



STAFF BRIEFINGS and WORK SESSIONS

Hybrid Meeting

AGENDA

February 28, 2023, Immediately Following Hearings

BCC Boardroom, 5th Floor and WebEx Virtual Platform

Join our virtual meeting via WebEx

<https://jeffco.webex.com/jeffco/onstage/g.php?MTID=e2612216b649be7c80ed5c787afa0d221>

Event Password: eaTDHHCw746

Select the "Join by Browser" option

You can also join by telephone: Dial +1-408-418-9388;

Access Code/Event Number: 2499 503 5508

Pages

1. Briefing Items

1.1 Sheriff Requests presented by Adriana Prata Grants

3

- Click it or Ticket Grant
- Local Law Enforcement Crime Gun Intelligence Center Integration Initiative
- Victim Assistance and Law Enforcement (VALE) Grant Application and Acceptance
- State Criminal Alien Assistance Program (SCAAP) Grant

Supplementals

- Appropriation Capacity for Sheriff Office Fleet Repairs and Replacements
- Funding Source Update for Two Sheriff's Office Full Time Employees
- Accept Funds and Budget an Increase for the Regional Crime Lab
- Accept Funds and Budget to Provide Law Enforcement Services to the Town of Morrison

1.2	Human Services Update presented by Mary Berg, Kat Douglas, Barb Weinstein, Wanda Cowart, and Lindsey Jones	20
	<ul style="list-style-type: none"> • Single-entry Point (SEP) Contract Renewal • Child Abuse Prevention Treatment Act (CAPTA) Federal Funding • Colorado Youth Detention Continuum Funds • Chafee Program Comparison Site Funding • Colorado Foster Youth Successful Transition to Adulthood Grant Program Funding • Emergency Solutions Grant Award • Extension of White Swan Motel Shelter Agreement 	
1.3	Development and Transportation Update presented by Abel Montoya, Mike Vanatta, Mike Secary, Becky Baker, and Chris Okeefe	37
1.4	BOE Adoption of Alternate Protest and Appeal Procedure presented by Kym Sorrells	64
1.5	Various Appointments to Boards and Commissions presented by Deborah Churchill	66
2.	Reports Commissioners County Manager County Attorney	
3.	Executive Session	
3.1	Child Fatality Investigation Report Review - Confidential Pursuant to C.R.S. 24-6-402(4)(c) Based on Confidential Provisions in C.R.S. 26-1-139(5)(e) and Privilege Provided Under C.R.S. 26-1-139(5)(d)	
3.2	BCC v. Romero - Legal Advice C.R.S. 24-6-402(4)(b) and Advice to Negotiators 24-6-402(4)(e)	
3.3	Litigation Update (General Cases) - Legal Advice C.R.S. 24-6-402(4)(b)	
3.4	Legal Update – Legal Advice C.R.S. 24-6-402(4)(b)	
4.	Adjourn	
5.	Work Sessions - No Agenda Items	

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Colorado Department of Transportation (CDOT)
Click it or Ticket FY23 Grant
February 28, 2023

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

ISSUE: The Jefferson County Sheriff's Office (JCSO) requires approval and ratification from the Board of County Commissioners (BCC) to submit a grant application to the Colorado Department of Transportation (CDOT) passed through the United States Department of Transportation.

BACKGROUND: CDOT offers grants to local law enforcement entities to improve the safety of our local highways. The "click it or ticket" grant will allow the JCSO to provide additional patrols to ticket drivers not wearing seatbelts. There are three specified enforcement periods during 2023; JCSO will be participating in two of the periods.

DISCUSSION: This grant will fund overtime and associated fringe benefits for JCSO sworn personnel to provide additional patrol shifts. The total request will be in the amount of \$20,136. The grant funds are federal pass-through funds from the United States Department of Transportation.

FISCAL IMPACT: There is no match requirement. This is a Federal grant for the Patrol Fund for \$20,136 for 2023.

- Year of impact: 2023
- TABOR impact: No, this is federal funding
- Existing grant or project: No
- New grant or project: Yes
- Requested in adopted budget: No
- Ongoing or one-time: One-Time Funding
- General Fund impact: No
- Staffing impact: No
- ARPA impact: No
- Match requirements: No Match Required
- Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☐yes ☒no

There is no TABOR impact as this is a Federal grant.

SPA Review: Support, no concern.

Facilities Review: Does not apply, no fiscal impact

BIT Review: Does not apply, no fiscal impact

Fleet Review: Does not apply, no fiscal impact

Human Resources Review (new FTE only): Does not apply, no fiscal impact

Revenue Limits Impact: ☐yes ☒no

There is no TABOR impact as this is Federal grant.

RECOMMENDATIONS: The Jefferson County Board of Commissioners (BCC) approves the placement of this application on a future Consent Agenda to ratify the application submittal by the Jefferson County Sheriff's Office (JCSO) Grants Specialist and the Sheriff's Office traffic sergeant to the Colorado Department of Transportation, to accept grant-funding if awarded, to authorize the Sheriff to execute any grant documentation as necessary, and to direct that the awarded funds be included in a future supplemental appropriation to the Sheriff's Office 2023 Budget and carry forward, if necessary.

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

CONTACTS FOR ADDITIONAL INFORMATION:

Dylan Mahonee, JCSO Sergeant, Ext. 5869

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Local Law Enforcement Crime Gun Intelligence Center
Integration Initiative
February 28, 2023

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

ISSUE: The Jefferson County Sheriff's Office (JCSO) requires approval and ratification from the Board of County Commissioners (BCC) to submit a Federal grant application to the U.S. Department of Justice, Bureau of Justice Assistance (BJA) in the amount of \$368,866 for a 3-year grant to purchase a National Integrated Ballistic Information Network (NIBIN) Cartridge Cases Acquisition and Analysis Package; comprised of one BRASSTRAX Acquisition Station and one MATCHPOINT Analysis Station for Cartridge Cases, maintenance fees, and training for the NIBIN equipment to address the increased firearms caseload.

BACKGROUND: BJA is requesting applications for funding to address firearm-related crime and forensics through the establishment/expansion of Crime Gun Intelligence Centers (CGIC) in partnership with the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) to utilize intelligence, technology and community engagement to swiftly identify crime guns and their sources, and efficiently prosecute perpetrators.

DISCUSSION: The Local Law Enforcement Crime Gun Intelligence Center Grant is a competitive grant program that provides funding to government entities that are experiencing an increase in gun-related violent crime. The purpose of the grant is to support local jurisdictions to reduce their backlog and turnaround times and increase their capacity to process firearms and cartridge cases. This grant would fund the purchase of a National Integrated Ballistic Information Network (NIBIN) Cartridge Cases Acquisition and Analysis Package; comprised of one BRASSTRAX Acquisition Station and one MATCHPOINT Analysis Station for Cartridge Cases, maintenance fees, and training for the NIBIN equipment.

FISCAL IMPACT: There is no match requirement. This is a federal grant request in the amount of \$368,866 for the Patrol Fund. The grant period is October 1, 2023 to September 30, 2026. Funds will be included in or supplemented to the 2024, 2025, 2026 budget as needed. Equipment will be purchased in 2024.

- Year of impact: 2024 - 2026

- TABOR impact: No
- Existing grant or project: No
- New grant or project: Yes
- Requested in adopted budget: No
- Ongoing or one-time: One-Time Funding grant
- General Fund impact: No, Patrol Fund
- Staffing impact: No
- ARPA impact: No
- Match requirements: No
- Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☐yes ☒no

There is no TABOR impact as this is a Federal grant.

SPA Review: Support, no concern.

Facilities Review: County Facilities Reviewed, no fiscal impact.

BIT Review: Support, no concern.

Fleet Review: Does not apply, no fiscal impact

Human Resources Review (new FTE only): Does not apply, no fiscal impact

RECOMMENDATIONS: The BCC approves the placement on a future Consent Agenda for approval and ratification of the submission of the application by the Jefferson County Sheriff's Office Grants Specialist, authorization for the Sheriff to execute the grant agreement and any other grant documentation required to be executed by the BCC, approval for the JCSO Grant Specialist to electronically accept the award on behalf of the Sheriff and to direct that the awarded funds be included in the 2024 annual budget or a supplemental appropriation to the Sheriff's Office Budget and carry forward, if necessary.

ORIGINATOR:

Jason Schimschal, JCRCL Director, Ext. 5658

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

VALE 2023-2024 grant application and acceptance

February 28, 2023

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

ISSUE: The Jefferson County Sheriff's Office (JCSO) requires approval and ratification from the Board of County Commissioners (BCC) for the submittal of a grant application to the 1st Judicial District's Victim Assistance and Law Enforcement (VALE) Board. The grant period is 7/1/23 – 6/30/24.

BACKGROUND: The VALE Board provides grant awards to assist service providers in the 1st Judicial District, including the JCSO. The JCSO is statutorily required to provide support services to victims of crime. The JCSO's Victim Services Unit (VSU) advocates make initial contact with victims while on-scene, in the office, by phone, or by mail to offer support and/or provide education and information to victims, their families, and to witnesses of crimes. Victims are informed of their rights and available resources. The JCSO serves all victims of crime and their families including but not limited to homicide/suicide/suspicious death investigations, all felony assaults, all domestic violence assaults, sexual assault, incest and aggravated incest/child sexual assault, kidnapping, aggravated robbery, home invasion burglary/attempted burglary, and human trafficking. The total amount being requested for this grant is \$75,000.

DISCUSSION: If awarded, this funding will cover partial salary for one full-time Victim Advocate position and full salary and employer paid taxes for one part-time Victim Advocate position. Both positions are currently funded from VALE for the current grant period.

FISCAL IMPACT: There is no match requirement. The grant is from July 1, 2023 through June 30, 2024. If awarded \$37,500 will be supplemented to the 2023 budget and \$37,500 will be included in the 2024 annual budget. There will be an impact to FY2023 and FY2024 for revenue and expenses for \$37,500 in the Patrol Fund.

- Year of impact: 2023 and 2024
- TABOR impact: Yes
- Existing grant or project: No
- New grant or project: Yes
- Requested in adopted budget: No
- Ongoing or one-time: One-Time Funding grant

- General Fund impact: No, Patrol Fund
- Staffing impact: No
- ARPA impact: No
- Match requirements: No
- Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☒yes ☐no

The revenue source is a state grant. If the full requested grant amount is awarded, there will be an additional impact to the county's TABOR fiscal year spending limit. The revenue impact will be \$37,500 to FY2023 and \$37,500 to FY2024.

SPA Review: Support, no concern.

This award is a state grant, the TABOR impact is minimal. Also, SPA staff will provide a 2023 TABOR Fiscal Year Spending Limit update after 2022 financials are closed and final 2022 CPI is reported.

Facilities Review: Does not apply, no fiscal impact

BIT Review: Does not apply, no fiscal impact

Fleet Review: Does not apply, no fiscal impact

Human Resources Review (new FTE only): Does not apply, no fiscal impact

RECOMMENDATIONS: The BCC approves the placement on a future Consent Agenda for approval and ratification of the submission of the application by the Jefferson County Sheriff's Office Grants Specialist, authorization for the Sheriff to execute the grant agreement and any other grant documentation required to be executed by the BCC, and to direct that the awarded funds be included in a 2023 budget supplemental appropriation and the 2024 annual budget and carry forward, if necessary.

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

CONTACTS FOR ADDITIONAL INFORMATION:

Courtney Hill, Victim Services Manager, Ext. 5575

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

State Criminal Alien Assistance Program (SCAAP)

February 28, 2023

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

ISSUE: The Jefferson County Sheriff's Office requires approval and ratification by the Board of County Commissioners (BCC) of the submission of a grant application to the Office of Justice Programs, Bureau of Justice Assistance by the Jefferson County Sheriff's Office Grants Specialist, requesting reimbursement of costs incurred for the detention of undocumented criminal aliens from July 1, 2020 – June 30, 2021.

BACKGROUND: State and local governments bear the costs associated with incarcerating undocumented foreign-born inmates when they enter the criminal justice system. Jefferson County has been in the past and is currently burdened with the costs associated with incarcerating undocumented foreign-born inmates. In response to the increasing costs associated with housing these inmates, the federal government has initiated a grant reimbursement program, the State Criminal Alien Assistance Program, to provide reimbursement for the cost of housing eligible inmates beyond the 4 days supported by Immigration and Customs Enforcement.

DISCUSSION: The State Criminal Alien Assistance Program (SCAAP) requests information regarding eligible inmates detained in the Jefferson County Detentions Center. For an individual to be included in the SCAAP data they must meet three criteria: incarcerated for at least four consecutive days during the reporting period, the individual is undocumented and not a U.S. citizen, and the individual has been convicted of at least one felony or two misdemeanors. An inmate record is required as part the application along with Correctional Officer data and salary, and all total inmate days within the reporting period.

FISCAL IMPACT: There is no match requirement. This is a Federal grant for an estimated amount not to exceed of \$250,000 for the General Fund. The revenue received is expected to be used "only for correctional purposes".

- Year of impact: 2023 or 2024
- TABOR impact: No, this is federal funding
- Existing grant or project: No
- New grant or project: Yes

- Requested in adopted budget: No
- Ongoing or one-time: One-Time Funding payment to offset the cost of housing undocumented inmates
- General Fund impact: Yes
- Staffing impact: No
- ARPA impact: No
- Match requirements: No Match Required
- Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☐yes ☒no

There is no TABOR impact as this is a Federal grant.

SPA Review: Support, no concern.

Facilities Review: Does not apply, no fiscal impact

BIT Review: Does not apply, no fiscal impact

Fleet Review: Does not apply, no fiscal impact

Human Resources Review (new FTE only): Does not apply, no fiscal impact

RECOMMENDATIONS: The Jefferson County Board of Commissioners (BCC) approves the placement on a future Consent Agenda to ratify the application submittal by the JCSO Grants Specialist, acceptance of grant funding if awarded by the JCSO Grants Specialist, to authorize the Sheriff to execute any grant documentation as necessary, and to direct that the awarded funds be included in a supplemental appropriation to the Sheriff's Office Budget if necessary.

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Appropriation Capacity for Sheriff Office Fleet Insurance
Reimbursements
February 28, 2023

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

Issue: Jefferson County Sheriff's Office (JCSO) is requesting one-time General Fund supplemental appropriation in the amount of \$265,485 in order to budget for damages and expenditures for fleet repairs and replacements.

