Study Session
March 26, 2019

The Arapahoe County Board of County Commissioners typically holds weekly Study Sessions on Monday and Tuesday. Study Sessions (except for Executive Sessions) are open to the public and items for discussion are included on this agenda. Agendas (except for Executive Sessions agendas) are available through the Commissioners’ Office or through the County’s web site at www.arapahoegov.com. Please note that the Board may discuss any topic relevant to County business, whether or not the topic has been specifically noticed on this agenda. In particular, the Board typically schedules time each Monday under “Committee Updates” to discuss a wide range of topics. In addition, the Board may alter the times of the meetings throughout the day, or cancel or reschedule noticed meetings. Questions about this agenda? Contact the Commissioners’ Office at 303-795-4630 or by e-mail at commissioners@arapahoegov.com

Study Session Topics

10:30 A.M.  *Joint Project Funding Request – Triple Creek Trail Construction Project (WHR)
Discussion of a funding request from the City of Aurora for $500,000 towards the Triple Creek Trail Construction Project as a part of the long-range vision for the Triple Creek Greenway Corridor

Request: Information/Direction

Josh Tenneson, Grants and Acquisitions Manager, Open Spaces
Shannon Carter, Director, Open Spaces and Intergovernmental Relations
Todd Weaver, Budget Manager, Finance
Tiffanie Bleau, Senior Assistant County Attorney

Documents:

BSR_SS_TRIPLE CREEK CONSTRUCTION_3.26.19.PDF
TRIPLE CREEK TRAIL CONSTRUCTION JP APPLICATION.PDF

11:00 A.M.  *Arapahoe County Housing Authority Annual Meeting (WHR)
Annual meeting of the the Board of County Commissioners (BOCC) as the Arapahoe County Housing Authority (ArCHA) Board to conduct required business and to receive reports on programs administered by ArCHA
Request: Information/Direction

Linda Haley, Housing and Community Development Division Manager, Community Resources
Don Klemme, Director, Community Resources
Todd Weaver, Budget Manager, Finance
Tiffanie Bleau, Senior Assistant County Attorney

Documents:

ARCHA 2019 BSR.PDF

11:30 A.M.  *Discussion On Arapahoe County Joining The Colorado Smart Cities Alliance (WHR)
Discussion of a recommendation from the Department of Public Works and Development for Arapahoe County to join the Colorado Smart Cities Alliance

Request: Information/Direction

Bryan Weimer, Director, Public Works and Development
Todd Weaver, Budget Manager, Finance
Robert Hill, Senior Assistant County Attorney

Documents:

SMART CITY ALLIANCE SS BSR 3-15-19.PDF
BOCC SMART CITIES ALLIANCE JOINING LETTER 3-18-19.DOCX

12:00 P.M.  *Naming Convention Of Private Driveways (WHR)
Discussion of a request for direction regarding the process of street naming and posting of signs with a street name on private driveway accesses by the applicant Cherry Creek School District

Request: Information/Direction

Bryan Weimer, Director, Public Works and Development
Janet Kennedy, Director, Finance
Robert Hill, Senior Assistant County Attorney

Documents:

PRIVATE DRIVE STREET NAME SS BSR 3-15-19.PDF

* To Be Recorded As Required By Law
WHR - West Hearing Room

Arapahoe County is committed to making its public meetings accessible to persons with disabilities. Assisted listening devices are available. Ask any staff member and we will provide one for you. If you need special accommodations, contact the Commissioners’ Office at 303-795-4630 or Relay Colorado 711.
Please contact our office at least 3 days in advance to make arrangements.
Board Summary Report

Date: March 13, 2019

To: Board of County Commissioners

Through: Shannon Carter, Open Spaces Department Director

From: Josh Tenneson, Grants and Acquisitions Manager

Subject: Joint Project Funding Request – Triple Creek Trail Construction Project

Direction/Information: To provide information and seek direction on a proposal from the City of Aurora requesting funding for the Triple Creek Trail Construction Project.

Request and Recommendation: The recommendation from Open Spaces staff and the Open Space Trails Advisory Board (“OSTAB”) to the Board of County Commissioners (BOCC) is to approve the funding request from the City of Aurora for $500,000 towards the Triple Creek Trail Construction Project as is further described below.

Background:
The long-range vision for the Triple Creek Greenway Corridor is to create a continuous 27-mile corridor that stretches from the South Platte River in north Denver that follows Sand Creek and its tributaries south to the Aurora Reservoir and Arapahoe County Fairgrounds. The Triple Creek Greenway Corridor project will create 14 miles of new trail and greenway in east Aurora and unincorporated Arapahoe County. The project will provide significant regional benefits for thousands of bicyclists, pedestrians, and equestrians by creating new access points and trail connections.

Since 2009, Arapahoe County has helped fund the planning and property acquisitions required for the trail through four separate joint projects (totaling $4,205,000). After a decade of planning and property acquisitions, the City of Aurora is now poised to begin constructing the Triple Creek Trail, beginning in the northern portion of the greenway.

Links to Align Arapahoe:

- Increase Intergovernmental Cooperation
- Increase Community and Regional Partnerships
- Improve Park, Trail and Open Space Opportunities
- Improve Customer Experience
- Optimize Use of Resources
- Enhance Quality of Life

Discussion:
This joint project will construct approximately three miles of trail from Aurora Sports Park to Gun Club Road along the Triple Creek Corridor. In keeping with the Triple Creek Greenway Corridor Study, this regional trail will be primarily soft surface to be horse-friendly and compatible with the character of the
natural environment. The portion of the trail that will be concrete is located at low water crossings and where it provides a link to the Stephen D. Hogan Parkway (6th Avenue) sidewalk. The project will also include several creek low water crossings, roadway crossings, and a trailhead at the property on Gun Club Road.

Project highlights include:
- Three miles of trail
- 8’ wide soft surface
- 6’ wide concrete near low water crossings
- Four low water crossings
- Two shared low water crossings with E-470/High Plains Trail (in addition to the other 4)
- Connections to 6th Ave Parkway (aka Stephen D Hogan Parkway)
- Concrete pathway under E-470
- One at-grade crossing (Piccadilly Rd)
- Small trailhead (20 cars)

A consultant team and staff from a number of Aurora departments have defined the trail alignment and details, and construction documents are approximately 75% complete. The final bid package will be reviewed and ready for advertisement as early as May 2019, but it will be held until full funding is in place.

Project urgency:
The timing is critical to construct the Triple Creek Trail segment for the following reasons:
1. Triple Creek Trailhead – the completion of the trailhead on Colfax and Tower Road this summer will encourage new users to explore open spaces in this part of the county. By constructing the Triple Creek Trail, users will be aware of well-defined, safe, environmentally friendly access to and through these areas.
2. Stephen D. Hogan Parkway (6th Avenue Extension) – construction of the road extension is underway, the road crosses the Triple Creek Corridor, and it is anticipated to be complete in the fall of 2019. Construction of the Triple Creek Trail through this area immediately following the parkway will provide pedestrian and bicycle connections as well as help speed the recovery of wildlife connections and vegetation in the area.
3. High Plains Trail Construction – The continuation of the High Plains Trail north of Quincy to tie in with 6th Avenue Parkway will be undertaken in the next year by E-470. Coordination of design and construction of the connections between this trail and Triple Creek are critical, especially given grades and drainage issues where the highway crosses Coal Creek.

Project budget:
Funding for this project would be comprised of $500,000 from Aurora (currently available), $500,000 from Arapahoe County Open Spaces Joint Project Funds (current request), and $2,000,000 from a Great Outdoors Colorado (GOCO) Connect Grant (pending request). The GOCO Connect Grant concept papers are due in April, with final award notification in the fall of 2019.

Alternatives:
Delay, modify or deny funding.

Fiscal Impact:
The Open Space Resolution authorizes the County to contribute funds from the Open Space Sales and Use Tax for eligible joint projects between the County and municipalities or other governmental entities in the County. $500,000 of Joint Project funding from the Open Space Acquisition and Development Fund pledged to the East Metro Working Group will go towards this project. The fund balance exceeds this amount, and there will be $1,840,000 left in the BOCC pledge to the working group if the BOCC approves this funding request. Furthermore, Arapahoe County will not incur annual maintenance costs for this project.

Concurrence:
East Metro Working Group concurs with this recommendation.
OSTAB unanimously concurs with this recommendation.

Attorney Comments:
None

Reviewed By:
Josh Tenneson
Grants and Acquisitions Manager

Shannon Carter, Director
Intergovernmental Relations and Open Spaces

Tiffanie Bleau
Assistant County Attorney

Janet Kennedy, Director
Finance

Attachments:
Joint Project Funding Request – Triple Creek Trail Construction Project
Tracy Young
City of Aurora

Triple Creek Trail Construction

Joint Project Application

City of Aurora

Tracy Young

tyoung@auroragov.org
Application Form

Application Summary

Grant Category*
Select One:
  - Joint Project

Primary Contact Information*
Please provide information for the primary contact for this project in the following format.

Agency:
Name:
Title:
Telephone:
Email:

City of Aurora Parks, Recreation and Open Space Department
Tracy Young
Manager, PROS, Planning, Design & Construction
303 739-7166
tyoung@auroragov.org

Project Type*
Select One:
  - **Trail Project**: Trail/trailhead construction or improvement, including stream/road crossings and trailhead amenities (such as parking, restrooms or shelters)
  - **Site Improvement Project**: New construction, improvement, repair, or replacement of passive outdoor recreation amenities
  - **Acquisition Project**: Eligible projects include fee simple acquisition of land for public open space or trails; acquisition of buffer land; acquisition of a conservation easement; and/or acquisition of water rights
  - **Other Project**: Other allowable projects include stream/habitat restoration, natural re-vegetation, and water quality improvement

Trail Project

Project Title*
  - Triple Creek Trail Construction
**Project Address**

20255 E 6th Ave, Aurora CO 80011

**Project Location**

Select all that apply:

- Aurora

**GPS Coordinates (Latitude in Decimal Degrees)**

Example: Dove Valley Regional Park
Latitude: 39.577303
39.722883

**GPS Coordinates (Longitude in Decimal Degrees)**

Example: Dove Valley Regional Park
Longitude: -104.828850
-104.751036

**Grant Request Amount**

$500,000.00

**Cash Match Amount**

$2,500,000.00

**Total Project Amount**

Total project amount includes grant request and cash match only. Please do not include in-kind match.

$3,000,000.00

**Cash Match Percentage**

Calculate cash match as % of total project cost.

83
Project Partners
List partner agencies if applicable.

Great Outdoors Colorado, Bicycle Aurora

Executive Summary*
Highlight key points of your proposal, such as project description, components, deliverables, need, goals, beneficiaries, planning, etc.

This joint project will construct approximately 3 miles of trail from Sports Park to Gun Club Road along the Triple Creek Corridor. In keeping with the Triple Creek Greenway Corridor Study, this regional trail will be primarily soft surface to be horse-friendly and compatible with the character of the natural environment. The portion of the trail which will be concrete is located at low water crossings and where it connects to the 6th Avenue sidewalk. The project will also include low water crossings, an at grade roadway crossing at Piccadilly, a below grade crossing at E470 and a trailhead at the property on Gun Club Road.

A consultant team and staff from a number of Aurora departments have defined the trail alignment and details and construction documents are approximately 75% complete. The bid package will be complete and ready for advertising in May 2019 but will be held until funding is in place.

