

**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



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# **DEVELOPMENT & TRANSPORTATION**

BOARD OF COUNTY COMMISSIONERS BRIEFING

Transportation & Engineering  
Road & Bridge  
Planning & Zoning  
Building Safety

*February 28, 2023*

# DEVELOPMENT & TRANSPORTATION ORGANIZATIONAL CHART

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**Abel Montoya**  
*Director*



**Chris O'Keefe**  
*Planning & Zoning*



**Mike Secary**  
*Road & Bridge*



**Becky Baker**  
*Building Safety*



**Mike Vanatta**  
*Transportation  
& Engineering*



**Doris Allen**  
*Executive Assistant*

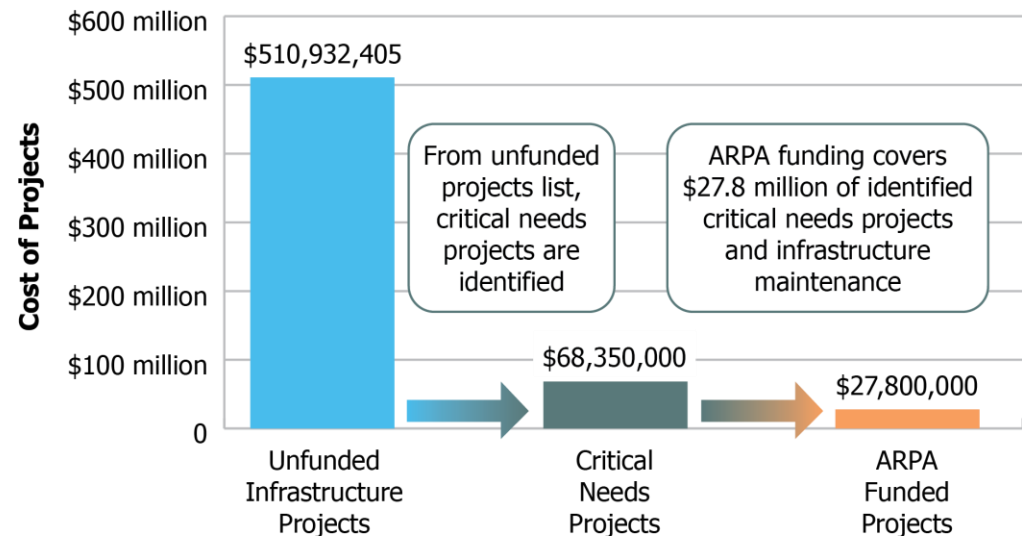
# DEVELOPMENT & TRANSPORTATION 2022 HIGHLIGHTS

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- 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

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## 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**

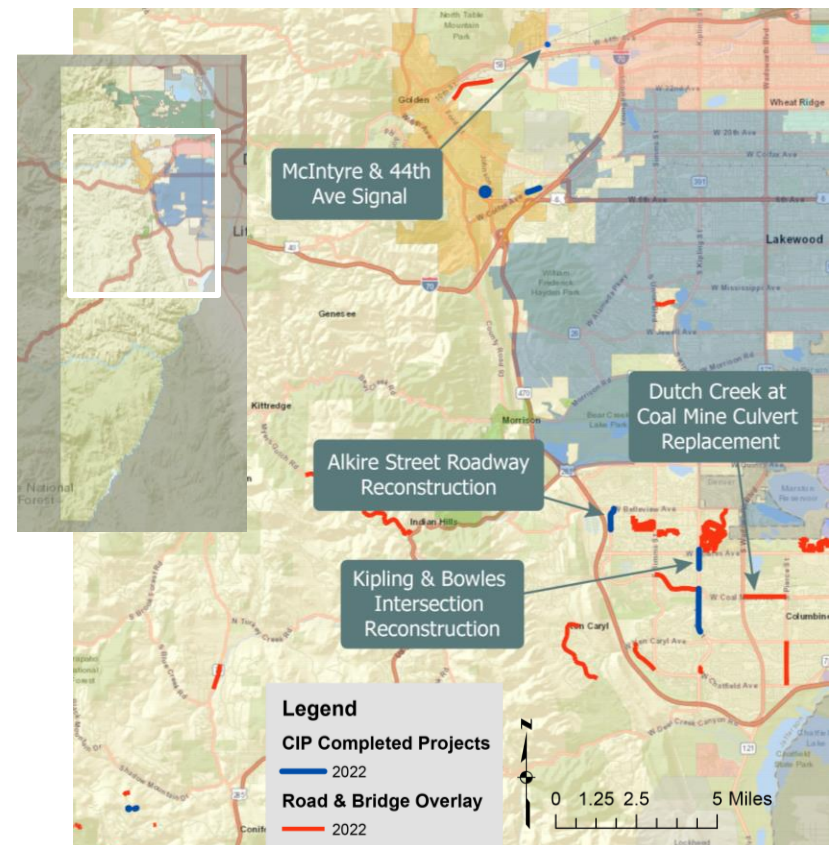
**T&E / R&B PROJECTS COMPLETED - \$11,530,000**