Background: Jefferson County Sheriff's Office (JCSO) works closely with county Safety and Compliance staff to document and submit insurance reimbursement claims for damages caused by accidents to Sheriff fleet vehicles. JCSO is requesting to budget a one-time General Fund expense in the amount of \$265,485 for accident repairs, representing the prior year revenue received by the Sheriff's Office from reimbursements from insurance for accidents. The revenue generated from 2022 insurance claims for accidents needs to be budgeted for the Sheriff's Office to cover the cost of associated repairs and replacements.

Discussion: Fleet staff spend a significant amount of administrative work documenting damages from accidents in order to recover insurance funds, which in turn must be used to pay for parts and repairs for the fleet vehicles. The amount recovered from insurance in 2022 was \$265,485, and needs to be budgeted in order to allow the necessary budget capacity for repairs, which will continue in 2023. This amount is significant and cannot be absorbed by the JCSO fleet budget, which is already under high pressure due to inflationary increases in the purchase costs for vehicle parts, equipment and commercial repairs. This request occurs on an annual basis, and is based on the previous year collected revenue amount. For comparison, in 2022, the approved expense amount was \$151,953, representing 2021 collected revenues.

Fiscal Impact: Increase in Sheriff Office 2023 appropriations for \$265,485 utilizing fund balance in the General Fund.

Revenue for this supplemental request was received in 2022 from vehicle insurance claim reimbursements processed by the Safety and Compliance Division. This revenue was unused in 2022 and returned to fund balance at year end.

Year of impact: 2023

TABOR impact: None.

Existing grant or project: N/A

New grant or project: N/A

Requested in adopted budget: No

Ongoing or one-time: One-time (2023 FY)

General Fund impact: Use of fund balance in amount of \$265,485. Revenue was received in the prior year and was unused in 2022.

Staffing impact: N/A (no new positions are involved)

ARPA impact: N/A

Match requirements: None

Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☐yes ☒no

No impact to the County's TABOR Fiscal Year Spending Limit, utilizing General Fund balance for revenue received in the prior year.

SPA Review: Support, no concern.

Facilities Review: No fiscal impact

BIT Review: No fiscal impact

Fleet Review: No fiscal impact

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

Recommendations: The JCSO recommends that the Board of County Commissioners supports the request for a supplemental to the Sheriff's Office 2023 Budget to appropriate vehicle repair expenses in the amount of \$265,485 and if necessary moves the request forward to the hearing consent agenda for formal approval.

Originator: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

Contacts for Additional Information: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Updating Funding Source for Two Sheriff's Office Full Time
Employees to Inmate Welfare Fund
February 28, 2023

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

Issue: The Jefferson County Sheriff's Office (JCSO) is requesting permission from the Board of County Commissioners (BCC) to change the funding source for two full time positions from the General Fund to the Inmate Welfare Fund, effective in Fiscal Year 2023, and to include this request in a future supplemental hearing for formal approval to increase appropriation in the Inmate Welfare Fund in the amount of \$191,344.

Background: The Jefferson County Sheriff's Office's budget is under pressure from inflationary increases in the cost of services, as well as the need to maintain a competitive compensation structure in order to retain and recruit employees. The preliminary budget forecast for the General Fund for 2023 indicates multiple areas of challenge, including but not limited to the cost of employment separation payouts for departing employees, overtime costs, extradition travel, fleet parts and equipment, and utilities. The Sheriff's Office staff are working on multiple early budget interventions in 2023 to relieve some of the pressures on available resources in these areas by reducing costs, finding alternative funding sources, and enhancing revenue recovery where possible. As part of these comprehensive efforts, the Sheriff's Office has identified that two full time positions, currently funded by the General Fund that can be instead funded by the Inmate Welfare Fund, in the amount of \$191,344 annually.

Discussion: The Sheriff's Office is proactively pursuing budget interventions to ensure that the current needs for 2023 are met by the existing budget for the fiscal year. In past years, the Sheriff's Office has typically turned back savings to the General Fund at year end, the majority of which came from underspending in salaries and benefits budgets, generated by vacant positions due to turnover. In 2023, the Sheriff's Office does not expect to experience year end underspending as in past years, due to increasing pressures on the existing General Fund budget.

These budget pressures have multiple sources. First, overtime and non-personnel budgets are carried forward from one fiscal year to the next through baseline budgeting without any inflationary increases, whereas the office is experiencing inflationary increases in multiple areas such as personnel wages, extradition travel, supplies, fleet parts, equipment and services. Second, 2020 budget cuts required the Sheriff's Office to start paying for employee separation payouts instead of the county allocating dedicated funding for this purpose. Last but not least, the Sheriff's Office had to maintain a competitive compensation and benefits structure to recruit and retain employees, which was not fully funded by increases in total salary budgets; these costs were incurred by holding positions vacant, which reduced in turn the savings from vacancy turnover.

In order to ensure that 2023 funding allocated for the Sheriff's Office in the General Fund is overall sufficient to cover all of the areas that are experiencing pressure, the Sheriff's Office intends to change the funding source for two full time positions in the Detentions Division, namely a detentions chaplain and an inmate worker crew lead, to the Inmate Welfare Fund, in the amount of \$191,344 annually.

The Inmate Welfare Fund is a separate special revenue fund that holds revenues collected from inmate activities, and pays for services for inmates. The fund is dedicated to activities benefitting inmates by past practice, and not by statute. The Inmate Welfare Fund covers the cost of eight full time positions that provide services to the benefit of inmates; as well as supplies, education and training for the benefit of inmates. One of the main goals of the inmate worker program is to provide inmates with new learning opportunities and job skills, so that upon their release from the facility, they are equipped and able to find work and reintegrate in the community. The two positions that would be changed to be funded by the Inmate Welfare Fund perform services and activities that benefit inmates, consistent with past practice and intent.

The Inmate Welfare Fund has a strong fund balance position, with more than three million dollars in the 2023 reserves, and annual revenues that exceed expenditures. In 2022, preliminary revenues were \$1,306,127, against an expenditure budget of \$1,034,015. Therefore, currently the fund has sufficient resources to sustain these two positions on an ongoing basis, as well as a strong reserve for rainy days and one time needs.

Changing the funding for these two positions to the Inmate Welfare Fund would relieve pressure on the Sheriff's Office General Fund budget, allowing the Sheriff to address needs within existing budgets by freeing up budget capacity to be used in other areas of the budget that experience high inflationary pressures. Approving this request helps diminish the likelihood of the Sheriff's Office needing additional budgetary support at year end to cover areas of high need and pressure. If the savings are not needed by year end to support existing operations, they would fall back to General Fund reserves.

Fiscal Impact: Increase in Inmate Welfare Fund in the amount of \$191,344 annually for personnel expenses for an existing 2.0 FTEs. No fiscal impact to the General Fund, only moving positions to the Inmate Welfare Fund.

Year of impact: 2023.

TABOR impact: None.

Existing grant or project: N/A

New grant or project: N/A

Requested in adopted budget: No

Ongoing or one-time: Ongoing, as long as revenues in the Inmate Welfare Fund are sustained.

General Fund impact: No.

Staffing impact: N/A (no new positions are involved)

ARPA impact: N/A

Match requirements: None

Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☐yes ☒no

No impact to the County's TABOR Fiscal Year Spending Limit, utilizing existing revenue appropriated and fund balance in the Inmate Welfare Fund.

SPA Review: Support, no concern.

Facilities Review: No fiscal impact.

BIT Review: No fiscal impact.

Fleet Review: No fiscal impact.

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

Recommendations: The JCSO recommends that the Board of County Commissioners supports the request to change the funding source for two full time positions from the General Fund to the Inmate Welfare Fund, in the amount of \$191,344 annually, effective in Fiscal Year 2023, and if necessary, requests a supplemental to increase appropriation in the Inmate Welfare Fund.

Originator: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

Contacts for Additional Information: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
JCSO Request to Accept and Budget an Increase in Funds for the
Regional Crime Lab
February 28, 2023

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

Issue: The Jefferson County Sheriff's Office (JCSO) is requesting approval from the Board of County Commissioners (BCC) to accept funds and include this request in a future supplemental hearing for formal approval to increase appropriation in the Patrol Fund for the Jefferson County Regional Crime Laboratory (JCRCL) in the amount of \$79,842.

Background: The JCRCL provides services to all law enforcement agencies within Jefferson County with an agreement between the Jefferson County Sheriff's Office, Arvada, Golden, Lakewood, and Wheat Ridge Police departments. Every year, the JCRCL Board approves the budget for the joint program. In 2023, the JCSO received \$458,949, an increase of \$79,842 over the adopted budget. This increase needs to be supplemented to the 2023 budget in order to grant the JCSO the necessary budget capacity to conduct planned activities for the Regional Crime Lab.

Discussion: The increased funding for 2023 needs to be budgeted in order to expend the additional funds and recognize the revenues. The additional amount of \$79,842 needs to be added to the revenue budget, as well as the expense budget.

Fiscal Impact: There will be an increase in both revenue and expenditure appropriations in the Patrol Fund for the Jefferson County Regional Crime Laboratory (JCRCL) in the amount of \$79,842. The cost of services provided will be covered by revenue from participating agencies.

Year of impact: 2023.

TABOR impact: Yes.

Existing grant or project: N/A

New grant or project: N/A

Requested in adopted budget: No

Ongoing or one-time: One-time increase.

General Fund impact: No.

Staffing impact: N/A (no new positions are involved)

ARPA impact: N/A

Match requirements: None

Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☒yes ☐no

Revenue received from this IGA is from a local government entity and therefore impacts TABOR fiscal year spending limits.

SPA Review: Support, no concern.

Facilities Review: Support, no concern.

BIT Review: Support, no concern.

Fleet Review: Support, no concern.

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

Recommendations: The Sheriff's Office recommends to accept the funds and include for approval a supplemental budget appropriation at the next available budget hearing in order to budget the revenues and expenses associated with the increased Regional Crime Lab funding for the current fiscal year in the amount of \$79,842 for the Patrol Fund.

Originator: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

Contacts for Additional Information: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
JCSO Request to Accept and Budget Funds to Provide Law
Enforcement Services to the Town of Morrison
February 28, 2023

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

Issue: The Jefferson County Sheriff's Office (JCSO) is requesting approval from the Board of County Commissioners (BCC) to accept funds and include this request in a future supplemental hearing for formal approval to increase revenue and expense appropriation in the Patrol Fund for law enforcement services provided to the Town of Morrison, in the amount of \$66,000 for Fiscal Year 2023.

Background: On August 3, 2021, the JCSO and the Town of Morrison signed an agreement that allows the JCSO to provide law enforcement services for the Town of Morrison, effective August 2021. The original agreement was subsequently amended in May 2022. The services provided include routine patrol, traffic enforcement, and response and investigation of criminal incidents. In exchange, the Town of Morrison pays the JCSO a monthly fixed amount of \$5,500.

The Board of County Commissioners approved and budgeted the original agreement in 2021. The revenues and expenses associated with the original agreement and were removed when creating the baseline budget, pending a new agreement update with the Town of Morrison. Therefore, for the current fiscal year 2023, the amount of \$66,000 needs to be added to the Patrol Fund revenue budget, as well as the expense budget.

Discussion: The Town of Morrison Police Department is experiencing significant staffing shortages. The JCSO has agreed to provide law enforcement services starting August 2021, in exchange for a monthly fee. The JCSO requests to accept the funds and add \$66,000 for Fiscal Year 2023 to the expense and revenue budget. The increased funding for 2023 needs to be budgeted in order to expend the additional funds and recognize the revenues.

Fiscal Impact: There will be an increase in appropriation in both revenue and expenditures for the Patrol Fund in the amount of \$66,000.

Year of impact: 2023.

TABOR impact: Yes.

Existing grant or project: N/A

New grant or project: N/A

Requested in adopted budget: No

Ongoing or one-time: One-time increase.

General Fund impact: No.

Staffing impact: N/A (no new positions are involved)

ARPA impact: N/A

Match requirements: None

Mandate/Contractual obligation: N/A

Revenue Limits Impact: ☒yes ☐no

Revenue received from this IGA is from a local government entity and therefore impacts TABOR fiscal year spending limits.

SPA Review: Support, no concern.

Facilities Review: Support, no concern.

BIT Review: Support, no concern.

Fleet Review: Support, no concern.

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

Recommendations: The Sheriff's Office recommends to accept the funds and include for approval a supplemental budget appropriation at the next budget hearing in order to budget the Patrol Fund revenues and expenses associated with law enforcement services provided to the Town of Morrison, in the amount of \$66,000 for Fiscal Year 2023.

Originator: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

Contacts for Additional Information: Adriana Prata, Jefferson County Sheriff's Office, aprata@jeffco.us or 720-512-0416.

BOARD OF COUNTY COMMISSIONERS BRIEFING

EXECUTIVE SUMMARY

Jefferson County Human Services

February 28, 2023

1. CONSENT TO PLACE ON BUSINESS/HEARING AGENDA:

Single Entry Point Contract Renewal

ISSUE: The Department of Human Services is requesting approval to extend the existing Single-Entry Point (SEP) contract with the Colorado Department of Health Care Policy and Financing (HCPF) through June 2023.

RECOMMENDATIONS: That the Board of County Commissioners (a) approves the execution by the Chairman of Amendment 3 to the Single Entry Point contract with the Colorado Department of Health Care Policy and Finance, to renew the contract from July 1, 2022 to June 2023, and make other revisions, upon approval as to form by the County Attorney's Office; and (b) approves Human Services to accept revenue of up to \$2,500,000 under this contract during the term set forth above.

2. FOR DISCUSSION/BOARD DIRECTION:

Child Abuse Prevention Treatment Act Community-Based Child Abuse Prevention Funding

ISSUE: The federal Child Abuse Prevention and Treatment Act (CAPTA) supports local child abuse prevention plans to strengthen and support families through community-based child abuse prevention funding.

RECOMMENDATIONS: The Board of County Commissioners (a) approves the Department of Human Services' acceptance of \$49,999.00 in federal CAPTA community-based child prevention treatment funds from the Colorado Department of Early Childhood, in its capacity as the fiscal agent for JeffCo Connections, subject to the negotiation of agreement terms acceptable to the County Attorney's Office; and (b) directs that these funds be included in a supplemental appropriation to Human Services' 2023 budget.

3. FOR DISCUSSION/BOARD DIRECTION:

Colorado Youth Detention Continuum Funds

ISSUE: Request for approval to accept up to \$40,000.00 in funds from Colorado Youth Detention Continuum (CYDC) pursuant to cooperation agreement.

