & Analysis

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue: Use of 1A retained revenue for one-time and ongoing wildfire mitigation and response efforts.

Background: According to the U.S. Forest Service's 2024 Wildfire Risk to Communities analysis, Jefferson County has the second highest wildfire risk of all Colorado counties and faces greater risk to wildfire than 98% of counties nationwide. In response to this clear wildfire risk, the county has developed a Community Wildfire Protection Plan (CWPP) to guide wildfire mitigation and planning efforts.

In 2024, Jefferson County voters passed Ballot Measure 1A, which authorizes the county to collect and retain funds from authorized revenue sources to fund transportation and infrastructure and public safety, specifically including wildfire and flood mitigation and response. At the May 6, 2025, work session, county leaders presented considerations for how this funding could be applied to wildfire mitigation and response.

Discussion: The following items address wildfire mitigation and response needs in the county and align with the intended use of revenue retained as a result of 2024 Ballot Measure 1A.

Wildland Fire Management Program \$6,880,379 - Sheriff's Office

- \$2,358,598 one-time capital investment, and
- \$4,521,781 annual ongoing
- Staff support for implementing the 8 action items identified in the CWPP
- Preparedness and suppression programs
- Risk mitigation projects
- Community wildfire education and outreach: home assessments, fire

prevention education programs, homeowner micro-grant program development (grant funding not included in this request)

- 37.0 regular positions

Wildfire Regulations Update \$165,000 - Development & Transportation (D&T) Department

- \$165,000 one-time
 - Expert consultant support for regulation development
 - AMANDA system enhancements for wildfire processes

Emergency Support Functions \$133,000 - Human Services Department

- \$3,000 one-time, and
- \$130,000 annual ongoing
- Coordinator Position for Emergency Support Functions (ESF) – 1.0 regular position
- Laptop and software for new employees

Sustainable Lands and Safer Homes (SLASH) Capacity Enhancement \$180,590 – Parks & Conservation Department

- \$180,590 annual ongoing
 - SLASH Operator Lead position – 1.0 regular position
 - Contract services increase (hauling, tipping fees, porta potty)

Support Services (required for the above items) - \$869,716 – Various departments

- Support required from the following teams based on a conceptual strategy for developing and growing support capacity:
- Business Innovation & Technology: \$44,000 software support + \$71,000 salary support and 0.44 regular position
- County Attorney's Office: \$299,143 staff support and 2.0 regular positions
- Human Resources: \$61,700 staff support
- Procurement: \$312,873 staff support, 2.0 regular positions and equity adjustments directly related to adding this staff
- Safety & Compliance: \$81,000 staff support and 1.0 regular position

TOTAL REQUEST

- \$2,525,598 one-time
- \$5,702,087 annual ongoing
- 44.44 regular positions

Fiscal Impact: ☒ yes ☐ no

- Year(s) of impact: 2025 and ongoing
- Existing grant or project: No
- New grant or project: Yes
- Requested in adopted budget: No, but if approved, ongoing costs will be added to the 2026 preliminary budget
- Ongoing or one-time: \$2,525,598 one-time costs and \$5,702,087 annual ongoing costs
- General Fund impact: \$2,525,598 one-time costs and \$5,702,087 annual ongoing costs to be offset by revenue retained as a result of 2024 Ballot Measure 1A
- Staffing impact: 43.44 regular positions
- Match requirements: None
- Mandate/Contractual obligation: D&T Wildfire Regulations Update investments are to support compliance with minimum standards to be created by the Wildfire Resilience Board established by SB23-166

SPA Review: Support, no concerns, Brett Deady, June 2, 2025

County Attorney Review: Support, Carey Markel, June 3, 2025

Facilities Review: No fiscal impact, Mark Danner, May 28, 2025

BIT Review: BIT impacts included in discussion above, Andy Corbett, May 27, 2025

Fleet Review:

- Sheriff Wildland Fire Management Program: This does not apply; the Sheriff's Office has its own Fleet Management. Janice Mayer, May 28, 2025
- All other items: No fiscal impact. Janice Mayer, May 28, 2025

County Human Resources Review (new FTE only): HR impacts included in discussion above, Jennifer Fairweather, May 28, 2025.

Recommendations: Staff recommends the Board of County Commissioners supplement the appropriations at a future hearing for the 2025 Budget, and authorize additional positions beginning in 2025, as follows:

- \$6,880,379 and 37.0 regular positions for the Sheriff's Office
- \$165,000 for Development & Transportation

- \$133,000 and 1.0 regular position for Human Services
- \$180,590 and 1.0 regular position for Parks & Conservation
- \$115,000 and 0.44 regular position for Business Innovation & Technology
- \$299,143 and 2.0 regular positions for County Attorney's Office
- \$61,700 for Human Resources
- \$312,873 and 2.0 regular positions for Strategy, Innovation & Finance
- \$81,000 and 1.0 regular position for Operations

Originator: Mike Smith, Acting Director of Strategy, Planning and Analysis, Strategy, Innovation & Finance, mpsmith@jeffco.us

Contacts for Additional Information:

- Daniel Conway, Chief Financial Officer, Strategy, Innovation & Finance, dconway@jeffco.us
- Abel Montoya, Director, Development & Transportation, amontoya@jeffco.us
- Mary Berg, Executive Director, Human Services, mberg@jeffco.us
- Matt Robbins, Community Connections Director, Parks and Conservation, mrobbins@jeffco.us
- Brian Keating, Fire Management Officer, Sheriff's Office, bekeating@jeffco.us

Agenda Item 1.3.2

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Executive Order Task Force Update: Anticipated Impacts of Federal Budget Reconciliation Bill (H.R.1) on Medicaid & Supplemental Nutrition Assistance Program (SNAP) Programs

Presented by: Dan Conway, CFO, Carey Markel, Deputy County Attorney, Mary Berg, Human Services Director, Jesica Antonucci, Community Assistance Director

Date: 6/10/2025

☒ For Information

☐ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: The U.S. House of Representatives has passed the Federal Budget Reconciliation bill (H.R.1), now under Senate consideration. This legislation includes sweeping changes to Medicaid and Supplemental Nutrition Assistance Program (SNAP) that could significantly impact Jefferson County's Human Services operations, community well-being, and fiscal landscape.

Background: As H.R. 1 is still under discussion, the situation remains fluid, and impacts will evolve as implementation details emerge. The Senate is expected to act on this legislation in June.

In Jefferson County on average, we serve 37,975 people active on SNAP benefits each month; 35% of these recipients are children. For Medicaid, we have an average of 79,241 individuals on our caseload each month.

H.R.1 proposes major structural changes to Medicaid and SNAP, including:

- Work requirements, copays, and more frequent eligibility reviews for Medicaid.
- Cost-sharing and federal reimbursement changes that shift financial responsibility to states and local governments for SNAP.
- SNAP match requirements that could necessitate up to a 25% local match.

- Eligibility verification tightening, particularly for non-citizens and long-term care applicants.

These provisions are expected to increase administrative burdens, reduce program participation, and increase demand for uncompensated care locally.

Discussion: Key Medicaid Impacts:

- **Medicaid Community Engagement (Work Requirements)**
Individuals must complete 80 hours/month of work or related activity to remain active in the program. Jefferson County would possibly need to significantly increase staffing to manage new reporting requirements and outreach that would help connect members to employment.
- **Increase in Frequency of Medicaid Redeterminations**
Medicaid redetermination will take place twice per year, rather than annually. This will also increase the workload and add additional burden to eligibility processing for both county staff and Medicaid recipients.
- **Home Equity Cap for Long-Term Care**
Capping allowable home equity at \$1million in perpetuity may disqualify some residents, creating confusion and increased appeals or emergency care use.
- **Citizenship Verification Requirement**
Eliminates federal funding for individuals pending citizenship status verification, resulting in increased state or local cost burdens for coverage gaps.
- **Retroactive Coverage Shortened**
Reduces retroactive Medicaid coverage from 3 months to 1 month, creating financial risk for hospitals and clinics and potential coverage loss for residents facing urgent care needs.

Key SNAP Impacts:

- The proposed SNAP changes include requirements for states to fund up to 25% of benefits costs and assume 75% of administrative costs. Historically, SNAP benefits have been 100% federally funded, while administrative costs have been covered as follows: 50% federal, 30%

state, and 20% county. The table below quantifies the proposed SNAP increases based on 2024 benefits and administration data.

Proposed SNAP Cost-Sharing Increases			
Entity	Administration 25%	Benefits 25%	Total
Jefferson County	\$2,060,875	\$22,709,899	\$ 24,770,774
State of Colorado	\$33,457,594	\$359,127,599	\$392,585,193

- Work requirement expansions and eligibility tightening will lead to SNAP recipients disenrolling from the program and needing to re-apply causing disruptions in benefit issuance. Updated requirements may also disqualify residents with minor discrepancies, increasing food insecurity.
- The proposed changes to SNAP could change the face and impact of this program dramatically.

Community Impacts:

- **Reductions in Medicaid and SNAP enrollment will lead to:**
 - Higher uninsured rates, particularly among working-age adults, due to new requirements creating barriers for eligible parties to comply.
 - Increased reliance on emergency rooms and safety-net services, which pushes the cost of medical services to local medical facilities and the community.
 - A rise in uncompensated care, which local healthcare providers may struggle to absorb.
 - Greater economic and health disparities, especially in communities already experiencing barriers to access.
 - Increased number of individuals in the community, who do not seek medical treatment, contributing to public health concerns.

- SNAP participation in Jefferson County could decline by 24% or more, increasing demand for emergency food and community support services.

Attachment A: This attachment summarizes programs by department, categorized as having confirmed impact, under monitoring, or with impact yet to be determined. Gray tables indicate previously briefed items with no fiscal changes; white tables reflect new items or updated impacts.

Attachment B: This attachment is a downloaded Excel export of all data currently monitored by the Executive Order (EO) Taskforce in Monday.com. Added columns based on feedback:

- Assessed probability of impact
- Other Negative Impacts: outlines potential indirect costs to the County (e.g., increased administrative burden, impacts to community, etc.)

Fiscal Impact: ☐ yes ☐ no ☒ to be determined

SPA Review: No current fiscal impact. Sherry Wilger, 6/2/2025

County Attorney Review: Carey Markel, 6/2/2025

Facilities Review: No fiscal impact, Tim Doiel, 6/2/2025

BIT Review: No impact. Andy Corbett, 6/3/2025

Fleet Review: No fiscal impact. Janice Mayer, June 3, 2025.

County Human Resources Review (new FTE only):

Recommendations:

- Monitor federal guidance closely as legislation moves through the Senate.
- Advocate for reduced impacts to states and counties while legislation is with the Senate.
- Assess budgetary scenarios for state/local match and staffing needs.

- Provide estimates of financial impact to the county, once practicable.
- Coordinate with community providers to prepare for increased demand for local healthcare and food systems.
- Begin internal planning for eligibility system updates, staff training, and public communication strategies.

Originator: Mary O'Neil, Strategy, Innovation & Finance, 303-271-8570

Contacts for Additional Information:

Daniel Conway, Strategy, Innovation & Finance, 303-271-8507

Carey Markel, County Attorney's Office, 303-271-8964

Mary Berg, Human Services, 303-271- 4163

Jesica Antonucci, Human Services, 303-271-4350



Amber Dower, Strategy, Innovation & Finance, 303-271-8579

Philip Pappas, Human Services, 303-271-4401

Executive Order Task Force Update for June 10, 2025

Confirmed loss of Federal funding	\$5,993,821
Potential loss of Federal funding	\$44,114,938
Total County Impact (confirmed and potential)	\$50,108,759

Key:

	Gray tables contain items that have been reported with no new updates.
	White tables contain items that are new and/or have updates.

Development and Transportation - \$545,000 (potential), \$5,953,821 (confirmed)

Federal Grant/Program	Federal Funding	Description and Funding Issue
SS4A (Safe Streets for All)	\$545,000	Adopt and implement a Vision Zero Action Plan. Monitor effects of guidance from USDOT (see following row)
USDOT - new guidance on federally funded programs	monitoring	Guidance from federal agency- not a project. Notice of reprioritization of grants, loans, contracts and state contracts. Termination of User Pay. Ending of vaccine and mask mandates. Compliance with federal immigration enforcement and DEI programs.
Building Resilient Infrastructure for Communities (BRIC)	\$5,953,821	Funding to stabilize the reinforced soil slope (RSS) located at the airport. The program was terminated. Airport funds from other projects will be utilized to carry out slope stabilization.