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



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## R&B ASPHALT OVERLAY/PATCHING PROGRAM



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

## R&B CONCRETE REPLACEMENT PROGRAM



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

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

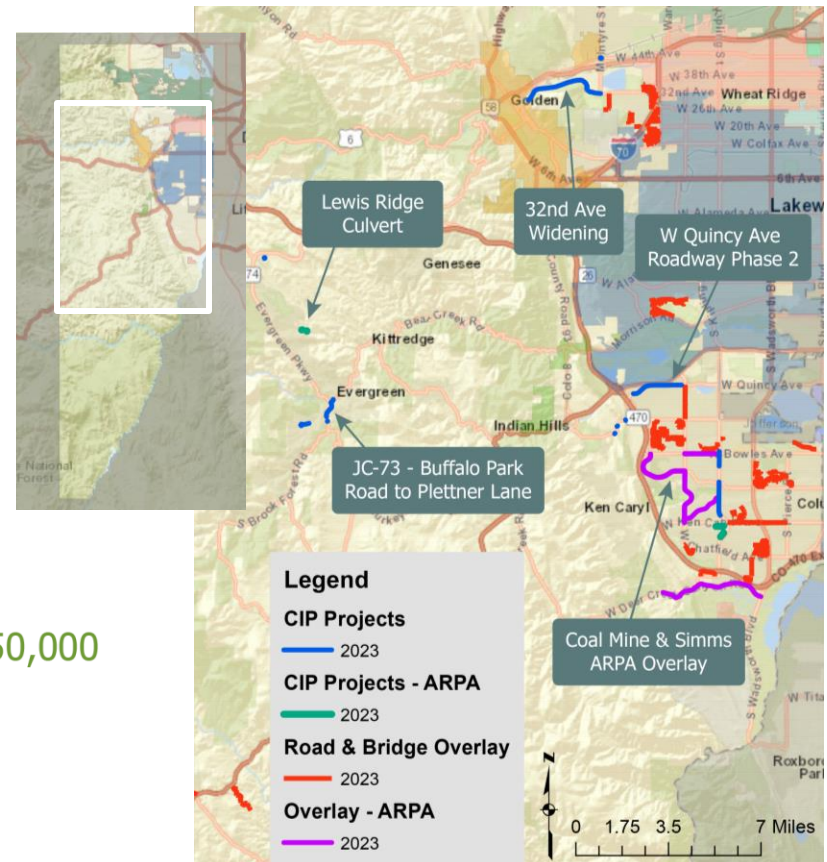
T&E / R&B PLANNED PROJECTS: \$25,820,000