Planning for this project has taken place over the last several years beginning with the Triple Creek Corridor Greenway Plan followed by a series of land acquisitions to secure property for this project. Aurora will be applying for a Connect grant from Great Outdoors Colorado this year in the hopes of obtaining the remaining funding necessary for construction.

Timing for the implementation of this project is optimal due to several other developments in this immediate area. The Stephen D. Hogan Parkway will be complete this fall and the E-470 High Plains Trail extension to the parkway will be constructed soon after. This segment of the Triple Creek Trail has critical connections to both of these projects.

Authorized Signature

Certification and Authorized Signature Form*
Please attach completed Certification and Authorized Signature Form as a PDF document. Form must be signed by highest authority in agency or authorized individual. Staff will email you the form.

Please name your file as follows: Applicant_CertificationandAuthorizedSignatureForm.pdf

Certification & Authorized Signature Form NF 2019_02_15.pdf
Project Timeline

Project Timeline Form*
Please attach completed Project Timeline Form as a PDF document. *Staff will email you the form.*

Please name your file as follows: **Applicant_TimelineForm.pdf**
   
   Triple Creek Trail Constr Project Timeline 2019_02_19.pdf

Project Budget

Budget Forms*
Please attach completed Summary Budget Form and Detailed Expense Budget Form as a single PDF document. *Staff will email you the form.*

Please name your file as follows: **Applicant_BudgetForms.pdf**
   
   Triple Creek Trail Const Budget Forms 2019_02.pdf

Project Narrative

Question 1*
Describe the project goals, scope, expected results, and deliverables. Discuss the current condition of the project site and what improvements, if any, are proposed and why. Discuss how this project preserves open space, improves access to the outdoors, creates connectivity, and/or provides educational opportunities.

   The City of Aurora Parks, Recreation and Open Space Department is requesting Joint Project funding for the Triple Creek Trail Construction project.
   
   Funding for this project would be comprised of $500,000 from Aurora (currently available), $500,000 from Arapahoe County Open Spaces Joint Project Funds, and $2,000,000 from the Great Outdoors Colorado (GOCO) Connect Grant. The GOCO Connect Grant concept papers are due in April, final award notification in the Fall of 2019.
   
   This joint project will construct approximately 3 miles of trail from Sports Park to Gun Club Road along the Triple Creek Corridor. In keeping with the Triple Creek Greenway Corridor Study, this regional trail will be primarily soft surface to be horse-friendly and compatible with the character of the natural environment. The portion of the trail which will be concrete is located at low water crossings and where it provides a link to the Stephen D. Hogan Parkway (6th Avenue) sidewalk. At the northwestern end of the project, the trail will connect to two existing trails, the Triple Creek and Sports Park Connector trails, which will complete 3.5-mile looped trail opportunity on both sides of the creek. The project will also include several creek low water crossings, roadway crossings and a trailhead at the property on Gun Club Road.

   Project highlights:
   • 3 miles of trail
   • 6’ wide soft surface
   • 6’ wide concrete near low water crossings
   • 4 low water crossings
• Two shared low water crossings with E-470/High Plains Trail (in addition to the other 4)
• Connections to 6th Ave Parkway aka Stephen D. Hogan Parkway
• Concrete pathway under E-470
• 1 at grade crossing (Piccadilly Rd)
• Small Trailhead (20 cars)

By virtue of its linkage to the Triple Creek, High Line Canal, and Sand Creek Greenway trail corridors, the proposed trail segment would become part of the vast interconnected network that serves the entire Denver metro region. Perhaps the most compelling argument for constructing this 3-mile trail extension is that it represents a phase of a bigger effort to double the length of the existing trail that currently stretches from the South Platte River in Denver to the Coal Creek Arena in Aurora and which is ultimately planned as a 27-mile corridor. The Triple Creek Corridor, upon completion, will help reduce the gap in a potential 100-mile trail loop around metro Denver.

This phase of the Triple Creek Trail will connect and enhance natural, cultural, and recreational resources along its length. Diverse riparian vegetation and ponds from past sand extraction operations along this stretch of the creek provide special habitat not commonly found elsewhere in Aurora. The greenway serves as a spine for wildlife movement and the ponds are heavily used by migrating waterfowl. These characteristics provide opportunities to create a unique experience for trail users. Public use will be accommodated through a context-sensitive trail and wildlife observation points that minimize disruption to natural resources and ecological values.

The Triple Creek Trail extension will connect people to and encourage them to experience the outdoors. Providing for outdoor and environmental learning opportunities along the trail at the ponds will strengthen the functionality of the greenway.

A consultant team and staff from a number of Aurora departments have collaboratively defined the trail alignment and details and construction documents are approximately 75% complete. Final bid package will be reviewed and ready for advertisement as early as May 2019 but will be held until full funding is in place.

Question 2*
Describe the community/neighborhood and user groups the project will serve. Discuss the type of users (children, families, seniors, etc.), and estimate the number of users that will benefit annually. How did you arrive at this estimate? Include up to five community support letters in the Attachments section. Support letters should come from users, working groups, community members, volunteers, schools, etc. Letters should be dated within the last six months.

When the Triple Creek Greenway is complete it will create 14 miles of new trail and greenway in southeast Aurora, an area expected to add 166,000 new residents and business owners over the next 20 years. Approximately 23,000 people currently live within a mile of the Triple Creek Greenway with an additional 17,000 homes projected along the corridor east of E470 with in planned residential area in the coming years.

The Triple Creek corridor is the only soft-surface regional trail in Aurora. Because of this it serves, cyclists, runners, walkers as well as equestrians.

Persons living east of the current Triple Creek Trail terminus, including future residents of the growing urban area, will have improved access to this regional recreation resource via the trail extension. Pedestrians and bicyclists will also be better connected via the 6th Avenue Parkway Extension sidewalk that will link to the Triple Creek Trail. Trails are in high demand in Aurora and rank among the top preferred recreation facilities when residents of the city are surveyed. The existing Triple Creek Trail, and the High Line Canal and Sand Creek Greenway trails to which it is directly connected, already provide recreation opportunities for thousands of bicyclists, joggers, walkers, and equestrians each year. The expanded trail network and access points will inherently serve a greater number of trail users. Increased usage of trail network is expected, but impacts are not anticipated to be detrimental to the carrying capacity of the system or to the user experience
It is important to point out that because the shared Triple Creek/Sand Creek corridor is the only soft-surfaced regional trail in the city, it is used by equestrians. Being the primary horse-friendly trail, there is a need for the trail to continue to serve the equestrian community.

**Question 3**
Discuss the need and urgency for this project and why it is a priority. Was the project prioritized in a master plan or other planning document (including County Comprehensive Plan, County Open Space Master Plan, etc.), an independent community planning process, a working group, etc.? Is this part of a larger phased project? What opportunities will be lost if this project is not funded now?

The timing is critical to construct this Triple Creek Trail segment for a number of reasons. The most urgent aspect of this project is the partnership with GOCO and the 2019 GOCO Trail Connect Initiative. Concept papers are due in April and a funding partnership with Arapahoe County will strengthen our application.

The Triple Creek Trailhead- Completion of the trailhead on Colfax and Tower Road this summer will encourage new users to explore open spaces in this part of the county. By construction this portion of the Triple Creek Trail, users will be provided a safe, environmentally sensitive access to and through these areas.

Stephen D. Hogan Parkway (6th Avenue extension)- Construction of this project is underway with completion expected in the fall of 2019. Construction of the Triple Creek Trail through this area immediately following the parkway will provide pedestrian and bicycle connections as well as help speed the recovery of wildlife connections and vegetation in the area.

E-470 trail construction- The continuation of the High Plains Trail north of Quincy to tie in with 6th Avenue will be undertaken in the next year by E 470. Coordination of design and construction of the connections between this trail and Triple Creek are critical particularly given grading and drainage issues where E 470 crosses Coal Creek.

Housing and population continue to grow in Aurora’s eastern and southern and the land owner of the property adjacent to the proposed trailhead site on Gun Club Road has submitted plans for development.

**Question 4**
Summarize any planning completed prior to submitting this Joint Project proposal. Is design and engineering complete? Does the project necessitate a zoning change? List any permits that need to be obtained and status of obtaining those permits (Federal 404, County or City, Storm Water Drainage, etc.).

A number of planning efforts have been completed to date related to this project, many of which have included Arapahoe County Open Spaces as a partner. These include the 2010 Triple Creek Greenway Corridor Study which identified potential property acquisitions and trail alignments for the corridor. This study has served as the basis for the purchase of over 300 acres of open space along the corridor over the last 5 years.

The planning and design efforts for the Stephen D. Hogan (6th Avenue) have included planning and engineering of critical linkages between the roadway and trail system. During initial roadway planning, the preferred alignment as part of an Environmental Assessment (EA) for the road was selected as the best option because it minimizes adverse impacts to park and open space resources, including the trail. Mitigation measures have been comprehensively addressed as part of the roadway design and took into account being sensitive to the conservation values of properties acquired with grant funding, including parcels with recorded conservation easements.
Currently, a design team is completing the construction documents with the help of a grant from Arapahoe County Open Spaces. The bid package is approximately 75% complete and is anticipated to be ready for bidding as early as May 2019.

Current zoning permits open space and trail construction.

The proposed trail alignment includes several stream crossings along Sand Creek, Murphy Creek, and Coal Creek. As proposed the project will likely result in unavoidable impacts on waters of the U.S., including wetlands, it will require CWA Section 404 authorization from the Corps. The proposed trail can likely be authorized under the Section 404 Nationwide Permit (NWP) program, specifically NWP 14 for linear transportation project if the permanent impacts on wetlands and other waters of the U.S. are under 0.5 acre. The Corps may determine that permanent wetland impacts greater than 0.1 acre would require compensatory mitigation at a 1:1 ratio. If permanent impacts on wetlands or other waters of the U.S. exceed 0.5 acre, the project would require an Individual Permit, which is a more complicated and time-consuming process. Environmental permitting applications will be submitted within the next 6 months. Erosion control plans are part of the design documents and Storm water permits will be the responsibility of the selected contractor.

**Question 5**
Describe the timeframe needed to complete the project. Discuss the agency's capacity to complete the project, including project management, resources, and experience implementing similar projects.

The City will need approximately 15 months to complete the project from the grant award notification to grant final report and closeout. The City anticipates that all construction documents will be completed and ready for bidding by the middle of the year 2019. Once the City is awarded funding for the project, we will begin our bidding and contracting process. Once the bid is awarded and all the contracts are signed, we expect construction to start in early 2020 with it ending in September 2020 if the weather cooperates.

The City has the resources and experience to implement this project. The project manager for this project has over 18 years of experience managing projects from planning through construction. He recently completed a two mile long concrete trail adjacent to West Toll Gate Creek from Iliff Ave, south to Hampden Ave. He will help manage construction along with the Construction Inspection Supervisor who has over 20 years of landscape construction experience.

**Question 6**
Summarize any efforts to obtain public input, disseminate information to the public, develop partnerships, and garner community support for this project. List the stakeholders that are involved. Discuss any known or anticipated opposition to this project and how this will be addressed. Include letters, petitions, news articles, or other documents evidencing opposition in the Attachments section.