Human Services - \$ 41,369,938 (potential)

Federal Grant / Program	Federal Funding	Status/Description
SNAP (Supplemental Assistance Nutrition Program)	\$26,400,000*	<p>H.R.1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program.</p> <p>Proposed SNAP changes would shift a greater share of program costs from the federal government to the state. State will likely require local match of 25% (based on State rate of error, 10%).</p> <p>(See attachment B for other impacts)</p>
Medicaid-Section 44141- Establish Medicaid Work Requirements Affordable Care Act (ACA) Medicaid Expansion Population	Monitoring	<p>H.R.1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program.</p> <p>Beginning Dec. 31, 2026, states would be required to implement work requirements for the expansion population. Members ages 19-64, who do not meet certain exceptions, would be required to attest to conducting 80 hours per month of community engagement (work, community service or work program, etc.)</p> <p>Assuming similar administrative costs as Arkansas of \$152/enrollee, Colorado's administrative costs could total more than \$57 million. Given Colorado's state supervised, county administered model, implementation of this new requirement would have additional administrative costs to consider.</p> <p>(From HCPF, <i>CO Medicaid Insights & Potential Federal Medicaid Reduction Impact Estimates</i>)</p> <p>(See attachment B for other impacts)</p>

Medicaid-Section 44108: Every 6 month eligibility redeterminations for certain populations	Monitoring	<p>H.R. 1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program.</p> <p>Beginning Dec. 31, 2026, individuals eligible under the ACA expansion must have their Medicaid eligibility redetermined every 6 months versus the traditional 12 months. Increasing the frequency of eligibility redeterminations from annually to biannually would result in the potential for more members to lose coverage due to administrative reasons if the renewals cannot be done through automation, thereby requiring member action. Counties would also incur far higher costs to complete more redeterminations.</p> <p>(From HCPF, <i>CO Medicaid Insights & Potential Federal Medicaid Reduction Impact Estimates</i>)</p> <p>(See attachment B for other impacts)</p>
Medicaid-Section 44109	Monitoring	<p>H.R. 1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program.</p> <p>Limits the amount states can set for home equity when determining eligibility for long-term care. Also eliminates the yearly inflation increase. Effective January 1, 2028. This will cap the limit at \$1 million in perpetuity, regardless of inflation or rising housing costs.</p> <p>(See attachment B for other impacts)</p>
Medicaid-Section 44110: No Federal Funds without verified citizenship	Monitoring	<p>H.R. 1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program.</p> <p>This provision would result in shifting the financing for costs incurred during the reasonable opportunity period from Medicaid funding (with a state and federal share) to state-only funds if the state continues to provide medical assistance during that time period. (From HCPF, <i>CO Medicaid Insights & Potential Federal Medicaid Reduction Impact Estimates</i>)</p> <p>Would also prohibit the County from giving individuals time to present documentation if verification cannot be found through the County's interface.</p> <p>(See attachment B for other impacts)</p>
Medicaid-Section 44122: Modifications to retroactive coverage from three months to one month	Monitoring	<p>H.R. 1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program.</p> <p>Shortening the retroactive coverage period may reduce overall Medicaid costs by limiting the timeframe for which Jefferson County residents can receive backdated coverage. Some residents could be left without coverage for care received before enrollment.</p> <p>(See attachment B for other impacts)</p>

Medicaid-Section 44142: Modifying cost sharing requirements for certain expansion individuals under the Medicaid program.	Monitoring	H.R.1 passed the house. Should this bill pass the senate, there will likely be significant impacts to this program. Effective October 1, 2028, would add mandatory deductions, cost-sharing or similar requirements for certain Medicaid Expansion enrollees (with incomes over 100% of the federal poverty line). Cost-sharing must be “greater than \$0,” but cannot exceed \$35, for any particular health care item or service rendered. (See attachment B for other impacts)
Case Management Agencies (CMA)	Monitoring	Notice from HCPF to resign contract that excludes EDIA language to align with federal requirements.
DRCOG Green workforce (grant)	\$1,000,000	Funds will create two full- time, grant funded Career Specialist positions tied to the DRCOG Green Workforce Hubs Grant. Applied-Awaiting Decision from DRCOG.
USDOL - Pathways Home grant (US Department of Labor	\$1,000,000	Funds will provide pre-and-post reentry services with consistent case management to eligible individuals in state correctional facilities and county or local jails. Applied-Awaiting decision from USDOL
Workforce (fed employees support)	Monitoring	The Rapid Response program may provide support to individuals affected by federal layoffs. Monitoring the need/ability to support individuals affected by federal actions.
Workforce (funding)	Monitoring	Provides employment support to community members. monitoring potential impact to federal funding to Workforce-no confirmed loss of funding
Housing	Monitoring	Services for the homeless, housing, economic development and infrastructure improvement initiatives. Monitoring federal funding of programs such as emergency rental assistance-no confirmed loss.
Behavioral Health	monitoring	Mobile Crisis unit (JCMH) provides mental health support and services to community members. monitoring federal funding of programs-no confirmed loss.
Head Start (grant)	\$2,000,000	Funds would provide Head Start services to 64 preschoolers and 16 infants/toddlers that reside in Lakewood, Colorado. applied-Awaiting Decision from Office of HeadStart
Head Start (funding)	monitoring	No-cost, early childhood education program. Monitoring possible cuts from HHS
TANF (Temporary Assistance for Needy Families)	\$8,350,767	Provides financial assistance, job preparation and work opportunities to needy families with children on a temporary basis, to achieve economic and family stability. Monitoring possible cuts from HHS
SSBG (Social Services Block Grant)	\$1,793,189	Social Services Block Grant (SSBG) is a flexible funding source that allows states and territories to tailor social service programming to their population’s needs. Monitoring possible cuts from HHS
CSBG (Community Services Block Grant)	\$376,692	Federally funded block grant in the Office of Community Services, Administration for Children and Families, United States Department of Health and Human Services that provides funds to states, territories, and

		tribes to administer to support services that alleviate the causes and conditions of poverty in under resourced communities. Monitoring possible cuts from HHS
LIHEAP (Low Income Home Energy Assistance Program)	\$449,290	Energy assistance for families/individuals. Monitoring possible cuts from HHS.

Library - \$1,200,000 (potential)

Federal Grant / Program	Federal Funding	Description
Congressionally Directed Spending (CDS)	\$600,000	Solar Energy for the new Library in NW Arvada. Applied, awaiting notice on the availability of funding.
Community Program Funding (CPF)	\$600,000	Solar Energy for the new Library in NW Arvada. Applied, awaiting notice on the availability of funding.
Digital Navigator (AmeriCorps demobilized all NCCC (National Civilian Community Corps))	monitoring	Digital Navigators support community members by improving home connectivity, device access, and digital skills.

Public Health - \$1,000,000 (potential)

Federal Grant / Program	Federal Funding	Description
Covid-funded Vaccine Programs	\$1,000,000	Vaccine Programs funded with COVID funds. Stop work order from CDPHE has been rescinded due to temporary restraining order (TRO) issued 4.05.2025. Monitoring situation.

Countywide Departments - \$40,000 (confirmed)

Federal Grant / Program	Federal Funding	Description
Inflation Reduction Act (IRA) Direct Pay	\$40,000	Tax credit for energy efficiency projects. The program has been terminated.

Agenda Item 1.4.1

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Colorado Department of Health Care Policy and Finance County Grant Program Funding

Presented by: Jesi Antonucci, Community Assistance Division Director

Date: 6/10/2025

☐ For Information

☒ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: Jefferson County Human Services (JCHS) seeks approval to apply for and, if awarded, accept up to \$40,000 in County Grant Program funding from the Colorado Department of Health Care Policy and Finance (HCPF).

Background: JCHS administers the Medicaid Assistance (MA) program through the Community Assistance Division (CAD). During the State Fiscal Year (FY) 2024-2025, the MA caseload averages 49,929 cases for 79,241 individuals monthly.

The FY 2025-26 HCPF R-07 Decision Item, requested \$21 million in new funding for counties. Through the rule revision process, HCPF aims to improve member experience, address Federal non-compliance, incorporate lessons from the Public Health Emergency (PHE) and improve State compliance and oversight. HCPF has made targeted grant funding available to county departments through the FY 2025-2026 County Grant Program to aid in implementing the 2025 changes to HCPF's county administration rules.

Discussion: JCHS is seeking up to \$40,000 in funding through the County Grant Program to aid in implementation of rule 1.020.9.4 that requires the creation of a Customer Relations Process (CRP) for Applicants, Members, families, advocacy groups and providers. This request is also aligned with HCPF rule 1.020.11.1.b to facilitate timely enrollment of Medical Assistance Applicants and ensure coordination between entities for ongoing eligibility and case maintenance.

The proposed project objective is to enhance the efficiency and effectiveness of the Long-Term Care (LTC) eligibility process by establishing a Lead Eligibility Specialist position specializing in cross agency communication. This

role would serve as a centralized point of communication between the LTC team, Case Management Agency (CMA) staff, providers, and other stakeholders. This position will help reduce the number of case touches by identifying duplicative outreach, assisting Case Managers in navigating complex cases, providing timely information and being a primary point of contact for providers facing issues with eligibility. This grant fund request is to supplement partial wages of the position while the project is in its pilot phase with plans to utilize a combination of Medicaid Incentive Funding and CMA funds for long term sustainability. An existing vacant position will be utilized for this pilot.

Fiscal Impact: ☒ yes ☐ no

- Year(s) of impact: 2025 - 2026
- Existing grant or project: No
- New grant or project: Yes, this is a new initiative
- Requested in adopted budget: No
- Ongoing or one-time: One-time, this will be a short-term initiative that will be completed by 6/30/2026
- General Fund impact: None
- Staffing impact: None
- Match requirements: None
- Mandate/Contractual obligation: None

SPA Review: Support with no concerns, Sherry Wilger, 6/2/25

County Attorney Review: Support with no concerns, Jean Biondi, 6/2/25

Facilities Review: No fiscal impact, Tim Doiel, 6/3/25

BIT Review: No fiscal impact, Andy Corbett, 5/30/25

Fleet Review: No fiscal impact, Bryan Johnson, 6/2/25

County Human Resources Review (new FTE only): N/A

Recommendations: That the Board of County Commissioners (a) authorizes Jefferson County Human Services to apply for and accept up to \$40,000 in County Grant Program funds from the Colorado Department of Health Care Policy and Financing; and (b) if awarded, staff recommends this item be included in a future supplemental appropriation to the Human Services' budget.

Originator: Jesi Antonucci, Community Assistance Division Director (x4350)

Contacts for Additional Information: Mary C. Berg, Human Services
Department Executive Director (x4163)

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Jeffco Trails Plan Updates

Presented by: Emily Guffin, Trails and Access Program Manager, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) staff requests the Board of County Commissioners to consider adopting the Jeffco Trails Plan updates, including Appendix A: Trail Definitions, Standards, and Recommended Maintenance Standards; the updated Jeffco Trails Plan Implementation Resources document; and the new Jeffco Trails Plan interactive project map.

Background:

The Jeffco Trails Plan was adopted in 2020 to help guide the development of an interconnected and comprehensive trail system throughout Jefferson County. The Plan takes a holistic approach, focusing on hard surface and natural surface trails beyond the boundaries of JCOS Parks. Developed under the direction of the Jeffco Trails Council and collaboratively with local agencies, park and recreation districts, and non-profit partners, the Jeffco Trails Plan aims to improve safety, connectivity, and equitable access along and to trails within Jefferson County.

Discussion:

Since the Jeffco Trails Plan was adopted, staff has received input from partners that additional resources would be helpful to include as part of the Jeffco Trails Plan. These resources include trail definitions, standards, and recommended maintenance standards, as well as improvements to the proposed project maps. These updates serve to achieve many goals, including:

- Providing a consistent and enjoyable visitor experience along trails within Jefferson County
- Encouraging the development of durable and sustainable trails that are sensitive to the local ecology

- Providing partners with a technical resource for developing and maintaining trails
- Informing what types of trails are eligible to be funded through the Trails Partnership Program
- Documenting proposed trail projects in a living document that can be updated to reflect changing jurisdictional circumstances

The trail definitions, standards, and recommended maintenance standards were developed collaboratively with internal JCOS teams and shared with the Jeffco Trails Council, various other County divisions, Cities, and Park and Recreation Districts. The mapping updates were developed collaboratively with the JCOS Mapping, Data, and Analysis team.