RECOMMENDATIONS: **The Board of County Commissioners approves the Jefferson County Children, Youth, Families and Adult Protection Division's acceptance of up to \$40,000 in State Marijuana Tax revenue funds from Colorado Youth Detention Continuum, subject to negotiation of an agreement with Trestle Programs, Inc., that's acceptable to the County Attorney's Office.**

4. FOR DISCUSSION/BOARD DIRECTION:

Chafee Program Comparison Site Funding

ISSUE: Jefferson County's Chafee Foster Care Independence Program offers support to current and former foster care youth to achieve self-sufficiency. The Colorado Department of Human Services (CDHS) has entered into an agreement with the Center for Policy Research to complete an evaluation of the Chafee program and to develop an evidence-based program.

RECOMMENDATIONS: **The Board of County Commissioners: (a) approves the Jefferson County Department of Human Services' acceptance of \$10,000.00 in State funds from the Center for Policy Research to serve as a comparison site for the YARH-3 summative evaluation; and (b) directs that these funds be included in a supplemental appropriation to Human Services' budget.**

5. CONSENT TO PLACE ON BUSINESS/HEARING AGENDA:

Colorado Foster Youth Successful Transition to Adulthood Grant Program

ISSUE: Jefferson County's Chafee Foster Care Independence Program offers support to current and former foster care youth to achieve self-sufficiency. The Colorado Department of Human Services (CDHS) has developed the Colorado Foster Youth Successful Transition to Adulthood Grant Program funding for Federal Fiscal Year 2022-2023.

RECOMMENDATIONS: **The Board of County Commissioners: (a) approves the Department of Human Services to apply for and, if awarded, accept up to**

\$130,000.00 in Colorado Foster Youth Successful Transition to Adulthood Grant funds from the Colorado Department of Human Services; (b) authorizes the Chairman to sign an agreement with the Colorado Department of Human Services accepting such funds, following approval as to form by the County Attorney's Office; and (c) directs that any funds received be included in a supplemental appropriation to Human Services' budget.

6. CONSENT TO PLACE ON BUSINESS/HEARING AGENDA:

Emergency Solutions Grant

ISSUE: Approval to accept the Emergency Solutions Grant award from Department of Local Affairs (DOLA).

RECOMMENDATIONS: **The Board of County Commissioners (a) authorizes the Department of Human Services to accept the Emergency Solutions Grant (ESG) from the Colorado Department of Local Affairs in the amount of \$275,000.00; (b) authorizes the Chairman to sign the ESG grant agreement, following approval as to form by the County Attorney's Office; (c) directs that the ESG funds be included in a supplemental appropriation to Human Services' budget; and (d) authorizes the Department of Human Services to create one Grant Funded Position for a Family Homeless Navigator from a portion of the ESG grant.**

7. CONSENT TO PLACE ON BUSINESS/HEARING AGENDA:

**Emergency Shelter Grant Award Extension
of White Swan Motel Shelter Agreement**

ISSUE: Approval to extend Shelter Agreement with The Sursy Denver, LLC, to continue leasing space at the White Swan Motel.

RECOMMENDATIONS: **The Board of County Commissioners (a) authorizes the Department of Human Services to amend its Shelter Agreement with Sursy Denver, LLC, to extend its lease of a block of rooms at the White Swan hotel through March 2024 at a maximum cost of approximately \$470,000; and (b) authorizes the Chairman to sign an amendment to the Shelter Agreement to effectuate the extension, following approval as to form by the County Attorney's Office.**

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Single Entry Point Contract Renewal

February 28, 2023

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue: The Department of Human Services is requesting approval to extend the existing Single-Entry Point (SEP) contract with the Colorado Department of Health Care Policy and Financing (HCPF) through June 2023.

Background: Human Services has administered the SEP program for county residents for over 20 years. The SEP program provides residents who need long-term care with access to programs designed to help such individuals continue to live in their own homes or in other community settings, as alternatives to nursing home care. As the SEP provider in the local area, Human Services provides assessment and ongoing case management to older and disabled low-income individuals who need long-term care services in their own homes or alternative care facilities and provides assessment for people in need of placement in a skilled facility.

Discussion: The renewal would be accomplished through Amendment 3 to the SEP contract. This amendment would extend the contract term from July 1, 2022, through June 30, 2023, and make some revisions to the Statement of Work and other contract exhibits. Human Services receives revenue from HCPF for performing its services under the contract. By design, the contract does not list a specific not-to-exceed amount, but Human Services anticipates receiving revenue of no more than \$2,500,000 for the full term. The revenue for SEP is a 50/50 mix of federal and state funds. No match is required. These funds were included in Human Services' 2022 and 2023 budget adopted by the BCC.

Fiscal Impact:

- Year of impact: 2022-2023
- TABOR impact: Yes (2022: \$631,945; 2023: \$631,945)
- Existing grant or project: Yes
- New grant or project: No
- Requested in adopted budget: Yes
- Ongoing or one-time: One-time as this program will cease to exist in its current capacity as of July 1, 2023
- General Fund impact: No
- Staffing impact: No

- ARPA impact: No
- Match requirements: No
- Mandate/Contractual obligation: No

Revenue Limits Impact: ☒yes ☐no

- Half of the revenue received for this grant is from a state source and therefore impacts the TABOR Fiscal Year Spending (FYS) limit. The amount \$631,945 will impact the 2023 TABOR FYS Limit.

CAO Review: Approve.

SPA Review: Support with no concerns. The state revenue portion is included in the 2023 Adopted Budget and accounted for in 2023 TABOR FYS limit projections.

Facilities Review: No fiscal impact.

BIT Review: No fiscal impact.

Fleet Review: No fiscal impact.

Recommendations: That the Board of County Commissioners (a) approves the execution by the Chairman of Amendment 3 to the Single Entry Point contract with the Colorado Department of Health Care Policy and Finance, to renew the contract from July 1, 2022 to June 2023, and make other revisions, upon approval as to form by the County Attorney's Office; and (b) approves Human Services to accept revenue of up to \$2,500,000 under this contract during the term set forth above.

Originator: Wanda Cowart, Community Assistance Division Director (x4350)

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

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Child Abuse Prevention Treatment Act Community-Based Child Abuse Prevention Funding

February 28, 2023

☐ For Information

☒ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: The federal Child Abuse Prevention and Treatment Act (CAPTA) supports local child abuse prevention plans to strengthen and support families through community-based child abuse prevention funding.

Background: Jeffco Connections is our local Collaborative Management Program (CMP) that was created via the execution of a memorandum of understanding between the County and other area partners, as contemplated by HB04-1451. Per the terms of this MOU, the Human Services Department serves as the fiscal agent for JeffCo Connections. Jeffco Connections has seven subcommittees, one is the child welfare subcommittee. In 2020, with technical assistance from the Colorado Department of Human Services, this subcommittee in partnership with community members created a robust local child abuse prevention plan. The prevention plan includes four strategic goal areas: increasing home visitation programs, access to housing and community influences of health, increasing knowledge and resources to foster strong family and social connections.

Discussion: The new Colorado Department of Early Childhood (CDEC) now houses the family strengthening and support programs that includes the development and implementation of local child maltreatment prevention plans. CDEC has awarded JeffCo Connections \$49,999.00 in federal CAPTA community-based child abuse prevention funds to support implementation of the plan. The funds need to be expended by September 30, 2023.

Fiscal Impact:

- Year of impact: 2023
- TABOR impact: No
- Existing grant or project: No
- New grant or project: Yes
- Requested in adopted budget: No
- Ongoing or one-time: One-time
- General Fund impact: None
- Staffing impact: None

- ARPA impact: None
- Match requirements: None
- Mandate/Contractual obligation: None

Revenue Limits Impact: ☐ **yes** ☒ **no**

There is no impact to the county's TABOR Fiscal Year Spending Limit because the revenue source is a federal grant.

CAO Review:

SPA Review: Support with no concerns.

Facilities Review: No fiscal impact.

BIT Review: No fiscal impact.

Fleet Review: No fiscal impact.

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

Recommendations: The Board of County Commissioners (a) approves the Department of Human Services' acceptance of \$49,999.00 in federal CAPTA community-based child prevention treatment funds from the Colorado Department of Early Childhood, in its capacity as the fiscal agent for JeffCo Connections, subject to the negotiation of agreement terms acceptable to the County Attorney's Office; and (b) directs that these funds be included in a supplemental appropriation to Human Services' 2023 budget.

Originator: Mary Berg, Human Services Executive Director, (x4163)

Contacts for Additional Information: Lindsey Jones, Jeffco Connections Program Manager, (x4372)

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Colorado Youth Detention Continuum Funds

February 28, 2023

☐ For Information

☒ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: Request for approval to accept up to \$40,000.00 in funds from Colorado Youth Detention Continuum (CYDC) pursuant to cooperation agreement.

Background: Children, youth and families in Jefferson County benefit from integrated multi-agency services and access to contracted services available through the Jefferson County Department of Human Services, Division of Children, Youth, Families and Adult Protection. CYDC serves youth who are not on probation, parole or committed, and are at imminent risk of being placed or remaining in detention and youth who have been adjudicated delinquent and at imminent risk of being placed in detention or committed to DYS without the use of CYDC intervention services. CYDC has limited resources to provide needed services to these youth and their families. Services include family preservation, family stabilization, prevention, and intervention and services for children at imminent risk of out of home placement.

Discussion: Jefferson County Children, Youth, Families and Adult Protection Division (CYFAP) seeks to allow CYDC access to its contracted service providers and to commit \$100,000.00 in Child Welfare Block Grant Funds to support these children, youth and families, in exchange for CYDC agreeing to reimburse CYFAP in an amount up to \$40,000.00 for services provided through CYFAP contracts. The agreement would be with Trestle Programs, Inc., CYDC's fiscal agent, and all funds received would be State Marijuana Tax Revenue funds.

- **Fiscal Impact:**
- Year of impact: 2023.
- TABOR impact: Yes \$40,000.00
- Existing grant or project: N/A
- New grant or project: New project
- Requested in adopted budget: No
- Ongoing or one-time: One-Time
- General Fund impact: None

- Staffing impact: None.
- APRA impact: None.
- Match requirements: None.
- Mandate/Contractual obligation: None

Revenue Limits Impact: ☒yes ☐no

An estimated amount of \$40,000.00 or state revenue will count toward the County's 2023 TABOR Fiscal Year Spending Limit.

CAO Review: Approve to move forward with accepted edits.

SPA Review: Support with an estimated 2023 TABOR FYS impact in the amount of \$40,000.00.

Facilities Review: No fiscal impacts.

BIT Review: No fiscal impacts.

Fleet Review: No fiscal impacts.

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

Recommendations: The Board of County Commissioners approves the Jefferson County Children, Youth, Families and Adult Protection Division's acceptance of up to \$40,000 in State Marijuana Tax revenue funds from Colorado Youth Detention Continuum, subject to negotiation of an agreement with Trestle Programs, Inc., that's acceptable to the County Attorney's Office.

Originator: Barb Weinstein, Director, Division of Children, Youth, Families and Adult Protection, (x4138)

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

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Chafee Program Comparison Site Funding

February 28, 2023

☐ For Information

☒ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: Jefferson County's Chafee Foster Care Independence Program offers support to current and former foster care youth to achieve self-sufficiency. The Colorado Department of Human Services (CDHS) has entered into an agreement with the Center for Policy Research to complete an evaluation of the Chafee program and to develop an evidence-based program.

Background: As a comparison site, Jefferson County commits to required training, technical assistance, participate in evaluation activities and to operate the Chafee program as is without substantial changes throughout the evaluation process. Jefferson County will be compensated \$10,000.00 for participation as a comparison site.

Discussion: The funding will support youth involved in the Chafee program with needed supports with employment, education, access to health care, transportation, and housing.

- **Fiscal Impact:** Year of impact: 2023.
- TABOR impact: Yes; \$10,000.00
- Existing grant or project: Yes
- New grant or project: No
- Requested in adopted budget: No.
- Ongoing or one-time: Ongoing
- General Fund impact: None.
- Staffing impact: None.
- APRA impact: None.
- Match requirements: None.
- Mandate/Contractual obligation: None.

Revenue Limits Impact: ☒ **yes** ☐ **no**

Revenue received is from a state source and therefore counts toward the county's 2023 TABOR fiscal year spending limit.

CAO Review: Approve.

SPA Review: Supported with an estimated 2023 TABOR FYS impact in the amount of \$10,000.00.

Facilities Review: No fiscal impacts.

BIT Review: No fiscal impacts.

Fleet Review: No fiscal impacts.

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

Recommendations: The Board of County Commissioners: (a) approves the Jefferson County Department of Human Services' acceptance of \$10,000.00 in State funds from the Center for Policy Research to serve as a comparison site for the YARH-3 summative evaluation; and (b) directs that these funds be included in a supplemental appropriation to Human Services' budget.

Originator: Barb Weinstein, Director, Division of Children, Youth, Families and Adult Protection, (x4138)

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

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Colorado Foster Youth Successful Transition to Adulthood Grant Program

February 28, 2023

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

Issue: Jefferson County's Chafee Foster Care Independence Program offers support to current and former foster care youth to achieve self-sufficiency. The Colorado Department of Human Services (CDHS) has developed the Colorado Foster Youth Successful Transition to Adulthood Grant Program funding for Federal Fiscal Year 2022-2023.

Background: House Bill 21-1094 was enacted into law on June 25, 2021. House Bill 21-1094 provided funding to ensure eligible youth have access to services that enable them to successfully transition to adulthood as well as supplemental funding for existing Chafee programs.

Discussion: Jefferson County Children, Youth, Families and Adult Protection Division (CYFAP) seeks to apply for \$130,000.00 in funds, to be used for two purposes: 1. Developing self-sufficiency skills groups to include financial literacy, educational support, career preparation, health education and risk prevention, employment and vocational training and housing education. 2. Coaching for youth services through the Foster Youth to Independence voucher program. A requirement of the voucher program is coaching services. This provides youth self-sufficiency skills specific to living in their own apartment.

These funds are a combination of state general funds and federal funds and do not require a local match.

Fiscal Impact:

- Year of impact: 2023.
- TABOR impact: Yes. \$130,000.00
- Existing grant or project: N/A.
- New grant or project: New grant.
- Requested in adopted budget: No.
- Ongoing or one-time: One-Time.
- General Fund impact: None.
- Staffing impact: None.
- APRA impact: None.

- Match requirements: None.
- Mandate/Contractual obligation: None.

Revenue Limits Impact: ☒ **yes** ☐ **no**

An estimated amount of \$130,000.00 is state revenue and will therefore count against the county's 2023 TABOR Fiscal Year Spending Limit.

CAO Review: Approve.