Public information about this effort has been pursued in a number of ways. Initial planning efforts for the Triple Creek Greenway was featured in various media sources. Our local trail advocacy group "Bicycle Aurora has been kept apprised of the project progress from the onset. The City hosted 2 public meetings in the spring months of 2015 for the trailhead project which also identified the future trail alignment of this project. These were well attended and a good cross-section of users were present including neighbors, cyclists, equestrians and walker/runners. Most recently, the planning and design efforts for the 6th Avenue Parkway Extension involved public input. Rather than oppose the trail, the public has overwhelmingly expressed support for it during this process. There is no opposition to this project. In fact, comments typically reflect an overarching sentiment that people support the provision of new trail opportunities and this regional trail in
particular. The trail will be carefully designed to provide sufficient buffers to residents, wildlife and sensitive ecological buffers. We do not anticipate future opposition but if encountered, staff will work through concerns as needed. Recent discussions with developer interests east of the proposed trail project have confirmed that the Triple Creek Trail is regarded as a valuable natural and reception asset to eastern Aurora. Developers recognize the corridor as amenity to market and sell homes.

**Question 7**

How much of your planned cash match is secured? If applicable, what are your plans for raising additional funds? Describe cash and in-kind match partnerships established for the project. Explain if partnerships were not possible or necessary for this project. Include partner support letters in the Attachments section and include match from partners on the Budget Forms. Joint Project recipients are responsible for project cost overruns.

Aurora has $500,000 currently available in the 2019 Capital Budget. We have also received a commitment for $600 from Bicycle Aurora for two bike racks at the proposed trailhead site. Aurora will be applying for a Connect grant from Great Outdoors Colorado this year in the hopes of obtaining the remaining funding necessary for construction. Although Aurora has been unsuccessful in past application rounds, the project has scored and this time the project will be completely “shovel ready”.

**Question 8**

Describe any scenic, historic, or cultural values associated with the project site. Will they be preserved or restored? Discuss specific natural resources at the site (including habitat, water, wildlife, and vegetation) and impacts to these resources as a result of this project. If applicable, discuss environmental sustainability benefits of this project (such as energy or water conservation, water quality improvement, etc.).

The city goal is to integrate the trail sensitively into the surrounding landscape and to minimize disturbance to natural features and wildlife areas as much as possible. Specific implementation measures to be taken to achieve this will be considered at the design phase.

Much of the corridor has a conservation easement on the property which identifies the conservable values associated with the greenway. A full Environmental Assessment has been performed for a portion of the trail in relation to the 6th Avenue Parkway Extension project. As part of that effort, a potential eagles nesting site was identified. Aurora is working with the Division of Wildlife to monitor the nest and necessary mitigation measures will be taken during construction. A seasonal detour trail alignment will be designed as part of this project.

The project area consists of mixed grass prairie and woodlands along the riparian corridors of Sand Creek, Murphy Creek, and Coal Creek. The project area is surrounded by agricultural fields, undeveloped land, and light residential development to the north, east, and west. E470 occurs at the east end of the project area. East 6th Avenue and Buckley Air Force Base are to the south of the project area. The confluence of Coal Creek and Murphy Creek occurs north of the project area where they form Sand Creek. The project area includes four crossings of Sand Creek, Murphy Creek, and Coal Creek. Uplands in the project area are dominated by plains cottonwood trees (Populus deltoides) and a mixture of native and nonnative grasses including smooth brome (Bromus inermis), downy brome (Bromus tectorum), blue grama (Bouteloua gracilis), western wheatgrass (Pascopyrum smithii), and yellow indiangrass (Sorghastrum nutans). Wetlands occur at each of the proposed crossings along Sand Creek, Murphy Creek, and Coal Creek. Dominant wetland species include redtop (Agrostis gigantea), reed canarygrass (Phalaris arundinacea), sandbar willow (Salix exigua), and cattails (Typha spp.).

The proposed trail alignment includes several stream crossings along Sand Creek, Murphy Creek, and Coal Creek. As proposed the project will likely result in unavoidable impacts on waters of the U.S., including wetlands, it will require CWA Section 404 authorization from the Corps. The proposed trail can likely be authorized under the Section 404 Nationwide Permit (NWP) program, specifically NWP 14 for linear
transportation project if the permanent impacts on wetlands and other waters of the U.S. are under 0.5 acre. The Corps may determine that permanent wetland impacts greater than 0.1 acre would require compensatory mitigation at a 1:1 ratio. If permanent impacts on wetlands or other waters of the U.S. exceed 0.5 acre, the project would require an Individual Permit, which is a more complicated and time-consuming process.

The project requires compliance with Section 106 (54 United States Code [USC] § 306108) of the National Historic Preservation Act (NHPA; 54 USC § 300101 et seq.). Our consultant, ERO Resources, had an archaeologist perform a cultural resource file search for the proposed project. The project area intersects one previously documented cultural resource, the Smoky Hill Trail – Northern Branch (SAH207), but most of the project area has not been surveyed for cultural resources. The Smoky Hill Trail’s physical location is unverified and may not be present in the project area. For this project, the lead federal agency will likely be the Corps. As the lead agency, the Corps will define the project area of potential effect and consult with the Colorado State Historic Preservation Officer on project effects on any historic properties per Section 106 of the NHPA. The Corps will likely limit the scope of work to the permit areas and, based on the results of the file review, will require a pedestrian survey of those permit areas and any Corps-defined buffer.

**Question 9***
Discuss ownership and legal access at the proposed project site. Detail any third-party rights, easements, or other encumbrances that exist.

The City of Aurora owns the majority of the property on which project will be constructed. Acquisition of land along the corridor for this purpose has been a priority for Aurora and its partners over the last several years. The only exception is property owned by the E 470 Authority along Bayaud Drive and within the highway Right of Way. E 470 has provided support for trail construction and use within these areas in a letter which is provided in this application. Most of the properties owned by Aurora have associated conservation easements which allow for the construction of trail and trailhead.

**Question 10***
Describe long-term plans for maintaining the project. Who will be responsible for maintenance? Estimate annual costs to maintain the site, and explain how maintaining this project site affects your agency’s budget.

Aurora maintains our trail system on a regular basis. Trail surface conditions and vegetation, especially weeds, are regularly monitored and treated as appropriate. Also, soft surface parking areas are monitored for safety, firmness and will be leveled and graded as needed. Expenses to maintain this trailhead will be considered and included in the annual operating budget of the Open Space and Natural Resources division of Aurora PROS.

**Question 11***
If applicable, describe how this project will address inclusivity per Americans with Disabilities Act guidelines.

The service area for this project is regional, 20 miles or more. This will serve thousands of users of all abilities each year, whether accessing the site with their vehicles at the trailhead location or from the trail network.

Access to the site, parking, signs and trail access will be compliant with the Americans with Disabilities Act guidelines according to the most recent guidelines and regulations for trails at the time of final
construction documents. This is supported by the Aurora Parks and Open Space Dedication and Development Criteria Manual.

**Question 12**
If successful in obtaining Joint Project funding, how will the agency use this project to inform citizens about the value of the Arapahoe County Open Space Sales and Use Tax? Discuss plans for public outreach, signage, celebration, dedication, etc. **You are required to inform the County of any press about the project and any related events (ribbon cutting ceremonies, etc.). Additionally, acknowledgement of County support must be included in any press about the project.**

If awarded this grant, at project completion Aurora will have a ribbon cutting celebration to which citizens and users will be invited to attend along with stakeholders from all of the various user and interest groups interest. Of course the Arapahoe County logo and funding will be identified on written materials and signage as well as verbally recognized in the opening remarks. The standard Arapahoe County funding sign will be prominently displayed on the property.

**Acquisition Narrative: Complete This Section ONLY if Project Type is Acquisition**

Applications for acquisition projects must include a copy of the Title Commitment. Contact the title company early in the process since it may take some time to get the commitment. Please answer each question to the best of your knowledge, and contact staff if you have any questions or concerns.

**Question 1: Transaction Details**

a. What type of property interest will you acquire (fee simple, trail easement, conservation easement, etc.)?

b. Describe the property as it is now, including the number of acres, key features, zoning, and current uses. Discuss planned uses of the property, including any proposed amenities. What makes this property ideal for the proposed uses and amenities? Do current or proposed uses of neighboring properties negatively impact any proposed recreational development or conservation values on the site?

c. Discuss connectivity to local and regional parks and trail systems.

d. Describe the structure of the transaction. What is the status of the acquisition or negotiations with the landowner? When do you anticipate closing on the property?

e. What is the appraised or estimated full fair market value of the property? If no appraisal has been done but a purchase price has been determined, how did you arrive at your estimate of value? **Include a copy of the appraisal in the Attachments section.**

**Question 2: Encumbrances**

a. Disclose any known encumbrances on the property. For example, include information on mortgages, utility easements, agricultural or other leases, or liens.
b. Are there any access easements on the property? If so, where are they located and to which neighboring properties do they provide access?

c. Are there any existing or potential boundary disputes with neighbors? Include a site map in the Attachments section with the locations of any easements or boundary disputes clearly labeled.

**Question 3: Environmental Hazards**

a. Describe all known historic uses of the property and any hazardous conditions that may exist.

b. Has a hazardous materials assessment been performed? If so, what were the results? What actions were recommended and what remedial activities have occurred?

**Question 4: Mineral Rights**

a. Have any mineral rights been severed from the surface fee title to the property, including sand and gravel, oil and gas, and other mineral rights? If yes, describe the severed rights and identify who currently owns the rights, if current ownership is known. If no, skip to question 4.b.

   i. Will these rights be acquired or otherwise controlled or restricted when the property interest is acquired?

   ii. Has a professional geologist issued a mineral statement about the possibility of extracting minerals, and if so, what were the results of that opinion?

b. Are there any active mining permits or leases on the property?

c. Is mineral development currently occurring on the property? If so, what kind? Include a site map in the Attachments section with the locations of any ongoing mineral development clearly labeled.

**Question 5: Experience**

Describe the applicant’s experience with and/or any consultations you have had with outside experts, other communities, or knowledgeable individuals about completing this type of acquisition. Who, if anyone, will assist with this transaction and how?

**Question 6: Conservation Values**

If this is a conservation easement acquisition project, describe the conservation values and public benefits of the project.

---

**Attachments**

**Attachment 1: Evidence of Support from Highest Authority**

Please attach evidence of support from highest authority (official letter or resolution) as a PDF document – including commitment to complete and maintain the project; statement that matching funds are secured and/or efforts to secure funds are underway (include the amount of matching funds committed); acknowledgment of responsibility for cost overruns; identification of authorized signatory for grant agreement and reports; and certification that the project will be open to the public or serve a public purpose upon completion.

Please name your file as follows: Applicant_SupportfromHighestAuthority.pdf
Attachment 2: Evidence of Community Support*
Please attach letters of support from users, working groups, community members, volunteers, schools, etc. (maximum of 5) as a single PDF document. Letters should be dated within the last 6 months.

Please name your file as follows: Applicant_CommunitySupport.pdf
   Aurora_CommunitySupport.2.pdf

Attachment 3: Documentation of Opposition*
Please attach documentation of opposition as a single PDF document. If there is no known opposition to this project, please attach a page stating that this section is not applicable.