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



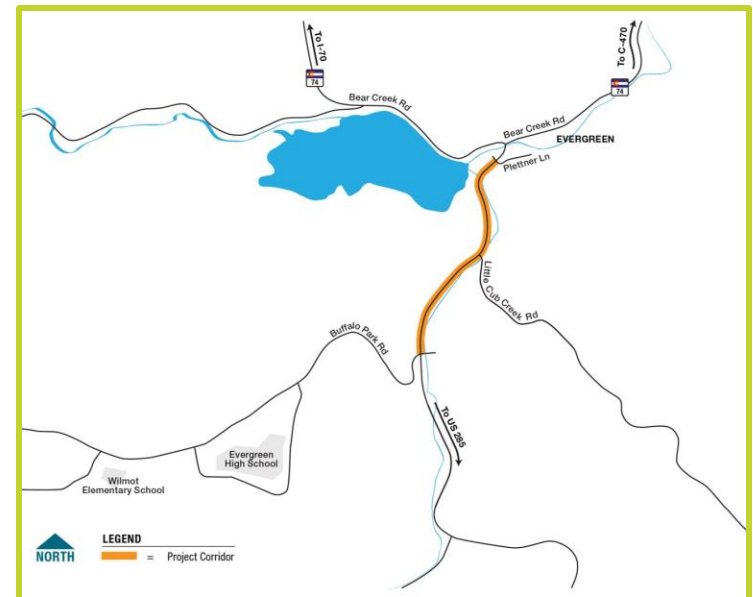
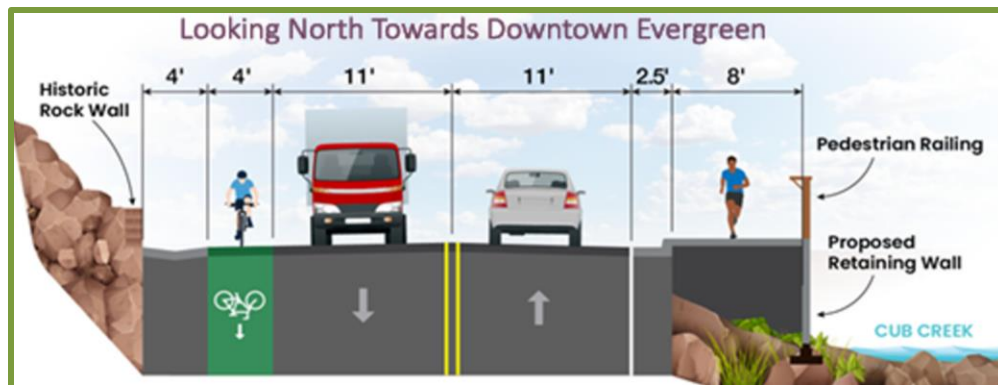


# JC-73: BUFFALO PARK ROAD TO PLETTNER LANE

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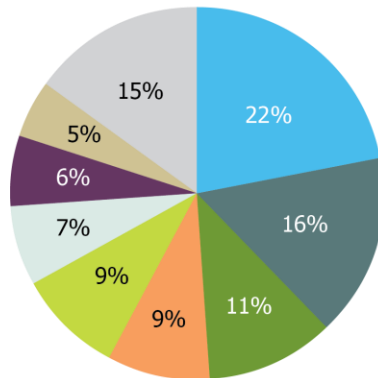
- Intersection Improvements at Buffalo Park Rd
- Left Turn Lanes
- A Bicycle Lane in JC-73
- A Concrete Pedestrian Trail - 8-foot mixed use sidewalk
- Drainage and Flood Control Improvements
- Bridge Replacements and Improvements over Cub Creek
- Completing final design in Spring 2023
- Construction 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