On May 1, 2025, the JCOS Advisory Committee approved Resolution #25-08 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☐ yes ☒ no

SPA Review: Support with no concerns, Brett Deady, 5/19/2025

County Attorney Review: Reviewed and approved, Anthony Chambers, 5/21/2025

Facilities Review: No fiscal impact, Mark Danner, 5/15/2025

BIT Review: No impact, Rebecca Hascall, 5/28/2025

Fleet Review: Support with no concerns, Janice Mayer, 5/19/2025

County Human Resources Review (new FTE only): Does not apply

Recommendations:

That the Board of County Commissioners consider the recommendations made by JCOS Staff and the Open Space Advisory Committee in Resolution #25-08, approving the Jeffco Trails Plan updates and adopting the updates at a future hearing.

Originator:

Emily Guffin, Trails and Access Program Manager
eguffin@co.jefferson.co.us, 303.271.5946

Contacts for Additional Information:

Rachel Brenna, Strategy and Planning Director
rbrenna@co.jefferson.co.us, 303-271-5991



JEFFCO TRAILS PLAN UPDATES

June 10, 2025



JEFFERSON
COUNTY COLORADO
Open Space

JEFFCO TRAILS PLAN BACKGROUND

Adopted in October 2020

Purpose is to create an interconnected and comprehensive trail system throughout the County

- Takes a holistic approach, focusing on hard surface and natural surface trails beyond the boundaries of JCOS Parks

Facilitated by JCOS and under the direction of the Jeffco Trails Council, with collaboration from local agencies, park and recreation districts, and non-profit partners

Aims to improve safety, connectivity, and equitable access

PROPOSED UPDATES

- **Jeffco Trails Plan Appendix A: Trail Definitions, Standards, and Recommended Maintenance Standards**
 - Encourage the development of durable and sustainable trails to promote a consistent and enjoyable visitor experience along trails within Jefferson County
 - Provide partners with a technical resource for developing and maintaining trails and informing what types of projects are eligible through the Trails Partnership Program
- **The updated Jeffco Trails Plan Implementation Resources document**
- **An interactive online map dashboard of proposed trail projects**

TRAIL STANDARDS

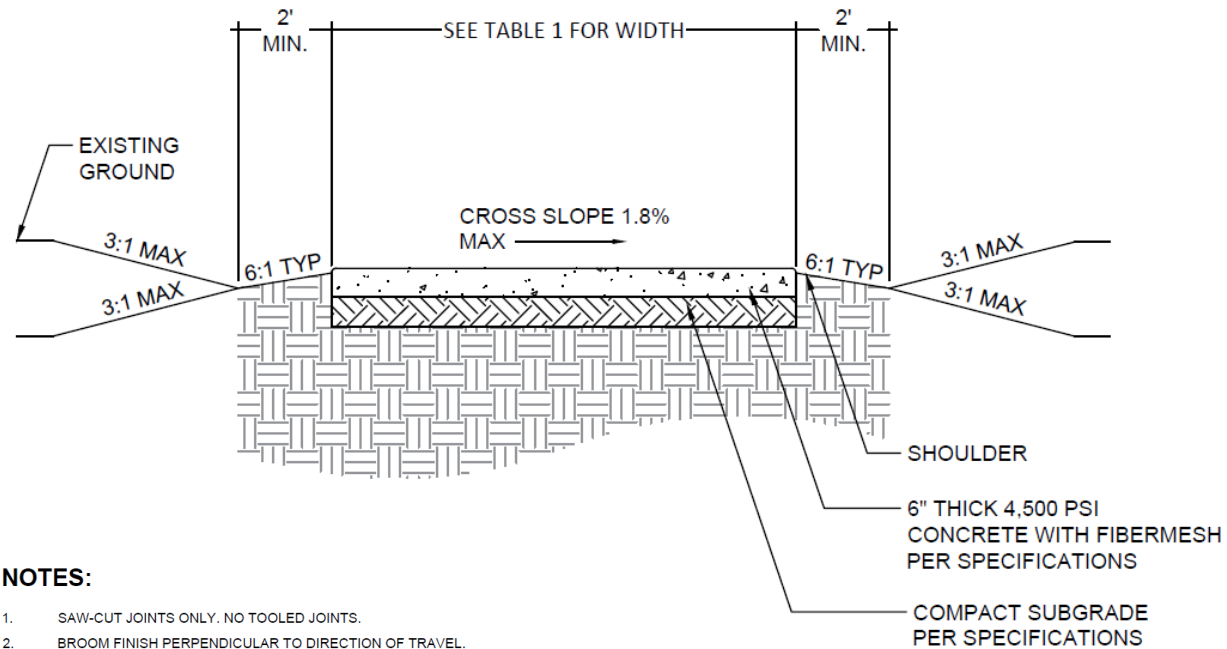
Includes construction details, illustrations, and a high-level overview of trail standards and recommended maintenance standards for the following types of trails:

- Regional and Local Trails
- Hard Surface Trails
- Soft Surface Trails
- Natural Surface Trails



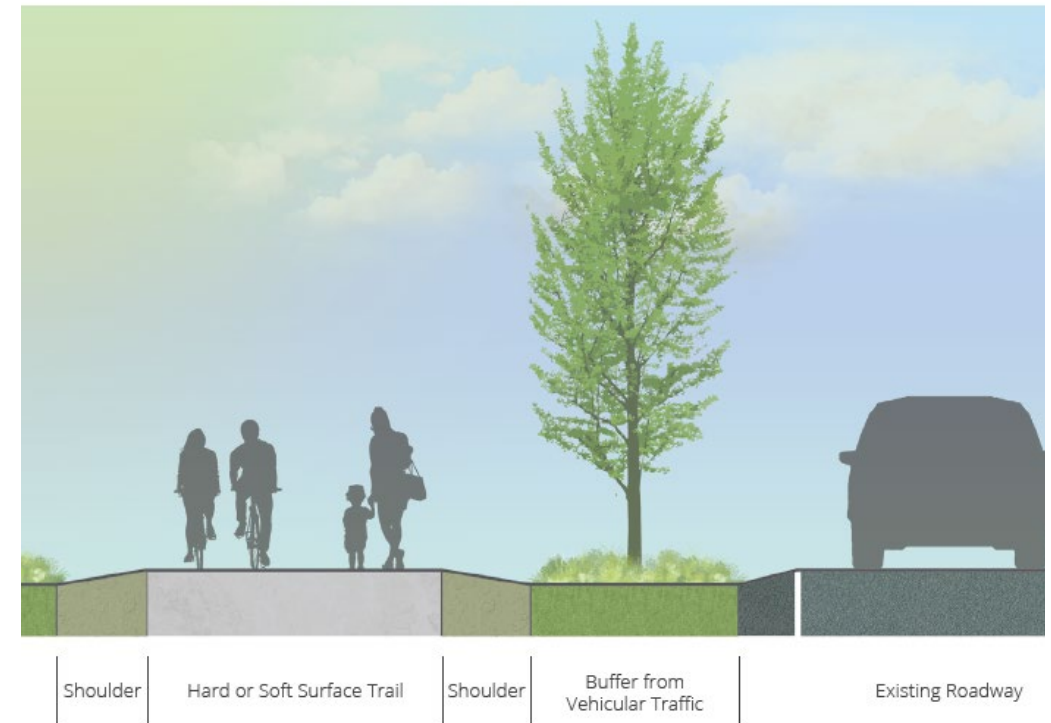


REGIONAL HARD SURFACE TRAIL



NOTES:

1. SAW-CUT JOINTS ONLY. NO TOOLED JOINTS.
2. BROOM FINISH PERPENDICULAR TO DIRECTION OF TRAVEL.
3. MAINTAIN 2' OF CLEAR SPACE FROM REQUIRED SIGNS AND INFRASTRUCTURE, WHERE POSSIBLE.