Please name your file as follows: Applicant_Opposition.pdf
   Aurora_Opposition.pdf

Attachment 4: Evidence of Commitment from Project Partners*
Please attach evidence of commitment from project partners (such as partner support letters or commitment to provide cash/in-kind match) as a single PDF document. There is no maximum allowable number of partner support letters. If there are no partners for this project, please attach a page stating that this section is not applicable.

Please name your file as follows: Applicant_PartnerCommitments.pdf
   Applicant_PartnerCommitments.pdf

Attachment 5: Primary Project Photo*
Please attach one high resolution photo in JPG format. Please choose the photo that provides the best overall representation of your project. This photo will be used for presentations and/or publications.

Please name your file as follows: Applicant_PrimaryPhoto.jpg
   Aurora_PrimaryPhoto.jpg.JPG

Attachment 6: Photos*
Please attach photos of existing conditions at the project site (including captions) as a single PDF document. Include conceptual drawings if applicable.

Please name your file as follows: Applicant_Photos.pdf
   Aurora_Photos.pdf.pdf
Attachment 7: Maps*
Please attach a site map and a vicinity map as a single PDF document.

Please name your file as follows: Applicant_Maps.pdf
   Triple Creek Trail Constr Site_Vicinity Map 2019_02.pdf

Attachment 8: Other Attachments
Please attach additional supporting documentation (news article, cost estimate, appraisal, title commitment, etc.) as a single PDF document.

Please name your file as follows: Applicant_OtherAttachments.pdf

Confirmation
Please click the "I Agree" button below to certify that your application is complete and ready to submit. Once submitted, applications are final and cannot be returned.*

I agree
File Attachment Summary

**Applicant File Uploads**
- Certification & Authorized Signature Form NF 2019_02_15.pdf
- Triple Creek Trail Constr Project Timeline 2019_02_19.pdf
- Triple Creek Trail Const Budget Forms 2019_02.pdf
- Letter of Support Highest Author NF 2019_02_15.pdf
- Aurora_Community Support.2.pdf
- Aurora_Opposition.pdf
- Applicant_PartnerCommitments.pdf
- Aurora_PrimaryPhoto.jpg.JPG
- Aurora_Photos.pdf.pdf
- Triple Creek Trail Constr Site_Vicinity Map 2019_02.pdf
Certification and Authorized Signature Form

Please use this form for the 2019 Arapahoe County Open Spaces grant application.

By signing this form, I certify that:

- The Information included in this application is true to the best of my knowledge.
- If funded, the applicant commits to completing the proposed project.
- If funded, the applicant accepts responsibility for any cost overruns necessary to complete the project.
- If funded, the completed project will be open to the public or will otherwise serve a public purpose.
- If funded, the applicant agrees to maintain the completed project site or to continue its maintenance agreement with a partner agency as outlined in the application.
- I am authorized to sign on behalf of the applicant.

Authorized Signature (highest authority in agency or authorized individual)

[Signature]

Date

2/15/19

Nancy Freed, Deputy City Manager

Printed Name and Title

Triple Creek Trail Construction - Aurora Sports Park to Gun Club Road

Grant Project or Joint Project Name
Project Timeline Form

Use the sample timeline below as a guide to complete your proposed project timeline. Rows or columns may be added as necessary to include any milestones specific to your project. Timeline must be detailed, realistic, and coincide with details provided in the narrative portion of the grant application. Timeline must conclude within two years of project start date.

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<td>Landscape Restoration</td>
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<td>Fencing &amp; Signage</td>
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Summary Budget Form - STANDARD Grants (25% minimum cash match)

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Date Funds Secured</th>
<th>Grant Request</th>
<th>Cash Match</th>
<th>Total Project Funds</th>
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<td>Arapahoe County Open Spaces Grant</td>
<td>8/1/2019</td>
<td>$500,000</td>
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<td>Applicant Cash Match</td>
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<td>GOCO Partner Cash Match/Other Funding Source</td>
<td>10/1/2019</td>
<td>$2,000,000</td>
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<td>(Specify) Partner Cash Match/Other Funding Source</td>
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<td>(Specify) Partner Cash Match/Other Funding Source</td>
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<td>$0</td>
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<tr>
<td>Totals</td>
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<td>$500,000</td>
<td>$2,500,000</td>
<td>$3,000,000</td>
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</tbody>
</table>

**MATCH REQUIREMENTS**

- Total Project Cost: $3,000,000.00
- Cash Match % Required: 25%
- Required Cash Match Amount: $750,000.00
- Project Cash Match Budgeted: $2,500,000.00

Minimum Met? YES 83%

Applicant: City of Aurora PROS

Project Title: Triple Creek Trail Construction - Aurora Sports Park to Gun Club Road

* Please do not include in-kind match on the Budget Forms. Describe in-kind match in the budget narrative and project narrative.
<table>
<thead>
<tr>
<th>NUMBER</th>
<th>Budget Category</th>
<th>Line Item Detail</th>
<th>ACOS</th>
<th>Grantee Cash Match</th>
<th>Partner Cash Match</th>
<th>TOTAL</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Site Prep &amp; Demolition</td>
<td>Clear, grub, tree removal, concrete removal, etc.</td>
<td></td>
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<td>$315,000.00</td>
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<tr>
<td>2</td>
<td>Erosion Control</td>
<td>Erosion logs, vehicle tracking pad, concrete washout, etc.</td>
<td>$90,000.00</td>
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<td>$90,000.00</td>
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<tr>
<td>3</td>
<td>Landscape &amp; Restoration</td>
<td>Reset fencing, native seeding, soil prep, straw mulch, etc.</td>
<td>$200,000.00</td>
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<td>$200,000.00</td>
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<tr>
<td>4</td>
<td>Grading and Drainage</td>
<td>grading, cut, fill, haul in/off, CSP &amp; RCP pipe, etc.</td>
<td>$300,000.00</td>
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<td>$300,000.00</td>
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<tr>
<td>5</td>
<td>Low Water Crossings</td>
<td>Crossings, riprap, boulders, concrete walls &amp; deck, etc.</td>
<td>$600,000.00</td>
<td></td>
<td></td>
<td>$600,000.00</td>
</tr>
<tr>
<td>6</td>
<td>Soft Surface Trails</td>
<td>Crusher fines trail, haul, install, compact, etc.</td>
<td>$325,000.00</td>
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<td>7</td>
<td>Concrete Trails</td>
<td>Forms, concrete, finishing, backfill, etc.</td>
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<td>8</td>
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<td>Post and cable fencing</td>
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<td>$85,000.00</td>
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<td>9</td>
<td>Signage</td>
<td>Trail signage, wayfinding, trailhead, informational, etc.</td>
<td>$50,000.00</td>
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<td>$10,000.00</td>
<td>$60,000.00</td>
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<tr>
<td>10</td>
<td>Mobilization</td>
<td>Equipment and materials</td>
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<td>$150,000.00</td>
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<tr>
<td>11</td>
<td>Traffic Control &amp; Mgmt.</td>
<td>Site ingress/egress, at grade crossing, etc.</td>
<td>$45,000.00</td>
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<td>$35,000.00</td>
<td>$80,000.00</td>
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<tr>
<td>12</td>
<td>Surveying</td>
<td>Survey trail, confirm grading, wetlands, etc.</td>
<td>$35,000.00</td>
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<td>$35,000.00</td>
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<tr>
<td>13</td>
<td>Misc. Items &amp; Contingencies</td>
<td>Survey trail, confirm grading, wetlands, etc.</td>
<td>$425,000.00</td>
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<td>$425,000.00</td>
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**TOTALS**

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<tr>
<td>Applicant:</td>
<td>City of Aurora PROS</td>
<td>Project Title: Triple Creek Trail Construction Aurora Sports Park to Gun Club Road</td>
<td>Date: 2/19/2019</td>
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</table>
February 14, 2019

Arapahoe County Open Spaces
Open Space and Trails Advisory Board
6934 S Lima St, Unit A
Centennial, CO 80012

Re: Joint Application Triple Creek Trail Construction – Aurora Sports Park to Gun Club Road

Dear Arapahoe County Open Spaces and OSTAB Members:

Please accept this letter on behalf of the City of Aurora, Colorado acknowledging support for the Triple Creek Trail Construction joint application project.

The project for which Aurora is submitting the application will construct trail through open space property acquired through assistance with a number of partners including Great Outdoors Colorado, Trust for Public Lands and Arapahoe County Open Spaces. Staff is currently completing the planning and design for the trail and will be pursuing construction in late 2019 or early 2020. The trail will provide connections from the Aurora Sports Park, moving east along Sand Creek and Coal Creek, to a future small trailhead just south of E. Bayaud Ave.

Implementation of this trail is timely in that it coincides with the extension of the Stephen D. Hogan Parkway and the future widening of E-470 and the extension of the High Plains Trail.

Funding for the required 25% match is currently available in our capital budget and has been designated for this project. The City also acknowledges that we will be responsible for any construction cost overruns for this project, and the Parks, Recreation and Open Space department is committed to completing and maintaining this trail system.

Thank you for your on-going support of our multi-faceted parks and open space system.

Sincerely,

Nancy Freed
Deputy City Manager
February 21, 2019

Arapahoe County Open Spaces
Open Space and Trails Advisory Board
6934 S Lima St, Unit A
Centennial, CO 80012

Re: Triple Creek Trail Construction

Dear Arapahoe County Open Spaces and OSTAB Members:

Bicycle Aurora is pleased to offer our support for the Triple Creek Trail construction project.

Bicycle Aurora is a group of concerned volunteer citizens and businesses interested in improving the quality of bicycle trails and routes throughout Aurora. Founded 20 years ago, we advocate for, and strongly support, expansion of the trail network in Aurora to better serve the bicycling community as well as other trail users in the city and the Denver metro region. We regularly partner with Aurora on city projects such as this. We pledge our partnership for this 3-mile extension of the Triple Creek Trail with associated trail access.

Aurora’s grant application includes a trailhead component at Gun Club Road. Bicycle Aurora agrees to provide $600 in funding for two bicycle racks at this trailhead.

We encourage Arapahoe County Open Spaces to award the requested grant so that Aurora can build the Triple Creek Trail one-fifth of its planned, ultimate distance and enhance access to this regionally-important corridor.

Sincerely,

Tom Tobiassen
Bicycle Aurora
February 21, 2019

RE: Triple Creek Trail

Dear Arapahoe County Open Spaces,

Please accept this letter of my support for the City of Aurora Triple Creek Trail project.

I am a resident of Aurora living in Cross Creek neighborhood, east of E-470. I am always looking for new places to explore that are near home but bring me closer to nature. Although I love this area, my neighbors and I are somewhat isolated from the rest of the metro area’s parks and trails systems.

The additional 3 miles of trail and the trailhead that Aurora Parks Department is planning will be a wonderful addition to our trail system and will provide a connection for many neighborhoods, parks and trails that today are not easily accessible if you are planning to run or bike in our area. The trailhead that is proposed near Gun Club Road will give me a nearby location to access miles of trails and unique open space opportunities.

I understand that when it is complete, the Triple Creek Greenway will connect all of the way to the Aurora Reservoir. This is a wonderful addition to the network of trails that exist in our area and a much needed extension that will connect many different communities. I believe that the length of the proposed trail and the natural landscapes along it will provide great opportunity for all fitness levels and a large array of activities to help promote a healthy lifestyle.

Please feel free to contact me if you have any questions about this letter. My contact information is listed below my signature.

Thank you in advance for your consideration of this grant request!