SPA Review: Supported with an estimated 2023 TABOR FYS impact of \$130,000.00.

Facilities Review: No fiscal impacts.

BIT Review: No fiscal impacts.

Fleet Review: No fiscal impacts.

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

Recommendations: The Board of County Commissioners: (a) approves the Department of Human Services to apply for and, if awarded, accept up to \$130,000.00 in Colorado Foster Youth Successful Transition to Adulthood Grant funds from the Colorado Department of Human Services; (b) authorizes the Chairman to sign an agreement with the Colorado Department of Human Services accepting such funds, following approval as to form by the County Attorney's Office; and (c) directs that any funds received be included in a supplemental appropriation to Human Services' budget.

Originator: Barb Weinstein, Director, Division of Children, Youth, Families and Adult Protection, (x4138)

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

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Emergency Solutions Grant Award

February 28, 2023

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue: Approval to accept the Emergency Solutions Grant award from Department of Local Affairs (DOLA).

Background: The Emergency Solutions Grant is a one-year, \$275,000.00 grant that will support the costs for sheltering families at the White Swan Hotel for another year and to hire a full-time Family Homeless Navigator grant-funded position (GFP).

Discussion: Human Services is seeking approval to accept the Emergency Solutions Grant (\$275,000.00) and add 1.0 GFP through a budget supplemental.

The Emergency Solutions Grant has a 25% match requirement (\$68,750) which would be met with General Assistance funds. The General Assistance funding is already included in the 2023 budget and will be included in the 2024 budget if approved.

- Year of impact: 2023 & 2024
- TABOR impact: No
 - The Emergency Solutions Grant funds are 100% federal and do not impact TABOR.
 - General Assistance funds are county funds and do not impact TABOR.
- Existing grant or project: No
- New grant or project: Yes, the Emergency Solutions Grant is new
- Requested in adopted budget:
 - Yes for General Assistance funds.
 - No for Emergency Solutions Grant.
- Ongoing or one-time: one time request
- General Fund impact: N/A
- Staffing impact: 1.0 Grant Funded Position
- ARPA impact: N/A
- Match requirements: 25% (\$68,750.00). Match is covered with existing General Assistance funds.
- Mandate/Contractual obligation: No

Revenue Limit Impacts: ☒yes ☐no

CAO Review: Approve.

SPA Review: Support with no concerns.

Facilities Review: Does not apply/no fiscal impact.

BIT Review: Does not apply/no fiscal impact.

Fleet Review: Does not apply/no fiscal impact.

Human Resources Review (New FTE Only): Human Resources is aware of the request for a 1.0 GFP, Homeless System Navigator (HHHSY1) and has collaborated with Human Services on the position's pay (HH210H) and the fringe benefits should it be approved.

Recommendation: The Board of County Commissioners (a) authorizes the Department of Human Services to accept the Emergency Solutions Grant (ESG) from the Colorado Department of Local Affairs in the amount of \$275,000.00; (b) authorizes the Chairman to sign the ESG grant agreement, following approval as to form by the County Attorney's Office; (c) directs that the ESG funds be included in a supplemental appropriation to Human Services' budget; and (d) authorizes the Department of Human Services to create one Grant Funded Position for a Family Homeless Navigator from a portion of the ESG grant.

Originator: Kat Douglas, Housing, Economic and Employment Services Division Director, (x 8372)

Contacts for Additional Information: Mary C. Berg, Human Services Executive Director, (x 4163)

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Extension of White Swan Motel Shelter Agreement

February 28, 2023

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

Issue: Approval to extend Shelter Agreement with The Sursy Denver, LLC, to continue leasing space at the White Swan Motel.

Background: On January 10, 2023, the Board approved an amendment of the Shelter Agreement with The Sursy Denver, LLC, to lease a minimum of 20 rooms at the White Swan Motel on West Colfax Avenue in Lakewood through April 2023, to provide extensive support to families experiencing homelessness in a safe environment. Human Services would like to further extend the Shelter Agreement through March 2024. Having a safe environment, partnered with family homeless navigation is a critical component to moving families out of homelessness.

Discussion: Human Services is seeking approval to extend the White Swan Shelter Agreement through March 2024. Since there are no shelters in Jefferson County, motel rooms serve as the only option to house families safely. During the winter months additional strain exists due to the higher utilization of motel rooms by many Jefferson County residents. Extending this agreement continues to guarantee these rooms are available for families in need of housing.

Fiscal Impact: Extending the Shelter Agreement through March 2024 would cost approximately \$36,666.00 per month, or approximately \$439,992.00 for 12 months, in lease costs, with additional funds (for a total not to exceed amount of \$470,000.00) set aside to cover the cost of potential damage to the leased space that the County is responsible for. The extension term would be funded with the Emergency Solutions Grant (\$275,000.00) if approved by the BCC, Child Welfare Block Grant (\$50,000.00), and General Assistance (\$145,000.00) funds. Child Welfare Block Grant and General Assistance funding is already included in the 2023 budget and will be included in the 2024 budget if approved. Emergency Solutions Grant funds are not included in the 2023 budget.

- Year of impact: 2023 & 2024
- TABOR impact: No
- Existing grant or project: Yes.
- New grant or project: The White Swan motel utilization is not new.
- Requested in adopted budget: N/A

- Ongoing or one-time: one time request
- General Fund impact: N/A
- Staffing impact: N/A
- ARPA impact: N/A
- Match requirements: N/A
- Mandate/Contractual obligation: No

Revenue Limit Impacts: **yes** ☒ **no**

CAO Review: Approve.

SPA Review: Support with no concerns.

Facilities Review: Does not apply/no fiscal impact.

BIT Review: Does not apply/no fiscal impact.

Fleet Review: Does not apply/no fiscal impact.

Human Resources Review (New FTE Only): Does not apply/no fiscal impact.

Recommendation: The Board of County Commissioners (a) authorizes the Department of Human Services to amend its Shelter Agreement with Sursy Denver, LLC, to extend its lease of a block of rooms at the White Swan hotel through March 2024 at a maximum cost of approximately \$470,000; and (b) authorizes the Chairman to sign an amendment to the Shelter Agreement to effectuate the extension, following approval as to form by the County Attorney's Office.

Originator: Kat Douglas, Housing, Economic and Employment Services Division Director, (x 8372)

Contacts for Additional Information: Mary C. Berg, Human Services Executive Director, (x 4163)

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Development and Transportation – 2023 Annual Briefing
February 28, 2023

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

Issue: Development and Transportation summary of 2022 achievements and discussion of 2023 planned projects, budgeted contracts, and Intergovernmental Agreements (IGAs) that will need Board of County Commissioners (BCC) approval at future business meetings.

Background: Transportation & Engineering (T&E) and Road & Bridge (R&B) have contracts and agreements that are needed to implement the projects and to purchase the supplies and services approved in the 2023 budget. Contracts of \$500,000 or more and certain agreements will require Board of County Commissioner approval at a future business meeting. The attachment summarizes projects, purchases, and other resolutions that are scheduled to come before the Board of County Commissioners in 2023.

Discussion: The lists set forth below are the T&E and R&B contracts and agreements which will require BCC approval in 2023.

Project Intergovernmental Agreements (IGAs)

- Evergreen Metro District – JC-73 Improvements
- Douglas County – South Platte River Bridge Deck Repair
- Mile High Flood District (MHFD) – Weaver Creek at Belleview Avenue
- Mile High Flood District (MHFD) – Weaver Creek (Simms to Quincy)
- CDOT – Jefferson County Bicycle Plan Implementation
- Lakehurst Water and Sanitation – Quincy Avenue Improvements

Project Construction Contracts

- JC-73 – Buffalo Park Road to Plettner Lane
- Pierce Street Roadway Improvements
- South Kipling Parkway Sidewalk
- Belleview Avenue over Bergen Ditch Culvert (ARPA)
- Spread Eagle Mountain Storm Sewer Lining (ARPA)
- Lewis Ridge Road and Larkspur Drive Culverts (ARPA)
- Brook Forest Road at Maxwell Falls Lower Trailhead (ARPA)

2023 Annual Supplies & Services Contracts

- Asphalt Overlay (ARPA)
- Concrete Removal and Replacement
- Asphalt Overlay (Road and Bridge)
- Pavement Maintenance
- Guardrail Repair, Fence Repair, and Fence Replacement

2023 Supplies (Consumables)

- Plant Mix Asphalt

- Deicing Material
- Aggregate Supply
- Culverts and Inlets

Fiscal Impact:

Funding for all projects is included in the 2023 approved budget.

Revenue Limits Impact: None

- Year of impact: FY 2023
- TABOR impact: No
- Existing grant or project: Yes, MHFD and Jefferson County Bicycle Plan.
- Requested in adopted budget: All requests have been budgeted for 2023.
- Ongoing or one-time: One time
- General Fund impact: Yes, MHFD projects listed above are in the 2023 approved budget.
- Staffing impact: None
- ARPA impact: Yes, previously approved ARPA projects.
- Match requirements: None
- Mandate/Contractual obligation: None

SPA Review: Supports with no concerns.

Facilities Review:

BIT Review:

Fleet Review:

Recommendations: Staff recommends that the Board of County Commissioners approve initiating agreements and contracts in the list provided. Staff recommends that these items be placed on the upcoming business consent agendas for the Board of County Commissioners approval.

Originator: Evan Brown, Transportation and Engineering, Ext. 8456

Contacts for Additional Information:

Abel Montoya, Development and Transportation, Ext. 8578

Mike Vanatta, Transportation and Engineering, Ext. 8481

Mike Secary, Road and Bridge, Ext. 5201



JEFFERSON
COUNTY COLORADO

DEVELOPMENT & TRANSPORTATION

BOARD OF COUNTY COMMISSIONERS BRIEFING

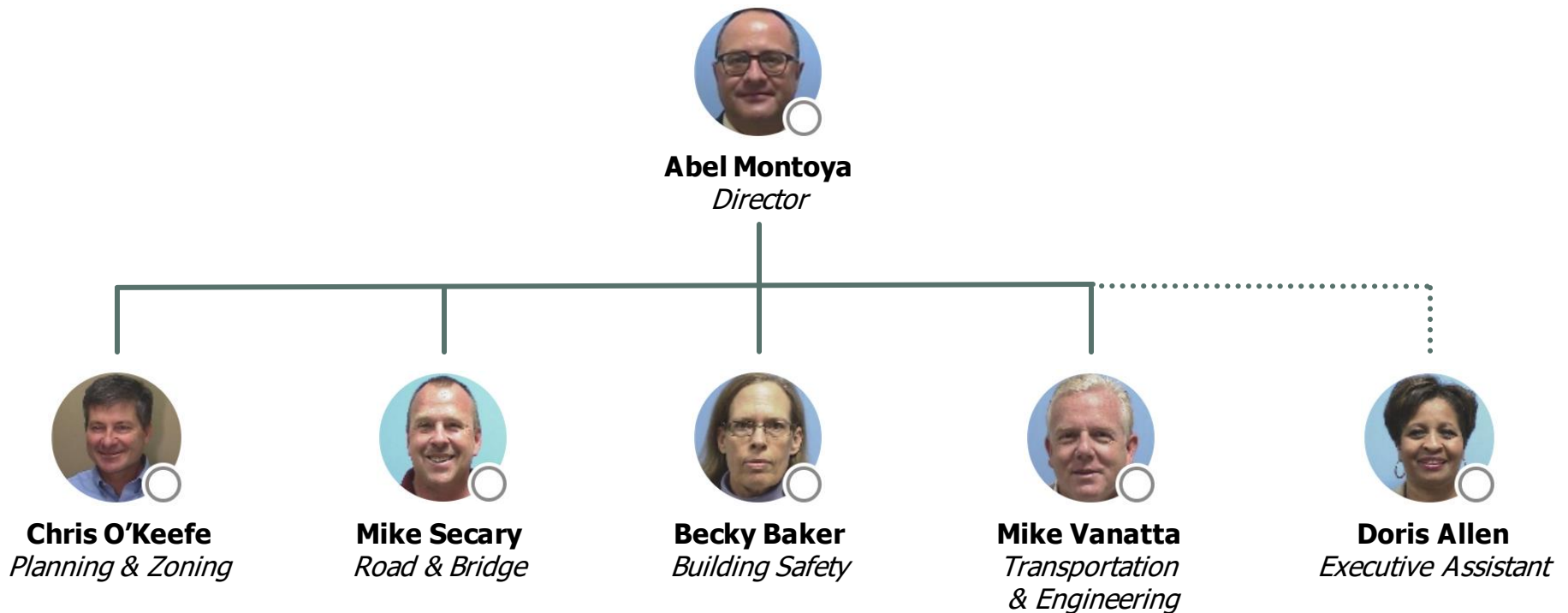
Transportation & Engineering
Road & Bridge
Planning & Zoning
Building Safety

February 28, 2023

DEVELOPMENT & TRANSPORTATION ORGANIZATIONAL CHART

JEFFERSON
COUNTY COLORADO

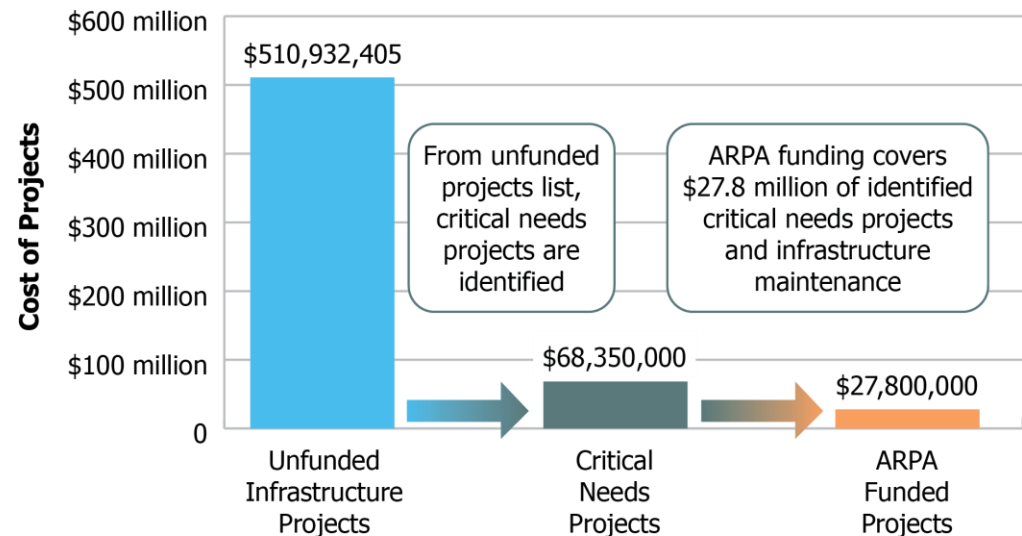
*Development & Transportation
BCC Briefing*



DEVELOPMENT & TRANSPORTATION 2022 HIGHLIGHTS

- Transportation & Engineering ARPA funding of \$2.1 million to complete additional culvert replacements throughout the county.
- Road & Bridge will put \$5.1 million of ARPA funding toward arterial paving, and \$600,000 for a vacuum/jetter truck.
- Planning & Zoning is able to move forward with the Plan & Regulation update process with ARPA funding (\$950,000).
- Planning & Zoning continues to put people first with improved user experience on our website, forms, applications, and other outreach materials.