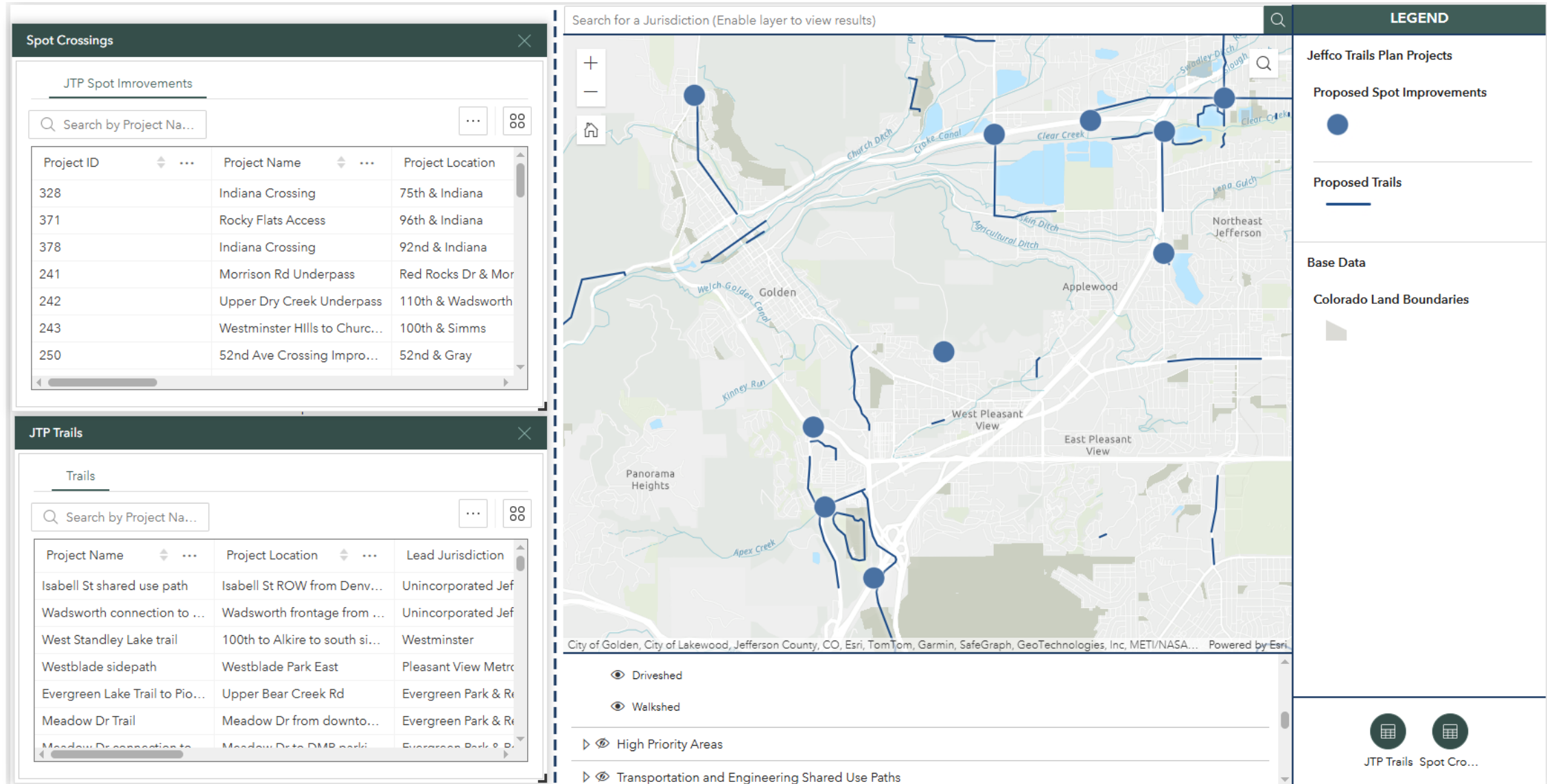


	Regional Trails are multi-jurisdictional, connecting communities or connecting to the greater regional trail network and regional destinations.			Local Trails are located within a single community, jurisdiction, or park and green space.		
	Regional Hard Surface Trail	Regional Soft Surface Trail	Regional Natural Surface Trail	Local Hard Surface Trail	Local Soft Surface Trail	Local Natural Surface Trail
Tread width	10' min	10' min	2' min	8' min	4' min	1' min
Shoulder width	2' graded shoulder on both sides, can be native or imported material	2' graded shoulder on both sides, can be native or imported material	-	-	-	2' graded shoulder on both sides, can be native or imported material
Surface	Concrete, 6" thick with fiber mesh and saw cut joints	Native or imported material, such as crusher fines or road base	Native, limited grading	Concrete, 6" thick with fiber mesh and saw cut joints	Native or imported material, such as crusher fines or road base	Native, limited grading
Overhead Clearance	10' min	10' min	8' min	10' min	10' min	8' min
Horizontal Clearance	2' clear width	2' clear width	-	1' clear width	-	-
Proximity to vehicular traffic	Grade separated with 10' min horizontal buffer. Where buffer is not possible, additional 2' of trail width clear of required signs.	Grade separated with 8' min horizontal buffer. Where buffer is not possible, additional 2' of trail width clear of required signs.	4' min horizontal buffer	Grade separated with 10' min horizontal buffer. Where buffer is not possible, additional 2' of trail width clear of required signs.	Grade separated with 4' min horizontal buffer. Where buffer is not possible, additional 2' of trail width clear of required signs.	4' min horizontal buffer
Permitted Uses	Shared use	Shared use	Shared use is preferred but may be single use if there are constraints	Shared use	Shared use is preferred but may be single use if there are constraints	Shared use or single use
<p>All trails should be located outside of the ROW, if possible. All trails must adhere to local planning and development codes. All regional trails must adhere to ABA/PROWAG or AASHTO standards. Refer to Jefferson County Transportation & Engineering and Planning & Zoning standards for non-JCOS projects in unincorporated Jefferson County.</p>						

Table 1. Trail Design Standards

Trail Design Standards

MAPPING UPDATES



QUESTIONS?

Emily Guffin
eguffin@jeffco.us

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

**Topic: Beaver Ranch Park - Land and Water Conservation Fund Deed
Restriction JCOS25-08**

Presented by: Hillary Merritt, Deputy Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) applied for a Land and Water Conservation Fund (LWCF) grant through Colorado Parks and Wildlife (CPW) to support the construction of an inclusive playground at Beaver Ranch Park. As a condition of accepting LWCF monies, JCOS must place a Deed Restriction on Beaver Ranch Park that requires the property to be "used for public outdoor recreation in perpetuity" once the playground is complete.

Background:

In late 2023 JCOS received approval from the Board of County Commissioners (BCC) Resolution #CC23-319, to apply for a \$752,500 LWCF grant to help construct an inclusive playground at Beaver Ranch Park. Matching funds for this grant came from Beaver Ranch Community, Inc. (BRCI), who lease the property from JCOS, and Open Space funds that are dedicated to a larger project in the park. The CPW Commission recommended the project for funding and the National Park Service (NPS), which administers the LWCF grant, is considering the project for final approval.

Discussion:

As a condition of accepting an LWCF grant, NPS requires a deed restriction that includes the following language:

Property acquired or developed with Land and Water Conservation Fund assistance shall be retained and used for public outdoor recreation in perpetuity. Any property so acquired or developed shall not be wholly or partly converted to other than public outdoor recreation uses without notification to Colorado Parks and Wildlife, and the approval of the National Park Service pursuant to the LWCF Act (54 U.S.C. § 200305(f)(3)) and

conversion requirements outlined in regulations (36 C.F.R. § 59.3).

The Deed will exclude areas around the existing buildings from the public recreation requirement. This exclusion will allow BRCI to continue renting these spaces for private events as permitted under the lease agreement with JCOS.

On May 1, 2025, the JCOS Advisory Committee approved Resolution #25-09 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☐ yes ☒ no

SPA Review: Brett Deady reviewed May 27, 2025. Support, no concern.

County Attorney Review: Anthony Chambers reviewed and approved May 27, 2025.

Facilities Review: Support, no concern. Mark Danner, May 23, 2025

BIT Review: Support, no concern. Andy Corbett, May 27, 2025

Fleet Review: Support, no concern. Janice Mayer, May 27, 2025

County Human Resources Review (new FTE only): N/A

Recommendations:

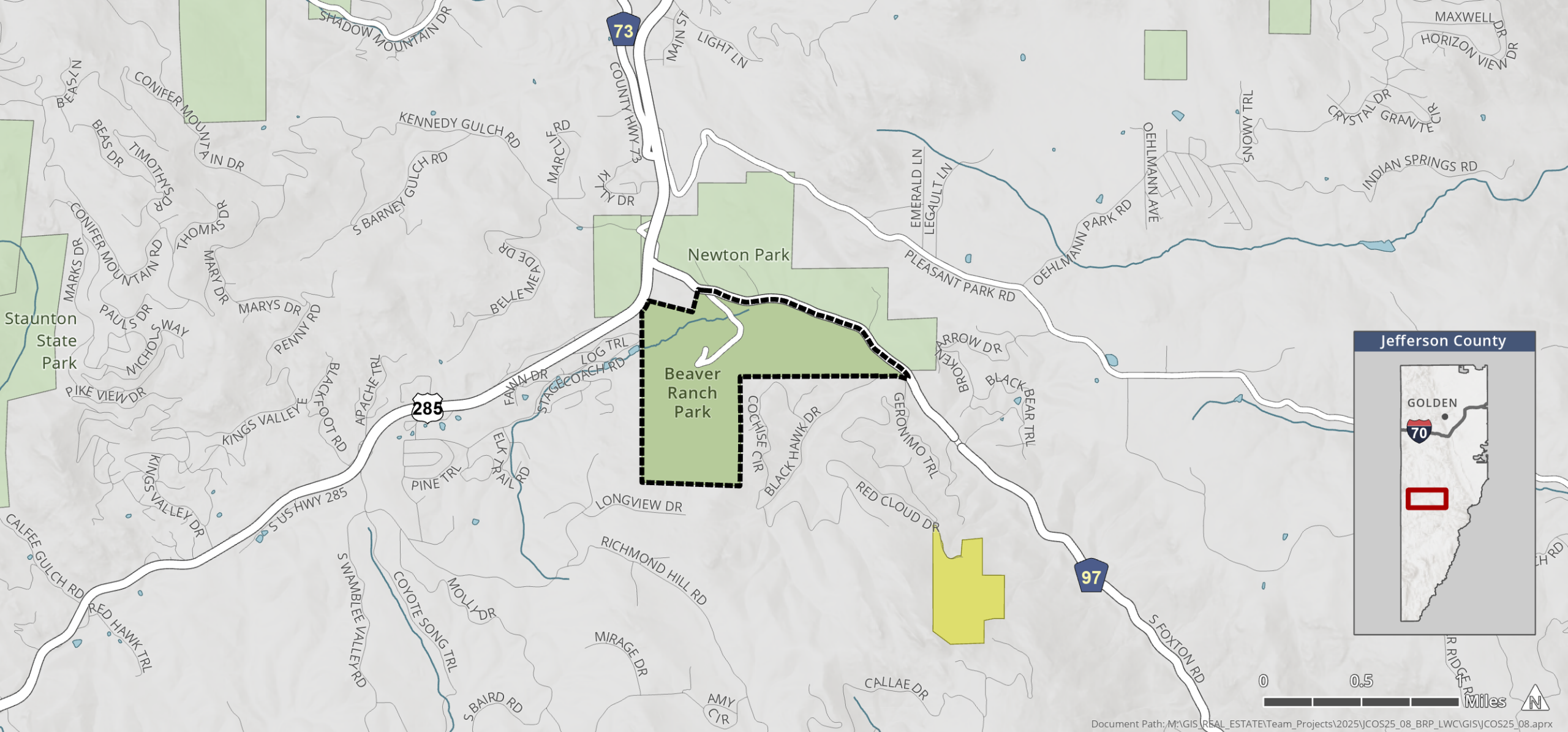
That the Board of County Commissioners consider the recommendations made by JCOS Staff and the Open Space Advisory Committee in Resolution #25-09, placing a Deed Restriction on Beaver Ranch Park that requires the property to be used for public outdoor recreation in perpetuity, and authorize execution of the required documents at a future hearing.

Originator:

Hillary Merritt, Deputy Director, hmerritt@co.jefferson.co.us, 303-271-5948

Contacts for Additional Information:

Hillary Merritt, Deputy Director, hmerritt@co.jefferson.co.us, 303-271-5948



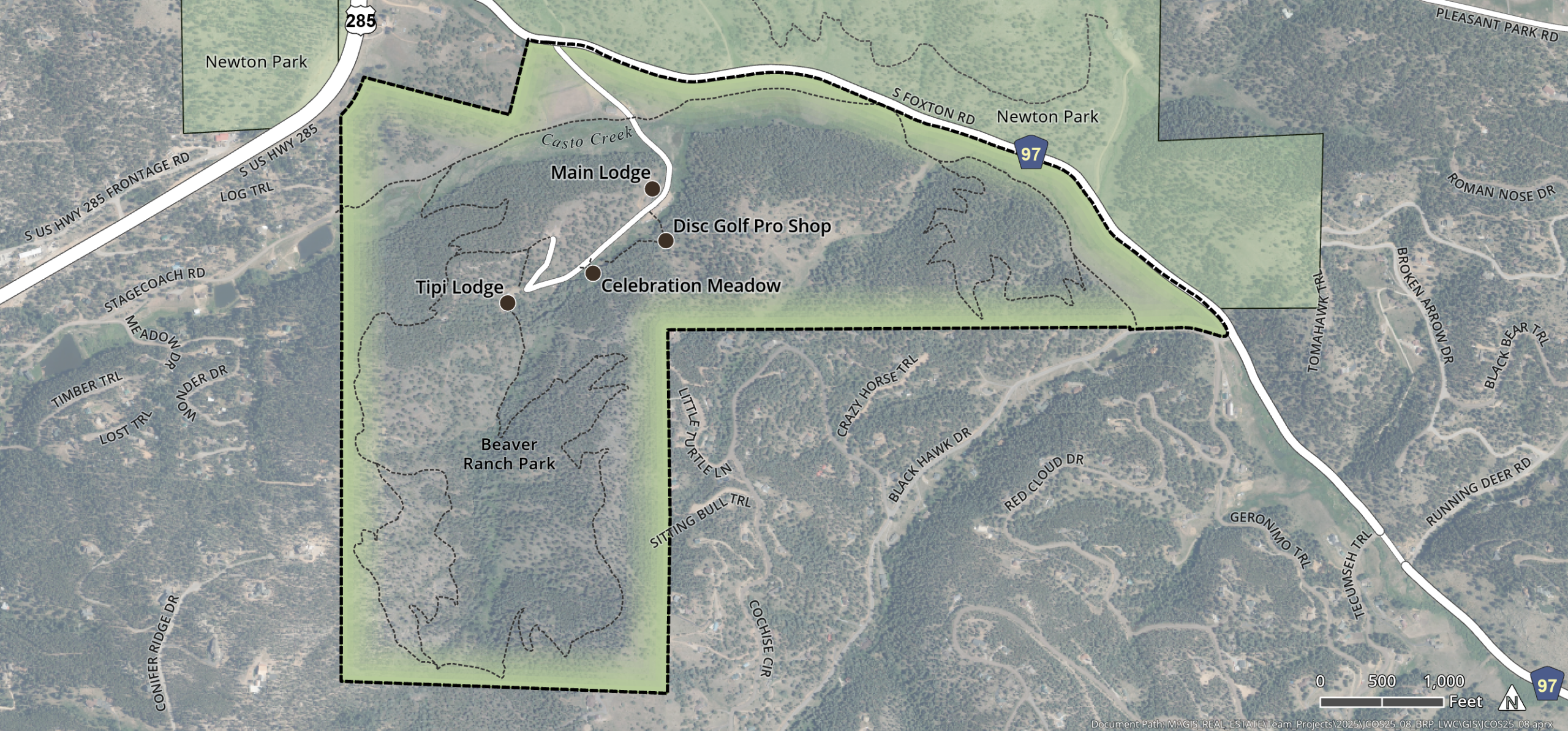
Beaver Ranch Park - JCOS25-08

Land & Water Conservation Fund Deed Restriction

Last Revised 4/17/2025

- Project Site
- Jeffco Open Space Owned in Fee Managed by Other

- Jeffco Open Space Conservation Easement
- Other Parks and Open Space



Beaver Ranch Park - JCOS25-08

Land & Water Conservation Fund Deed Restriction

Last Revised 4/17/2025



Deed Restriction



Areas Excluded for
Deed Restriction



Beaver Ranch Park



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COUNTY COLORADO
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BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

**Topic: South Table Mountain Park – Montrachet Trail Easement
JCOS25-06**

Presented by: Hillary Merritt, Deputy Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) proposes obtaining a trail easement from Sequoia Equities Montrachet LLC (Montrachet), comprised of two segments that are approximately 0.42 acres and 0.32 acres that will provide access to South Table Mountain Park.