Sincerely,

Erin Barker
23401 East 5th Drive, #104
Aurora, CO
970-231-4632
February 20, 2019

Arapahoe County Open Spaces
Open Spaces and Trails Advisory Board
6934 S. Lima St, Unit A
Centennial, CO 80012

Re: Open Space Trails Projects, Fall Grant Cycle

Dear Arapahoe County Open Spaces and OSTAB Members:

The Sand Creek Regional Greenway Partnership (SCRGP) strongly supports the City of Aurora’s 2019 Joint Project application with Arapahoe County for the construction of the Triple Creek Trail. Aurora’s project will provide a 3-mile extension to the highly popular Sand Creek Regional Greenway that currently connects to and is an integral part of the vast urban trail network of the metro region.

Joint Project funding will allow the construction of this segment of trail and trailhead at Gun Club Road providing access to the regional trail system to those living east of E-470. The proposed trail will afford the opportunity to create strategic locations for observers to observe and learn about a unique habitat area near Piccadilly.

SCRGP’s mission of improving and promoting the natural and recreational resources of the Sand Creek regional Greenway will be advanced by the Triple Creek Trail Construction project.

Thank you,

Beth Nobles
Executive Director
February 21, 2019

RE: Triple Creek Trail and Trailhead Construction

Dear Arapahoe County Open Space and Trail Advisory Board,

I would like to express my full support for the City of Aurora Triple Creek Trail project.

As trail steward and someone who frequents Aurora’s natural open space lands I am pleased to hear that Aurora is moving forward with construction of a soft-surface trail through the recently acquired lands along the Triple Creek Greenway Corridor. As an award winning landscape photographer, I recognize and appreciate the thought and planning that has gone into the trail alignment. The proposed location will provide access to and through a rich natural area while keeping a respectful distance from sensitive wildlife habitat.

The construction of this additional 3 miles of trail promises to be a welcome addition to the metro area’s regional trail network. The importance of preserving and enhancing natural areas in our urban environment clearly has social, recreational and environmental benefits now and for future generations.

Thank you for your consideration of this very worthwhile project.

Attached please find a couple of photos of the area that I think shows only a small slice of the beauty contained in this area.

Sincerely,

Wayne Gallagher
15067 E. Columbia Dr
Aurora, CO 80014
Arapahoe County Open Spaces

Triple Creek Joint Project Request

February 21, 2019

There is no known opposition to this project.
July 21, 2017

Great Outdoors Colorado
303 E 17th Avenue, Suite 1060
Denver, CO 80203

RE: Triple Creek Trail Construction – 2017 GOCO Connect Initiative

Dear Great Outdoors Colorado:

Last year the E-470 Public Highway Authority provided a letter of support for a Connect Initiative application that the City of Aurora submitted for construction of a 3-mile phase of the Triple Creek Trail. The Authority supported Aurora’s project at that time and we continue to support it today, but it’s important to emphasize that we feel that the need for the project is even more pronounced today than before because of related projects that will be coming on line in the near term future.

The planned Triple Creek Trail segment will not only extend an existing regional trail and result in improved bicycle and pedestrian connectivity to the Authority’s headquarters, but when paired with the 6th Avenue Parkway Extension sidewalk to be built by the City before the end of 2019, will create a new 3-mile bike/pedestrian loop serving this fast growing part of Aurora. Also, the E-470 Trail that we’re currently building will one day be extended north in conjunction with ongoing widening of the tollway. Although we have not yet set a target date for this work, the Authority, Aurora, Arapahoe County, and others are actively strategizing regarding the trail component.

Part of the Triple Creek Trail Construction alignment for which Aurora is seeking GOCO funding passes through Authority land holdings. Using the preliminary route previously identified in a 2010 feasibility study as a guide, details will be worked out during the trail design development phase already underway, after which the Authority intends to enter into a Common Use Agreement with Aurora for that required portion of trail right-of-way.

The Authority welcomes continuing its partnership with Aurora to help implement a shared trail vision. We encourage GOCO to fund Aurora’s application to enable the Triple Creek Trail to become reality.

Sincerely,

Tim Stewart, Executive Director
E-470 Public Highway Authority
SITE PHOTOS
Triple Creek Trail Construction

Western Connection Point at Aurora Sports Park (looking south)

East of Sports Park (looking south east)

North of Coal Creek Arena (looking north west)
North of Coal Creek Arena (looking south)

East of Coal Creek Arena (looking north west)

North of Confluence Open Space (looking south)

Trail proposed along north property line of riparian area for minimal impact
SITE PHOTOS
Triple Creek Trail Construction

East of Piccadilly (looking north east)

East of Piccadilly (looking south)

Approaching E-470 (looking south east)
Proposed Triple Creek Trail
Existing Triple Creek Trail
Proposed 6th Ave Pkwy Ext Replacement Trail & Sidewalk
City Property

Developed Park
Existing Regional Trail
Open Space
Proposed Regional Trail
Golf Course
GOCO Funded
Board Summary Report

Date: 3/8/19

To: Board of County Commissioners

Through: Don Klemme, Community Resources Department Director

From: Linda Haley

Subject: Arapahoe County Housing Authority Annual Meeting

Direction/Information:

The Board of County Commissioners (BOCC) meets annually as the Arapahoe County Housing Authority (ArCHA) Board to conduct required business and to receive reports on programs administered by ArCHA. The Agenda for the ArCHA Board meeting is included as Attachment 1.

Request and Recommendation

The BOCC, meeting as the ArCHA Board will be asked to consider the minutes from the 2018 ArCHA meeting, two agreements, and two signature authorities:

1. Approval of the Agenda for the annual meeting. (Attachment 1)
2. Approval of the minutes of the 2018 ArCHA Annual Meeting. (Attachment 2)
3. Update on the Section 8 Program.
6. Approve updated agreement with the City and County of Denver for the Metro Mortgage Assistance Plus Program (formerly Metro Mayors Downpayment Assistance Program (Attachment 3).
7. Update and approval of the agreement between Arapahoe County and ArCHA to lend County employees to ArCHA to administer programs as the Housing Authority. (Attachment 4).
8. Authorization for Don Klemme as Director of the Community Resources Department, to sign regular business agreements and policies on behalf of the Housing Authority Board.
9. Authorization for Linda Haley, as Director of ArCHA, to sign appropriate administrative documents on behalf of the Housing Authority Board, such as the County’s First Time Homebuyer Program covering administrative items such as the Release of Deeds and Trusts and Short Sales.

Background

An annual meeting of ArCHA is required under the by-laws of ArCHA. An agenda is proposed by staff and approved by ArCHA, along with the minutes from the previous annual meeting. Historically, the Secretary of ArCHA has been the Director of the Community Resources Department. At this meeting, ArCHA receives reports on ArCHA programs and provides direction to staff on ArCHA initiatives.
Links to Align Arapahoe

1. Quality of Life. Citizens’ lives may be enhanced through the Housing Choice Voucher Program.
3. Fiscal Responsibility. The federal funds used for these programs are provided to the County on a formula basis. They increase the opportunities Arapahoe County has to serve low and moderate income citizens.

Discussion

ArCHA no longer contracts with South Metro Housing Options for the Housing Choice Vouchers (Section 8) due to the State of Colorado making a determination that in cases where counties were using sub-grantees to manage the program, the State would contract directly with the sub-grantee who is managing the program. South Metro Housing Options continues to manage the vouchers. There are currently 474 active, leased up vouchers, 20 people who are searching, and a wait list of 209.

In 2018 the BOCC agreed to provide Dominium Developers a property tax exemption for a Low Income Housing Tax Credit Senior Project in Centennial. The process for this is still underway as there have been a number of delays in moving this development forward.

The Long Term Recovery activities following the Windermere Fire are beginning to wrap up. There are currently 4 residents that staff are working with to secure housing. The remainder of the residents can be documented to be housed or do not respond to our attempts to contact them. It is important to note that since November 18, 2018 we have spent 557 staff hours working on re-housing and related needs of the 160 displaced residents. These hours represent almost 1 FTE (37 hours per week for 15 weeks). The cost for this staff time is $29,554.65. We have also spent approximately $30,000 from the Arapahoe County Foundation on needs such as security deposits, rent, moving expenses, and gift cards to assist with miscellaneous needs.

Additionally it is important to note that a plan needs to be considered for addressing future long term recovery needs. The Housing and Community Development staff with 3.25 FTE’s cannot continue to be called upon to devote this level of staffing time to emergency needs without jeopardizing other grants and programs that we are managing.

Approval of the agreement between the City and County of Denver and Arapahoe County to participate in the Metro Mortgage Assistance Plus Program for down payment assistance for low and moderate income households.

We currently participate in this program. Denver has updated and made some changes to the program and is requesting that all participants sign new agreements. The current program allows assistance up to 5%, increased from 4% in the past. The loan is a no interest second loan that is forgiveable after 36 months. There is no cost to Arapahoe County to participate. The program costs are covered by the value generated by the loans.
Since the inception of this program Arapahoe County has accounted for 427 program loans for a total of $93,306,542 in originated mortgages and $3,732,262 of actual downpayment assistance. HCDS staff supports approval of this agreement.

Approval of the agreement between Arapahoe County and ArCHA to lend County employees to ArCHA to administer programs as the Housing Authority and authorization for Don Klemme to sign the agreement on behalf of the Housing Authority Board.

The proposed agreement between Arapahoe County and ArCHA to lend County employees to ArCHA is Attachment 4. Increased staff involvement in these types of activities may result in the need to increase the ArCHA budget of $30,000 in General Funds should a large event occur, although that will not be requested at this time. HCDS staff supports the approval of this agreement.

Authorization for Don Klemme, as Director of the Community Resources Department, to sign regular business agreements and policies on behalf of the Housing Authority Board.

HCDS staff recommends approval of this item to facilitate administrative items that are time sensitive.

Authorization for Linda Haley, as the Director of ArCHA, to sign appropriate administrative documents on behalf of the Housing Authority Board, such as the County’s First Time Homebuyer Program covering administrative items such as the Release of Deeds of Trust, Subordination Agreements, and Short Sales.

HCDS staff recommends approval of this item to facilitate administrative items that are time sensitive.

Alternatives

The BOCC may recommend alternatives to any of the recommendations listed above.

Fiscal Impact

Arapahoe County General Funds in the amount of $30,000 annually are provided to ArCHA to support the activities, staff time, and training required to manage ArCHA programs. Long Term Recovery costs for the Windermere fire have been applied to a balance of funds available through Aid to Agencies and a balance of funds in our now non-existent Section 8 program. Any costs that are appropriate to be charged to HOME or CDBG are allocated to those programs.

Concurrence

HCDS staff supports the recommendations made above.