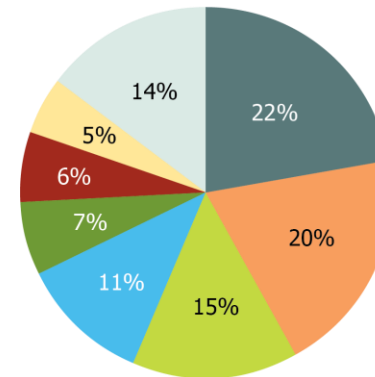
# 2022 PUBLIC INQUIRIES

## 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

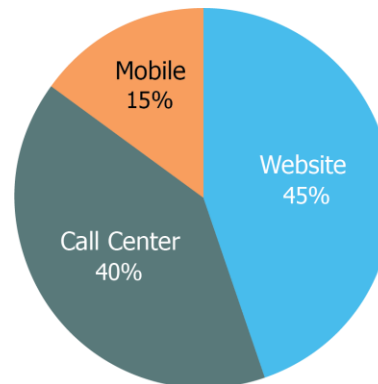
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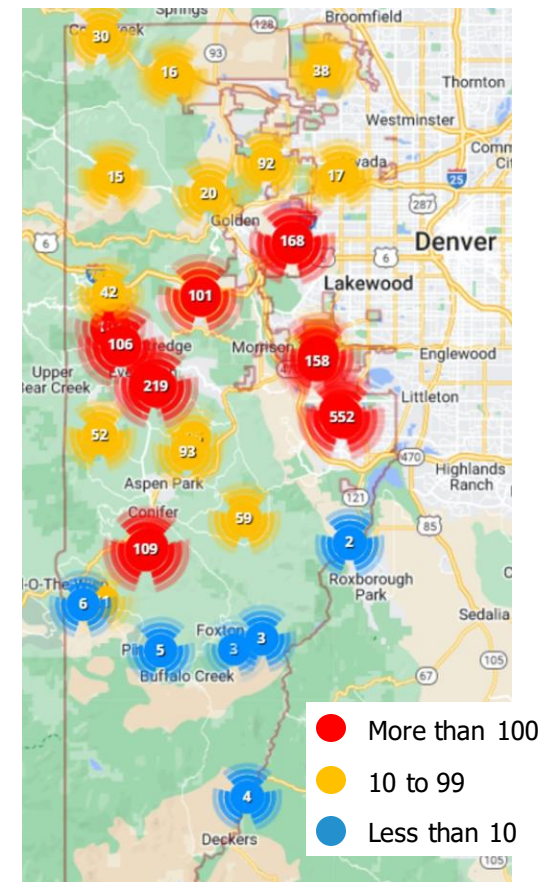


- Members of the public can self-report issues and the system keeps them informed about the status of their request.
- Reduces data entry, enabling faster response time.
- Works seamlessly with Cartegraph, R&B's asset management system.