Background:

JCOS acquired an 88-acre property as its first addition to South Table Mountain Park in 1973. The property includes Jawbone Ridge, an area of geological interest that attracts visitors for its open views and distinctive topography. In 2013, JCOS received two trail easements from the Denver West Metropolitan District to establish the Welch Ditch Trail, which runs adjacent to the Jawbone Ridge. However, JCOS does not have a trail connecting the Welch Ditch Trail to Jawbone Ridge. This has led to multiple unauthorized trails leading into South Table Mountain Park from the Welch Ditch Trail that run through Montrachet's property and contribute to natural and cultural resource degradation, erosion, and drainage issues.

Discussion:

JCOS is completing restoration work on Jawbone Ridge in Spring 2025 to address these impacts, including closing unauthorized trails, restoring vegetation, and establishing a designated hiker-only trail from Tertiary Trail to Jawbone Ridge. To further the success of these projects, JCOS has worked with Montrachet to establish two trail connections on its property connecting to South Table Mountain Park. Montrachet will grant an easement to JCOS that permits the construction and maintenance of two trail segments on its property. The first will complete a hiker-only trail from Welch Ditch Trail to Jawbone Ridge and the second will establish a multi-use

trail connection from Tertiary Trail. Both segments will replace existing unauthorized routes to Jawbone Ridge with designated, sustainable trails.

On May 1, 2025, the JCOS Advisory Committee approved Resolution #25-10 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☐ yes ☒ no

SPA Review: Brett Deady, reviewed May 27, 2025. Support, no concern.

County Attorney Review: Anthony Chambers, reviewed and approved May 27, 2025.

Facilities Review: Support, no concern. Mark Danner, May 23, 2025

BIT Review: Support, no concern. Andy Corbett, May 27, 2025

Fleet Review: Support, no concern. Janice Mayer, May 27, 2025

County Human Resources Review (new FTE only): N/A

Recommendations:

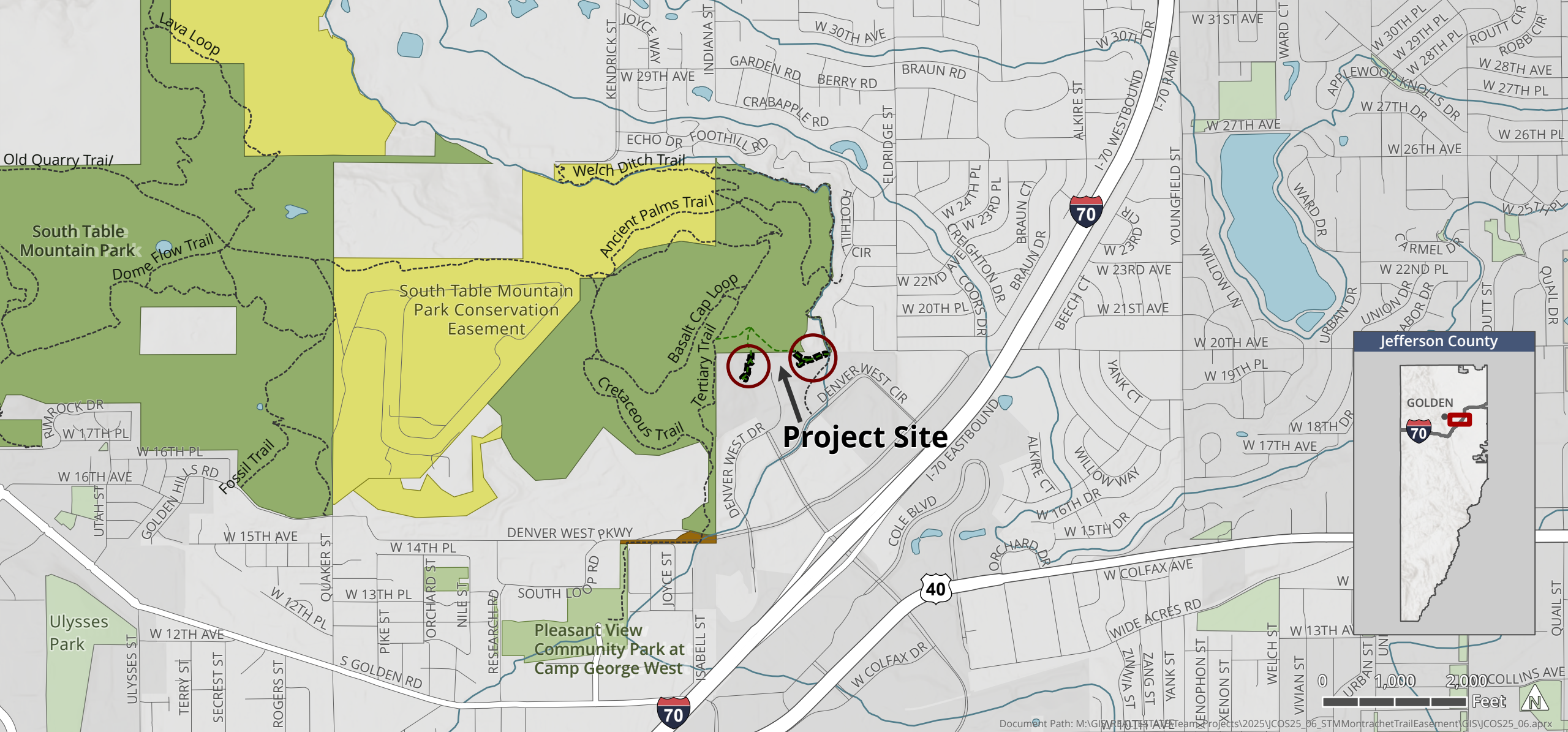
That the Board of County Commissioners consider the recommendations made by JCOS Staff and the Open Space Advisory Committee in Resolution #25-10, accepting a trail easement consisting of two segments that are approximately 0.42 acres and 0.32 acres, and authorize execution of the required documents at a future hearing.

Originator:

Hillary Merritt, Deputy Director

Contacts for Additional Information:

Hillary Merritt, Deputy Director, hmeritt@co.jefferson.co.us, 303-271-5948



South Table Mountain Park - JCOS25-06

Montrachet Trail Easement

Last Revised 4/21/2025

<ul style="list-style-type: none"> Proposed Trail Project Site Jeffco Open Space 	<ul style="list-style-type: none"> Jeffco Open Space Owned in Fee Managed by Other Jeffco Open Space Conservation Easement Agreement Held by Jeffco Open Space 	<p>JEFFERSON COUNTY COLORADO</p> <p>Page 65 of 85 Open Space</p>
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South Table Mountain Park - JCOS25-06

Montrachet Trail Easement

Last Revised 4/21/2025

Proposed Trail

Project Site

Jeffco Open Space

Montrachet Parcel Boundary



BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Meyer Ranch Park - Norm Meyer II JCOS24-16

Presented by: Hillary Merritt, Deputy Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) proposes to acquire approximately 8.19 acres of vacant land located at 9234 Eagle Cliff Road in Conifer for \$409,500 and a 0.08-acre, 30-foot-wide easement for trail construction and maintenance at no cost.

Background:

The Meyer Ranch Park- Norm Meyer II property (Property) is adjacent to Meyer Ranch Park and Highway 285. Meyer Ranch Park spans over 666 acres, a majority of which was acquired from the Meyer family. This Property will add to the northwest boundary of the Park and will enable a trail connection as part of the broader vision to connect Meyer Ranch and Flying J Ranch Parks.

Discussion:

Seller has agreed to a \$409,500/50,000 per acre, a purchase price which is supported by comparable sales in the area. The Property enhances habitat connectivity, supports biodiversity, and aids in long-term natural resource conservation efforts. The project is consistent with the priorities of the Jeffco Trails Plan and advances several priorities in the Conservation Greenprint, including Goal 4 - Land Acquisition and Goal 9 - Park System Trail Expansion.

On May 1, 2025, the JCOS Advisory Committee approved Resolution #25-06 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☒ yes ☐ no

\$409,500 paid with Open Space Funds from the adopted 2025 budget.

- Year(s) of impact: 2025
- Existing grant or project: None
- New grant or project: None
- Requested in adopted budget: Funding is part of 2025 adopted budget
- Ongoing or one-time: One-time
- General Fund impact: None
- Staffing impact: None
- Match requirements: None
- Mandate/Contractual obligation: None

SPA Review: Brett Deady, reviewed May 27, 2025. Support, no concern. Funding for the acquisition is provided from the 2025 adopted budget in the Open Space Fund.

County Attorney Review: Anthony Chambers, reviewed and approved May 27, 2025.

Facilities Review: Support, no concern. Mark Danner, May 23, 2025

BIT Review: Support, no concern. Andy Corbett, May 27, 2025

Fleet Review: Support, no concern. Janice Mayer, May 27, 2025

County Human Resources Review (new FTE only): N/A

Recommendations:

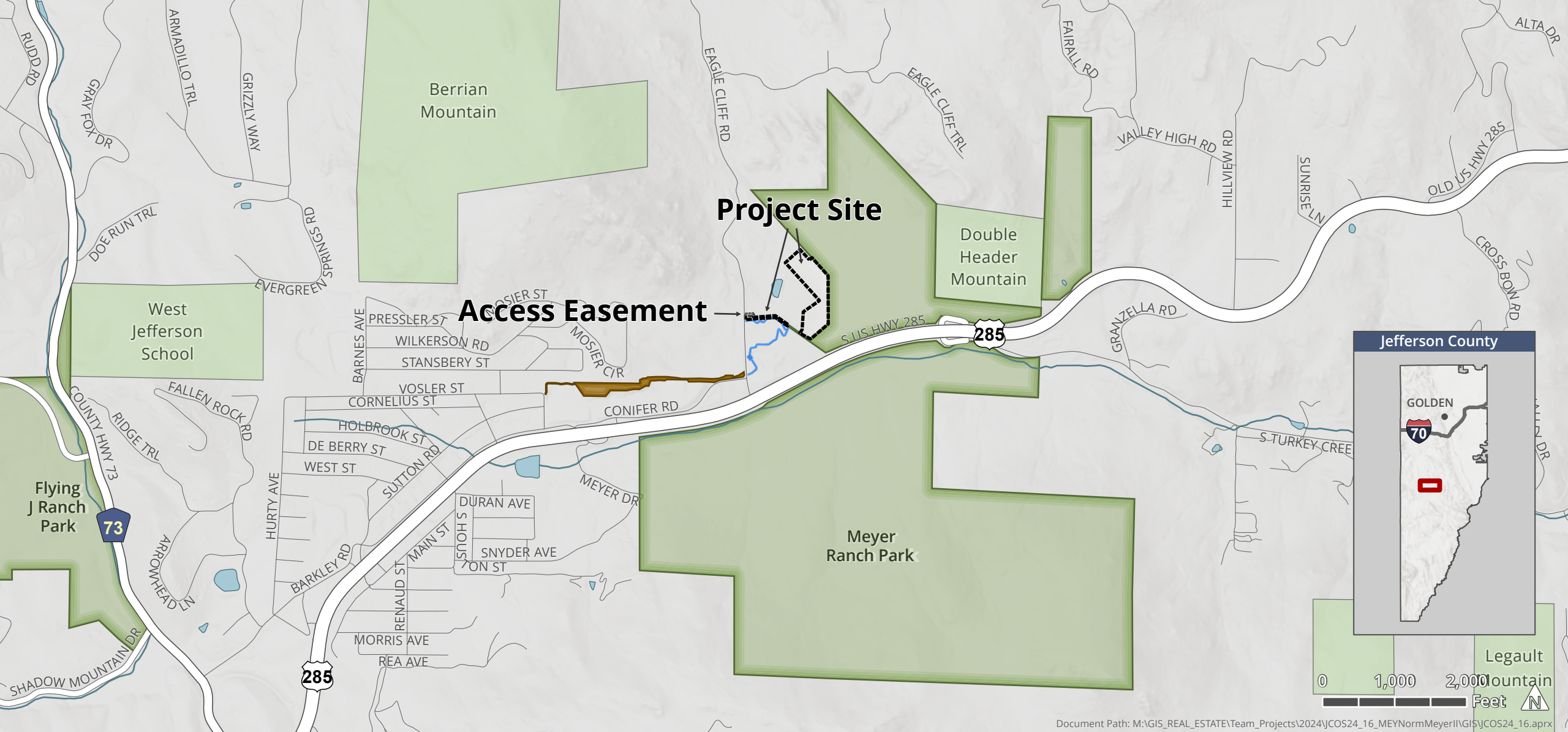
That the Board of County Commissioners consider the recommendations made by JCOS Staff and the Open Space Advisory Committee in Resolution #25-06, approving the acquisition of the Meyer Ranch Park - Norm Meyer II property for \$409,500 and authorize execution of the required documents at a future hearing.