INFRASTRUCTURE PROJECT / MAINTENANCE NEEDS VS ARPA FUNDING



- The work represented by the 16,725 permits issued by Building Safety in 2022 will continue for the next two years.

TRANSPORTATION & ENGINEERING AND ROAD & BRIDGE 2022 ACCOMPLISHMENTS

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

R&B ASPHALT OVERLAY/PATCHING PROGRAM



Contract: \$3,200,000



20,256 tons



31 lane miles
(overlay)

In-house: \$4,000,000

52,000 tons

80 lane miles
(overlay)

R&B CONCRETE REPLACEMENT PROGRAM



Contract: \$4,140,000

34,000 square yards placed

Special Concrete: \$137,000

800 cubic yards placed



**R&B CONTRACTED AND CONSTRUCTED
PROJECTS: \$11,477,000**

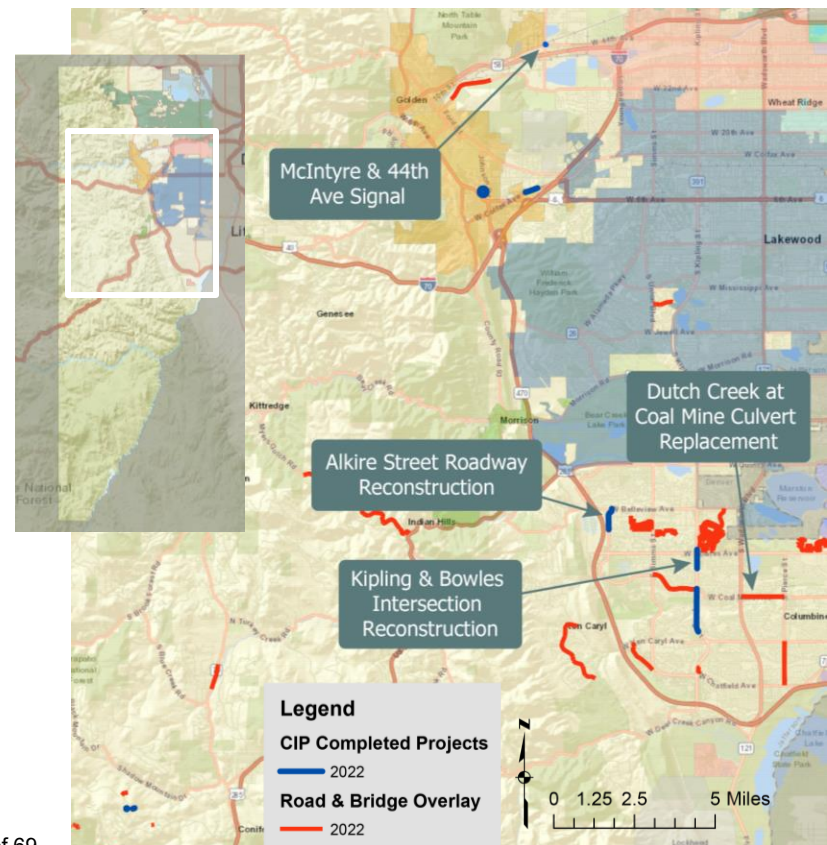
T&E / R&B PROJECTS COMPLETED - \$11,530,000

19 total projects, 7 greater than \$500,000

Contractor: \$10,210,000 (9 projects)

In-house (Road & Bridge): \$1,320,000 (10 projects)

NOTABLE CAPITAL IMPROVEMENT PROJECTS



TRANSPORTATION & ENGINEERING AND ROAD & BRIDGE 2023 PLANNED PROJECTS



Development & Transportation
BCC Briefing

R&B ASPHALT OVERLAY/PATCHING PROGRAM



Contract:	\$3,500,000	22,250 tons	34 lane miles (overlay)
ARPA:	\$5,100,000	24,000 tons	37 lane miles (overlay)
In-house:	\$4,000,000	55,000 tons	85 lane miles (overlay)

R&B CONCRETE REPLACEMENT PROGRAM



Contract:	\$4,500,000	30,000 square yards
Special Concrete:	\$150,000	800 cubic yards

R&B CONTRACTED & PLANNED PROJECTS: \$17,250,000

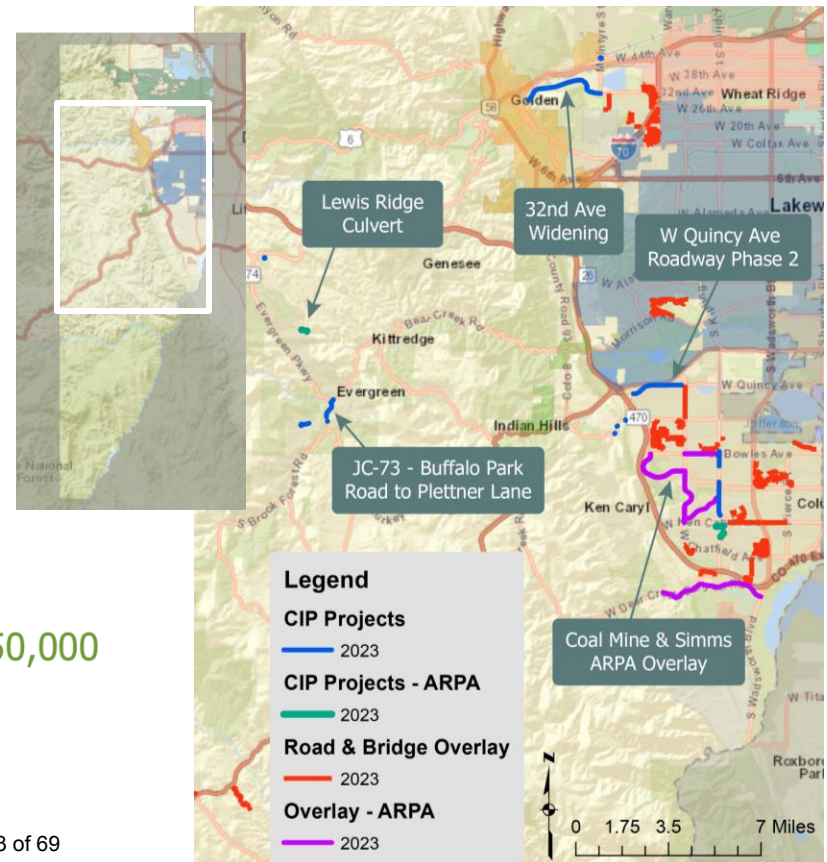
T&E / R&B PLANNED PROJECTS: \$25,820,000

23 total projects - 9 greater than \$500,000

Contractor: \$23,795,000 (9 projects)

In-house (Road & Bridge): \$2,025,000 (14 projects)

NOTABLE CAPITAL IMPROVEMENT PROJECTS

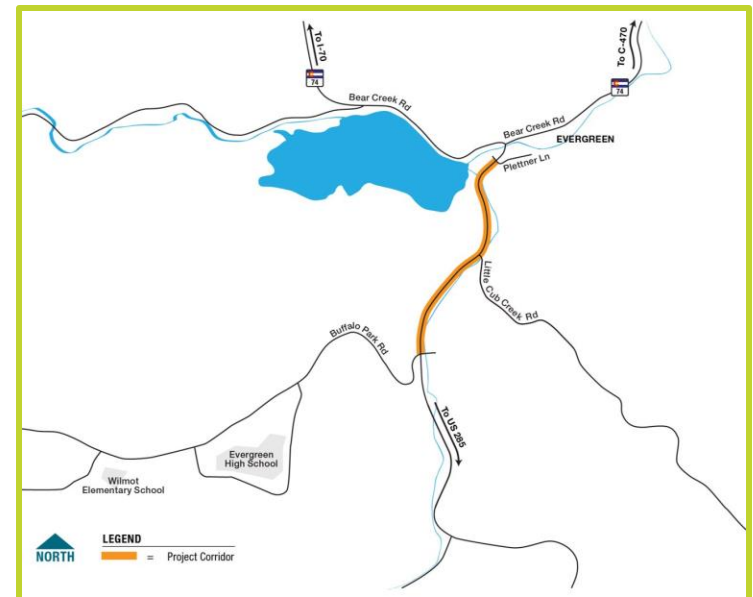
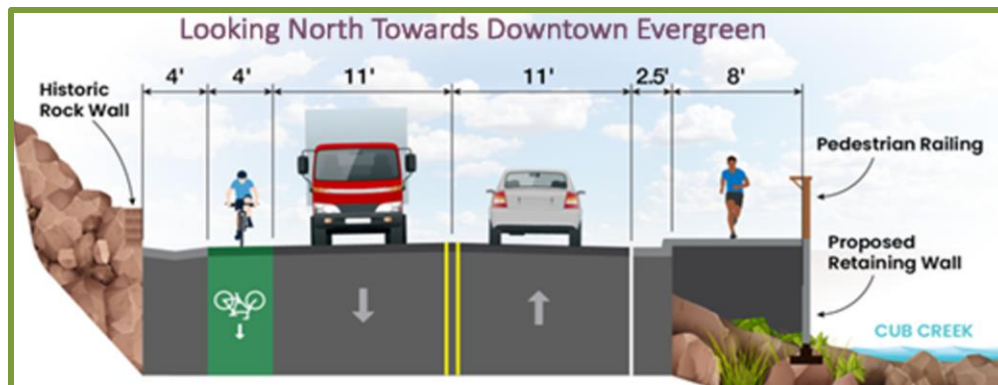


JC-73: BUFFALO PARK ROAD TO PLETTNER LANE

JEFFERSON
COUNTY COLORADO

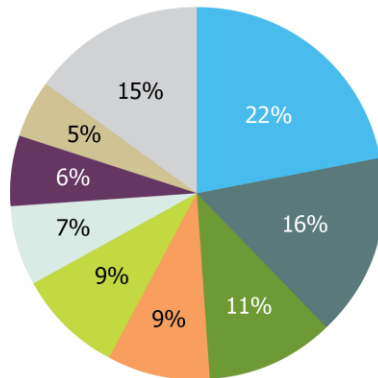
*Development & Transportation
BCC Briefing*

- Intersection Improvements at Buffalo Park Rd
- Left Turn Lanes
- A Bicycle Lane in JC-73
- A Concrete Pedestrian Trail - 8-foot mixed use sidewalk
- Drainage and Flood Control Improvements
- Bridge Replacements and Improvements over Cub Creek
- Completing final design in Spring 2023
- Construction beginning in Fall 2023
- Construction will continue through 2024, with a total cost of \$12.5M
- Project is funded with an \$8.75M grant from the Federal Highway Administration
- Public outreach through all stages of project



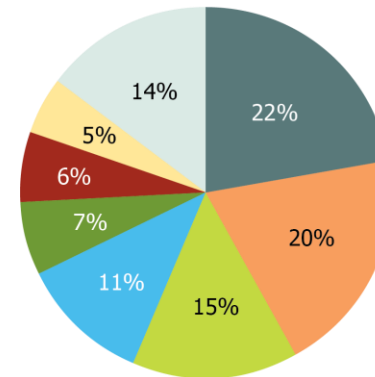
2022 PUBLIC INQUIRIES

360 TOTAL TRANSPORTATION & ENGINEERING INQUIRIES



Type of Request	Number
Traffic Signals/Flashers	78
Sign Request	57
Speed Humps	41
Traffic Safety	34
Traffic Calming/Speeding	32
Stop Signs	24
Pedestrian Facilities	22
Parking	17
Other	53

1,917 TOTAL ROAD & BRIDGE INQUIRIES



Type of Request	Number
Pavement Maintenance	344
Snow Removal	302
Median/ROW Maintenance	226
Culverts/Stormwater	172
Sign Maintenance	102
Gravel Road Maintenance	91
Erosion/Washout Road	79
Other	224

QALERT PUBLIC ENGAGEMENT SYSTEM

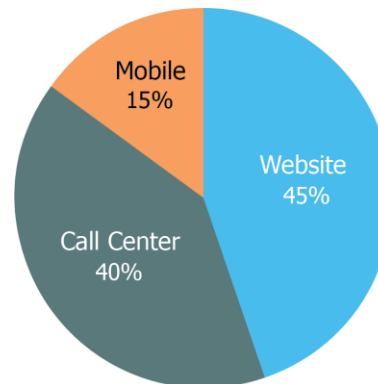
JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

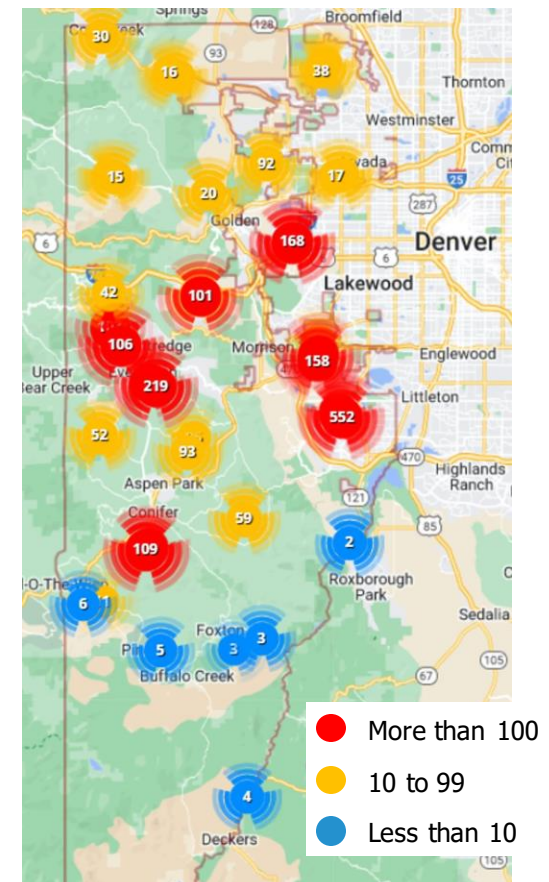


- Members of the public can self-report issues and the system keeps them informed about the status of their request.
- Reduces data entry, enabling faster response time.
- Works seamlessly with Cartegraph, R&B's asset management system.