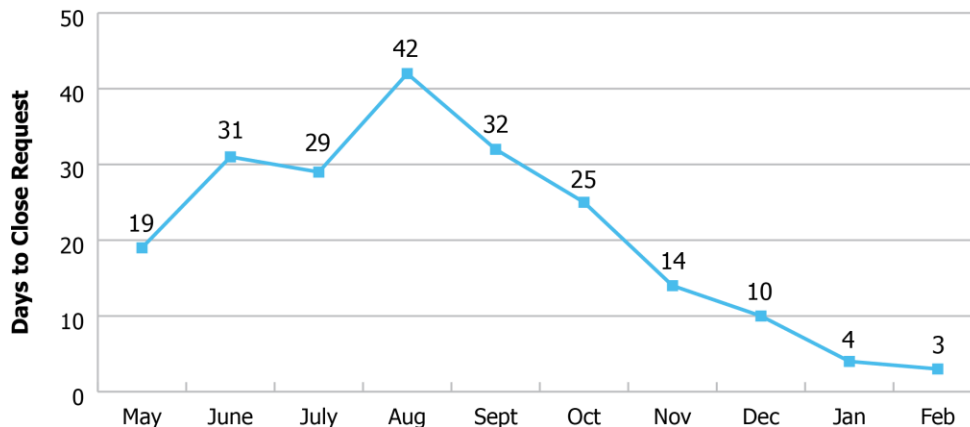
## ORIGIN OF REQUESTS



## REQUESTS BY AREA



## RESPONSE TIMES FOR SERVICE REQUESTS

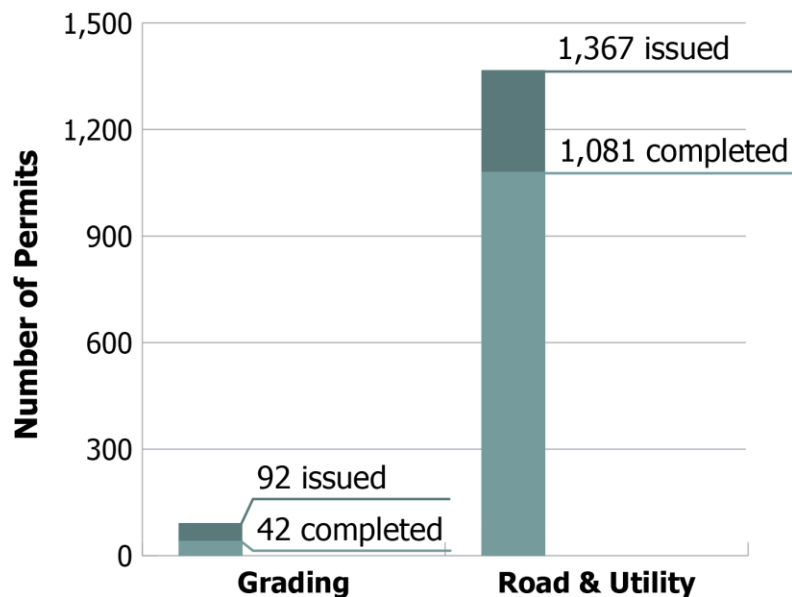


# 2022 TRANSPORTATION & ENGINEERING PERMITS, FEES, AND INSPECTIONS

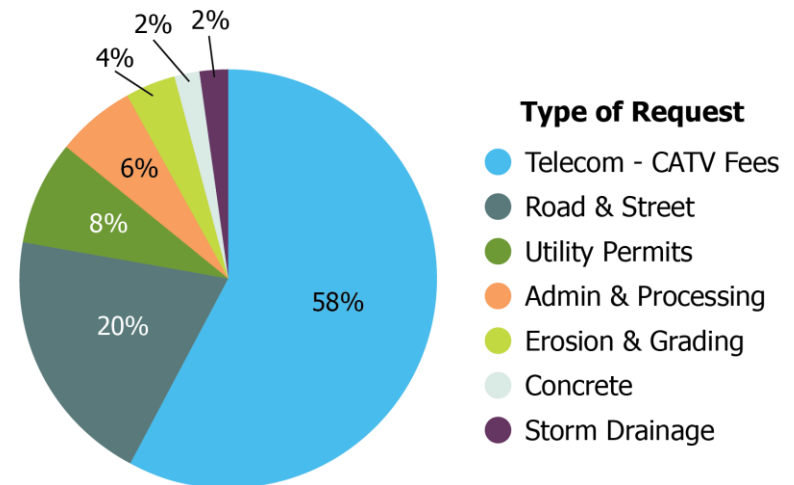
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## PERMITS ISSUED & COMPLETED



## FEES COLLECTED



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

# 2023 T&E IGAS AND CONTRACTS FOR BCC APPROVAL



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## **Project Intergovernmental Agreements (IGAs)**

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# 2023 ROAD & BRIDGE CONTRACTS FOR BCC APPROVAL

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## 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

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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







# 2022 PLANNING & ZONING ACCOMPLISHMENTS

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## 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*