Originator:

Hillary Merritt, Deputy Director

Contacts for Additional Information:

Hillary Merritt, Deputy Director, hmeritt@co.jefferson.co.us, 303-271-5948



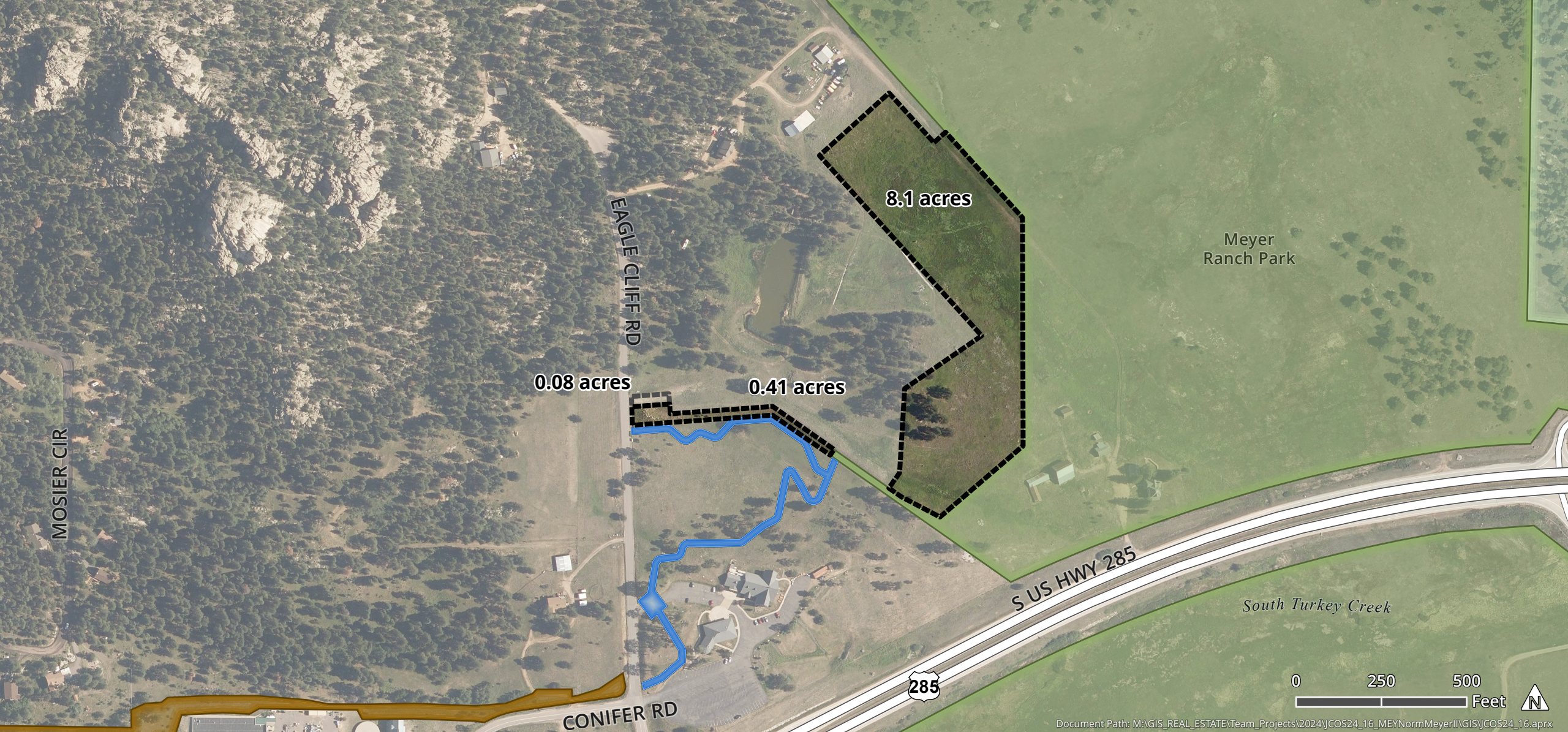
Meyer Ranch Park - JCOS24-16

Norm Meyer II

Last Revised 3/20/2025

-  Project Site
-  Access Easement
-  Jeffco Open Space

-  Agreement Held by Jeffco Open Space
-  Trail Alignment to be Vacated





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Meyer Ranch Park - JCOS24-16


Norm Meyer II


Last Revised 3/20/2025


 Conceptual Trail Alignment


 Project Site*

 Access Easement*

 Jeffco Open Space

 Agreement Held by Jeffco Open Space

 Trail Alignment to be Vacated

**JEFFERSON**
COUNTY COLORADO
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*Acreages within this map are approximate

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

**Topic: Meyer Ranch Park - Our Lady of the Pines Trail Easement
JCOS24-12**

Presented by: Hillary Merritt, Deputy Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) proposes relocating an existing trail easement on property owned by Our Lady of the Pines (the Pines), located at 9444 Eagle Cliff Road in Conifer (Property), to provide better alignment for a trail connection.

Background:

In 2005, JCOS received a trail easement on the Pines property through a dedication in an exemption survey. The Pines and JCOS agree that this alignment does not suit either party's needs and parties desire to realign the current trail dedication location in favor of a new trail easement location that better connects Meyer Ranch Park to Aspen Park.

Discussion:

The Pines has agreed to realign the existing easement such that the easement will be located as a 30-foot-wide easement on the west side of the Property for trail construction and maintenance. The new easement location enhances habitat connectivity, supports biodiversity, and aids in long-term natural resource conservation efforts. Both easement locations are approximately 0.93 acres, and the new trail alignment will provide a better visitor experience than alternative routes.

On May 1, 2025, the JCOS Advisory Committee approved Resolution #25-07 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☐ yes ☒ no

SPA Review: Brett Deady, reviewed May 27, 2025. Support, no concern.

County Attorney Review: Anthony Chambers, reviewed and approved May 27, 2025.

Facilities Review: Support, no concern. Mark Danner, May 23, 2025

BIT Review: Support, no concern. Andy Corbett, May 27, 2025

Fleet Review: Support, no concern. Janice Mayer, May 27, 2025

County Human Resources Review (new FTE only): N/A

Recommendations:

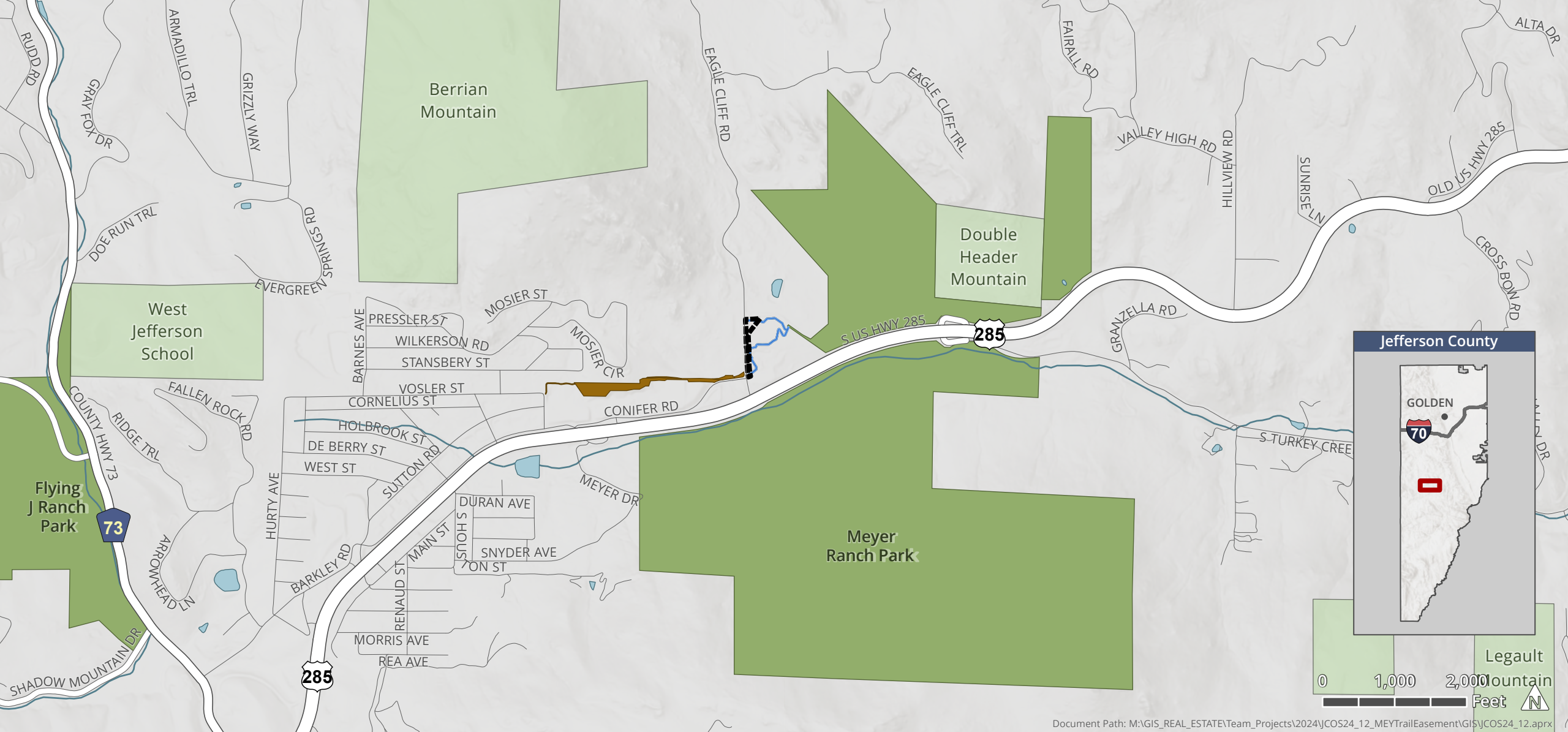
That the Board of County Commissioners consider the recommendations made by JCOS Staff and the Open Space Advisory Committee in Resolution #25-07, approving the new easement location and authorize execution of the required documents at a future hearing.

Originator:

Hillary Merritt, Deputy Director

Contacts for Additional Information:

Hillary Merritt, Deputy Director, hmerritt@co.jefferson.co.us, 303-271-5948



Meyer Ranch Park - JCOS24-12

Our Lady of the Pines

Last Revised 4/2/2025

 Proposed Easement Area

Jeffco Open Space

Agreement Held by Jeffco Open Space

Trail Alignment to be Vacated



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COUNTY COLORADO
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Meyer Ranch Park - JCOS24-12

Our Lady of the Pines

Last Revised 4/9/2025

-  Proposed Easement Area
-  Jeffco Open Space

-  Agreement Held by Jeffco Open Space
-  Trail Alignment to be Vacated

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Stafford Hogback - Turnbuckle Trailhead JCOS24-10

Hillary Merritt, Deputy Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) proposes to acquire approximately 2.693 acres of vacant land located on Bowles Avenue, just west of C-470 for \$200,000. This project was presented to the Board on December 10, 2024, but JCOS and the seller needed more time to negotiate terms of the Purchase and Sale Agreement.