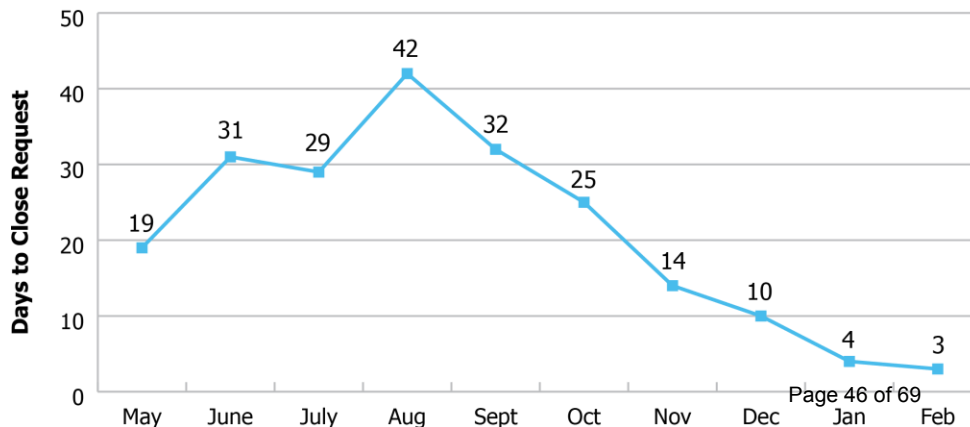
ORIGIN OF REQUESTS



REQUESTS BY AREA



RESPONSE TIMES FOR SERVICE REQUESTS

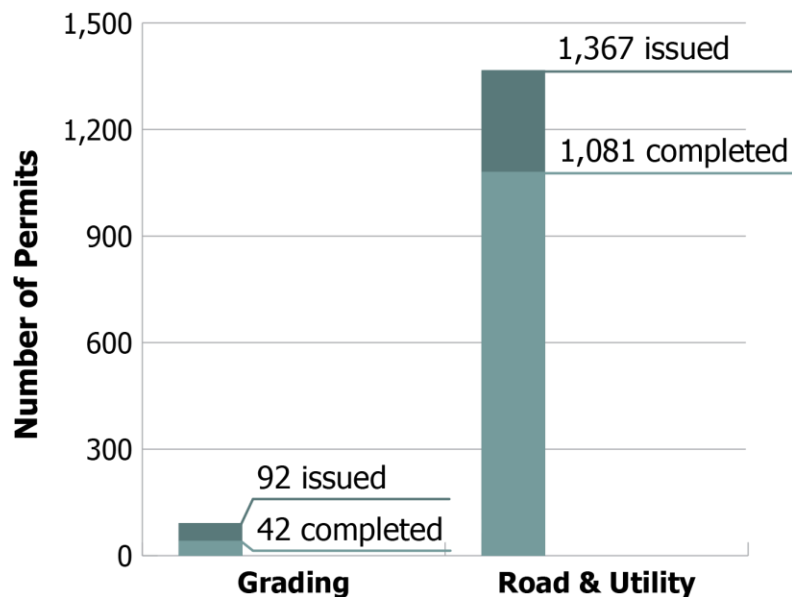


2022 TRANSPORTATION & ENGINEERING PERMITS, FEES, AND INSPECTIONS

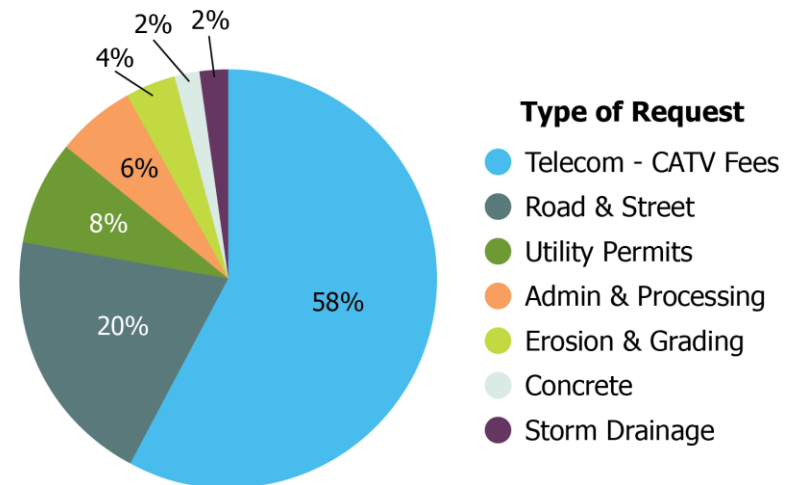
JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

PERMITS ISSUED & COMPLETED



FEES COLLECTED



Telecom – CATV Fees: \$650,980
Permit Fees: \$469,203

2023 T&E IGAS AND CONTRACTS FOR BCC APPROVAL

Project Intergovernmental Agreements (IGAs)

- Evergreen Metro District – JC-73 Improvements
- Douglas County – South Platte River Bridge Deck Repair
- Mile High Flood District (MHFD) – Weaver Creek at Belleview Avenue
- Mile High Flood District (MHFD) – Weaver Creek (Simms to Quincy)
- CDOT – Jefferson County Bicycle Plan Implementation
- Lakehurst Water and Sanitation – Quincy Avenue Improvements

Contracts (approximate total of \$19.5M)

- JC-73 - Buffalo Park Road to Plettner Lane
- Pierce Street Roadway Improvements
- S Kipling Parkway Sidewalk
- Spread Eagle Mountain Storm Sewer Lining (ARPA)
- Belleview Ave over Bergen Ditch Culvert (ARPA)
- Lewis Ridge Road and Larkspur Drive Culverts (ARPA)
- Brook Forest Road at Maxwell Falls Lower Trailhead (ARPA)

2023 ROAD & BRIDGE CONTRACTS FOR BCC APPROVAL

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

2023 Annual Supplies & Services Contracts (Total of \$15,690,000)

- Asphalt Overlay (ARPA): \$5,100,000
- Concrete Removal & Replacement: \$4,500,000
- Asphalt Overlay Road & Bridge: \$3,500,000
- Pavement Maintenance: \$825,000
- Guardrail Repair, Fence Repair
and Fence Replacement: \$580,000
- Truck Hauling Services: \$350,000
- Temporary Flagging Services: \$300,000
- Median Maintenance
(ROW Mowing Services): \$170,000
- Other: \$365,000



2023 Supplies (Consumables) (Total of \$6,080,000)

- Plant Mix Asphalt: \$4,000,000
- Deicing Material: \$1,000,000*
- Aggregate Supply: \$400,000
- Wear Parts: \$200,000
- Pavement Maintenance Materials: \$180,000
- Culvert and Inlets: \$150,000
- Plant Mix Concrete Supply: \$150,000



PLANNING & ZONING

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*



FLOODPLAIN
REGULATION



PLANNING CURRENT
& FUTURE LAND USES



DEVELOPMENT
PERMITTING



ENFORCEMENT

2022 PLANNING & ZONING STATS

64,151

TOTAL CONTACTS
phone / email / front counter

6,238

TOTAL
APPLICATIONS &
PROCESSES

1,875

ZONING
ENFORCEMENT
INQUIRIES

376

DEVELOPMENT
REVIEW
APPLICATIONS

178

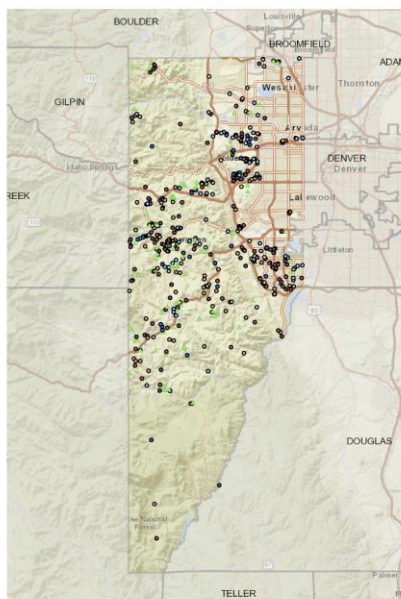
PUBLIC
HEARING
CASES



PUTTING THE PUBLIC FIRST

Active Permits

Click the image below to explore the map in a new tab.



[Ongoing Applications and Permits Map](#)

Pre-Application Process Guide



100 Jefferson County Parkway, Suite 200, Golden, CO 80401
(303) 271-6700 | planning@jeffco.us

- STEP 1**
Applicant Completes Pre-Application Worksheet and Pay Fees
- STEP 2**
Application Sent to Referral Agencies
- STEP 3**
Comments Due from Agencies
- STEP 4**
Pre-Application Meeting
- STEP 5**
Pre-Application Response from Staff

OVERVIEW

The Pre-Application Review Process is an optional process that is strongly encouraged prior to the submittal of Receiving, Special Use, Development Plan, Preliminary and Final Plat (subdivision) and Vacation applications.

The Pre-Application Review Process is a brief review of development proposals, typically based on limited information. The review by Planning & Zoning staff and outside agencies provides information that assists an applicant in making key decisions about a development proposal prior to submitting a formal application. It also helps the applicant understand the County's processes and the issues relative to their proposal. The information from staff will be presented to the applicant in a Pre-Application Meeting and will be followed up with written responses.

Pre-Applications are required to be submitted online and the Pre-Application Review Meetings are held virtually on Thursdays. Our goal is to have the Pre-Application Review Meeting as soon as 17 calendar days after a complete submittal is received.

The applicant is required to provide the written consent of the property owner prior to submitting a Pre-Application. The Pre-Application Meeting is not a public meeting. No formal and use decisions are made at the meeting or during the Pre-Application process.

PRE-APPLICATION REVIEW FEE

If the applicant makes a formal submittal for a development application within one year of the Pre-Application Meeting, the Planning & Zoning portion of the Pre-Application fee will be applied to the application fee for the development. The portion of the fee that is collected for the referral to Public Health is not applied to a future development application.

COMMUNITY INVOLVEMENT

There is no formal community notification during the Pre-Application Process. Community members may, however, review any information related to the Pre-Application that is of public record. This includes the submittal documents, referral responses, and the Pre-Application Response letter. Community members are not invited to attend the Pre-Application Meeting.

1 of 4

- STEP 1 - Pre-Application Review Process**
The applicant completes the Pre-Application Worksheet and pays the fee. The fee is used to cover the cost of the Pre-Application Review Process. The fee is also used to cover the cost of the Pre-Application Review Process. The fee is also used to cover the cost of the Pre-Application Review Process.
- STEP 2 - Application Sent to Referral Agencies**
A Case Manager will be assigned and the case will be sent out for referral. Typical referral agencies that may review include the Planning & Zoning Department, Public Health, Fire Department, Police Department, and other relevant departments. The applicant will receive a letter from the Case Manager regarding the referral process.
- STEP 3 - Comments Due from Agencies**
Referral agencies are given one week to provide comments. Not all referral agencies are always able to provide comments in this time frame, so the Case Manager will forward the comments to the applicant when they arrive.
- STEP 4 - Pre-Application Meeting**
The meeting is normally held virtually, and will include the Case Manager and the applicant but may also include additional staff and other relevant departments. The meeting is a public meeting, representative of the community are not permitted to attend the Pre-Application Meeting. The applicant will receive a letter from the Case Manager regarding the meeting.
- STEP 5 - Pre-Application Response from Staff**
Approximately two weeks after the Pre-Application Meeting, the applicant will receive an email with a link to staff's response. The response will summarize the key issues related to the development application, provide the staff's position on the proposal, and include the process and required fees, identify the submittal requirements, and include the comments received from referral agencies.

2 of 4

REQUIRED ITEMS FOR A COMPLETE APPLICATION

- APPLICATION FEE**
Fee can be found on our website.
- CURRENT DEED**
A copy of the current recorded deed for all parcels involved in the request.
- OWNER ACKNOWLEDGMENT**
Written verification from the property owner indicating they are aware of the Pre-Application submittal.
- PROPOSED ZONING REGULATIONS**
Planned & Special Use.
- OTHER ITEMS THAT WILL BE HELPFUL IN YOUR SUBMITTAL**
 - ARCHITECTURAL ELEVATIONS**
(For Site Development Plans only)
 - LANDSCAPE PLAN**
A plan showing the locations intended for landscaping, including general types of materials.
 - PROOF OF ADDRESS**
If the property will use a private street/road name, then a letter describing the address and any other requirements that may be a plan related to the private address should be provided.
 - FREE JANUARY, 2000 DEED**
Formal property plat or deed from January 1, 2000 for all of the property involved in the request.

Let's continue on next page.

3 of 4

Development & Transportation > Sitemap > Planning & Zoning

Apply Online

About Us

Active Cases Search

Boards & Commissions

Development

News and Events

Online Services

Permitting Information

Regulations & Plans

Fees

FAQs

Planning & Zoning

HYBRID HEARINGS

[Hybrid Hearings](#)

MAKE AN APPOINTMENT

[Make an Appointment](#)

VIRTUAL COMMUNITY MEETINGS

[Community Meetings](#)

ZONING RESOLUTION

[Zoning Resolution](#)

ACTIVE CASE SEARCH

[Active Case Search](#)

PERMITTING INFORMATION

[Permitting Information](#)

APPLY FOR PERMITS ONLINE

[Apply for Permits Online](#)

ZONING COMPLAINTS

[Zoning Complaints](#)

REGULATION UPDATES

[Regulation Updates](#)

OTHER ITEMS continued

- PROOF OF FIRE PROTECTION**
A written statement from the appropriate fire protection district indicating that they will provide service to the property. If the property is not located within a fire protection district, a contract with a private fire company indicating that they will provide service to the property is required.
- PROOF OF WATER**
The applicant is to provide one of the following:
1. A written statement from the appropriate water district indicating that they will provide service to the property.
2. A written statement from the appropriate water district indicating that they will provide service to the property.
3. A written statement from the appropriate water district indicating that they will provide service to the property.
- PROOF OF SANITARY SEWER**
The applicant is to provide one of the following:
1. A written statement from the appropriate sewer district indicating that they will provide service to the property.
2. A written statement from the appropriate sewer district indicating that they will provide service to the property.

The information provided in this guide is intended to be a summary of the Pre-Application Review Process. For a complete explanation of the Pre-Application Review Process, please refer to Section 4 of the Zoning Resolution Ordinance and Section 5 of the Land Development Ordinance.