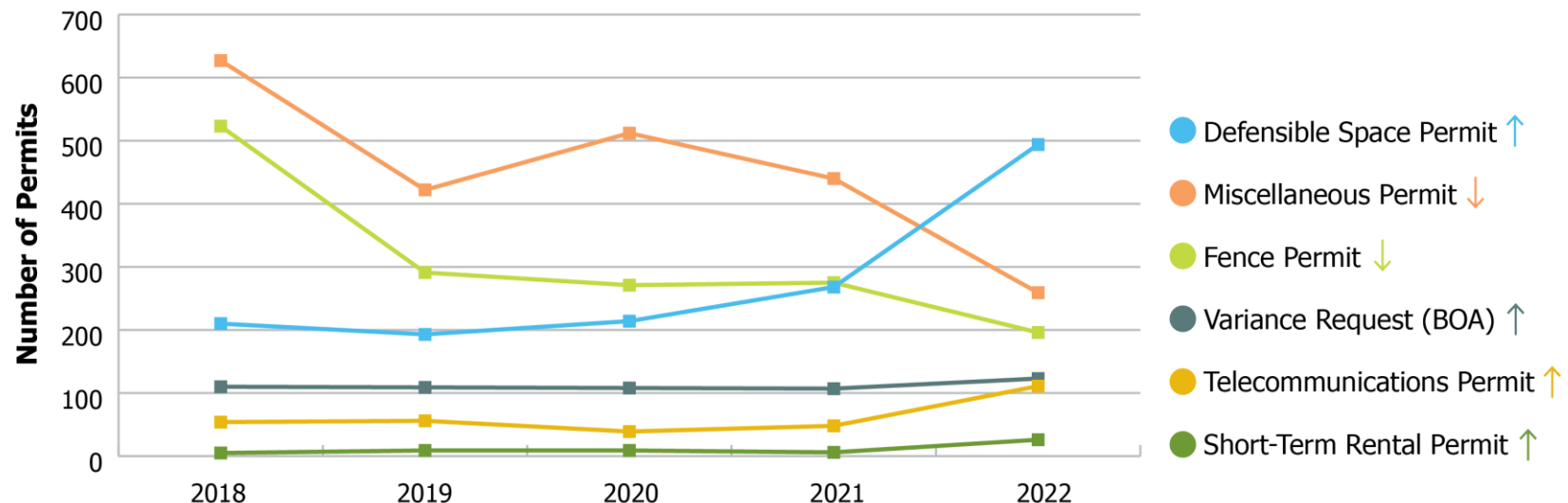
Dylan Monke  
*Permit Supervisor*

Nick Nelson  
*Development Review  
Supervisor*

# 2022 PLANNING & ZONING PERMIT NUMBERS AND TRENDS

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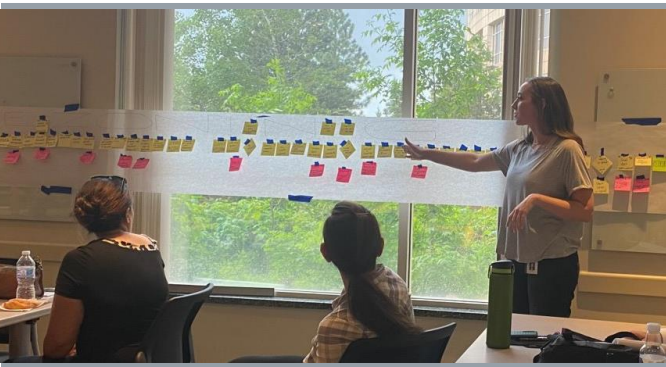


- Requiring defensible space for all permits has **doubled the number of properties installing defensible space**.
- **Removing requirement** for fence permits and for some miscellaneous structures has decreased number of permits, saved customers money, and allowed staff to focus on other priorities.
- **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**.

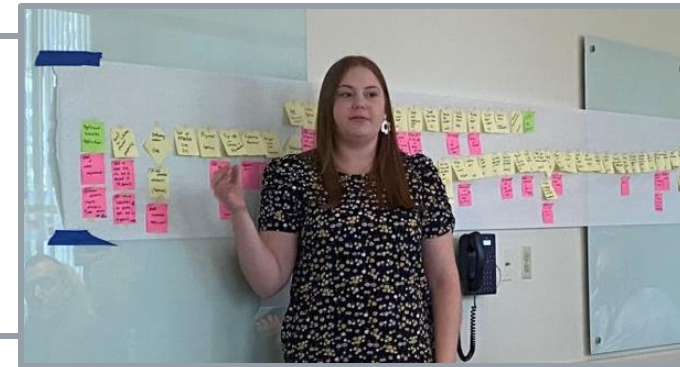
# FROM MAPPING TO ACTION: PLANNING & ZONING PROCESS ADVANCE

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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



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# COUNTY PLAN AND REGULATION UPDATE PROCESS

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## 1 KICKOFF

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

### PROJECT WEBSITE FEEDBACK OPPORTUNITIES

Tag the map  
Comment Boards  
Photo Contests



## 2 VISION + VALUES

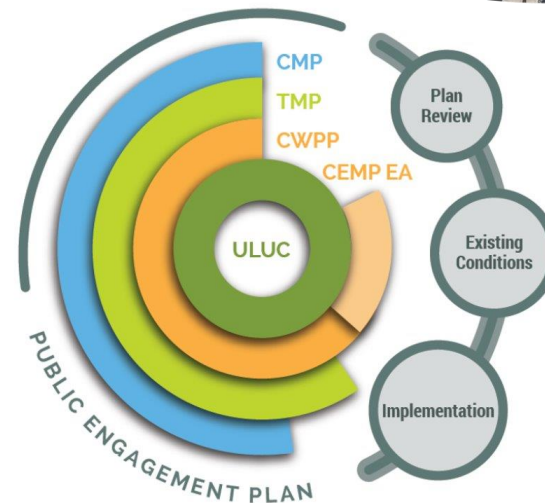
- Open Houses
- Drop-In Events
- Online Questionnaire