Background:

The Stafford Hogback - Turnbuckle Trailhead property (Property) is the eastern half of a larger parcel that has been approved for development as a distillery. The Property is encumbered by a 2003 Conservation Easement (CE) held by Colorado Open Lands (COL) that was dedicated to preserve the Front Range Mountain Backdrop/Foreground Preservation Area and to provide passive recreation and access to JCOS's adjacent Stafford Hogback property. The Property will be subject to setback requirements, easements for underground utilities and drainage that support the adjacent development, and a stormwater detention area depicted in previously approved site plans.

Discussion:

The seller has agreed to a \$200,000 purchase price, which is supported by a staff market analysis of other sales with similar restrictions, including supporting a donative component associated with the "Turnbuckle Trailhead" naming requirement. JCOS intends to develop the Property as a trailhead that provides public access to Stafford Hogback from C-470 and Bowles Avenue. Preliminary site plans have been approved by COL, as holder of the CE, and include parking, restrooms and a trail connection along a previously dedicated easement, which are consistent with the terms of the CE. Acquisition of the Property advances several priorities in the Conservation

Greenprint, including Goal 4 - Land Acquisition, Goal 9 - Park System Trail Expansion, and Goal 10 - Quality Visitor Experience. The acquisition also meets the goals of the Jeffco Trails Plan to improve equitable access and access close to home.

On November 7, 2024, the JCOS Advisory Committee approved Resolution #24-22 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☒ yes ☐ no

\$200,000 paid with Open Space Funds from the adopted 2025 budget.

- Year(s) of impact: 2025
- Existing grant or project: None
- New grant or project: None
- Requested in adopted budget: Funding is part of 2025 adopted budget
- Ongoing or one-time: One-time
- General Fund impact: None
- Staffing impact: None
- Match requirements: None
- Mandate/Contractual obligation: None

SPA Review: Brett Deady, reviewed May 27, 2025. Support, no concern. Funding for the acquisition is provided from the 2025 adopted budget in the Open Space Fund.

County Attorney Review: Anne Kelson, reviewed and approved May 27, 2025.

Facilities Review: Support, no concern. Mark Danner, May 23, 2025

BIT Review: Support, no concern. Andy Corbett, May 27, 2025

Fleet Review: Support, no concern. Janice Mayer, May 27, 2025

County Human Resources Review (new FTE only): N/A

Recommendations:

That the Board of County Commissioners consider the recommendation made by JCOS Staff and the Open Space Advisory Committee in Resolution #24-22, approving the acquisition of the Stafford Hogback - Turnbuckle

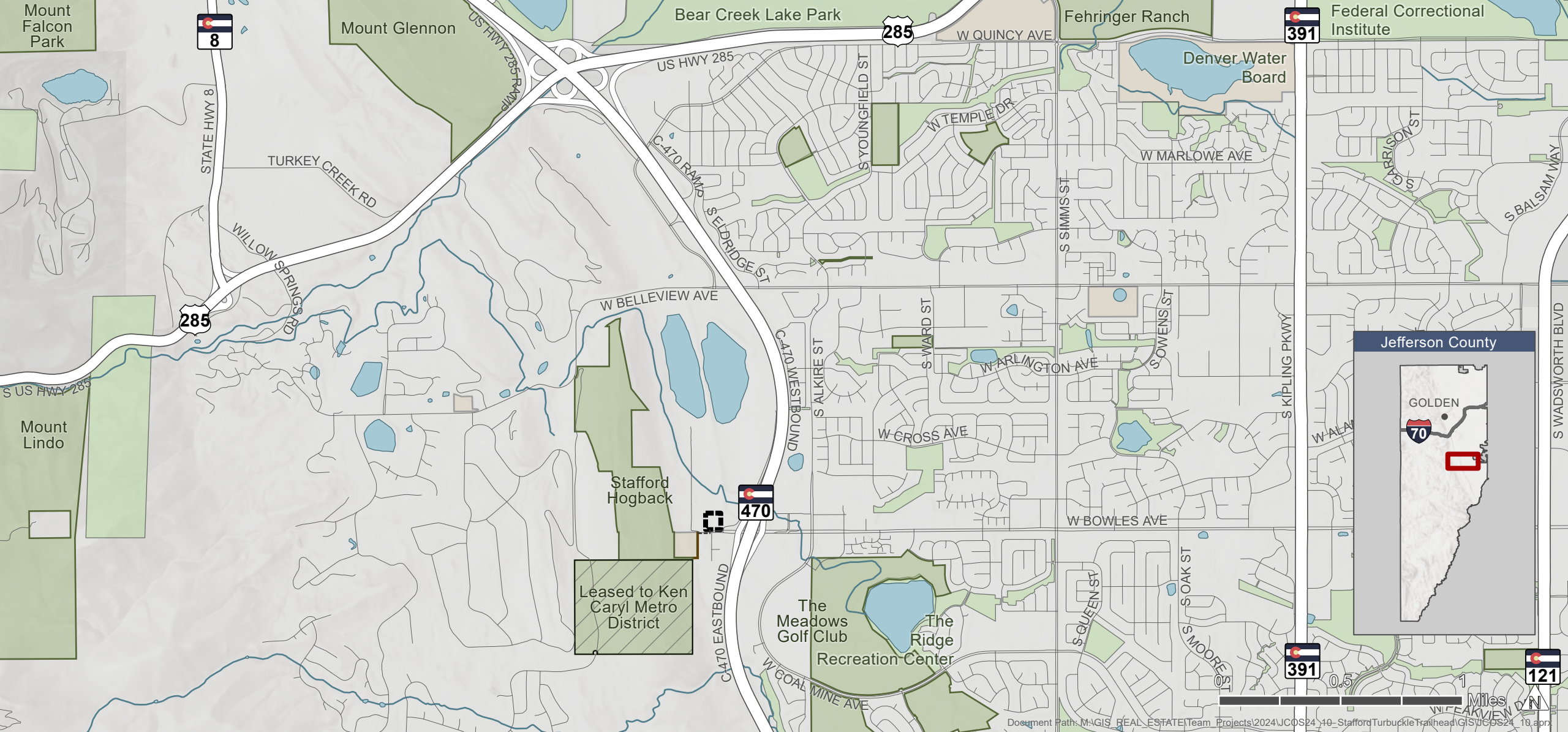
Trailhead Property for \$200,000 and authorize execution of the required documents at a future hearing.

Originator:

Hillary Merritt, Deputy Director

Contacts for Additional Information:

Hillary Merritt, Deputy Director, hmeritt@co.jefferson.co.us, 303-271-5948



Stafford Hogback - JCOS24-10

Turnbuckle Trailhead

Last Revised 10/28/2024

Proposed Trail Location

Trail Easement

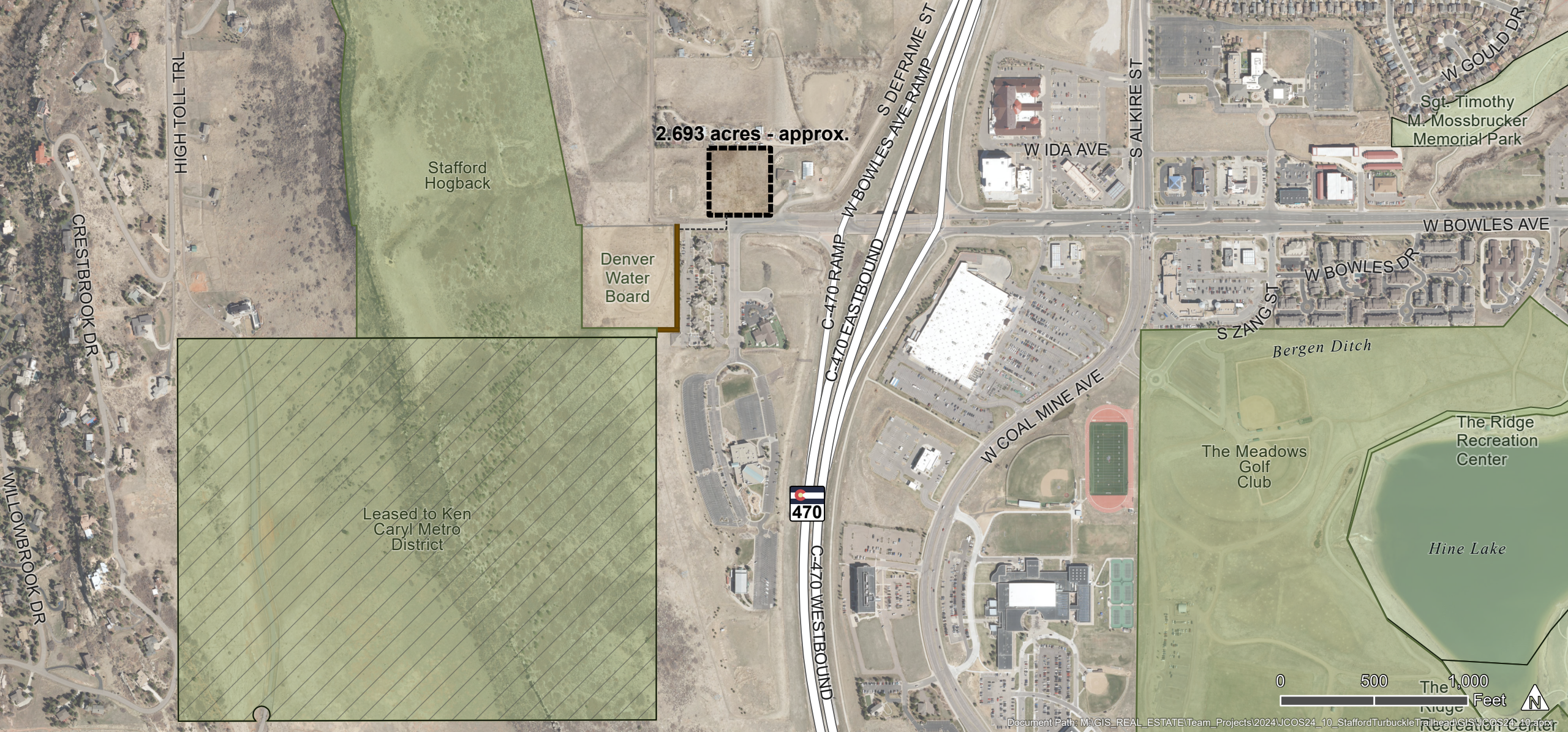
Leased to Ken Caryl Metro District

Jeffco Open Space

Other Parks and Open Space

Project Site

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Open Space



Stafford Hogback - JCOS24-10

Turnbuckle Trailhead

Last Revised 10/28/2024

- Proposed Trail Location
- Project Site
- Jeffco Open Space

- Trail Easement
- Leased to Ken Caryl Metro District
- Other Parks and Open Space

Agenda Item 1.5.7

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Stafford Hogback –13975 W Bowles LLC JCOS25-07

Presented by: Hillary Merritt, Deputy Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) proposes to acquire approximately 2.11 acres of vacant land located at Eldridge Street and Bowles Avenue, just west of C-470, for \$300,000.

Background:

The Stafford Hogback - 13975 W Bowles LLC property (Property) is comprised of three vacant parcels at the base of Jefferson County Open Space's Stafford Hogback property. As part of the Front Range Mountain Backdrop/Foreground Preservation Area, this acquisition will preserve the scenic view corridor to Stafford Hogback from C-470 and several local streets in the vicinity. The Property provides habitat for wide array of wildlife common to the foothills of Jefferson County and is within wintering range for local herds of mule deer and elk.

Discussion:

The seller has agreed to a \$300,000 purchase price, which is supported by a staff market analysis of other sales in the area. This acquisition offers public access to adjacent Open Space land for multiple visitor types, however the easement providing access to the Property across Eldridge Avenue, a private road, is restricted to "pedestrian and animal use," which impacts trail construction (no vehicles) and trail type.

On May 1, 2025, the JCOS Advisory Committee approved Resolution #25-11 recommending the project to the Board of County Commissioners for approval.