4 of 4

5 of 4

2022 PLANNING & ZONING ACCOMPLISHMENTS

EFFICIENT

- **Reorganized the Planning section** to address specialized needs for Long Range, Development Review and Permitting.
- **Introduced additional online permitting apps** for Building Permits, Rezoning, Site Development Plans, and Pre-Applications.
- **Implementing Bluebeam** PDF software for more efficient review of plans. (ARPA)

EFFECTIVE

- **Increased our in-office presence** to better serve walk-ins while allowing flexible work from home options for staff retention.
- **SOPs and Checklists**
- **Participating in community outreach** to improve relationships with the public.

TIMELY

- **Goal:** Return calls and emails - less than two business days.
- **Goal:** Building Permits - four business days.
- **Goal:** Case Intake - two business days.
- **Created Permit Technician positions** in 2022 to improve processing times. (ARPA)



APPLY FOR
PERMITS
ONLINE

Planning

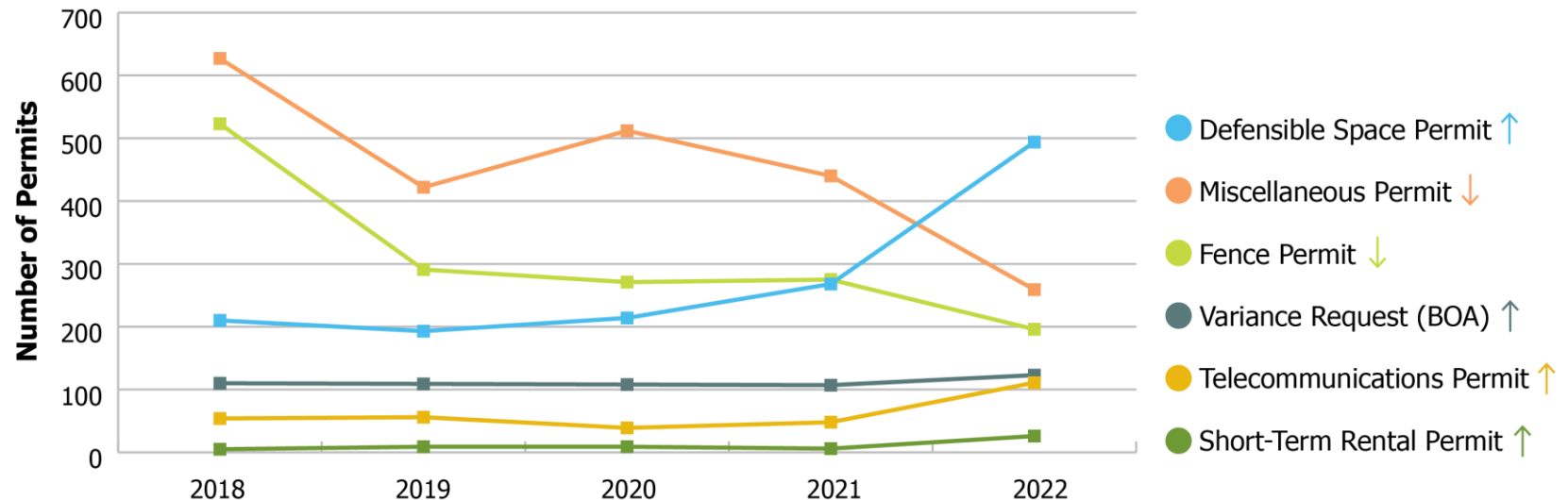
Russell Clark
Planning Manager

Heather Gutherless
Long Range Planning
Supervisor

Dylan Monke
Permit Supervisor

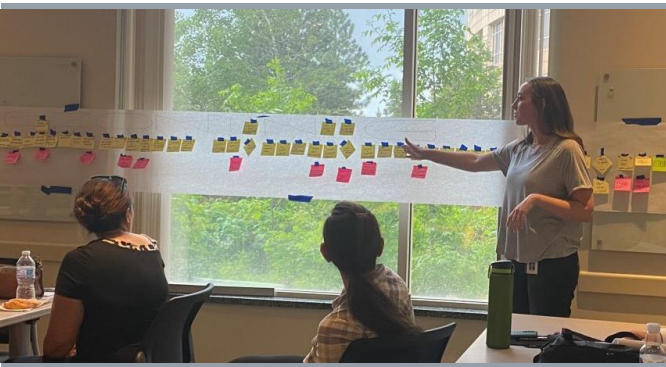
Nick Nelson
Development Review
Supervisor

2022 PLANNING & ZONING PERMIT NUMBERS AND TRENDS

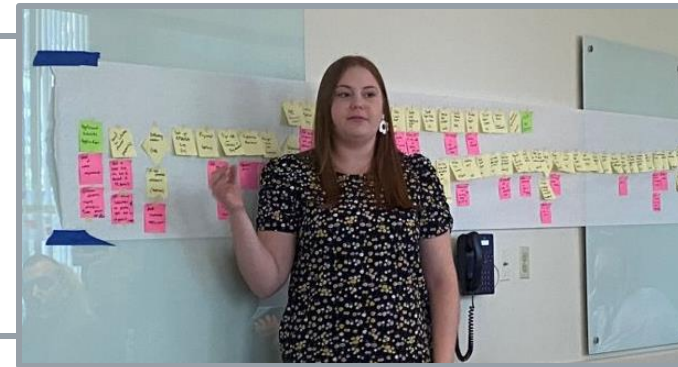


- Requiring defensible space for all permits has **doubled the number of properties installing defensible space**.
- **Removing requirement** for fence permits and for some miscellaneous structures has decreased number of permits, saved customers money, and allowed staff to focus on other priorities.
- **Board of Adjustment cases** continue to increase as citizens seek relief from regulations.
- Telecommunications Permits have increased as **demand for better service** increases and small cell technology inches forward.
- Despite difficult, time-consuming regulations, number of **Short-Term Rental (STR) permits has increased**.

FROM MAPPING TO ACTION: PLANNING & ZONING PROCESS ADVANCE



ADMINISTRATIVE EXCEPTIONS PRELIMINARY AND FINAL PLATS BUILDING PERMITS REZONINGS SITE DEVELOPMENT PLANS

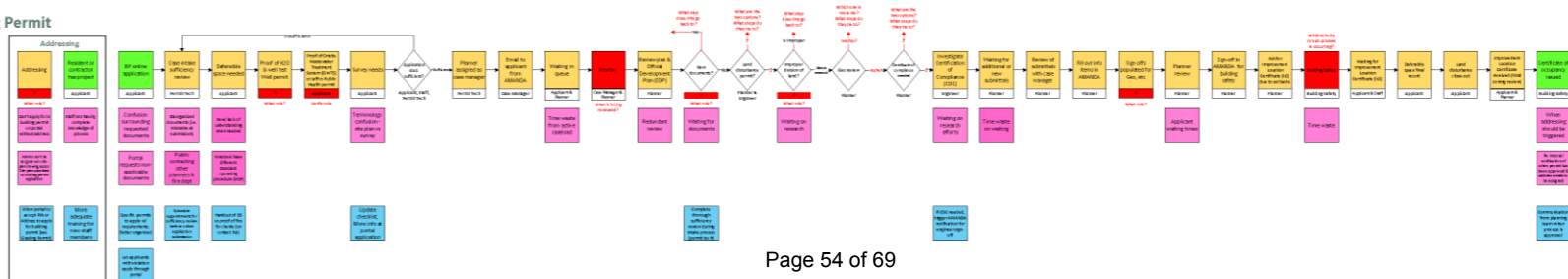


- **Concurrent review** between agencies.
- **Standardized zone districts** identifying where regulations can change.
- **Empower staff** to make final decisions.

- **Reduce referral reviews to one**, improving efficiency and processing time.
- **Enhance case intake and communication** between case managers, supervisory and citizens.

- **Enhance Amanda permit software** to improve citizen interaction and increase efficiency of processes.
- **More formal interactions** with applicants.
- **Create tracking mechanisms** to set accurate metrics.

Building Permit



COUNTY PLAN AND REGULATION UPDATE PROCESS

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

1 KICKOFF

- One-on one Interviews
- Listening Sessions
- Online Questionnaire

PROJECT WEBSITE FEEDBACK OPPORTUNITIES

Tag the map
Comment Boards
Photo Contests



2 VISION + VALUES

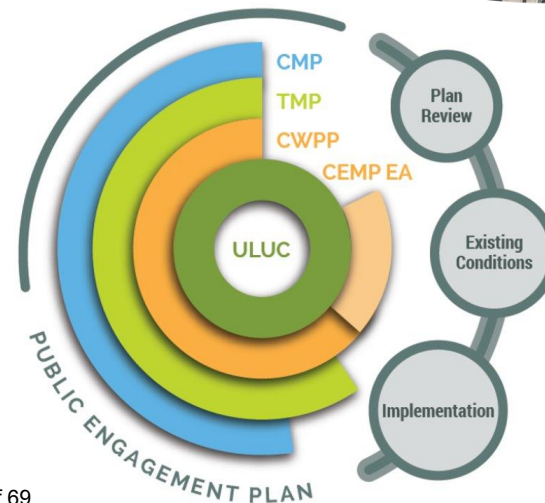
- Open Houses
- Drop-In Events
- Online Questionnaire

3 COMMUNITY CHOICES

- Workshops
- Online Questionnaire

4 DRAFT PLANS REVIEW

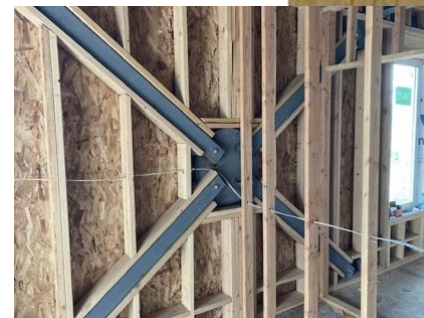
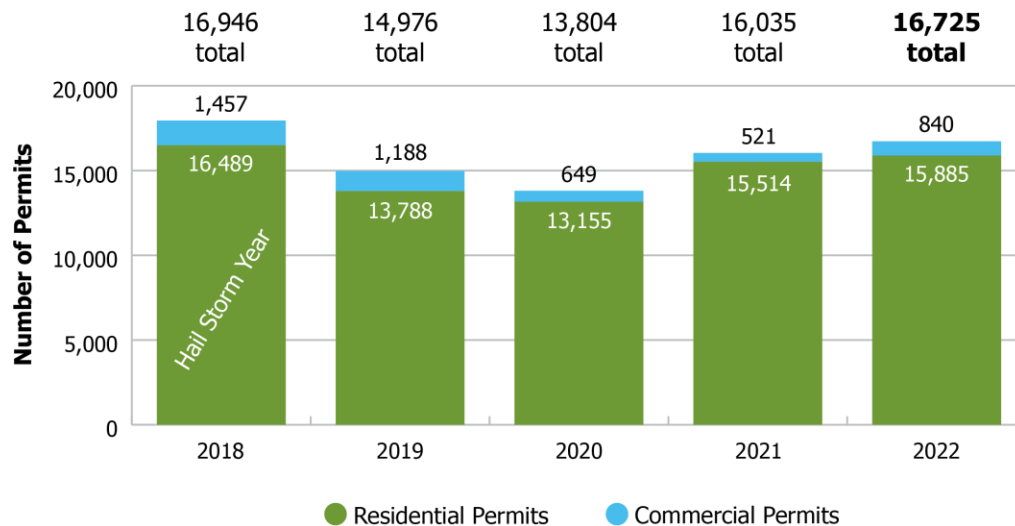
- Open House Events
- Adoption Hearings
- Online Questionnaire



BUILDING SAFETY PERMITS ISSUED

JEFFERSON
COUNTY COLORADO

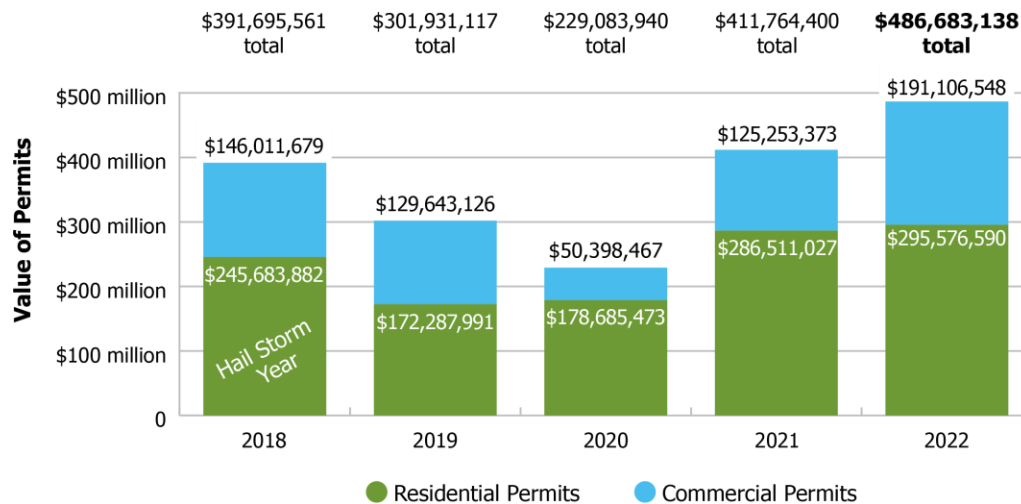
*Development & Transportation
BCC Briefing*