## 3 COMMUNITY CHOICES

- Workshops
- Online Questionnaire

## 4 DRAFT PLANS REVIEW

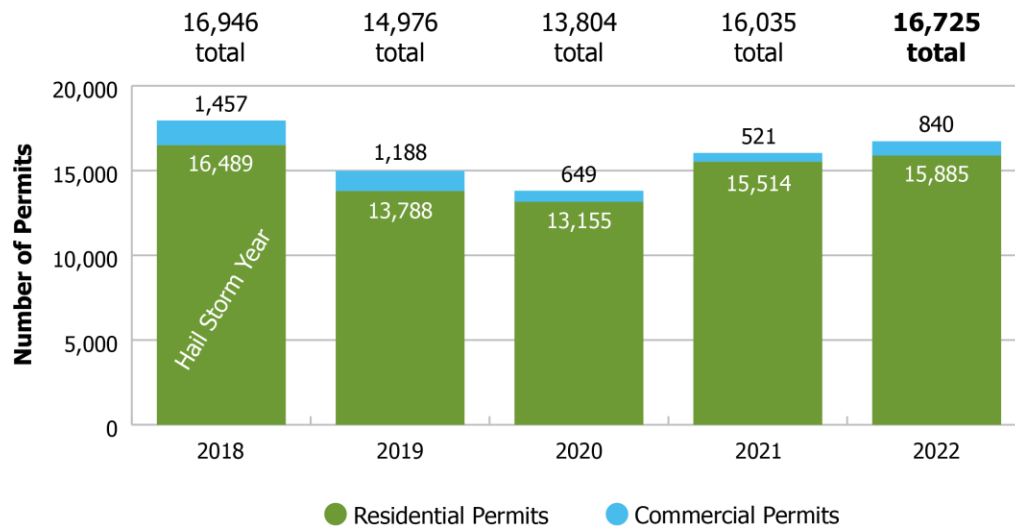
- Open House Events
- Adoption Hearings
- Online Questionnaire



# BUILDING SAFETY PERMITS ISSUED

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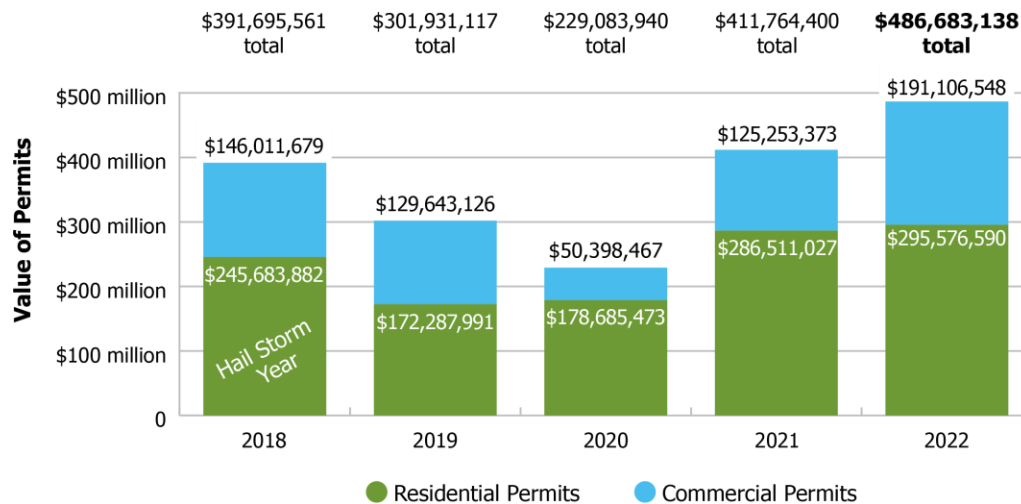