Attorney Comments

Reviewed By:
Linda Haley, Housing and Community Development Division Manager
Don Klemme, Community Resources Department Director
Janet Kennedy, Finance Department Director
Tiffanie Bleau, Assistant County Attorney
AGENDA

ANNUAL MEETING
BOARD OF COUNTY COMMISSIONERS
March 26, 2019
WEST HEARING ROOM
5334 S. PRINCE ST.
LITTLETON, COLORADO 80166

I. Call to Order (Chairman Baker)

II. Roll Call

III. Review Agenda (Attachment 1)

IV. Approval of the Minutes of the Annual Meeting of March 20, 2018 (Attachment 2)

V. New Business
   A. Section 8 Program Update
   B. Dominium Tax Deferral Update
   C. Long Term Recovery Activity Updates
   D. Renewal of Agreements
      1. Approval of the updated agreement for the Denver Metro Mortgage Assistance Plus Program (attachment 3).
      2. Update and approval of the agreement between Arapahoe County and ArCHA to lend County employees to ArCHA to administer programs as the Housing Authority (Attachment 4).
   E. Signature Authorizations
      1. Authorization for Don Klemme, as Director of the Community Resources Department, to sign regular business agreements and policies on behalf of the Housing Authority Board.
      2. Authorization for Linda Haley, as the Director of ArCHA, to sign appropriate administrative documents, such as Release of Deeds and Trusts Subordination Agreements, and Short Sales on behalf of the Housing Authority Board.

VI. Old Business- as may be announced

VII. Adjournment
ARAPAHOE COUNTY HOUSING AUTHORITY
MINUTES
ARAPAHOE COUNTY BOARD OF COUNTY COMMISSIONERS
ANNUAL ARAPAHOE COUNTY HOUSING AUTHORITY MEETING
TUESDAY MARCH 20, 2018
2:00 P.M. – WEST HEARING ROOM
5334 SOUTH PRINCE STREET
LITTLETON, COLORADO

PRESENT
Jeff Baker, Commissioner
Bill Holen, Commissioner
Nancy Jackson, Commissioner
Nancy Sharpe, Commissioner
Kathleen Conti, Commissioner
Don Klemme, Director, Community Resources Department
Linda Haley, Division Manager, Housing and Community Development Services
Tiffany Bleau, Assistant County Attorney
Andrea Raiser, Director, Communication Services
Diana Maes, Manager, BOCC Administration
Gail Stumpo, Clerk and Recorder
Becky McAvoy, Recording Secretary for the Arapahoe County Housing Authority

CALL TO ORDER

The meeting of the Arapahoe County Housing Authority (ArCHA) was called to order by the Chair of the Board of County Commissioners (BOCC), Commissioner Baker, at 2:09 p.m. Roll call was taken and Commissioner Baker, Commissioner Holen, Commissioner Jackson, and Commissioner Conti were present. Commissioner Sharpe was a late arrival at 2:30. Introductions were made by Don Klemme, Director of the Community Resources Department for staff: Liana Escott, Community Development Administrator; Jeremy Fink, Block Grant Manager; Benjamin Nichols, Housing Specialist, all of the Housing and Community Development (HCDS) Division, and Darcy Kennedy, Division Manager, Administrative Services.

CALL TO CONVENE

A motion to convene as the Arapahoe County Housing Authority (ArCHA) was made by Commissioner Holen and seconded by Commissioner Conti. The motion passed unanimously.

Don Klemme explained his role as Secretary of ArCHA and gave a brief summary of ArCHA. Don turned over the Agenda Review to Linda Haley.

ADOPTION OF AGENDA

The agenda was reviewed by all. A motion to accept the agenda as presented was made by Commissioner Holen and seconded by Commissioner Jackson. The motion passed unanimously.

APPROVAL OF MINUTES

A motion to approve the ArCHA minutes of March 21, 2017 was made by Commissioner Conti and seconded by Commissioner Holen. The motion passed unanimously.
NEW BUSINESS

Housing Choice Voucher Program Report (Formerly Section 8)
Linda gave a brief summary of the programs (Arapahoe County I and Arapahoe County II).

Arapahoe County I
Currently the number of vouchers stands at 66, with 14 port-ins and 1 port out. South Metro Housing Options manages these vouchers, maintains the wait list and provides stats for vouchers in this category. There was discussion on voucher use. Linda reviewed the household breakdown, explained wait list purges and average rental amounts.

Arapahoe County II
These vouchers are all “port-ins” or people who received vouchers from other communities/states and choose to live here. Average port-ins under this category are 200. In 2017 there were 219 port-in which includes existing and new people. Linda gave brief overview of this category breakdown, as well as reviewed income standards and re-certification of applicants. The state provides stats for this category. There was short discussion regarding HUD/VASH vouchers and Linda confirmed these are all managed by Aurora.

RENEWAL OF AGREEMENTS

Approval is being requested to extend the existing Contract with Littleton Housing Authority (DBA South Metro Housing Options) to continue administering the Section 8 Housing Choice Voucher Program.

A motion was made by Commissioner Jackson and seconded by Commissioner Holen that the existing Contract with Littleton Housing Authority (DBA South Metro Housing Options) will continue for administration of the Section 8 Housing Choice Voucher Program. The motion passed unanimously.

Approval is being requested to update and approve the agreement between Arapahoe County and ArCHA to lend County employees to ArCHA to administer programs as the Housing Authority.

A motion was made by Commissioner Holen and seconded by Commissioner Jackson to update and approve the agreement between Arapahoe County and ArCHA to lend County employees to ArCHA for administration of programs as the Housing Authority be approved. This item will be set for Consent Agenda. The motion passed unanimously.

SIGNATURE AUTHORIZATIONS

Approval is being requested before the Housing Authority is authorization for Don Klemme, as Director of the Community Resources Department, to sign regular business agreements and policies on behalf of the Housing Authority Board.

A motion was made by Commissioner Holen and seconded by Commissioner Jackson to approve authorization for Don Klemme to sign regular business agreements and polices on behalf of the Housing Authority Board. The motion passed unanimously.

Approval is being requested for signature authorization for Linda Haley, as the Director of ArCHA, to sign appropriate administrative documents, such as Release of Deeds and Trusts Subordination Agreements, and Short Sales, on behalf of the Housing Authority Board.

A motion was made by Commissioner Baker and seconded by Commissioner Holen to approve authorization for Linda Haley to sign administrative documents on behalf of the Housing Authority Board, as the Director of ArCHA. The motion passed unanimously.

Linda reviewed the two agreements ArCHA current has with Funding Partners, which were two-year agreements and therefore no action needs to be taken at this time. Funding Partners manages the First
Time Home Buyer Program and the Rehab Portfolio, which South Metro Housing Options originally managed but no longer does so. Both of these contract agreements with Funding Partners will be up for review next year and at that time action will need to be taken. There was some discussion regarding these programs.

Commissioner Sharpe joined the meeting at this time, approximately 2:30 p.m.

OLD BUSINESS
No old business to discuss.

There being no further business to come before the Board of the Arapahoe County Housing Authority, Commissioner Sharpe moved to adjourn, seconded by Commissioner Holen. Motion passed unanimously and meeting was adjourned at 2:38 p.m.

Respectfully submitted,

_____________
Becky McAvoy,
Recording Secretary
Arapahoe County Housing Authority
DELEGATION AND PARTICIPATION AGREEMENT

This DELEGATION AND PARTICIPATION AGREEMENT, dated as of __________ __, 20__ (this “Delegation and Participation Agreement”), is by and between [Arapahoe Arapahoe County], a county and political subdivision duly organized and existing under the laws and Constitution of the State of Colorado (“[Arapahoe County]”) and the CITY AND COUNTY OF DENVER, COLORADO, a legally and regularly created, established, organized and existing home rule charter city and political subdivision under the Constitution and statutes of the State of Colorado (“Denver”);

RECITALS:

WHEREAS, the State of Colorado (the “State”) Constitution Article XIV, Section 18(2)(a) provides that nothing in the Constitution shall prohibit any of the State’s political subdivisions from cooperating with one another to provide any service lawfully authorized to each of the cooperating units; and

WHEREAS, Denver is authorized pursuant to its Home Rule Charter to promote the financing of mortgage loans for low- and moderate- income persons or families intended for use as the sole place of residence by the owners or intended occupants thereof and to promote the health, welfare, safety, convenience and prosperity of the people of Denver; and

WHEREAS, Denver sponsors the Metro Mortgage Assistance Plus Program to provide competitive mortgage loans which will be coupled with down payment and closing cost assistance in connection with financing mortgage loans for low- and moderate- income persons or families intended for use as the sole place of residence by the owners or intended occupants thereof (the “Program”); and

WHEREAS, Denver has invited [Arapahoe County] to participate in the Program; and

WHEREAS, [Arapahoe County] has the full legal authority to participate in the Program pursuant to [the general powers granted to it in Title 29, Article 1, Section 203 of the Colorado Revised Statutes, as amended; Title 30, Article 11, Colorado Revised Statutes, as amended; and the Resolution adopted by [ARAPAHOE COUNTY] Board of County Commissioners authorizing [ARAPAHOE COUNTY]’s participation in the Program] pursuant to this Delegation and Participation Agreement (collectively the “Act”); and

WHEREAS, [Arapahoe County] desires to delegate to Denver the authority of [Arapahoe County] to take action and exercise power under the Act on behalf of [Arapahoe County] with respect to the Program within [Arapahoe County’s]’s unincorporated boundaries;

NOW THEREFORE, in consideration of the mutual covenants and undertakings set forth herein, [Arapahoe County] and Denver hereby agree as follows:

Section 1. [ARAPAHOE COUNTY] hereby delegates to Denver the authority of [Arapahoe County] to take action and exercise power under the Act on behalf of [Arapahoe County] with respect to the Program within [Arapahoe County’s] unincorporated boundaries.
Section 2. Denver hereby accepts the delegation of authority from [ARAPAHOE COUNTY] pursuant to Section 1 hereof and agrees to abide by each of the terms and conditions of this Delegation and Participation Agreement in connection with the use of such delegation. Denver agrees to make the Program available to [ARAPAHOE COUNTY] for the origination of home mortgages within [ARAPAHOE COUNTY]'s unincorporated boundaries.

Section 3. In the event that the Program is discontinued by Denver, this Delegation and Participation Agreement, and all duties, obligations and rights of Denver and [ARAPAHOE COUNTY] hereunder, shall terminate. If the Program is terminated, [ARAPAHOE COUNTY] agrees to hold Denver harmless for any costs or any other liabilities incurred by [ARAPAHOE COUNTY] with respect to the adoption and approval of this Delegation and Participation Agreement or any other [ARAPAHOE COUNTY] actions related thereto.

Section 4. [ARAPAHOE COUNTY]'s participation in the Program pursuant to this Delegation and Participation Agreement shall not be construed as creating or constituting a general obligation or multiple fiscal year direct or indirect indebtedness or other financial obligation whatsoever of [ARAPAHOE COUNTY] nor a mandatory payment obligation of [ARAPAHOE COUNTY] in any fiscal year during which this Delegation and Participation Agreement shall be in effect.

[Signatures on the following pages]
IN WITNESS WHEREOF, [Arapahoe County] and Denver have caused this Delegation and Participation Agreement to be executed and be effective as of ____________, 20__.  

[SEAL]  

[COUNTY]  

By ____________________________  
Name ____________________________  
Title ____________________________  

Attest:  

By ____________________________  
Name ____________________________  
Title ____________________________
CITY AND COUNTY OF DENVER,
COLORADO

By _______________________________________
Chief Financial Officer

[Signature Page to Delegation and Participation Agreement]
2019--

A RESOLUTION

AUTHORIZING AND APPROVING [COUNTY]'S PARTICIPATION IN THE METRO MORTGAGE ASSISTANCE PLUS PROGRAM, AND AUTHORIZING THE EXECUTION OF THE DELEGATION AND PARTICIPATION AGREEMENT AND OTHER DOCUMENTS IN CONNECTION THEREWITH.