BUILDING SAFETY VALUE OF PERMITTED CONSTRUCTION

JEFFERSON
COUNTY COLORADO

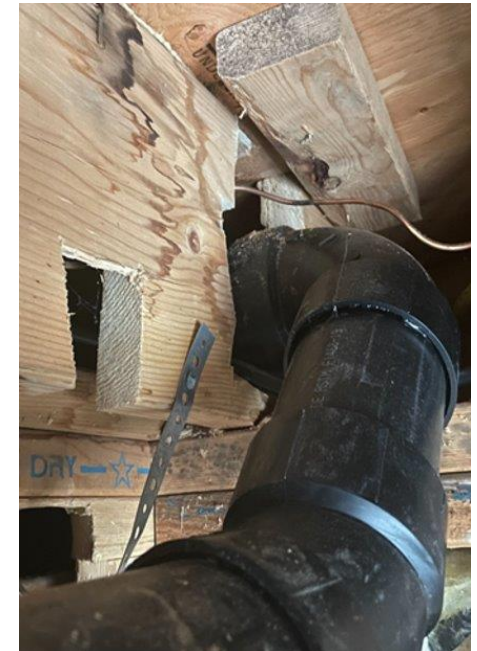
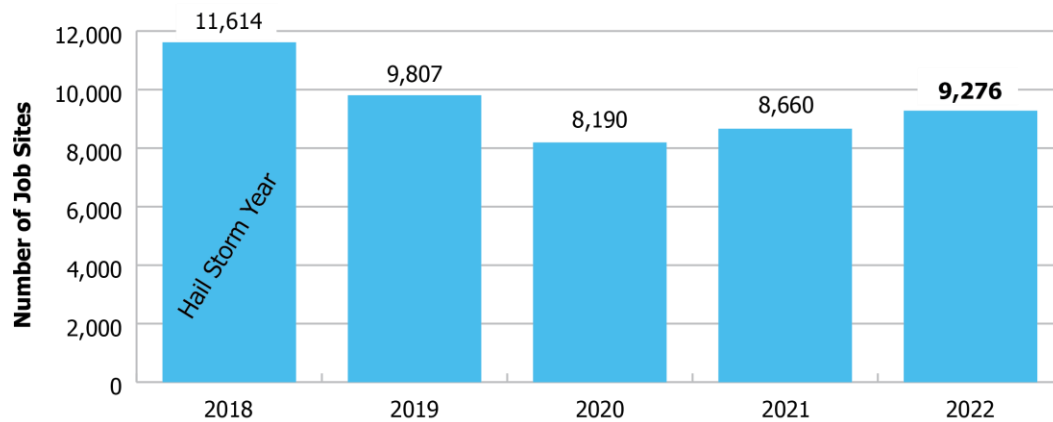
*Development & Transportation
BCC Briefing*



BUILDING SAFETY UNIQUE JOBSITES

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

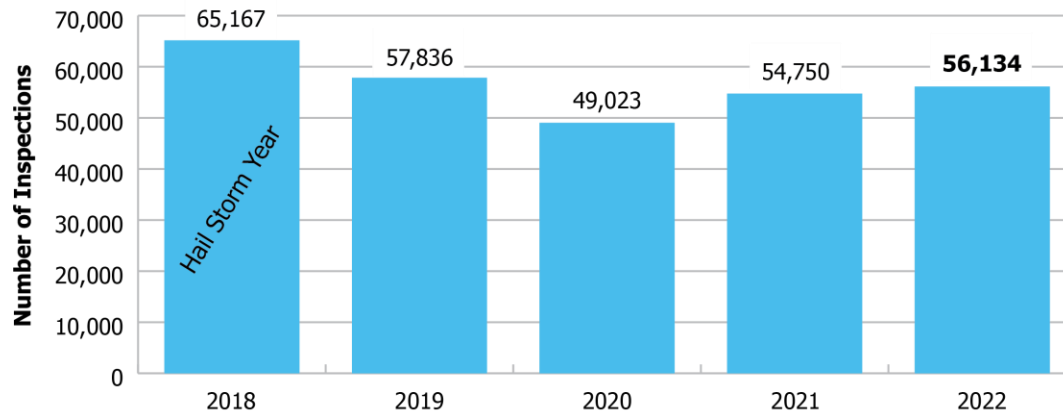


BUILDING SAFETY

NUMBER OF INSPECTIONS

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*



BUILDING SAFETY 2022 AT A GLANCE

JEFFERSON
COUNTY COLORADO

*Development & Transportation
BCC Briefing*

Email Inquires to General Inbox	9,457
Phone Calls to Main Phone Line	41,584
Inspection Miles Driven	220,277
Revenue Generated	\$6,515,992



2022 Cornhole Competition



2023 T&E IGAS AND CONTRACTS FOR BCC APPROVAL

Project Intergovernmental Agreements (IGAs)

- Evergreen Metro District – JC-73 Improvements
- Douglas County – South Platte River Bridge Deck Repair
- Mile High Flood District (MHFD) – Weaver Creek at Belleview Avenue
- Mile High Flood District (MHFD) – Weaver Creek (Simms to Quincy)
- CDOT – Jefferson County Bicycle Plan Implementation
- Lakehurst Water and Sanitation – Quincy Avenue Improvements

Contracts (approximate total of \$19.5M)

- JC-73 - Buffalo Park Road to Plettner Lane
- Pierce Street Roadway Improvements
- S Kipling Parkway Sidewalk
- Spread Eagle Mountain Storm Sewer Lining (ARPA)
- Belleview Ave over Bergen Ditch Culvert (ARPA)
- Lewis Ridge Road and Larkspur Drive Culverts (ARPA)
- Brook Forest Road at Maxwell Falls Lower Trailhead (ARPA)

2023 ROAD & BRIDGE CONTRACTS FOR BCC APPROVAL

2023 Annual Supplies & Services Contracts (Total of \$15,690,000)

- Asphalt Overlay (ARPA): \$5,100,000
- Concrete Removal & Replacement: \$4,500,000
- Asphalt Overlay Road & Bridge: \$3,500,000
- Pavement Maintenance: \$825,000
- Guardrail Repair, Fence Repair
and Fence Replacement: \$580,000
- Truck Hauling Services: \$350,000
- Temporary Flagging Services: \$300,000
- Median Maintenance
(ROW Mowing Services): \$170,000
- Other: \$365,000

2023 Supplies (Consumables) (Total of \$6,080,000)

- Plant Mix Asphalt: \$4,000,000
- Deicing Material: \$1,000,000*
- Aggregate Supply: \$400,000
- Wear Parts: \$200,000
- Pavement Maintenance Materials: \$180,000
- Culvert and Inlets: \$150,000
- Plant Mix Concrete Supply: \$150,000





JEFFERSON
COUNTY COLORADO

DEVELOPMENT & TRANSPORTATION

BOARD OF COUNTY COMMISSIONERS BRIEFING

Q & A

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

BCC-BOE Adoption of Alternate Protest and Appeal Procedure

February 28, 2023

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to
Place on Business/
Hearing Agenda

Issue: Whether the Board of County Commissioners ("BCC"), at the request of the Assessor, elects to use the alternate appeal procedure for 2023.

Background: C.R.S. § 39-5-122.7 provides that, at the request of the Assessor, the BCC may adopt an alternate (extended) protest and appeal procedure concerning valuations of taxable property. The election must be made annually pursuant to statute, and the Board of Assessment Appeals ("BAA") and the District Court must be advised of the election. The County has been using the expanded appeal calendar since 1999.

Discussion: By using the expanded appeal calendar, our appraisers have additional time to perform research, undertake more field inspections and correct property description errors. The expanded calendar also allows for more contact and communication with the property owner.

Fiscal Impact: N/A

Revenue Limits Impact: ☐ yes ☒ no

There is no impact to the county's TABOR fiscal year spending limit, no revenue is being requested.

SPA Review: No fiscal impact, support with no concerns.

Facilities Review: n/a

BIT Review: n/a

Fleet Review: n/a

Human Resources Review (new FTE only): n/a

Recommendations: Staff recommends that the Board of County Commissioners adopt the alternate (extended) protest and appeal procedure requested by the Assessor and allowed by C.R.S. § 39-5-122.7.

Originator: Chris Courtney

Contacts for Additional Information: Chris Courtney, Scot Kersgaard

To: Andy Kerr, Chair
Tracy Kraft-Tharp, Commissioner
Lesley Dahlkemper, Commissioner

From: Scot Kersgaard, Assessor

Date: February 1, 2023

RE: 2023 Assessor Protest – County Board of Equalization Appeal Calendar and Process

Please allow this memo to serve as the formal request from the office of Jefferson County Assessor to use the alternate protest and appeal procedure for determining objections and protests to valuation of both real and personal property during 2023 (39-5-122.7 C.R.S.).

In order to use the expanded appeal calendar, the County Commissioners must make an election to do so prior to May 1 of each year upon request of the County Assessor. The law also requires notice of such election by the Commissioners to the State Board of Assessment Appeals and the district court in the county.

Once the election is made, the County Assessor and the County Board of Equalization have more time to respond to valuation protests and appeals. This year, the County Assessor will have until the 15th day of August to issue the Notice of Determination and the County Board of Equalization will have until November 1 instead of August 5 to hear and issue decisions on appealed cases.

The County has been using the expanded appeal calendar since 1999. Prior to that time, many property owners felt they were rushed through the appeals process. By using the expanded appeal calendar, our appraisers have additional time to perform research, undertake more field inspections and correct property description errors. The expanded calendar also allows for more contact and communication with the property owner.

The use of the expanded protest and appeals calendar is one way we affirm our commitment to continue providing innovative and efficient service to the citizens of Jefferson County.

cc: Kimberly Sorrells, County Attorney
Chris Courtney, Administrative Coordinator, County Board of Equalization



City of Golden

OFFICE OF THE MAYOR

911 10TH ST. GOLDEN, CO 80401
TEL: 303-384-8100
FAX: 303-384-8104
WWW.CITYOFGOLDEN.NET

February 14, 2023

Judge Mark Randall, Chair
Jefferson County Corrections Board
c/o Justice Services Department
3500 Illinois Street, Suite 2800
Golden, CO 80401

Dear Judge Randall,

The City Council of Golden has selected a nominee as Golden's representative to serve on the Jefferson County Corrections Board to fill the vacancy created by the resignation of Patricia Kirk.

Our nominee for Golden's representative is Charley Falkenburg. She can be reached at (609)541-9015 or by email to clfburg@gmail.com.

At this time, we are not replacing the alternate position previously held by Judy Taub Babitz.

We respectfully request the Board to take action to confirm the nomination and make this appointment.

Thank you for your consideration. ▶

Regards,

Laura M. Weinberg
Mayor

RESOLUTION NO. 2921

**A RESOLUTION OF THE GOLDEN CITY COUNCIL
NOMINATING AN INDIVIDUAL FOR APPOINTMENT TO THE
JEFFERSON COUNTY CORRECTIONS BOARD**

WHEREAS, pursuant to Resolution No. 272, the City Council of the City of Golden (“Golden”) approved and entered into the 1985 Revised Intergovernmental Agreement for Community Corrections in Jefferson County, Colorado effective January 6, 1986 (the “Community Corrections IGA”); and

WHEREAS, pursuant to Title 17, Article 27 of the Colorado Revised Statutes, the Community Corrections IGA established one community corrections board for its participants, including Jefferson County and the municipalities of Arvada, Golden, Lakewood, and Wheat Ridge, to be known as the “Jefferson County Corrections Board” (“JCCB”); and

WHEREAS, pursuant to the Community Corrections IGA, the City and other participants delegated all delegable community corrections powers, rights, and duties to the Jefferson County Board of County Commissioners, and thereby to the JCCB, in perpetuity; and

WHEREAS, the Community Corrections IGA requires that the Jefferson County Board of County Commissioners appoint all member representatives to the JCCB pursuant to written nominations provided by its participants, including a representative from Golden; and

WHEREAS, Golden was previously represented on the JCCB by Patricia Kirk and Judy Taub Babitz (alternate), whose terms expired on September 30, 2022; and

WHEREAS, to fulfill its obligations under the Community Corrections IGA, the City Council desires to nominate an individual to be appointed by the Jefferson County Board of County Commissioners for the current term as set forth herein, and does not desire to nominate an alternate as such nomination is not required.

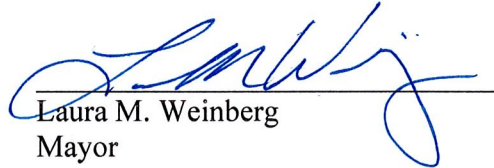
THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GOLDEN, COLORADO:

Section 1. The City Council hereby nominates an individual for appointment to the Jefferson County Corrections Board as a representative of Golden, as set forth below, and directs the City Clerk to provide this resolution to Jefferson County as evidence of such nomination upon its execution by the Mayor:

<u>Name</u>	<u>Term Expires</u>
Charley Falkenburg	September 30, 2025

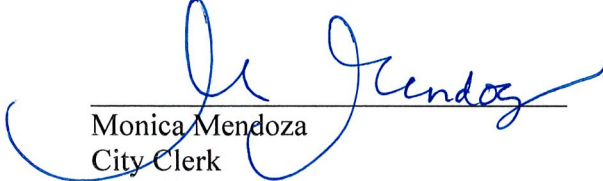
Section 2. This resolution shall become effective immediately upon its adoption.

Adopted this 14th day of February, 2023.



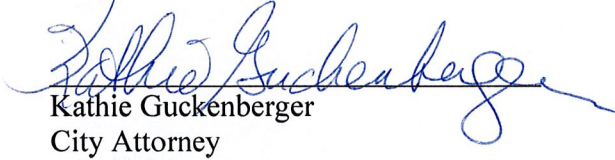
Laura M. Weinberg
Mayor

ATTEST:



Monica Mendoza
City Clerk

Approved as to form:

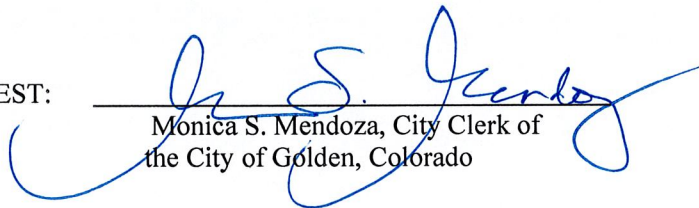


Kathie Guckenberger
City Attorney

I, Monica S. Mendoza, City Clerk of the City of Golden, Colorado, do hereby certify that the foregoing is a true copy of a certain Resolution adopted by the City Council of the City of Golden, Colorado at a regular business meeting thereof held on the 14th day of February, 2023.



ATTEST:



Monica S. Mendoza, City Clerk of
the City of Golden, Colorado



Lakewood
Colorado

Office of the Mayor
Adam Paul

480 South Allison Parkway
Lakewood, Colorado 80226-3127
303.987.7040 Voice
303.987.7057 TDD

January 13, 2023

The Honorable Mark Randall
Jefferson County Corrections Board
3500 Illinois St Ste 2800
Golden CO 80401

RE: Jefferson County Corrections Board Appointment

Dear Judge Randall:

I appoint Councilmember Rich Olver to represent the City of Lakewood on the Jefferson County Corrections Board. Please send any pertinent information to:

13326 W Center Dr, Lakewood CO 80228
rolver@lakewood.org / 303-888-6118

I appoint Councilmember Sophia Mayott-Guerrero to serve as a back-up to Councilmember Olver.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Adam Paul".

Adam Paul
Mayor

cc: Rich Olver, Ward 4
Sophia Mayott-Guerrero, Ward 2