# BUILDING SAFETY VALUE OF PERMITTED CONSTRUCTION

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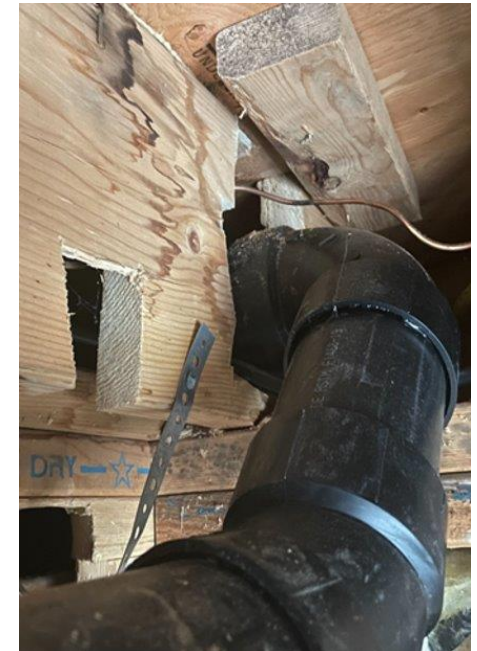
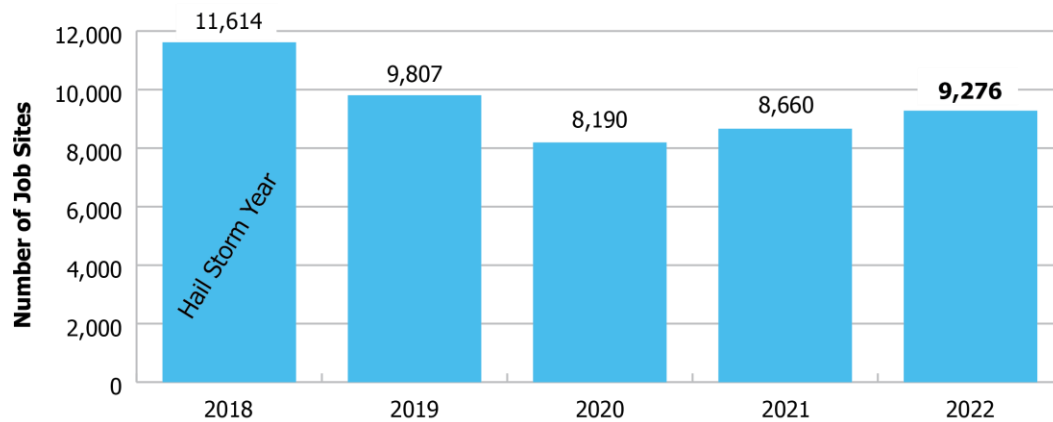
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# BUILDING SAFETY UNIQUE JOBSITES

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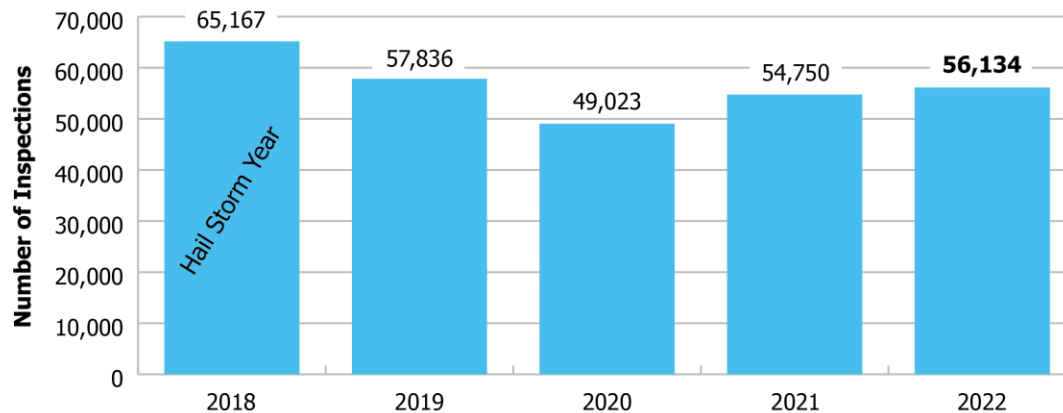


# BUILDING SAFETY

## NUMBER OF INSPECTIONS

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# BUILDING SAFETY 2022 AT A GLANCE

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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**



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BOARD OF COUNTY COMMISSIONERS BRIEFING

Q & A