WHEREAS, the State of Colorado (the "State") Constitution Article XIV, Section 18(2)(a) provides that nothing in the Constitution shall prohibit any of the State's political subdivisions from cooperating with one another to provide any service lawfully authorized to each of the cooperating units; and

WHEREAS, the City and County of Denver, Colorado ("Denver") is authorized pursuant to its Home Rule Charter to promote the financing of mortgage loans for low- and moderate-income persons or families intended for use as the sole place of residence by the owners or intended occupants thereof; and

WHEREAS, Denver sponsors the Metro Mortgage Assistance Plus Program to provide competitive mortgage loans which will be coupled with down payment and closing cost assistance in connection with financing mortgage loans for low- and moderate-income persons or families intended for use as the sole place of residence by the owners or intended occupants thereof (the "Program"); and

WHEREAS, Denver has invited Arapahoe County (the "County") to participate in the Program; and

WHEREAS, the County has the full legal authority to participate in the Program pursuant to its general powers granted to it in Title 29, Article 1, Section 203 of the Colorado Revised Statutes, as amended, and Title 30, Article 11, Colorado Revised Statutes, as amended (collectively, the "Act"); and

WHEREAS, the County desires to delegate to Denver the authority of the County to take action and exercise power under the Act on behalf of the County with respect to the Program within the County's boundaries;

NOW, THEREFORE, BE IT RESOLVED BY THE [BOARD OF COUNTY COMMISSIONERS] OF THE [COUNTY]:

Section 1. In order to benefit the residents of the County, the [Board of County Commissioners] authorizes and approves its participation in the Program in connection with the financing of mortgage loans for low- and moderate-income families or persons intended for use as the sole place of residence by the owners or intended occupants thereof, and the County delegates to Denver the authority of the County to take action and exercise power under the Act on behalf of the County with respect to the Program.
Section 2. The [Arapahoe County Housing Authority_____] of the County is hereby authorized and directed to execute and deliver and the [Arapahoe County Housing Authority_____] is hereby authorized and directed to attest and deliver the Delegation and Participation Agreement attached hereto as Appendix A and such other agreements and certificates and to take such other actions as may be necessary or convenient to carry out and give effect to the County’s participation in the Program.

Section 3. Nothing contained in this Resolution or the Assignment shall constitute a debt, indebtedness or multiple-fiscal year direct or indirect debt or other financial obligation of the County within the meaning of the Constitution or statutes of the State of Colorado or the home rule charter of any political subdivision thereof, nor give rise to a pecuniary liability of the County or a charge against its general credit or taxing powers.

Section 4. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. This Resolution shall be in full force and effect upon its passage and approval.

Adopted this____ day of [_______], 2019.

[COUNTY]

[______]

[SEAL]

ATTEST:

[______]
AGREEMENT BETWEEN
ARAPAHOE COUNTY
AND ARAPAHOE COUNTY HOUSING AUTHORITY

This Agreement is made this 1st day of April 2019, between the BOARD OF COUNTY COMMISSIONERS, COUNTY OF ARAPAHOE, STATE OF COLORADO and the ARAPAHOE COUNTY HOUSING AUTHORITY, a Colorado body corporate and politic ("Authority"). The Authority was established in 1991 to address low and moderate income housing needs and to develop and support affordable housing in Arapahoe County. To provide support for these activities, and for the mutual benefit of both parties, the Authority and County first entered into the following Agreement on September 26, 1995 and hereby take joint action to renew said Agreement, TO-WIT:

I. COUNTY HOUSING PROGRAMS ADMINISTERED BY THE AUTHORITY

In addition to programs and projects that the Authority chooses to develop on its own, the Authority and County agree that the Authority shall administer the following County programs. In administering these programs the Authority is herein delegated and conveyed the maximum authority and rights permitted by the various programs and grants. Where funds shall be granted or conveyed to the Authority from or through Arapahoe County, the Authority shall have the commensurate authority and responsibility for those funds. Authority expenses for administering these programs and projects shall be borne by the grants and by the County and the Authority to detail the responsibilities and rights of the Authority in administering particular funds or programs.

a) Housing programs that may be initiated to develop or support affordable housing in the County as agreed to from time to time by the parties with a written memorandum.

b) Metro Mortgage Assistance Plus Program.

c) Developer requested tax property tax exemptions that may further the development of affordable housing.

d) Long Term Recovery and homelessness initiatives that cannot be allocated to existing grant funds.
II. **AUTHORITY MANAGEMENT**

The Authority is managed by the County’s Division Manager of the Housing and Community Development Services Division, Community Resources Department, and the staff of that Division, and that Division Manager shall report to the County’s Director of the Community Resources Department. This staff of County employees is loaned to the Authority by the County. These loaned County employees are listed below. Accompanying their titles is approximately the percentage of time that the particular loaned employee is to devote to the Authority’s matters with the remaining time being devoted to other County duties. All employees complete a time allocation form to provide documentation of the time charged to ArCHA. All County employees shall be paid by the County, which may be reimbursed by the Authority in a manner commensurate with the percentage of time the employees devote to the Authority’s matters. All County employees shall report to the County’s Division Manager of Housing and Community Development Services, who shall in turn report to the Director of Community Resources, who shall in turn report to the Authority Board of Commissioners.

1. Director of Community Resources Department (2%)
2. Division Manager of Housing and Community Development Services Division (20%)
3. Community Development Administrator 1 (10%)
4. Community Development Administrator 2 (10%)
5. Housing Specialist (10 %)
6. Grants Fiscal Specialist of Administrative Services Division of Community Resources Department (5%)
7. Community Resources Administrative staff (18% of the $30,000 in the County General Fund allocated to ArCHA).

The Director of the Community Resources Department shall be the Recording Secretary to the Housing Authority Board.

III. **SERVICES PROVIDED BY COUNTY**
The County shall perform for the Authority payroll, accounting, and all other administrative services and functions that are normally performed for County departments. These services shall be performed for the same cost (if any) charged to other County departments or grant-funded programs. In a like manner the County shall provide office space to the Authority.

IV. CERTAIN COUNTY PROCEDURES AND POLICIES
The Authority shall from time to time adopt its own procedures and policies, but where it does not, the Authority may adopt the policies and procedures of the County.

V. OTHER ASSISTANCE
From time to time the County may provide whatever other assistance to the Authority that the County and the Authority decide upon.

This Agreement may be amended at any time and placed with the written agreement of both parties. Either party may elect to cancel or terminate this Agreement with sixty (60) days written notice to the other party. This Agreement shall otherwise terminate on March 31st of each year unless it is renewed by the Authority and the County.

ATTEST:                      ATTEST:
BOARD OF COUNTY COMMISSIONERS DON KLEMME, BY
COUNTY OF ARAPAHOE PERMISSION OF THE
STATE OF COLORADO ARAPAHOE COUNTY HOUSING
                             AUTHORITY BOARD OF
                             COUNTY COMMISSIONERS
                             Resolution # 180098

______________________________
Clerk to the Board

______________________________
Chairman

______________________________
Secretary to the Board
DATE: March 15, 2019
TO: Board of County Commissioners
FROM: Bryan D. Weimer, PWLF, Director
Public Works and Development
SUBJECT: DISCUSSION ON ARAPAHOE COUNTY JOINING THE COLORADO SMART CITIES ALLIANCE

Direction/Information
The Public Works and Development Department (PWD) is requesting direction from the Board of County Commissioners (BoCC) regarding Arapahoe County joining the Colorado Smart Cities Alliance. If the BoCC chooses to join the Alliance, it would be the first County to do so (other than the City and County of Denver).

Request and Recommendation
Staff seeks BoCC perspective and direction on joining the Colorado Smart Cities Alliance. Staff recommends joining the Alliance. The Alliance is considering a name change, particularly if the County joins.

Background
As discussed with the BoCC in the November 20, 2018, Study Session pertaining to the 2040 Transportation Plan update, technology and innovation, along with big data should be incorporated into solutions of the plan update. Opportunities to explore P3s should also be considered, which could include such items as Mobility Choice Blue Print recommendations and the Colorado Smart City Alliance/Think Labs to help provide solutions to transportation challenges being experienced in the County. The 2040 Transportation Plan update should be open to "out-of-the box" thinking. As such, the BoCC provided direction to investigate joining the Alliance and thus the purpose of this study session.
Align Arapahoe
Two elements of Align Arapahoe (Service First, Quality of Life) would be addressed with this initiative and PWD’s involvement.

**Service First**
Being part of the Colorado Smart Cities Alliance will afford the County to be part of and access the various resources to provide solutions to the challenges the County may experience in providing services to our customers.

**Quality of Life**
Some of the largest challenges the County is experiencing is in the area of transportation and how it affects the overall quality of life for the County citizens and businesses. The Colorado Smart City Alliance and Think Lab is positioned such to provide assistance if developing solutions for this immense challenge.

**Discussion**
The Colorado Smart Cities Alliance is a statewide, multi-jurisdictional collaboration of public, private and academic sector leaders committed to accelerating the adoption of smart cities projects and initiatives in their respective communities. The Alliance collaborates to benefit the respective citizens and businesses in Colorado by enhancing quality of life through citizen-centered design and public policy and through the deployment of 21st century technology and infrastructure. The Alliance launch event was supported by the Denver Metro Mayors Caucus, Denver Regional Council of Governments, Colorado Municipal League and Colorado Counties, Inc.

Current members include 19 cities (Aspen, Grand Junction, Lakewood, Northglenn, Longmont, Ft. Collins, Boulder, Westminster, Arvada, Denver, Aurora, Centennial, Greenwood Village, Lone Tree and Colorado Springs,) CDOT, the University of Colorado and Colorado State University, Colorado Technology Association and Innovation Corridor (a collaboration between NREL, NCAR/UCAR and other federally funded research labs), among many others.

Current private sector partners include Arrow Electronics, Charter, Zayo, Xcel Energy, DISH, Verizon, Hitachi Vantara, LGS Innovations and Trimble. The Alliance is also currently negotiating membership with additional private sector companies ranging from the major telecoms and mobile carriers to fiber companies, data platforms and hardware companies to a range of end-point solutions and systems integrators.

Network technology and computational analysis present an opportunity to accelerate and amplify the principles of good urbanism in ways that allow a new approach to design and operation of County communities. Sensors and actuators, data analysis and prediction, tools for civic engagement and empowerment. These technologies permit the Alliance to listen and act on the built environment. What the Alliance has found is a set of problems and challenges that go beyond cities’ and counties’ abilities to solve them independently. The Alliance work collectively to solve these challenges.

Specifically, the Colorado Smart City Alliance was formed to:

- Consolidated sharing of and access to best practices in smart technology and policy design for statewide, national, and global metropolitan regions.
- Opportunities to co-develop unique solutions with governmental agencies, industry leaders, research institutions, and national laboratories.
- Cross-jurisdictional, community-scale experimentation and validation of next-generation design strategies and technologies.
Quickest route to market for triple bottom line public-private partnerships that address market demand, environmental constraints, and community needs.

Access to deep technical and policy requirements for Colorado’s metro regions aiming to enhance livability, ease of mobility, and economic development.

Ongoing education for all members across all domains of the smart community.