Fiscal Impact: ☒ yes ☐ no

\$300,000 paid with Open Space Funds from the adopted 2025 budget.

- Year(s) of impact: 2025
- Existing grant or project: None
- New grant or project: None
- Requested in adopted budget: Funding is part of 2025 adopted budget
- Ongoing or one-time: One-time
- General Fund impact: None
- Staffing impact: None
- Match requirements: None
- Mandate/Contractual obligation: None

SPA Review: Brett Deady, reviewed May 27, 2025. Support, no concern. Funding for the acquisition is provided from the 2025 adopted budget in the Open Space Fund.

County Attorney Review: Anne Kelson, reviewed and approved May 27, 2025.

Facilities Review: Support, no concern. Mark Danner, May 23, 2025

BIT Review: Support, no concern. Andy Corbett, May 27, 2025

Fleet Review: Support, no concern. Janice Mayer, May 27, 2025

County Human Resources Review (new FTE only): N/A

Recommendations:

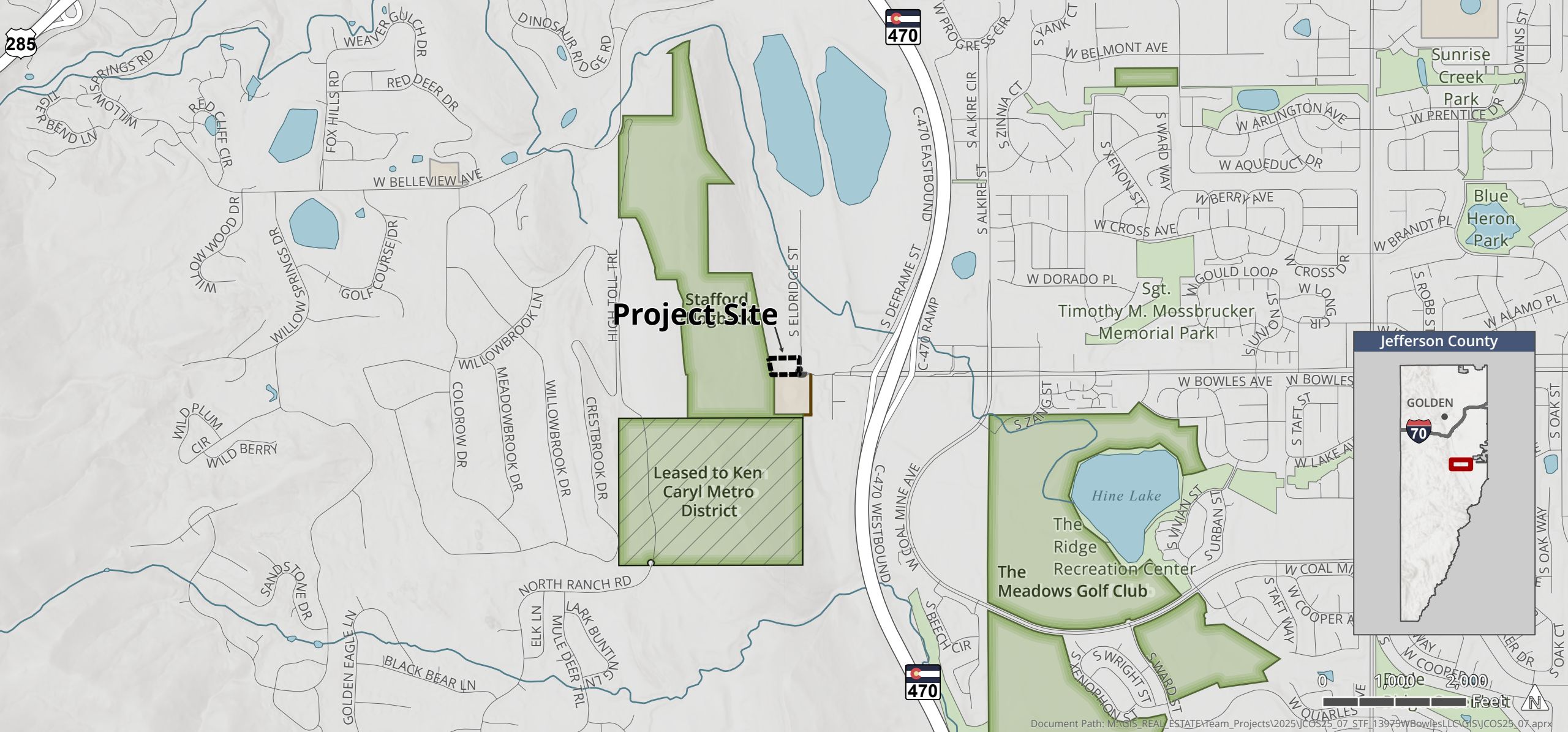
That the Board of County Commissioners consider the recommendations made by JCOS Staff and the Open Space Advisory Committee in Resolution #25-11, approving the acquisition of the Stafford Hogback - 13975 W Bowles LLC property for \$300,000 and authorize execution of the required documents at a future hearing.

Originator:

Hillary Merritt, Deputy Director

Contacts for Additional Information:







Hillary Merritt, Deputy Director, hmerritt@co.jefferson.co.us, 303-271-5948

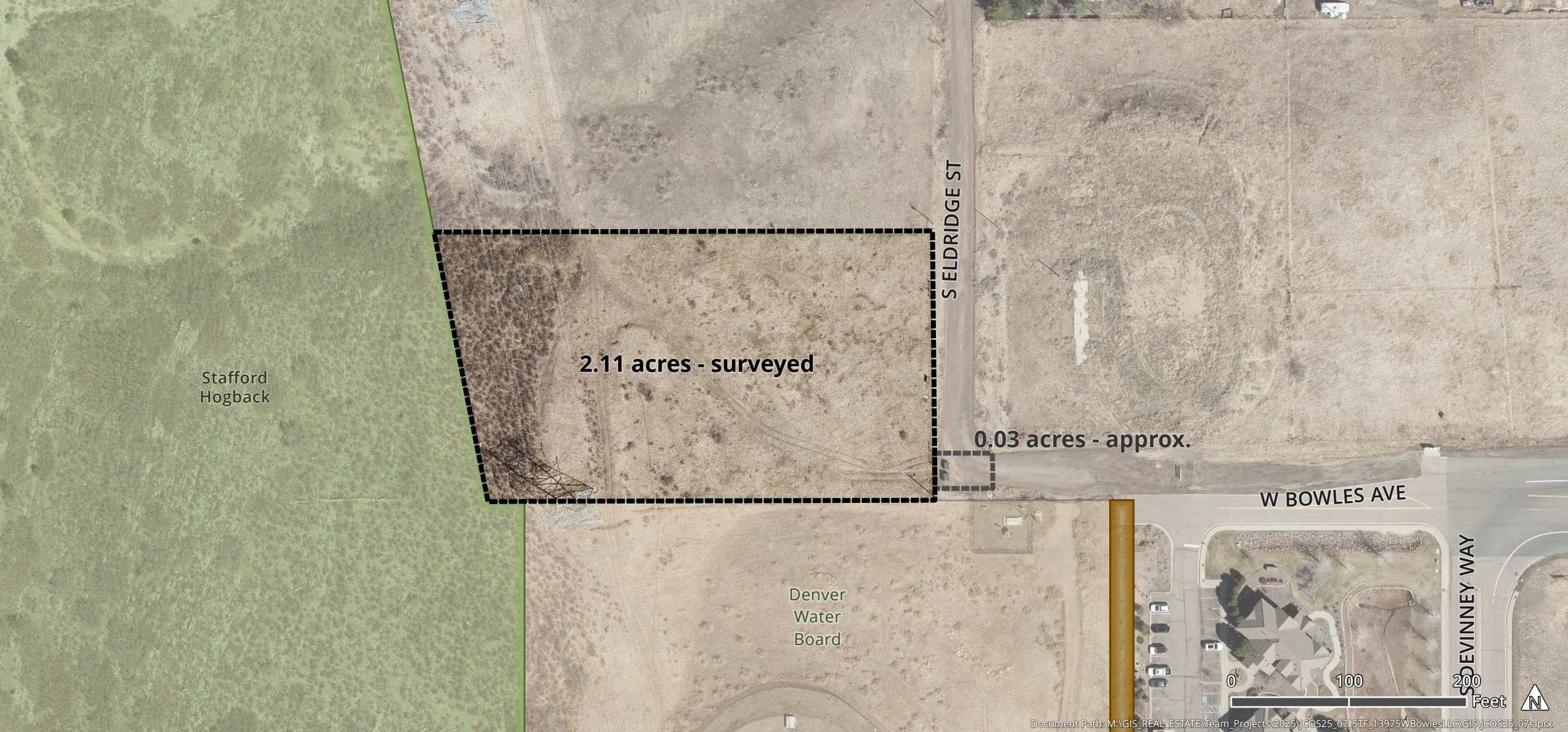


Stafford Hogback - JCOS25-07

13975 W Bowles LLC

Last Revised 4/8/2025

-  Project Site
-  Existing Easement
-  Jeffco Open Space
-  Trail Easement
-  Leased to Ken Caryl Metro District
-  Other Parks and Open Space





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Stafford Hogback - JCOS25-07

13975 W Bowles LLC

Last Revised 4/8/2025

-  Project Site
-  Existing Easement

-  Jeffco Open Space
-  Trail Easement

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: Hiwan Museum Coordinator

Presented by: Rachel Brenna, Strategy & Planning Director, Open Space

Date: 6/10/2025

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue:

Jefferson County Open Space (JCOS) requests an increase to the authorized position count by converting six (6) Temporary positions to one Full Time Employee to serve as the Hiwan Museum Coordinator.

Background:

Hiwan Heritage Park and Museum is located at 28473 Meadow Drive in Evergreen, Colorado. Construction of the building, originally called Camp Neosho, began in 1893 and was the former summer camp and residence of one of Colorado's first female doctors, Josepha Williams Douglas. The home was hand built by Evergreen craftsman Jock Spence using local materials, and by 1918, it grew to 25 rooms to include two octagonal towers, a chapel, formal dining room, and many bedrooms. Camp Neosho became the Hiwan Ranch after 1938 when the new owners, the Buchanan family, turned the summer home into a working Hereford cattle ranch.

The Jefferson County Historical Society worked with the newly formed Jefferson County Open Space to list Hiwan on the National Register of Historic Places and open it to the public as a museum in 1974.

Discussion:

JCOS is developing a new tour experience for the Hiwan Museum, which is expected to launch later this summer. To implement this program, JCOS proposes to convert six Temporary positions that have served as part-time staff to one Full Time Museum Coordinator. The Museum Coordinator will help develop, design, and supervise educational programs and activities, open and close the facility, conduct formal and informal tours, coordinate and schedule part-time tour guide staff and volunteers, and ensure adherence to established policies, procedures and standards.

Fiscal Impact: ☒ yes ☐ no

\$102,000 paid with Open Space Funds from the adopted 2025 budget.

- Year(s) of impact: 2025
- Existing grant or project: None
- New grant or project: None
- Requested in adopted budget: Funding is part of 2025 adopted budget
- Ongoing or one-time: Ongoing
- General Fund impact: None
- Staffing impact: One FTE for \$102,000, eliminate 6 Temporary positions
- Match requirements: None
- Mandate/Contractual obligation: None

SPA Review: Brett Deady, reviewed June 2, 2025. Support, no concern. Funding for the position is provided from the 2025 adopted budget in the Open Space Fund, transfer existing budget into the Regular Salaries.

County Attorney Review: Anthony Chambers, reviewed and approved June 2, 2025.

Facilities Review: Support, no concern. Mark Danner, May 30, 2025

BIT Review: Support, no concern. Andy Corbett, June 2, 2025

Fleet Review: Support, no concern. Janice Mayer, June 2, 2025

County Human Resources Review (new FTE only): Support, no concern. Kayla Seaman, June 2, 2025

Recommendations:

That the Board of County Commissioners consider the recommendation made by JCOS Staff to increase the authorized position count by converting six (6) Temporary positions to one Full Time Employee to serve as the Hiwan Museum Coordinator and authorize this position at a future hearing.

Originator: Rachel Brenna, Open Space Strategy & Planning Director

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