

## Agenda Item 1.2.5

### BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

#### Topic: Fairgrounds Facility Conditions Assessment

**Presented By: Matt Robbins, Community Connections Director; Brittney Rietveld, Community Venues Manager, Parks & Open Space**

**Date: 1/27/2026**

For Information

For Discussion/Board Direction

Consent to  
Place on Business/  
Hearing Agenda

#### **Issue:**

Appropriation of funds from the Conservation Trust Fund (CTF) to complete a Facility Conditions Assessment at the Jefferson County Fairgrounds

#### **Background:**

Adopted August 31, 2021, and amended August 19, 2025, the Conservation Trust Fund Administrative Policy allocates 85% of the annual Colorado Lottery proceeds to County Park and Trail Projects. The Fairgrounds is requesting a \$24,600 CTF allocation to complete a Facility Conditions Assessment.

#### **Discussion:**

The Facility Conditions Assessment will evaluate the architectural, mechanical, electrical, and plumbing components of each facility. It will also provide a lifecycle cost analysis of the existing building systems to include current capital investment, current operating costs, and future capital replacement costs. The analysis will include a risk analysis of existing building systems. This information will be used to understand the current state of the Fairgrounds and which facilities should be prioritized for improvement.

#### **Fiscal Impact:** yes no

\$24,600 from the Jefferson County Conservation Trust Fund for County Park and Trail Projects, which has a balance of \$10,082,904.68 as of January 8, 2026. These expenses qualify for the use of CTF dollars.

- Year(s) of impact: 2026
- 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
- Match requirements: None
- Mandate/Contractual obligation: None

**Budget & Strategy Review:** Brett Deady, reviewed January 15, 2026. Support, no concern. Funding is provided from a budget supplemental.

**County Attorney Review:** Anthony Chambers reviewed and approved January 15, 2026.

**Facilities Review:** Support, no concern. Mark Danner, January 15, 2026

**BIT Review:** Support, no concern. Andy Corbett, January 15, 2026

**Fleet Review:** Support, no concern. Janice Mayer, January 15, 2026

**County Human Resources Review (new FTE or Total Rewards Request):** None

**Recommendations:**

That the Board of County Commissioners consider the recommendation made by Parks & Open Space Staff to approve a \$24,600 CTF appropriation for a Facility Conditions Assessment at the Jefferson County Fairgrounds and authorize a supplemental budget increase of \$24,600 at a future hearing.

**Originator:**

Brittney Rietveld, Community Venues Manager

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