There is no cost to public sector members to join the Alliance. There is merely a commitment to participate in the discovery process, to engage in one or more public/private partnership per year in the public realm, participate in Alliance quarterly meetings, and to share the insights gained and best practices developed in those projects with other members of the Alliance. The testbed work on the Iliff Project that has been shared previously with the BoCC could be an example of such a partnership opportunity. In return, the County would gain access to the insights of others in the network, including municipal needs repository which catalogs and normalizes challenges as described by the Alliance members. This would afford the County a good place to look for cross-jurisdictional project opportunities and to find peers who have encountered or solved problems similar to our own. It is also the source of the pilot projects that the Alliance put together with Alliance private sector partners.

More information regarding the Colorado Smart Cities Alliance can be found at their website www.coloradosmart.city.

PWD Staff has contacted David Bessen and the IT Department regarding Arapahoe County joining the Colorado Smart Cities Alliance and they are very supportive of the County joining. Like PWD, the IT Department agree that there are benefits that could accrue to the County, as well as our neighboring jurisdictions in sharing technology and coordinating efforts. It is believed that much of local government’s future lies in collaboration and this would be a great opportunity to pursue that for Arapahoe County.

As referenced above, all that is needed to join the Alliance is a letter of interest. Attached is a draft letter of interest from Arapahoe County for consideration.

**Alternatives**
The BoCC can choose to join or not join the Colorado Smart City Alliance. If the BoCC chooses to participate, Staff would recommend that an internal County workgroup be formed to support Arapahoe County’s participation in the Alliance. At a minimum, this workgroup would include staff from Public Works and Development, IT Department, and other departments that would have an interest in such an initiative.

**Fiscal Impact**
There is no financial commitment to become a member of the Colorado Smart Cities Alliance.

**Concurrence**
The Public Works and Development Department has reviewed this Board Summary Report and concurs that it would be beneficial for Arapahoe County to join the Colorado Smart Cities Alliance.

**Attorney Review**
The County Attorney’s Department has reviewed this document.
Reviewed By
This Board Summary Report has been reviewed by the following:

David Bessen, Director – IT Department
Karl Packer, Acting Transportation Division Manager - PWD
Robert Hill, Assistant County - Attorney Department

cc:  Bryan D. Weimer, Director – Public Works and Development
     David Bessen, Director – IT Department
     Karl Packer, Acting Transportation Division Manager - PWD
     Robert Hill, Assistant County - Attorney Department
     Keith Ashby, Purchasing Manager – Finance Department
     Todd Weaver, Budget Manager – Finance Department
     Leanna Quint, Budget Analyst – Finance Department
     Jake Rishavy, Denver South Economic Development Partnership
     John Tolva, CityFi
     Kim Lynch, PWD
     File (Smart City Alliance)
March 26, 2019

Jake Rishavy
Denver South Economic Development Partnership
304 Inverness Way South, Suite 3 15
Englewood, CO 80112

RE: ARAPAHOE COUNTY INTEREST TO BE A PART OF THE COLORADO SMART CITIES ALLIANCE

Dear Mr. Rishavy,

It is with great enthusiasm that I write to you on behalf of Arapahoe County to express interest in joining the Colorado Smart Cities Alliance. Arapahoe County has a track record of being progressive and collaborating with other local and state governments to advance the services we provide to our citizens, businesses, and users of our facilities. Our culture of continuous improvement through the use of innovation, efficiency, and technology is who we are, which aligns perfectly with what the Alliance is about.

For many years we have leveraged the power of data and technology to optimize the services we provide and operations of our government. Examples include such initiatives as a Motor Vehicle Express Kiosk to renew license plates, award winning Human Services System (HSConnects) developed internally for managing 100,000 human services cases each year, water and energy use management of our building, use of travel time collection/reporting/performance measures of the County’s roadway network, and finally being the first to provide center to center connectivity of the advanced traffic management systems (ATMS) between the City of Greenwood Village and Arapahoe County. We also have a corridor under design, Iliff Avenue, which we believe can be a test bed for technology and innovation.

Arapahoe County is committed to participating in the Alliance through the quarterly meetings, Think Labs, sharing of our experiences/ideas/challenges, and working in collaboration with our partner Alliance members to accelerate the solutions for the citizens we all serve. If accepted into the Alliance, the County will form an internal workgroup that will provide the necessary resources to support the County’s participation in the Alliance.

We look forward to being a member of the Alliance and continuing our collaboration with others to provide solutions to the challenges local governments are facing.

Sincerely,

Jeff Baker, Chair
Board of County Commissioners

cc: Board of County Commissioners
Bryan D. Weimer, Director – Public Works and Development Directors
David Bessen, Director – IT Department
Michelle Halstead, Director – Communication and Administrative Services
File (Colorado Smart Cities Alliance)
DATE: March 15, 2019

TO: Board of County Commissioners

FROM: Bryan D. Weimer, PWLF, Director
Public Works and Development

SUBJECT: DISCUSSION ON NAMING CONVENTION OF A PRIVATE DRIVEWAY
(Which intersects and may be signed in the Public Right of Way)

Direction/Information
The Public Works and Development Department (PWD) is requesting direction from the Board of County Commissioners (BoCC) regarding the process of street naming (and posting of signs with a street name) on private driveway accesses.

The specific example used in this case is a new private driveway to Cherry Creek Innovation Center (High-school) in Dove Valley. The internal road to the school facility connects between E. Broncos Parkway and S. Chambers Drive but is considered a privately owned driveway. The intersection of this private driveway and Chambers will be signalized in the future. Signs with the “street name”, if any, would likely be posted in Arapahoe County Public Rights-of-Way. The applicant (Cherry Creek School District) has requested the name of this driveway be “Innovation Way”.

Staff has no objection to the applicant’s street name proposal of “Innovation Way” for the intersection of this driveway to be posted in the Arapahoe County public ROW provided that the BoCC has no objections to this being a staff decision in this matter.

Request and Recommendation
Staff seeks BoCC perspective and direction on their involvement in street naming at driveways / intersections with driveways, as these circumstances have not been specifically encountered in the past.
**Background**

Typically, PWD process names for a public or private roads from the pre-determined street block grid name system. PWD typically does not sign, or require signs under current criteria, to private driveways. However, the purpose for street names is from a wayfinding, addressing, and emergency response perspective - (ie so it appears on a map and you can find it when referenced). Street Name signs are not regulatory, but are considered a wayfinding sign, per MUTCD general signage guidance. Therefore, the sign should still convey a clear message and have a purpose.

Requests to change name of the public / private roadways from a preassigned grid name typically require a “N case” (naming) case process, and subsequent BoCC approval for the proposed new name. The Board may recall the recent “N” case of William Gibbs that was proposed and approved for Dove Valley, which is a publically maintained roadway.

However, in this case of Cherry Creek Innovation Center and occasional future cases, the access in question it is a private driveway – and therefore somewhat unusual. This driveway is anticipated to intersect at a traffic signal in the future, and as such typically a street name sign is assigned.

**Align Arapahoe**

Two elements of Align Arapahoe (Service First, Quality of Life) would be addressed with this initiative and PWD’s involvement.

- **Service First**
  The decisions made with this issue will ultimately be used to provide wayfinding in an efficient manner.

- **Quality of Life**
  This action would provide a safe and easy way to find destinations for motorists using the roadway.

**Discussion**

To give some context regarding this issue, Staff offers the following:

- The development (Cherry Creek Innovation Campus) is located in Dove Valley just east of County’s Regional Park with no connection between the two sites (Park and Campus).
- The Campus site will access via a continuous “driveway” that was originally planned as Dove Valley “Street A” and shown as “Tract G” on previous plats (before replated).
- The roadway (Street A) has been eliminated by replat next to School. Part of the remaining continuation of the planned road became William Gibbs (cul-de-sac) south of Chambers.
- “Roadsafe”, a commercial traffic control device business, has driveway opposing the School access on Chambers, which will be signalized in the future (100% Dove Valley’s responsibility), thus justifying the need to name the driveway from a wayfinding perspective.
- The connection driveway will be privately maintained by the school district – and no longer a public or private roadway designation, but an access to a single user – IE a private driveway.
Staff believes we should have street name signs at the two intersection locations of the driveway with public roadways (E. Broncos and S. Chambers) - but the question is if and what to name the “driveway”.

Upon signalization the street name signs should be posted on signal mast arms per the County’s typical requirement. The address plat is completed and this Campus is located at 8500 S. Chambers Road. The School District doesn’t want to change this address. The School District plans to open this school in the fall 2019 - and Staff believes it would beneficial to have the District post “some name” street signs before opening, again from a wayfinding purpose.

The grid name for a north-south roadway at this block would be Dawson Way (or an argument could also be made for Dillon Way because of the proximity). Neither name on grid would help wayfinding of an address in Arapahoe County on any map – as the address is 8500 Chambers. 8500 Chambers “block” may be okay to post for reference on Chambers – but would be confusing if repeated on Broncos Parkway.

Some items to consider and why Staff has the opinion that it is good to post a name of the intersections (in this case a private driveway) with public roadways.

- A Formal “N” case to name a public street other than the “grid” name is approved by the BoCC, but this is not a public road but an access/driveway to the school. Signs will be posted in public ROW and there are other users opposing side of roadway (ie Roadsafe on south side of Chambers).
- Not posting a street name may be visually difficult for wayfinding; If drivers are looking for the intersection/access location and no street sign is present.
- A posted street “name” would help for administrative purposes / mapping database in case any crash reports and geocoding for that intersection.
- Posted street names should not be used for any “advertising” purposes per MUTCD. (N case process was established for BoCC approval – such as Broncos Parkway.)
- “Innovation Way” proposal – any opinion /objection’s -appropriate for this application?
Essentially the street name sign at these locations are visual and administrative aid for a driveway location (not publicly maintained). But a name may be referenced in future for things like crash reporting location/geocoding and should be added to County mapping. A street name designation would not require a need to change address plat which has been completed.

**Alternatives**
The Cherry Creek Innovation Campus (school district) has proposed the name of this roadway to be “Innovation Way”. Therefore, the options to consider include:

- Allow posting of proposed “Innovation Way” street signs for driveway
- Post No Street Names - (Staff does not support)
- Post Grid Name Roadway (Dawson Way or Dillon Way)
- Post address block (8500) or (8500 Chambers) – This may be confusing on the Broncos Parkway intersection with the driveway, which might align with different E. Broncos block.
- Post Dove Valley Way / something else preferred by BOCC.

The other issue regarding this subject that Staff needs direction on from the BoCC is whether or not to require the applicant (school district) to do a formal request for Name Change (of driveway) from the grid system that would be presented before the BoCC or have Staff name the driveway without BoCC involvement/approval.

Once a decision is made regarding this issue, PWD staff will document the process to handle similar issues in the future.

**Fiscal Impact**
The fiscal impact to Arapahoe County will be minimal if any with this decision as the initial cost of signage would be that of the Campus. Future/ongoing maintenance of the signs would be that of Arapahoe County.

**Concurrence**
The Public Works and Development Department has reviewed this Board Summary Report and concurs that the staff level process for posting street names at the intersection/private driveways is appropriate.

**Attorney Review**
The County Attorney’s Department has reviewed this document.

**Reviewed By**
This Board Summary Report has been reviewed by the following:

- Karl Packer, Acting Transportation Division Manager - PWD
- Jan Yekes, Planning Division Manager - PWD
- Charles Haskins, Engineering Services Manager - PWD
- Robert Hill, Assistant County - Attorney Department